

CABARRUS COUNTY



BOARD OF COMMISSIONERS REGULAR MEETING

**June 17, 2019
6:30 PM**

MISSION STATEMENT

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

CALL TO ORDER BY THE CHAIRMAN

PRESENTATION OF COLORS

INVOCATION

Pastor Terry Thompson, West Cabarrus Church

A. APPROVAL OR CORRECTIONS OF MINUTES

1. Approval or Correction of Meeting Minutes

B. APPROVAL OF THE AGENDA

1. BOC - Changes to the Agenda

C. RECOGNITIONS AND PRESENTATIONS

1. Boards and Committees - Recognition of Member Services
2. Human Resources - Recognition of Christina Coley, EMT Master Paramedic, on Her Retirement from Cabarrus County EMS
3. Active Living and Parks - Park and Recreation Month
4. Proclamation - Cabarrus Family Medicine Residency Program

D. INFORMAL PUBLIC COMMENTS

E. OLD BUSINESS

F. CONSENT AGENDA

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

1. Appointments - Centralina Workforce Development Board
2. Appointments - Concord Downtown Development Corporation
3. Appointments - Jury Commission
4. Appointments - Transportation Advisory Board
5. Appointments and Removals - Board of Equalization and Review
6. Appointments and Removals - Cabarrus County Tourism Authority
7. Appointments and Removals - Harrisburg Fire Advisory Board
8. Appointments and Removals - Juvenile Crime Prevention Council
9. BOC - NACo Voting Credentials - 2019 Annual Conference
10. County Manager - Purchase of Right-of-Way for Hickory Ridge Elementary School
11. DHS - FY20 HCCBG Funding Plan
12. DHS - Transportation Regional Transit Resolution
13. Finance - Cabarrus County Reimbursement Resolution for Limited Obligation Bonds 2019
14. Finance - Cabarrus County School Request for Reallocation of Funding
15. Finance - Health Insurance Fund Balance Amendment
16. Finance - Juvenile Crime Prevention Council (JCPC) FY 20 Allocation of Funds and Funding Resolution
17. Finance - Update of Capital Project Fund Budgets and Related Project Ordinances
18. Finance - Update of Capital Reserve Project Ordinance and Related Budget Amendment
19. Finance - Deferred Tax Collections Project Request
20. Finance - Original Funding for New Cabarrus County Middle School
21. Infrastructure and Asset Management - Offer for Purchase of Surplus Ambulance
22. ITS - Interlocal Agreement for Mass Notification Services
23. Public Health Authority of Cabarrus County - Revision to By-Laws
24. Sheriff's Office - Recognition of K-9 "Geri" on His Retirement as a Bomb Detection Service Dog
25. Tax Administration - Refund and Release Reports - May 2019

G. NEW BUSINESS

1. County Manager - Adoption of the FY 20 Cabarrus County Budget - Public Hearing 6:30 p.m.
2. County Manager - FY 20 Economic Development Allocation - Public Hearing 6:30 p.m.
3. Economic Development Investment - Project Sim - Public Hearing 6:30 p.m.

H. 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. County Manager - Monthly Building Activity Reports
4. County Manager - Monthly New Development Report
5. EDC - May 2019 Monthly Summary Report
6. Finance - Monthly Financial Update

I. GENERAL COMMENTS BY BOARD MEMBERS

J. WATER AND SEWER DISTRICT OF CABARRUS COUNTY

K. CLOSED SESSION

1. Closed Session - Pending Litigation and Economic Development

L. ADJOURN

Scheduled Meetings

July 1	Work Session	4:00 p.m.	Multipurpose Room
July 29	Regular Meeting	6:30 p.m.	BOC Meeting Room
August 5	Work Session	4:00 p.m.	Multipurpose Room
August 14	Cabarrus Summit	4:00 p.m.	TBD
August 19	Regular Meeting	6:30 p.m.	BOC Meeting Room

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

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

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

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

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

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

CABARRUS COUNTY



BOARD OF COMMISSIONERS REGULAR MEETING

**June 17, 2019
6:30 PM**

AGENDA CATEGORY:

Approval or Correction of Minutes

SUBJECT:

Approval or Correction of Meeting Minutes

BRIEF SUMMARY:

The following meeting minutes are provided for correction or approval:

May 6, 2019 (Work Session)

May 8, 2019 (Cabarrus Summit)

May 20, 2019 (Regular Meeting)

REQUESTED ACTION:

Motion to approve the aforementioned meeting minutes as presented.

EXPECTED LENGTH OF PRESENTATION:

1 Minute

SUBMITTED BY:

Lauren Linker, Clerk to the Board

BUDGET AMENDMENT REQUIRED:

No

COUNTY MANAGER'S RECOMMENDATIONS/COMMENTS:

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

ATTACHMENTS:

- ▢ May 6, 2019 Work Session Minutes
- ▢ May 8, 2019 Cabarrus Summit Minutes
- ▢ May 20, 2019 Regular Meeting Minutes

The Board of Commissioners for the County of Cabarrus met for an Agenda Work Session in the Multipurpose Room at the Cabarrus County Governmental Center in Concord, North Carolina at 4:00 p.m. on Monday, May 6, 2019.

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

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

Call to Order

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

Approval of Agenda

Chairman Morris presented the following changes to the agenda:

Supplemental Information:

Discussion Items - No Action

3.2 Innovation and Technology - Innovation Report

- Report

3.3 Solid Waste - Unincorporated Residential Curbside Recycling Collection

- Curbside Recycling Processing Costs
- Recycling Processing Costs

Updated:

Closed Session

6.1 Closed Session - Pending Litigation

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

Discussion Items - No Action

Infrastructure and Asset Management - Courthouse Expansion Project Update

Kyle Bilafer, Area Manager of Operations, provided an update on the Courthouse Expansion Project. Items included were as follows: the closure of Means Avenue; a team kickoff meeting for the Construction Manager at Risk Project for the Courthouse Expansion Project; the setup of a SharePoint site; and internal design review group meetings.

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

Mr. Marshall provided additional comments on the group meetings and the collective collaboration identifying the successes of the project. Mr. Marshall also commented on collaboration regarding the exterior of the building.

Innovation and Technology - Innovation Report

Debbie Brannan, Area Manager of Innovation and Technology, presented a PowerPoint presentation titled *Innovation Initiative*. Topics included: Goal 1: Create a Culture of Innovation; Goal 2: Expand and Improve Use of Existing Resources; and Goal 3: Visualize County Operational Wellness.

Mike Downs, County Manager, provided additional comments regarding the County's technology and daily operations.

Solid Waste - Unincorporated Residential Curbside Recycling Collection

Kevin Grant, Sustainability Manager, reported on the current state and cost of recycling. Mr. Grant advised of the rising cost of recycling and presented options for consideration to cover these costs.

Kyle Bilafer, Area Manager of Operations, provided additional comments.

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

Discussion Items for Action**Finance - Approval of Maintenance and Repair Agreement Between Cabarrus County, Cabarrus County Schools and Kannapolis City Schools**

Susan Fearrington, Finance Director, presented the new Maintenance and Repair Agreement between Cabarrus County, Cabarrus County Schools (CCS) and Kannapolis City Schools (KCS) for the Board's review and approval. Ms. Fearrington additionally provided costs for the upkeep for building and grounds maintenance for each school system.

Human Resources - Presentation of Salary Study Results and Recommendations

Becky Drozd, The Employers Association, presented a PowerPoint presentation titled Cabarrus County Government Compensation Study for Selected Positions - Market Pricing and Analysis. The presentation included the following information:

- Introductions - The Employers Association
- Presentation Agenda - 2019 Compensation Study - Market Pricing and Analysis
 - Methodology of Study
 - Recommendations/Cost Implications
 - Future Next Steps - Recommendations
- Market Pricing Methodology
 - Cabarrus County Sponsored Salary Study
 - The Employers Association
 - Economic Research Institute (ERI)
 - Willis Towers Watson
 - CompAnalyst
- Recommendations - Fiscal Year 2020 - Effective July 1, 2019
 - Salary Structure
 - Adjust Salary Structure by 1.5%
 - No additional cost - Built into Cola
 - Grade Assignments
 - All Employees
- Future - Recommendations - Fiscal Year 2021
 - Eliminate COLA
 - Customize Salary Structure
 - Reduce number grades
 - Realign

A discussion ensued. During discussion, Lundee Covington, Human Resources Director, and Ms. Drozd responded to questions from the Board. Jean Gilreath, JS Gilreath Consulting, Inc., was also in attendance.

BOC - Appointments to Boards and Committees

Chairman Morris reported recommendations have been provided for the Adult Care Home Community Advisory Committee, Juvenile Crime Prevention Council and Cabarrus County Planning and Zoning Commission for the Boards' consideration.

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

Chairman Morris stated a resolution amending the Board of Commissioners' Meeting Schedule is needed to move the Board of Commissioners' July regular meeting from July 15, 2019 to July 22, 2019.

A discussion ensued. During discussion, the Board agreed to move the July regular meeting to July 29, 2019.

County Manager - Literacy Coordinator Room/Office Renovation

Kyle Bilafer, Area Manager of Operations, reported the Concord Library has requested renovations to create a Literacy Coordinator Office and Counseling/Tutoring Room. Mr. Bilafer advised the project can be funded from unused equipment and furniture funds budgeted for the Midland Library.

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

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

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

Date: Amount:

Dept. Head: Department:

Internal Transfer Within Department Transfer Between Departments/Funds Supplemental Request

Purpose: To move funds in the amount of \$15,786.00 from the AVAIL account into the Library Project (Concord Library - Literacy Coordinator Room/Office Renovations) in the Construction and Renovation Fund and moving the balance of \$34,214.23 in the Equipment and Furniture account into the Other Improvements account. The office renovation will require the construction of a wall to divide an existing room into an office and a counseling/tutoring room. There will be a window in the new wall for observations to take place. The Infrastructure and Asset Management Department will also convert a closet into a corridor to access the office when the counseling/tutoring room is in use.

Fund	Indicator	Department/ Object/ Project	Account Name	Approved Budget	Increase Amount	Decrease Amount	Revised Budget
343	6	0000-6921	Cont'b from Capital Reserve Fund	23,166.28		15,786.00	7,380.28
343	9	0000-9830	Other Improvements - AVAIL	136,635.61		15,786.00	120,849.61
							0.00
343	6	8240-6921	Cont'b from Capital Reserve Fund	75,000.00	15,786.00		90,786.00
343	9	8240-9860	Equipment & Furniture - Midland Library	75,000.00		34,214.00	40,786.00
343	9	8240-9830	Other Improvements - Concord Library	-	15,786.00		15,786.00
343	9	8240-9830	Other Improvements - Concord Library	15,786.00	34,214.00		50,000.00

Ordinance No. 2019-25

CABARRUS COUNTY CONSTRUCTION AND RENOVATION PROJECT
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 the various County construction and renovation related projects. Details of the projects 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.
- C. It is estimated that the following revenues will be available to complete capital projects as listed.

Park & Recreation Trust Fund (PARTF) Grant	\$ 350,000
Rental - Tower Lease	847,694
Sale of Fixed Assets	1,012,442
Contributions and Donations	117,036
General Fund Contribution	5,280,218
Lease Proceeds (Robert Wallace Park)	4,596,394
Capital Projects Fund Contribution	2,141,264
Capital Reserve Fund Contribution	19,818,545
TOTAL REVENUES	\$34,163,593

- D. The following appropriations are made as listed.

Government Center Chiller Replacement	\$211,000
Governmental Center ADA Bathrooms	151,469
County Building Camera Systems	24,099
ITS Fiber Technology Improvements	120,000
County Website Design	283,750
Furniture Replacements	184,501
County Operation Center	3,103,787
Elevator Modernization Government Center	176,000
Multiple building Fall Protection Measures	300,000
Jail Camera Upgrade	172,607
LEC Law Enforcement Technology	791,324
Training & Firing Range Renovation	50,000
Sheriff's Admin Roof Repair	113,659
Courthouse Expansion	12,519,000
Clerk of Court Improvements	68,786
Public Safety Training Center	90,000
EMS Headquarters - Consultants	50,000
EMS Co-location - Concord Fire #11	482,761
EMS Heart Monitors	566,111

Emergency Communications Equip & Ethernet Backhaul	2,721,086
JM Robinson High School Wetlands Mitigation	100,000
Landfill Retaining Wall	230,301
Veterans Services Improvements	92,674
Cooperative Ext. ADA Bathrooms	118,812
RCCC Land for future expansion	1,244,001
NE Area Park - Other Improvements	589,024
Robert Wallace Park	8,147,965
Frank Liske Park - Barn Restrooms	126,405
Carolina Thread Trail	109,329
Frank Liske park Playground Replacement	100,000
Frank Liske Park - Lower Lot Restrooms	678,506
Library - Midland Furniture	40,786
Library - Concord Office Reno	50,000
Arena - Lighting Control System Replacement	235,000
Unassigned	120,850
 TOTAL EXPENDITURES	 \$34,163,593
 GRAND TOTAL - REVENUES	 \$34,163,593
GRAND TOTAL - EXPENDITURES	\$34,163,593

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

Adopted this 6th day of May, 2019.

CABARRUS COUNTY BOARD OF COMMISSIONERS

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

ATTEST:

/s/ Lauren Linker _____
Clerk to the Board

County Manager - Purchase of Right-of-Way and Easements for Hickory Ridge Elementary School

Jonathan Marshall, Deputy County Manager, reported the County has reached an agreement with most of the property owners on Hickory Ridge Road for an easement for the Hickory Ridge Elementary School water line. Mr. Marshall stated a budget amendment would be needed.

A brief discussion ensued. During discussion, Mr. Marshall and Tim Lowder, Executive Director of Operations, Cabarrus County Schools, responded to questions from the Board. Brian Cone, Director of Architecture, Planning and Construction, Cabarrus County Schools, was also in attendance.

County Manager - Support Letter for Multi-Use Paths with NC 73 Widening

Jonathan Marshall, Deputy County Manager, reported the County has received documentation from the City of Concord and the City of Kannapolis requesting multi-use paths/lanes to be included in the NC Highway 73 widening project. Mr. Marshall provided information from discussions with the North Carolina Department of Transportation regarding the costs and off-set of costs associated with the project that belong to city municipalities. He requested the Board approve a letter of support for the NC 73 multi-use paths to be signed by the Chairman.

DHS - Review of Bids to Provide Bulk Catering Services to the LunchPlus Club Program

Susan Domann, Department of Human Services (DHS), Social Worker Supervisor, reported the company providing bulk catering service for the LunchPlus Program will not provide catering services effective July 1, 2019. She stated a Request for Proposals (RFP) was issued, but there were no responses. Ms. Domann additionally reported DHS has since been contacted by Bateman Community Living, a subsidiary of Elior North America, expressing interest in providing catering services. Ms. Domann provided information regarding Bateman Community Living along with the proposed costs.

A discussion ensued. During discussion, Ms. Domann responded to questions from the Board. Cindy Hall, Department of Human Services (DHS), Nutrition Program Coordinator, was also in attendance.

Emergency Management - Adoption of 2019 Emergency Operations Plan

Bobby Smith, Emergency Management Director, presented an overview of the updated Emergency Operations Plan (EOP) for review and adoption. He also responded to questions from the Board.

Finance - Resolution Relating to the Installment Financing Contract - Financing for School and Public Purpose Land - Public Hearing 6:30 p.m.

Susan Fearrington, Finance Director, requested approval of a resolution, which would enable Cabarrus County to enter into one or more short and/or long-term installment financing contracts for an amount not to exceed \$11,000,000 to finance all or a portion of the cost of purchase for land for various schools and public purposes. Ms. Fearrington advised a public hearing will be needed. She also responded to questions from the Board.

Library - Policy Updates

Emery Ortiz, Library Director, presented an overview of the updated Policy for Use of the Cabarrus County Public Library Auditorium and Facilities and the Cabarrus County Public Library Rules and Regulations for Conduct in the Library for the Board's consideration.

A brief discussion ensued.

Register of Deeds - Partial Refund of Excise Tax

Chairman Morris reviewed the request for a partial refund in connection with the overpayment of excise taxes paid on a General Warranty Deed.

Sheriff's Office - Approve Bid Award with Hilbish Ford for 2020 Ford Utility Police Interceptor Vehicles (Explorer)

1:34

Deputy Chief James Bailey, Cabarrus County Sheriff's Office, requested approval of a bid for the purchase of 12 2020 Ford Utility Police Interceptor Explorers. The funds to be used were budgeted from Medicaid Hold Harmless Funds in the amount of \$420,000. Chief Bailey stated four bids were received with the lowest bid from Hilbish Ford in Kannapolis, North Carolina in the amount of \$398,438.80. He requested the Board to suspend the Rules of Procedure and approve this request today in order for the purchase to be completed in this budget year.

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

Vice Chairman Honeycutt **MOVED** to approve the bid award with Hilbish Ford and to authorize the Cabarrus County Sheriff's Office to purchase a total of 12 2020 Ford Utility Police Interceptor vehicles for a cost of \$398,438.80. Commissioner Shue seconded the motion.

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

BOC - Approval of Regular Meeting Agenda

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

UPON MOTION of Commissioner Kiger, seconded by Commissioner Shue and unanimously carried, the Board approved the May 20, 2019 agenda as follows and scheduled the required public hearing for Monday, May 20, 2019 at 6:30 p.m. or as soon thereafter as persons may be heard.

Approval or Correction of Minutes

- Approval or Correction of Minutes

Recognitions and Presentations

- Active Living and Parks - Freedom Award Project
- Soil and Water - Annual Conservation Contest Winners
- Youth Commission - Recognize Graduating Members
- Cabarrus Health Alliance - 2018 State of the County Health Report
- Human Resources - Recognition of Senior Deputy County Manager Pamela Dubois on her retirement from Cabarrus County Government
- Proclamation - Memorial Day 2019

Consent

- Appointments - Adult Care Home Community Advisory Committee

- Appointments - Cabarrus County Planning and Zoning Commission
- Appointments - Home and Community Care Block Grant Advisory Committee
- Appointments and Removals - Juvenile Crime Prevention Council
- BOC - Resolution Amending the Board of Commissioners' 2019 Meeting Schedule
- County Manager - Purchase of Right-of-Way and Easements for Hickory Ridge Elementary School
- County Manager - Support Letter for Multi-Use Paths with NC 73 Widening
- DHS - Review of Bids to Provide Bulk Catering Services to the LunchPlus Club Program
- Emergency Management - Adoption of 2019 Emergency Operations Plan
- Finance - Approval of Maintenance and Repair Agreement Between Cabarrus County, Cabarrus County Schools and Kannapolis City Schools
- Human Resources - Presentation of Salary Study Results and Recommendations
- Infrastructure and Asset Management - Offer for Purchase of Tax Foreclosure Property
- Library - Policy Updates
- Register of Deeds - Partial Refund of Excise Tax
- Tax Administration - Refund and Release Reports - April 2019

New Business

- Finance - Resolution Relating to the Installment Financing Contract - Financing for School and Public Purpose Land - Public Hearing 6:30 p.m.
- County Manager - Presentation of the Proposed FY20 Cabarrus County Budget and Scheduling of a Public Hearing

Reports

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

Closed Session - Pending Litigation

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

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

Return to Open Session

UPON MOTION of Commissioner Kiger, seconded by Vice Chairman Honeycutt and unanimously carried, the Board removed the public hearing for an economic development investment for Project Delta Force for Monday, May 20, 2019 at 6:30 p.m.

Note: This public hearing was scheduled on April 15, 2019 after the Board returned to open session after that closed session.

Adjourn

UPON MOTION of Commissioner Shue, seconded by Vice Chairman Honeycutt and unanimously carried, the meeting adjourned at 6:26 p.m.

Lauren Linker, Clerk to the Board

The Board of Commissioners for the County of Cabarrus met for the 2nd Quarter Cabarrus Summit 2019 at the Laureate Center at Kannapolis City Hall in Kannapolis, North Carolina at 6:00 p.m. on Wednesday, May 8, 2019.

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

Also present were Mike Downs, County Manager; Richard M. Koch, County Attorney; Pam Dubois, Senior Deputy County Manager; Jonathan Marshall, Deputy County Manager; Kyle Bilafer, Area Manager of Operations; Debbie Brannan, Area Manager of Technology and Innovation; Lauren Linker, Clerk to the Board; Jonathan Weaver, Multimedia Journalist; Kristin Jones, Budget and Performance Manager; Karen Calhoun, Human Services Director; Bob Bushey, Transportation Manager; and Stan Parnell, Driver Supervisor.

Although a quorum was not present, the quarterly summit proceeded with the presentation. No action was required or taken.

The following municipal representatives were also present:

City of Concord: Bill Dusch, Mayor; Lloyd Payne, City Manager; LJ Weslowski, Transit Director; and Council Members Terry Crawford, Sam Leder, JC McKenzie and Ella Mae Small.

Town of Harrisburg: Steve Sciascia, Mayor; Haynes Brigman, Town Manager; and Council Members Benita Conrad and Diamond Staton-Williams.

City of Kannapolis: Darrell Hinnant, Mayor; Mike Legg, City Manager; Eddie Smith, Deputy City Manager; Annette Privette-Keller, Director of Communications; Irene Sacks, Director of Economic Development; Roger Haas, Mayor Pro-Tem; and Council Members Dianne Berry, Tom Kincaid, and Van Rowell.

Town of Midland: Doug Paris, Town Manager; Darren Hartsell, Mayor Pro-Tem; and Council Members Mike Tallent and Rich Wise.

Town of Mount Pleasant: Del Eudy, Mayor; and Randy Holloway, Town Administrator.

Also present were: Jennifer Hibbert, AECOM; Mariate Echeverry, AECOM; Donna Carpenter, Cabarrus Visitors Bureau; Page Castrodale, Cabarrus Economic Development Corporation; Katie Kutcher, Centralina Council of Governments; and Phil Conrad, Cabarrus-Rowan MPO.

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

Dinner

The meeting began with a dinner break at 6:00 p.m. The meeting resumed at 6:30 p.m.

Introductions and Updates

Chairman Morris welcomed municipal elected officials, city managers and other guests. Representatives from the County, cities and the towns provided an update on current and ongoing projects in their jurisdictions and recognized members of their staff in attendance.

Presentation

Jennifer Hibbert, AECOM gave a detailed presentation on the public transportation needs of Cabarrus County. She reported on the current public transportation options related to the county needs. She then she went over the projected future needs and the cost analysis for the next fifteen years.

Adjourn

The meeting adjourned at 8:16 p.m.

Lauren Linker, Clerk to the Board

The Board of Commissioners for the County of Cabarrus met in regular session in the Commissioners' Meeting Room at the Cabarrus County Governmental Center in Concord, North Carolina at 6:30 p.m. on Monday, May 20, 2019.

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

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

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

Chairman Morris led the Pledge of Allegiance.

Reverend Sheldon Davis with Oak Grove Missionary Baptist Church delivered the invocation.

(A) APPROVAL OR CORRECTION OF MINUTES

UPON MOTION of Vice Chairman Honeycutt seconded by Commissioner Shue and unanimously carried, the Board approved the minutes of April 1, 2019 (Work Session) and April 15, 2019 (Regular Meeting) as presented.

(B) APPROVAL OF THE AGENDA

Chairman Morris reviewed the following changes to the agenda.

Additions:

Closed Session

K-1 Closed Session - Pending Litigation, Economic Development and Acquisition of Real Property

Revised:

Consent Agenda

F-5 BOC - Resolution Amending the Board of Commissioners' 2019 Meeting Schedule

- Legislative Meeting Added to the Calendar

F-10 Finance - Approval of Maintenance and Repair Agreement Between Cabarrus County, Cabarrus County Schools and Kannapolis City Schools

- Updated Draft Agreement

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

(C) RECOGNITIONS AND PRESENTATIONS

(C-1) Active Living and Parks - Freedom Award Project

Byron Haigler, Assistant Director, Active Living and Parks, and Joshua Coffman, Park Program Manager, recognized Jonah Hill with the Trail Life Group, who designed and constructed two orienteering courses at Camp T.N. Spencer Park.

(C-2) Soil and Water - Annual Conservation Contest Winners

Tammi Remsburg, Resource Conservation Coordinator, and Kelly Sifford, Planning and Development Director, recognized the following winners in the Soil and Water Conservation contests who were in attendance: Kindergarten Bookmark Contest, Isabella Stewart from Patriot STEM Elementary School; First Grade Bookmark Contest, Rhea Shaw from Carolina International School; and Sixth Grade Poster Contest, Naomi Gonzales from C. C. Griffin Middle School.

Ms. Remsburg additionally recognized the State Elementary Conservation Teacher of the Year, Mary Ferguson.

Ms. Ferguson expressed appreciation to the Board for their support.

(C-3) Youth Commission - Recognize Graduating Members

Tracy LeCompte, 4-H Extension Agent, thanked the Board and County Manager Mike Downs for their support of the 4-H and Youth Commission programs.

Ms. LeCompte introduced Avery Calkins, Youth Commission Hickory Ridge High School representative. Ms. Calkins spoke about the learning opportunities afforded to all Youth Commission members through their participation. She also expressed appreciation to the Board and Ms. LeCompte.

Lastly, Ms. Calkins recognized the graduating Youth Commission Seniors:

- Jack Lambert, Central Cabarrus High School
- Brandon Gillespie, Cox Mill High School
- Lance Cagle, Central Cabarrus High School
- Avery Calkins, Hickory Ridge High School

Each senior announced their plans after high school graduation and thanked the Board for their support.

Chairman Morris congratulated the seniors and expressed well wishes for the future.

(C-4) Cabarrus Health Alliance - 2018 State of the County Health Report

Marcella Beam, Executive Director, Healthy Cabarrus, Cabarrus Health Alliance, presented the State of the County Health Report. Topics included (top three priority needs for Cabarrus County) were as follows: Substance abuse, Opioid crisis, and Childhood obesity.

(C-5) Human Resources - Recognition of Senior Deputy County Manager Pamela Dubois on Her Retirement from Cabarrus County Government

Mike Downs, County Manager, recognized Pam Dubois, Senior Deputy County Manager, on her retirement from her position with Cabarrus County as Senior Deputy County Manager. Mr. Downs highlighted a number of Ms. Dubois' accomplishments during her 31-year tenure.

Vice Chairman Honeycutt presented a service award in appreciation of her service and dedication to the County.

Donna Carpenter, President and CEO, Cabarrus County Visitor's Bureau (CVB), thanked Ms. Dubois for all of her contributions to the Tourism Authority of Cabarrus County and presented her with a token of appreciation.

Ms. Dubois, expressed her appreciation.

(C-6) Proclamation - Memorial Day 2019

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

UPON MOTION of Commissioner Shue, seconded by Vice Chairman Honeycutt and unanimously carried, the Board adopted the proclamation.

Proclamation No. 2019-10

MEMORIAL DAY PROCLAMATION

WHEREAS, our ancestors shaped the structure of our political system, laid the groundwork for higher discoveries in science and medical research, started long-lasting traditions that enrich our heritage, and fought in wars so that future generations would have freedom; and

WHEREAS, it is important to cherish the memories of our friends and family members who have died, and to remember their contributions towards making our lives better; and

WHEREAS, the veterans who fought and died for our country helped preserve the freedoms and rights guaranteed to all people under the U.S. Constitution; and

WHEREAS, on Memorial Day, Americans remember the enormous debt of gratitude we owe to our veterans who have lost their lives in the defense of freedom and pursuit of peace and we reflect on the past and renew our patriotism so that we may continue to live in freedom and seek peace so that our veterans will not have died in vain.

NOW, THEREFORE, BE IT PROCLAIMED that the Cabarrus County Board of Commissioners do hereby recognize May 27, 2019 as

MEMORIAL DAY 2019

in Cabarrus County and urges all residents in the county to take time on this special day of remembrance to honor those who have sacrificed and died to improve our quality of life, and to strengthen our nation.

ADOPTED this 20th day of May, 2019.

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

ATTEST:

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

Lastly, Mr. Miller shared a reading regarding the creation and celebration of Memorial Day. Mr. Miller also shared the story of the recent sacrifice of a local Marine.

(D) INFORMAL COMMENTS

Chairman Morris opened the meeting for Informal Public Comments at 7:17 p.m. He stated each speaker would be limited to three minutes.

Ben Spencer, resident of 6123 Village Drive NW in Concord, spoke regarding an increase in the school board teacher supplement recommendation.

Terri Griffith, resident of 817 Oak Trail Circle in Concord, expressed concern regarding the increase in the school board teacher supplement in a neighboring county. Ms. Griffith then requested consideration for the proposed school board teacher supplement for Cabarrus County teachers.

Roland Jordan, resident of 134 Lore Street in Concord, presented the following statement:

The first thing I want to talk about is the nursing home. The nursing home, some of them are good, some them ain't. I got a mother at the church in Five Oaks Nursing Home. (Inaudible) hold her hostage, she's in her right mind. She's not able. She's more sharper than I am. I live with dementia and she got dementia but hers is better than mine. And I went to the police, went to the sheriff's department, the sheriff say (inaudible). It's bad we got these people here got these good (inaudible) and won't do their job protect and serve our people. Um, I called the lawyer Mr. White for Social Service. He called a couple times then I called back and had a more word with him. Mr. Downs, he been busy, I called him, to get appointment with him, been about two weeks now I think. I ain't heard nothing from him. So I need some action done on that. You know. I'm planning on suing. I don't like to sue. I'd about assume sue my enemies. And about school. It's good to let no one be left behind, but I was slow in school. I had special help. Some of my kids need special help. Graduating from school can't hardly read. How do you expect them to get a job. You know you need more substitute teachers there. That's very important. You know, and um the school, I'm still working on prayer back there put your support on that. But um, when you took prayer out, a lot of violence, a lot of wrong doing with it going on, so we asking do whatever you can do, support that, please do. And I'd like to continue to help Barber Scotia. I know they're in a stand still, but if you can reach out and know some people got some resource, they need money. They can help that school out, we'd appreciate it. I know we got the police brutality. Last week I see a video. The police beat this black man down. I seen one throw a couple punches like that. No, we ain't going to tolerate that. And ask ya'll to do something about that. The man should be fired. (inaudible) I know you shouldn't cuss police, I understand that. But when you get upset, you may cuss. I don't cuss but I shoot out real good. That's why I'm barred from a lot of places. I ain't no joke, I don't take no mess, but I'm a peace maker, but I can be a hell raiser too. I thank you for your time and God bless you.

With there being no one else to address the Board, Chairman Morris closed that portion of the meeting.

(E) OLD BUSINESS

None.

(F) CONSENT

(F-1) Appointments - Adult Care Home Community Advisory

Former Adult Care Home Community Advisory Committee member Ann Holland is again able and eligible to serve on this committee. It is requested to appoint Ms. Holland to an initial one-year term.

UPON MOTION of Commissioner Kiger, seconded by Vice Chairman Honeycutt and unanimously carried, the Board appointed Ann Holland to the Adult Care Home Community Advisory Committee for an initial one-year term ending May 31, 2020.

(F-2) Appointments - Cabarrus County Planning and Zoning Commission

The Planning and Zoning Commission currently has two open alternate positions. Staff respectfully requests that the Board of Commissioners consider the following appointments to fill the vacancies:

Request to appoint David Hudspeth to an alternate position ending August 31, 2021. Mr. Hudspeth currently lives in the Harrisburg Planning Area.

Request to appoint Ingrid Nurse to an alternate position ending August 31, 2020. Ms. Nurse currently lives in the Concord Planning Area.

UPON MOTION of Commissioner Kiger, seconded by Vice Chairman Honeycutt and unanimously carried, the Board appointed David Hudspeth as an alternate member on the Planning and Zoning Commission to a term ending August 31, 2021.

UPON MOTION of Commissioner Kiger, seconded by Vice Chairman Honeycutt and unanimously carried, the Board appointed Ingrid Nurse as an alternate member on the Planning and Zoning Commission to a term ending August 31, 2020.

(F-3) Appointments - Home and Community Care Block Grant Advisory Committee

There is currently one vacancy on the Home and Community Care Advisory Committee. The committee has reviewed the applications of those individuals that were interested in serving on the committee. Based on the vote of the committee members, the committee recommends Andrea Black to fill the vacant position. Ms. Black appears to be well qualified and will be an asset to the committee.

UPON MOTION of Commissioner Kiger, seconded by Vice Chairman Honeycutt and unanimously carried, the Board appointed Andrea Black to the Home and Community Care Block Grant Advisory Committee for a three-year term ending December 31, 2021.

(F-4) Appointments and Removals - Juvenile Crime Prevention Council

Juvenile Crime Prevention Council "At-large" member Angela Ward has retired and resigned from her position on the Council. It is requested to remove her name from the roster.

At the Juvenile Crime Prevention Council's March meeting, the Council voted to recommend Eshan Shah to fill the vacant "Student under 18" position for the Kannapolis City Schools position.

UPON MOTION of Commissioner Kiger, seconded by Vice Chairman Honeycutt and unanimously carried, the Board removed Angela Ward from the Juvenile Crime Prevention Council roster and thanked her for her service.

UPON MOTION of Commissioner Kiger, seconded by Vice Chairman Honeycutt and unanimously carried, the Board appointed Eshan Shah to the Juvenile Crime Prevention Council as the "Student under 18/KCS" representative for a two-year term ending June 30, 2021.

(F-5) BOC - Resolution Amending the Board of Commissioners' 2019 Meeting Schedule

The North Carolina Association of County Commissioners (NCACC) supplies meeting materials and requests counties to schedule an annual legislative meeting with their local delegation. Members of the Board have consulted their schedules and after receiving responses from our local legislators, Friday, May 31, 2019 has been selected for the Legislative Meeting.

In addition, the July regular meeting needs to be moved to July 29th due to the NACo Annual Conference scheduled for July 12 - 15, 2019.

UPON MOTION of Commissioner Kiger, seconded by Vice Chairman Honeycutt and unanimously carried, the Board adopted the resolution.

Resolution No. 2019-08

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

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

WHEREAS, the Board desires to convene for the NCACC-sponsored legislative meeting, inviting their local legislative delegation to join them at 9:00 a.m. on Friday, May 31, 2019 in the multipurpose room at the Governmental Center in Concord, North Carolina; and

WHEREAS, the NACo Annual Conference is being held July 12 - 15, 2019 and the Board desires to move the July regular meeting to July 29th;

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

- 1. The Board of Commissioners will hold the Legislative Meeting at 9:00 a.m. on May 31, 2019 at the Governmental Center in Concord, North Carolina.
2. The Board of Commissioners will hold the July regular meeting at 6:30 p.m. on July 29, 2019 in the Board of Commissioners' Meeting Room at the Governmental Center in Concord, North Carolina.

ADOPTED this 20th day of May, 2019.

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

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

(F-6) County Manager - Purchase of Right-of-Way and Easements for Hickory Ridge Elementary School

The County has reached an agreement for the purchase of certain identified property easements and right-of-way on Hickory Ridge Road for an easement for the Hickory Ridge Elementary School water line.

UPON MOTION of Commissioner Kiger, seconded by Vice Chairman Honeycutt and unanimously carried, the Board approved the purchase of the identified property easements and right-of-way, including the required budget amendment and project ordinance; and authorized the County Manager to execute all required documents, subject to review and approval by the County Attorney.

Form fields: Date: 5/20/2019, Amount: 2,698.94, Dept. Head: Susan Fearrington, Department: Finance, LOBS 2018 and Capital Reserve Fund, Internal Transfer Within Department, Transfer Between Departments/Funds, Supplemental Request

Table with 8 columns: Fund, Indicator, Department/ Object/ Project, Account Name, Approved Budget, Increase Amount, Decrease Amount, Revised Budget. Rows include Contra Sales Tax - Hickory Ridge Elementary and Land Acquisition.

Ordinance No. 2019-26

CABARRUS COUNTY
LIMITED OBLIGATION BONDS 2018 PROJECT
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 Public Schools. 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.

General Fund Contribution	\$ 901,000
Capital Project Fund Contribution	517,197
Debt Proceeds	54,680,000
Capital Reserve Contribution	7,036,745
 TOTAL REVENUES	 \$63,134,942

- C. The following appropriations are made as listed.

Legal Fees	\$ 505,534
HVAC Replacement - Mt. Pleasant High-CCS	4,276,945
Mobile Units - CCS	2,095,676
HVAC Replacement - JN Fries Middle-CCS	3,011,267
Hickory Ridge Elementary-CCS	34,937,579
RCCC - Advanced Technology Center	16,586,941
Land - RCCC	1,721,000
 TOTAL EXPENDITURES	 \$63,134,942
 GRAND TOTAL - REVENUES	 \$63,134,942
GRAND TOTAL - EXPENDITURES	\$63,134,942

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

Adopted this 20th day of May, 2019.

CABARRUS COUNTY BOARD OF COMMISSIONERS

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

ATTEST:

/s/ Lauren Linker
Clerk to the Board

(F-7) County Manager - Support Letter for Multi-Use Paths with NC 73 Widening

Concord and Kannapolis have sent letters of support to the NCDOT (North Carolina Department of Transportation) requesting multi-use paths to be included in the NC 73 widening project. The NCDOT Division Engineer, Scott Cole, has requested a similar letter of support from Cabarrus County. Commissioner Poole is familiar with the Cabarrus Rowan Metropolitan Planning Organization (CRMPO) discussions on this subject and can provide input from that perspective.

UPON MOTION of Commissioner Kiger, seconded by Vice Chairman Honeycutt and unanimously carried, the Board approved a letter of support for NC 73 multi-use paths to be signed by Chairman Morris.

(F-8) DHS - Review of Bids to Provide Bulk Catering Services to the LunchPlus Club Program

The Department of Human Services (DHS) issued an RFP (Request for Proposals) for bulk catering for the LunchPlus Club (congregate nutrition)

program. Based on review of the bid tabulation sheet, Bateman Community Living is recommended for approval.

UPON MOTION of Commissioner Kiger, seconded by Vice Chairman Honeycutt and unanimously carried, the Board approved the bid award for bulk catering services provided to the LunchPlus Club Program and to authorize the County Manager to execute the contract between the county and the approved vendor, subject to review or revision by the County Attorney.

(F-9) Emergency Management - Adoption of 2019 Emergency Operations Plan

As required by state law and federal standards, Cabarrus County has developed and maintained an Emergency Operations Plan (EOP). The EOP is the over-arching plan that provides guidance for countywide direction and operations during emergency events. Cabarrus County departments and community partners have reviewed and updated the plan. The plan included in the agenda is the final proposed EOP for review and adoption. The adoption of the EOP does not require a public hearing.

UPON MOTION of Commissioner Kiger, seconded by Vice Chairman Honeycutt and unanimously carried, the Board approved 2019 Emergency Operations Plan and authorize the County Manager and Chairman to execute the Statement of Approval.

(F-10) Finance - Approval of Maintenance and Repair Agreement Between Cabarrus County, and Kannapolis City Schools

The County entered into an agreement with Cabarrus County Schools (CCS) and Kannapolis City Schools (KCS) in FY 1999 in order to provide specific funding for building and ground maintenance as well as to consolidate the operations of both school systems for this function. The current agreement will expire on June 30, 2019. The proposed agreement will extend the service for an additional five years: FY 2020 to FY 2024.

UPON MOTION of Commissioner Kiger, seconded by Vice Chairman Honeycutt and unanimously carried, the Board approved the revised contract subject to review of the County Attorney, County Manager and both school districts.

(F-11) Human Resources - Presentation of Salary Study Results and Recommendations

The Employers Association has completed a salary review for the general government group, which is comprised of 15 diverse departments and 82 position descriptions. The salary study results and recommendations were presented at the work session.

UPON MOTION of Commissioner Kiger, seconded by Vice Chairman Honeycutt and unanimously carried, the Board approved the study recommendations and included in the FY20 budget.

(F-12) Infrastructure and Asset Management - Offer for Purchase of Tax Foreclosure Property

An offer of \$500 was received for purchase of a County owned foreclosed property located near Fox Street SW in Concord (PIN # 5620937474 0000). The 10-day upset bid process is now over and no upset bids were received.

UPON MOTION of Commissioner Kiger, seconded by Vice Chairman Honeycutt and unanimously carried, the Board accepted the offer and proceeded with the sale of subject property located near Fox Street (PIN # 5620937474 0000).

(F-13) Library - Policy Updates

The library system has updated two policies that require approval: the Meeting Room Policy, and the Rules and Regulations for Conduct in the Library. Both have been approved by the Library Board of Trustees.

UPON MOTION of Commissioner Kiger, seconded by Vice Chairman Honeycutt and unanimously carried, the Board approved the revised policies as written.

(F-14) Register of Deeds - Partial Refund of Excise Tax

Morrison Law recorded a general warranty deed on March 14, 2019, Instrument # 5839 and paid excise tax of \$803.00. Subsequently, on April 2, 2019, Morrison Law recorded an affidavit asserting the excise tax due on that transaction to be \$338.00.

UPON MOTION of Commissioner Kiger, seconded by Vice Chairman Honeycutt and unanimously carried, the Board authorized a refund to Morrison Law in the sum of \$465.00, pursuant to NCGS 105-228.37.

(F-15) Tax Administration - Refund and Release Reports - April 2019

The Release Report contains taxpayers' names, bill numbers, valuations, tax amounts, along with the justifications for releasing the valuation/tax amounts for outstanding levies in accordance with N.C.G.S. 105-381. The Refund Report is a summary sheet which lists data from each refund request form, along with the justification for the refunds to the taxpayers in accordance with N.C.G.S. 105-381.

Note: Due to the transition of motor vehicles onto the new North Carolina Vehicle Tax System (NCVTS), motor vehicle-related refunds and releases will begin to be displayed on the new report generated by NCVTS.

UPON MOTION of Commissioner Kiger, seconded by Vice Chairman Honeycutt and unanimously carried, the Board approved the April 2019 Refund and Release Reports as submitted, including the NCVTS Refund Report, and granted authority to the Tax Collector to process the refunds and releases. The report is hereby incorporated into the minutes by reference and is on file with the Clerk to the Board.

(G) NEW BUSINESS

(G-1) Finance - Resolution Relating to the Installment Financing Contract - Financing for School and Public Purpose Land - Public Hearing 6:30 p.m.

Susan Fearrington, Finance Director, presented a request to the Board of Commissioners to approve a resolution enabling Cabarrus County to enter into one or more short and/or long-term installment financing contracts with the Cabarrus County Development Corporation or one or more third parties, for an amount not to exceed \$11,000,000, to finance all or a portion of the cost of purchasing land for various school and public purposes. She advised N.C.G.S. 160-A-20 requires a public hearing on the described installment financing contract for the projects described above.

Chairman Morris opened the public hearing at 7:27 p.m. The Public Hearing Notice was published on May 5, 2019 in *The Independent Tribune*. The public hearing notice was also posted on the County's website (www.cabarruscounty.us) on May 7, 2019 in accordance with Article 2, Administration, Section 2.1 (Use of Electronic Means to Provide Public Notices) of the Cabarrus County Code of Ordinances.

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

UPON MOTION of Commissioner Shue, seconded by Vice Chairman Honeycutt and unanimously carried, the Board approved the resolution authorizing the bonds.

Resolution No. 2019-09

RESOLUTION RELATING TO LONG-TERM INSTALLMENT CONTRACT FINANCINGS OF VARIOUS PUBLIC PROJECTS IN AN AGGREGATE PRINCIPAL AMOUNT UP TO \$11,000,000; INTERIM INSTALLMENT CONTRACT FINANCINGS FOR SUCH PROJECTS IN AN AGGREGATE PRINCIPAL AMOUNT UP TO \$11,000,000; AND THE EXECUTION AND DELIVERY BY THE CABARRUS COUNTY DEVELOPMENT CORPORATION OF ONE OR MORE SERIES OF LIMITED OBLIGATION BONDS AND/OR CERTIFICATES OF PARTICIPATION RELATED THERETO

WHEREAS, the Board of Commissioners desires to undertake a proposed plan of financing in an aggregate principal amount of up to \$11,000,000, which plan would involve the entry by the County into one or more long-term installment financing contract(s) with the Cabarrus County Development Corporation (the "Corporation") or one or more other third parties pursuant to North Carolina General Statutes §160A-20, as amended, the proceeds of which would be used to pay all or a portion of the costs of (i) the acquisition of numerous parcels of real property in the County, including any and all improvements located thereon, if any, to be used as the proposed sites of (A) a new public middle school facility, (B) a new public senior high school facility and (C) a new library/senior center facility; (ii) the acquisition of any necessary rights-of-way and easements related to each of the foregoing and (iii) various real and personal property improvements related to each of the foregoing (collectively, the "2019 Projects"), and under said one or more long-term

installment financing contract(s) the County would secure the repayment by the County of the moneys advanced pursuant to such one or more long-term installment financing contract(s) by granting a security interest in and lien on all or some portion of the 2019 Projects and/or all or some portion of the real property upon which the 2019 Projects are located;

WHEREAS, as part of said proposed plan of financing, the Corporation may also execute and deliver one or more series of Limited Obligation Bonds and/or Certificates of Participation in said one or more long-term installment financing contract(s) in an aggregate principal amount not exceeding \$11,000,000 to finance the advancement of moneys to the County pursuant to said one or more long-term installment financing contract(s) between the County and the Corporation or one or more other third parties;

WHEREAS, as part of the proposed plan of financing for the 2019 Projects, the Board of Commissioners further desires to authorize interim financing for all or some portion of the 2019 Projects in an aggregate principal amount of up to \$11,000,000, which would involve the entry by the County into one or more short-term installment financing contract(s) with one or more third parties pursuant to North Carolina General Statutes §160A-20, as amended, the proceeds of which would be used to provide interim financing for all or some portion of the 2019 Projects pending execution and delivery of said one or more long-term financing contract(s) and the related Limited Obligation Bonds and/or Certificates of Participation, if any, and under said one or more short-term installment financing contract(s) the County would secure the repayment by the County of the moneys advanced pursuant to such short-term installment financing contract(s) by granting a security interest in and lien on all or some portion of the 2019 Projects and/or all or some portion of the real property upon which the 2019 Projects are located; and

WHEREAS, as required by North Carolina General Statutes §160A-20, the Board of Commissioners has heretofore held the public hearing concerning the one or more short-term installment financing contract(s) and the one or more long-term installment financing contract(s) to be executed and delivered by the County and the transactions contemplated thereby and associated therewith;

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners, as follows:

Section 1. The Board of Commissioners hereby finds and confirms that (i) the 2019 Projects and the financing thereof by one or more short-term contract(s) and one or more long-term contract(s) is necessary and expedient for the County; (ii) financing of the 2019 Projects by one or more short-term contract(s) and one or more long-term contract(s), under the circumstances, is preferable to a bond issue by the County; (iii) the sums to fall due under one or more short-term contract(s) and one or more long-term contract(s) are adequate and not excessive for their proposed purpose; (iv) the County's debt management procedures and policies are good and its debt will continue to be managed in strict compliance with law; (v) the increase in taxes, if any, necessary to meet the sums to fall due under one or more short-term contract(s) and one or more long-term contract(s) will not be excessive; and (vi) the County is not in default regarding any of its debt service obligations.

Section 2. The appropriate officers of the County are hereby authorized and directed to do any and all things necessary, appropriate or convenient to effectuate the foregoing and the proposed plan of financing, including without limitation filing one or more applications with the North Carolina Local Government Commission seeking approval of the plan of financing or any component thereof, the publication of any required notices related thereto, consideration and negotiation of proposals from one or more third parties regarding the one or more short-term installment financing contract(s) included in the proposed plan of financing, consideration and negotiation of proposals from one or more underwriters or one or more other third parties regarding the one or more long-term installment financing contract(s) included in the proposed plan of financing, and consideration and negotiation of the terms of the proposed plan of financing or any component thereof and the relevant legal documentation.

Section 3. This Resolution shall become effective immediately upon its adoption.

Thereupon, upon motion of Commissioner Lynn W. Shue, seconded by Vice Chairman Diane R. Honeycutt, the foregoing resolution entitled "RESOLUTION RELATING TO LONG-TERM INSTALLMENT CONTRACT FINANCINGS OF VARIOUS PUBLIC PROJECTS IN AN AGGREGATE PRINCIPAL AMOUNT UP TO \$11,000,000; INTERIM INSTALLMENT CONTRACT FINANCINGS FOR SUCH PROJECTS IN AN AGGREGATE PRINCIPAL AMOUNT UP TO \$11,000,000; AND THE EXECUTION AND DELIVERY BY THE CABARRUS COUNTY DEVELOPMENT CORPORATION OF LIMITED OBLIGATION BONDS AND/OR CERTIFICATES OF PARTICIPATION RELATED TO

LONG-TERM INSTALLMENT CONTRACT FINANCINGS" was adopted and passed by the following vote:

AYES: Chairman Stephen M. Morris, Vice Chairman Diane R. Honeycutt and Commissioners F. Blake Kiger, Elizabeth F. Poole, and Lynn W. Shue.

NOES: None.

(G-2) County Manager - Presentation of the Proposed FY20 Cabarrus County Budget and Scheduling of a Public Hearing

Mike Downs, County Manager, presented hard copies of the Proposed FY19 budget to the Board. He then presented the following budget message to the Board:

Honorable Chairman and Members of the Cabarrus County Board of Commissioners:

It is my honor and privilege to submit the recommended Cabarrus County General Fund Budget to you for fiscal year 2020 (FY20). Staff prepared this budget in accordance with the General Statutes of North Carolina and the North Carolina Local Government Budget and Fiscal Control Act.

The Board of Commissioners' mission, vision and goals continue to provide direction to staff in the creation of this comprehensive and balanced budget. This proposal aligns with the seven priority areas identified during the Board of Commissioners' retreat in February, which include:

- Planning, growth and economic development
- Communication and transparency
- Enhanced programs and excellent public service
- Public safety
- Transportation
- Education
- Mental health, including substance abuse

Acting under the board's guidance and utilizing responsible planning and budgeting, we have improved services, enhanced partnerships and monitored unnecessary program expansion, all while maintaining the excellent quality of life our residents expect.

As presented, the FY20 General Operating Fund is \$269,805,596, which represents a 5.26 percent increase in spending over the FY19 adopted budget. Projections indicate that property tax revenues will increase by \$6,426,210, or 3.9 percent, and sales tax revenues will increase by \$4,478,539, or 2 percent.

Highlights of the fiscal year 2020 proposed budget include:

1. Additional Debt Needed - Additional debt service is needed for land purchases for new Cabarrus County schools, including a middle school and high school. Land is also needed for a library and senior center in the western portion of the county. The debt service projected for these land purchases is \$8.5 million over seven years. The first payment is of \$1,478,700 is due in FY20.
2. Addressing the growing capital needs of our school systems - Two new schools are currently under construction in Cabarrus County, with projected openings in August of 2020. These new schools will address some of the current needs, but there are other immediate needs for additional schools and modernization/replacement of older schools to keep up with population increases.
3. Current School Operations - The County will continue to fund the increased cost of ongoing operations of the current facilities at both Cabarrus County Schools, Kannapolis City Schools and Rowan-Cabarrus Community College. Continued operations include costs for locally funded positions and benefits, utilities, teacher supplements and non-certified positions. Continued operations increased by 4.3 percent for both Cabarrus County

Schools and Kannapolis City Schools, and 16 percent for Rowan Cabarrus Community College due to the operations of the Advanced Technology Center. The proposed budget will also increase the local salary supplement to 8.25 percent.

4. Creation of new positions for County departments to meet additional demands.
 - Human Services requested seven positions to help as case volume and case complexity continue to rise, along with the implementation of the Helping the Underserved Be-loved and Belonged (H.U.B.B) program. The H.U.B.B program brings governmental, non-profit, and faith-based agencies together to meet the demands of our growing community's unique social needs.
 - Infrastructure and Asset Management requested a maintenance planner to assist with renovations of current county facilities to accommodate new or growing services, as well as the transition from new construction projects to preventative and planned maintenance efforts. This will help sustain buildings and grounds.
 - Sheriff's Office created the new Governmental Security Services division. The Board of Commissioners approved and implemented this division in mid FY19 to monitor daily activities of county-owned and -operated facilities, including the downtown parking deck. The Sheriff's Office also requested a youth development sergeant to assist with the School Resource Officers assigned to 19 county schools. The new sergeant position will assist with the employee-to-supervisor ratio and workload demands. The Animal Shelter requested a part-time kennel technician to assist with administering vaccinations and medical tests, as well as providing weekend shift coverage.
 - County Manager's Office requested a business analyst position to assist with Accela software issues and improve customer support. Accela is the County's online permitting and software system used in conjunction with municipalities for permitting and inspection services.
 - Emergency Management requested an additional fire captain and five firefighter positions to support the proposed 24/7 coverage for the Squad 410 manpower unit.
 - Finally, Active Living and Parks requested a program assistant for special event coverage and program coordination, along with two additional part-time park ranger positions to provide facility and set-up services.
5. Meeting the demands of retaining and attracting a strong workforce - This need has become more apparent in several areas, including human services, public safety, construction standards and facilities maintenance. Cabarrus County strives to offer current and prospective employees market-competitive compensation packages. This budget includes funding to implement the recommendations of a Market Salary Study for our general government service areas, which include: Active Living and Parks, Board of Elections, Communications and Outreach, County Manager, Fair, Finance, Human Resources, Information Technology Services, Library, Planning and Development, Register of Deeds, Tax Departments and Veteran Services. This funding will help retain and recruit qualified employees.
6. Supporting the Board of Commissioners' Mental Health Advisory Board - The County remains committed to addressing mental health issues. As the needs increase in our community and throughout the nation, additional services are required. The countywide mental health initiative has participation from representatives of public, private and non-profit agencies. The implementation and expansion of the Stepping Up program is a direct result of the board's efforts.

7. Expanding an already strong collaboration among elected officials - These unprecedented efforts resulted in shared programs and services such as joint land use plans, a new library branch in Midland and tax collections services for the City of Concord. These efforts have resulted in cost savings and staff efficiencies.

Other collaborative efforts include:

- Central permitting with Concord, Harrisburg and Kannapolis, which enables the County to streamline the building process
- Revitalization of historic downtown in Kannapolis
- Co-location efforts of the City of Concord Fire Department and Cabarrus County Emergency Medical Services
- Harrisburg's Farmington Mixed-Use Development

Quarterly summits among elected officials and staff continue to provide opportunities for open discussion and a cohesive vision. These collaborations make positive fiscal, operational and economic impacts on the county by identifying similar needs and challenges in communities in the near future.

This budget addresses the Board of Commissioners' priority areas. It creates investment in programs and services, which results in an investment in our community and a strong commitment to our future. Based on the 2018 U.S. Census Bureau's latest publication, the county continues to grow with an estimated population of 211,342, and Cabarrus County maintains its rank of 11 out of 100 North Carolina counties. This growth in population continues to affect capital and operational needs for both our schools and County services.

For several years, we have delayed necessary maintenance on County and school facilities. The proposed FY20 budget addresses some of these needs. It does not, however, help fund completion of the deferred maintenance projects. Therefore, I recommend the fiscal year 2020 budget to include an ad valorem tax rate of 74 cents, which is a 2-cent increase over the current rate of 72 cents.

The additional revenues generated from the proposed tax increase address some of these needs in FY20. In FY21, the revenues will help fund the operational needs for two new Cabarrus County schools scheduled to open in August 2020. The County and school needs are extensive. Future investment in our community is required to maintain facilities and improve our services.

As a reference, the median assessed home value in Cabarrus County is about \$160,000. For these homeowners, the proposed increase represents about \$32 per year in taxes.

In closing, I would like to thank the Board of Commissioners for their leadership throughout our county, region, state and country. Because of their leadership, Cabarrus County is recognized as an innovative force in government services. Their support of our employees allows Cabarrus County to use creativity and innovation to provide the very best public services.

I also want to commend all County employees for another successful year of hard work in maintaining the goals and objectives of the commissioners and providing support to the citizens of the county. I want to specifically thank Budget Manager Kristin Jones, Budget Analyst Lauren Tayara, Senior Deputy County Manager Pam Dubois, Finance Director Susan Fearrington, Deputy County Manager Jonathan Marshall, Area Manager of Operations Kyle Bilafer, Area Manager of Innovation and Technology Debbie Brannan and Human Resources Director Lundee Covington. They have all worked extra hard on this year's budget.

Chairman Morris stated a copy of the proposed budget will be filed in the office of the clerk to the board and will be available for public inspection at the Cabarrus County Governmental Center during regular business hours. The FY 20 proposed budget will also be posted on the County website at <https://www.cabarruscounty.us/resources/current-budget>. Budget workshop meetings will be held in the Multipurpose Room at the Governmental Center at 65 Church Street S in Concord on May 21 and May 23 at 4:00 p.m. A public hearing

on the proposed budget is required and citizens are encouraged to attend and to present written or oral comments. Adoption of the budget is scheduled for June 17, 2019.

UPON MOTION of Commissioner Kiger, seconded by Commissioner Shue and unanimously carried, the Board scheduled a public hearing on the proposed FY20 Cabarrus County budget for Monday June 17, 2019 at 6:30 p.m. or as soon thereafter as persons may be heard.

(H) REPORTS

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

Vice Chairman Honeycutt, Liaison to the Active Living and Parks Commission, reported the Senior Advisory Council's theme for this year is Connect, Create and Contribute and provided information regarding upcoming events. She advised additional information could be obtained by contacting the Senior Center.

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

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

- Adult Care Home Community Advisory Committee - 8 Vacant Positions
- Cabarrus County Animal Protection Advisory Board - 1 Vacant Position
- Board of Equalization and Review - 2 Positions Expiring Soon
- Centralina Workforce Development Board - 2 Positions Expiring Soon
- Concord Planning and Zoning Commission (ETJ) - 1 Vacant Position
- Harrisburg Fire Advisory Board (ETJ) - 2 Positions Expiring Soon
- Jury Commission - 1 Position Expiring Soon
- Juvenile Crime Prevention Council - 4 Terms Expiring Soon
- Mount Pleasant Planning Board and Board of Adjustment (ETJ) - 2 Terms Expiring Soon and 1 Vacant Position (Alternate)
- Nursing Home Community Advisory Committee - 8 Vacant Positions
- Public Health Authority of Cabarrus County - 2 Terms Expiring Soon
- Tourism Authority of Cabarrus County - 4 Terms Expiring Soon
- Transportation Advisory Board - 3 Terms Expiring Soon and 4 Vacant Positions (Midland, NC Mental Health, County Safety Manager and Clergy)
- Watershed Improvement Commission - 1 Expired Term
- Youth Commission - 13 Vacant Positions (A. L. Brown, Central Cabarrus, Concord, Cox Mill, Jay M. Robinson, Mount Pleasant, Northwest Cabarrus and At-Large High Schools)

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

(H-3) County Manager - Monthly Building Activity Reports

The Board received the Cabarrus County Construction Standards Dodge Report for April 2019 and the Cabarrus County Commercial Building Plan Review Summary for April 2019 for informational purposes as part of the Agenda. No action was required of the Board.

(H-4) County Manager - Monthly New Development Report

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

(H-5) Economic Development Corporation - April 2019 Monthly Summary Report

The Board received the Cabarrus Economic Development Corporation (EDC) monthly report for the month of April 2019 as part of the Agenda. No action was required of the Board.

(H-6) Finance - Monthly Financial Update

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

(I) General Comments by Board Members

Commissioner Kiger congratulated Anna Redding, Concord resident and Cannon School graduate, on her invitation and participation to the first Augusta National Women's Amateur Golf Tournament.

Commissioner Kiger also congratulated Will Gordon, 2015 Cannon School graduate, being named the Southeastern Conference Player of the Year for Men's golf.

(J) WATER AND SEWER DISTRICT OF CABARRUS COUNTY

None.

(K) CLOSED SESSION

(K-1) Closed Session - Pending Litigation, Economic Development and Acquisition of Real Property

UPON MOTION of Vice Chairman Honeycutt, seconded by Commissioner Shue and unanimously carried, the Board moved to go into closed session to discuss matters related to pending litigation, economic development and acquisition of real property as authorized by NCGS 143-318.11(a)(3) (4) and (5).

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

(L) ADJOURN

UPON MOTION of Vice Chairman Honeycutt seconded by Commissioner Kiger and unanimously carried, the meeting adjourned at 8:26 p.m.

Lauren Linker, Clerk to the Board

DRAFT

CABARRUS COUNTY



BOARD OF COMMISSIONERS REGULAR MEETING

**June 17, 2019
6:30 PM**

AGENDA CATEGORY:

Approval of the Agenda

SUBJECT:

BOC - Changes to the Agenda

BRIEF SUMMARY:

A list of changes to the agenda is attached.

REQUESTED ACTION:

Motion to approve the agenda as amended.

EXPECTED LENGTH OF PRESENTATION:

1 Minute

SUBMITTED BY:

Lauren Linker, Clerk to the Board

BUDGET AMENDMENT REQUIRED:

No

COUNTY MANAGER'S RECOMMENDATIONS/COMMENTS:

ATTACHMENTS:

- ▣ Changes to the Agenda



**CABARRUS COUNTY BOARD OF COMMISSIONERS
CHANGES TO THE AGENDA
JUNE 17, 2019**

ADDITIONS:

Recognitions and Presentations

C-4 Proclamation – Cabarrus Family Medicine Residency Program

Closed Session

K-1 Closed Session – Pending Litigation and Economic Development

SUPPLEMENTAL INFORMATION:

New Business

G-1 County Manager – Adoption of the FY 20 Cabarrus County Budget – Public Hearing 6:30 p.m.

- **Final Changes**
- **Proposed Capital – Deferred One-Time Funding**
- **Annual Funds Budget Ordinance**
- **Fire Districts Budget Ordinance**

G-3 Economic Development Investment – Project Sim – Public Hearing 6:30 p.m.

- **Project Overview**
- **Grant Analysis**

UPDATED:

Consent Agenda

F-16 Finance – Health Insurance Fund Balance Amendment

- **Updated Budget Amendment**

REMOVED:

DHS – Transportation Title VI Policy

CABARRUS COUNTY



BOARD OF COMMISSIONERS REGULAR MEETING

**June 17, 2019
6:30 PM**

AGENDA CATEGORY:

Recognitions and Presentations

SUBJECT:

Boards and Committees - Recognition of Member Services

BRIEF SUMMARY:

Allow and opportunity for community leaders and the Board to thank volunteers for their service to the community through the citizen boards and committees.

Thank you to Angela Ward who has served on the Juvenile Crime Prevention Council as an "At-large" member for 12 years. She has retired and therefor resigned from her position on the Council.

REQUESTED ACTION:

Recognize Angela Ward for her years of service to Cabarrus County.

EXPECTED LENGTH OF PRESENTATION:

1 Minute

SUBMITTED BY:

Lauren Linker, Clerk to the Board

BUDGET AMENDMENT REQUIRED:

No

COUNTY MANAGER'S RECOMMENDATIONS/COMMENTS:

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

CABARRUS COUNTY



BOARD OF COMMISSIONERS REGULAR MEETING

**June 17, 2019
6:30 PM**

AGENDA CATEGORY:

Recognitions and Presentations

SUBJECT:

Human Resources - Recognition of Christina Coley, EMT Master Paramedic, on Her Retirement from Cabarrus County EMS

BRIEF SUMMARY:

After 30 years of service to Cabarrus County and its citizens, Christina Coley will retire on June 27, 2019, from her position with the Cabarrus County EMS.

REQUESTED ACTION:

Recognize James Lentz, EMS Director, for the presentation and express appreciation for Christina Coley's many years of dedicated service to the citizens of Cabarrus County.

EXPECTED LENGTH OF PRESENTATION:

5 Minutes

SUBMITTED BY:

James Lentz, EMS Director
Lundee Covington, HR Director

BUDGET AMENDMENT REQUIRED:

No

COUNTY MANAGER'S RECOMMENDATIONS/COMMENTS:

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

CABARRUS COUNTY



BOARD OF COMMISSIONERS REGULAR MEETING

**June 17, 2019
6:30 PM**

AGENDA CATEGORY:

Recognitions and Presentations

SUBJECT:

Active Living and Parks - Park and Recreation Month

BRIEF SUMMARY:

Park and Recreation Month is observed nationwide each July and is a time to celebrate the vast positive impact parks and senior centers provide.

At their May, 2019 meeting, the Cabarrus County Active Living and Parks Advisory Council voted unanimously to recommend the designation of July as Park and Recreation Month.

REQUESTED ACTION:

Motion to adopt proclamation.

EXPECTED LENGTH OF PRESENTATION:

5 Minutes

SUBMITTED BY:

Londa Strong, Active Living and Parks Director
Byron Haigler, Active Living and Parks Assistant Director

BUDGET AMENDMENT REQUIRED:

No

COUNTY MANAGER'S RECOMMENDATIONS/COMMENTS:

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

ATTACHMENTS:

- Proclamation



PROCLAMATION
JULY 2019 PARK and RECREATION MONTH
“GAME ON!”

WHEREAS, parks, recreation and senior center programs are an integral part of communities throughout this country, including Cabarrus County; and

WHEREAS, our parks, recreation and senior centers are vitally important to establishing and maintaining the quality of life in our communities, ensuring the health of all citizens, and contributing to the economic and environmental well-being of a community and region; and

WHEREAS, parks, recreation and senior center programs build healthy, active communities that aid in the prevention of chronic disease, provide therapeutic recreation services for those who are mentally or physically disabled, and also improve the mental and emotional health of all citizens; and

WHEREAS, parks, recreation and senior center programs increase a community's economic prosperity through increased property values, expansion of the local tax base, increased tourism, the attraction and retention of businesses, and crime reduction; and

WHEREAS, parks, recreation and senior center areas are fundamental to the environmental well-being of our community; and

WHEREAS, parks and natural recreation areas improve water quality, protect groundwater, prevent flooding, improve the quality of the air we breathe, provide vegetative buffers to development, and produce habitat for wildlife; and

WHEREAS, the U.S. House of Representatives has designated July as Parks and Recreation Month; and

WHEREAS, Cabarrus County recognizes the benefits derived from parks, recreation resources and senior centers.

NOW, THEREFORE, BE IT RESOLVED, that the Cabarrus County Board of Commissioners do hereby proclaim July 2019 as Park and Recreation Month.

Adopted this 17th day of June, 2019.

Stephen M. Morris, Chairman
Cabarrus County Board of Commissioners

CABARRUS COUNTY



BOARD OF COMMISSIONERS REGULAR MEETING

**June 17, 2019
6:30 PM**

AGENDA CATEGORY:

Recognitions and Presentations

SUBJECT:

Proclamation - Cabarrus Family Medicine Residency Program

BRIEF SUMMARY:

The proclamation recognizes the 20th anniversary of the Cabarrus Family Medicine Residency Program.

REQUESTED ACTION:

Motion to adopt the proclamation recognizing the Cabarrus Family Medicine Residency Program's 20 year anniversary.

EXPECTED LENGTH OF PRESENTATION:

1 Minute

SUBMITTED BY:

Stephen Morris, Chairman

BUDGET AMENDMENT REQUIRED:

No

COUNTY MANAGER'S RECOMMENDATIONS/COMMENTS:

ATTACHMENTS:

- Proclamation



**CABARRUS FAMILY MEDICINE RESIDENCY PROGRAM (CFMRP)
20th ANNIVERSARY RECOGNITION PROCLAMATION**

WHEREAS, The Cabarrus Family Medicine Residency Program was founded in 1996 as a solution to a growing primary care crisis in Cabarrus County; and

WHEREAS, Cabarrus Family Medicine Residency Program was the inspiration of Dr. Allen Dobson, who founded Cabarrus Family Medicine in Mount Pleasant in 1983; and

WHEREAS, the goal of Cabarrus Family Medicine Residency Program was to train Family Physicians for small town and rural North Carolina; and

WHEREAS, to date there have been one hundred and sixty graduates practicing in twenty-four states including Hawaii and the US Virgin Islands. Several have served in the Military, including duty in Iraq. One hundred and four of the graduate physicians practice in North Carolina. Forty-four practice in Cabarrus County (twenty in Concord, eight in Kannapolis, six in Harrisburg, four in Mount Pleasant, and three in Midland). Four are in Rowan County, four in Stanly County, one in Union County, eleven in Gaston/Lincoln/Cleveland and Catawba counties and fifteen in Mecklenburg County; and

WHEREAS, the Cabarrus Family Medicine Residency Program will be celebrating their 20th anniversary on June 28, 2019; and

NOW, THEREFORE, BE IT RESOLVED, that the Cabarrus County Board of Commissioners celebrates the 20th anniversary of this distinguished program that has transformed the physicians in Cabarrus County, across the state and around the world.

ADOPTED this 17th day of June, 2019.

Stephen M. Morris, Chairman
Cabarrus County Board of Commissioners

ATTEST:

Lauren Linker, Clerk to the Board

CABARRUS COUNTY



BOARD OF COMMISSIONERS REGULAR MEETING

**June 17, 2019
6:30 PM**

AGENDA CATEGORY:

Consent Agenda

SUBJECT:

Appointments - Centralina Workforce Development Board

BRIEF SUMMARY:

The terms of appointment for Dr. Carol Spalding, Education representative for Cabarrus County, and Fernando Little, Private Sector representative, end June 30, 2019. Both are willing to serve another term and a recommendation letter is included in the agenda.

Dr. Spalding resides in Rowan County and Mr. Little resides in Mecklenburg County. An exception to the residency provision of the Appointment Policy will be needed for them.

REQUESTED ACTION:

Motion to reappoint Dr. Carol Spalding, Education representative, and Fernando Little, Private Sector representative, to the Centralina Workforce Development Board for two-year terms ending June 30, 2021; including an exception to the residency provision of the Appointment Policy for Dr. Spalding and Mr. Little.

EXPECTED LENGTH OF PRESENTATION:

SUBMITTED BY:

David Hollars, Centralina Workforce Development Board
Lauren Linker, Clerk to the Board

BUDGET AMENDMENT REQUIRED:

No

COUNTY MANAGER'S RECOMMENDATIONS/COMMENTS:

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

ATTACHMENTS:

- ▣ Letter of Recommendation
- ▣ Roster
- ▣ Applications on File

9815 David Taylor Drive, Suite 100
Charlotte, North Carolina 28262
(704) 348-2717 Fax: (704) 899-5624
E-Mail: dhollars@centralina.org
www.centralinaworks.com

May 10, 2019

Mr. Mike Downs, Manager
Cabarrus County
PO Box 707 / 65 Church Street
Concord, NC 28026-0707

Dear Mr. Downs:

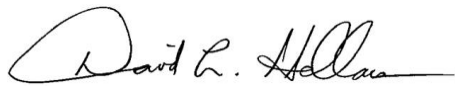
The purpose of this letter is to give you notice of appointments needed from the Cabarrus County Commissioners to the **Centralina Workforce Development Board (WDB)**.

The information attached describes the appointments needed at this time.

We ask that Cabarrus County complete the necessary actions for reappointments as requested under the “*Specific Requests*” section as soon as possible but no later than July 1, 2019. ***Please inform me as soon as possible of your decision(s).***

If you have any questions, please contact me at (704) 348-2717 or by e-mail at dhollars@centralina.org. Thank you for your continued support.

Sincerely,



David L. Hollars, Executive Director
Centralina Workforce Development Board

Attachments

C: Steve Morris, Cabarrus County Commission Chair
Angela Poplin, Cabarrus County Clerk

WDB Appointment Request Letter to Cabarrus County - 05-10-2019

CABARRUS COUNTY - CURRENT MEMBERSHIP

Cabarrus County has four (4) members on the twenty-four (24) member Centralina Workforce Development Board (WDB). The Cabarrus County Commissioners will select and approve nominations for WDB members based on the slate of nominations presented by the appropriate agencies and organizations listed under "General Information" and "Membership". Each WDB member is appointed to serve a two-year term. Upon approval by the county commissioners, individuals may be reappointed.

<u>NAME</u>	<u>REPRESENTING</u>	<u>TERM EXPIRES</u>	<u>ATTENDANCE</u> (Last 10 meetings)	
Dr. Carol Spalding	Education	06/30/2019	Present – 8	Proxies - 2
Fernando Little	Private Sector	06/30/2019	Present – 8	Proxies – 2
Tracie Hampton	Private Sector	06/30/2020	Present – 7	Proxies - 3
Milton Chicas	Private Sector	06/30/2020	Present – 8	Proxies – 2

SPECIFIC REQUESTS

Please reappoint the following individuals or obtain nominations and appoint two (2) individuals to fill the terms of July 1, 2019 - June 30, 2021. Nominations and appointments to fill the categories of *Education and Private Sector/Business* are requested.

Dr. Carol Spalding (Rowan-Cabarrus Community College) is eligible for reappointment as an Education representative. Dr. Spalding is an excellent Board member and serves on the Board's Measurement Focus Team. Her leadership with the college is vital to the success of the Board. Dr. Carol Spalding has been contacted and has agreed to be reappointed for another 2-year term.

The Centralina WDB requests that Dr. Carol Spalding be reappointed as an EDUCATION representative for Cabarrus County

Mr. Fernando Little (Atrium Health – CHS-Northeast) is eligible for reappointment as one of the Private Sector representatives. Fernando is an excellent Board member and serves on the Board's Skills Gap Focus Team. His expertise and experience with the healthcare industry is invaluable to the Board. Fernando Little has been contacted and has agreed to be reappointed for another 2-year term

The Centralina WDB requests that Mr. FERNANDO LITTLE be reappointed as a PRIVATE SECTOR representative for Cabarrus County

If an individual does not wish to be reappointed to the WDB or the County chooses not to reappoint, please obtain necessary nominations for appointments. Please supply David Hollars at the Centralina WDB a list of nominations and appointees (including name, title, company/agency, address, phone numbers, and e-mail) as soon as possible but no later than **July 1, 2019**.

CENTRALINA WORKFORCE DEVELOPMENT BOARD
(Formerly PRIVATE INDUSTRY COUNCIL)

CENTRALINA COUNCIL OF GOVERNMENTS

(2-year terms)

Dr. Carol Spalding 1012 Westlake Drive Kannapolis, NC 28081	(Education)	APPOINTMENT: 02/15/16* (UNEXPIRED TERM) REAPPOINTMENT: 06/19/17* TERM EXPIRING: 06/30/19
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Fernando Little 9334 Scorpio Lane Mint Hill, NC 28227	(Private Sector)	APPOINTMENT: 09/18/17* TERM EXPIRING: 06/30/19
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Tracie Brunt 8812 Deerland Court Huntersville, NC 28078	(Private Sector)	APPOINTMENT: 06/16/14* REAPPOINTMENT: 06/20/16* REAPPOINTMENT: 06/18/18* TERM EXPIRING: 06/30/20
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Milton Chicas 2210 Wynbourne Drive Gastonia, NC 28056	(Private Sector)	APPOINTMENT: 06/21/10 REAPPOINTMENT: 06/18/12* REAPPOINTMENT: 06/16/14* REAPPOINTMENT: 06/20/16*^ REAPPOINTMENT: 06/18/18*^ TERM EXPIRING: 06/30/20
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* Exception to the Appointment Policy "residency" provision.

^ Exception to the Appointment Policy "length of service" provision.

Centralina Workforce Development Board

Applications on File
May 10, 2019

Andrea Black		2434 Galena Court	Kannapolis, NC 28083
Fernando Little*	Current Member	9334 Scorpio Lane	Mint Hill, NC 28227
Rachel Hester		5169 Wheat Drive SW	Concord, NC 28027
Jonathan Smith		1789 Mill Creek Lane	Concord, NC 28025
Dr. Carol Spalding*	Current Member	2012 Westlake Drive	Kannapolis, NC 28081
Stefani Thachik		2000 Grand Summit Blvd, Apt 2306	Concord, NC 28027

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

CABARRUS COUNTY



BOARD OF COMMISSIONERS REGULAR MEETING

**June 17, 2019
6:30 PM**

AGENDA CATEGORY:

Consent Agenda

SUBJECT:

Appointments - Concord Downtown Development Corporation

BRIEF SUMMARY:

The Concord Downtown Development Corporation (CDDC) requests a Board or Staff member to represent the County at their board meetings. This is a one-year term that ends June 30th. Jonathan Marshall has been serving in that capacity for the past two years. He is willing to serve another term. He also serves on the Water and Sewer Authority of Cabarrus County and resides in Mecklenburg County. An exception to the "service on multiple boards" and "residency" provisions of the Appointment Policy will be needed for him if reappointed.

REQUESTED ACTION:

Motion to reappoint Jonathan Marshall to the Concord Downtown Development Corporation for a one-year term ending June 30, 2020; including an exception to the "service on multiple boards" provision of the Appointment Policy.

EXPECTED LENGTH OF PRESENTATION:

SUBMITTED BY:

Lauren Linker, Clerk to the Board

BUDGET AMENDMENT REQUIRED:

No

COUNTY MANAGER'S RECOMMENDATIONS/COMMENTS:

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

ATTACHMENTS:

- ▣ Roster

CONCORD DOWNTOWN DEVELOPMENT CORPORATION
1 Member - Appointed by Cabarrus County

COUNTY APPOINTEE

Jonathan Marshall	APPOINTMENT:	08/21/17
P.O. Box 707	REAPPOINTMENT:	06/18/18
Concord, NC 28026	TERM EXPIRING:	06/30/19

CABARRUS COUNTY



BOARD OF COMMISSIONERS REGULAR MEETING

**June 17, 2019
6:30 PM**

AGENDA CATEGORY:

Consent Agenda

SUBJECT:

Appointments - Jury Commission

BRIEF SUMMARY:

The Clerk of Courts Office has requested an appointment for the Jury Commission. A letter concerning their request is attached.

Dianne Berry's term on the Jury Commission ends June 30, 2019. Ms. Berry is willing to serve another term.

REQUESTED ACTION:

Motion to reappoint Dianne Berry to the Jury Commission for a two-year term ending June 30, 2021.

EXPECTED LENGTH OF PRESENTATION:

SUBMITTED BY:

Lauren Linker, Clerk to the Board

BUDGET AMENDMENT REQUIRED:

No

COUNTY MANAGER'S RECOMMENDATIONS/COMMENTS:

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

ATTACHMENTS:

- ▣ Letter
- ▣ Roster
- ▣ Applications on File



State of North Carolina
General Court of Justice
CLERK OF SUPERIOR COURT
CABARRUS COUNTY

WILLIAM W. BAGGS, CLERK
EX OFFICIO JUDGE OF PROBATE

PO BOX 70
CONCORD, NC 28026-0070

MARTIN B. (MARTY) MCGEE
SENIOR RESIDENT SUPERIOR COURT JUDGE

April 15, 2019

TO: Stephen Morris, Cabarrus County Commissioners Chairman

FROM: Pamela Varnadore, Jury Clerk

RE: Cabarrus County Jury Commission for the Biennium 2020-2021
Sirs:

The General Statutes of N.C., 9-1 specify that a new jury commission be appointed no later than July 1st every two years. The current commission's terms will expire June 30, 2019.

The jury commission consists of three (3) members, who are appointed in the following manner:

- One by the Resident Superior Court Judge
- One by the Clerk of Superior Court
- One by the Board of County Commissioners

You are requested to make your appointment and notify this office, no later than June 28, 2019. This will allow us to meet with and swear in the new commission in a timely manner.

Your consideration of this request is appreciated.

Respectfully,

Pamela Varnadore
Jury Clerk
704-262-5652

pav

JURY COMMISSION

3-Member Commission

2-Year Terms

Appointed by Clerk of Superior Court

Appointed by Senior Regular Resident Superior Court Judge

APPOINTED BY BOARD OF COUNTY COMMISSIONERS

Ms. Dianne Berry	APPOINTMENT:	06/19/17
532 China Grove Road		
Kannapolis, NC 28083	TERM EXPIRING:	06/30/19

G.S. 9-2

**Jury Commission
Applications on File
May 13, 2019**

Dianne Berry*

532 China Grove Road

Kannapolis, NC 28083

Justin Phillips

3170 Patrick Henry Drive NW, Apt. O

Concord, NC 28027

* Current member

CABARRUS COUNTY



BOARD OF COMMISSIONERS REGULAR MEETING

**June 17, 2019
6:30 PM**

AGENDA CATEGORY:

Consent Agenda

SUBJECT:

Appointments - Transportation Advisory Board

BRIEF SUMMARY:

The terms of appointment for the following members on the Transportation Advisory Board expire June 30, 2019: Judy Coble (LIFE Center), Michelle Dietrich (Cabarrus EMS), and Megan Shuping (Cabarrus Health Alliance Healthy Cabarrus). All are willing to serve another term.

Ms. Coble has served on this Board since 2013. She also resides in Rowan County. An exception to the "length of service" and "residency" provisions of the Appointment Policy will be needed for her.

Ms. Dietrich resides in Mecklenburg County. An exception to the "residency" provision of the Appointment Policy will be needed for her.

Ms. Shuping also serves on the Early Childhood Task Force Advisory Board. An exception to the "service on multiple boards" provision of the Appointment Policy will be needed for her.

REQUESTED ACTION:

Motion to reappoint Judy Coble (LIFE Center), Michelle Dietrich (Cabarrus EMS), and Megan Shuping (Cabarrus Health Alliance Healthy Cabarrus) to the Transportation Advisory Board for three-year terms ending June 30, 2022; including an exception to the "length of service" provision of the Appointment Policy for Ms. Coble; an exception to the "residency" provision of the Appointment Policy for Ms. Coble and Ms. Dietrich; and an exception to the "service on multiple boards" provision of the Appointment Policy for Ms. Shuping.

EXPECTED LENGTH OF PRESENTATION:

SUBMITTED BY:

Lauren Linker, Clerk to the Board

BUDGET AMENDMENT REQUIRED:

No

COUNTY MANAGER'S RECOMMENDATIONS/COMMENTS:

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

ATTACHMENTS:

- ▣ Roster
- ▣ Applications on File

TRANSPORTATION ADVISORY BOARD
18 MEMBERS

<u>Appointee</u>	<u>Agency Represented</u>	<u>Term of Appointment</u>
Larry Bonds 8650 Waterlynn Circle NW Apt. 101 Concord, NC 28027	Citizen Advocate/ Retired	APPOINTMENT: 06/15/15 REAPPOINTMENT: 06/18/18 REAPPOINTMENT: 06/18/18 TERM EXPIRING: 06/30/21
Charles Hendrix 185 Corban Avenue SE Concord, NC 28025	Citizen Advocate/ ADA	APPOINTMENT: 01/21/14 REAPPOINTMENT: 05/15/17 TERM EXPIRING: 06/30/20
Art Whittaker 30102 Westridge Court Albemarle, NC 28001 <i>(11/15/15 - Exception to Appt. Policy)</i> <i>(06/18/18 - Exception to Appt. Policy)</i>	County Schools	APPOINTMENT: 11/16/15 REAPPOINTMENT: 06/18/18 TERM EXPIRING: 06/30/21
Diane Gridley DHS Employee Dept. of Human Services 1303 S. Cannon Boulevard Kannapolis, NC 28083 <i>(07/20/15 - Exception to Appt. Policy)</i> <i>(05/15/17 - Exception to Appt. Policy)</i>	Human Services DSS	APPOINTMENT: 07/20/15 (unexpired term) REAPPOINTMENT: 05/15/17 TERM EXPIRING: 06/30/20
Mitchell Burris 381 Patience Drive Concord, NC 28025	Law Enforcement	APPOINTMENT: 09/21/15 REAPPOINTMENT: 06/18/18 TERM EXPIRING: 06/30/21
Aurora Swain 4682 Judge Place NW Concord, NC 28027	Hispanic Community	APPOINTMENT: 11/16/15 REAPPOINTMENT: 06/18/18 TERM EXPIRING: 06/30/21
Anthony Hodges DHS Employee Dept. of Human Services 1303 S. Cannon Boulevard Kannapolis, NC 28083 <i>(05/15/17 - Exception to Appt. Policy)</i> <i>(08/18/18 - Exception to Appt. Policy)</i>	Human Services Aging	APPOINTMENT: 05/15/17 (unexpired term) REAPPOINTMENT: 06/18/18 TERM EXPIRING: 06/30/21
Vacant	Midland Area	APPOINTMENT: TERM EXPIRING:

Skip Kraft 100 B Willow Road Salisbury, NC 28147 (07/20/15 - Exception to Appt. Policy) (06/18/18 - Exception to Appt. Policy) (Ex Officio Member)	Vocational/Sheltered Workshops	APPOINTMENT: 07/20/15 REAPPOINTMENT: 06/18/18 TERM EXPIRING: 06/30/21
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Megan Shuping 99 Hillside Avenue SW Concord, NC 28025	Cab. Health Alliance Healthy Cabarrus	APPOINTMENT: 06/18/18 (unexpired term) TERM EXPIRING: 06/30/19
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Ann Benfield 653 Marigold Drive Kannapolis, NC 28083	Head Start	APPOINTMENT: 07/20/15 REAPPOINTMENT: 06/18/18 TERM EXPIRING: 06/30/21
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Vacant (Ex Officio Member)	NC Mental Health	APPOINTMENT: TERM EXPIRING: 06/30/18
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Judy Coble Coltrane LIFE Center 321 Corban Avenue SE Concord, NC 28025 (Ex Officio Member) (8/19/13 - Exception to Appt. Policy) (6/20/16 - Exception to Appt. Policy)	LIFE Center	APPOINTMENT: 08/19/13 REAPPOINTMENT: 06/20/16 TERM EXPIRING: 06/30/19
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Michelle Dietrich Cabarrus EMS 31 Willowbrook Drive Concord, NC 28027	Cabarrus EMS	APPOINTMENT: 01/16/18 (unexpired term) TERM EXPIRING: 06/30/19
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Sharon Corpening 1011 South Castleview Road Salisbury, NC 28146 (07/20/15 - Exception to Appt. Policy) (06/18/18 - Exception to Appt. Policy) (EX Officio Member)	Social Work (Blind)	APPOINTMENT: 07/20/15 REAPPOINTMENT: 06/18/18 TERM EXPIRING: 06/30/21
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Vacant	County Safety Mgr.	APPOINTMENT: TERM EXPIRING: 06/30/19
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James Polk 224 Deal Street SE Concord, NC 28025 (1/21/14 - Exception to Appt. Policy)	Citizen Advocate/ Aging	APPOINTMENT: 01/21/14 REAPPOINTMENT: 05/15/17 TERM EXPIRING: 06/30/20
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Vacant	Local Clergy	APPOINTMENT:
		TERM EXPIRING:

Established July 22, 1991; Expanded March 26, 2001 (Effective July 1, 2001);
Additional Members added December 17, 2001 and April 21, 2003

Note: On July 20, 2009, per the Transportation Department, the addition of the "Local Clergy" position was added to the roster at the request of the State.

Note: On June 20, 2011, the "retired" position was reclassified as "law enforcement" and "Lifespan" was reclassified as "citizen advocate/retired".

Note: On November 16, 2015, the "Human Services Aging position was reclassified as "Hispanic Community"; the "Human Services - DSS" position to Human Services - Aging", "Human Services" position to "Human services - DSS"; and "Supported Employment" position to "Vocational/Sheltered Workshops".

**Transportation Advisory Board
Applications on File
April 12, 2019**

Judy Coble	Current Member	321 Corban Avenue SE	Concord, NC 28025
Charles Davis		1561 Moss Creek Drive	Harrisburg, NC 28075
Michelle Dietrich	Current Member	31 Willowbrook Drive	Concord, NC 28025
Heather James		1145 Terrill Ridge Drive	Davidson, NC 28036
Jonathan Pillsbury		8425 Pin Oak Court	Harrisburg, NC 28075
Megan Shuping	Current Member	99 Hillside Avenue SW	Concord, NC 28025

CABARRUS COUNTY



BOARD OF COMMISSIONERS REGULAR MEETING

**June 17, 2019
6:30 PM**

AGENDA CATEGORY:

Consent Agenda

SUBJECT:

Appointments and Removals - Board of Equalization and Review

BRIEF SUMMARY:

Member Mary Elizabeth Stewart's term expires June 30, 2019 and she does not seek reappointment.

Member Audy Dover's term expires June 30, 2019 and he seeks reappointment to another term.

Alternate member Bernard Felder seeks appointment to the regular member position to be vacated by Mrs. Stewart.

Mr. William P. Ferriss has submitted application and seeks appointment as an Alternate Member of the Board.

REQUESTED ACTION:

Motion to remove Mary Elizabeth Stewart from the Board of Equalization and Review and thank her for her service.

Motion to reappoint, with an exception to the length of service provision, Audy Dover to the Board of Equalization and Review for a three-year term to expire June 30, 2022.

Motion to appoint Bernard Felder to the Board of Equalization and Review for a three-year term to expire June 30, 2022.

Motion to appoint William P. Ferriss to the Board of Equalization and Review as an Alternate

Member with an initial one-year term to expire June 30, 2020.

EXPECTED LENGTH OF PRESENTATION:

SUBMITTED BY:

David Thrift, Tax Administrator

BUDGET AMENDMENT REQUIRED:

No

COUNTY MANAGER'S RECOMMENDATIONS/COMMENTS:

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

ATTACHMENTS:

- ▣ Memo - Appointments to BOER
- ▣ Roster
- ▣ Applications on File



Cabarrus County Tax Administration
David Thrift - Tax Administrator

May 20, 2019

MEMORANDUM

To: Cabarrus County Board of Commissioners

From: David Thrift, Tax Administrator

Re: Appointments to the Cabarrus County Board of Equalization and Review

Mr. Audy Dover and Mrs. Mary Elizabeth Stewart currently serve as members of the Cabarrus County Board of Equalization and Review and have terms expiring June 30, 2019. I have communicated with both and Mr. Dover is interested in serving another term. Mr. Dover has served on the Board since his initial term in 2005, so an exception to the "length of service" provision of the appointment policy will be needed for his approval.

Mrs. Stewart has been an exceptional member, serving as Vice Chair and Chair, and I would like to sincerely thank her for her service.

Mr. Bernard Felder is currently serving as an alternate member and is interested in appointment as a regular member.

Mr. William Ferriss, of Concord, has applied for appointment to the Board. Mr. Ferriss has a career of experience in Real Estate Appraisal both in the Private Sector as well as Mass Appraisal and Revaluation projects. I feel he is highly qualified and would be a positive addition to the Board.

Based on the quality of their prior service and commitment to this Board I recommend Mr. Dover and Mr. Felder for reappointment and appointment respectively, and based on his experience and knowledge of appraisal and revaluation I recommend Mr. Ferriss for appointment as an alternate member.

A handwritten signature in black ink, appearing to read "D. Thrift".

David Thrift
Tax Administrator

BOARD OF EQUALIZATION AND REVIEW
 5 Members - Appointed by County Commissioners
 3-Year Terms

Mary Elizabeth Stewart (Chairman) P. O. Box 1733 Concord, NC 28026-1733 <i>(exception to appt. policy)</i> <i>(exception to appt. policy)</i>	APPOINTMENT: 07/14/2005 REAPPOINTMENT: 06/16/2008 REAPPOINTMENT: 06/20/2011 REAPPOINTMENT: 06/17/2013 REAPPOINTMENT: 06/20/2016 TERM EXPIRING: 06/30/2019
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Audy R. Dover (Vice Chair) 557 Cabarrus Avenue Concord, NC 28025 <i>(exception to appt. policy)</i> <i>(exception to appt. policy)</i> <i>(exception to appt. policy)</i>	APPOINTMENT: 01/24/2005 (unexpired term) REAPPOINTMENT: 07/14/2005 REAPPOINTMENT: 06/16/2008 REAPPOINTMENT: 06/20/2011 REAPPOINTMENT: 06/17/2013 REAPPOINTMENT: 06/20/2016 TERM EXPIRING: 06/30/2019
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Helen McInnis 5517 Hammermill Drive Harrisburg, NC 28075	APPOINTMENT: 07/21/2014 (unexpired term) REAPPOINTMENT: 06/15/2015 APPOINTMENT: 03/20/2017 (unexpired term) REAPPOINTMENT: 06/19/2017 TERM EXPIRING: 06/30/2020
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Glen Tucker 4551 Windy Road Concord, NC 28027	APPOINTMENT: 06/20/2011 REAPPOINTMENT: 06/18/2012 REAPPOINTMENT: 06/15/2015 REAPPOINTMENT: 06/18/2018 TERM EXPIRING: 06/30/2021
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Keith Troutman 60 Burrage Road Concord, NC 28025 <i>(exception to appt. policy)</i>	APPOINTMENT: 06/20/2011 REAPPOINTMENT: 06/18/2012 REAPPOINTMENT: 07/21/2014* REAPPOINTMENT: 06/19/2017 TERM EXPIRING: 06/30/2020
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ALTERNATE

Bernard Felder 9932 Clarkes View Place NW Concord, NC 28027	APPOINTMENT: 03/20/2017 (unexpired term) REAPPOINTMENT: 06/18/2018 TERM EXPIRING: 06/30/2021
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Note: At its June 20, 2011 meeting, the Board staggered terms for one, two and three year appointments for continuity.

Note: The Board of Equalization and Review meets as needed beginning on the

1st Monday in April or May at the Governmental Center at 3:00 p.m.

*Keith Troutman served as an "alternate" beginning June 29, 2011. He was appointed to a three-year term as a regular member on July 21, 2014.

Note: Helen McInnis served as an "alternate" beginning July 21, 2014. She was appointed to an unexpired term as a regular member on March 20, 2017.

**Board of Equalization and Review
Applications on File
May 23, 2019**

Andrea Black	2434 Galena Court	Kannapolis, NC 28083
Michael Benson	1204 Hidden Oaks Drive SE	Concord, NC 28025
Keisha Daniels	653 Wilson Street	Kannapolis, NC 28083
Audy Dover*^	557 Cabarrus Avenue	Concord, NC 28025
Bernard Felder*	9932 Clarkes View Place NW	Concord, NC 28027
William Ferriss	1417 12 th Fairway Drive	Concord, NC 28028
Richard Flowe	2720 Keady Mill Loop	Kannapolis, NC 28081
Justin Phillips	3170 Patrick Henry Drive Northwest	Concord, NC 28027

*Current member

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

^An exception to the "length of service" provision of the Appointment Policy will be needed.

CABARRUS COUNTY



BOARD OF COMMISSIONERS REGULAR MEETING

**June 17, 2019
6:30 PM**

AGENDA CATEGORY:

Consent Agenda

SUBJECT:

Appointments and Removals - Cabarrus County Tourism Authority

BRIEF SUMMARY:

The Cabarrus County Tourism Authority has 4 seats that need to be appointed for the term commencing July 1, 2019 and ending on June 30, 2022. The nominating group and their nominees are as follows:

- Cabarrus County - Seat #7 Eric Habschied[^]
- Cabarrus Regional Chamber of Commerce - Seat #9 Tammy Whaley*
- Cabarrus County Tourism Authority - Seat #8 Pritesh Nagarji*[^]
- Cabarrus County Tourism Authority - Seat #12 Jay White*

*Reappointment

[^]An exception to the residency provision of the Appointment Policy will be needed.

Vinay Patel's term on the Cabarrus County Tourism Authority ends June 30th. He is not eligible to serve another term. It is requested to remove his name from the roster.

REQUESTED ACTION:

Motion to remove Vinay Patel (Seat #7) from the Cabarrus County Tourism Authority roster and thank him for his service.

Motion to appoint Eric Habschied (Seat #7) to the Cabarrus County Tourism Authority for a three-year term ending June 30, 2022; including an exception to the residency provision of the Appointment Policy.

Motion to reappoint Pritesh Nagarji (Seat #8), Jay White (Seat #12) and Tammy Whaley (Seat #9) to the Cabarrus County Tourism Authority for three-year terms ending June 30, 2022; including an exception to the residency provision of the Appointment Policy for Mr. Nagarji.

EXPECTED LENGTH OF PRESENTATION:

SUBMITTED BY:

Pam Dubois, Chairman, Cabarrus County Tourism Authority

BUDGET AMENDMENT REQUIRED:

No

COUNTY MANAGER'S RECOMMENDATIONS/COMMENTS:

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

ATTACHMENTS:

- ▣ Nomination Letter
- ▣ Roster
- ▣ Applications on File



May 24, 2019

Dear Cabarrus County Board of Commissioners:

This letter is to notify you of the nominees for seat #7, #8, #9 and seat #12 on the Cabarrus County Tourism Authority Board of Directors. The nominees are:

Eric Habschied (Seat 7) (Cabarrus County Nominee)

Pritesh Nagarji (Seat 8) (Tourism Authority Nominee)

Tammy Whaley (Seat 9) (Cabarrus Regional Chamber of Commerce Nominee)

Jay White (Seat 12) (Cabarrus Tourism Authority Nominee)

The Cabarrus Regional Chamber of Commerce would like to reappoint Tammy Whaley for Seat #9. Cabarrus County would like to appoint Eric Habschied for Seat #7. The Tourism Authority would like to reappoint Pritesh Nagarji for Seat #8 and Jay White for Seat #12. These nominees will fill their term for three (3) years commencing July 1, 2019 and ending on June 30, 2022.

Sincerely,

A handwritten signature in blue ink, appearing to read "Pam Dubois", is written over a faint, larger version of the same signature.

Pam Dubois
Chairman, Board of Directors
Cabarrus County Tourism Authority

TOURISM AUTHORITY
12 Members
3-Year Terms

<u>Appointee</u>	<u>Seat Number</u>	<u>Term of Appointment</u>
BOC MEMBER OR COUNTY MANAGER (AT-LARGE)		
Diane R. Honeycutt County Commissioner P.O. Box 707 Concord, NC 28026	4	APPOINTMENT: 07/18/16 (unexpired term) REAPPOINTMENT: 06/18/18 TERM EXPIRING: 06/30/21
HOTELIER (AT-LARGE)		
Vinay Patel 9230 Hollybush Lane Charlotte, NC 28277 <i>(exception to appt. policy)</i>	7	APPOINTMENT: 09/20/10 (unexpired term) REAPPOINTMENT: 06/17/13 REAPPOINTMENT: 06/20/16 TERM EXPIRING: 06/30/19
AT-LARGE		
Pamela S. Dubois 325 Channing Circle NW Concord, NC 28027	1	APPOINTMENT: 06/16/14 REAPPOINTMENT: 06/19/17 TERM EXPIRING: 06/30/20
<u>NOMINATED BY CABARRUS COUNTY TOURISM AUTHORITY</u>		
AT-LARGE		
Terry Crawford 5576 Yorke Street NW Concord, NC 28027	5	APPOINTMENT: 06/18/18 TERM EXPIRING: 06/30/21
HOTELIER		
Pritesh Nagarji P.O. Box 1919 Huntersville, NC 28070-1919 <i>(exception to appt. policy)</i>	8	APPOINTMENT: 02/17/14 (unexpired term) REAPPOINTMENT: 06/20/16 TERM EXPIRING: 06/30/19
TOURISM ACTIVIST		
Tim Hagler 7759 Woodmere Drive Harrisburg, NC 28075	2	APPOINTMENT: 02/17/14 (unexpired term) REAPPOINTMENT: 06/16/14 REAPPOINTMENT: 06/19/17 TERM EXPIRING: 06/30/20
TOURISM ACTIVIST		
Steve Steinbacher 1513 Hansom Lane Concord, NC 28027	10	APPOINTMENT: 05/21/18 (unexpired term) TERM EXPIRING: 06/30/20

HOTELIER

Angela Brown	11	APPOINTMENT:	09/15/14*
2664 Kinsley Avenue NW			(unexpired term)
Concord, NC 28027		REAPPOINTMENT:	06/15/15
* (exception to appt. policy)		TRANSFERRED:	06/19/17
		REAPPOINTMENT:	06/18/18
		TERM EXPIRING:	06/30/21

AT-LARGE

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

NOMINATED BY THE CABARRUS REGIONAL CHAMBER OF COMMERCE

HOTELIER

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

At-LARGE

Tammy Whaley	9	APPOINTMENT:	08/19/13
6551 Derby Lane NW			(unexpired term)
Concord, NC 28027		REAPPOINTMENT:	06/20/16
		TERM EXPIRING:	06/30/19

AT-LARGE

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

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

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

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

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

**Cabarrus County Tourism Authority
Applications on File
May 14, 2019**

Kristin Bunton	3811 Amarillo Drive	Concord, NC 28027
Robert Carney Jr. ^	3003 Dale Earnhardt Blvd. Suite 2	Kannapolis, NC 28083
Andre Collins^	10431 Dicsoon Lane	Charlotte, NC 28262
Christopher Conser	7277 Miami Church Road	Concord, NC 28025
John Cox	1542 Suther Road	Concord, NC 28025
Cynthia Echevarria	4311 School House Commons, Suite 500-239	Harrisburg, NC 28075
Eric Habschied^	6231 Neptune Road	Denver, NC 28037
Lindsay Hartman	3045 Tom Savage Drive	Harrisburg, NC 28075
Sheryl Kluge	2970 Deep Cove Drive SW	Concord, NC 28027
Patty Medlin ^	3408 East Lawyers Road	Monroe, NC 28110
Pritesh Nagarji*^	P.O. Box 1919	Huntersville, NC 28070
Rajni Patel^	14601 Raynham Drive	Charlotte, NC 28262
Leanne Powell	28 Miller Avenue SW	Concord, NC 28025
Kenneth Rodell	5847 Timber Falls Place	Concord, NC 28027
Kedrick Smith	5659 Mountaineer Lane	Concord, NC 28025
Marcus Smith^	16303 Autumn Cove Lane	Huntersville, NC 28078
Ray Soporowski^	10107 Buggy Horse Road	Charlotte, NC 28277
Barbara Strang	1332 Winecoff School Road	Concord, NC 28027
Londa Strong ^	2241 Chambwood Drive	Charlotte, NC 28205
Tammy Whaley*	6551 Derby Lane NW	Concord, NC 28027

Paige Welch** 215 N Pine Street Apt 4402 Charlotte, NC 28202

Jay White* 5601 Meadow Bluff Court Concord, NC 28027

* Current member.

^ An exception to the “residency” provision of the Appointment Policy will be needed.

CABARRUS COUNTY



BOARD OF COMMISSIONERS REGULAR MEETING

**June 17, 2019
6:30 PM**

AGENDA CATEGORY:

Consent Agenda

SUBJECT:

Appointments and Removals - Harrisburg Fire Advisory Board

BRIEF SUMMARY:

The terms of appointment for Harrisburg Fire Advisory Board members Matt Stiene and Graydon Choinski end July 1, 2019. Mr. Stiene would like to serve another term. Mr. Choinski is not interested in being reappointed. He has served on this Board since 2006. There are no other applications on file for this Board.

REQUESTED ACTION:

Motion to remove Graydon Choinski from the Harrisburg Fire Advisory Board roster and thank him for his many years of service.

Motion to reappoint Matt Stiene to the Harrisburg Fire Advisory Board for a two-year term ending July 1, 2021.

EXPECTED LENGTH OF PRESENTATION:

SUBMITTED BY:

Steve Langer, Fire Marshal
Lauren Linker, Clerk to the Board

BUDGET AMENDMENT REQUIRED:

No

COUNTY MANAGER'S RECOMMENDATIONS/COMMENTS:

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

ATTACHMENTS:

- ▣ Roster
- ▣ Applications on File

HARRISBURG FIRE ADVISORY BOARD
5-Members
2 Members Appointed by Cabarrus County

Matthew Stiene 8400 Willow Oak Lane Harrisburg, NC 28075	Appointment: 11/19/18 (Unexpired term) Term Ending: 07/01/19
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Graydon Choinski 4325 Bellegrove Court Harrisburg, NC 28075	Appointment: 05/15/06 Reappointment: 06/16/08 Reappointment: 06/21/10 Reappointment: 05/20/13* Reappointment: 06/15/15* Reappointment: 06/19/17* Term Ending: 07/01/19
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*Exception to "length of service" provision of the Appointment Policy.

**Harrisburg Fire Advisory Board
Applications on File
May 2, 2019**

Matthew Stiene Current Member 8400 Willow Oak Lane Harrisburg, NC 28075

CABARRUS COUNTY



BOARD OF COMMISSIONERS REGULAR MEETING

**June 17, 2019
6:30 PM**

AGENDA CATEGORY:

Consent Agenda

SUBJECT:

Appointments and Removals - Juvenile Crime Prevention Council

BRIEF SUMMARY:

Juvenile Crime Prevention Council (JCPC) member Jane Cauthen (DDS Director/Designee) has retired from her position with the County. At the JCPC's May meeting, the Council voted to recommend Sharon Reese to complete Ms. Cauthen's unexpired term ending in September and appoint her to an additional two-year term. Ms. Reese resides in Mecklenburg County. An exception to the "residency" provision of the Appointment Policy will be needed for her.

Additionally, the following JCPC members terms expire June 30th: Nathaniel Knust (Chief District Court Judge), Heather Mobley (Juvenile Defense Attorney), Carolyn Carpenter (Representative United Way/Other Non-Profit), and Connie Philbeck (At-large). All are willing to serve another term. At the JCPC's May meeting, the Council voted to recommend these members be reappointed to serve another term. A letter of recommendation in that regard is included in the Agenda. Ms. Carpenter has served on this board since 2006 and Ms. Philbeck has served on this Board since 2013. An exception to the "length of service" provision of the Appointment Policy will be needed for them. Ms. Mobley is not a resident of Cabarrus County. An exception to the "residency" provision of the Appointment Policy will be needed for her.

REQUESTED ACTION:

Motion to remove Jane Cauthen from the Juvenile Crime Prevention Council (JCPC) roster and thank her for her many years of service.

Motion to appoint Sharon Reese to the JCPC as the (DSS Director/Designee) representative to complete an unexpired term ending September 30, 2019; including an

additional two-year term ending September 30, 2021; and an exception to the "residency" provision of the Appointment Policy.

Motion to reappoint Nathaniel Knust (Chief District Court Judge), Heather Mobley (Juvenile Defense Attorney), Carolyn Carpenter (Representative United Way/Other Non-Profit), and Connie Philbeck (At-large) to the JCPC for two-year terms ending June 30, 2021; including an exception to the "length of service" provision of the Appointment Policy for Ms. Carpenter and Ms. Philbeck, and an exception to the "residency" provision of the Appointment Policy for Ms. Mobley.

EXPECTED LENGTH OF PRESENTATION:

SUBMITTED BY:

Lauren Linker, Clerk to the Board.

BUDGET AMENDMENT REQUIRED:

No

COUNTY MANAGER'S RECOMMENDATIONS/COMMENTS:

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

ATTACHMENTS:

- ▢ Letter of Recommendation
- ▢ Roster
- ▢ Applications on File

May 15, 2019

Commissioners,

Subject: Appointments and Removals - Juvenile Crime Prevention Council

Juvenile Crime Prevention Council (JCPC) recommends to appoint Sharon Reece for the member seat (DDS Director/Designee), replacing Jane Cauthen, due to her retirement.

In addition to JCPC Members terms expiring June 30th, Nathaniel Knust (Judge), Heather Mobley (Juvenile Defense Attorney), Carolyn Carpenter (Non-Profit), Connie Philbeck (At-Large), all are willing to serve another term. These members were voted on by the council at their monthly meeting (May 15, 2019) to be renewed.

Sincerely,

Megan Baumgardner

JCPC Chairperson

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

<u>Appointee</u>	<u>Representing</u>	<u>Term of Appointment</u>
(1) Susan Burns Cabarrus County Schools P. O. Box 388 Concord, NC 28025	School Superintendent (Designee)	Appointment: 09/17/07 Reappointment: 09/22/08 Reappointment: 09/20/10 Reappointment: 08/20/12 Reappointment: 09/15/14* Reappointment: 09/19/16* Reappointment: 09/17/18* Term Ending: 09/30/20
(2) Woody Chavis 2208 Kenwood Drive Kannapolis, NC 28081	Police Chief	Appointment: 06/15/15 Reappointment: 09/21/15^ Reappointment: 10/16/17^< Term Ending: 09/30/19
(3) Larry Brian Heintz Sheriff's Department 4650 Hwy 73 East Concord, NC 28025	Sheriff (or designee)	Appointment: 10/15/18 (unexpired term) Term Ending: 09/30/20
(4) Megan Baumgardner (Chairman) 7120 Macedonia Ch. Rd. Concord, NC 28027	District Attorney (or designee)	Appointment: 01/19/10 (unexpired term) Reappointment: 06/21/10 Reappointment: 06/18/12 Reappointment: 06/16/14 Reappointment: 06/20/16* < Reappointment: 06/18/18* < Term Ending: 06/30/20
(5) David Wall 415 North Bruton Drive Candor, NC 27229	Chief Court Counselor (Designee)	Appointment: 09/19/16 Reappointment: 09/17/18^ < Term Ending: 09/30/20
(6) Noel Thomas-Lester Cardinal Innovations Healthcare 5500 S. Caldwell St. Suite 1500 Charlotte, NC 28202	Area Mental Health Director (Designee)	Appointment: 10/15/18^ Term Ending: 09/30/20
(7) Jane Cauthen Department of Social Services 1303 S. Cannon Boulevard Kannapolis, NC 28083	DSS Director (Designee)	Appointment: 10/17/05 Reappointment: 09/17/07 Reappointment: 09/21/09 Reappointment: 09/19/11* Reappointment: 09/16/13* Reappointment: 09/21/15* Reappointment: 10/16/17* Term Ending: 09/30/19

(8)	Susan Fearington P. O. Box 707 Concord, NC 28026-0707	County Manager (or Designee)	Appointment: 08/20/12 (unexpired term) Reappointment: 09/16/13 Reappointment: 09/21/15 Reappointment: 10/16/17 Term Ending: 09/30/19
(9)	Terry Wise 391 Knoll Court SE Concord, NC 28025	Substance Abuse Professional	Appointment: 07/17/18 Term Ending: 06/30/20
(10)	Steven Ayers 296 Trillium Street Concord, NC 28027	Member of Faith Community	Appointment: 09/19/11 Reappointment: 09/16/13 Reappointment: 09/21/15 Reappointment: 10/16/17 Term Ending: 09/30/19
(11)	Steve Morris P. O. Box 707 Concord, NC 28026	County Commissioner	Appointment: 12/17/12 Reappointment: 12/16/13 Reappointment: 12/15/14 Reappointment: 12/14/15 Reappointment: 12/19/16 Reappointment: 12/18/17 Reappointment: 01/22/19 Term Ending: 12/31/19
(12a)	Chase Carey 1545 Duckhorn Street NW Concord, NC 28027	Student < 18 CCS	Appointment: 10/15/18 Term Ending: 06/30/20
(12b)	Eshan Shah 2600 Captains Watch Road Kannapolis, NC 28083	Student <18 KCS	Appointment: 05/20/19 Term Ending: 06/30/21
(13)	Heather Mobley 363 Church Street N, Ste 260-H Concord, NC 28025	Juvenile Defense Attorney	Appointment: 03/20/17^ (unexpired term) Reappointment: 07/17/17^ Term Ending: 06/30/19
(14)	Judge Nathaniel Knust County Courthouse P. O. Box 70 Concord, NC 28026-0070	Chief District Court Judge (Designee)	Appointment: 02/20/17 Reappointment: 07/17/17 Term Ending: 06/30/19
(15)	Mark Boles 117 Academy Avenue NW Concord, NC 28025	Member of Business Community	Appointment: 02/18/13 Reappointment: 09/16/13 Reappointment: 09/21/15 Reappointment: 10/16/17 Term Ending: 09/30/19

(16) Sonja Bohannon-Thacker Local Health Director Appointment: 09/16/13
 2110 Dairy Farm Road (Designee) Reappointment: 09/21/15
 Concord, NC 28025 Reappointment: 10/16/17
 Term Ending: 09/30/19

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

(18) Perry Gabriel Active Living & Parks Appointment: 09/20/10
 Parks Reappointment: 08/20/12
 P. O. Box 707 Reappointment: 09/15/14
 Concord, NC 28026-0707 Reappointment: 09/19/16*
 Reappointment: 09/17/18*
 Term Ending: 09/30/20

County Commissioner Appointees (At-large members)

(19a) Etta Downs Appointment: 07/17/18
 970 Mount Pleasant Road W
 Mount Pleasant, NC 28124 Term Ending: 09/30/20

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

(19c) Troy W. Barnhardt* Appointment: 10/22/01
 8501 East Franklin Street Reappointment: 08/18/03
 Mount Pleasant, NC 28124 Reappointment: 09/17/07
 Reappointment: 09/21/09
 Reappointment: 09/19/11*
 Reappointment: 09/16/13*
 Reappointment: 09/21/15*
 Reappointment: 10/16/17*
 Term Ending: 09/30/19

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

(19e)	Connie Philbeck 1100 Braughton Avenue Concord, NC 28025	Appointment: 05/20/13*** Reappointment: 06/15/15 Reappointment: 07/17/17 Term Ending: 06/30/19
(19f)	Vacant	Appointment: Term Ending: 09/30/20
(19g)	Marta Meares 178 Mary Circle Concord, NC 28025	Appointment: 05/18/09 (unexpired term) Reappointment: 09/21/09 Reappointment: 09/19/11 Reappointment: 09/16/13 Reappointment: 09/21/15* Reappointment: 10/16/17* Term Ending: 09/30/19

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

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

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

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

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

**Juvenile Crime Prevention Council
Applications on File
May 23, 2019**

Addul Ali		2112 Carolina Avenue	Kannapolis, NC 28083
Kimberly Biondi		928 Pineridge Street SE	Concord, NC 28025
Carolyn Carpenter*	Current Member	6526 Weldon Circle	Concord, NC 28027
Charles Davis		1561 Moss Creek Drive	Harrisburg, NC 28075
Dr. Patrick Doiel		10231 Montrose Drive NW	Charlotte, NC 28269
Eric Johnson		3353 Linetender Drive	Davidson, NC 28036
Nathaniel Knust	Current Member	P.O. Box 70	Concord, NC 28026
Heather Mobley	Current Member	363 Church Street N, Ste 260-H	Concord, NC 28025
Connie Philbeck*	Current Member	1100 Braughton Avenue	Concord, NC 28025
Michael Price		402 Samuel Adams Circle SW	Concord, NC 28027
Sharon Reese**		7719 Kuck Road	Mint Hill, NC 28227
Jonathan Smith		1789 Mill Creek Lane	Concord, NC 28025
Barbara Strang		1332 Winecoff School Road	Concord, NC 28027

* An exception to the "length of service" provision of the Appointment Policy will be needed.

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

CABARRUS COUNTY



BOARD OF COMMISSIONERS REGULAR MEETING

**June 17, 2019
6:30 PM**

AGENDA CATEGORY:

Consent Agenda

SUBJECT:

BOC - NACo Voting Credentials - 2019 Annual Conference

BRIEF SUMMARY:

The National Association of Counties, NACo, will hold their 84th Annual Conference in Las Vegas/Clark County, Nevada on July 12-16, 2019. In order to participate in the Association's annual election of officers, the attached form must be completed and returned, authorizing a voting delegate by or before June 28.

REQUESTED ACTION:

Motion to designate Chairman Morris as the voting delegate to represent Cabarrus County at the NACo Annual Conference in July.

EXPECTED LENGTH OF PRESENTATION:

SUBMITTED BY:

Mike Downs, County Manager

BUDGET AMENDMENT REQUIRED:

No

COUNTY MANAGER'S RECOMMENDATIONS/COMMENTS:

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

ATTACHMENTS:

▣ NACo Voting Form



2019 CREDENTIALS VOTING FORM

Please complete and **RETURN FORM BY JUNE 28, 2019** to:

Credentials Committee / NACo
Attn: Lauren Wilson
660 North Capitol St, NW,
Suite 400
Washington, DC 20001

By signing this form you are declaring that you and the other conference attendees from your county have agreed that you are the voting delegate for your county.

You may also scan and e-mail this form to credentials@naco.org, fax to **866.370.9421** or have the voting delegate(s) carry it with him/her to the NACo Annual Conference and present it at the Credentials Desk.

If you do not plan on registering for the 2019 Annual Conference, **there is no need to fill out and return this form.** Your county/parish/borough **MUST** have at least one paid conference registration to be able to vote.

If your ballot is not picked up at the 2019 Annual Conference the President of your State Association will pick up and cast your county's votes unless you check the box below.

If my ballot is not picked up, **I DO NOT AUTHORIZE** my state association to pick up or cast my county's vote. I understand that my county's votes will NOT be cast if I select this option.

PLEASE TYPE OR PRINT IN BLOCK LETTERS.

County / Parish / Borough

State

C	A	B	A	R	R	U	S		C	O	U	N	T	Y										
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Name your county / parish /borough's delegate (s)

Designated County Delegate

First Name

Last Name

S	T	E	P	H	E	N					
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M	O	R	R	I	S						
---	---	---	---	---	---	--	--	--	--	--	--

Job Title / Description

--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

County Alternate

First Name

Last Name

--	--	--	--	--	--	--	--	--	--	--	--

--	--	--	--	--	--	--	--	--	--	--	--

Job Title / Description

--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

Please note: This form must be signed by the CHIEF ELECTED OFFICIAL from your county.
Submissions without an appropriate signature will not be accepted

Signature of Chief Elected Official
(Board President / Chair / elected County Executive / Judge / Mayor)

Date

Cell Number

STEPHEN M. MORRIS

Print Name

CHAIRMAN, BOARD OF COMMISSIONERS

Title

CABARRUS COUNTY



BOARD OF COMMISSIONERS REGULAR MEETING

**June 17, 2019
6:30 PM**

AGENDA CATEGORY:

Consent Agenda

SUBJECT:

County Manager - Purchase of Right-of-Way for Hickory Ridge Elementary School

BRIEF SUMMARY:

There are two additional purchases of right-of-way that need approval for road and water line improvements at Hickory Ridge Elementary School. There were title issues with these two parcels and Mr. Koch has proposed a resolution to those issues. The two parcels are owned by the same family, constitute the largest purchases and are consistent in price per acre with the previously approved purchases. The total cost for these two parcels is \$33,671.91.

REQUESTED ACTION:

Motion to approve the purchase of the identified property easements (B & D) including the required budget amendment; and to authorize the County Manager to execute all required documents, subject to review and approval by the County Attorney.

EXPECTED LENGTH OF PRESENTATION:

SUBMITTED BY:

Jonathan B. Marshall, Deputy County Manager

BUDGET AMENDMENT REQUIRED:

No

COUNTY MANAGER'S RECOMMENDATIONS/COMMENTS:

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

ATTACHMENTS:

- ▣ Right-of-Way exhibit
- ▣ Budget Amendment

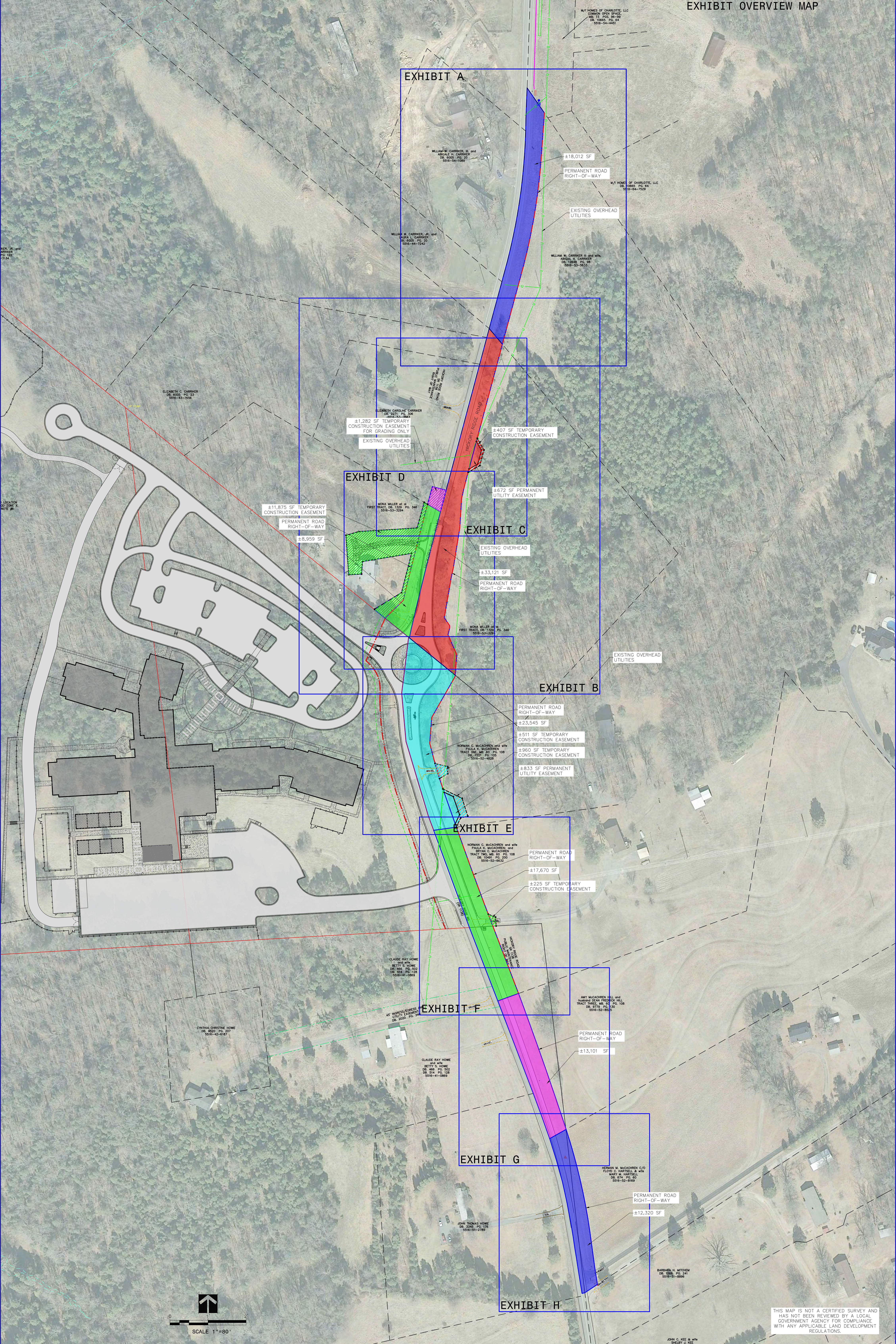


EXHIBIT A

EXHIBIT D

EXHIBIT C

EXHIBIT B

EXHIBIT E

EXHIBIT F

EXHIBIT G

EXHIBIT H

NER, JR. and
WYNNE
PG. 122
P. 14

ELIZABETH C. CARRIKER
DB. 6005, PG. 23
5516-43-1930

WILLIAM W. CARRIKER, JR. and
ABIGAIL H. CARRIKER
DB. 6005, PG. 20
5516-44-7474

M/A HOWES OF CHARLOTTE, LLC
COMMON OWN SPACE
MAY 73, PG. 38-39
DB. 10662, PG. 14
5516-54-4451

M/A HOWES OF CHARLOTTE, LLC
DB. 10662, PG. 14
5516-54-7529

WILLIAM W. CARRIKER II and wife,
ABIGAIL H. CARRIKER
DB. 10664, PG. 25
5516-54-5633

ELIZABETH CAROLINE CARRIKER
DB. 2271, PG. 18
5516-44-9843

±1,282 SF TEMPORARY
CONSTRUCTION EASEMENT
FOR GRADING ONLY

±407 SF TEMPORARY
CONSTRUCTION EASEMENT

±11,875 SF TEMPORARY
CONSTRUCTION EASEMENT
PERMANENT ROAD
RIGHT-OF-WAY
±8,959 SF

±672 SF PERMANENT
UTILITY EASEMENT

MONA MILLER et al
FIRST TRACT DB. 1131, PG. 246
5516-53-3294

±33,121 SF
PERMANENT ROAD
RIGHT-OF-WAY

MONA MILLER et al
FIRST TRACT DB. 1131, PG. 246
5516-53-3294

PERMANENT ROAD
RIGHT-OF-WAY
±23,545 SF

±511 SF TEMPORARY
CONSTRUCTION EASEMENT

±960 SF TEMPORARY
CONSTRUCTION EASEMENT

±833 SF PERMANENT
UTILITY EASEMENT

NORMAN C. McCACHREN and wife
PAULA K. McCACHREN
TRACT TWO, DB. 62, PG. 108
DB. 10461, PG. 200
5516-52-4828

PERMANENT ROAD
RIGHT-OF-WAY
±17,670 SF

±225 SF TEMPORARY
CONSTRUCTION EASEMENT

CLAUDE RAY HOWE
and wife
BETTY S. HOWE
DB. 214, PG. 128
5516-41-0869

AMY McCACHREN HILL and
husband DEAN FREDERICK HILL
TRACT THREE, DB. 62, PG. 108
DB. 6778, PG. 130
5516-52-8652

CYNTHIA CHRISTINE HOWE
DB. 6003, PG. 27
5516-42-6167

CLAUDE RAY HOWE
and wife
BETTY S. HOWE
DB. 214, PG. 128
5516-41-0869

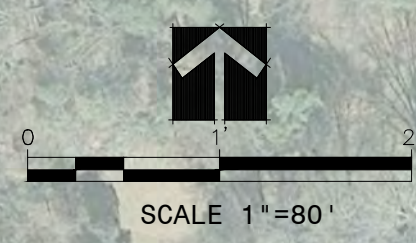
PERMANENT ROAD
RIGHT-OF-WAY
±13,101 SF

HERMAN M. McCACHREN C/O
FLOID C. HARTSELL, et al
MARY M. HARTSELL
DB. 674, PG. 62
5516-52-8169

PERMANENT ROAD
RIGHT-OF-WAY
±12,320 SF

JOHN THOMAS HOWE
DB. 3343, PG. 178
5516-51-2789

BARBARA H. MITCHEM
DB. 1858, PG. 241
5516-51-8094



THIS MAP IS NOT A CERTIFIED SURVEY AND
HAS NOT BEEN REVIEWED BY A LOCAL
GOVERNMENT AGENCY FOR COMPLIANCE
WITH ANY APPLICABLE LAND DEVELOPMENT
REGULATIONS.

EXHIBIT C

HICKORY RIDGE ROAD
SR 1138
PUBLIC MAINTENANCE
RIGHT OF WAY

ELIZABETH CAROLINE CARRIKER
DB. 2271 PG. 306
5516-53-0583

GRAVEL

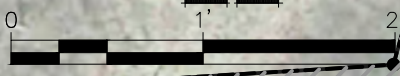
EXISTING OVERHEAD UTILITIES

±1,282 SF TEMPORARY
CONSTRUCTION EASEMENT
FOR GRADING ONLY

REFERENCE EXHIBIT B

REFERENCE EXHIBIT D

MONA MILLER et al
TRACT, DB. 1329 PG. 346
5516-53-3294



SCALE 1"=40'

THIS MAP IS NOT A CERTIFIED SURVEY AND
HAS NOT BEEN REVIEWED BY A LOCAL
GOVERNMENT AGENCY FOR COMPLIANCE
WITH ANY APPLICABLE LAND DEVELOPMENT
REGULATIONS.

Budget Revision/Amendment Request

Date: 6/17/2019

Amount: \$ 33,671.91

Dept. Head: Susan Fearrington, (prepared by Sarah Chesley)

Department: Finance, LOBS 2018 and Capital Reserve Fund

Internal Transfer Within Department
 Transfer Between Departments/Funds
 Supplemental Request

Purpose: This Budget Amendment is a request to use Contra Sales Tax in the amount of \$33,671.91 to fund the purchase of Right of Way and Easements for Hickory Ridge Elementary School in the LOBS 2018 370 fund.

Fund	Indicator	Department/ Object/ Project	Account Name	Approved Budget	Increase Amount	Decrease Amount	Revised Budget
370	9	7345-9825	Contra Sales Tax - Hickory Ridge Elementary	(2,698.94)		33,671.91	(36,370.85)
370	9	7345-9801	Land Acquisition	1,180,449.68	33,671.91		1,214,121.59

Budget Officer

Approved
 Denied

County Manager

Approved
 Denied

Board of Commissioners

Approved
 Denied

Signature

Signature

Signature

Date

Date

Date

Budget Revision/Amendment Request

Date:

Amount:

Dept. Head:

Department:

Internal Transfer Within Department

Transfer Between Departments/Funds

Supplemental Request

Purpose:

Fund	Indicator	Department/ Object/ Project	Account Name	Approved Budget	Increase Amount	Decrease Amount	Revised Budget
							0.00
							0.00
							0.00
							0.00
							0.00
							0.00
							0.00
							0.00
							0.00
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							0.00
							0.00
							0.00
							0.00

CABARRUS COUNTY



BOARD OF COMMISSIONERS REGULAR MEETING

**June 17, 2019
6:30 PM**

AGENDA CATEGORY:

Consent Agenda

SUBJECT:

DHS - FY20 HCCBG Funding Plan

BRIEF SUMMARY:

The FY20 Home and Community Care Block Grant (HCCBG) funding plan is attached for review and approval by the Board of Commissioners. The plan has been prepared, reviewed, and approved by the HCCBG Advisory Committee. The Department of Human Services serves as the lead agency for the Home and Community Care Block Grant. The lead agency's primary role is to organize the committee, develop the funding plan for the grant and seek approval from the Board of Commissioners for the funding plan.

The Home and Community Care Block Grant serves citizens ages 60 and older and promotes health and well-being services for qualified recipients. The grant is administered by the N.C. Division of Aging and Adult Services (DAAS). The grant provides local flexibility in that the advisory committee and the Board of Commissioners can set priorities for services the grant will fund.

REQUESTED ACTION:

Motion to approve the FY20 HCCBG funding plan as submitted by the HCCBG Advisory Committee.

EXPECTED LENGTH OF PRESENTATION:

SUBMITTED BY:

Anthony Hodges, Lead Agency Representative

BUDGET AMENDMENT REQUIRED:

No

COUNTY MANAGER'S RECOMMENDATIONS/COMMENTS:

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

ATTACHMENTS:

- Funding Plan

HCCBG Budget DAAS-731 (Rev. 2/16)

Home and Community Care Block Grant for Older Adults

County Funding Plan County Cabarrus

County Services Summary July 1, 2019 through June 30, 2020

Services	A				B	C	D	E	F	G	H	I
	Block Grant Funding				Required Local Match	Net Service Cost	USDA Subsidy	Total Funding	Projected HCCBG Units	Projected Reimbursement Rate	Projected HCCBG Clients	Projected Total Units
	Access	In-Home	Other	Total								
Adult Day Care	\$ -	\$ 20,613	\$ -	\$ 20,613	\$ 2,290	\$ 22,903	\$ -	\$ 22,903	667	\$ 34.3468	6	669
Adult Day Health	\$ -	\$ 138,764	\$ -	\$ 138,764	\$ 15,418	\$ 154,182	\$ -	\$ 154,182	3,748	\$ 41.1352	22	3,750
Congregate Nutrition	\$ -	\$ -	\$ 107,168	\$ 107,168	\$ 11,908	\$ 119,076	\$ 33,705	\$ 152,781	11,284	\$ 10.5529	250	44,940
IHA-II Personal Care	\$ -	\$ 64,210	\$ -	\$ 64,210	\$ 7,134	\$ 71,344	\$ -	\$ 71,344	3,926	\$ 18.1728	25	3,930
IHA- III - Personal Care	\$ -	\$ 128,035	\$ -	\$ 128,035	\$ 14,226	\$ 142,261	\$ -	\$ 142,261	6,896	\$ 20.6284	6	6,900
Senior Center Operation	\$ -	\$ -	\$ 89,522	\$ 89,522	\$ 9,947	\$ 99,469	\$ -	\$ 99,469	-	\$ -		-
Housing & Home Improvement	\$ -	\$ -	\$ 51,439	\$ 51,439	\$ 5,715	\$ 57,154	\$ -	\$ 57,154	-	\$ -		-
Home Delivered Meals	\$ -	\$ 92,427	\$ -	\$ 92,427	\$ 10,270	\$ 102,697	\$ 82,500	\$ 185,197	21,119	\$ 4.8627	75	114,319
Transportation (General)	\$ 91,221	\$ -	\$ -	\$ 91,221	\$ 10,136	\$ 101,357	\$ -	\$ 101,357	5,679	\$ 17.8479	4500	93,620
Transportation (Medical)	\$ 99,848	\$ -	\$ -	\$ 99,848	\$ 11,094	\$ 110,942	\$ -	\$ 110,942	6,216	\$ 17.8478	3900	6,216
				\$ -	\$ -	\$ -		\$ -				
				\$ -	\$ -	\$ -		\$ -				
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				\$ -	\$ -	\$ -		\$ -				
Total	\$ 191,069	\$ 444,049	\$ 248,129	\$ 883,247	\$ 98,139	\$ 981,386	\$ 116,205	\$ 1,097,590	59,535		8,784	274,344

Signature, Chairman, Board of Commissioners Date

State Fiscal Year:

Provider Name:

Address Line 1:

Address Line 2:

County:

Area Agency on Aging:

Please Select Services to Be Delivered	Federal/State	Local Match	
Adult Day Care	\$ 20,613	\$ 2,291	<<--Local Match will need to be broken out by source (Cash/In-Kind) on 732A Svc Cost Computation Form
Adult Day Health	\$ 138,764	\$ 15,419	<<--Local Match will need to be broken out by source (Cash/In-Kind) on 732A Svc Cost Computation Form
Congregate Nutrition	\$ 107,168	\$ 11,908	<<--Local Match will need to be broken out by source (Cash/In-Kind) on 732A Svc Cost Computation Form
In-Home Aide-Level II - Personal Care	\$ 64,210	\$ 7,135	<<--Local Match will need to be broken out by source (Cash/In-Kind) on 732A Svc Cost Computation Form
In-Home Aide-Level III - Personal Care	\$ 128,035	\$ 14,227	<<--Local Match will need to be broken out by source (Cash/In-Kind) on 732A Svc Cost Computation Form
REQUIRES INPUT TO POPULATE WORKBOOK-->		\$ -	
REQUIRES INPUT TO POPULATE WORKBOOK-->		\$ -	
REQUIRES INPUT TO POPULATE WORKBOOK-->		\$ -	
REQUIRES INPUT TO POPULATE WORKBOOK-->		\$ -	
REQUIRES INPUT TO POPULATE WORKBOOK-->		\$ -	
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REQUIRES INPUT TO POPULATE WORKBOOK-->		\$ -	
REQUIRES INPUT TO POPULATE WORKBOOK-->		\$ -	
REQUIRES INPUT TO POPULATE WORKBOOK-->		\$ -	
REQUIRES INPUT TO POPULATE WORKBOOK-->		\$ -	

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Comparison of Fed/State Funding and Rates vs. Prior Year

Service	Prior Yr. Funding	Prior Year Rate	Current Yr Funding	Current Year Rate	Funding Diff.	Rate Diff.
Adult Day Care			\$ 20,613	34.3468	\$ 20,613	\$ 34.3468
Adult Day Health			\$ 138,764	41.1352	\$ 138,764	\$ 41.1352
Congregate Nutrition			\$ 107,168	10.5529	\$ 107,168	\$ 10.5529
In-Home Aide-Level II - Personal Care			\$ 64,210	18.1728	\$ 64,210	\$ 18.1728
In-Home Aide-Level III - Personal Care			\$ 128,035	20.6284	\$ 128,035	\$ 20.6284
				0.0000	\$ -	\$ -
				0.0000	\$ -	\$ -
				0.0000	\$ -	\$ -
				0.0000	\$ -	\$ -
				0.0000	\$ -	\$ -
				0.0000	\$ -	\$ -
				0.0000	\$ -	\$ -
				0.0000	\$ -	\$ -

NC DIVISION OF AGING AND ADULT SERVICES COST OF SERVICES - LABOR DISTRIBUTION SCHEDULE DAAS-732A1

AGENCY NAME: Cabarrus County DHS
 State Fiscal Year: SFY 2019-2020

Fiscal Period: July 2019 through June 2020

STAFF NAME	POSITION	TOTAL SALARY	FTE Equivalent	FULL TIME PART TIME	Assignable Salary	ADMIN. SALARY	SERVICE						
							Adult Day Care	Adult Day Health	Congregate Nutrition	In-Home Aide-Level II - Personal Care	In-Home Aide-Level III - Personal Care	0	
R. Fernandez	Social Worker II	\$ 13,390	1	FULL TIME	\$ 13,390	\$ -	\$ 790	\$ 5,289		\$ 2,450	\$ 4,861		
M. Morin	Social Worker II	\$ 10,135	1	FULL TIME	\$ 10,135	\$ -	\$ 598	\$ 4,003		\$ 1,855	\$ 3,679		
K. Kelly	Social Worker II	\$ 10,135	1	FULL TIME	\$ 10,135	\$ -	\$ 598	\$ 4,003		\$ 1,855	\$ 3,679		
C. Hall	Nutrition Prog. Coord.	\$ 48,790	1	FULL TIME	\$ 48,790				\$ 48,790				
D. Neely	Nutrition Site Sup.	\$ 28,270	0.7	PART TIME	\$ 19,789				\$ 19,789				
C. Faggart	Nutrition Site Sup.	\$ 29,261	0.7	PART TIME	\$ 20,483				\$ 20,483				
K. Wolford	Nutrition Site Sup.	\$ 28,840	0.7	PART TIME	\$ 20,188				\$ 20,188				
G. Riddick	Nutrition Site Sup.	\$ 26,539	0.7	PART TIME	\$ 18,577				\$ 18,577				
A. Teal-Lewis	Nutrition Site Sup.	\$ 28,544	0.7	PART TIME	\$ 19,981				\$ 19,981				
S. Conley	Nutrition Site Sup.	\$ 27,741	0.7	PART TIME	\$ 19,419				\$ 19,419				
A. Bowen	Nutrition Site Sup.	\$ 26,137	0.7	PART TIME	\$ 18,296				\$ 18,296				
M. McDonald	Nutrition Site Asst.	\$ 25,376	0.7	PART TIME	\$ 17,763				\$ 17,763				
D. Little	Program Associate	\$ 19,075	1	FULL TIME	\$ 19,075	\$ -			\$ 19,075				
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					SUBTOTAL FT:	\$ 101,525	\$ -	\$ 1,986	\$ 13,295	\$ 67,865	\$ 6,160	\$ 12,219	\$ -
					SUBTOTAL PT:	\$ 154,496	\$ -	\$ -	\$ -	\$ 154,496	\$ -	\$ -	\$ -
					TOTAL	\$ 256,021	\$ -	\$ 1,986	\$ 13,295	\$ 222,361	\$ 6,160	\$ 12,219	\$ -
					PERCENT FT:	39.65%	#DIV/0!	100.00%	100.00%	30.52%	100.00%	100.00%	#DIV/0!
					PERCENT PT:	60.35%	#DIV/0!	0.00%	0.00%	69.48%	0.00%	0.00%	#DIV/0!

**North Carolina Division of Aging and Adult Services
Service Cost Computation Worksheet**

DAAS-732A

Provider: Cabarrus County DHS
 County: CABARRUS
 Budget Period: July 2019 through June 2020

	Grand Total	Service	Service	Service	Service	Service
		Adult Day Care 030	Adult Day Health 155	Congregate Nutrition 180	In-Home Aide-Level II - Personal Care 042	In-Home Aide-Level III - Personal Care 045
I. Projected Revenues						
A. Fed/State Funding From the Div. of Aging & Adult Svcs.	\$ 458,790	\$ 20,613	\$ 138,764	\$ 107,168	\$ 64,210	\$ 128,035
Required Minimum Match - Cash						
1) County General Fund	\$ 50,976	\$ 2,290	\$ 15,418	\$ 11,908	\$ 7,134	\$ 14,226
2)	\$ -					
3)	\$ -					
Total Required Minimum Match - Cash	\$ 50,976	\$ 2,290	\$ 15,418	\$ 11,908	\$ 7,134	\$ 14,226
Required Minimum Match - In-Kind						
1)	\$ -					
2)	\$ -					
3)	\$ -					
Total Required Minimum Match - In-Kind	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
B. Total Required Minimum Match (cash + in-kind)	\$ 50,976	\$ 2,290	\$ 15,418	\$ 11,908	\$ 7,134	\$ 14,226
C. Subtotal, Fed/State/Required Match Revenues	\$ 509,766	\$ 22,903	\$ 154,182	\$ 119,076	\$ 71,344	\$ 142,261
D. NSIP Cash Subsidy/Commodity Valuation	\$ 33,705	\$ -	\$ -	\$ 33,705	\$ -	\$ -
E. OAA Title V Worker Wages, Fringe Benefits and Costs	\$ -					
Local Cash, Non-Match						
1) County General Fund	\$ 331,173			\$ 331,173		
2)	\$ -					
3)	\$ -					
4)	\$ -					
F. Subtotal, Local Cash, Non-Match	\$ 331,173	\$ -	\$ -	\$ 331,173	\$ -	\$ -
Other Revenues, Non-Match						
1) Donations	\$ 4,100	\$ 25	\$ 25	\$ 4,000	\$ 25	\$ 25
2) Consumer Contributions	\$ 20,200	\$ 50	\$ 50	\$ 20,000	\$ 50	\$ 50
3)	\$ -					
G. Subtotal, Other Revenues, Non-Match	\$ 24,300	\$ 75	\$ 75	\$ 24,000	\$ 75	\$ 75
Local In-Kind Resources (Includes Volunteer Resources)						
1)	\$ -					
2)	\$ -					
3)	\$ -					
H. Subtotal, Local In-kind Resources, Non-Match	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
I. Client Cost Sharing	\$ -					
J. Total Projected Revenues (Sum I.C,D,E,F,G,H, & I)	\$ 898,944	\$ 22,978	\$ 154,257	\$ 507,954	\$ 71,419	\$ 142,336

Division of Aging and Adult Services
Service Cost Computation Worksheet

	Grand Total	Admin. Cost	Service Adult Day Care 030	Service Adult Day Health 155	Service Congregate Nutrition 180	Service In-Home Aide-Level II - Personal Care 042	Service In-Home Aide-Level III - Personal Care 045
II. Line Item Expenses							
Staff Salary From Labor Distribution Schedule							
1) Full-time Staff (do not include Title V workers)	\$ 101,525	\$ -	\$ 1,986	\$ 13,295	\$ 67,865	\$ 6,160	\$ 12,219
2) Part-time staff (do not include Title V workers)	\$ 154,496	\$ -	\$ -	\$ -	\$ 154,496	\$ -	\$ -
A. Subtotal, Staff Salary	\$ 256,021	\$ -	\$ 1,986	\$ 13,295	\$ 222,361	\$ 6,160	\$ 12,219
Fringe Benefits							
1) FICA @ 7.65 %	\$ 19,586	\$ -	\$ 152	\$ 1,017	\$ 17,011	\$ 471	\$ 935
2) Health Insurance	\$ 17,955		\$ 353	\$ 2,364	\$ 11,970	\$ 1,095	\$ 2,173
3) Retirement	\$ 21,329		\$ 179	\$ 1,197	\$ 18,299	\$ 554	\$ 1,100
4) Unemployment Insurance	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -
5) Worker's Compensation	\$ 2,752		\$ 56	\$ 373	\$ 1,808	\$ 173	\$ 342
6) Other	\$ -						
B. Subtotal, Fringe Benefits	\$ 61,622	\$ -	\$ 740	\$ 4,951	\$ 49,088	\$ 2,293	\$ 4,550
Local In-Kind Resources Non-Match							
1)	\$ -						
2)	\$ -						
3)	\$ -						
C. Subtotal, Local In-Kind Resources Non-Match	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
D. OAA Title V Worker Wages, Fringe Benefits and Costs	\$ -						
Travel							
1) Per Diem	\$ -						
2) Mileage Reimbursement	\$ -						
3) Other Travel Cost	\$ -						
E. Subtotal, Travel	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
General Operating Expenses							
1) Service Contracts	\$ 388,725		\$ 22,682	\$ 151,798		\$ 71,558	\$ 142,687
2) Caterer	\$ 185,000				\$ 185,000		
3) Host Agency Expenses	\$ 32,000				\$ 32,000		
4) Program Supplies	\$ 6,500				\$ 6,500		
5) Tools and Minor Equipment	\$ 3,000				\$ 3,000		
6) Purchased Services	\$ 500				\$ 500		
7) Training	\$ 1,000				\$ 1,000		
8)	\$ -						
F. Subtotal, General Operating Expenses	\$ 616,725	\$ -	\$ 22,682	\$ 151,798	\$ 228,000	\$ 71,558	\$ 142,687

G. Subtotal, Other Administrative Cost Not Allocated in Lines II.A through E

H. Total Proj. Expenses Prior to Admin. Distribution

I. Distribution of Administrative Cost

J. Total Proj. Expenses After Admin. Distribution

\$ -						
\$ 934,368	\$ -	\$ 25,408	\$ 170,044	\$ 499,449	\$ 80,011	\$ 159,456
\$ 35,424		\$ 2,430	\$ 15,787	\$ (8,505)	\$ 8,592	\$ 17,120
\$ 898,944		\$ 22,978	\$ 154,257	\$ 507,954	\$ 71,419	\$ 142,336

III. Computation of Rates

A. Computation of Unit Cost Rate:

1. Total Expenses (equals line II.J)

2. Total Projected Units

3. Total Unit Cost Rate

B. Computation of Reimbursement Rate:

1. Total Revenues (equals line I.J)

2. Less: NSIP (equals line I.D)

Title V (equals line I.E less II.D)

Non Match In-Kind (equals line I.H less II.C)

3. Revenues Subject to Unit Reimbursement

4. Total Projected Units (equals line III.A.2)

5. Total Reimbursement Rate

C. Units Reimbursed Through HCCBG

D. Units Reimbursed Through Program Income*

E. Units Reimbursed Through Remaining Revenues

F. Total Units Reimbursed/Total Projected Units

Grand Total	Service Adult Day Care 030	Service Adult Day Health 155	Service Congregate Nutrition 180	Service Home Aide-Level II - Personal Care Aide-Level III - Personal Care Aide-Level III - Personal Care	Service 042	Service 045
\$ 898,944	\$ 22,978	\$ 154,257	\$ 507,954	\$ 71,419	\$ 142,336	
	669	3,750	44,940	3,930	6,900	
	\$ 34.3468	\$ 41.1352	\$ 11.3029	\$ 18.1728	\$ 20.6284	
\$ 898,944	\$ 22,978	\$ 154,257	\$ 507,954	\$ 71,419	\$ 142,336	
\$ 33,705	\$ -	\$ -	\$ 33,705	\$ -	\$ -	
\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
\$ 865,239	\$ 22,978	\$ 154,257	\$ 474,249	\$ 71,419	\$ 142,336	
	669	3,750	44,940	3,930	6,900	
	\$ 34.3468	\$ 41.1352	\$ 10.5529	\$ 18.1728	\$ 20.6284	
	667	3,748	11,284	3,926	6,896	
	-	-	-	-	-	
	2	2	33,656	4	4	
	669	3,750	44,940	3,930	6,900	

* The Division of Aging ARMS deducts reported program income from reimbursement paid to providers. Line III.D indicates the number of units that will have to be produced in addition to those stated on line III.C in order to earn the net revenues stated on line I.C.

Certification:

I certify to the best of my knowledge and belief that the information included in the cost computation above is accurate and complies with all laws and regulations. I also understand that material deviations in reported cost information could limit funding, and also result in return of funds if the error or omission results in a higher than actual reported cost.

Authorized Signature

Title

Date

Information on this form (DAAS-732A) corresponds with information stated on the Provider Services Summary (DAAS-732) as follows:

Home and Community Care Block Grant for Older Adults

Cabarrus County DHS
 1303 S. Cannon Blvd
 Kannapolis, NC 28083

County Funding Plan

Provider Services Summary

DAAS-732

County:

CABARRUS

Budget Period:

July 2019 through June 2020

Revision #:

Date:

Services	Serv. Delivery (Check One)		A				B	C	D	E	F	G	H	I
	Direct	Purchase	Block Grant Funding				Required Local Match	Net Service Cost	NSIP Subsidy	Total Funding	Projected HCCBG Units	Projected Reimburse Rate*	Projected HCCBG Clients	Projected Total Units
			Access	In-Home	Other	Total								
Adult Day Care		X	\$ -	\$ 20,613	\$ -	\$ 20,613	\$ 2,290	\$ 22,903	\$ -	\$ 22,903	667	\$ 34.3468	6	669
Adult Day Health		X	\$ -	\$ 138,764	\$ -	\$ 138,764	\$ 15,418	\$ 154,182	\$ -	\$ 154,182	3,748	\$ 41.1352	22	3,750
Congregate Nutrition		X	\$ -	\$ -	\$ 107,168	\$ 107,168	\$ 11,908	\$ 119,076	\$ 33,705	\$ 152,781	11,284	\$ 10.5529	250	44,940
In-Home Aide-Level II - Personal Care		X	\$ -	\$ 64,210	\$ -	\$ 64,210	\$ 7,134	\$ 71,344	\$ -	\$ 71,344	3,926	\$ 18.1728	25	3,930
In-Home Aide-Level III - Personal Care		X	\$ -	\$ 128,035	\$ -	\$ 128,035	\$ 14,226	\$ 142,261	\$ -	\$ 142,261	6,896	\$ 20.6284	6	6,900
0			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-	\$ -		-
0			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-	\$ -		-
0			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-	\$ -		-
0			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-	\$ -		-
0			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-	\$ -		-
0			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-	\$ -		-
0			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-	\$ -		-
0			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-	\$ -		-
0			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-	\$ -		-
Total			\$ -	\$ 351,622	\$ 107,168	\$ 458,790	\$ 50,976	\$ 509,766	\$ 33,705	\$ 543,471	26,521		309	60,189

***Adult Day Care & Adult Day Health Care Proj. Service Cost/Rate**

	ADC	ADHC
Daily Care	\$33.07	\$ 40.00
Administrative	\$ 1.28	\$ 1.14
Proj. Reimbursement Rate	\$34.35	\$ 41.14
Administrative %	3.86%	2.84%

Certification of required minimum local match availability.
 Required local match will be expended simultaneously with Block Grant Funding.

 Authorized Signature, Title
 Community Service Provider

 Signature, County Finance Officer

 Signature, Chairman, Board of Commissioners

**Home and Community Care Block Grant for Older Adults
Outreach Methodology**

July 2019 through June 2020

Methodology to Address Service Needs of Low Income (Including Low-Income Minority Elderly), Rural Elderly and Elderly with Limited English Proficiency (Older Americans Act, Section 305(a)(2)(E))

Community Service Provider: Cabarrus County DHS

County: CABARRUS

The Older Americans Act requires that the service provider attempt to provide services to low-income minority individuals in accordance to their need for aging services. The community service provider shall specify how the service needs of low income, low-income (including low income minority elderly), rural elderly and elderly with limited English proficiency will be met through the services identified on the Provider Services Summary (DAAS-732). This narrative shall address outreach and service delivery methodologies that will ensure that this target population is adequately served and conform with specific objectives established by the Area Agency on Aging, for providing services to low income minority individuals. Additional pages may be used as necessary.

The Cabarrus County Department of Human Services' goal is to increase participation in services and programs by low income elderly and elderly with limited English proficiency in the community. DHS provides assistance to all individuals living within the county's boundaries who request services, regardless of location within the county. The type and extent of services receive are based on clients' needs and availability of funding. Outreach by the agency has been accomplished by brochures, community forums, word of mouth, and contacts with community partners. Outreach is ongoing. Requests from clients who meet the need for HCCBG services will continue to be accepted. If services are full, new clients will be added as existing clients leave the program or experience a decrease of units needed or additional funds are secured. As a agency with multiple funding sources, assessments will be made with each case t be sure the most appropriate funding is used to best meet the needs of the clients and that the Older Americans Act funds are for the target population groups.

July 2019 through June 2020

**Home and Community Care Block Grant for Older Adults
Community Service Provider
Standard Assurances**

Cabarrus County DHS agrees to provide services through the Home and Community Care Block Grant, as specified on the Provider Services Summary (DAAS-732) in accordance with the following:

1. Services shall be provided in accordance with requirements set forth in:
 - a) The County Funding Plan;
 - b) The Division of Aging and Adult Services Home and Community Care Block Grant Procedures Manual for Community Service Providers; and
 - c) The Division of Aging and Adult Services Standards Manual, Volumes I through IV or at <http://www.ncdhhs.gov/aging/monitor/mpolicy.htm>.

Community service providers shall monitor any subcontracts with providers of Block Grant services and take appropriate measures to ensure that services are provided in accordance with the aforementioned documents.
2. Priority shall be given to providing services to those older persons with the greatest economic or social needs. The service needs of low-income minority elderly will be addressed in the manner specified on the Methodology to Address Service Needs of Low-Income (Including Low Income Minority Elderly), Rural Elderly and Elderly with Limited English Proficiency format, (DAAS-733).
3. The following service authorization activities will be carried out in conjunction with all services provided through the Block Grant:
 - a) Eligibility determination;
 - b) Client intake/registration;
 - c) Client assessment/reassessments and quarterly visits, as appropriate;
 - d) Determining the amount of services to be received by the client; and
 - e) Reviewing consumer contributions policies with eligible clients.
4. All licenses, permits, bonds, and insurance necessary for carrying out Block Grant Services will be maintained by the community service provider and any contracted providers.
5. As specified in 45 CFR 75, Subpart D-Post Federal Award Requirements, Procurement Standards, community service providers shall have procedures for settling all contractual and administrative issues arising out of procurement of services through the Block Grant. Community service providers shall have procedures governing the evaluation of bids for services and procedures through which bidders and contracted providers may appeal or dispute a decision made by the community service provider.
6. Applicant/Client appeals shall be addressed as specified in Section 7 of the Division of Aging and Adult Services Home and Community Care Block Grant Manual for Community Service Providers, dated February 17, 1997.
7. Community service providers are responsible for providing or arranging for the provision of required local match, as specified on the Provider Services Summary, (DAAS-732). Local match shall be expended simultaneously with Block Grant funding.
8. Community service providers agree to comply with audit and fiscal reporting requirements as specified in the Agreement for the Provision of County-Based Aging Services (DAAS-735).
9. Compliance with Equal Employment Opportunity and Americans with Disabilities Act requirements, as specified in paragraph fourteen (14) of the Agreement for the Provision of County-Based Aging Services (DAAS-735) shall be maintained.

10. Providers of In-Home Aide, Home Health, Housing and Home Improvement, and Adult Day Care or Adult Day Health Care shall sign and return the attached assurance to the area agency on aging indicating that recipients of these services have been informed of their client rights, as required in Section 314 of the 2006 Amendments to the Older Americans Act.
11. Subcontracting – All HCCBG community service providers must assure that subcontractors (for-profit and non-profit entities only) meet the following requirements:
 - a. The subcontractor has not been suspended or debarred. (N.C.G.S. §143C-6-23, 09 NCAC 03M)
 - b. The subcontractor has not been barred from doing business at the federal level.
 - c. The subcontractor is able to produce a notarized [“State Grant Certification of No Overdue Tax Debts.”](#)
 - d. All licenses, permits, bonds and insurance necessary for carrying out Home and Community Care Block Grant services will be maintained by both the community service provider and any subcontractors.
 - e. The subcontractor is registered as a charitable, tax-exempt (501c3) organization with the Internal Revenue Service (non-profit subcontractors only).
12. Confidentiality and Security. Per the requirements in 10A NCAC 05J and Section 6 of the Home and Community Care Block Grant Procedures Manual, client information in any format and whether recorded or not shall be kept confidential and not disclosed in a form that identifies the person without the informed consent of the person or legal representative. Community service providers, including subcontractors and vendors, must adhere to all applicable federal, state and departmental requirements for protecting the security and confidentiality of client information including but not limited to appropriately restricting access, establishing procedures to reduce the risk of accidental disclosures from data processing systems, and developing a process by which the Division of Adult Aging Services is notified of suspected or confirmed security incidents and data breaches.
13. Record Retention and Disposition. All community service providers are responsible for maintaining custody of records and documentation to support the allowable expenditure of funds, service provision, and the reimbursement of services. Service providers must adhere to the approved record retention and disposition schedule posted semiannually on the website of the NC Department of Health and Human Services Controller at <http://www.ncdhhs.gov/control/retention/retention.htm>.

Service providers are not authorized to destroy records related to the provision of services under this Agreement except in compliance with the approved DHHS retention and disposition schedule, which allows for the proper destruction of records based on a schedule by funding source and fiscal year. The agency agrees to comply with 07 NCAC 04M .0510 when deciding on a method of record destruction. Confidential records will be destroyed in such a manner that the records cannot be practically read or reconstructed.

(Authorized Signature) (Date)

**Standard Assurance To Comply with Older Americans Act
Requirements Regarding Clients Rights
For
Agencies Providing In-Home Services through the
Home and Community Care Block Grant for Older Adults**

As a provider of one or more of the services listed below, our agency agrees to notify all Home and Community Care Block Grant clients receiving any of the below listed services provided by this agency of their rights as a service recipient. Services in this assurance include:

- In-Home Aide
- Home Care (home health)
- Housing and Home Improvement
- Adult Day Care or Adult Day Health Care

Notification will include, at a minimum, an oral review of the information outlined below as well as providing each service recipient with a copy of the information in written form. In addition, providers of in-home services will establish a procedure to document that client rights information has been discussed with in-home services clients (e.g. copy of signed Client Bill of Rights statement).

Clients Rights information to be communicated to service recipients will include, at a minimum, the right to:

- be fully informed, in advance, about each in-home service to be provided and any change and any change in service(s) that may affect the wellbeing of the participant;
- participate in planning and changing any in-home service provided unless the client is adjudicated incompetent;
- voice a grievance with respect to service that is or fails to be provided, without discrimination or reprisal as a result of voicing a grievance;
- confidentiality of records relating to the individual;
- have property treated with respect; and
- be fully informed both orally and in writing, in advance of receiving an in-home service, of the individual's rights and obligations.

Client Rights will be distributed to, and discussed with, each new client receiving one or more of the above listed services prior to the onset of service. For all existing clients, the above information will be provided no later than the next regularly scheduled service reassessment.

Agency Name: Cabarrus County DHS

Name of Agency Administrator: _____

Signature: _____

(Please return this form to your Area Agency on Aging and retain a copy for your files.)

CLIENT/PATIENT RIGHTS

1. You have the right to be fully informed of all your rights and responsibilities as a client/patient of the program.
2. You have the right to appropriate and professional care relating to your needs.
3. You have the right to be fully informed in advance about the care to be provided by the program.
4. You have the right to be fully informed in advance of any changes in the care that you may be receiving and to give informed consent to the provision of the amended care.
5. You have the right to participate in determining the care that you will receive and in altering the nature of the care as your needs change.
6. You have the right to voice your grievances with respect to care that is provided and to expect that there will be no reprisal for the grievance expressed.
7. You have the right to expect that the information you share with the agency will be respected and held in strict confidence, to be shared only with your written consent and as it relates to the obtaining of other needed community services.
8. You have the right to expect the preservation of your privacy and respect for your property.
9. You have the right to receive a timely response to your request for service.
10. You shall be admitted for service only if the agency has the ability to provide safe and professional care at the level of intensity needed.
11. You have the right to be informed of agency policies, changes, and costs for services.
12. If you are denied service solely on your inability to pay, you have the right to be referred elsewhere.
13. You have the right to honest, accurate information regarding the industry, agency and of the program in particular.
14. You have the right to be fully informed about other services provided by this agency.

Internal Consistency Checks

Review of Local Match Comparison Input Sheet vs. 732A Cash and In-Kind Totals

		Difference
Adult Day Care	OK	-
Adult Day Health	OK	-
Congregate Nutrition	OK	-
In-Home Aide-Level II - Personal Care	OK	-
In-Home Aide-Level III - Personal Care	OK	-
0	OK	-
0	OK	-
0	OK	-
0	OK	-
0	OK	-
0	OK	-
0	OK	-
0	OK	-
0	OK	-
0	OK	-
0	OK	-

732A1 Labor Distribution Schedule Comparison of Assignable Salary To Overall Salary Entered

Total Assignable Salary and Cumulative Salary total for :	0 \$	-
---	------	---

Exhibit 14A: List of Subcontractors

Region F - FY 2020

County: Cabarrus

Provider Name:

Cabarrus DHS

Provider Code:F012

List each subcontractor in the chart below. A subcontractor is defined as an entity that has been contracted to do a job within the scope of the service provider's grant award. The subcontractor is accountable for the same requirements as the service provider, depending on the terms of the subcontract. Subcontractors must adhere to service standard requirements by the Division of Aging and Adult Services. Do not list vendors who provide services through a 'purchase of service'. These are services which do not follow prescribed service standards and are goods or services sold equally to all consumers.

Subcontractor Name	Type Agency <i>Non-Profit</i> <i>For-Profit</i> <i>Government</i>	Subcontracted Service Name	Subcontractor Contact Name, Address & Phone Number	Scope of the Subcontract (Briefly describe any service requirements that will be delegated to the subcontractor, e.g. eligibility determination, service authorization, assessments/reassessments, preparation and delivery of meals, provision of a ride and driver/requirements, tasks on an In-Home Aide plan of care, aide competency testing, aide supervision,etc.)
Senior Helpers	For-Profit	In-Home Aide Services II & III	Sandy Mullins 1000 Copperfield Blvd NE Concord, NC 28025 704-792-1001	Provision of In-Home Aide Services Level II & III
ResCare Homecare	For-Profit	In-Home Aide Services II & III	Dana Ramsey 320 Copperfield Blvd Concord, NC 28025 704-793-4220	Provision of In-Home Aide Services Level II & III
Interim Homecare	For-Profit	In-Home Aide Services II & III	Julie Conrad 250 Branchview Dr. Concord, NC 28025 704-788-3483	Provision of In-Home Aide Services Level II & III
Coltrane L.I.F.E. Center	Non-Profit	Adult Day Care Adult Day Health	Susan Caudle 321 Corban Ave., SW Concord, NC 28025 704-788- 1215	Provision of Adult Day Care and Adult Day Health Services
University Adult Care	For-Profit	Adult Day Care Adult Day Health	Ruby Kumar 1324 John Kirk Dr. Charlotte, NC 28263 704-510-0030	Provision of Adult Day Care and Adult Day Health Services
Bateman Community Living	For-Profit	Congregate Nutrition	Bob Santana 300 S Tryon St. Ste 400 Charlotte, NC 28202 704-424-1071	Preparation and delivery of meals to Congregate Nutrition sites

Attest Statement: Providers utilizing subcontractors must provide assurance that both for profit and non-profit subcontractors are compliant with state and federal regulations. These assurances are the subcontractor: A) has not been suspended or debarred (G.S. §143C-6-23; 09NCAC03M), B) has not been barred from doing business at the federal level, C) is able to produce a notarized "State Grant Certification of No Overdue Tax Debts", D) has obtained all licenses, permits, bonds and insurance necessary for carrying out HCCRG Services. In addition, Non-Profit Subcontractors are registered as a charitable (501c3) organization with the federal government.

Provider Signature:

Title:

Date:

State Fiscal Year:

Provider Name:

Address Line 1:

Address Line 2:

County:

Area Agency on Aging:

Please Select Services to Be Delivered

Federal/State Local Match

REQUIRES INPUT TO POPULATE WORKBOOK-->
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 REQUIRES INPUT TO POPULATE WORKBOOK-->

Please Select Services to Be Delivered	Federal/State	Local Match
Senior Center Operation	\$ 89,522	\$ 9,947
		\$ -
		\$ -
		\$ -
		\$ -
		\$ -
		\$ -
		\$ -
		\$ -
		\$ -
		\$ -
		\$ -
		\$ -
		\$ -
		\$ -

<<<--Local Match will need to be broken out by source (Cash/In-Kind) on 732A Svc Cost Computation Form

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Comparison of Fed/State Funding and Rates vs. Prior Year

Service	Prior Yr. Funding	Prior Year Rate	Current Yr Funding	Current Year Rate	Funding Diff.	Rate Diff.
Senior Center Operation	\$ 89,522		\$ 89,522	0.0000	\$ -	\$ -
				0.0000	\$ -	\$ -
				0.0000	\$ -	\$ -
				0.0000	\$ -	\$ -
				0.0000	\$ -	\$ -
				0.0000	\$ -	\$ -
				0.0000	\$ -	\$ -
				0.0000	\$ -	\$ -
				0.0000	\$ -	\$ -
				0.0000	\$ -	\$ -
				0.0000	\$ -	\$ -
				0.0000	\$ -	\$ -
				0.0000	\$ -	\$ -
				0.0000	\$ -	\$ -
				0.0000	\$ -	\$ -

NC DIVISION OF AGING AND ADULT SERVICES COST OF SERVICES - LABOR DISTRIBUTION SCHEDULE DAAS-732A1

AGENCY NAME: Active Living and Parks
 State Fiscal Year: SFY 2019-2020

Fiscal Period: July 2019 through June 2020

STAFF NAME	POSITION	TOTAL SALARY	FTE Equivalent	FULL TIME PART TIME	Assignable Salary	ADMIN. SALARY	SERVICE	SERVICE	SERVICE	SERVICE	SERVICE	SERVICE
							Senior Center Operation	0	0	0	0	0
Donaldson, S	Project Event Mgr	\$ 73,436	8.00%	PART TIME	\$ 5,875		\$ 5,875					
Dorsey, M.	Wellness Coordinator	\$ 45,177	9%	PART TIME	\$ 4,066		\$ 4,066					
Creswell, A.	Admin Associate	\$ 36,173	4%	PART TIME	\$ 1,447		\$ 1,447					
Kiser, T.	Program Coordinator	\$ 48,430	10%	PART TIME	\$ 4,843		\$ 4,843					
McWaters, P.	Program Specialist	\$ 57,299	4%	PART TIME	\$ 2,292		\$ 2,292					
Kabat-Newcomer, M.	Receptionist	\$ 30,593	4%	PART TIME	\$ 1,224		\$ 1,224					
Mucci, J.	Receptionist	\$ 14,378	100%	FULL TIME	\$ 14,378		\$ 14,378					
Plummer, K.	Program Coordinator	\$ 44,980	10%	PART TIME	\$ 4,498		\$ 4,498					
					\$ -		\$ -					
					\$ -							
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SUBTOTAL FT:					\$ 14,378	\$ -	\$ 14,378	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
SUBTOTAL PT:					\$ 24,245	\$ -	\$ 24,245	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
TOTAL					\$ 38,623	\$ -	\$ 38,623	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
PERCENT FT:					37.23%	#DIV/0!	37.23%	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!
PERCENT PT:					62.77%	#DIV/0!	62.77%	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!

**North Carolina Division of Aging and Adult Services
Service Cost Computation Worksheet**

DAAS-732A

Provider: Active Living and Parks
 County: Cabarrus
 Budget Period: July 2019 through June 2020

	Grand Total	Service	Service	Service
		Senior Center Operation 170	0 #N/A	0 #N/A
I. Projected Revenues				
A. Fed/State Funding From the Div. of Aging & Adult Svcs.	\$ 89,522	\$ 89,522	\$ -	\$ -
Required Minimum Match - Cash				
1)	\$ 9,947	\$ 9,947		
2)	\$ -			
3)	\$ -			
Total Required Minimum Match - Cash	\$ 9,947	\$ 9,947	\$ -	\$ -
Required Minimum Match - In-Kind				
1)	\$ -			
2)	\$ -			
3)	\$ -			
Total Required Minimum Match - In-Kind	\$ -	\$ -	\$ -	\$ -
B. Total Required Minimum Match (cash + in-kind)	\$ 9,947	\$ 9,947	\$ -	\$ -
C. Subtotal, Fed/State/Required Match Revenues	\$ 99,469	\$ 99,469	\$ -	\$ -
D. NSIP Cash Subsidy/Commodity Valuation	\$ -	\$ -	\$ -	\$ -
E. OAA Title V Worker Wages, Fringe Benefits and Costs	\$ -			
Local Cash, Non-Match				
1)	\$ -			
2)	\$ -			
3)	\$ -			
4)	\$ -			
F. Subtotal, Local Cash, Non-Match	\$ -	\$ -	\$ -	\$ -
Other Revenues, Non-Match				
1)	\$ -			
2)	\$ -			
3)	\$ -			
G. Subtotal, Other Revenues, Non-Match	\$ -	\$ -	\$ -	\$ -
Local In-Kind Resources (Includes Volunteer Resources)				
1)	\$ -			
2)	\$ -			
3)	\$ -			
H. Subtotal, Local In-kind Resources, Non-Match	\$ -	\$ -	\$ -	\$ -
I. Client Cost Sharing	\$ -			
J. Total Projected Revenues (Sum I.C,D,E,F,G,H, & I)	\$ 99,469	\$ 99,469	\$ -	\$ -

Division of Aging and Adult Services
Service Cost Computation Worksheet

II. Line Item Expenses

Staff Salary From Labor Distribution Schedule

- 1) Full-time Staff (do not include Title V workers)
- 2) Part-time staff (do not include Title V workers)

A. Subtotal, Staff Salary

Fringe Benefits

- 1) FICA @ 7.65 %
- 2) Health Insurance
- 3) Retirement
- 4) Unemployment Insurance
- 5) Worker's Compensation
- 6) Other

B. Subtotal, Fringe Benefits

Local In-Kind Resources Non-Match

- 1)
- 2)
- 3)

C. Subtotal, Local In-Kind Resources Non-Match

D. OAA Title V Worker Wages, Fringe Benefits and Costs

Travel

- 1) Per Diem
- 2) Mileage Reimbursement
- 3) Other Travel Cost

E. Subtotal, Travel

General Operating Expenses

- 1) Service Contracts
- 2)
- 3)
- 4)
- 5)
- 6)
- 7)
- 8)

F. Subtotal, General Operating Expenses

G. Subtotal, Other Administrative Cost Not Allocated in Lines II.A through E

H. Total Proj. Expenses Prior to Admin. Distribution

I. Distribution of Administrative Cost

	Grand Total	Admin. Cost	Service	Service	Service
			Senior Center Operation 170	0 #N/A	0 #N/A
\$ 14,378	\$ -	\$ -	\$ 14,378	\$ -	\$ -
\$ 24,245	\$ -	\$ -	\$ 24,245	\$ -	\$ -
\$ 38,623	\$ -	\$ -	\$ 38,623	\$ -	\$ -
\$ 2,955	\$ -	\$ -	\$ 2,955	\$ -	\$ -
\$ 4,364			\$ 4,364.10		
\$ 1,894			\$ 1,894		
\$ 1,893			\$ 1,893		
\$ 463			\$ 463		
\$ -					
\$ 11,568	\$ -	\$ -	\$ 11,568	\$ -	\$ -
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\$ -					
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\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
\$ 49,278			\$ 49,278		
\$ -					
\$ -					
\$ -					
\$ -					
\$ -					
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\$ -					
\$ 49,278	\$ -	\$ -	\$ 49,278	\$ -	\$ -
\$ -					
\$ 99,469	\$ -	\$ -	\$ 99,469	\$ -	\$ -
\$ 0			\$ 0	\$ -	\$ -

J. Total Proj. Expenses After Admin. Distribution

\$	99,469	\$	99,469	\$	-	\$	-
----	--------	----	--------	----	---	----	---

III. Computation of Rates

A. Computation of Unit Cost Rate:

1. Total Expenses (equals line II.J)
2. Total Projected Units
3. Total Unit Cost Rate

B. Computation of Reimbursement Rate:

1. Total Revenues (equals line I.J)
2. Less: NSIP (equals line I.D)
Title V (equals line I.E less II.D)
Non Match In-Kind (equals line I.H less II.C)
3. Revenues Subject to Unit Reimbursement
4. Total Projected Units (equals line III.A.2)
5. Total Reimbursement Rate

C. Units Reimbursed Through HCCBG

D. Units Reimbursed Through Program Income*

E. Units Reimbursed Through Remaining Revenues

F. Total Units Reimbursed/Total Projected Units

Grand Total	Service		Service		Service	
	Senior Center Operation		0		0	
	170		#N/A		#N/A	
\$ 99,469	\$ 99,469	\$ -	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
\$ 99,469	\$ 99,469	\$ -	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

* The Division of Aging ARMS deducts reported program income from reimbursement paid to providers. Line III.D indicates the number of units that will have to be produced in addition to those stated line I.C.

Certification:

I certify to the best of my knowledge and belief that the information included in the cost computation above is accurate and complies with . deviations in reported cost information could limit funding, and also result in return of funds if the error or omission results in a higher than

Authorized Signature

Title

Information on this form (DAAS-732A) corresponds with information stated on the Provider Services Summary (DAAS-732) as follows:

Home and Community Care Block Grant for Older Adults

Active Living and Parks
 P O Box 707
 Concord NC 28026-0707

County Funding Plan

Provider Services Summary

DAAS-732

County: Cabarrus

Budget Period: July 2019 through June 2020

Revision #: **Date:**

Services	Serv. Delivery (Check One)		A				B	C	D	E	F	G	H	I
	Direct	Purchase	Block Grant Funding				Required Local Match	Net Service Cost	NSIP Subsidy	Total Funding	Projected HCCBG Units	Projected Reimburse Rate*	Projected HCCBG Clients	Projected Total Units
			Access	In-Home	Other	Total								
Senior Center Operation			\$ -	\$ -	\$ 89,522	\$ 89,522	\$ 9,947	\$ 99,469	\$ -	\$ 99,469	-	\$ -		-
0			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-	\$ -		-
0			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-	\$ -		-
0			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-	\$ -		-
0			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-	\$ -		-
0			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-	\$ -		-
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0			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-	\$ -		-
0			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-	\$ -		-
0			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-	\$ -		-
0			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-	\$ -		-
0			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-	\$ -		-
0			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-	\$ -		-
0			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-	\$ -		-
Total			\$ -	\$ -	\$ 89,522	\$ 89,522	\$ 9,947	\$ 99,469	\$ -	\$ 99,469	-	\$ -		-

***Adult Day Care & Adult Day Health Care Proj. Service Cost/Rate**

	ADC	ADHC
Daily Care	\$33.07	\$ 40.00
Administrative		
Proj. Reimbursement Rate	\$33.07	\$ 40.00
Administrative %	0.00%	0.00%

Certification of required minimum local match availability.
 Required local match will be expended simultaneously
 with Block Grant Funding.

 Authorized Signature, Title
 Community Service Provider

 Signature, County Finance Officer

 Signature, Chairman, Board of Commissioners

**Home and Community Care Block Grant for Older Adults
Outreach Methodology**

July 2019 through June 2020

Methodology to Address Service Needs of Low Income (Including Low-Income Minority Elderly), Rural Elderly and Elderly with Limited English Proficiency (Older Americans Act, Section 305(a)(2)(E))

Community Service Provider: Active Living and Parks

County: Cabarrus

The Older Americans Act requires that the service provider attempt to provide services to low-income minority individuals in accordance to their need for aging services. The community service provider shall specify how the service needs of low income, low-income (including low income minority elderly), rural elderly and elderly with limited English proficiency will be met through the services identified on the Provider Services Summary (DAAS-732). This narrative shall address outreach and service delivery methodologies that will ensure that this target population is adequately served and conform with specific objectives established by the Area Agency on Aging, for providing services to low income minority individuals. Additional pages may be used as necessary.

Approximately 6,000 copies of the printed news magazine are distributed at multiple locations around the county, including Senior Centers, LunchPlus Clubs, libraries, government agencies (local, state and federal), assisted living communities and more for ease of access for all. This document is free and also available online.

In addition, a newsletter (monthly) and session guide (8 times per year) are distributed to the Senior Centers, LunchPlus Clubs, libraries, government agencies and more. These documents are free and also available online.

Information is available on the Cabarrus County website, Facebook page and Cabarrus This Week (weekly television program highlighting programs, services and events in the area).

Referrals are provided to the Human Services Department and other agencies, and are received from various local providers.

Staff members serve on various Task Forces (Elder Abuse, Wellness Coalition) and Committees (5310 Transportation Grant, Transition of Care) where information is distributed to agency personnel to share with constituents.

Presentations are made by staff and trained volunteers at community gatherings, health fairs and facilities about opportunities available.

Finally, programs and events are offered at multiple facilities around the county, including Senior Centers, LunchPlus Clubs, libraries, churches and more.

July 2019 through June 2020

**Home and Community Care Block Grant for Older Adults
Community Service Provider
Standard Assurances**

Active Living and Parks agrees to provide services through the Home and Community Care Block Grant, as specified on the Provider Services Summary (DAAS-732) in accordance with the following:

1. Services shall be provided in accordance with requirements set forth in:
 - a) The County Funding Plan;
 - b) The Division of Aging and Adult Services Home and Community Care Block Grant Procedures Manual for Community Service Providers; and
 - c) The Division of Aging and Adult Services Standards Manual, Volumes I through IV or at <http://www.ncdhhs.gov/aging/monitor/mpolicy.htm>.

Community service providers shall monitor any subcontracts with providers of Block Grant services and take appropriate measures to ensure that services are provided in accordance with the aforementioned documents.

2. Priority shall be given to providing services to those older persons with the greatest economic or social needs. The service needs of low-income minority elderly will be addressed in the manner specified on the Methodology to Address Service Needs of Low-Income (Including Low Income Minority Elderly), Rural Elderly and Elderly with Limited English Proficiency format, (DAAS-733).
3. The following service authorization activities will be carried out in conjunction with all services provided through the Block Grant:
 - a) Eligibility determination;
 - b) Client intake/registration;
 - c) Client assessment/reassessments and quarterly visits, as appropriate;

- d) Determining the amount of services to be received by the client; and
 - e) Reviewing consumer contributions policies with eligible clients.
4. All licenses, permits, bonds, and insurance necessary for carrying out Block Grant Services will be maintained by the community service provider and any contracted providers.
 5. As specified in 45 CFR 75, Subpart D-Post Federal Award Requirements, Procurement Standards, community service providers shall have procedures for settling all contractual and administrative issues arising out of procurement of services through the Block Grant. Community service providers shall have procedures governing the evaluation of bids for services and procedures through which bidders and contracted providers may appeal or dispute a decision made by the community service provider.
 6. Applicant/Client appeals shall be addressed as specified in Section 7 of the Division of Aging and Adult Services Home and Community Care Block Grant Manual for Community Service Providers, dated February 17, 1997.
 7. Community service providers are responsible for providing or arranging for the provision of required local match, as specified on the Provider Services Summary, (DAAS-732). Local match shall be expended simultaneously with Block Grant funding.
 8. Community service providers agree to comply with audit and fiscal reporting requirements as specified in the Agreement for the Provision of County-Based Aging Services (DAAS-735).
 9. Compliance with Equal Employment Opportunity and Americans with Disabilities Act requirements, as specified in paragraph fourteen (14) of the Agreement for the Provision of County-Based Aging Services (DAAS-735) shall be maintained.
 10. Providers of In-Home Aide, Home Health, Housing and Home Improvement, and Adult Day Care or Adult Day Health Care shall sign and return the attached assurance to the area agency on aging indicating that recipients of these services have been informed of their client rights, as required in Section 314 of the 2006 Amendments to the Older Americans Act.
 11. Subcontracting – All HCCBG community service providers must assure that subcontractors (for-profit and non-profit entities only) meet the following requirements:
 - a. The subcontractor has not been suspended or debarred. (N.C.G.S. §143C-6-23, 09 NCAC 03M)

- b. The subcontractor has not been barred from doing business at the federal level.
 - c. The subcontractor is able to produce a notarized [“State Grant Certification of No Overdue Tax Debts.”](#)
 - d. All licenses, permits, bonds and insurance necessary for carrying out Home and Community Care Block Grant services will be maintained by both the community service provider and any subcontractors.
 - e. The subcontractor is registered as a charitable, tax-exempt (501c3) organization with the Internal Revenue Service (non-profit subcontractors only).
12. Confidentiality and Security. Per the requirements in 10A NCAC 05J and Section 6 of the Home and Community Care Block Grant Procedures Manual, client information in any format and whether recorded or not shall be kept confidential and not disclosed in a form that identifies the person without the informed consent of the person or legal representative. Community service providers, including subcontractors and vendors, must adhere to all applicable federal, state and departmental requirements for protecting the security and confidentiality of client information including but not limited to appropriately restricting access, establishing procedures to reduce the risk of accidental disclosures from data processing systems, and developing a process by which the Division of Adult Aging Services is notified of suspected or confirmed security incidents and data breaches.
13. Record Retention and Disposition. All community service providers are responsible for maintaining custody of records and documentation to support the allowable expenditure of funds, service provision, and the reimbursement of services. Service providers must adhere to the approved record retention and disposition schedule posted semiannually on the website of the NC Department of Health and Human Services Controller at <http://www.ncdhhs.gov/control/retention/retention.htm>
- Service providers are not authorized to destroy records related to the provision of services under this Agreement except in compliance with the approved DHHS retention and disposition schedule, which allows for the proper destruction of records based on a schedule by funding source and fiscal year. The agency agrees to comply with 07 NCAC 04M .0510 when deciding on a method of record destruction. Confidential records will be destroyed in such a manner that the records cannot be practically read or reconstructed.

(Authorized Signature) (Date)

**Standard Assurance To Comply with Older Americans Act
Requirements Regarding Clients Rights
For
Agencies Providing In-Home Services through the
Home and Community Care Block Grant for Older Adults**

As a provider of one or more of the services listed below, our agency agrees to notify all Home and Community Care Block Grant clients receiving any of the below listed services provided by this agency of their rights as a service recipient. Services in this assurance include:

- In-Home Aide
- Home Care (home health)
- Housing and Home Improvement
- Adult Day Care or Adult Day Health Care

Notification will include, at a minimum, an oral review of the information outlined below as well as providing each service recipient with a copy of the information in written form. In addition, providers of in-home services will establish a procedure to document that client rights information has been discussed with in-home services clients (e.g. copy of signed Client Bill of Rights statement).

Clients Rights information to be communicated to service recipients will include, at a minimum, the right to:

- be fully informed, in advance, about each in-home service to be provided and any change and any change in service(s) that may affect the wellbeing of the participant;
- participate in planning and changing any in-home service provided unless the client is adjudicated incompetent;
- voice a grievance with respect to service that is or fails to be provided, without discrimination or reprisal as a result of voicing a grievance;
- confidentiality of records relating to the individual;
- have property treated with respect; and

- be fully informed both orally and in writing, in advance of receiving an in-home service, of the individual's rights and obligations.

Client Rights will be distributed to, and discussed with, each new client receiving one or more of the above listed services prior to the onset of service. For all existing clients, the above information will be provided no later than the next regularly scheduled service reassessment.

Agency Name: Active Living and Parks

Name of Agency Administrator: Londa Strong, Director

Signature: _____

(Please return this form to your Area Agency on Aging and retain a copy for your files.)

CLIENT/PATIENT RIGHTS

1. You have the right to be fully informed of all your rights and responsibilities as a client/patient of the program.
2. You have the right to appropriate and professional care relating to your needs.
3. You have the right to be fully informed in advance about the care to be provided by the program.
4. You have the right to be fully informed in advance of any changes in the care that you may be receiving and to give informed consent to the provision of the amended care.
5. You have the right to participate in determining the care that you will receive and in altering the nature of the care as your needs change.
6. You have the right to voice your grievances with respect to care that is provided and to expect that there will be no reprisal for the grievance expressed.
7. You have the right to expect that the information you share with the agency will be respected and held in strict confidence, to be shared only with your written consent and as it relates to the obtaining of other needed community services.
8. You have the right to expect the preservation of your privacy and respect for your property.
9. You have the right to receive a timely response to your request for service.
10. You shall be admitted for service only if the agency has the ability to provide safe and professional care at the level of intensity needed.
11. You have the right to be informed of agency policies, changes, and costs for services.
12. If you are denied service solely on your inability to pay, you have the right to be referred elsewhere.
13. You have the right to honest, accurate information regarding the industry, agency and of the program in particular.

Internal Consistency Checks

Review of Local Match Comparison Input Sheet vs. 732A Cash and In-Kind Totals

		Difference
Senior Center Operation	OK	-
	0 OK	-
	0 OK	-
	0 OK	-
	0 OK	-
	0 OK	-
	0 OK	-
	0 OK	-
	0 OK	-
	0 OK	-
	0 OK	-
	0 OK	-
	0 OK	-
	0 OK	-
	0 OK	-

732A1 Labor Distribution Schedule Comparison of Assignable Salary To Overall Salary Entered

Total Assignable Salary and Cumulative Salary total for S: 0 \$ -

State Fiscal Year:

Provider Name:

Address Line 1:

Address Line 2:

County:

Area Agency on Aging:

Please Select Services to Be Delivered

Federal/State Local Match

REQUIRES INPUT TO POPULATE WORKBOOK-->
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 REQUIRES INPUT TO POPULATE WORKBOOK-->

Please Select Services to Be Delivered	Federal/State	Local Match
Housing & Home Improvement	\$ 51,439	\$ 5,716
		\$ -
		\$ -
		\$ -
		\$ -
		\$ -
		\$ -
		\$ -
		\$ -
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		\$ -

<<<--Local Match will need to be broken out by source (Cash/In-Kind) on 732A Svc Cost Computation Form

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Comparison of Fed/State Funding and Rates vs. Prior Year

Service	Prior Yr. Funding	Prior Year Rate	Current Yr Funding	Current Year Rate	Funding Diff.	Rate Diff.
Housing & Home Improvement	\$ 51,439		\$ 51,439	0.0000	\$ -	\$ -
				0.0000	\$ -	\$ -
				0.0000	\$ -	\$ -
				0.0000	\$ -	\$ -
				0.0000	\$ -	\$ -
				0.0000	\$ -	\$ -
				0.0000	\$ -	\$ -
				0.0000	\$ -	\$ -
				0.0000	\$ -	\$ -

NC DIVISION OF AGING AND ADULT SERVICES COST OF SERVICES - LABOR DISTRIBUTION SCHEDULE DAAS-732A1

AGENCY NAME: Planning and Development
 State Fiscal Year: SFY 2019-2020

Fiscal Period: July 2019 through June 2020

STAFF NAME	POSITION	TOTAL SALARY	FTE Equivalent	FULL TIME PART TIME	Assignable Salary	ADMIN. SALARY	SERVICE	SERVICE	SERVICE	SERVICE	SERVICE	SERVICE
							Housing & Home Improvement	0	0	0	0	0
Dana Simpson	Auditor/Mechanic	\$ 43,555	0.1	PART TIME	\$ 4,356		\$ 4,356					
Donald Corbett	Auditor/Mechanic	\$ 47,174	0.094	PART TIME	\$ 4,434		\$ 4,434					
					\$ -							
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					\$ -							
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SUBTOTAL FT:					\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
SUBTOTAL PT:					\$ 8,790	\$ -	\$ 8,790	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL					\$ 8,790	\$ -	\$ 8,790	\$ -	\$ -	\$ -	\$ -	\$ -
PERCENT FT:					0.00%	#DIV/0!	0.00%	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!
PERCENT PT:					100.00%	#DIV/0!	100.00%	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!

**North Carolina Division of Aging and Adult Services
Service Cost Computation Worksheet**

DAAS-732A

Provider: Planning and Development
 County: CABARRUS
 Budget Period: July 2019 through June 2020

	Grand Total	Service	
		Housing & Home Improvement 140	0 #N/A
I. Projected Revenues			
A. Fed/State Funding From the Div. of Aging & Adult Svcs.	\$ 51,439	\$ 51,439	\$ -
Required Minimum Match - Cash			
1) County	\$ 5,715	\$ 5,715	
2)	\$ -		
3)	\$ -		
Total Required Minimum Match - Cash	\$ 5,715	\$ 5,715	\$ -
Required Minimum Match - In-Kind			
1)	\$ -		
2)	\$ -		
3)	\$ -		
Total Required Minimum Match - In-Kind	\$ -	\$ -	\$ -
B. Total Required Minimum Match (cash + in-kind)	\$ 5,715	\$ 5,715	\$ -
C. Subtotal, Fed/State/Required Match Revenues	\$ 57,154	\$ 57,154	\$ -
D. NSIP Cash Subsidy/Commodity Valuation	\$ -	\$ -	\$ -
E. OAA Title V Worker Wages, Fringe Benefits and Costs	\$ -		
Local Cash, Non-Match			
1)	\$ -		
2)	\$ -		
3)	\$ -		
4)	\$ -		
F. Subtotal, Local Cash, Non-Match	\$ -	\$ -	\$ -
Other Revenues, Non-Match			

1)		\$ -			
2)		\$ -			
3)		\$ -			
G. Subtotal, Other Revenues, Non-Match		\$ -		\$ -	\$ -
Local In-Kind Resources (Includes Volunteer Resources)					
1)		\$ -			
2)		\$ -			
3)		\$ -			
H. Subtotal, Local In-kind Resources, Non-Match		\$ -		\$ -	\$ -
I. Client Cost Sharing					
J. Total Projected Revenues (Sum I.C,D,E,F,G,H, & I)		\$ 57,154		\$ 57,154	\$ -

Division of Aging and Adult Services
Service Cost Computation Worksheet

II. Line Item Expenses	Grand Total	Admin. Cost	Service	
			Housing & Home Improvement 140	0 #N/A
Staff Salary From Labor Distribution Schedule				
1) Full-time Staff (do not include Title V workers)	\$ -	\$ -	\$ -	\$ -
2) Part-time staff (do not include Title V workers)	\$ 8,790	\$ -	\$ 8,790	\$ -
A. Subtotal, Staff Salary	\$ 8,790	\$ -	\$ 8,790	\$ -
Fringe Benefits				
1) FICA @ 7.65 %	\$ 672	\$ -	\$ 672	\$ -
2) Health Insurance	\$ 1,144		\$ 1,144	
3) Retirement	\$ 679		\$ 679	
4) Unemployment Insurance	\$ 100		\$ 100	
5) Worker's Compensation	\$ 214		\$ 214	
6) Other	\$ 401		\$ 401	
B. Subtotal, Fringe Benefits	\$ 3,210	\$ -	\$ 3,210	\$ -

Local In-Kind Resources Non-Match					
1)		\$ -			
2)		\$ -			
3)		\$ -			
C. Subtotal, Local In-Kind Resources Non-Match		\$ -	\$ -	\$ -	\$ -
D. OAA Title V Worker Wages, Fringe Benefits and Costs		\$ -			
Travel					
1)	Per Diem	\$ -			
2)	Mileage Reimbursement	\$ -			
3)	Other Travel Cost	\$ -			
E. Subtotal, Travel		\$ -	\$ -	\$ -	\$ -
General Operating Expenses					
1)	Appliance Repair/Replacement	\$ 22,648		\$ 22,648	
2)	Home Repairs	\$ 12,000		\$ 12,000	
3)	Modifications/Accessibility	\$ 10,356		\$ 10,356	
4)	Security	\$ 150		\$ 150	
5)		\$ -			
6)		\$ -			
7)		\$ -			
8)		\$ -			
F. Subtotal, General Operating Expenses		\$ 45,154	\$ -	\$ 45,154	\$ -
G. Subtotal, Other Administrative Cost Not Allocated in Lines II.A through E		\$ -			
H. Total Proj. Expenses Prior to Admin. Distribution		\$ 57,154	\$ -	\$ 57,154	\$ -
I. Distribution of Administrative Cost		\$ 0		\$ 0	\$ -
J. Total Proj. Expenses After Admin. Distribution		\$ 57,154		\$ 57,154	\$ -

III. Computation of Rates					
A. Computation of Unit Cost Rate:					
1.	Total Expenses (equals line II.J)	\$ 57,154		\$ 57,154	\$ -
			Service	Service	
	Grand Total		Housing & Home Improvement	0	
			140	#N/A	

- 2. Total Projected Units
- 3. Total Unit Cost Rate
- B. Computation of Reimbursement Rate:**
 - 1. Total Revenues (equals line I.J)
 - 2. Less: NSIP (equals line I.D)
 - Title V (equals line I.E less II.D)
 - Non Match In-Kind (equals line I.H less II.C)
 - 3. Revenues Subject to Unit Reimbursement
 - 4. Total Projected Units (equals line III.A.2)
 - 5. Total Reimbursement Rate
- C. Units Reimbursed Through HCCBG**
- D. Units Reimbursed Through Program Income***
- E. Units Reimbursed Through Remaining Revenues**
- F. Total Units Reimbursed/Total Projected Units**

		\$ -	\$ -
\$ 57,154		\$ 57,154	\$ -
\$ -		\$ -	\$ -
\$ -		\$ -	\$ -
\$ -		\$ -	\$ -
\$ 57,154		\$ 57,154	\$ -
		-	-
		\$ -	\$ -
		-	-
		-	-
		-	-

* The Division of Aging ARMS deducts reported program income from reimbursement paid to providers. Line III.D indicates the number of units that will have to be produce

Certification:

I certify to the best of my knowledge and belief that the information included in the cost computation above deviations in reported cost information could limit funding, and also result in return of funds if the error or o

Authorized Signature

Information on this form (DAAS-732A) corresponds with information stated on the Provider Services Summary (DAAS-732) as follows:

Home and Community Care Block Grant for Older Adults

Planning and Development
 65 Church St., S Ste. 280
 Concord, NC 28025

County Funding Plan

Provider Services Summary

DAAS-732

County:

CABARRUS

Budget Period:

July 2019 through June 2020

Revision #:

Date:

Services	Serv. Delivery (Check One)		A				B	C	D	E	F	G	H	I
	Direct	Purchase	Block Grant Funding				Required Local Match	Net Service Cost	NSIP Subsidy	Total Funding	Projected HCCBG Units	Projected Reimburse Rate*	Projected HCCBG Clients	Projected Total Units
			Access	In-Home	Other	Total								
Housing & Home Improvement			\$ -	\$ -	\$ 51,439	\$ 51,439	\$ 5,715	\$ 57,154	\$ -	\$ 57,154	-	\$ -		-
0			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-	\$ -		-
0			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-	\$ -		-
0			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-	\$ -		-
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0			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-	\$ -		-
0			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-	\$ -		-
0			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-	\$ -		-
0			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-	\$ -		-
Total			\$ -	\$ -	\$ 51,439	\$ 51,439	\$ 5,715	\$ 57,154	\$ -	\$ 57,154	-	\$ -		-

***Adult Day Care & Adult Day Health Care Proj. Service Cost/Rate**

	ADC	ADHC
Daily Care	\$33.07	\$ 40.00
Administrative		
Proj. Reimbursement Rate	\$33.07	\$ 40.00
Administrative %	0.00%	0.00%

Certification of required minimum local match availability.
 Required local match will be expended simultaneously
 with Block Grant Funding.

 Signature, County Finance Officer

 Date

 Authorized Signature, Title
 Community Service Provider

 Date

 Signature, Chairman, Board of Commissioners

 Date

**Home and Community Care Block Grant for Older Adults
Outreach Methodology**

July 2019 through June 2020

Methodology to Address Service Needs of Low Income (Including Low-Income Minority Elderly), Rural Elderly and Elderly with Limited English Proficiency (Older Americans Act, Section 305(a)(2)(E))

Community Service Provider: Planning and Development

County: CABARRUS

The Older Americans Act requires that the service provider attempt to provide services to low-income minority individuals in accordance to their need for aging services. The community service provider shall specify how the service needs of low income, low-income (including low income minority elderly), rural elderly and elderly with limited English proficiency will be met through the services identified on the Provider Services Summary (DAAS-732). This narrative shall address outreach and service delivery methodologies that will ensure that this target population is adequately served and conform with specific objectives established by the Area Agency on Aging, for providing services to low income minority individuals. Additional pages may be used as necessary.

The Planning & Development Department's goal is to coordinate and provide Housing and Home Improvement Services in conjunction with the Department of Human Services that is funded by th Home and Community Care Block Grant. Coordination of this function will produce a service product that is both accountable and accessible by the full scope of clients for which the HCCBG funds were designated. It is our intent to meet the needs of that specialized population. The Planning and Development Department will coordinate with the Department of Human Services and other service providers to ensure that the elderly population is served. All eligible clients will be provided access to services to the extent that the program can accommodate the client. The Planning and Development Department will follow all program guidelines for service provision and client treatment. Modifications and repairs will be made for eligible clients. Improvements include, but are not limited to, handicap accessibility, door widenings, minor roof repairs, and safety improvements. Any improvements will be made in compliance with all program regulations. The Planning and Development Department will take referrals from the Department of Human Services and othe service providers of the target population. Outreach is achieved through Human Service programs, word of mouth, other jurisdictions, visiting nutrition sites, Channel 22, Active Living and Parks programs, and other special programs meant to reach the target population.

July 2019 through June 2020

**Home and Community Care Block Grant for Older Adults
Community Service Provider
Standard Assurances**

Planning and Development agrees to provide services through the Home and Community Care Block Grant, as specified on the Provider Services Summary (DAAS-732) in accordance with the following:

1. Services shall be provided in accordance with requirements set forth in:
 - a) The County Funding Plan;
 - b) The Division of Aging and Adult Services Home and Community Care Block Grant Procedures Manual for Community Service Providers; and
 - c) The Division of Aging and Adult Services Standards Manual, Volumes I through IV or at <http://www.ncdhhs.gov/aging/monitor/mpolicy.htm>.

Community service providers shall monitor any subcontracts with providers of Block Grant services and take appropriate measures to ensure that services are provided in accordance with the aforementioned documents.
2. Priority shall be given to providing services to those older persons with the greatest economic or social needs. The service needs of low-income minority elderly will be addressed in the manner specified on the Methodology to Address Service Needs of Low-Income (Including Low Income Minority Elderly), Rural Elderly and Elderly with Limited English Proficiency format, (DAAS-733).
3. The following service authorization activities will be carried out in conjunction with all services provided through the Block Grant:
 - a) Eligibility determination;
 - b) Client intake/registration;
 - c) Client assessment/reassessments and quarterly visits, as appropriate;
 - d) Determining the amount of services to be received by the client; and
 - e) Reviewing consumer contributions policies with eligible clients.
4. All licenses, permits, bonds, and insurance necessary for carrying out Block Grant Services will be maintained by the community service provider and any contracted providers.
5. As specified in 45 CFR 75, Subpart D-Post Federal Award Requirements, Procurement Standards, community service providers shall have procedures for settling all contractual and administrative issues arising out of procurement of services through the Block Grant. Community service providers shall have procedures governing the evaluation of bids for services and procedures through which bidders and contracted providers may appeal or dispute a decision made by the community service provider.
6. Applicant/Client appeals shall be addressed as specified in Section 7 of the Division of Aging and Adult Services Home and Community Care Block Grant Manual for Community Service Providers, dated February 17, 1997.
7. Community service providers are responsible for providing or arranging for the provision of required local match, as specified on the Provider Services Summary, (DAAS-732). Local match shall be expended simultaneously with Block Grant funding.
8. Community service providers agree to comply with audit and fiscal reporting requirements as specified in the Agreement for the Provision of County-Based Aging Services (DAAS-735).
9. Compliance with Equal Employment Opportunity and Americans with Disabilities Act requirements, as specified in paragraph fourteen (14) of the Agreement for the Provision of County-Based Aging Services (DAAS-735) shall be maintained.

10. Providers of In-Home Aide, Home Health, Housing and Home Improvement, and Adult Day Care or Adult Day Health Care shall sign and return the attached assurance to the area agency on aging indicating that recipients of these services have been informed of their client rights, as required in Section 314 of the 2006 Amendments to the Older Americans Act.
11. Subcontracting – All HCCBG community service providers must assure that subcontractors (for-profit and non-profit entities only) meet the following requirements:
 - a. The subcontractor has not been suspended or debarred. (N.C.G.S. §143C-6-23, 09 NCAC 03M)
 - b. The subcontractor has not been barred from doing business at the federal level.
 - c. The subcontractor is able to produce a notarized [“State Grant Certification of No Overdue Tax Debts.”](#)
 - d. All licenses, permits, bonds and insurance necessary for carrying out Home and Community Care Block Grant services will be maintained by both the community service provider and any subcontractors.
 - e. The subcontractor is registered as a charitable, tax-exempt (501c3) organization with the Internal Revenue Service (non-profit subcontractors only).
12. Confidentiality and Security. Per the requirements in 10A NCAC 05J and Section 6 of the Home and Community Care Block Grant Procedures Manual, client information in any format and whether recorded or not shall be kept confidential and not disclosed in a form that identifies the person without the informed consent of the person or legal representative. Community service providers, including subcontractors and vendors, must adhere to all applicable federal, state and departmental requirements for protecting the security and confidentiality of client information including but not limited to appropriately restricting access, establishing procedures to reduce the risk of accidental disclosures from data processing systems, and developing a process by which the Division of Adult Aging Services is notified of suspected or confirmed security incidents and data breaches.
13. Record Retention and Disposition. All community service providers are responsible for maintaining custody of records and documentation to support the allowable expenditure of funds, service provision, and the reimbursement of services. Service providers must adhere to the approved record retention and disposition schedule posted semiannually on the website of the NC Department of Health and Human Services Controller at <http://www.ncdhhs.gov/control/retention/retention.htm>.
 Service providers are not authorized to destroy records related to the provision of services under this Agreement except in compliance with the approved DHHS retention and disposition schedule, which allows for the proper destruction of records based on a schedule by funding source and fiscal year. The agency agrees to comply with 07 NCAC 04M .0510 when deciding on a method of record destruction. Confidential records will be destroyed in such a manner that the records cannot be practically read or reconstructed.

(Authorized Signature) (Date)

**Standard Assurance To Comply with Older Americans Act
Requirements Regarding Clients Rights
For
Agencies Providing In-Home Services through the
Home and Community Care Block Grant for Older Adults**

As a provider of one or more of the services listed below, our agency agrees to notify all Home and Community Care Block Grant clients receiving any of the below listed services provided by this agency of their rights as a service recipient. Services in this assurance include:

- In-Home Aide
- Home Care (home health)
- Housing and Home Improvement
- Adult Day Care or Adult Day Health Care

Notification will include, at a minimum, an oral review of the information outlined below as well as providing each service recipient with a copy of the information in written form. In addition, providers of in-home services will establish a procedure to document that client rights information has been discussed with in-home services clients (e.g. copy of signed Client Bill of Rights statement).

Clients Rights information to be communicated to service recipients will include, at a minimum, the right to:

- be fully informed, in advance, about each in-home service to be provided and any change and any change in service(s) that may affect the wellbeing of the participant;
- participate in planning and changing any in-home service provided unless the client is adjudicated incompetent;
- voice a grievance with respect to service that is or fails to be provided, without discrimination or reprisal as a result of voicing a grievance;
- confidentiality of records relating to the individual;
- have property treated with respect; and
- be fully informed both orally and in writing, in advance of receiving an in-home service, of the individual's rights and obligations.

Client Rights will be distributed to, and discussed with, each new client receiving one or more of the above listed services prior to the onset of service. For all existing clients, the above information will be provided no later than the next regularly scheduled service reassessment.

Agency Name: Planning and Development

Name of Agency Administrator: _____

Signature: _____

(Please return this form to your Area Agency on Aging and retain a copy for your files.)

CLIENT/PATIENT RIGHTS

1. You have the right to be fully informed of all your rights and responsibilities as a client/patient of the program.
2. You have the right to appropriate and professional care relating to your needs.
3. You have the right to be fully informed in advance about the care to be provided by the program.
4. You have the right to be fully informed in advance of any changes in the care that you may be receiving and to give informed consent to the provision of the amended care.
5. You have the right to participate in determining the care that you will receive and in altering the nature of the care as your needs change.
6. You have the right to voice your grievances with respect to care that is provided and to expect that there will be no reprisal for the grievance expressed.
7. You have the right to expect that the information you share with the agency will be respected and held in strict confidence, to be shared only with your written consent and as it relates to the obtaining of other needed community services.
8. You have the right to expect the preservation of your privacy and respect for your property.
9. You have the right to receive a timely response to your request for service.
10. You shall be admitted for service only if the agency has the ability to provide safe and professional care at the level of intensity needed.
11. You have the right to be informed of agency policies, changes, and costs for services.
12. If you are denied service solely on your inability to pay, you have the right to be referred elsewhere.
13. You have the right to honest, accurate information regarding the industry, agency and of the program in particular.
14. You have the right to be fully informed about other services provided by this agency.

Internal Consistency Checks

Review of Local Match Comparison Input Sheet vs. 732A Cash and In-Kind Totals

		Difference
Housing & Home Improvement	OK	-
0	OK	-
0	OK	-
0	OK	-
0	OK	-
0	OK	-
0	OK	-
0	OK	-
0	OK	-
0	OK	-
0	OK	-
0	OK	-
0	OK	-
0	OK	-
0	OK	-
0	OK	-

732A1 Labor Distribution Schedule Comparison of Assignable Salary To Overall Salary Entered

Total Assignable Salary and Cumulative Salary total for \$ 0 \$ -

State Fiscal Year:

Provider Name:

Address Line 1:

Address Line 2:

County:

Area Agency on Aging:

Please Select Services to Be Delivered

Federal/State Local Match

REQUIRES INPUT TO POPULATE WORKBOOK-->
 REQUIRES INPUT TO POPULATE WORKBOOK-->
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 REQUIRES INPUT TO POPULATE WORKBOOK-->

Please Select Services to Be Delivered	Federal/State	Local Match
Home Delivered Meals	\$ 92,427	\$ 10,270
		\$ -
		\$ -
		\$ -
		\$ -
		\$ -
		\$ -
		\$ -
		\$ -
		\$ -
		\$ -
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		\$ -

<<<--Local Match will need to be broken out by source (Cash/In-Kind) on 732A Svc Cost Computation Form

--	--

Comparison of Fed/State Funding and Rates vs. Prior Year

Service	Prior Yr. Funding	Prior Year Rate	Current Yr Funding	Current Year Rate	Funding Diff.	Rate Diff.
Home Delivered Meals			\$ 92,427	4.8627	\$ 92,427	\$ 4.8627
				0.0000	\$ -	\$ -
				0.0000	\$ -	\$ -
				0.0000	\$ -	\$ -
				0.0000	\$ -	\$ -
				0.0000	\$ -	\$ -
				0.0000	\$ -	\$ -
				0.0000	\$ -	\$ -
				0.0000	\$ -	\$ -
				0.0000	\$ -	\$ -
				0.0000	\$ -	\$ -
				0.0000	\$ -	\$ -
				0.0000	\$ -	\$ -
				0.0000	\$ -	\$ -
				0.0000	\$ -	\$ -

NC DIVISION OF AGING AND ADULT SERVICES COST OF SERVICES - LABOR DISTRIBUTION SCHEDULE DAAS-732A1

AGENCY NAME: Cabarrus Meals on Wheels
 State Fiscal Year: SFY 2019-2020

Fiscal Period: July 2019 through June 2020

STAFF NAME	POSITION	TOTAL SALARY	FTE Equivalent	FULL TIME PART TIME	Assignable Salary	ADMIN. SALARY	SERVICE	SERVICE	SERVICE	SERVICE	SERVICE	SERVICE
							Home Delivered Meals	0	0	0	0	0
Andrew Allen	Kitchen Superviso	\$ 31,000	1	FULL TIME	\$ 31,000		\$ 31,000					
Susan Kunder	Kitchen Assistant	\$ 21,000	0.75	PART TIME	\$ 15,750		\$ 15,750					
Nicole Carey	Kitchen Utility	\$ 11,444	0.5	PART TIME	\$ 5,722		\$ 5,722					
Dakota Helms	Kitchen Utility	\$ 10,000	0.5	PART TIME	\$ 5,000		\$ 5,000					
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					\$ -							
					\$ -							
					\$ -							
SUBTOTAL FT:					\$ 31,000	\$ -	\$ 31,000	\$ -	\$ -	\$ -	\$ -	\$ -
SUBTOTAL PT:					\$ 26,472	\$ -	\$ 26,472	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL					\$ 57,472	\$ -	\$ 57,472	\$ -	\$ -	\$ -	\$ -	\$ -
PERCENT FT:					53.94%	#DIV/0!	53.94%	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!
PERCENT PT:					46.06%	#DIV/0!	46.06%	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!

**North Carolina Division of Aging and Adult Services
Service Cost Computation Worksheet**

DAAS-732A

Provider: Cabarrus Meals on Wheels
 County: CABARRUS
 Budget Period: July 2019 through June 2020

		Service	Service	Service
	Grand Total	Home Delivered Meals 020	0 #N/A	0 #N/A
I. Projected Revenues				
A. Fed/State Funding From the Div. of Aging & Adult Svcs.	\$ 92,427	\$ 92,427	\$ -	\$ -
Required Minimum Match - Cash				
1)	\$ 10,270	\$ 10,270		
2)	\$ -			
3)	\$ -			
Total Required Minimum Match - Cash	\$ 10,270	\$ 10,270	\$ -	\$ -
Required Minimum Match - In-Kind				
1)	\$ -			
2)	\$ -			
3)	\$ -			
Total Required Minimum Match - In-Kind	\$ -	\$ -	\$ -	\$ -
B. Total Required Minimum Match (cash + in-kind)	\$ 10,270	\$ 10,270	\$ -	\$ -
C. Subtotal, Fed/State/Required Match Revenues	\$ 102,697	\$ 102,697	\$ -	\$ -
D. NSIP Cash Subsidy/Commodity Valuation	\$ 82,500	\$ 82,500	\$ -	\$ -
E. OAA Title V Worker Wages, Fringe Benefits and Costs	\$ -			
Local Cash, Non-Match				
1)	\$ -			
2)	\$ -			
3)	\$ -			
4)	\$ -			
F. Subtotal, Local Cash, Non-Match	\$ -	\$ -	\$ -	\$ -
Other Revenues, Non-Match				
1) foundations	\$ 230,000	\$ 230,000		

2) fundraisers	\$ 131,000		\$ 131,000		
3) client fees	\$ 70,000		\$ 70,000		
G. Subtotal, Other Revenues, Non-Match	\$ 431,000		\$ 431,000	\$ -	\$ -
Local In-Kind Resources (Includes Volunteer Resources)					
1) delivery drivers volunteer charitable mileage rate for year	\$ 21,000		\$ 21,000		
2)	\$ -				
3)	\$ -				
H. Subtotal, Local In-kind Resources, Non-Match	\$ 21,000		\$ 21,000	\$ -	\$ -
I. Client Cost Sharing	\$ 1,200		\$ 1,200		
J. Total Projected Revenues (Sum I.C,D,E,F,G,H, & I)	\$ 638,397		\$ 638,397	\$ -	\$ -

Division of Aging and Adult Services
Service Cost Computation Worksheet

II. Line Item Expenses	Grand Total	Admin. Cost	Service	Service	Service
			Home Delivered Meals 020	0 #N/A	0 #N/A
Staff Salary From Labor Distribution Schedule					
1) Full-time Staff (do not include Title V workers)	\$ 31,000	\$ -	\$ 31,000	\$ -	\$ -
2) Part-time staff (do not include Title V workers)	\$ 26,472	\$ -	\$ 26,472	\$ -	\$ -
A. Subtotal, Staff Salary	\$ 57,472	\$ -	\$ 57,472	\$ -	\$ -
Fringe Benefits					
1) FICA @ 7.65 %	\$ 4,397	\$ -	\$ 4,397	\$ -	\$ -
2) Health Insurance	\$ -				
3) Retirement	\$ -				
4) Unemployment Insurance	\$ 15,000		\$ 15,000		
5) Worker's Compensation	\$ 2,000		\$ 2,000		
6) Other	\$ -				
B. Subtotal, Fringe Benefits	\$ 21,397	\$ -	\$ 21,397	\$ -	\$ -
Local In-Kind Resources Non-Match					
1)	\$ -				

2)		\$ -				
3)		\$ -				
C. Subtotal, Local In-Kind Resources Non-Match		\$ -	\$ -	\$ -	\$ -	\$ -
D. OAA Title V Worker Wages, Fringe Benefits and Costs		\$ -				
Travel						
1) Per Diem		\$ -				
2) Mileage Reimbursement		\$ 5,000		\$ 5,000		
3) Other Travel Cost		\$ -				
E. Subtotal, Travel		\$ 5,000	\$ -	\$ 5,000	\$ -	\$ -
General Operating Expenses						
1) insurance		\$ 13,000		\$ 13,000		
2) Food service		\$ 280,000		\$ 280,000		
3) Fees		\$ 35,422		\$ 35,422		
4) Operations		\$ 89,900		\$ 89,900		
5) Training		\$ 9,100		\$ 9,100		
6) Office expenses		\$ 13,000		\$ 13,000		
7) Misc		\$ 5,000		\$ 5,000		
8) other staff		\$ 200,000		\$ 200,000		
F. Subtotal, General Operating Expenses		\$ 645,422	\$ -	\$ 645,422	\$ -	\$ -
G. Subtotal, Other Administrative Cost Not Allocated in Lines II.A through E		\$ -				
H. Total Proj. Expenses Prior to Admin. Distribution		\$ 729,291	\$ -	\$ 729,291	\$ -	\$ -
I. Distribution of Administrative Cost		\$ 90,894		\$ 90,894	\$ -	\$ -
J. Total Proj. Expenses After Admin. Distribution		\$ 638,397		\$ 638,397	\$ -	\$ -

Grand Total	Service	Service	Service
	Home Delivered Meals 020	0 #N/A	0 #N/A
\$ 638,397	\$ 638,397	\$ -	\$ -
	110,000		
	\$ 5.8036	\$ -	\$ -

III. Computation of Rates

A. Computation of Unit Cost Rate:

1. Total Expenses (equals line II.J)
2. Total Projected Units
3. Total Unit Cost Rate

B. Computation of Reimbursement Rate:

1. Total Revenues (equals line I.J)	\$ 638,397	\$ 638,397	\$ -	\$ -
2. Less: NSIP (equals line I.D)	\$ 82,500	\$ 82,500	\$ -	\$ -
Title V (equals line I.E less II.D)	\$ -	\$ -	\$ -	\$ -
Non Match In-Kind (equals line I.H less II.C)	\$ 21,000	\$ 21,000	\$ -	\$ -
3. Revenues Subject to Unit Reimbursement	\$ 534,897	\$ 534,897	\$ -	\$ -
4. Total Projected Units (equals line III.A.2)		110,000	-	-
5. Total Reimbursement Rate		\$ 4.8627	\$ -	\$ -
C. Units Reimbursed Through HCCBG		21,119	-	-
D. Units Reimbursed Through Program Income*		247	-	-
E. Units Reimbursed Through Remaining Revenues		92,952	-	-
F. Total Units Reimbursed/Total Projected Units		114,319	-	-

ERROR, Total Units Recorded Do No

* The Division of Aging ARMS deducts reported program income from reimbursement paid to providers. Line III.D indicates the number of units that will have to be produced in addition to those stated on I.C.

Certification:

I certify to the best of my knowledge and belief that the information included in the cost computation above is accurate and complies with all deviations in reported cost information could limit funding, and also result in return of funds if the error or omission results in a higher than a

Authorized Signature

Title

Information on this form (DAAS-732A) corresponds with information stated on the Provider Services Summary (DAAS-732) as follows:

	DAAS-732A	DAAS-732
Block Grant Funding	Line I.A	Col. A
Required Local Match-Cash & In-Kind	Line I.B	Col. B
Net Service Cost	Line I.C	Col. C
NSIP Subsidy	Line I.D	Col. D
Total Funding	L. I.C+I.D	Col. E
Projected HCCBG Reimbursed Units	Line III.C	Col. F
Total Reimbursement Rate	Line III.B.5	Col. G
Projected Total Service Units	Line III.F	Col. I

Home and Community Care Block Grant for Older Adults

Cabarrus Meals on Wheels
 1701 S Main Street
 Kannapolis

County Funding Plan

Provider Services Summary

DAAS-732

County:

CABARRUS

Budget Period:

July 2019 through June 2020

Revision #:

Date:

Services	Serv. Delivery (Check One)		A				B	C	D	E	F	G	H	I
	Direct	Purchase	Block Grant Funding				Required Local Match	Net Service Cost	NSIP Subsidy	Total Funding	Projected HCCBG Units	Projected Reimburse Rate*	Projected HCCBG Clients	Projected Total Units
			Access	In-Home	Other	Total								
Home Delivered Meals	X		\$ -	\$ 92,427	\$ -	\$ 92,427	\$ 10,270	\$ 102,697	\$ 82,500	\$ 185,197	21,119	\$ 4.8627	75	114,319
0			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-	\$ -		-
0			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-	\$ -		-
0			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-	\$ -		-
0			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-	\$ -		-
0			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-	\$ -		-
0			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-	\$ -		-
0			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-	\$ -		-
0			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-	\$ -		-
0			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-	\$ -		-
0			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-	\$ -		-
0			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-	\$ -		-
0			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-	\$ -		-
0			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-	\$ -		-
Total			\$ -	\$ 92,427	\$ -	\$ 92,427	\$ 10,270	\$ 102,697	\$ 82,500	\$ 185,197	21,119	\$ 4.8627	75	114,319

***Adult Day Care & Adult Day Health Care Proj. Service Cost/Rate**

	ADC	ADHC
Daily Care	\$33.07	\$ 40.00
Administrative		
Proj. Reimbursement Rate	\$33.07	\$ 40.00
Administrative %	0.00%	0.00%

Certification of required minimum local match availability.
 Required local match will be expended simultaneously with Block Grant Funding.

Signature, County Finance Officer

Date

Authorized Signature, Title
 Community Service Provider

Signature, Chairman, Board of Commissioners

Date

Date

**Home and Community Care Block Grant for Older Adults
Outreach Methodology**

July 2019 through June 2020

Methodology to Address Service Needs of Low Income (Including Low-Income Minority Elderly), Rural Elderly and Elderly with Limited English Proficiency (Older Americans Act, Section 305(a)(2)(E))

Community Service Provider: Cabarrus Meals on Wheels

County: CABARRUS

The Older Americans Act requires that the service provider attempt to provide services to low-income minority individuals in accordance to their need for aging services. The community service provider shall specify how the service needs of low income, low-income (including low income minority elderly), rural elderly and elderly with limited English proficiency will be met through the services identified on the Provider Services Summary (DAAS-732). This narrative shall address outreach and service delivery methodologies that will ensure that this target population is adequately served and conform with specific objectives established by the Area Agency on Aging, for providing services to low income minority individuals. Additional pages may be used as necessary.

Cabarrus Meals on Wheels serves all who need a meal regardless of income. Meals are delivered throughout Cabarrus county each Monday - Friday by volunteers. We do outreach at various events throughout the year to reach individuals who may be in need of service. We partner with Atrium Health, doctor's offices, churches, and other agencies to receive referrals for our service. We partner with our local Veteran's Administration to serve our local Veterans in need of a nutritious meal.

July 2019 through June 2020

**Home and Community Care Block Grant for Older Adults
Community Service Provider
Standard Assurances**

Cabarrus Meals on Wheels agrees to provide services through the Home and Community Care Block Grant, as specified on the Provider Services Summary (DAAS-732) in accordance with the following:

1. Services shall be provided in accordance with requirements set forth in:
 - a) The County Funding Plan;
 - b) The Division of Aging and Adult Services Home and Community Care Block Grant Procedures Manual for Community Service Providers; and
 - c) The Division of Aging and Adult Services Standards Manual, Volumes I through IV or at <http://www.ncdhhs.gov/aging/monitor/mpolicy.htm>.

Community service providers shall monitor any subcontracts with providers of Block Grant services and take appropriate measures to ensure that services are provided in accordance with the aforementioned documents.
2. Priority shall be given to providing services to those older persons with the greatest economic or social needs. The service needs of low-income minority elderly will be addressed in the manner specified on the Methodology to Address Service Needs of Low-Income (Including Low Income Minority Elderly), Rural Elderly and Elderly with Limited English Proficiency format, (DAAS-733).
3. The following service authorization activities will be carried out in conjunction with all services provided through the Block Grant:
 - a) Eligibility determination;
 - b) Client intake/registration;
 - c) Client assessment/reassessments and quarterly visits, as appropriate;
 - d) Determining the amount of services to be received by the client; and
 - e) Reviewing consumer contributions policies with eligible clients.
4. All licenses, permits, bonds, and insurance necessary for carrying out Block Grant Services will be maintained by the community service provider and any contracted providers.
5. As specified in 45 CFR 75, Subpart D-Post Federal Award Requirements, Procurement Standards, community service providers shall have procedures for settling all contractual and administrative issues arising out of procurement of services through the Block Grant. Community service providers shall have procedures governing the evaluation of bids for services and procedures through which bidders and contracted providers may appeal or dispute a decision made by the community service provider.
6. Applicant/Client appeals shall be addressed as specified in Section 7 of the Division of Aging and Adult Services Home and Community Care Block Grant Manual for Community Service Providers, dated February 17, 1997.
7. Community service providers are responsible for providing or arranging for the provision of required local match, as specified on the Provider Services Summary, (DAAS-732). Local match shall be expended simultaneously with Block Grant funding.
8. Community service providers agree to comply with audit and fiscal reporting requirements as specified in the Agreement for the Provision of County-Based Aging Services (DAAS-735).
9. Compliance with Equal Employment Opportunity and Americans with Disabilities Act requirements, as specified in paragraph fourteen (14) of the Agreement for the Provision of County-Based Aging Services (DAAS-735) shall be maintained.

10. Providers of In-Home Aide, Home Health, Housing and Home Improvement, and Adult Day Care or Adult Day Health Care shall sign and return the attached assurance to the area agency on aging indicating that recipients of these services have been informed of their client rights, as required in Section 314 of the 2006 Amendments to the Older Americans Act.
11. Subcontracting – All HCCBG community service providers must assure that subcontractors (for-profit and non-profit entities only) meet the following requirements:
 - a. The subcontractor has not been suspended or debarred. (N.C.G.S. §143C-6-23, 09 NCAC 03M)
 - b. The subcontractor has not been barred from doing business at the federal level.
 - c. The subcontractor is able to produce a notarized [“State Grant Certification of No Overdue Tax Debts.”](#)
 - d. All licenses, permits, bonds and insurance necessary for carrying out Home and Community Care Block Grant services will be maintained by both the community service provider and any subcontractors.
 - e. The subcontractor is registered as a charitable, tax-exempt (501c3) organization with the Internal Revenue Service (non-profit subcontractors only).
12. Confidentiality and Security. Per the requirements in 10A NCAC 05J and Section 6 of the Home and Community Care Block Grant Procedures Manual, client information in any format and whether recorded or not shall be kept confidential and not disclosed in a form that identifies the person without the informed consent of the person or legal representative. Community service providers, including subcontractors and vendors, must adhere to all applicable federal, state and departmental requirements for protecting the security and confidentiality of client information including but not limited to appropriately restricting access, establishing procedures to reduce the risk of accidental disclosures from data processing systems, and developing a process by which the Division of Adult Aging Services is notified of suspected or confirmed security incidents and data breaches.
13. Record Retention and Disposition. All community service providers are responsible for maintaining custody of records and documentation to support the allowable expenditure of funds, service provision, and the reimbursement of services. Service providers must adhere to the approved record retention and disposition schedule posted semiannually on the website of the NC Department of Health and Human Services Controller at <http://www.ncdhhs.gov/control/retention/retention.htm>.
 Service providers are not authorized to destroy records related to the provision of services under this Agreement except in compliance with the approved DHHS retention and disposition schedule, which allows for the proper destruction of records based on a schedule by funding source and fiscal year. The agency agrees to comply with 07 NCAC 04M .0510 when deciding on a method of record destruction. Confidential records will be destroyed in such a manner that the records cannot be practically read or reconstructed.

(Authorized Signature) (Date)

**Standard Assurance To Comply with Older Americans Act
Requirements Regarding Clients Rights
For
Agencies Providing In-Home Services through the
Home and Community Care Block Grant for Older Adults**

As a provider of one or more of the services listed below, our agency agrees to notify all Home and Community Care Block Grant clients receiving any of the below listed services provided by this agency of their rights as a service recipient. Services in this assurance include:

- In-Home Aide
- Home Care (home health)
- Housing and Home Improvement
- Adult Day Care or Adult Day Health Care

Notification will include, at a minimum, an oral review of the information outlined below as well as providing each service recipient with a copy of the information in written form. In addition, providers of in-home services will establish a procedure to document that client rights information has been discussed with in-home services clients (e.g. copy of signed Client Bill of Rights statement).

Clients Rights information to be communicated to service recipients will include, at a minimum, the right to:

- be fully informed, in advance, about each in-home service to be provided and any change and any change in service(s) that may affect the wellbeing of the participant;
- participate in planning and changing any in-home service provided unless the client is adjudicated incompetent;
- voice a grievance with respect to service that is or fails to be provided, without discrimination or reprisal as a result of voicing a grievance;
- confidentiality of records relating to the individual;
- have property treated with respect; and
- be fully informed both orally and in writing, in advance of receiving an in-home service, of the individual's rights and obligations.

Client Rights will be distributed to, and discussed with, each new client receiving one or more of the above listed services prior to the onset of service. For all existing clients, the above information will be provided no later than the next regularly scheduled service reassessment.

Agency Name: Cabarrus Meals on Wheels

Name of Agency Administrator: Kimberly Strong

Signature: _____

(Please return this form to your Area Agency on Aging and retain a copy for your files.)

CLIENT/PATIENT RIGHTS

1. You have the right to be fully informed of all your rights and responsibilities as a client/patient of the program.
 2. You have the right to appropriate and professional care relating to your needs.
 3. You have the right to be fully informed in advance about the care to be provided by the program.
 4. You have the right to be fully informed in advance of any changes in the care that you may be receiving and to give informed consent to the provision of the amended care.
 5. You have the right to participate in determining the care that you will receive and in altering the nature of the care as your needs change.
 6. You have the right to voice your grievances with respect to care that is provided and to expect there will be no reprisal for the grievance expressed.
 7. You have the right to expect that the information you share with the agency will be respected and held in strict confidence, to be shared only with your written consent and as it relates to the obtaining of other needed community services.
 8. You have the right to expect the preservation of your privacy and respect for your property.
 9. You have the right to receive a timely response to your request for service.
 10. You shall be admitted for service only if the agency has the ability to provide safe and professional care at the level of intensity needed.
 11. You have the right to be informed of agency policies, changes, and costs for services.
 12. If you are denied service solely on your inability to pay, you have the right to be referred elsewhere.
 13. You have the right to honest, accurate information regarding the industry, agency and of the program in particular.
 14. You have the right to be fully informed about other services provided by this agency.
-

Internal Consistency Checks

Review of Local Match Comparison Input Sheet vs. 732A Cash and In-Kind Totals

		Difference
Home Delivered Meals	OK	-
0	OK	-
0	OK	-
0	OK	-
0	OK	-
0	OK	-
0	OK	-
0	OK	-
0	OK	-
0	OK	-
0	OK	-
0	OK	-
0	OK	-
0	OK	-
0	OK	-
0	OK	-

732A1 Labor Distribution Schedule Comparison of Assignable Salary To Overall Salary Entered

Total Assignable Salary and Cumulative Salary total for \$ 0 \$ -

State Fiscal Year:

Provider Name:

Address Line 1:

Address Line 2:

County:

Area Agency on Aging:

Please Select Services to Be Delivered	Federal/State	Local Match
Transportation (General)	\$ 91,221	\$ 10,136
Transportation (Medical)	\$ 99,848	\$ 11,095
REQUIRES INPUT TO POPULATE WORKBOOK-->		\$ -
REQUIRES INPUT TO POPULATE WORKBOOK-->		\$ -
REQUIRES INPUT TO POPULATE WORKBOOK-->		\$ -
REQUIRES INPUT TO POPULATE WORKBOOK-->		\$ -
REQUIRES INPUT TO POPULATE WORKBOOK-->		\$ -
REQUIRES INPUT TO POPULATE WORKBOOK-->		\$ -
REQUIRES INPUT TO POPULATE WORKBOOK-->		\$ -
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REQUIRES INPUT TO POPULATE WORKBOOK-->		\$ -
REQUIRES INPUT TO POPULATE WORKBOOK-->		\$ -
REQUIRES INPUT TO POPULATE WORKBOOK-->		\$ -
REQUIRES INPUT TO POPULATE WORKBOOK-->		\$ -
REQUIRES INPUT TO POPULATE WORKBOOK-->		\$ -

<<--Local Match will need to be broken out by source (Cash/In-Kind) on 732A Svc Cost Computation Form

<<--Local Match will need to be broken out by source (Cash/In-Kind) on 732A Svc Cost Computation Form

REQUIRES INPUT TO POPULATE WORKBOOK-->
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Comparison of Fed/State Funding and Rates vs. Prior Year

Service	Prior Yr. Funding	Prior Year Rate	Current Yr Funding	Current Year Rate	Funding Diff.	Rate Diff.
Transportation (General)	\$ 81,221	\$ 17.5405	\$ 91,221	17.8479	\$ 10,000	\$ 0.3074
Transportation (Medical)	\$ 66,453	\$ 17.5422	\$ 99,848	17.8478	\$ 33,395	\$ 0.3056
				0.0000	\$ -	\$ -
				0.0000	\$ -	\$ -
				0.0000	\$ -	\$ -
				0.0000	\$ -	\$ -
				0.0000	\$ -	\$ -
				0.0000	\$ -	\$ -
				0.0000	\$ -	\$ -
				0.0000	\$ -	\$ -
				0.0000	\$ -	\$ -
				0.0000	\$ -	\$ -
				0.0000	\$ -	\$ -
				0.0000	\$ -	\$ -

NC DIVISION OF AGING AND ADULT SERVICES COST OF SERVICES - LABOR DISTRIBUTION SCHEDULE DAAS-732A1

AGENCY NAME: Cabarrus County Transportation
 State Fiscal Year: SFY 2019-2020

Fiscal Period: July 2019 through June 2020

STAFF NAME	POSITION	TOTAL SALARY	FTE Equivalent	FULL TIME PART TIME	Assignable Salary	ADMIN. SALARY	SERVICE	SERVICE	SERVICE	SERVICE	SERVICE	SERVICE
							Transportation (General)	Transportation (Medical)	0	0	0	0
Vincent Johnson	Fleet Support Coordinator	\$ 42,267	1	FULL TIME	\$ 42,267	\$ 42,267						
Larry Belk	Transportation Clerk	\$ 37,495	1	FULL TIME	\$ 37,495	\$ 37,495						
Robert Bushey	Transportation Manager	\$ 58,882	1	FULL TIME	\$ 58,882	\$ 58,882						
Annette Mclester	Driver	\$ 31,583	1	FULL TIME	\$ 31,583		\$ 17,370	\$ 14,213				
Jamie Smith	Transportation Clerk	\$ 32,800	1	FULL TIME	\$ 32,800	\$ 32,800						
Jessica Hillie	Operations&Training Supervisor	\$ 46,932	1	FULL TIME	\$ 46,932	\$ 46,932						
Rebecca Wright	Driver	\$ 29,600	1	FULL TIME	\$ 29,600		\$ 16,280	\$ 13,320				
Jeff Freeze	Driver/Dispatcher	\$ 31,985	1	FULL TIME	\$ 31,985	\$ 31,985						
Joseph Howell	Driver	\$ 30,212	1	FULL TIME	\$ 30,212		\$ 16,616	\$ 13,596				
Gary Love	Driver	\$ 29,072	1	FULL TIME	\$ 29,072		\$ 15,989	\$ 13,083				
Melissa Eudy	Driver	\$ 29,958	1	FULL TIME	\$ 29,958		\$ 16,476	\$ 13,482				
Pamela Williams	Transportation Clerk	\$ 29,663	1	FULL TIME	\$ 29,663	\$ 29,663						
Eileen Tessier-Gray	Driver Supervisor	\$ 42,583	1	FULL TIME	\$ 42,583	\$ 42,583						
Charles Ratliff	Driver/Dispatcher	\$ 30,866	1	FULL TIME	\$ 30,866	\$ 30,866						
Stanley Parnell	Driver Supervisor	\$ 44,779	1	FULL TIME	\$ 44,779	\$ 44,779						
Carla Caldwell	Driver	\$ 30,106	1	FULL TIME	\$ 30,106		\$ 16,558	\$ 13,548				
Dulanda Sherer	Driver	\$ 29,367	1	FULL TIME	\$ 29,367		\$ 16,151	\$ 13,216				
Karen Selby	Driver	\$ 29,220	1	FULL TIME	\$ 29,220		\$ 16,071	\$ 13,149				
Maria Sousa	Driver	\$ 29,958	1	FULL TIME	\$ 29,958		\$ 16,476	\$ 13,482				
Jasmine Wallace	Driver	\$ 29,367	1	FULL TIME	\$ 29,367		\$ 16,151	\$ 13,216				
Gary Igo	Driver	\$ 29,367	1	FULL TIME	\$ 29,367		\$ 16,151	\$ 13,216				
Jennifer Hammill	Driver	\$ 29,220	1	FULL TIME	\$ 29,220		\$ 16,071	\$ 13,149				
Pamela Sells	Driver	\$ 29,367	1	FULL TIME	\$ 29,367		\$ 16,151	\$ 13,216				
Shatterian Roundtree	Driver	\$ 29,811	1	FULL TIME	\$ 29,811		\$ 16,396	\$ 13,415				
Jody Norris	Driver	\$ 29,578	1	FULL TIME	\$ 29,578		\$ 16,267	\$ 13,311				
Billy Hannah	Driver	\$ 28,797	1	FULL TIME	\$ 28,797		\$ 15,838	\$ 12,959				
Brittany Hammill	Driver	\$ 28,797	1	FULL TIME	\$ 28,797		\$ 15,838	\$ 12,959				
William Adkins	Driver	\$ 28,797	1	FULL TIME	\$ 28,797		\$ 15,838	\$ 12,959				
Pauline Griffiths	Driver	\$ 28,797	1	FULL TIME	\$ 28,797		\$ 15,838	\$ 12,959				
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SUBTOTAL FT:					\$ 959,226	\$ 398,252	\$ 308,526	\$ 252,448	\$ -	\$ -	\$ -	\$ -
SUBTOTAL PT:					\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL					\$ 959,226	\$ 398,252	\$ 308,526	\$ 252,448	\$ -	\$ -	\$ -	\$ -
PERCENT FT:					100.00%	100.00%	100.00%	100.00%	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!
PERCENT PT:					0.00%	0.00%	0.00%	0.00%	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!

North Carolina Division of Aging and Adult Services
Service Cost Computation Worksheet

DAAS-732A

Provider: Cabarrus County Transportation
County: CABARRUS
Budget Period: July 2019 through June 2020

	Grand Total	Service	Service	Service	Service	Service
		Transportation (General) 250	Transportation (Medical) 033	0 #N/A	0 #N/A	0 #N/A
I. Projected Revenues						
A. Fed/State Funding From the Div. of Aging & Adult Svcs.	\$ 191,069	\$ 91,221	\$ 99,848	\$ -	\$ -	\$ -
Required Minimum Match - Cash						
1) County Funds	\$ 21,230	\$ 10,136	\$ 11,094			
2)	\$ -					
3)	\$ -					
Total Required Minimum Match - Cash	\$ 21,230	\$ 10,136	\$ 11,094	\$ -	\$ -	\$ -
Required Minimum Match - In-Kind						
1)	\$ -					
2)	\$ -					
3)	\$ -					
Total Required Minimum Match - In-Kind	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
B. Total Required Minimum Match (cash + in-kind)	\$ 21,230	\$ 10,136	\$ 11,094	\$ -	\$ -	\$ -
C. Subtotal, Fed/State/Required Match Revenues	\$ 212,299	\$ 101,357	\$ 110,942	\$ -	\$ -	\$ -
D. NSIP Cash Subsidy/Commodity Valuation	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
E. OAA Title V Worker Wages, Fringe Benefits and Costs	\$ -					
Local Cash, Non-Match						
1)	\$ -					
2)	\$ -					
3)	\$ -					
4)	\$ -					
F. Subtotal, Local Cash, Non-Match	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Other Revenues, Non-Match						
1) State/federal Grants	\$ 585,560	\$ 585,560				
2) Program Fees	\$ 33,000	\$ 33,000				
3) Medicaid Reimbursement	\$ 950,000	\$ 950,000				
G. Subtotal, Other Revenues, Non-Match	\$ 1,568,560	\$ 1,568,560	\$ -	\$ -	\$ -	\$ -
Local In-Kind Resources (Includes Volunteer Resources)						
1)	\$ -					
2)	\$ -					
3)	\$ -					
H. Subtotal, Local In-kind Resources, Non-Match	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
I. Client Cost Sharing	\$ 1,000	\$ 1,000				
J. Total Projected Revenues (Sum I.C,D,E,F,G,H, & I)	\$ 1,781,859	\$ 1,670,917	\$ 110,942	\$ -	\$ -	\$ -

Division of Aging and Adult Services
Service Cost Computation Worksheet

	Grand Total	Admin. Cost	Service	Service	Service	Service	Service
			Transportation (General) 250	Transportation (Medical) 033	0 #N/A	0 #N/A	0 #N/A
II. Line Item Expenses							
Staff Salary From Labor Distribution Schedule							
1) Full-time Staff (do not include Title V workers)	\$ 959,226	\$ 398,252	\$ 308,526	\$ 252,448	\$ -	\$ -	\$ -
2) Part-time staff (do not include Title V workers)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
A. Subtotal, Staff Salary	\$ 959,226	\$ 398,252	\$ 308,526	\$ 252,448	\$ -	\$ -	\$ -
Fringe Benefits							
1) FICA @ 7.65 %	\$ 73,381	\$ 30,466	\$ 23,602	\$ 19,312	\$ -	\$ -	\$ -
2) Health Insurance	\$ 231,420	\$ 79,800	\$ 83,391	\$ 68,229			
3) Retirement	\$ 88,683	\$ 33,177	\$ 30,528	\$ 24,978			
4) Unemployment Insurance	\$ -						
5) Worker's Compensation	\$ 37,407	\$ 9,660	\$ 15,260	\$ 12,487			
6) Other	\$ -						
B. Subtotal, Fringe Benefits	\$ 430,891	\$ 153,103	\$ 152,781	\$ 125,006	\$ -	\$ -	\$ -
Local In-Kind Resources Non-Match							
1)	\$ -						
2)	\$ -						
3)	\$ -						
C. Subtotal, Local In-Kind Resources Non-Match	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
D. OAA Title V Worker Wages, Fringe Benefits and Costs	\$ -						
Travel							
1) Per Diem	\$ 4,086	\$ 4,086					
2) Mileage Reimbursement	\$ -						
3) Other Travel Cost	\$ -						
E. Subtotal, Travel	\$ 4,086	\$ 4,086	\$ -	\$ -	\$ -	\$ -	\$ -
General Operating Expenses							
1) Printing/Binding/Advertising	\$ 4,500	\$ -	\$ 2,250	\$ 2,250			
2) Uniforms	\$ 3,000	\$ -	\$ 1,500	\$ 1,500			
3) Fuel/Maintenance	\$ 400,495	\$ -	\$ 200,248	\$ 200,248			
4) Building Rental/Gas and Power	\$ 33,337	\$ -	\$ 16,669	\$ 16,669			
5) Cell Phones	\$ 2,160	\$ -	\$ 1,080	\$ 1,080			
6) COG/MIS Fees	\$ 175	\$ -	\$ 88	\$ 88			
7) Purchased Services	\$ 10,000	\$ -	\$ 5,000	\$ 5,000			
8) Taxi Service	\$ 140,000	\$ -	\$ 70,000	\$ 70,000			
F. Subtotal, General Operating Expenses	\$ 593,667	\$ -	\$ 296,834	\$ 296,834	\$ -	\$ -	\$ -
G. Subtotal, Other Administrative Cost Not Allocated in Lines II.A through E	\$ -						
H. Total Proj. Expenses Prior to Admin. Distribution	\$ 1,987,870	\$ 555,441	\$ 758,141	\$ 674,288	\$ -	\$ -	\$ -
I. Distribution of Administrative Cost	\$ (349,430)		\$ (912,776)	\$ 563,346	\$ -	\$ -	\$ -
J. Total Proj. Expenses After Admin. Distribution	\$ 1,781,859		\$ 1,670,917	\$ 110,942	\$ -	\$ -	\$ -

III. Computation of Rates

A. Computation of Unit Cost Rate:

- 1. Total Expenses (equals line II.J)
- 2. Total Projected Units
- 3. Total Unit Cost Rate

B. Computation of Reimbursement Rate:

- 1. Total Revenues (equals line I.J)
- 2. Less: NSIP (equals line I.D)
 - Title V (equals line I.E less II.D)
 - Non Match In-Kind (equals line I.H less II.C)
- 3. Revenues Subject to Unit Reimbursement
- 4. Total Projected Units (equals line III.A.2)
- 5. Total Reimbursement Rate

C. Units Reimbursed Through HCCBG

D. Units Reimbursed Through Program Income*

E. Units Reimbursed Through Remaining Revenues

F. Total Units Reimbursed/Total Projected Units

Grand Total	Service	Service	Service	Service	Service
	Transportation (General) 250	Transportation (Medical) 033	0 #N/A	0 #N/A	0 #N/A
\$ 1,781,859	\$ 1,670,917	\$ 110,942	\$ -	\$ -	\$ -
	93,620	6,216			
	\$ 17.8479	\$ 17.8478	\$ -	\$ -	\$ -
\$ 1,781,859	\$ 1,670,917	\$ 110,942	\$ -	\$ -	\$ -
\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
\$ 1,781,859	\$ 1,670,917	\$ 110,942	\$ -	\$ -	\$ -
	93,620	6,216	-	-	-
	\$ 17.8479	\$ 17.8478	\$ -	\$ -	\$ -
	5,679	6,216	-	-	-
	56	-	-	-	-
	87,885	-	-	-	-
	93,620	6,216	-	-	-

* The Division of Aging ARMS deducts reported program income from reimbursement paid to providers. Line III.D indicates the number of units that will have to be produced in addition to those stated on line III.C in order to earn the net revenues stated on line I.C.

Certification:

I certify to the best of my knowledge and belief that the information included in the cost computation above is accurate and complies with all laws and regulations. I also understand that material deviations in reported cost information could limit funding, and also result in return of funds if the error or omission results in a higher than actual reported cost.

Authorized Signature

Title

Date

Information on this form (DAAS-732A) corresponds with information stated on the Provider Services Summary (DAAS-732) as follows:

Home and Community Care Block Grant for Older Adults

Cabarrus County Transportation
 1303 South Cannon Blvd
 Kannapolis, NC 28083

County Funding Plan

Provider Services Summary

DAAS-732

County: CABARRUS

Budget Period: July 2019 through June 2020

Revision #: **Date:**

Services	Serv. Delivery (Check One)		A				B	C	D	E	F	G	H	I
	Direct	Purchase	Block Grant Funding				Required Local Match	Net Service Cost	NSIP Subsidy	Total Funding	Projected HCCBG Units	Projected Reimburse Rate*	Projected HCCBG Clients	Projected Total Units
			Access	In-Home	Other	Total								
Transportation (General)	X		\$ 91,221	\$ -	\$ -	\$ 91,221	\$ 10,136	\$ 101,357	\$ -	\$ 101,357	5,679	\$ 17.8479	4,500	93,620
Transportation (Medical)	X		\$ 99,848	\$ -	\$ -	\$ 99,848	\$ 11,094	\$ 110,942	\$ -	\$ 110,942	6,216	\$ 17.8478	3,900	6,216
0			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-	\$ -		-
0			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-	\$ -		-
0			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-	\$ -		-
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0			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-	\$ -		-
0			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-	\$ -		-
0			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-	\$ -		-
0			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-	\$ -		-
Total			\$ 191,069	\$ -	\$ -	\$ 191,069	\$ 21,230	\$ 212,299	\$ -	\$ 212,299	11,895		8,400	99,836

***Adult Day Care & Adult Day Health Care Proj. Service Cost/Rate**

	ADC	ADHC
Daily Care	\$33.07	\$ 40.00
Administrative		
Proj. Reimbursement Rate	\$33.07	\$ 40.00
Administrative %	0.00%	0.00%

Certification of required minimum local match availability.
 Required local match will be expended simultaneously
 with Block Grant Funding.

 Authorized Signature, Title
 Community Service Provider
 Date

 Signature, County Finance Officer
 Date

 Signature, Chairman, Board of Commissioners
 Date

**Home and Community Care Block Grant for Older Adults
Outreach Methodology**

July 2019 through June 2020

Methodology to Address Service Needs of Low Income (Including Low-Income Minority Elderly), Rural Elderly and Elderly with Limited English Proficiency (Older Americans Act, Section 305(a)(2)(E))

Community Service Provider: Cabarrus County Transportation

County: CABARRUS

The Older Americans Act requires that the service provider attempt to provide services to low-income minority individuals in accordance to their need for aging services. The community service provider shall specify how the service needs of low income, low-income (including low income minority elderly), rural elderly and elderly with limited English proficiency will be met through the services identified on the Provider Services Summary (DAAS-732). This narrative shall address outreach and service delivery methodologies that will ensure that this target population is adequately served and conform with specific objectives established by the Area Agency on Aging, for providing services to low income minority individuals. Additional pages may be used as necessary.

Cabarrus County Transportations goal is to coordinate with the Adult and Aging department to provide meal site and medical transportation to the senior population within Cabarrus County. This joint effort is based on need through both referall and inquiries. Cabarrus County Transportation will also participate in several outreach programs to inform the senior population on the transportation services available to them. In addition, Cabarrus County Transportation drivers are trained in passanger sensitivity, CPR, Blood Borne Pathogens, First Aid and defensive driving. Our drivers are also trained on signs of elderly abuse and the process in which to report it.

July 2019 through June 2020

**Home and Community Care Block Grant for Older Adults
Community Service Provider
Standard Assurances**

Cabarrus County Transportation agrees to provide services through the Home and Community Care Block Grant, as specified on the Provider Services Summary (DAAS-732) in accordance with the following:

1. Services shall be provided in accordance with requirements set forth in:
 - a) The County Funding Plan;
 - b) The Division of Aging and Adult Services Home and Community Care Block Grant Procedures Manual for Community Service Providers; and
 - c) The Division of Aging and Adult Services Standards Manual, Volumes I through IV or at <http://www.ncdhhs.gov/aging/monitor/mpolicy.htm>.

Community service providers shall monitor any subcontracts with providers of Block Grant services and take appropriate measures to ensure that services are provided in accordance with the aforementioned documents.
2. Priority shall be given to providing services to those older persons with the greatest economic or social needs. The service needs of low-income minority elderly will be addressed in the manner specified on the Methodology to Address Service Needs of Low-Income (Including Low Income Minority Elderly), Rural Elderly and Elderly with Limited English Proficiency format, (DAAS-733).
3. The following service authorization activities will be carried out in conjunction with all services provided through the Block Grant:
 - a) Eligibility determination;
 - b) Client intake/registration;
 - c) Client assessment/reassessments and quarterly visits, as appropriate;

- d) Determining the amount of services to be received by the client; and
 - e) Reviewing consumer contributions policies with eligible clients.
4. All licenses, permits, bonds, and insurance necessary for carrying out Block Grant Services will be maintained by the community service provider and any contracted providers.
 5. As specified in 45 CFR 75, Subpart D-Post Federal Award Requirements, Procurement Standards, community service providers shall have procedures for settling all contractual and administrative issues arising out of procurement of services through the Block Grant. Community service providers shall have procedures governing the evaluation of bids for services and procedures through which bidders and contracted providers may appeal or dispute a decision made by the community service provider.
 6. Applicant/Client appeals shall be addressed as specified in Section 7 of the Division of Aging and Adult Services Home and Community Care Block Grant Manual for Community Service Providers, dated February 17, 1997.
 7. Community service providers are responsible for providing or arranging for the provision of required local match, as specified on the Provider Services Summary, (DAAS-732). Local match shall be expended simultaneously with Block Grant funding.
 8. Community service providers agree to comply with audit and fiscal reporting requirements as specified in the Agreement for the Provision of County-Based Aging Services (DAAS-735).
 9. Compliance with Equal Employment Opportunity and Americans with Disabilities Act requirements, as specified in paragraph fourteen (14) of the Agreement for the Provision of County-Based Aging Services (DAAS-735) shall be maintained.
 10. Providers of In-Home Aide, Home Health, Housing and Home Improvement, and Adult Day Care or Adult Day Health Care shall sign and return the attached assurance to the area agency on aging indicating that recipients of these services have been informed of their client rights, as required in Section 314 of the 2006 Amendments to the Older Americans Act.
 11. Subcontracting – All HCCBG community service providers must assure that subcontractors (for-profit and non-profit entities only) meet the following requirements:
 - a. The subcontractor has not been suspended or debarred. (N.C.G.S. §143C-6-23, 09 NCAC 03M)

- b. The subcontractor has not been barred from doing business at the federal level.
 - c. The subcontractor is able to produce a notarized [“State Grant Certification of No Overdue Tax Debts.”](#)
 - d. All licenses, permits, bonds and insurance necessary for carrying out Home and Community Care Block Grant services will be maintained by both the community service provider and any subcontractors.
 - e. The subcontractor is registered as a charitable, tax-exempt (501c3) organization with the Internal Revenue Service (non-profit subcontractors only).
12. Confidentiality and Security. Per the requirements in 10A NCAC 05J and Section 6 of the Home and Community Care Block Grant Procedures Manual, client information in any format and whether recorded or not shall be kept confidential and not disclosed in a form that identifies the person without the informed consent of the person or legal representative. Community service providers, including subcontractors and vendors, must adhere to all applicable federal, state and departmental requirements for protecting the security and confidentiality of client information including but not limited to appropriately restricting access, establishing procedures to reduce the risk of accidental disclosures from data processing systems, and developing a process by which the Division of Adult Aging Services is notified of suspected or confirmed security incidents and data breaches.
13. Record Retention and Disposition. All community service providers are responsible for maintaining custody of records and documentation to support the allowable expenditure of funds, service provision, and the reimbursement of services. Service providers must adhere to the approved record retention and disposition schedule posted semiannually on the website of the NC Department of Health and Human Services Controller at . <http://www.ncdhhs.gov/control/retention/retention.htm>
- Service providers are not authorized to destroy records related to the provision of services under this Agreement except in compliance with the approved DHHS retention and disposition schedule, which allows for the proper destruction of records based on a schedule by funding source and fiscal year. The agency agrees to comply with 07 NCAC 04M .0510 when deciding on a method of record destruction. Confidential records will be destroyed in such a manner that the records cannot be practically read or reconstructed.

(Authorized Signature)

(Date)

**Standard Assurance To Comply with Older Americans Act
Requirements Regarding Clients Rights
For
Agencies Providing In-Home Services through the
Home and Community Care Block Grant for Older Adults**

As a provider of one or more of the services listed below, our agency agrees to notify all Home and Community Care Block Grant clients receiving any of the below listed services provided by this agency of their rights as a service recipient. Services in this assurance include:

- In-Home Aide
- Home Care (home health)
- Housing and Home Improvement
- Adult Day Care or Adult Day Health Care

Notification will include, at a minimum, an oral review of the information outlined below as well as providing each service recipient with a copy of the information in written form. In addition, providers of in-home services will establish a procedure to document that client rights information has been discussed with in-home services clients (e.g. copy of signed Client Bill of Rights statement).

Clients Rights information to be communicated to service recipients will include, at a minimum, the right to:

- be fully informed, in advance, about each in-home service to be provided and any change and any change in service(s) that may affect the wellbeing of the participant;
- participate in planning and changing any in-home service provided unless the client is adjudicated incompetent;
- voice a grievance with respect to service that is or fails to be provided, without discrimination or reprisal as a result of voicing a grievance;
- confidentiality of records relating to the individual;
- have property treated with respect; and

- be fully informed both orally and in writing, in advance of receiving an in-home service, of the individual's rights and obligations.

Client Rights will be distributed to, and discussed with, each new client receiving one or more of the above listed services prior to the onset of service. For all existing clients, the above information will be provided no later than the next regularly scheduled service reassessment.

Agency Name: Cabarrus County Transportation

Name of Agency Administrator: _____

Signature: _____

(Please return this form to your Area Agency on Aging and retain a copy for your files.)

CLIENT/PATIENT RIGHTS

1. You have the right to be fully informed of all your rights and responsibilities as a client/patient of the program.
2. You have the right to appropriate and professional care relating to your needs.
3. You have the right to be fully informed in advance about the care to be provided by the program.
4. You have the right to be fully informed in advance of any changes in the care that you may be receiving and to give informed consent to the provision of the amended care.
5. You have the right to participate in determining the care that you will receive and in altering the nature of the care as your needs change.
6. You have the right to voice your grievances with respect to care that is provided and to expect that there will be no reprisal for the grievance expressed.
7. You have the right to expect that the information you share with the agency will be respected and held in strict confidence, to be shared only with your written consent and as it relates to the obtaining of other needed community services.
8. You have the right to expect the preservation of your privacy and respect for your property.
9. You have the right to receive a timely response to your request for service.
10. You shall be admitted for service only if the agency has the ability to provide safe and professional care at the level of intensity needed.
11. You have the right to be informed of agency policies, changes, and costs for services.
12. If you are denied service solely on your inability to pay, you have the right to be referred elsewhere.
13. You have the right to honest, accurate information regarding the industry, agency and of the program in particular.

Internal Consistency Checks

Review of Local Match Comparison Input Sheet vs. 732A Cash and In-Kind Totals

		Difference
Transportation (General)	OK	-
Transportation (Medical)	OK	-
0	OK	-
0	OK	-
0	OK	-
0	OK	-
0	OK	-
0	OK	-
0	OK	-
0	OK	-
0	OK	-
0	OK	-
0	OK	-
0	OK	-
0	OK	-
0	OK	-

732A1 Labor Distribution Schedule Comparison of Assignable Salary To Overall Salary Entered

Total Assignable Salary and Cumulative Salary total for Se 0 \$ -

CABARRUS COUNTY



BOARD OF COMMISSIONERS REGULAR MEETING

**June 17, 2019
6:30 PM**

AGENDA CATEGORY:

Consent Agenda

SUBJECT:

DHS - Transportation Regional Transit Resolution

BRIEF SUMMARY:

The Cabarrus County Transportation Department is requesting the Board of Commissioners to adopt a resolution supporting the extension of the CATS Lynx Blue Line light rail corridor into Cabarrus County.

REQUESTED ACTION:

Motion to the adopt resolution.

EXPECTED LENGTH OF PRESENTATION:

SUBMITTED BY:

Bob Bushey, Transportation Manager

BUDGET AMENDMENT REQUIRED:

No

COUNTY MANAGER'S RECOMMENDATIONS/COMMENTS:

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

ATTACHMENTS:

- Regional Transit Resolution



RESOLUTION SUPPORTING LIGHT RAIL INTO CABARRUS COUNTY

WHEREAS, need for expanding transportation choices and mobility options is critical as travel within and around Concord, Kannapolis, Cabarrus County and the greater Charlotte region is becoming more challenging due to the continued long term, rapid growth of our residential, business and tourism populations, which has led to worsening traffic conditions and longer travel times locally and regionally; and

WHEREAS, the Charlotte region is home to over 1.8 million people and is expected to grow to over 2.5 million by 2030; Cabarrus County and Rowan County's population is projected to grow over 70% by 2045; and

WHEREAS, the key to supporting this economic and population growth is a high capacity rapid transit system and regional transit mobility network integrated with land-use planning and economic development efforts to provide congestion mitigation, improve air quality, and foster a sustainable, economically vibrant and livable community environment which improves the quality of life and attracts businesses and people to Concord, Kannapolis, Cabarrus County and the region; and

WHEREAS, the cities of Concord and Kannapolis, in partnership with Cabarrus County, are completing a 20 year Cabarrus County Long Range Public Transportation Plan, which identifies the need to extend into Concord and Cabarrus County the Charlotte Area Transit System's (CATS) Lynx Blue Line Light Rail line, as well as develop other forms of rapid and local transit choices such as Commuter Rail (CR), Bus Rapid Transit (BRT), to improve accessibility to and from Concord, Kannapolis, Cabarrus County and other parts of the Greater Charlotte area and beyond; and

WHEREAS, the City of Concord, in partnership with Cabarrus-Rowan MPO, was supportive of expanding the Northeast (Blue Line Extension) Major Investment Study (MIS) from 1-485 into Cabarrus County in 2003 through local budgeted funds; and

WHEREAS, the CATS Blue Line Light Rail has proven to be successful in stimulating economic growth and investment via Transit Oriented Development in excess of \$3.5 billion.

NOW THEREFORE, BE IT RESOLVED that Cabarrus County supports an extension of the CATS Lynx Blue Line light rail corridor extending to The Charlotte Motor Speedway and into Cabarrus County.

Adopted this 17th day of June, 2019.

Stephen M. Morris, Chairman
Cabarrus County Board of Commissioners

ATTEST:

Lauren Linker, Clerk to the Board

CABARRUS COUNTY



BOARD OF COMMISSIONERS REGULAR MEETING

**June 17, 2019
6:30 PM**

AGENDA CATEGORY:

Consent Agenda

SUBJECT:

Finance - Cabarrus County Reimbursement Resolution for Limited Obligation Bonds 2019

BRIEF SUMMARY:

It is requested that the County advance its own funds to pay certain original expenditures associated with the purchase of land for a middle school, high school and senior center/library. Approval of the attached resolution will allow the County to pay the original expenditures then reimburse itself for the expenditures with the proceeds of the debt to be incurred by the County for the 2019 Limited Obligation Bonds.

REQUESTED ACTION:

Motion to adopt the reimbursement resolution for the purchase of land for a middle school, high school and a senior center/library.

EXPECTED LENGTH OF PRESENTATION:

SUBMITTED BY:

Susan Fearington, Finance Director

BUDGET AMENDMENT REQUIRED:

No

COUNTY MANAGER'S RECOMMENDATIONS/COMMENTS:

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

ATTACHMENTS:

- LOBS 2019 Reimb Resolution

**EXTRACT FROM MINUTES OF BOARD OF COMMISSIONERS OF
THE COUNTY OF CABARRUS, NORTH CAROLINA**

The Board of Commissioners for the County of Cabarrus, North Carolina, met in regular session in the Commissioners' Meeting Room in the Cabarrus County Governmental Center in Concord, North Carolina, the regular place of meeting, at 6:30 p.m., on June 17, 2019, with Stephen M. Morris, Chairman, presiding. The following Commissioners were:

PRESENT: Chairman Stephen M. Morris; Vice Chairman Diane R. Honeycutt and Commissioners F. Blake Kiger, Elizabeth F. Poole and Lynn W. Shue.

ABSENT: [None.]

ALSO PRESENT: Michael K. Downs, County Manager; Susan B. Fearington, Finance Director; Richard M. Koch, Esq., County Attorney; and Lauren Linker, Clerk to the Board.

* * * * *

Chairman Stephen M. Morris introduced the following resolution, and its title was read:

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

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

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

(a) Treasury Regulations Section 1.150-2 (the "Regulations"), promulgated by the United States Department of Treasury on June 17, 1993, prescribes certain specific procedures applicable to certain obligations issued by the County after June 30, 1993, including, without limitation, a requirement that the County timely declare its official intent to reimburse certain expenditures with the proceeds of debt to be issued thereafter by the County.

(b) The County has advanced and/or will advance its own funds to pay certain capital costs (the "Original Expenditures") associated with financing, in whole or in part, (i) the acquisition of numerous parcels of real property in the County, including any and all improvements located thereon, if any, to be used as the proposed sites of (A) a new public middle school facility, (B) a new public senior high school facility and (C) a new library/senior center facility; (ii) the acquisition of any necessary rights-of-way and easements related to each of the foregoing and (iii) various real and personal property improvements related to each of the foregoing (collectively, the "Land Acquisition Projects").

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

(d) As of the date hereof, the County reasonably expects that it will reimburse itself for such Original Expenditures with the proceeds of debt to be incurred by the County, and the maximum principal amount of debt to be incurred with respect to the Land Acquisition Projects is expected to be \$11,000,000.

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

2. This resolution shall take effect immediately.

Commissioner _____ moved to approve the passage of the foregoing resolution and Commissioner _____ seconded the motion, and the resolution was passed by the following vote:

Ayes: Chairman Stephen M. Morris, Vice Chairman Diane R. Honeycutt and Commissioners F. Blake Kiger, Elizabeth F. Poole and Lynn W. Shue.

Nays: [None.]

Not Voting: [None.]

* * * * *

I, Lauren Linker, Clerk to the Board of Commissioners for the County of Cabarrus, North Carolina, DO HEREBY CERTIFY that the foregoing is a true copy of so much of the proceedings of said Board of Commissioners at a regular meeting held on June 17, 2019, as relates in any way to the passage of the resolutions hereinabove referenced, and that said proceedings are recorded in Minute Book No. [] of the minutes of said Board of Commissioners, beginning at page ___ and ending at page ___.

I DO HEREBY FURTHER CERTIFY that the schedule of regular meetings of said Board of Commissioners has been on file in my office pursuant to North Carolina General Statutes §143-318.12 as of a date not less than seven (7) days before said meeting.

WITNESS my hand and the corporate seal of said County, this 17th day of June, 2019.

Clerk to the Board of Commissioners
for the County of Cabarrus, North Carolina

[SEAL]

CABARRUS COUNTY



BOARD OF COMMISSIONERS REGULAR MEETING

**June 17, 2019
6:30 PM**

AGENDA CATEGORY:

Consent Agenda

SUBJECT:

Finance - Cabarrus County School Request for Reallocation of Funding

BRIEF SUMMARY:

The Cabarrus County Schools have two requests for reallocation of funds.

1) A portion of the funds received with the 2018 Limited Obligation Bonds were allocated to the Mount Pleasant High School HVAC project and the JN Fries Middle HVAC project. Due to high bids for the projects the scope had to be changed as outlined in the enclosed memo. A request is being made to reallocate \$455,149 from the MPHS HVAC project to the JN Fries HVAC project. This reallocation will require a budget amendment and project ordinance update.

2) On April 15, 2019 \$2,500,000 was allocated to Cabarrus County Schools for the purchase and installation of 20 mobile units. CCS staff has identified some modifications to two elementary schools where the funds could be used to make the changes, the cost would be lower than purchasing mobile units and still address the need for additional classroom space relieving over crowding. This change in scope does not require the Board to approve a budget amendment nor a project ordinance. This is included for informational purposes.

REQUESTED ACTION:

Motion to approve the reallocation of funding for two HVAC projects, the related budget amendment and project ordinance subject to Cabarrus County School Board approval on June 10, 2019.

EXPECTED LENGTH OF PRESENTATION:

SUBMITTED BY:

Kelly Kluttz, Chief Financial Officer, Cabarrus County Schools
Susan Fearington, Finance Director, Cabarrus County

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:

- ▢ Fd 370 Budget Amendment
- ▢ Fd 370 Project Ordinance
- ▢ CCS Request
- ▢ Memo

Budget Revision/Amendment Request

Date: 6/17/2019

Amount: 455,149.00

Dept. Head: Susan Fearrington, (prepared by Sarah Chesley)

Department: Finance, 370 LOBS 2018 Fund

Internal Transfer Within Department
 Transfer Between Departments/Funds
 Supplemental Request

Purpose: This Budget Amendment reallocates \$455,179 in the MPHS HVAC project to the JN Fries HVAC project, both in the 370 LOBS 2018 fund.

Fund	Indicator	Department/ Object/ Project	Account Name	Approved Budget	Increase Amount	Decrease Amount	Revised Budget
370	9	7339-9830	Other Improvements - JN Fries	3,011,267.00	455,179.00		3,466,446.00
370	9	7337-9830	Other Improvements - MPHS	4,276,945.00		455,179.00	3,821,766.00

Budget Officer

Approved
 Denied

County Manager

Approved
 Denied

Board of Commissioners

Approved
 Denied

Signature

Signature

Signature

Date

Date

Date

Budget Revision/Amendment Request

Date:

Amount:

Dept. Head:

Department:

Internal Transfer Within Department

Transfer Between Departments/Funds

Supplemental Request

Purpose:

Fund	Indicator	Department/ Object/ Project	Account Name	Approved Budget	Increase Amount	Decrease Amount	Revised Budget
							0.00
							0.00
							0.00
							0.00
							0.00
							0.00
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							0.00
							0.00

**CABARRUS COUNTY
LIMITED OBLIGATION BONDS 2018 PROJECT
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 Public Schools. 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.

General Fund Contribution	\$ 901,000
Capital Project Fund Contribution	517,197
Debt Proceeds	54,680,000
Capital Reserve Contribution	7,036,745
TOTAL REVENUES	\$63,134,942

- C. The following appropriations are made as listed.

Legal Fees	\$ 505,534
HVAC Replacement – Mt. Pleasant High-CCS	3,821,766
Mobile Units – CCS	2,095,676
HVAC Replacement – JN Fries Middle-CCS	3,466,446
Hickory Ridge Elementary-CCS	34,937,579
RCCC – Advanced Technology Center	16,586,941
Land - RCCC	1,721,000

TOTAL EXPENDITURES	\$63,134,942
---------------------------	---------------------

GRAND TOTAL – REVENUES	\$63,134,942
GRAND TOTAL – EXPENDITURES	\$63,134,942

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

Adopted this 17th Day of June 2019.

CABARRUS COUNTY BOARD OF COMMISSIONERS

BY: _____
Stephen M. Morris, Chairman

ATTEST:

Clerk to the Board

From: Kelly Kluttz <Kelly.Kluttz@Cabarrus.k12.nc.us>

Sent: Tuesday, May 14, 2019 1:54 PM

To: Susan Fearington <SBFearington@cabarruscounty.us>

Cc: Christopher Lowder <Christopher.Lowder@Cabarrus.k12.nc.us>; Charles (Chuck) Taylor <Charles.Taylor3@Cabarrus.k12.nc.us>; Lynn Rhymer <Lynn.Rhymer@Cabarrus.k12.nc.us>; Mike Downs <MKDowns@cabarruscounty.us>; Pam Dubois <PSDubois@cabarruscounty.us>

Subject: follow up from lunch meeting on Monday, May 6, 2019

Hey Susan. As a follow up to our lunch conversation last Monday, we discussed the following 3 items:

1. MPHS HVAC Project - Background: County allocated \$4,276,845. CCS bid out. Bids came in several million over budgeted amount. Chuck ask for permission to break the project into phases to get reasonable pricing.
 - a. Phase 1 – Chiller plant and chiller control replacements – **has been completed**
 - b. Phase 2 – Controls for entire HVAC, distribution system includes replacing fire alarm system, bringing to code, replace variable air volume boxes (vans), going from air controlled to digital control system and BAS Building automation system – **BOE approved on May 6, 2019**
 - c. Phase 3 – replace all exhaust fans – **BOE approved on May 6, 2019**
 - d. Phase 4 – air handlers – Partial air handler refurb (Approx. 8 units), **remaining units can be replaced as they break/go bad**
 - e. Phase 5 – lighting – **not needed since the pipe was not replaced**
 - f. Phase 6 – pipe replacement – **not needed. Pipe was good. No way to tell until you cut into it**
2. JN Fries HVAC Project – Background: County allocated \$\$3,011,267. CCS bid out. Bids came in several million over budgeted amount. Chuck ask permission to break the project into phases to get reasonable pricing.
 - a. Phase 1 – Chiller plant – **has been completed**
 - b. Phase 2 – controls, going from air to digital, heating and cooling exchangers inside each classroom, BAS Building Automated System – **BOE approved on May 6, 2019**
 - c. Phase 3 – exhaust fans – **could be funded if budget adjustment is approved**
 - d. Phase 4 – air handlers – Partial air handler refurb (Approx. 5 units), **remaining units can be replaced as they break/go bad**
 - e. Phase 5 - lighting – **not needed since the pipe was not replaced**
 - f. Phase 6 – pipe replacement – **not needed. Pipe was good. No way to tell until you cut into it**

Notes/request – after the board approved phases (May 6, 2019) are complete, there will be approximately \$455,149 remaining in the MPHS project account. If approved by the county, CCS would like to move those funds from MPHS to JN Fries. This will allow us to complete phase 3 and partially complete phase 4 for JN Fries. We would also be able to complete phase 3 and partially complete phase 4 for MPHS.

3. Mobiles – Background: County allocated \$2,400,000 to fund 20 mobile units (classroom space)
 - a. Justification document provided includes the following information:
 - i. Staff have been charged to look inside all buildings for creative solutions for additional classroom space. If we are able to make some of these creative

solutions work, there will still be across but hopefully not as much as adding a mobile unit.

- ii. Current examples include Patriots Elementary School and Pitts Road Elementary where we can take 2 resource rooms and make them one classroom space. As a result of the loss of the resource rooms, we can put up glass walls in the media center to allow for resource rooms. Doing this includes removing some walls and building others.

Notes/request – to use funds allocated for mobiles units to be used for mobile units and also modification of buildings where the cost is lower and the return is higher. Students are safer inside the building and where it makes financial sense, this is our preference.

Please let us know if you have any concerns and if OK to proceed.

Thanks,
Kelly



May 28, 2019

The Honorable
Mr. Steve Morris, Chair
Ms. Diane Honeycutt, Vice Chair
Ms. Liz Poole
Mr. Lynn Shue
Mr. Blake Kiger
Cabarrus County Board of Commissioners
65 Church Street, SE
Concord, NC 28026

Re: Reallocation of funds – HVAC Projects for Mount Pleasant High and JN Fries Middle School

Dear Board of Commissioners:

At the end of 2017-2018 the commissioners allocated \$7,288,112 for two HVAC projects. Bids came in several millions over budgeted amounts. CCS facilities director ask for permission to break the project into phases to get reasonable pricing. While the phasing certainly did help offset the overbudget situation, it wasn't able to resolve the problem completely. Below is a project status for each project.

1. MPHS HVAC Project

- a. Phase 1 – Chiller plant and chiller control replacements – **has been completed**
- b. Phase 2 – Controls for entire HVAC, distribution system includes replacing fire alarm system, bringing to code, replace variable air volume boxes (vans), going from air controlled to digital control system and BAS Building automation system – **BOE approved on May 6, 2019**
- c. Phase 3 – replace all exhaust fans – **BOE approved on May 6, 2019**
- d. Phase 4 – air handlers – **partial air handler refurb (Approx. 8 units), remaining units can be replaced as they break/go bad**
- e. Phase 5 – lighting – **not needed since the pipe was not replaced**
- f. Phase 6 – pipe replacement – **not needed, pipe was good, no way to tell until you cut into it**

2. JN Fries HVAC Project

- a. Phase 1 – Chiller plant – **has been completed**
- b. Phase 2 – controls, going from air to digital, heating and cooling exchangers inside each classroom, BAS Building Automated System – **BOE approved on May 6, 2019**
- c. Phase 3 – exhaust fans – **could be funded if budget adjustment is approved**
- d. Phase 4 – air handlers – **partial air handler refurb (Approx. 5 units), remaining units can be replaced as they break/go bad**
- e. Phase 5 - lighting – **not needed since the pipe was not replaced**
- f. Phase 6 – pipe replacement – **not needed, pipe was good, no way to tell until you cut into it**

Request – after the board approved phases are complete, there will be approximately \$455,149 remaining in the MPHS project account. If approved by the county, CCS would like to move those funds from MPHS to JN Fries. This will allow us to complete phase 3 and partially complete phase 4 for JN Fries. We would also be able to complete phase 3 and partially complete phase 4 for MPHS.

Sincerely,

Kelly H. Kluttz, CPA
Cabarrus County Schools

Cc: Dr. Chris Lowder, Ms. Cindy Fertenbaugh, Mr. Rob Walter, Mrs. Carolyn Carpenter, Mr. Barry Shoemaker, Mr. David Harrison, Mrs. Holly Grimsley, Ms. Laura Blackwell

CABARRUS COUNTY



BOARD OF COMMISSIONERS REGULAR MEETING

**June 17, 2019
6:30 PM**

AGENDA CATEGORY:

Consent Agenda

SUBJECT:

Finance - Health Insurance Fund Balance Amendment

BRIEF SUMMARY:

The Finance Department annually reviews revenues and expenditures for the Health Insurance Fund based on actual activity and anticipated activity for the remainder of the fiscal year. Based on this analysis, a budget amendment is needed. This budget amendment appropriates fund balance and adjust revenues and expenditures as needed.

REQUESTED ACTION:

Motion to approve the Health Insurance Fund budget amendment.

EXPECTED LENGTH OF PRESENTATION:

SUBMITTED BY:

Susan Fearington, 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:

- Health Insurance Fund Balance Amendment

Budget Revision/Amendment Request

Date:

Amount:

Dept. Head:

Department:

Internal Transfer Within Department
 Transfer Between Departments/Funds
 Supplemental Request

Purpose: This budget amendment is to appropriate fund balance for the Health Insurance Fund due to an increase in anticipated and outstanding medical claims for fiscal year 2019. Other expenditures are being adjusted for a small increase in funding HRA accounts and the contract with CMC for a market rate increase each year. Revenues are also being adjusted due to the Town of Mt Pleasant no longer using the Health and Wellness Clinic, an increase received in clinic fees from County employees and a decrease in insurance premiums that were based on estimated budgeted positions. and admin fees.

Fund	Indicator	Department/ Object/ Project	Account Name	Approved Budget	Increase Amount	Decrease Amount	Revised Budget
610	6	1917-6901	Fund Balance Appropriated	9,200.00	588,342.00	-	597,542.00
610	6	1917-6606	Program Fees - MP	3,128.00	-	1,042.00	2,086.00
610	6	1917-6645	Clinic Fees	3,000.00	1,200.00	-	4,200.00
610	6	1917-6661	Insurance Premiums	10,719,633.00	-	206,000.00	10,513,633.00
610	9	1917-948501	Admin - H S A Fees	538,815.00	-	20,500.00	518,315.00
610	9	1917-948502	HRA Account	10,000.00	500.00	-	10,500.00
610	9	1917-9570	Service Contracts	353,600.00	2,500.00	-	356,100.00
610	9	1917-9645	Claims	9,083,669.00	400,000.00	-	9,483,669.00
Total							0.00

Budget Officer

Approved
 Denied

Signature

Date

County Manager

Approved
 Denied

Signature

Date

Board of Commissioners

Approved
 Denied

Signature

Date

CABARRUS COUNTY



BOARD OF COMMISSIONERS REGULAR MEETING

**June 17, 2019
6:30 PM**

AGENDA CATEGORY:

Consent Agenda

SUBJECT:

Finance - Juvenile Crime Prevention Council (JCPC) FY 20 Allocation of Funds and Funding Resolution

BRIEF SUMMARY:

As part of the Cabarrus County Annual Budget process, an amount is approved for the Juvenile Crime Prevention Council (JCPC) program. The County receives JCPC funding and then passes the funds on to JCPC approved sub-recipients. The total amount of funds to be received from the North Carolina Department of Public Safety for FY20 is \$310,611. During the FY 20 preliminary budget process \$15,500 was placed in the Sheriff's Department budget for JCPC Administration and \$295,111 was placed in an unallocated line item awaiting the final allocation by the Cabarrus County JCPC. The final allocation has now been made is being reported to the Board of Commissioners. The budget adjustment will be included in the final changes to the FY 20 budget.

A JCPC Funding Resolution is also presented to support the increase of State JCPC funds. Funding level has not increased in more than nine years. With the passing of the Juvenile Justice Reinvestment Act Raise the Age Legislation set to be implemented December 1, 2019, additional strains will be made to the JCPC funding.

REQUESTED ACTION:

Motion to approve the FY20 JCPC Funding Plan and Resolution for an increase in JCPC State funding.

EXPECTED LENGTH OF PRESENTATION:

SUBMITTED BY:

Susan Fearington, Finance Director

BUDGET AMENDMENT REQUIRED:

No

COUNTY MANAGER'S RECOMMENDATIONS/COMMENTS:

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

ATTACHMENTS:

- ▣ FY20 Funding Plan
- ▣ JCPC Resolution

Cabarrus County

NC DPS - Community Programs - County Funding Plan

Available Funds: \$ 310,611 Local Match: \$ 150,785 Rate: 30%

DPS JCPC funds must be committed with a Program Agreement submitted in NC Allies and electronically signed by authorized officials.

#	Program Provider	DPS-JCPC Funding	LOCAL FUNDING			OTHER	OTHER	Total	% Non DPS-JCPC Program Revenues
			County Cash Match	Local Cash Match	Local In-Kind	State/Federal	Funds		
1	Boys and Girls Club-Targeted Outreach	\$25,000			\$7,500			\$32,500	23%
2	Conflict Resolution Center-Juvenile Community Service/Restitution	\$68,339			\$23,199			\$91,538	25%
3	Conflict Resolution Center-Teen Court	\$35,040			\$60,293			\$95,333	63%
4	Transitioning Youth Movement-Fostering Solutions	\$49,337			\$18,900			\$68,237	28%
5	Transitioning Youth Movement- SHIFT Mentoring	\$49,112			\$19,200			\$68,312	28%
6	Rowan Youth Bureau-Sex Offender Eval and Treatment	\$11,871			\$4,248			\$16,119	26%
7	Thompson RISE	\$25,032			\$8,000			\$33,032	24%
8	YDI Family Life Skills Academy	\$31,380			\$9,445			\$40,825	23%
9									
10	JCPC Administration	\$15,500						\$15,500	
11									
12									
13									
14									
15									
16									
17									
18									
TOTALS:		\$310,611			\$150,785			\$461,396	33%

The above plan was derived through a planning process by the Cabarrus County
Juvenile Crime Prevention Council and represents the County's Plan for use of these funds in FY 2019-2020

Amount of Unallocated Funds: _____
 Amount of funds reverted back to DPS: _____
 Discretionary Funds added: _____

check type initial plan update final

---DPS Use Only---

Reviewed by _____	Date _____
Area Consultant	
Reviewed by _____	Date _____
Program Assistant	
Verified by _____	Date _____
Designated State Office Staff	

Megan E. Byrd 5/17/19
 Chairperson, Juvenile Crime Prevention Council (Date)

Angela B. Janczyk 5-16-19
 Chairperson, Board of County Commissioners or County Finance Officer (Date)

**CABARRUS COUNTY
BOARD OF COMMISSIONERS
65 Church Street S
Concord, NC**

**Cabarrus County Board of Commissioners Resolution
Supporting
Juvenile Crime Prevention Council Allocation Expansion**

WHEREAS, Juvenile Crime Prevention Council (JCPC) funding is a partnership between the State of North Carolina and the County to ensure a local continuum of services for court involved and at-risk juveniles; and,

WHEREAS, the Juvenile Crime Prevention Council, under the authority of NCGS§143B-851, and within the scope of its powers and duties, “Each County Council shall annually review the needs of juveniles in the county who are at risk of delinquency or who have been adjudicated undisciplined or delinquent and the resources available to address those needs. In particular, each County Council shall assess the needs of juveniles in the county who are at risk or who have been associated with gangs or gang activity, and the local resources that are established to address those needs,” and,

WHEREAS, the Juvenile Justice Reinvestment Act passed in 2017, also referenced as North Carolina’s Raise the Age legislation, expands the age of juvenile jurisdiction, increasing it to include juveniles ages 16 and 17 years of age effective December 1, 2019; and,

WHEREAS, Raise the Age legislation will increase the need for immediate and age-appropriate sanctions and diversion services for juvenile offenders and those at-risk of delinquency; and,

WHEREAS, JCPC funding has seen no increase in more than nine years; and,

WHEREAS, the effort to immediately and effectively address juvenile offending behavior is an evidence-based investment in North Carolina’s future; and,

WHEREAS, effective intervention and programming reduces detention and youth development commitments as a cost savings to the state and county;

NOW, THEREFORE BE IT RESOLVED, that Cabarrus County fully supports an adequate and timely increase of local Juvenile Crime Prevention funding to ensure program expansion and successful implementation of the Juvenile Justice Reinvestment Act Raise the Age Legislation, set for December 1, 2019.

Adopted this 17th day of June 2019.

Chairman

Clerk to the Board

CABARRUS COUNTY



BOARD OF COMMISSIONERS REGULAR MEETING

**June 17, 2019
6:30 PM**

AGENDA CATEGORY:

Consent Agenda

SUBJECT:

Finance - Update of Capital Project Fund Budgets and Related Project Ordinances

BRIEF SUMMARY:

Each year the multi-year fund budgets and Project Ordinances are evaluated and updated. Based on the Finance Department's evaluation: Budget amendments and project ordinance updates are included with this agenda for the Construction and Renovation Fund (Fund 343), the School Construction Fund (Fund 364), the Small Projects Fund (Fund 460), the Sheriff's Fund (Fund 461), the Aging Fund (Fund 532) and the Cannon Memorial Library Fund (Fund 534).

REQUESTED ACTION:

Motion to approve the Multi-year Budget Amendment and revised Project Ordinances.

EXPECTED LENGTH OF PRESENTATION:

SUBMITTED BY:

Susan Fearington, 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:

- ▢ Fd 343 Project Ordinance
- ▢ Fd 364 Project Ordinance
- ▢ Fd 460 Project Ordinance
- ▢ Fd 461 Project Ordinance
- ▢ Fd 532 Project Ordinance
- ▢ Fd 534 Project Ordinance
- ▢ Multi year Amendment

CABARRUS COUNTY CONSTRUCTION AND RENOVATION PROJECT 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 the various County construction and renovation related projects. Details of the projects 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.
- C. It is estimated that the following revenues will be available to complete capital projects as listed.

Park & Recreation Trust Fund (PARTF) Grant	\$ 350,000
Rental – Tower Lease	945,978
Sale of Fixed Assets	1,012,442
Contributions and Donations	148,036
General Fund Contribution	5,280,218
Lease Proceeds (Robert Wallace Park)	4,596,394
Capital Projects Fund Contribution	2,141,264
Capital Reserve Fund Contribution	19,818,545

TOTAL REVENUES **\$34,292,877**

- D. The following appropriations are made as listed.

Government Center Chiller Replacement	\$211,000
Governmental Center ADA Bathrooms	151,469
County Building Camera Systems	24,099
ITS Fiber Technology Improvements	120,000
County Website Design	283,750
Furniture Replacements	184,501
County Operation Center	3,103,787
Elevator Modernization Government Center	176,000
Multiple building Fall Protection Measures	300,000
Jail Camera Upgrade	172,607
LEC Law Enforcement Technology	791,324
Training & Firing Range Renovation	50,000
Sheriff's Admin Roof Repair	113,659
Courthouse Expansion	12,519,000
Clerk of Court Improvements	68,786
Public Safety Training Center	90,000
EMS Headquarters – Consultants	50,000
EMS Co-location – Concord Fire #11	482,761
EMS Heart Monitors	566,111
Emergency Communications Equip & Ethernet Backhaul	2,819,370
JM Robinson High School Wetlands Mitigation	100,000
Landfill Retaining Wall	230,301
Veterans Services Improvements	92,674

Cooperative Ext. ADA Bathrooms	118,812
RCCC Land for future expansion	1,244,001
NE Area Park – Other Improvements	589,024
Robert Wallace Park	8,147,965
Frank Liske Park – Barn Restrooms	126,405
Carolina Thread Trail	109,329
Frank Liske park Playground Replacement	100,000
Frank Liske Park – Lower Lot Restrooms	728,506
Library - Midland Furniture	40,786
Library – Concord Office Reno	50,000
Arena – Lighting Control System Replacement	235,000
Unassigned	101,850

TOTAL EXPENDITURES **\$34,292,877**

GRAND TOTAL – REVENUES **\$34,292,877**

GRAND TOTAL – EXPENDITURES **\$34,292,877**

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

Adopted this 17th day of June, 2019.

CABARRUS COUNTY BOARD OF COMMISSIONERS

BY: _____
Stephen M. Morris, Chairman

ATTEST:

Clerk to the Board

CABARRUS COUNTY SCHOOL CONSTRUCTION PROJECT 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 Public Schools. Details of the projects are listed in section D. 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.
 - a. It is estimated that the following revenues will be available to complete capital projects as listed.

General Fund Contribution	\$49,047
Capital Reserve Contribution	6,240,411
Capital Projects Fund Contribution	54,055

TOTAL REVENUES	\$6,343,513
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- C. The following appropriations are made as listed.

Cox Elementary Sewer Relocation	23,537
Patriots Elementary Mobile Units	122,100
Site Evaluations-Multiple Schools	42,000
10 Yellow Buses-Multiple Schools	880,000
20 Mobile Units-Multiple Schools	2,400,000
J.N. Fries Middle School Other Improvements	300,000
Kannapolis Intermediate Renovations-Carver Elem	1,617,288
A.L. Brown HS Other Improvements	500,000
CBTC Campus Renovations, Safety, Security	184,021
CBTC A/C Units Replacement Phase II	105,000
RCCC – HVAC Replacement	100,000
Available Other Improvements	69,567

TOTAL EXPENDITURES	\$6,343,513
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GRAND TOTAL – REVENUES	\$6,343,513
GRAND TOTAL – EXPENDITURES	\$6,343,513

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

Adopted this 17th day of June, 2019.

CABARRUS COUNTY BOARD OF COMMISSIONERS

BY: _____
Stephen M. Morris, Chairman

ATTEST:

Clerk to the Board

CABARRUS COUNTY SMALL PROJECTS CAPITAL PROJECT ORDINANCE

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

Section I.

- A. The project authorized is for the purpose of accumulating and appropriating general fund revenues and federal and state grants funds received specifically for use by the appropriate Cabarrus County Department who has received the funds.
- B. The officers of this unit are hereby directed to proceed with this capital project within the terms of the guidelines as set forth by the federal and state government, Generally Accepted Accounting Principles (GAAP) and the budget contained herein.
- C. It is estimated that the following revenues will be available to complete capital projects as listed:

Board of Elections Department	
Interest on Investments	\$ 34,122
Contribution from General Fund	61,484
Contribution from Capital Reserve	150,000
	\$ 245,606
Register of Deeds Department:	
Register of Deeds Fees	\$1,790,669
Interest on Investments	59,351
Contribution from General Fund	77,505
	\$1,927,525
Soil and Water Department:	
Other Improvement Projects	\$248,441
EEP Contract	16,900
ADFP Grant	60,146
Drill Program Fees	14,248
Suther Farm Project	780,000
Hill Farm Project	116,516
Stewardship Fund	36,421
	\$1,272,672
Local Agricultural Preservation Projects:	
Contribution from General Fund	\$13,800
Deferred Farm Tax Collections	3,110,284
Deferred Farm Tax Interest	501,382
Interest on Investments	44,751
	\$3,670,217
TOTAL REVENUES	\$7,116,020

- D. The following appropriations are made as listed:

Board of Elections Department:	
Board of Elections Equipment and Furniture	\$ 245,606
Register of Deeds Department:	

Register of Deeds Automation & Preservation	\$ 1,927,525
Soil and Water Department:	
Other Improvement Projects	\$248,441
EEP Contract	16,900
ADFP Conservation Easement	60,146
Drill Repair & Maintenance	13,100
Suther Farm Project	780,000
Hill Farm Project	116,516
Stewardship	36,421
	<u>\$1,271,524</u>
Local Agricultural Preservation Projects:	
Other Improvement Projects	\$3,670,217
TOTAL EXPENDITURES	\$7,116,020
GRAND TOTAL – REVENUES	\$7,116,020
GRAND TOTAL – EXPENDITURES	\$7,116,020

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 County Manager may transfer amounts between objects of expenditures and revenues within a function without limitation.
 2. The County Manager may transfer amounts up to \$100,000 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 County 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 County 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 appropriation 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 Projects Fund sufficient detailed accounting records to satisfy the requirements of the law.
- b. The Finance Officer 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 and the portion of the Capital Project Ordinance associated with the project is closed.

Adopted this 17th day of June, 2019.

CABARRUS COUNTY BOARD OF COMMISSIONERS

BY: _____
Stephen M. Morris, Chairman

ATTEST:

Clerk to the Board

CABARRUS COUNTY SHERIFF'S DEPARTMENT SPECIAL REVENUE PROJECT ORDINANCE

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

Section 1. The special revenue project authorized is for the purpose of collecting and appropriating federal and state funds received specifically for the Cabarrus County Sheriff's Department.

Section 2. The officers of this unit are hereby directed to proceed with this project within the terms of the guidelines as set forth by the federal and state government, Generally Accepted Accounting Principles (GAAP) and the budget contained herein.

Section 3. The following budgeted amounts are appropriated for the projects:

Federal Forfeiture Funds:	
Federal Forfeiture Sharing Justice Funds	\$ 182,954
Federal Forfeiture Sharing Treasury Funds	\$ 199,074
Contribution to General Fund-Fed Forf	\$ 107,687
NC Substance Control:	
NC Substance Control Expenses	\$ 655,577
Firing Range:	
Firing Range Maintenance/Repair	\$ 32,593
TOTAL EXPENDITURES	\$1,177,885

Section 4. The following revenues are anticipated to be available to complete this project:

Federal Forfeiture Funds:	
Federal Forfeiture Sharing Justice Funds	\$ 98,400
Federal Forfeiture Sharing Treasury Funds	\$ 258,819
Contribution from General Fund-Fed Forf	\$ 114,935
Interest on Investments–Federal Forfeiture	\$ 17,561
NC Substance Control:	
NC Substance Control Funds	\$ 428,658
Interest on Investments-NC Substance Control	\$ 56,716
Contribution from General Fund	\$ 170,203
Firing Range:	
Firing Range Funds	\$ 32,012
Interest on Investments	\$ 581
TOTAL REVENUES	\$1,177,885

Section 5. The Finance Officer is hereby directed to maintain within the Special Revenue Fund sufficient detailed accounting records.

Section 6. Funds may be advanced from the General Fund for the purpose of making payments as due. Reimbursement to the General Fund should be made in an orderly and timely manner.

Section 7. The Finance Officer is directed to report, at the request of the Board, on the financial status of each project element in Section 3 and on the total revenues received or claimed.

Section 8. Copies of this special revenue project ordinance shall be furnished to the Clerk to the Governing Board, and to the Budget Officer and the Finance Officer for direction in carrying out this project.

Section 9. At the completion of the project, all unrestricted excess funds are transferred to the General Fund and the Special Revenue Project Ordinance is closed.

Section 10. The County Manager is hereby authorized to transfer revenues and appropriation within an ordinance as contained herein under the following conditions:

- a. The Manager may transfer amounts between objects of expenditures and revenues within a function without limitation.
- b. The Manager may transfer amounts up to \$100,000 between functions of the same ordinance.
- c. The Manager may transfer amounts between contingency funds which are set aside for a specific project for budgetary shortfalls or upon the appropriate approval of a change order.
- d. Upon notification of funding increases or decreases to existing grants or revenues or the award of grants or revenues, the Manager or Finance Officer may adjust budgets to match, including grants that require a County match for which funds are available.
- e. The Manager may enter into and execute change orders or amendments to County construction contracts in amounts up to \$90,000 when the project ordinance contains sufficient appropriated but unencumbered funds.

Adopted this 17th day of June, 2019.

CABARRUS COUNTY BOARD OF COMMISSIONERS

BY: _____
Stephen M. Morris, Chairman

ATTEST:

Clerk to the Board

CABARRUS COUNTY DEPARTMENT OF AGING SPECIAL REVENUE PROJECT ORDINANCE

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

Section 1. The special revenue project authorized is for the purpose of collecting and appropriating contributions and private donations received specifically for the Cabarrus County Department of Aging System.

Section 2. The officers of this unit are hereby directed to proceed with this project within the terms of the Generally Accepted Accounting Principles (GAAP) and the budget contained herein.

Section 3. The following budgeted amounts are appropriated for the projects:

Special Projects	\$ 214,283
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Section 4. The following revenues are anticipated to be available to complete this project:

Contributions and Private Donations	\$ 195,118
Interest on Investments	\$ 19,165

Section 5. The Finance Officer is hereby directed to maintain within the Special Revenue Fund sufficient detailed accounting records.

Section 6. Funds may be advanced from the General Fund for the purpose of making payments as due. Reimbursement to the General Fund should be made in an orderly and timely manner.

Section 7. The Finance Officer is directed to report, at the request of the Board, on the financial status of each project element in Section 3 and on the total revenues received or claimed.

Section 8. Copies of this special revenue project ordinance shall be furnished to the Clerk to the Governing Board, and to the Budget Officer and the Finance Officer for direction in carrying out this project.

Section 9. At the completion of the project, all unrestricted excess funds are transferred to the General Fund and the Special Revenue Project Ordinance is closed.

Section 10. The County Manager is hereby authorized to transfer revenues and appropriation within an ordinance as contained herein under the following conditions:

- a. The Manager may transfer amounts between objects of expenditures and revenues within a function without limitation.
- b. The Manager may transfer amounts up to \$100,000 between functions of the same ordinance.
- c. The Manager may transfer amounts between contingency funds which are set aside for a specific project for budgetary shortfalls or upon the appropriate approval of a change order.

- d. The Manager may enter into and execute change orders or amendments to County construction contracts in amounts up to \$90,000 when the project ordinance contains sufficient appropriated but unencumbered funds.

Adopted this 17th day of June, 2019.

CABARRUS COUNTY BOARD OF COMMISSIONERS

BY: _____
Stephen M. Morris, Chairman

ATTEST:

Clerk to the Board

CABARRUS COUNTY CANNON MEMORIAL LIBRARY
CAPITAL PROJECT ORDINANCE

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

Section 1. The project authorized is for the purpose of collecting and appropriating contributions and private donations received specifically for the Cabarrus County Cannon Memorial Library System.

Section 2. The officers of this unit are hereby directed to proceed with this project within the terms of the Generally Accepted Accounting Principles (GAAP) and the budget contained herein.

Section 3. The following budgeted amounts are appropriated for the projects:

Bank Service Charges - Concord	\$ 3,585
Contribution to General Fund	\$ 1,035,824
Renovations Architects	\$ 9,740
Midland Library Circulation	\$ 100,302
 Total	 \$ 1,149,451

Section 4. The following revenues are anticipated to be available to complete this project:

Contributions and Private Donations	\$ 923,758
Contributions and Donations - Flowe Trust	\$ 11,331
Interest on Investments	\$ 159,746
Interest on Investments - Trust	\$ 44,876
Private Donation for Mt. Pleasant Library	\$ 9,740
 Total	 \$ 1,149,451

Section 5. The Finance Officer is hereby directed to maintain within the Capital Projects Fund sufficient detailed accounting records.

Section 6. Funds may be advanced from the General Fund for the purpose of making payments as due. Reimbursement to the General Fund should be made in an orderly and timely manner.

Section 7. The Finance Officer is directed to report, at the request of the Board, on the financial status of each project element in Section 4 and on the total revenues received or claimed.

Section 8. Copies of this project ordinance shall be furnished to the Clerk to the Governing Board, and to the Budget Officer and the Finance Officer for direction in carrying out this project.

Section 9. At the completion of the project, all unrestricted excess funds are transferred to the General Fund and the Capital Project Ordinance is closed.

Section 10. The County Manager is hereby authorized to transfer revenues and appropriation within an ordinance as contained herein under the following conditions:

- a. The Manager may transfer amounts between objects of expenditures and revenues within a function without limitation.
- b. The Manager may transfer amounts up to \$100,000 between functions of the same ordinance.
- c. The Manager may transfer amounts between contingency funds which are set aside for a specific project for budgetary shortfalls or upon the appropriate approval of a change order.
- d. The Manager may enter into and execute change orders or amendments to County construction contracts in amounts up to \$90,000 when the project ordinance contains sufficient appropriated but unencumbered funds.

Adopted this 17th day of June, 2019.

CABARRUS COUNTY BOARD OF COMMISSIONERS

BY:

Stephen M. Morris, Chairman

ATTEST:

Clerk to the Board

Budget Revision/Amendment Request

Date: 6/17/2019

Amount: \$ 1,262,019.66

Dept. Head: Susan Fearrington, (prepared by Sarah Chesley)

Department: Finance, Multi Year Funds

Internal Transfer Within Department
 Transfer Between Departments/Funds
 Supplemental Request

Purpose: This Budget Amendment is to adjust and increase the budget for Tower lease rental income for the current year and FY20 for fund 343 Construction & Renovation, write off the \$54.00 remaining balance of RCCC RENO project for fund 364 School Construction, adjust interest revenue, deferred tax collections and DRILL program fees for the 460 Small Projects Fund for the remainder of FY19 and for FY20, adjust federal forfeitures, interest revenues, contributions and donations for the 461 Sheriff's Department Fund for the remainder of FY19 and for FY20, adjust interest on investments and contributions and donations for the 532 Department of Aging Fund for FY19 and adjust interest revenue and Contributions for the remainder of FY19 and for FY20, for the 524 Cannon Memorial Fund.

Fund	Indicator	Department/ Object/ Project	Account Name	Approved Budget	Increase Amount	Decrease Amount	Revised Budget
343	6	2740-6614	Rental Fees - Tower lease	847,694.40	98,283.91		945,978.31
343	9	2740-9331	Minor Office Equipment	2,026,108.06	98,283.91		2,124,391.97
364	6	7503-6921-RENO	Cont'b from Capital Reserve Fund	184,075.00		54.00	184,021.00
364	9	7503-9821-RENO	Building & Renovations	184,075.00		54.00	184,021.00
460	6	0000-6023	Deferred Tax Collection	1,834,284.26	659,090.00		2,493,374.26
460	6	0000-602301	Deferred Tax Collection	36,000.00	7,109.00		43,109.00
460	6	0000-6024	Deferred Tax Interest	304,381.99	104,360.00		408,741.99
460	6	0000-6701	Interest on Investments	32,751.00	63,666.00		96,417.00
460	9	0000-9830	Other Improvements	2,196,218.69	834,225.00		3,030,443.69
460	6	1510-6701	Interest on Investments	34,097.82	24.00		34,121.82
460	9	1510-9708	Cont'b to Capital Project Fund	6,375.24	24.00		6,399.24

460	6	1610-6701	Interest on Investments	43,351.21	16,000.00		59,351.21
460	6	1610-6501-0258	Register of Deeds Fees	1,543,668.96	247,000.00		1,790,668.96
460	9	1610-9407	Automation & Enhancement	1,664,524.75	263,000.00		1,927,524.75
460	6	6606-DRILL	Drill Program Fees	13,100.00	1,148.14		14,248.14
460	9	9419-DRILL	Drill Repairs and Maintenance	13,100.00	1,148.14		14,248.14
461	6	2111-6701	Interest on Investment	6,926.00	469.00		7,395.00
461	9	2111-9836	Forfeiture Sharing	182,485.30	469.00		182,954.30
461	6	2111-6701-TREAS	Interest on Investment - TREAS	10,735.00	1,109.00		11,844.00
461	9	2111-9836-TREAS	Forfeiture Sharing	197,965.56	1,109.00		199,074.56
461	6	2112-6306	NC Substance Contribution	386,156.00	42,350.00		428,506.00
461	6	2112-6701	Interest on Investments	54,156.00	2,560.00		56,716.00
461	9	2112-9838	NC Control Substance	610,667.15	44,910.00		655,577.15
461	6	2114-6694	Firing Range Revenue	26,395.00	5,617.00		32,012.00
461	6	2114-6701	Interest on Investment	255.00	326.00		581.00
461	9	2114-9572	Range Maintenance	26,650.00	5,943.00		32,593.00
532	6	0000-6701	Interest on Investments	14,723.00	4,442.00		19,165.00
532	6	0000-6805	Contribution and Private Donations	190,651.00	4,467.00		195,118.00
532	9	0000-9358	Special Projects	205,374.00	8,909.00		214,283.00
534	6	8240-6701	Interest on Investments	155,801.00	3,945.00		159,746.00
534	6	8240-6805	Cont and private donations	923,757.71		0.39	923,757.32

534	9	8240-9704	Contribution to GF	1,031,879.29	3,944.61		1,035,823.90
							0.00

Budget Officer

- Approved
- Denied

County Manager

- Approved
- Denied

Board of Commissioners

- Approved
- Denied

Signature

Sianature

Signature

Date

Date

Date

CABARRUS COUNTY



BOARD OF COMMISSIONERS REGULAR MEETING

**June 17, 2019
6:30 PM**

AGENDA CATEGORY:

Consent Agenda

SUBJECT:

Finance - Update of Capital Reserve Project Ordinance and Related Budget Amendment

BRIEF SUMMARY:

The Capital Reserve Fund has funding for several projects that have been completed within their respective Capital Projects Funds. The enclosed Project Ordinance and budget amendment 1) records the write off of the completed project funding, 2) recognizes interest earnings with a corresponding increase to the available funding, and 3) recognizes revenue received from the Convention and Visitors Bureau and a corresponding increase in the available funds for future sport facility and field expansion projects.

REQUESTED ACTION:

Motion to approve the updated Capital Reserve Project Ordinance and related budget amendment.

EXPECTED LENGTH OF PRESENTATION:

SUBMITTED BY:

Susan Ferrington, 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:

- ▣ Fd 450 Amendment
- ▣ Project Write off list
- ▣ Fd 450 Project Ordinance

Budget Revision/Amendment Request

Date: 6/17/2019

Amount: \$ 29,263,145.60

Dept. Head: Susan Fearington

Department: Finance - Capital Reserve Fund

Internal Transfer Within Department Transfer Between Departments/Funds Supplemental Request

This budget amendment 1) will write off several projects that have been completed in their respective Capital Projects Funds. A comparison was made to each Capital Projects Fund and 2) record additional revenue earned through interest income and from the CVB occupancy tax.

Fund	Indicator	Department/ Object/ Project	Account Name	Approved Budget	Increase Amount	Decrease Amount	Revised Budget
450	9	7220-9708	Cont to Cap Projects Fund	77,184,337.04		21,896,363.74	55,287,973.30
450	9	7220-9704	Cont to General Fund	5,986,781.86		5,986,781.86	0.00
450	6	7220-6902	Contribution from General Fund	84,885,111.10		27,883,145.60	57,001,965.50
				-			0.00
450	6	7220-6701	Investment Earnings	560,142.00	275,000.00		835,142.00
450	6	8140-6923	Contribution from CVB	573,770.54	1,105,000.00		1,678,770.54
450	9	7220-9821	Building and Reno	5,876,100.27	275,000.00		6,151,100.27
450	9	8140-9708-PARKS	Cont to Cap Projects Fund	573,770.54	1,105,000.00		1,678,770.54
				-			0.00
				-			0.00
				-			0.00
				-			0.00
				-			0.00
				-			0.00

Budget Officer

Approved
 Denied

County Manager

Approved
 Denied

Board of Commissioners

Approved
 Denied

Signature

Signature

Signature

Date

Date

Date

Cabarrus County				
Capital Reserve Fund Projects to write off				
As of 6-17-19				
	Project			
	Fund	Current Balance	Write off	Balance
Write Off:				
Odell 3-5 Elementary School	364	\$ 19,755,175.25	\$ (19,755,175.25)	\$ -
Concord Middle School Roof	364	884,359.00	(884,359.00)	-
Harrisburg Elementary Roof	364	630,306.04	(630,306.04)	-
RCCC- Community College Renovations	001	280,042.86	(280,042.86)	-
Cabarrus County School Buses FY16	001	875,000.00	(875,000.00)	-
Cabarrus County School Mobile Units FY16	001	1,110,000.00	(1,110,000.00)	-
Cabarrus County School Buses FY17	001	880,000.00	(880,000.00)	-
Cabarrus County School Mobile Units FY17	001	2,400,000.00	(2,400,000.00)	-
Kannapolis City School Buses FY17	001	441,739.00	(441,739.00)	-
Tax Collector's Office Renovations	343	9,115.79	(9,115.79)	-
FLP Overflow Parking Lot	343	24,907.66	(24,907.66)	-
Arena Aisle Safety Lighting	343	185,000.00	(185,000.00)	-
Arena Marquee Replacement & Sign Enhancement	343	112,500.00	(112,500.00)	-
Renovations to 2325 Lake Concord Road	343	195,000.00	(195,000.00)	-
Arena Restroom renovations	343	100,000.00	(100,000.00)	-
		\$ 27,883,145.60	\$ (27,883,145.60)	\$ -

CABARRUS COUNTY CAPITAL RESERVE CAPITAL PROJECT 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 purpose of accumulating and appropriating funds specifically for future County and School capital projects.
- 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.
- C. It is estimated that the following revenues will be available to complete capital projects as listed.

Interest on Investments	\$ 835,142
Contributions from General Fund	57,001,965
Contributions from Capital Projects Fund	2,089,009
Contributions from CVB	1,678,771
Contributions from other Governments	3,000,000

TOTAL REVENUES	\$64,604,887
-----------------------	---------------------

- D. The following appropriations are made as listed:

Mt. Pleasant Middle School	3,627,164
Royal Oaks Elementary	4,476,490
Kannapolis Middle School	5,018,148
G.W. Carver Renovations	1,518,241
RCC CBTC Campus Renovations, Safety, Security	184,075
RCC CBTC A/C Unit Replacement Phase II	205,000
Patriot's Elementary Mobile Units	122,100
Cox Mill Elementary Sewer Relocation	23,537
CCS Site Study- Multiple Schools	42,000
J.N. Fries Upfit to Traditional Middle School (FY18)	300,000
AL Brown High School Paving	500,000
CCS 20 Mobile Units-Multiple Schools BC20	2,400,000
CCS Buses for WCHS & HRES	880,000
Available for School Construction Projects	65,513
CCS Performance Learning Center	590,709
West Cabarrus High School	7,428,442
Hickory Ridge Elementary School	4,742,804
RCCC Advanced Technology Center (ATC)	2,293,941
School Contingencies	1,487,043
Training & Firing Range Renovations	50,000
Public Safety Training Center	75,000
Carolina Thread Trail	59,329
Sheriff Detention Center Equipment	14,000
Veteran's Renovations	92,674
FLP – Lower Lot Restroom	530,595
County Website Development	283,750
Courthouse Expansion	12,519,000

FLP Barn Restrooms	126,405
EMS Heart Monitors	566,111
EMS Relocation to Concord Fire #10	375,000
Government Center Bathroom ADA	151,469
Door Access & Security Camera Network-Sheriff	70,000
ITS – Fiber Infrastructure Improvements	120,000
Governmental Center Chiller Replacement	211,000
Radio Network & Ethernet Backhaul & Edge	500,000
Arena Lighting Control System Replacement	235,000
Frank Liske Park Playground Replacement	100,000
EMS Headquarters-Consultant	50,000
Midland Library Furniture	90,786
Operations Center	500,000
Available for the Construction & Renovation Projects	7,380
Downtown Parking Deck	910,000
Warehouse	141,264
Rob Wallace Park	3,091,047
CVB/Park Projects from Occupancy Tax	1,678,770
Other County Capital Projects	6,151,100
TOTAL EXPENDITURES	\$64,604,887
GRAND TOTAL – REVENUES	\$64,604,887
GRAND TOTAL – EXPENDITURES	\$64,604,887

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 \$100,000 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 and the portion of the Capital Project associated with the project is closed.

Adopted this 17th day of June, 2019.

CABARRUS COUNTY BOARD OF COMMISSIONERS

BY: _____
Stephen M. Morris, Chairman

ATTEST:

Clerk to the Board

CABARRUS COUNTY



BOARD OF COMMISSIONERS REGULAR MEETING

**June 17, 2019
6:30 PM**

AGENDA CATEGORY:

Consent Agenda

SUBJECT:

Finance - Deferred Tax Collections Project Request

BRIEF SUMMARY:

During the FY20 Budget workshops the Board discussed funding the following projects through the use of Deferred Tax Collections: 1) Carolina Farm Stewardship contribution \$80,000, 2) Camp Spencer vending machine building and overlook \$225,000 (updated to \$425,000 at the June 3, 2019 work session), 3) Frank Liske Park water line replacements \$360,000, and Eastern Cabarrus Park Land \$1,000,000 for a total of \$1,865,000. A budget amendment and related project ordinance is included for review and approval.

REQUESTED ACTION:

Motion to approve the budget amendment and related project ordinance for the \$1,865,000 funding of 1) Carolina Farm Stewardship contribution \$80,000, 2) Camp Spencer vending machine building and overlook \$425,000, 3) Frank Liske Park water line replacements \$360,000, and Eastern Cabarrus Park Land \$1,000,000.

EXPECTED LENGTH OF PRESENTATION:

SUBMITTED BY:

Susan Farrington, 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:

- ▣ Deferred Tax Project list
- ▣ Fd 343 & Fd 460 Budget Amendment
- ▣ Fd 343 Project Ordinance

Deferred Tax Collection Proposal

- Carolina Farm Stewardship – Lomax Farm - \$80,000
- Camp Spencer vending machine building and overlook - \$225,000 (updated 6-3-19 to \$425,000)
- Frank Liske Park water line replacements - \$360,000
- Eastern Cabarrus Park Land - \$1,000,000
- Total: \$1,665,000 (updated 6-3-19 to \$1,865,000)



Budget Revision/Amendment Request

Date: 6/17/2019

Amount: \$ 1,865,000.00

Dept. Head: Susan Fearington, (prepared by Sarah Chesley)

Department: Finance, Multi year funds

Internal Transfer Within Department Transfer Between Departments/Funds Supplemental Request

This project amendment is proposing to move funds from Deferred Tax Collections in the 460 small projects fund to fund four new projects as follows, Carolina Farm Stewardship - Lomax Farm in the amount of \$80,000 in the 460 small projects fund, Camp Spencer vending machine building and overlook in the amount of \$425,000, Frank Liske Park water line replacements in the amount of 360,000 and the Eastern Cabarrus Land in the amount of \$1,000,000 for a total of \$1,865,000. The last three projects are in the 343 Construction and Renovation Fund.

Fund	Indicator	Department/ Object/ Project	Account Name	Approved Budget	Increase Amount	Decrease Amount	Revised Budget
460	9	0000-971033	Carolina Farm Stewardship	-	80,000.00		80,000.00
460	9	0000-9708	Cont'b to Capital Projects Fund	-	1,785,000.00		1,785,000.00
460	9	0000-9830	Other Improvements	3,030,443.69		1,865,000.00	1,165,443.69
343	6	8140-6910-0300	Cont'b from CPF - Eastern Cabarrus Land	-	1,000,000.00		1,000,000.00
343	9	8140-9801-0300	Land Acquisition - Eastern Cabarrus Land	-	1,000,000.00		1,000,000.00
343	6	8140-6910-FLP	Cont'b from CPF - FLP - water line replacement	-	360,000.00		360,000.00
343	9	8140-9830-FLP	Other Improvements - FLP - water line replacement	-	360,000.00		360,000.00
				-			0.00
343	6	8140-6910-CSP	Cont'b from CPF - CSP - overlook	-	425,000.00		425,000.00
343	9	8140-9830-CSP	Other Improvements -CSP - overlook	-	425,000.00		425,000.00
				-			0.00

Budget Officer

Approved
 Denied

County Manager

Approved
 Denied

Board of Commissioners

Approved
 Denied

Signature

Signature

Signature

Date

Date

Date

Budget Revision/Amendment Request

Date:

Amount:

Dept. Head:

Department:

Internal Transfer Within Department

Transfer Between Departments/Funds

Supplemental Request

Purpose:

Fund	Indicator	Department/ Object/ Project	Account Name	Approved Budget	Increase Amount	Decrease Amount	Revised Budget
							0.00
							0.00
							0.00
							0.00
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								0.00
								0.00
Total								0.00

Budget Officer

County Manager

Board of Commissioners

- Approved
- Denied

- Approved
- Denied

- Approved
- Denied

Signature

Signature

Signature

Date

Date

Date

CABARRUS COUNTY CONSTRUCTION AND RENOVATION PROJECT 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 the various County construction and renovation related projects. Details of the projects 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.
- C. It is estimated that the following revenues will be available to complete capital projects as listed.

Park & Recreation Trust Fund (PARTF) Grant	\$ 350,000
Rental – Tower Lease	945,978
Sale of Fixed Assets	1,012,442
Contributions and Donations	148,036
General Fund Contribution	5,280,218
Lease Proceeds (Robert Wallace Park)	4,596,394
Capital Projects Fund Contribution	3,926,264
Capital Reserve Fund Contribution	19,818,545

TOTAL REVENUES **\$36,077,877**

- D. The following appropriations are made as listed.

Government Center Chiller Replacement	\$211,000
Governmental Center ADA Bathrooms	151,469
County Building Camera Systems	24,099
ITS Fiber Technology Improvements	120,000
County Website Design	283,750
Furniture Replacements	184,501
County Operation Center	3,103,787
Elevator Modernization Government Center	176,000
Multiple building Fall Protection Measures	300,000
Jail Camera Upgrade	172,607
LEC Law Enforcement Technology	791,324
Training & Firing Range Renovation	50,000
Sheriff's Admin Roof Repair	113,659
Courthouse Expansion	12,519,000
Clerk of Court Improvements	68,786
Public Safety Training Center	90,000
EMS Headquarters – Consultants	50,000
EMS Co-location – Concord Fire #11	482,761
EMS Heart Monitors	566,111
Emergency Communications Equip & Ethernet Backhaul	2,819,370
JM Robinson High School Wetlands Mitigation	100,000
Landfill Retaining Wall	230,301
Veterans Services Improvements	92,674

Cooperative Ext. ADA Bathrooms	118,812
RCCC Land for future expansion	1,244,001
NE Area Park – Other Improvements	589,024
NE Area Park - Land	1,000,000
Robert Wallace Park	8,147,965
Frank Liske Park – Barn Restrooms	126,405
Carolina Thread Trail	109,329
Frank Liske park Playground Replacement	100,000
Frank Liske Park – Lower Lot Restrooms	728,506
Frank Liske Park – Water Line Replacement	360,000
Camp Spencer – Vending machine Bldg and overlook	425,000
Library - Midland Furniture	40,786
Library – Concord Office Reno	50,000
Arena – Lighting Control System Replacement	235,000
Unassigned	101,850
TOTAL EXPENDITURES	\$36,077,877
GRAND TOTAL – REVENUES	\$36,077,877
GRAND TOTAL – EXPENDITURES	\$36,077,877

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

Adopted this 17th day of June, 2019.

CABARRUS COUNTY BOARD OF COMMISSIONERS

BY: _____
Stephen M. Morris, Chairman

ATTEST:

Clerk to the Board

CABARRUS COUNTY



BOARD OF COMMISSIONERS REGULAR MEETING

**June 17, 2019
6:30 PM**

AGENDA CATEGORY:

Consent Agenda

SUBJECT:

Finance - Original Funding for New Cabarrus County Middle School

BRIEF SUMMARY:

A new middle school is needed for Cabarrus County Schools. Land for the site is currently being secured and will be included in the 2019 Limited Obligation bond issue. The school is projected to open August 2022. To prepare for the new school construction, some original Engineering, Architect, Administration and preliminary construction costs will need to be funded. The enclosed budget amendment sets up funding for these preliminary costs and draws funds from the LOBS 2016, LOBS 2017, LOBS 2018 and the Capital Reserve Fund. The tracking for the school will be held in the School Construction Fund until the debt fund is established in FY20.

REQUESTED ACTION:

Motion to approve the preliminary funding for a new Cabarrus County Middle School, the related budget amendment and Project Ordinances for LOBS 2016, LOBS 2017, LOBS 2018, Capital Reserve and School Construction Funds.

EXPECTED LENGTH OF PRESENTATION:

SUBMITTED BY:

Susan Farrington, 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:

- ▢ CCS - Middle School Request
- ▢ CCS - Middle School Funding timeline
- ▢ Middle School Amendment
- ▢ Fd 364 School Construction Ordinance
- ▢ Fd 368 LOBS 2016 Project Ordinance
- ▢ Fd 369 LOBS 2017 Project Ordinance
- ▢ Fd 370 LOBS 2018 Project Ordinance
- ▢ Fd 450 Capital Reserve Project Ordinance

Capital Improvement Projects



Budget Request	Amount
New West Cabarrus High School (Equipment & Other)	3,282,250
Hickory Ridge Elementary School (Construction, Equipment & Other)	3,298,000
(20) Mobile Units (classroom space)	2,400,000
(3) Activity Buses for new West Cabarrus High School	300,000*
(10) Yellow Buses for new West Cabarrus High School	880,000
Security Camera Upgrades – System Wide	815,246
Replace Electrical Service @ Mt Pleasant Elementary School	568,700
New Middle School (Planning, Design & Land Acquisition)	4,450,000
Roof replacement @ Mt Pleasant Elementary School	1,046,408
New Downtown Elementary (Planning, Design & Land Acquisition)	4,000,000
New High School (Planning, Design & Land Acquisition)	5,300,000
Roof Replacement @ CC Griffin Middle School	1,364,880
Roof Replacement @ Concord High School	1,649,230

*exception – requested list item < \$500K²⁰

Below is a schedule for the county related to cash flows to get the project started. This is not the full budget. We will be working on the full budget in the upcoming months.

	July 1, 2019	September 1, 2019	December 1, 2019	June 1, 2020	Total
Architect	645,000	537,500	430,000	537,500	2,150,000
Construction		350,000		42,650,000	43,000,000
Administration	5,000		15,000		20,000
Engineering	50,000		100,000		150,000
Total	\$700,000	\$887,500	\$545,000	\$43,187,500	\$45,320,000

Budget Revision/Amendment Request

Date:

Amount: \$

Dept. Head:

Department:

- Internal Transfer Within Department
 Transfer Between Departments/Funds
 Supplemental Request

This budget amendment adjusts revenue and expenditure account numbers in the LOBS 2016, LOBS 2017, LOBS 2018 and Capital Reserve Funds for completed projects and unbudgeted interest income. The available balances will be used to fund the initial expenditures for a new middle school prior to the May 2020 Debt issuance.

Fund	Indicator	Department/ Object/ Project	Account Name	Approved Budget	Increase Amount	Decrease Amount	Revised Budget
368	6	0000-6701	Interest on Investments	496,298.22	4,657.96		500,956.18
368	9	0000-9704	Contribution to General Fund	1,524.46	1,561.48		3,085.94
368	9	7305-9485	Administration Expense - Royal Oaks	16,000.00		4,260.94	11,739.06
368	9	7305-9820	Construction - Royal Oaks	20,265,240.00		3,122.00	20,262,118.00
368	9	7305-9825	Contra Sales Tax - ROES unbudgeted	(355,248.50)		6,815.54	(362,064.04)
368	9	7305-9820-0599	Construction Owners Costs - Royal Oaks	359,775.00		5,951.32	353,823.68
368	9	0000-9708	Contribution to Capital Projects Fund	-	23,246.28		23,246.28
				-			0.00
369	6	0000-6701	Interest on Investments	-	1,080,507.76		1,080,507.76
369	9	0000-9609	Legal Fees - LOBS 2017	814,779.25		73,440.61	741,338.64
369	9	0000-9704	Contribution to General Fund	-	537.50		537.50
369	9	7341-9485	Administration Expense - PLC	19,000.00		12,529.09	6,470.91
369	9	7341-9606	Engineers - PLC	100,000.00		60,374.50	39,625.50
369	9	7341-9607	Architects - PLC	20,000.00		20,000.00	0.00
369	9	7341-9801	Land Acquisition - PLC	195,000.00		19,700.00	175,300.00
369	9	7341-9825	Contra Sales Tax - PLC unbudgeted	-		54,213.48	(54,213.48)
369	9	7341-9860	Equipment & Furniture - PLC	191,709.00		11,921.54	179,787.46
369	9	7341-9862	Technology - PLC	199,029.22		667.27	198,361.95
369	9	7341-9864	Technology Infrastructure- PLC	67,387.00		7,478.78	59,908.22
369	9	0000-9708	Contribution to Capital Projects Fund	-	1,340,295.53		1,340,295.53
							0.00
370	6	0000-6701	Interest on Investments	-	220,851.40		220,851.40

370	9	0000-9609	Legal Fees	485,534.00		69,241.18	416,292.82
370	9	7345-9825	Contra Sales Tax - PLC unbudgeted	-		238,865.61	(238,865.61)
370	9	0000-9708	Contribution to Capital Projects Fund	-	528,958.19		528,958.19
450	9	7341-9660	Contingency - PLC	240,000.00		240,000.00	0.00
450	9	7220-9708	Contribution to Cap Projects Fund	55,287,973.30	240,000.00		55,527,973.30
364	6	7346-6910	Contribution from Capital Projects Fund	-	1,892,500.00		1,892,500.00
364	6	7346-6921	Contribution from Capital Reserve Fund	-	240,000.00		240,000.00
364	9	7346-9485	Administration - New Middle School	-	20,000.00		20,000.00
364	9	7346-9606	Engineers - New Middle School	-	150,000.00		150,000.00
364	9	7346-9607	Architects - New Middle School	-	1,612,500.00		1,612,500.00
364	9	7346-9820	Construction - New Middle School	-	350,000.00		350,000.00
				-			0.00

Budget Officer

- Approved
- Denied

Signature

Date

- Approved
- Denied

Signature

Date

Board of Commissioners

- Approved
- Denied

Signature

Date

Budget Revision/Amendment Request

Date:

Amount: \$

Dept. Head:

Department:

- Internal Transfer Within Department
 Transfer Between Departments/Funds
 Supplemental Request

This budget amendment consolidates some of the remaining Performance Learning Center funds into one account. Cabarrus County Schools anticipates only needed a balance of \$11,000 in the Construction Owners expenditure account to finish the project.

Fund	Indicator	Department/ Object/ Project	Account Name	Approved Budget	Increase Amount	Decrease Amount	Revised Budget
369	9	7341-9726	Start Up Funds - PLC	40,000.00		889.24	39,110.76
369	9	7341-9862	Technology - PLC	200,000.00		970.78	199,029.22
369	9	7341-9820-0599	Construction Owners Costs- PLC	66,613.00	1,860.02		68,473.02
							0.00
							0.00
							0.00
							0.00
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CABARRUS COUNTY SCHOOL CONSTRUCTION PROJECT 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 Public Schools. Details of the projects are listed in section D. 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.
 - a. It is estimated that the following revenues will be available to complete capital projects as listed.

General Fund Contribution	\$49,047
Capital Reserve Contribution	6,480,411
Capital Projects Fund Contribution	1,946,555

TOTAL REVENUES	\$8,476,013
-----------------------	--------------------

- C. The following appropriations are made as listed.

Cox Elementary Sewer Relocation	23,537
Patriots Elementary Mobile Units	122,100
Site Evaluations-Multiple Schools	42,000
10 Yellow Buses-Multiple Schools	880,000
20 Mobile Units/Other Improvements-Multiple Schools	2,400,000
J.N. Fries Middle School Other Improvements	300,000
New Cabarrus County Middle School	2,132,500
Kannapolis Intermediate Renovations-Carver Elem	1,617,288
A.L. Brown HS Other Improvements	500,000
CBTC Campus Renovations, Safety, Security	184,021
CBTC A/C Units Replacement Phase II	105,000
RCCC – HVAC Replacement	100,000
Available Other Improvements	69,567

TOTAL EXPENDITURES	\$8,476,013
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GRAND TOTAL – REVENUES	\$8,476,013
GRAND TOTAL – EXPENDITURES	\$8,476,013

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

Adopted this 17th day of June, 2019.

CABARRUS COUNTY BOARD OF COMMISSIONERS

BY: _____
Stephen M. Morris, Chairman

ATTEST:

Clerk to the Board

CABARRUS COUNTY SCHOOL CONSTRUCTION DEBT FUND 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 Public Schools. Details of the projects are listed in section D. 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.
- C. It is estimated that the following revenues will be available to complete capital projects as listed.

Capital Reserve Contribution	\$13,121,802
General Fund Contribution	1,336,500
Limited Obligation Bonds	84,944,452
Public School Building - Lottery funds	1,600,000
Interest Income	500,956
TOTAL REVENUES	\$101,503,710

- D. The following appropriations are made as listed.

Royal Oaks Elementary School	\$23,834,453
Mt. Pleasant Middle School	33,374,308
Kannapolis Middle School	41,777,548
Legal Fees/Closing Costs	743,455
Contribution to Capital Reserve Fund	1,750,700
Contribution to Capital Projects Fund	23,246
TOTAL EXPENDITURES	\$101,503,710

GRAND TOTAL – REVENUES	\$101,503,710
GRAND TOTAL – EXPENDITURES	\$101,503,710

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

Adopted this 17th day of June, 2019.

CABARRUS COUNTY BOARD OF COMMISSIONERS

BY: _____
Stephen M. Morris, Chairman

ATTEST:

Clerk to the Board

**CABARRUS COUNTY
LIMITED OBLIGATION BONDS 2017 PROJECT
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 of a Parking Deck. 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	\$79,194,879
General Fund Contribution	997,000
Capital Projects Fund	7,679,803
Capital Reserve Contribution	9,070,415
Interest Income	1,080,508
TOTAL REVENUES	\$98,022,605

- C. The following appropriations are made as listed.

Financing Costs	\$741,338
Parking Deck Downtown Concord	13,583,850
Performance Learning Center	4,144,824
West Cabarrus High School	76,070,495
Contribution to General Fund	538
Contribution to Capital Projects Fund	3,481,560
TOTAL EXPENDITURES	\$98,022,605

GRAND TOTAL – REVENUES	\$98,022,605
GRAND TOTAL – EXPENDITURES	\$98,022,605

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.
12. The Manager, Finance Director, or designee may create debt financing amendments from estimated projections upon approval by the Board of Commissioners of the debt financing and adjust as needed upon closing.

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

Adopted this 17th Day of June, 2019.

CABARRUS COUNTY BOARD OF COMMISSIONERS

BY: _____
Stephen M. Morris, Chairman

ATTEST:

Clerk to the Board

**CABARRUS COUNTY
LIMITED OBLIGATION BONDS 2018 PROJECT
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 Public Schools. 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.

General Fund Contribution	\$ 901,000
Interest Income	220,851
Capital Project Fund Contribution	517,197
Debt Proceeds	54,680,000
Capital Reserve Contribution	7,036,745

TOTAL REVENUES	\$63,355,793
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- C. The following appropriations are made as listed.

Legal Fees	\$ 416,293
HVAC Replacement – Mt. Pleasant High-CCS	3,821,766
Mobile Units – CCS	2,095,676
HVAC Replacement – JN Fries Middle-CCS	3,466,446
Hickory Ridge Elementary-CCS	34,718,713
RCCC – Advanced Technology Center	16,586,941
Land – RCCC	1,721,000
Contribution to Capital Projects Fund	528,958

TOTAL EXPENDITURES	\$63,355,793
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GRAND TOTAL – REVENUES	\$63,355,793
GRAND TOTAL – EXPENDITURES	\$63,355,793

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

Adopted this 17th Day of June 2019.

CABARRUS COUNTY BOARD OF COMMISSIONERS

BY: _____
Stephen M. Morris, Chairman

ATTEST:

Clerk to the Board

CABARRUS COUNTY CAPITAL RESERVE CAPITAL PROJECT 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 purpose of accumulating and appropriating funds specifically for future County and School capital projects.
- 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.
- C. It is estimated that the following revenues will be available to complete capital projects as listed.

Interest on Investments	\$ 835,142
Contributions from General Fund	57,001,965
Contributions from Capital Projects Fund	2,089,009
Contributions from CVB	1,678,771
Contributions from other Governments	3,000,000
TOTAL REVENUES	\$64,604,887

- D. The following appropriations are made as listed:

Mt. Pleasant Middle School	3,627,164
Royal Oaks Elementary	4,476,490
Kannapolis Middle School	5,018,148
G.W. Carver Renovations	1,518,241
RCC CBTC Campus Renovations, Safety, Security	184,075
RCC CBTC A/C Unit Replacement Phase II	205,000
Patriot's Elementary Mobile Units	122,100
Cox Mill Elementary Sewer Relocation	23,537
CCS Site Study- Multiple Schools	42,000
J.N. Fries Upfit to Traditional Middle School (FY18)	300,000
AL Brown High School Paving	500,000
CCS 20 Mobile Units-Multiple Schools BC20	2,400,000
CCS Buses for WCHS & HRES	880,000
New Middle School	240,000
Available for School Construction Projects	65,513
CCS Performance Learning Center	590,709
West Cabarrus High School	7,428,442
Hickory Ridge Elementary School	4,742,804
RCCC Advanced Technology Center (ATC)	2,293,941
School Contingencies	1,247,043
Training & Firing Range Renovations	50,000
Public Safety Training Center	75,000
Carolina Thread Trail	59,329
Sheriff Detention Center Equipment	14,000
Veteran's Renovations	92,674
FLP – Lower Lot Restroom	530,595
County Website Development	283,750
Courthouse Expansion	12,519,000

FLP Barn Restrooms	126,405
EMS Heart Monitors	566,111
EMS Relocation to Concord Fire #10	375,000
Government Center Bathroom ADA	151,469
Door Access & Security Camera Network-Sheriff	70,000
ITS – Fiber Infrastructure Improvements	120,000
Governmental Center Chiller Replacement	211,000
Radio Network & Ethernet Backhaul & Edge	500,000
Arena Lighting Control System Replacement	235,000
Frank Liske Park Playground Replacement	100,000
EMS Headquarters-Consultant	50,000
Midland Library Furniture	90,786
Operations Center	500,000
Available for the Construction & Renovation Projects	7,380
Downtown Parking Deck	910,000
Warehouse	141,264
Rob Wallace Park	3,091,047
CVB/Park Projects from Occupancy Tax	1,678,770
Other County Capital Projects	6,151,100
TOTAL EXPENDITURES	\$64,604,887
GRAND TOTAL – REVENUES	\$64,604,887
GRAND TOTAL – EXPENDITURES	\$64,604,887

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 \$100,000 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 and the portion of the Capital Project associated with the project is closed.

Adopted this 17th day of June, 2019.

CABARRUS COUNTY BOARD OF COMMISSIONERS

BY: _____
Stephen M. Morris, Chairman

ATTEST:

Clerk to the Board

CABARRUS COUNTY



BOARD OF COMMISSIONERS REGULAR MEETING

**June 17, 2019
6:30 PM**

AGENDA CATEGORY:

Consent Agenda

SUBJECT:

Infrastructure and Asset Management - Offer for Purchase of Surplus Ambulance

BRIEF SUMMARY:

An offer of \$7,150 has been received from American Transmed, Inc. for the purchase of County Asset 8310, a 2013 Chevrolet G4500 ambulance (VIN: 1GB6G5CL3D1160838). This ambulance has already been replaced and taken off of the road. The amount of money offered is comparable to what we've received in the past.

In order to accept this offer to purchase it is required to go through the standard upset bid process.

REQUESTED ACTION:

Motion to conditionally accept the initial bid from American Transmed, Inc. and commence the upset bid process.

EXPECTED LENGTH OF PRESENTATION:

SUBMITTED BY:

Michael Miller, Infrastructure and Asset Management Director

BUDGET AMENDMENT REQUIRED:

No

COUNTY MANAGER'S RECOMMENDATIONS/COMMENTS:

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

ATTACHMENTS:

- ▣ Offer to Purchase
- ▣ Upset Bid Notice

American TransMed, Inc.

May 13, 2019

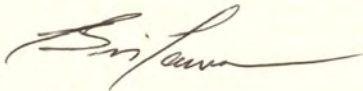
James Lentz
Cabarrus EMS
31 Willowbrook Drive NW
Concord, NC 28027

Mr. Lentz,

We are interested in purchasing the 2013 Chevrolet Ambulance G4500, VIN: 1GB6G5CL3D1160838, that EMS has taken out of service. We would like to make an offer of \$7,150.00 (Seven thousand one hundred fifty dollars).

Thank you for considering our offer.

Sincerely,



Brian Lawson
Director of Operations

ADVERTISEMENT FOR SEALED BIDS
SALE OF COUNTY PROPERTY
2013 Chevrolet G4500 Ambulance,
County asset 8310.
Publish Date: June 18, 2019
Bid Due Date: June 28, 2019 at 4:00 p.m.

The Board of Commissioners of Cabarrus County has authorized the sale by upset bid of the 2013 Chevrolet G4500 Ambulance (County Asset 8310).

Persons wishing to upset the \$7,150 offer that has been received shall submit a sealed bid with their offer to the office of the county manager within 10 days after the notice of sale is published. During the 10-day bidding period, the clerk shall open any bids received, if any, and the highest such bid will become the new offer. If there is more than one bid in the highest amount, the first such bid received will become the new offer.

If a qualifying higher bid is received, the county clerk shall cause a new notice of upset bid to be published, and shall continue to do so until a 10-day period has passed without any qualifying upset bids having been received. At that time, the amount of the final high bid shall be reported to the County Commission.

A qualifying higher bid is one that raises the existing offer by not less than ten percent (10%) of the first \$1,000.00 of that offer and five percent (5%) of the remainder of that offer.

The Board of Commissioners will determine the highest responsible bidder for the Property and may award the bid by its next regular meeting. The Property is being sold "as is, where is". Bids will remain open and subject to acceptance until the Board of Commissioners awards the bid. For a bid to be considered, it must be in a minimum amount of \$7,557.50.

Each bid must be accompanied by a bid deposit of five percent (5%) of the amount of the bid. A bid deposit may take the form of cash, a cashier's check, a certified check, or a surety bond. The deposit of the bidder to whom the award is made will be held until sale of the Property is closed; if that bidder refuses at any time to close the sale, the deposit will be forfeited to the County. The deposits of other bidders will be returned at the time the Board of Commissioners awards the Property to the highest responsible bidder.

In order for a bid to be considered, the bidder must be current on payment of all property taxes owed to the County.

The County reserves the right to withdraw the Property from sale at any time and the right to reject all bids and the right to treat the high bid as an offer to purchase the Property and advertise the Property for upset bids.

Inquiries about sale of the Property may be made to the County Manager's Office, Second Floor, Cabarrus County Governmental Center, 65 Church Street SE, Concord, North Carolina 28025. Inquiries related to the Ambulance sale should be addressed to Jimmy Lentz, Cabarrus EMS Director, at 704-920-2601 or Dennis Furr, Cabarrus County Fleet Services Manager, at 704-920-3261.



CABARRUS COUNTY
BOARD OF COMMISSIONERS
REGULAR MEETING

June 17, 2019
6:30 PM

AGENDA CATEGORY:

Consent Agenda

SUBJECT:

ITS - Interlocal Agreement for Mass Notification Services

BRIEF SUMMARY:

Cabarrus County, Concord, Kannapolis, Harrisburg, Midland and Mt. Pleasant began reviewing mass communication software services in December. Through this collaborative effort we have selected a new service that can be shared by all jurisdictions, provides enhanced functionality and costs less than our current service.

Cabarrus County wishes to execute Interlocal agreements with each of the above jurisdictions to provide access to the shared services licensed to Cabarrus County and establish cost sharing for the services calculated based on population.

Jurisdiction	Population	Con Cab Adjustment		Year 1 Cost	Shared Cost	
Mt. Pleasant	1911	1911	0.0093	50,000	\$465.63	Mt. Pleasant
Midland	3892	3892	0.0190	50,000	\$948.32	Midland
Harrisburg	16877	16877	0.0822	50,000	\$4,112.25	Harrisburg
Kannapolis	37401	37401	0.1823	50,000	\$9,113.13	Kannapolis
Concord	90827	72562	0.3536	50,000	\$17,680.45	Concord
Cabarrus Unincorporated	54296	72561	0.3536	50,000	\$17,680.21	Cabarrus Unincorporated
	205204	205204	1.0000	50,000	\$50,000.00	

REQUESTED ACTION:

Motion to approve the Interlocal Agreements for access and cost sharing of mass notification services between Cabarrus County and each of the following municipalities; Concord, Kannapolis, Mt. Pleasant, Harrisburg and Midland; and authorize the County Manager to execute the Interlocal Agreements on behalf of Cabarrus County, subject to review or revisions by the County Attorney.

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

Debbie Brannan, Area Manager Technology and Innovation

BUDGET AMENDMENT REQUIRED:

No

COUNTY MANAGER'S RECOMMENDATIONS/COMMENTS:

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

ATTACHMENTS:

▫ Interlocal Agreement

A STATE OF NORTH CAROLINA
COUNTY OF CABARRUS

**INTERLOCAL AGREEMENT
FOR
MASS COMMUNICATION SERVICES**

This INTERLOCAL AGREEMENT (“Agreement”), permitted by N.C. Gen. Stat. §160A-460 et
, is made effective as of _____, 2019 by and between CABARRUS COUNTY
 (“County”) and the CITY/TOWN OF _____, North Carolina (“City/Town”).

WHEREAS, County intends to establish a county wide notification system which will include a
contract with Everbridge for mass notification services and

WHEREAS, County will pay Everbridge on an annual basis for the services and

WHEREAS, City/Town have agreed to reimburse the County on an annual basis to assist in the
cost of mass notification services for emergency notifications and civic engagement.

NOW, THEREFORE, in consideration of the mutual covenants and promises contained herein,
the parties agree as follows:

1. **Purpose:** The purpose of this agreement is to define certain financial and operational
responsibilities of the parties concerning the provision of a county wide notification
system; to improve emergency notifications to the public within the different emergency
response jurisdictions; and to provide enhanced communications for civic outreach and
engagement.
2. **License Requirements and Ownership:** County will execute an annual services contract
with Everbridge with an option to renew on annual basis. County will be the sole party to
the contract and shall be responsible for ensuring the contract terms are fulfilled.
3. **Compensation:** County will pay to Everbridge \$47,595.52 for the first year of services
with an annual option to renew services at \$43,995.52 for three years.
4. **Reimbursement:** Calculated based on population. For equity of use, populations of
unincorporated Cabarrus County and the City of Concord are added together and divided
by two to determine percentage for cost allocation.

Year 1

Jurisdiction	Population	Con Cab Adjustment	Percentage	Year 1 Cost	Shared Cost
Mt. Pleasant	1911	1911	0.0093	47,595.52	\$443.24
Midland	3892	3892	0.0190	47,595.52	\$902.72
Harrisburg	16877	16877	0.0822	47,595.52	\$3,914.49
Kannapolis	37401	37401	0.1823	47,595.52	\$8,674.88
Concord	90827	72562	0.3536	47,595.52	\$16,830.21
Cabarrus Unincorporated	54296	72561	0.3536	47,595.52	\$16,829.98
	205204	205204	1.0000	47,595.52	\$47,595.52

Optional Year 2-4

Jurisdiction	Population	Con Cab Adjustment	Percentage	Year 2-4 Cost	Shared Cost
Mt. Pleasant	1911	1911	0.0093	43,995.52	\$409.72
Midland	3892	3892	0.0190	43,995.52	\$834.44
Harrisburg	16877	16877	0.0822	43,995.52	\$3,618.41
Kannapolis	37401	37401	0.1823	43,995.52	\$8,018.73
Concord	90827	72562	0.3536	43,995.52	\$15,557.22
Cabarrus Unincorporated	54296	72561	0.3536	43,995.52	\$15,557.00
	205204	205204	1.0000	43,995.52	\$43,995.52

5. **Termination of Agreement:** Convenience - Any party may terminate this agreement by providing notice prior to March 1st of each year to all other parties to this agreement. Such termination will become effective on July 1st of that year. No further obligations or liabilities shall be imposed upon the withdrawing party after termination for convenience.

6. **Indemnification:** Each party agrees to indemnify and hold harmless the other party from any damage, claim, loss or expense (including attorney's fees) arising from the acts or omissions of the indemnifying party relating to the duties or obligations of that party required by this Agreement, to the extent permitted by law.

7. **Term:** The initial term of this Agreement shall extend from the date this Agreement is signed and end July 1, 2020 and unless terminated in accordance with Section 5, shall automatically renew annually on July 1st for three years.

8. **Miscellaneous:**
 - a. This document contains the entire understanding of the parties with reference to shared Everbridge mass notification services. Any modification of this Agreement must be in writing and executed by both parties.
 - b. This Agreement is governed by the laws of the State of North Carolina.

IN WITNESS, the parties have executed this Agreement effective the day and year first written above, as indicated below.

CITY/TOWN OF _____

CABARRUS COUNTY

By: _____
Mayor

By: _____
Chair, Board of Commissioners

ATTEST:
By: _____
City/Town Clerk

ATTEST:
By: _____
Clerk to the Board

Date of Execution: _____

Date of Execution: _____

Approved as to Form

Approved as to Form

By: _____
City/Town Attorney

By: _____
County Attorney

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

By: _____
City/Town Finance Director

By: _____
County Finance Director

Date: _____

Date: _____

CABARRUS COUNTY



BOARD OF COMMISSIONERS REGULAR MEETING

**June 17, 2019
6:30 PM**

AGENDA CATEGORY:

Consent Agenda

SUBJECT:

Public Health Authority of Cabarrus County - Revision to By-Laws

BRIEF SUMMARY:

On Tuesday, May 14, 2019, the Public Health Authority of Cabarrus County voted unanimously to adopt revisions their by-laws, and changes to Membership on the Board. These by-laws were originally adopted in July 1997 and approved by the Cabarrus County Commissioners when we transitioned to the Public Health Authority of Cabarrus County as a hospital authority.

REQUESTED ACTION:

Motion to approve proposed changes to the Public Health Authority of Cabarrus County by-laws.

EXPECTED LENGTH OF PRESENTATION:

SUBMITTED BY:

Dianne Berry, Clerk to the Board of the Cabarrus County Public Health Authority

BUDGET AMENDMENT REQUIRED:

No

COUNTY MANAGER'S RECOMMENDATIONS/COMMENTS:

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

ATTACHMENTS:

- By-Laws

BYLAWS OF THE PUBLIC HEALTH AUTHORITY OF CABARRUS COUNTY

ARTICLE I

Name, Seal and Offices

1. Name. The name of the Public Health Authority of Cabarrus County (the "Authority" or "Public Health Authority of Cabarrus County") is set forth in the Articles of Incorporation of the Authority as the "Public Health Authority of Cabarrus County." The Authority may also be referred to generally as "Cabarrus Health Alliance" and the Authority is authorized to file such assumed name certificates in that name in Cabarrus and Rowan Counties as may be advisable or required by law.
2. Seal. The corporate or official seal of the Authority shall consist of a circle inside of which is inscribed the name of the Authority and in the center of which shall be the established date of 1997 and the words "official seal".
3. Offices. The principal office of the Authority shall be 300 Mooresville Road, Kannapolis, North Carolina 28081, or at such other place as the Commissioners of the Authority may from time to time provide.

ARTICLE II

Appointment, Tenure, Resignation and Replacement of Members or Directors

1. Membership.

- (a) The members of the Authority shall be appointed as provided by the North Carolina Hospital Authorities Act, i.e. Part B of Article 2 of Chapter 131E of the General Statutes of North Carolina, as amended (the "Act"), the Articles of Incorporation of the Authority, and these Bylaws.
- (b) There shall be nine (9) members of the Commission of the Authority (the "Commissioners") and each member of the Authority shall be called a Commissioner of the Authority (a "Commissioner").
- (c) Commissioners shall be appointed and removed as follows:
 - i All appointments shall be for three-year terms. Vacancies from resignation or removal from office shall be filled for the unexpired portion of the term. No Commissioner shall serve more than two (2) consecutive full or partial terms without at least a one (1) year respite between the dates of leaving the Commission and taking office for another term. The Commission may waive the term limit and/or the one (1) year respite for a particular Commissioner and allow him or her to serve one or more additional terms upon the recommendation of the Nominating Committee and for good and specific cause shown and reflected in the minutes of the Commission. These term limits shall not apply to the individuals serving on behalf of the Board of County Commissioners and the local hospital, who may (but are not required to) remain as Commissioners for so long as they serve in such capacities.

- ii Commissioners may be removed, in accordance with Section 131E-22 of the Act, by the Chairman of the Board of Commissioners of Cabarrus County with the advice of the Commission as well as of the Board of Commissioners of Cabarrus County.
- iii The Commission shall appoint a Nominating Committee to recommend individuals suitable for consideration by the Commission for future appointment to the Commission. The Nominating Committee shall be made up of the Clerk to the Commission, at least one Commission member, and at least one other person who need not be a Commissioner. The Nominating Committee shall research and recommend at least three (3) candidates in writing for each seat on the Commission which is vacant or may be coming vacant in the near future. Such candidates shall be considered by the Commission, along with any other individuals who may be suggested by the Commission, with a list of candidates then approved by the Commission and provided to the Chairman of the County Commission for appointment as provided in subparagraph 3 below.
- iv Candidates for membership on the Commission shall be chosen as follows:
 - 1 Candidates shall have significant knowledge, expertise or professional experience in the fields or businesses generally engaged in by the Authority. Due consideration shall be paid to appointing a Commission which is diverse in this regard. For example, if the member appointed by the hospital system as provided below is an infectious disease specialist, then appointing another infectious disease specialist should be avoided if possible in favor of a person with experience in, for example, mental health, or some other field in which the Authority engages which may not be otherwise then currently represented on the Commission. Multiple appointees from the same organization or affiliation should be avoided to the extent reasonably possible.
 - 2 Due consideration shall be paid to appointing a Commission which is diverse in its overall makeup with regard to gender, ethnicity, and geographic location of residence within the areas the Authority serves.
 - 3 The Commission has historically and in accordance with its Articles of Incorporation been made up of members representing certain fields or organizations. Due to the passage of time and changes in such organizations, many of these organizations no longer exist. The matters engaged in by the Authority have also changed over time. Therefore, in consideration of these factors, the Commission shall now consist of members representing the following fields or organizations:
 - a One member who is a practicing dentist whose primary practice is located in Cabarrus County.
 - b One member with significant knowledge, expertise and professional experience in the field of infectious diseases.
 - c One member who is a practicing physician in the field of family medicine, internal medicine or community health whose primary practice is located in Cabarrus County.

- d One representative of the Cabarrus County School System or Kannapolis City School System, which shall alternate no less often than every two (2) terms.
 - e One member of the Cabarrus County Board of Commissioners.
 - f One member appointed by the local governing or advisory board of the main hospital located in Concord, currently known as Atrium Health - NorthEast.
 - g Three (3) public members with significant interest, knowledge, expertise or professional experience in the fields or businesses generally engaged in by the Authority, and especially the fields of community health, mental health, and/or other areas of community concern as identified by the periodic community needs assessment conducted by the Authority along with its community partners.
- (d) Commissioners who have served at least ten (10) years may request emeritus status. This status would be granted by the existing Board. After leaving the Board as an active Commissioner, emeritus status shall allow the former Commissioner to sit at the Board table during meetings, to participate in discussions, to represent the Board as directed, but not to vote. Emeritus status shall not preclude subsequent appointment to future terms as an active, voting Commissioner, but the one (1) year respite period set forth in subparagraph (c)(i) above shall apply between any emeritus term and any subsequent active voting appointment.
2. Resignation. Any Commissioner may resign from membership of the Authority at any time by giving written notice of such resignation to the Authority and to the Chairman of the Board of Commissioners of Cabarrus County. Notwithstanding any resignation, a Commissioner shall continue to hold office until his or her successor has been appointed, qualified and taken office, unless the Commission takes action to make a resignation effective as of a different date.
 3. Vacancies. Any vacancy in the membership of the Authority shall be filled for the unexpired term by the Chairman of the Board of Commissioners of Cabarrus County, with the advice of the Board of Commissioners of Cabarrus County, from a list of nominees supplied by the Commission as set forth in subparagraph 1(c) above. Every effort shall be made to fill any vacant or resigned seat within ninety (90) days of the vacancy or the resignation giving rise to the vacancy.
 4. Oath of Office. Each Commissioner, before entering upon his or her duties as a member of the Authority, shall take and subscribe an oath of affirmation to support the Constitution of the United State and of the State of North Carolina and to discharge faithfully the duties of his or her office as Commissioner, and a record of each oath or affirmation shall be filed with the Secretary of the Authority and kept among its official documents.

ARTICLE III.

Meetings

1. Annual Meetings. Annual meetings of the Commissioners shall be held in June of each year at the time and place designated in the notice of the respective annual meeting. Written notice of the time and place of each annual meeting shall be given by the Secretary or Administrator of

the Authority by mailing such notice to each Commissioner at his or her regular address not less than (10) days prior to the date of such annual meeting.

2. Regular Meetings. The Commissioners may establish a schedule of regular meetings to be held on a monthly basis. Meetings will be held at least once per quarter. No notice of the purpose or purposes of a regular meeting shall be required to be given to the Commissioners, and all business of the Authority may be transacted at such meeting, provided a quorum is in attendance.
3. Special Meetings and Emergency Meetings. Special meetings and emergency meetings of the Commissioners may be called by the Chairman or Vice-Chairman of the Authority. At special meetings, only action reasonably related to the matters described in the notice of the special meeting may be taken.
4. Notice of Meetings. Notice of each meeting shall be given in accordance with the requirements of Section 143-318.12 of the General Statutes of North Carolina, as amended, as well as the requirements of this Article set forth above.
5. Quorum. A majority of the membership of the Commissioners shall constitute a quorum, including any vacant seats, and the affirmative vote of a majority of all present and constituting a quorum shall constitute official action taken by the Authority.

If at any meeting there is less than a quorum present, a majority of the Commissioners present may adjourn the meeting to a later date and time no less than one (1) day nor more than ten (10) days from the date of the original meeting, with reasonable notice of the rescheduled meeting provided to any absent Commissioner but no further official notice of any kind being necessary except as may otherwise be required by law.

6. Meetings to be Open to the Public.

Subject only to lawfully recognized exceptions, all official meetings of the Commissioners, including committee meetings, shall be conducted openly and otherwise in compliance with Article 33C of Chapter 159 of the General Statutes of North Carolina, as amended.

At each meeting of the Commissioners, the presiding officer shall devote an agenda item to hearing petitions and requests to the Commissioners from the public. When this agenda item is reached, the presiding officer shall determine whether any member of the public wishes to petition or make any request of the Commissioners, and the Commissioners may hear petitions and requests for such period as they deem appropriate. Reasonable time limitations may be placed upon such speakers by the presiding officer.

The Commissioners encourage public attendance at all of their meetings. Only such discussion or participation by visiting persons as is invited by consent of the Commissioners shall be permitted at times other than when petitions and requests are being heard.

7. Duty to Vote. No Commissioner shall be excused from voting, except on matters involving consideration of his or her own official conduct or whether his or her financial or personal interests are involved.

ARTICLE IV.

Officers

1. Designation. The officers of the Authority shall be a Chairman, a Vice-Chairman, and a Secretary. Only the Chairman and Vice-Chairman are required to be Commissioners of the Authority.
2. Election and Terms. The officers provided for in Section 1 of this Article shall be elected at each annual meeting of the Commissioners and shall hold office until the next annual meeting or until their successors are elected, qualified and take office.
3. Officer Succeeding Self. Any officer may be elected by the Commissioners to succeed himself or herself in office, provided that the requirement that the Chairman and Vice-Chairman be members or Commissioners of the Authority be observed.
4. Chairman. The Chairman shall preside at all meetings of the Commissioners and shall have and exercise such authority and perform such duties as shall be determined by the Commissioners.
5. Vice-Chairman. At the request of the Chairman, or in the event of the absence or disability of the Chairman, the Vice-Chairman shall perform the duties and possess and exercise the authority of the Chairman; and the Vice-Chairman shall have such other powers and exercise such other authority and perform such other duties as shall be determined by the Commissioners.
6. Secretary. The Secretary, or appointed designee, which may be the Clerk to the Commission, shall have charge of such books, documents and papers as the Commissioners may determine and shall have the custody of the corporate or official seal. The Secretary, or appointed designee, shall attend and keep the minutes of all the meetings of the Commissions. The Secretary shall keep a record of the names of all persons who are Commissioners, the dates of their appointments and dates of expiration of their terms, and their places of residence, and such record shall be open for inspection as prescribed by law. The Secretary, or Clerk to the Commission, shall notify in writing the Chairman of the Commission at least ninety (90) days prior to the expiration of the term for which a Commissioner was appointed so that the Commission may have time to propose the reappointment of such person or to undertake the nomination process as set forth in Article II hereof. The Secretary shall, in general, perform all duties incident to the office of Secretary, subject to the control and direction of the Commissioners, and shall perform such other duties as may be determined by the Commissioners.
7. Removal from Office.

- (a) Grounds. Any officer provided for in Section 1 of this Article who is also a member or Commissioner of the Authority may be removed from his or her office (but not from membership or as a Commissioner of the Authority) by the Commissioners:
- (i) For mental or physical incapacity to perform properly and adequately the duties and functions of the respective office;
 - (ii) For repeated absence from meetings of the Commissioners or from the offices of the Authority or meetings of committees of the Commissioners to the extent that such absences constitute gross neglect in the performance of the duties of such office to the inconvenience, damage or disadvantage of the Authority in carrying on its functions and purposes;
 - (iii) For any act of dishonesty;
 - (iv) For any act or series of acts or omissions which are contrary to the best interests of the Authority and tend to impede or obstruct the carrying on of its functions and purposes in an orderly manner, or
 - (v) For any other cause which is deemed less than reasonably satisfactory performance of the duties and function so such office.
- (b) Procedure. In the event, the Commissioners for any reason request the resignation of an officer to which subsection (a) above applies and such request is declined, the Commissioners may by resolution state the grounds upon which they claim such officer should be removed from office, and such statement shall be served upon such officer at least ten (10) days prior to a meeting at which action is to be taken thereon. Such officer is entitled to be present at such hearing and be heard if he or she so desires and is also entitled to offer such evidence as he or she may deem appropriate in response to the statement served upon such officer. The decision of the majority of the Commissioners in such matter shall be final.

ARTICLE V.

Personnel

1. General. The Commission may employ such personnel as may be necessary or convenient in carrying out the objectives and purposes for which the Authority was created, define their duties and functions and set their terms of employment, such as compensation, fringe benefits, separation from service arrangements, and other pertinent details.
2. CEO. The Commissioners shall employ CEOa Chief Executive Officer who shall also serve at the Public Health Director. The CEO shall be responsible for the efficient administration of the operations of the Authority and shall carry out the policies and directives of the Commissioners and is authorized to sign these documents as may from time to time be approved by the Commission. The CEO or his designee shall attend all official meetings of the Commissioners and, when requested, all committee meetings of the Commissioners, shall be entitled to notice of all meetings and shall be entitled to

take part in discussions of matters before the Commissioners, but shall have no vote. The CEO shall be responsible for obtaining and furnishing to the Commissioners financial and other reports as may be required by the Commissioners, and he or she shall recommend to the Commissioners from time to time such measures as he or she shall deem necessary or advisable. The CEO shall be responsible for the preparation and submission to the Commissioners the proposed annual budget, shall keep the Commissioners informed as to the financial needs and condition of the Authority and shall perform such other duties as may be determined by the Commissioners.

3. Professional Assistants. The Commissioners may employ such accountants, engineers, legal counsel and other professional experts or assistants as they may determine to be necessary or advisable and fix the terms of such employment.

ARTICLE VI.

Compensation/Expenses

1. Compensation of Commissioners. For their services as Commissioners, the Commissioners shall receive no compensation. Due to the frequent, ongoing requests of the Board Chairman to travel to the Authority's office in order to execute required documents to ensure timely processing and state requirements, the Board Chairman shall receive a monthly stipend of \$100/month to cover time and travel (effective May 10, 2016).
2. Expenses. Commissioners shall be entitled to reimbursement for the amount of actual necessary expenses including travel expense incurred by them in the discharge of their duties, and the Commissioners may make policies concerning such reimbursement.
- 3 Compensation of Persons Other Than Commissioners. Any officer, agent or employee of the Commissioners or the Authority, other than a Commissioner, and any professional expert or assistant retained by the Commissioners shall receive such compensation and be reimbursed for such expenses as the Commissioners may approve by resolution or otherwise.

ARTICLE VII.

1. Annual Report. At each annual meeting, the Commissioners shall receive from any person who has been charged with such responsibility a full and accurate report of the operations of the Authority during the preceding fiscal year, the assets and liability of the Authority as of the end of such fiscal year, the financial condition of the Authority as of the end of such fiscal year and any and all other information which may have a significant bearing upon the condition and operation of the Authority. Such report shall include such matters as may be directed by the Commissioners and shall be filed with the minutes of such meeting and be open to inspection by the public.
2. Other Reports. The Commissioners may require the filing of reports other than annual reports on a monthly, quarterly or other basis containing such information in such detail as they may deem appropriate.

ARTICLE VIII.

Contracts

The Commissioners may, except as herein or by law otherwise provided, authorize any officer or other person to enter into any contract or execute and deliver any written instrument in the name of an on behalf of the Authority, and such authority may be general or confined to a specific instance; and unless so authorized by the Commissioners no officer or other person shall have any power or authority to bind the Authority by any contract or engagement or to render it liable pecuniarily for any purpose or in any manner.

ARTICLE IX.

Advisory Committees

The Commissioners may from time to time appoint from among the Commissioners or such other persons as the Commissioners may deem fit one or more advisory committees for recommendatory purposes only. The members of such committees shall serve at the pleasure of the Commissioners and be disbanded at such time as the Commissioners may elect. None of the authority or responsibility vested in the Commissioners may be delegated or surrendered to any such committee.

ARTICLE X.

Fiscal Year

The fiscal year of the Authority shall begin on July 1 and end on the following June 30.

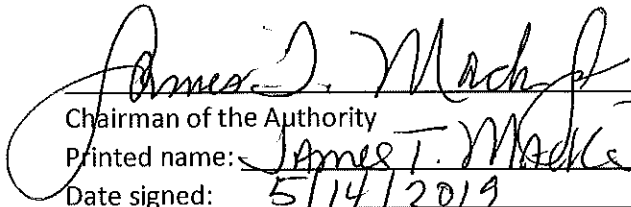
ARTICLE XI.

Amendments

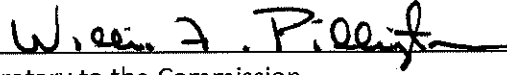
The Commissioners may amend and repeal these bylaws provided that such action shall be taken only at an annual, regular or special meeting of the Commissioners.

Before any amendment or repeal of any bylaw may be made, written notice thereof and of the text of the proposed amendment or repeal shall be given to the Commissioners at least seven (7) days prior to the date of the meeting at which official action with respect thereto is to be taken.

This and the foregoing seven (8) pages contain the amended bylaws adopted by the Commissioners of the Public Health Authority of Cabarrus County on this 14th day of May, 2019.


Chairman of the Authority
Printed name: James T. Mack Jr
Date signed: 5/14/2019

ATTEST:


Secretary to the Commission

- Established February 18, 1997
- Amended August 14, 2012
- Reviewed January 8, 2013
- Reviewed February 11, 2014
- Reviewed May 12, 2015
- Revised May 10, 2016
- Revised May 14, 2019

CABARRUS COUNTY



BOARD OF COMMISSIONERS REGULAR MEETING

**June 17, 2019
6:30 PM**

AGENDA CATEGORY:

Consent Agenda

SUBJECT:

Sheriff's Office - Recognition of K-9 "Geri" on His Retirement as a Bomb Detection Service Dog

BRIEF SUMMARY:

K-9 Geri (02/09/2011), along with his handler Lt. Jimmie Torelli, has been in service with the Cabarrus County Sheriff's Office for more than 7 years as a single purpose explosive detection K-9. During his years of service, he has provided explosive detection for the DNC in 2012, multiple Presidential visits, Carolina Panther home games, and various other calls for service within our community.

Due to advanced age and medical issues, Sheriff Shaw has ordered K-9 "Geri" to be retired. It is the usual custom of retired K-9's to be declared surplus and their ownership transferred to their handlers. Lt. Jimmie Torelli has paid the fee for transfer and requests the transfer of K-9 "Geri" to his ownership and care.

REQUESTED ACTION:

Motion to declare K-9 "Geri" surplus property and authorize disposition in accordance with the County's policy.

EXPECTED LENGTH OF PRESENTATION:

SUBMITTED BY:

Chief Deputy James Bailey

BUDGET AMENDMENT REQUIRED:

No

COUNTY MANAGER'S RECOMMENDATIONS/COMMENTS:

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

ATTACHMENTS:

- ▣ Documentation
- ▣ Receipt

Cabarrus County



Sheriff's Office

Sheriff Van W. Shaw

May 13, 2019

Mr. Mike Downs
Cabarrus County Manager,

As of today, May 13th, 2019, we are retiring K9 Geri, due to advanced age and medical issues. Geri served our agency and citizens since 2011 as an explosive detection K9. We have since certified a replacement explosive detection dog and handler, and are currently in service with the CCSO.

Due to these circumstances, Geri is now considered surplus property. It is our practice to place retired K9's with their handler when possible. It is Lt. James Torelli's wish to have K9 Geri transferred to his possession and he therefor will have sole discretion and responsibility of all financial and legal obligations. Please see attached Agreement and Waiver of Liability for Transfer of Police Canine.

Sincerely,

A handwritten signature in black ink that reads "Van W. Shaw". The signature is fluid and cursive, with the first name "Van" being the most prominent.

Sheriff Van W. Shaw

**PO BOX 525 / 30 CORBAN AVE SE / CONCORD, NC 28026-0525
(704) 920-3000 / (704) 920-3172 FAX**

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

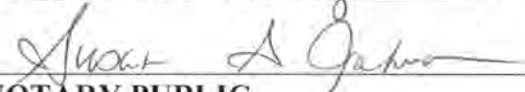
I, James Torelli, do hereby agree to accept ownership and custody of police canine "Geri" from the Cabarrus County Sheriff's Office. The purpose of this transfer of ownership is to provide for the humane custody and continued care of the animal following its retirement from further police duty. For and 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 'Geri'.
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 'Geri'.
3. I understand that my acceptance of ownership and custody of canine 'Geri' 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 'Geri'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 'Geri' 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 05/13/19
Date

Sworn to and subscribed before me this

the 13 day of May, 2019.



NOTARY PUBLIC

My Commission Expires:

July 25, 2020

(SEAL)

DATE 5/14/19
RECEIVED FROM James Joubli
ADDRESS _____
FOR Fee to return Sheriff K9 DOLLARS \$ 1 00

© 2001 REDIFORM • S1657N-CI

ACCOUNT		HOW PAID	
BEGINNING BALANCE		CASH	1 00
AMOUNT PAID		CHECK	
BALANCE DUE		MONEY ORDER	

BY Anita Tucker

CABARRUS COUNTY



BOARD OF COMMISSIONERS REGULAR MEETING

**June 17, 2019
6:30 PM**

AGENDA CATEGORY:

Consent Agenda

SUBJECT:

Tax Administration - Refund and Release Reports - May 2019

BRIEF SUMMARY:

The Release Report contains taxpayers' names, bill numbers, valuations, tax amounts, along with the justifications for releasing the valuation/tax amounts for outstanding levies in accordance with N.C.G.S. 105-381. The Refund Report is a summary sheet which lists data from each refund request form, along with the justification for the refunds to the taxpayers in accordance with N.C.G.S. 105-381.

Note: Due to the transition of motor vehicles onto the new North Carolina Vehicle Tax System (NCVTS), motor vehicle-related refunds and releases will begin to be displayed on the new report generated by NCVTS.

REQUESTED ACTION:

Motion to approve the May 2019 Refund and Release Reports as submitted, including the NCVTS Refund Report, and grant authority to the Tax Collector to process the refunds and releases.

EXPECTED LENGTH OF PRESENTATION:

SUBMITTED BY:

M. David Thrift, Tax Administrator

BUDGET AMENDMENT REQUIRED:

No

COUNTY MANAGER'S RECOMMENDATIONS/COMMENTS:

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

ATTACHMENTS:

- ▣ Release Refund Summary
- ▣ Release Refund Detail
- ▣ NCVTS Refund Report

Summary of Releases and Refunds for the Month Of May 2019

RELEASES FOR THE MONTH OF: MAY 2019

\$7,050.03

BREAKDOWN OF RELEASES:

COUNTY	\$4,342.13
CITY OF CONCORD	\$2,637.31
CITY OF KANNAPOLIS	\$0.00
CITY OF LOCUST	\$0.00
CITY OF STANFIELD	\$0.00
CITY OF CONCORD DOWNTOWN	\$0.00
TOWN OF HARRISBURG	\$40.56
TOWN OF MIDLAND	\$0.00
TOWN OF MT. PLEASANT	\$0.00
ALLEN F/D	\$0.00
COLD WATER F/D	\$0.00
ENOCHVILLE F/D	\$0.00
FLOWES STORE F/D	\$0.00
GEORGEVILLE F/D	\$0.00
GOLD HILL F/D	\$0.00
HARRISBURG F/D	\$0.00
JACKSON PARK F/D	\$0.00
MIDLAND F/D	\$0.00
MT MITCHELL F/D	\$0.00
MT PLEASANT F/D	\$0.00
NORTHEAST F/D	\$0.00
ODELL F/D	\$25.91
POPLAR TENT F/D	\$0.00
RICHFIELD F/D	\$0.00
RIMER F/D	\$0.00
KANNAPOLIS RURAL F/D	\$4.12
CONCORD RURAL F/D	\$0.00

REFUNDS FOR THE MONTH OF: MAY 2019

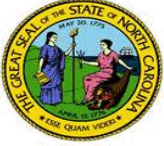
\$6,756.29

BREAKDOWN OF REFUNDS:

COUNTY	\$6,040.44
CITY OF CONCORD	\$0.00
CITY OF KANNAPOLIS	\$0.00
CITY OF LOCUST	\$0.00
CITY OF STANFIELD	\$0.00
CITY OF CONCORD DOWNTOWN	\$0.00
TOWN OF HARRISBURG	\$0.00
TOWN OF MIDLAND	\$0.00
TOWN OF MT. PLEASANT	\$0.00
ALLEN F/D	\$0.00
COLD WATER F/D	\$0.00
ENOCHVILLE F/D	\$0.00
FLOWES STORE F/D	\$0.00
GEORGEVILLE F/D	\$0.00
GOLD HILL F/D	\$0.00
HARRISBURG F/D	\$0.00
JACKSON PARK F/D	\$0.00
MIDLAND F/D	\$0.00
MT. MITCHELL F/D	\$0.00
MT. PLEASANT F/D	\$555.73
NORTHEAST F/D	\$0.00
ODELL F/D	\$160.12
POPLAR TENT F/D	\$0.00
RICHFIELD F/D	\$0.00
RIMER F/D	\$0.00
WINECOFF F/D	\$0.00
KANNAPOLIS RURAL F/D	\$0.00
CONCORD RURAL F/D	\$0.00

MAY 2019 RELEASE REPORT

Name	Bill#	Reason	District	Amount
ATHEY JONATHAN NATHANIEL	2019-503361	RELEASE 48 MONTHS	C ADVLTAX	28.04
ATHEY JONATHAN NATHANIEL	2019-503361	RELEASE 48 MONTHS	CI02ADVLTX	18.69
BURRIS NATHAN JAMES	2018-23107	GR in place prior	C ADVTFEE	1.50
CARLTON'S BACKHOE & GRADING	2018-24806	TAXPAYER REMEDY	C PEN FEE	24.93
CARLTON'S BACKHOE & GRADING	2018-24806	TAXPAYER REMEDY	FR11ADVLTX	23.55
CARLTON'S BACKHOE & GRADING	2018-24806	TAXPAYER REMEDY	FR11PEN FEE	2.36
CARLTON'S BACKHOE & GRADING	2018-24806	TAXPAYER REMEDY	C ADVLTAX	249.30
CHARLOTTE MOTOR SPEEDWAY LLC	2019-252	Clerical Error-	CI02ADVLINT	2531.39
CHARLOTTE MOTOR SPEEDWAY LLC	2019-252	Clerical Error-	C ADVLINT	3797.09
CLINE DOUGLAS SCOTT	2018-28098	RELEASE BA FEE -	C GARNFEE	60.00
CLINE LISA	2017-28162	RELEASE BA FEE-BA	C GARNFEE	60.00
DEPENDABLE DEVELOPMENT INC	2018-33927	RELEASE GR FEE-	C GARNFEE	60.00
ESOLA MAGDA	2019-503533	TAXPAYER REMEDY	C ADVLTAX	73.63
ESOLA MAGDA	2019-503533	TAXPAYER REMEDY	CI02ADVLTX	49.08
EVERALL WALTER DARYL	2018-38245		C GARNFEE	60.00
FORTSON BRADLEY WAYNE	2019-503636	TAXPAYER REMEDY	C ADVLTAX	62.48
FORTSON BRADLEY WAYNE	2019-503636	TAXPAYER REMEDY	CI02ADVLTX	41.65
GARCIA RAFAEL MIRANDA	2018-42526		C GARNFEE	60.00
HANSON JAMIE R	2018-47536		C GARNFEE	60.00
HELMS LANNY HEATH	2019-503644	VALUE APPEAL	C ADVLTAX	29.66
HELMS LANNY HEATH	2019-503644	VALUE APPEAL	FR01ADVLTX	4.12
JOHNSON ANTHONY B	2018-56036		C GARNFEE	60.00
KEYS JOHN SHANNON	2019-503458	TAXPAYER REMEDY	C ADVLTAX	82.26
KEYS JOHN SHANNON	2019-503458	TAXPAYER REMEDY	CI01ADVLTX	40.56
KEYSTONE PARTNERS LP	2019-204	Clerical Error-	C ADVLINT	32.12
KEYSTONE PARTNERS LP	2019-204	Clerical Error-	CI02ADVLINT	21.42
LAUGHTER CAROLINE WINSLOW	2018-61179		C GARNFEE	60.00
LEGGETTE NICHOLAS	2018-61886		C GARNFEE	60.00
MARTIN JEANNINE	2018-66235		C GARNFEE	60.00
MASSARELLI MICHAEL P	2018-66591		C ADVTFEE	1.50
NIETO MARISLAADAME	2018-75341	RELEASE GR FEE-	C GARNFEE	60.00
PATTON STEVE A	2018-78373	Protected Funds	C GARNFEE	60.00
SAR INTERNATIONAL INC	2018-88214		C GARNFEE	60.00
SHIVES DARELL & WILMA	2018-90494	RELEASE GR FEE -	C GARNFEE	60.00
STEPLETON VIODEAL	2018-95038	RELEASE DEMO FEES	K DEMOFEE	232.00
STEPLETON VIODEAL	2018-95038	RELEASE DEMO FEES	CI04DEMOFEE	232.00
STEPLETON VIODEAL	2018-95038	RELEASE ADV FEE-	C ADVTFEE	1.50
STROUD ROXANNE KATHLEEN	2018-95799	RELEASE 2ND GR	C GARNFEE	60.00
THE VILLAS AT WINECOFF HOMEOWNERS ASSN INC	2018-98065	Release County	CI02ADVLTX	526.08
THE VILLAS AT WINECOFF HOMEOWNERS ASSN INC	2018-98066	Release County	C ADVLTAX	1254.31
THE VILLAS AT WINECOFF HOMEOWNERS ASSN INC	2018-98066	Release County	CI02ADVLTX	836.21
THE VILLAS AT WINECOFF HOMEOWNERS ASSN INC	2018-98067	Release County	C ADVLTAX	659.81
THE VILLAS AT WINECOFF HOMEOWNERS ASSN INC	2018-98067	Release County	CI02ADVLTX	439.87
THE VILLAS AT WINECOFF HOMEOWNERS ASSN INC	2018-98065	Release County	C ADVLTAX	789.12
WADDELL PAUL	2018-102205	Release demo per	CI03MPU FEE	221.01
WADDELL PAUL	2018-102205	Release demo per	C ADVTFEE	1.50
WARD DEVIN KELLEY	2018-103164	INCORRECT	CI02ADVLTX	698.45
WARD DEVIN KELLEY	2018-103164	INCORRECT	C ADVTFEE	1.50
WARD DEVIN KELLEY	2018-103164	INCORRECT	C ADVLTAX	1047.67
WILCOX TRACTOR SALES INC	2019-502420	SITUS CORRECTION	C ADVLTAX	40.92
WILCOX TRACTOR SALES INC	2019-502420	SITUS CORRECTION	CI02ADVLTX	27.28
YENROF TRUCKING LLC	2018-1383		C GARNFEE	60.00



North Carolina Vehicle Tax System

NCVTS Pending Refund report

Report Date

Payee Name	Primary Owner	Address 1	Address 3	Refund Type	Bill #	Plate Number	Status	Transaction #	Refund Description	Refund Reason	Create Date	Tax Jurisdiction	Levy Type	Change	Interest Change	Total Change
ANDRE, JAY-BRANDON	ANDRE, JAY-BRANDON	9908 DOMINION CREST DR	CHARLOTTE, NC 28269	Proration	0046002505	DBT2817	PENDING	158781927	Refund Generated due to proration on Bill #0046002505-2018-2018-0000-00	Processed in error	05/10/2019	C ADVL	Tax	(\$229.06)	\$0.00	(\$229.06)
												CI02ADVL	Tax	(\$152.71)	\$0.00	(\$152.71)
												CI02ADVL	Vehicle Fee	\$0.00	\$0.00	\$0.00
															Refund	\$381.77
AYERS, DENA DIGGLE	AYERS, DENA DIGGLE	8908 CHINABERRY LN	CONCORD, NC 28027	Proration	0014319961	AJX3434	PENDING	106295766	Refund Generated due to proration on Bill #0014319961-2018-2018-0000-00	Vehicle Sold	05/20/2019	C ADVL	Tax	(\$57.56)	\$0.00	(\$57.56)
												FR11ADVL	Tax	(\$5.44)	\$0.00	(\$5.44)
															Refund	\$63.00
															Refund	\$381.77
BAILEY, ADRIAN EUGENE	BAILEY, ADRIAN EUGENE	219 LILY GREEN CT NW	CONCORD, NC 28027	Proration	0046972791	HAC7028	PENDING	159651549	Refund Generated due to proration on Bill #0046972791-2018-2018-0000-00	Vehicle Totalled	05/22/2019	C ADVL	Tax	(\$63.86)	\$0.00	(\$63.86)
												CI02ADVL	Tax	(\$42.57)	\$0.00	(\$42.57)
												CI02ADVL	Vehicle Fee	\$0.00	\$0.00	\$0.00
															Refund	\$106.43
BARBEE, PATRICIA MOOSE	BARBEE, PATRICIA MOOSE	6999 BARRIER GEORGEVILL	CONCORD, NC 28025	Proration	0047350328	PLZ4330	PENDING	107006804	Refund Generated due to proration on Bill #0047350328-2018-2018-0000-00	Vehicle Sold	05/31/2019	C ADVL	Tax	(\$11.09)	\$0.00	(\$11.09)
												FR13ADVL	Tax	(\$1.42)	\$0.00	(\$1.42)
															Refund	\$12.51
															Refund	\$381.77
BARBEE, RAY BUFORD	BARBEE, RAY BUFORD	109 TRANTHAM DR SW	CONCORD, NC 28027	Proration	0024072278	WRD3745	PENDING	158908116	Refund Generated due to proration on Bill #0024072278-2018-2018-0000-00	Vehicle Sold	05/13/2019	C ADVL	Tax	(\$23.37)	\$0.00	(\$23.37)
												CI02ADVL	Tax	(\$15.59)	\$0.00	(\$15.59)
												CI02ADVL	Vehicle Fee	\$0.00	\$0.00	\$0.00
															Refund	\$38.96
BARKER, ROGER WILSON	BARKER, ROGER WILSON	1011 WARREN COLEMAN BLVD	CONCORD, NC 28025	Proration	0040926746	DBZ4952	PENDING	158782287	Refund Generated due to proration on Bill #0040926746-2018-2018-0000-00	Vehicle Sold	05/10/2019	C ADVL	Tax	(\$104.55)	\$0.00	(\$104.55)
												CI02ADVL	Tax	(\$69.69)	\$0.00	(\$69.69)
												CI02ADVL	Vehicle Fee	\$0.00	\$0.00	\$0.00
															Refund	\$174.24
BELLINO, JAMES CHRISTOPHE	BELLINO, JAMES CHRISTOPHE	11470 RISING STAR CT	CHARLOTTE, NC 28215	Proration	0035108160	EFP1089	PENDING	105453420	Refund Generated due to proration on Bill #0035108160-2018-2018-0000-00	Vehicle Sold	05/02/2019	C ADVL	Tax	(\$125.67)	\$0.00	(\$125.67)
												FR07ADVL	Tax	(\$26.18)	\$0.00	(\$26.18)
															Refund	\$151.85
															Refund	\$381.77
BENNY, MEGAN RACHEAL	BENNY, MEGAN RACHEAL	3261 WESTRIDGE LN SW	CONCORD, NC 28027	Proration	0044639422	HE7555	PENDING	160197210	Refund Generated due to proration on Bill #0044639422-2017-2017-0000-00	Vehicle Sold	05/29/2019	C ADVL	Tax	(\$59.52)	\$0.00	(\$59.52)
												CI02ADVL	Tax	(\$40.82)	\$0.00	(\$40.82)
												CI02ADVL	Vehicle Fee	\$0.00	\$0.00	\$0.00
															Refund	\$100.34
BIANOUNI, OSSAMA	BIANOUNI, OSSAMA	7910 TOTTENHAM DR	HARRISBURG, NC 28075	Adjustment < \$100	0042176894	FEH2776	PENDING	106071104	Refund Generated due to adjustment on Bill #0042176894-2018-2018-0000-00	SLVG or RBLT TTL	05/15/2019	C ADVL	Tax	(\$40.20)	\$0.00	(\$40.20)
												CI01ADVL	Tax	(\$19.82)	\$0.00	(\$19.82)
															Refund	\$60.02
															Refund	\$381.77
BRANDT, DANIEL JAMES	BRANDT, DANIEL JAMES	4585 WRANGLER DR SW	CONCORD, NC 28027	Proration	0041144574	PAT9779	PENDING	159013203	Refund Generated due to proration on Bill #0041144574-2017-2017-0000-00	Vehicle Sold	05/14/2019	C ADVL	Tax	(\$37.17)	\$0.00	(\$37.17)
												CI02ADVL	Tax	(\$25.49)	\$0.00	(\$25.49)
												CI02ADVL	Vehicle Fee	\$0.00	\$0.00	\$0.00
															Refund	\$62.66
BRASWELL, DON FRANK	BRASWELL, DON FRANK	980 COVENTRY RD	KANNAPOLIS, NC 28081	Proration	0014351119	TSA1079	PENDING	159553374	Refund Generated due to proration on Bill #0014351119-2018-2018-0000-00	Vehicle Sold	05/21/2019	C ADVL	Tax	(\$18.90)	\$0.00	(\$18.90)
												CI04ADVL	Tax	(\$16.54)	\$0.00	(\$16.54)
												CI04ADVL	Vehicle Fee	\$0.00	\$0.00	\$0.00
															Refund	\$35.44
BROCK, ANGELIA WILKINSON	BROCK, ANGELIA WILKINSON	400 BOST ST	KANNAPOLIS, NC 28081	Proration	0014344882	ZRS9315	PENDING	158057421	Refund Generated due to proration on Bill #0014344882-2018-2018-0000-00	Vehicle Sold	05/01/2019	C ADVL	Tax	(\$36.03)	\$0.00	(\$36.03)
												CI04ADVL	Tax	(\$31.53)	\$0.00	(\$31.53)
												CI04ADVL	Vehicle Fee	\$0.00	\$0.00	\$0.00
															Refund	\$67.56
BROWN, MICHAEL ANTHONY	BROWN, MICHAEL ANTHONY	207 LINCOLN ST SW	CONCORD, NC 28025	Proration	0026542086	ZVX3206	PENDING	158616072	Refund Generated due to proration on Bill #0026542086-2017-2017-0000-00	Vehicle Sold	05/08/2019	C ADVL	Tax	(\$19.37)	\$0.00	(\$19.37)
												CI02ADVL	Tax	(\$13.28)	\$0.00	(\$13.28)
												CI02ADVL	Vehicle Fee	\$0.00	\$0.00	\$0.00
															Refund	\$32.65
BUCKWELL, HUNTER CHASE	BUCKWELL, HUNTER CHASE	12897 NC HIGHWAY 49 N	MOUNT PLEASANT, NC 28124	Proration	0043660514	FHF5764	PENDING	160044546	Refund Generated due to proration on Bill #0043660514-2018-2018-0000-00	Vehicle Sold	05/28/2019	C ADVL	Tax	(\$1.16)	\$0.00	(\$1.16)
												CI02ADVL	Tax	(\$0.78)	\$0.00	(\$0.78)
												CI02ADVL	Vehicle Fee	\$0.00	\$0.00	\$0.00
															Refund	\$1.94
BUCKWELL, HUNTER CHASE	BUCKWELL, HUNTER CHASE	12897 NC HIGHWAY 49 N	MOUNT PLEASANT, NC 28124	Adjustment < \$100	0047947631	HAC5632	PENDING	211599076	Refund Generated due to adjustment on Bill #0047947631-2018-2018-0000-00	Situation error	05/09/2019	C ADVL	Tax	\$0.00	\$0.00	\$0.00
												CI02ADVL	Tax	(\$10.22)	\$0.00	(\$10.22)
												CI02ADVL	Vehicle Fee	(\$15.00)	\$0.00	(\$15.00)
															Refund	\$35.22



North Carolina Vehicle Tax System

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Report Date

Payee Name	Primary Owner	Address 1	Address 3	Refund Type	Bill #	Plate Number	Status	Transaction #	Refund Description	Refund Reason	Create Date	Tax Jurisdiction	Levy Type	Change	Interest Change	Total Change
									2018-0000			FR15ADVL	Tax	\$2.71	\$0.00	\$2.71
															Refund	\$22.51
BUNNELL, KELLY MARIE	BUNNELL, KELLY MARIE	613 FAITH DR SW	CONCORD, NC 28027	Proration	0014342818	ZRS8782	PENDING	159553464	Refund Generated due to proration on Bill #0014342818-2017-2017-0000-00	Vehicle Sold	05/21/2019	C ADVL	Tax	(\$3.92)	\$0.00	(\$3.92)
												Ci02ADVL	Tax	(\$2.69)	\$0.00	(\$2.69)
												Ci02ADVL	Vehicle Fee	\$0.00	\$0.00	\$0.00
															Refund	\$6.61
CARPENTER, SHANE LYNN	CARPENTER, SHANE LYNN	1485 HESS RD	CONCORD, NC 28025	Proration	0014299277	AJX3429	PENDING	105371514	Refund Generated due to proration on Bill #0014299277-2018-2018-0000-00	Vehicle Sold	05/01/2019	C ADVL	Tax	(\$17.38)	\$0.00	(\$17.38)
												FR03ADVL	Tax	(\$1.45)	\$0.00	(\$1.45)
															Refund	\$18.83
CARR, JOHN FRANKLIN	CARR, JOHN FRANKLIN	272 HALL AVE NW	CONCORD, NC 28027	Proration	0038020172	PFL4286	PENDING	159651996	Refund Generated due to proration on Bill #0038020172-2017-2017-0000-00	Vehicle Totalled	05/22/2019	C ADVL	Tax	(\$9.66)	\$0.00	(\$9.66)
												Ci02ADVL	Tax	(\$6.62)	\$0.00	(\$6.62)
												Ci02ADVL	Vehicle Fee	\$0.00	\$0.00	\$0.00
															Refund	\$16.28
CARTER, TRACIEANA DEANCHE	CARTER, TRACIEANA DEANCHE	2959 WATERCREST DR NW	CONCORD, NC 28027	Proration	0046821346	FLW6844	PENDING	158616429	Refund Generated due to proration on Bill #0046821346-2018-2018-0000-00	Vehicle Totalled	05/08/2019	C ADVL	Tax	(\$27.00)	\$0.00	(\$27.00)
												Ci02ADVL	Tax	(\$18.00)	\$0.00	(\$18.00)
												Ci02ADVL	Vehicle Fee	\$0.00	\$0.00	\$0.00
															Refund	\$45.00
CONNELL, MICHAEL WAYNE	CONNELL, MICHAEL WAYNE	2601 SW 145TH AVE	MIRAMAR, FL 33327	Proration	0033876108	CLJ7696	PENDING	158057226	Refund Generated due to proration on Bill #0033876108-2018-2018-0000-00	Vehicle Sold	05/01/2019	C ADVL	Tax	(\$95.17)	\$0.00	(\$95.17)
												Ci02ADVL	Tax	(\$63.45)	\$0.00	(\$63.45)
												Ci02ADVL	Vehicle Fee	\$0.00	\$0.00	\$0.00
															Refund	\$158.62
COTELL, ROBERT HENRY	COTELL, ROBERT HENRY	7955 DELL DR	HARRISBURG, NC 28075	Proration	0044155037	FCB6631	PENDING	105854804	Refund Generated due to proration on Bill #0044155037-2018-2018-0000-00	Vehicle Sold	05/10/2019	C ADVL	Tax	(\$115.25)	\$0.00	(\$115.25)
												Ci01ADVL	Tax	(\$56.83)	\$0.00	(\$56.83)
															Refund	\$172.08
DABBS, JESSICA MARIA	DABBS, JESSICA MARIA	1103 OAKWOOD AVE	KANNAPOLIS, NC 28081	Proration	0037197329	CJ60392	PENDING	158431746	Refund Generated due to proration on Bill #0037197329-2017-2017-0000-00	Vehicle Sold	05/06/2019	C ADVL	Tax	(\$15.96)	\$0.00	(\$15.96)
												Ci04ADVL	Tax	(\$14.36)	\$0.00	(\$14.36)
												Ci04ADVL	Vehicle Fee	\$0.00	\$0.00	\$0.00
															Refund	\$30.32
DAMICO, DANIEL ALAN	DAMICO, DANIEL ALAN	2644 NEW HAVEN ST NW	CONCORD, NC 28027	Proration	0043611481	FHF9168	PENDING	160045185	Refund Generated due to proration on Bill #0043611481-2018-2018-0000-00	Vehicle Sold	05/28/2019	C ADVL	Tax	(\$27.00)	\$0.00	(\$27.00)
												Ci02ADVL	Tax	(\$18.00)	\$0.00	(\$18.00)
												Ci02ADVL	Vehicle Fee	\$0.00	\$0.00	\$0.00
															Refund	\$45.00
DAMICO, MICHAEL JOHN	DAMICO, MICHAEL JOHN	2727 TYNDALL DR NW	CONCORD, NC 28027	Proration	0047282182	HAC4770	PENDING	158700036	Refund Generated due to proration on Bill #0047282182-2018-2018-0000-00	Vehicle Sold	05/09/2019	C ADVL	Tax	(\$132.93)	\$0.00	(\$132.93)
												Ci02ADVL	Tax	(\$88.61)	\$0.00	(\$88.61)
												Ci02ADVL	Vehicle Fee	\$0.00	\$0.00	\$0.00
															Refund	\$221.54
DAVIS, MAXDELL BURKE	DAVIS, MAXDELL BURKE	4280 GRANADA DR SW	CONCORD, NC 28027	Proration	0036296968	EJF6727	PENDING	158528511	Refund Generated due to proration on Bill #0036296968-2018-2018-0000-00	Vehicle Sold	05/07/2019	C ADVL	Tax	(\$6.78)	\$0.00	(\$6.78)
												Ci02ADVL	Tax	(\$4.52)	\$0.00	(\$4.52)
												Ci02ADVL	Vehicle Fee	\$0.00	\$0.00	\$0.00
															Refund	\$11.30
DESMET, PRISCILLA OSBORNE	DESMET, PRISCILLA OSBORNE	6418 CUMBERLAND DR	HARRISBURG, NC 28075	Proration	0034970541	EBL4537	PENDING	105520020	Refund Generated due to proration on Bill #0034970541-2018-2018-0000-00	Vehicle Sold	05/03/2019	C ADVL	Tax	(\$104.28)	\$0.00	(\$104.28)
												Ci01ADVL	Tax	(\$51.42)	\$0.00	(\$51.42)
															Refund	\$155.70
DOBNER, RICHARD STANFIELD	DOBNER, RICHARD STANFIELD	506 WEBB RD	CONCORD, NC 28025	Proration	0048110446	EHM1748	PENDING	159751788	Refund Generated due to proration on Bill #0048110446-2018-2018-0000-00	Vehicle Sold	05/23/2019	C ADVL	Tax	(\$160.32)	(\$10.42)	(\$170.74)
												Ci02ADVL	Tax	(\$106.88)	(\$6.95)	(\$113.83)
												Ci02ADVL	Vehicle Fee	\$0.00	\$0.00	\$0.00
															Refund	\$284.57
DUCE, ROY ANTHONY	DUCE, ROY ANTHONY	3232 ROBERTA FARMS CT SW	CONCORD, NC 28027	Proration	0040230856	EDY3568	PENDING	158782152	Refund Generated due to proration on Bill #0040230856-2018-2018-0000-00	Vehicle Totalled	05/10/2019	C ADVL	Tax	(\$85.97)	(\$4.30)	(\$90.27)
												Ci02ADVL	Tax	(\$57.31)	(\$2.87)	(\$60.18)
												Ci02ADVL	Vehicle Fee	\$0.00	\$0.00	\$0.00
															Refund	\$150.45
DURRETTE, LELAND ANDREW	DURRETTE, LELAND ANDREW	5991 BROOKSTON E DR NW	CONCORD, NC 28027	Proration	0046075076	FLF5996	PENDING	159303198	Refund Generated due to proration on Bill #0046075076-2018-2018-0000-00	Vehicle Sold	05/17/2019	C ADVL	Tax	(\$10.56)	\$0.00	(\$10.56)
												Ci02ADVL	Tax	(\$7.04)	\$0.00	(\$7.04)
												Ci02ADVL	Vehicle Fee	\$0.00	\$0.00	\$0.00
															Refund	\$17.60

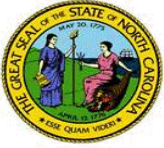


North Carolina Vehicle Tax System

NCVTS Pending Refund report

Report Date

Payee Name	Primary Owner	Address 1	Address 3	Refund Type	Bill #	Plate Number	Status	Transaction #	Refund Description	Refund Reason	Create Date	Tax Jurisdiction	Levy Type	Change	Interest Change	Total Change
FELDMAN, JACQUELINE EVELYN	FELDMAN, JACQUELINE EVELYN	374 UNION ST S	CONCORD, NC 28025	Proration	0039565673	PHJ4362	PENDING	159106947	Refund Generated due to proration on Bill #0039565673-2018-2018-0000-00	Vehicle Sold	05/15/2019	C ADVL	Tax	(\$39.39)	\$0.00	(\$39.39)
												CI02ADVL	Tax	(\$26.26)	\$0.00	(\$26.26)
												CI02ADVL	Vehicle Fee	\$0.00	\$0.00	\$0.00
												Refund	\$65.65			
FERGUSON, RANDALL GENE	FERGUSON, RANDALL GENE	20330 DOVEKIE LN	INDIAN LAND, SC 29707	Proration	0041709684	6X3007	PENDING	106798154	Refund Generated due to proration on Bill #0041709684-2017-2017-2000-00	Reg . Out of state	05/29/2019	C ADVL	Tax	(\$11.18)	\$0.00	(\$11.18)
												FR03ADVL	Tax	(\$0.96)	\$0.00	(\$0.96)
FERGUSON, RANDALL GENE	FERGUSON, RANDALL GENE	20330 DOVEKIE LN	INDIAN LAND, SC 29707	Proration	0034973836	AMW6314	PENDING	106798138	Refund Generated due to proration on Bill #0034973836-2018-2018-2000-00	Reg . Out of state	05/29/2019	C ADVL	Tax	(\$79.53)	\$0.00	(\$79.53)
												FR03ADVL	Tax	(\$6.63)	\$0.00	(\$6.63)
FIDLER, TANYA MARIE	FIDLER, TANYA MARIE	415 SETTLERS RIDGE DR	KANNAPOLIS, NC 28081	Proration	0032916813	WPT6653	PENDING	158431764	Refund Generated due to proration on Bill #0032916813-2018-2018-0000-00	Vehicle Sold	05/06/2019	C ADVL	Tax	(\$74.89)	\$0.00	(\$74.89)
												CI04ADVL	Tax	(\$65.53)	\$0.00	(\$65.53)
												CI04ADVL	Vehicle Fee	\$0.00	\$0.00	\$0.00
												Refund	\$140.42			
FOUTNER, GENA MARIE	FOUTNER, GENA MARIE	3599 CATHERINE CREEK PL	DAVIDSON, NC 28036	Proration	0043176838	FDR6434	PENDING	159859260	Refund Generated due to proration on Bill #0043176838-2018-2018-0000-00	Vehicle Sold	05/24/2019	C ADVL	Tax	(\$102.67)	\$0.00	(\$102.67)
												CI04ADVL	Tax	(\$89.84)	\$0.00	(\$89.84)
												CI04ADVL	Vehicle Fee	(\$30.00)	\$0.00	(\$30.00)
												Refund	\$222.51			
FRAZIER, BENJAMIN KEITH	FRAZIER, BENJAMIN KEITH	6100 US HIGHWAY 601 S	CONCORD, NC 28025	Adjustment < \$100	0047946028	ECD8742	PENDING	211599056	Refund Generated due to adjustment on Bill #0047946028-2018-2018-0000	Situation error	05/09/2019	C ADVL	Tax	\$0.00	\$0.00	\$0.00
												CI02ADVL	Tax	(\$38.06)	\$0.00	(\$38.06)
												CI02ADVL	Vehicle Fee	(\$15.00)	\$0.00	(\$15.00)
												FR04ADVL	Tax	\$5.95	\$0.00	\$5.95
												Refund	\$47.11			
FRAZIER, BENJAMIN KEITH	FRAZIER, BENJAMIN KEITH	6100 US HIGHWAY 601 S	CONCORD, NC 28025	Adjustment < \$100	0047945834	HBR4017	PENDING	211599068	Refund Generated due to adjustment on Bill #0047945834-2018-2018-0000	Situation error	05/09/2019	C ADVL	Tax	\$0.00	\$0.00	\$0.00
												CI02ADVL	Tax	(\$5.42)	\$0.00	(\$5.42)
												CI02ADVL	Vehicle Fee	(\$15.00)	\$0.00	(\$15.00)
												FR04ADVL	Tax	\$0.85	\$0.00	\$0.85
												Refund	\$19.57			
FREEMAN, RONNIE DEE	FREEMAN, RONNIE DEE	315 MARHILL DR	RIDGWAY, VA 24148	Proration	0044045873	PKJ9357	PENDING	160510614	Refund Generated due to proration on Bill #0044045873-2018-2018-0000-00	Reg . Out of state	05/31/2019	C ADVL	Tax	(\$47.21)	\$0.00	(\$47.21)
												CI02ADVL	Tax	(\$31.47)	\$0.00	(\$31.47)
												CI02ADVL	Vehicle Fee	\$0.00	\$0.00	\$0.00
												Refund	\$78.68			
FURRER, DAVID BENJAMIN	FURRER, DAVID BENJAMIN	7346 MILL RUINS AVE SW	CONCORD, NC 28025	Proration	0042359387	CBE3695	PENDING	159751002	Refund Generated due to proration on Bill #0042359387-2017-2017-0000-00	Vehicle Sold	05/23/2019	C ADVL	Tax	(\$26.51)	\$0.00	(\$26.51)
												CI02ADVL	Tax	(\$18.18)	\$0.00	(\$18.18)
												CI02ADVL	Vehicle Fee	\$0.00	\$0.00	\$0.00
												Refund	\$44.69			
GLENDE, THOMAS A	GLENDE, THOMAS A	1326 GAMBEL DR NW	CONCORD, NC 28027	Adjustment >= \$100	0047927598	CJ70713	PENDING	159651789	Refund Generated due to adjustment on Bill #0047927598-2018-2018-0000-00	Over Assessment	05/22/2019	C ADVL	Tax	(\$64.58)	\$0.00	(\$64.58)
												CI02ADVL	Tax	(\$43.06)	\$0.00	(\$43.06)
												CI02ADVL	Vehicle Fee	\$0.00	\$0.00	\$0.00
												Refund	\$107.64			
GRIFFITH, KENNETH GERALD	GRIFFITH, KENNETH GERALD	1440 POM ORCHID LN	KANNAPOLIS, NC 28081	Proration	0028339603	SSV4080	PENDING	158057751	Refund Generated due to proration on Bill #0028339603-2018-2018-0000-00	Vehicle Sold	05/01/2019	C ADVL	Tax	(\$65.83)	\$0.00	(\$65.83)
												CI04ADVL	Tax	(\$57.60)	\$0.00	(\$57.60)
												CI04ADVL	Vehicle Fee	\$0.00	\$0.00	\$0.00
												Refund	\$123.43			
HARRIS, PATRICK DARREN	HARRIS, PATRICK DARREN	2521 CHEVARON DR	CONCORD, NC 28025	Proration	0023017277	EY1385	PENDING	105938706	Refund Generated due to proration on Bill #0023017277-2018-2018-2000-00	Vehicle Sold	05/13/2019	C ADVL	Tax	(\$38.70)	\$0.00	(\$38.70)
												FR16ADVL	Tax	(\$5.54)	\$0.00	(\$5.54)
HARRIS, PAUL QUINTON JR	HARRIS, PAUL QUINTON JR	3925 STALLINGS RD	HARRISBURG, NC 28075	Proration	0040205350	FK8928	PENDING	105938708	Refund Generated due to proration on Bill #0040205350-2018-2018-2000-00	Vehicle Sold	05/13/2019	C ADVL	Tax	(\$190.39)	\$0.00	(\$190.39)
												FR07ADVL	Tax	(\$39.67)	\$0.00	(\$39.67)
HARRISON, ONEDA CROW	HARRISON, ONEDA CROW	6643 POPLAR TENT RD	CONCORD, NC 28027	Proration	0044514899	FJL2618	PENDING	159201369	Refund Generated due to proration on Bill #0044514899-2018-2018-0000-00	Vehicle Totalled	05/16/2019	C ADVL	Tax	(\$130.71)	\$0.00	(\$130.71)
												CI02ADVL	Tax	(\$87.14)	\$0.00	(\$87.14)
												CI02ADVL	Vehicle Fee	\$0.00	\$0.00	\$0.00
												Refund	\$217.85			
HAYES,	HAYES,	3942	CHARLOTTE,	Adjustment <	0047547613	PET6190	PENDING	106797960	Refund Generated due	SLVG or	05/29/2019	C ADVL	Tax	(\$5.51)	\$0.00	(\$5.51)

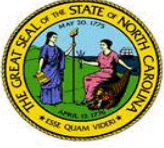


North Carolina Vehicle Tax System

NCVTS Pending Refund report

Report Date

Payee Name	Primary Owner	Address 1	Address 3	Refund Type	Bill #	Plate Number	Status	Transaction #	Refund Description	Refund Reason	Create Date	Tax Jurisdiction	Levy Type	Change	Interest Change	Total Change	
PAMELA RITCH	PAMELA RITCH	MEADOWRIDGE DR	NC 28226	\$100					to adjustment on Bill #0047547613-2018-0010-0000-00	RBLT TTL		FR04ADVL	Tax	(\$0.58)	\$0.00	(\$0.58)	
													Refund		\$6.09		
HENDRIX, JAMES GRANT	HENDRIX, JAMES GRANT	535 ELIZABETH LEE DR NW	CONCORD, NC 28027	Proration	0036364865	7PTCP	PENDING	160340151	Refund Generated due to proration on Bill #0036364865-2017-2017-0000-00	Reg. Out of state	05/30/2019	C ADVL	Tax	(\$39.89)	\$0.00	(\$39.89)	
													Ci02ADVL	Tax	(\$27.35)	\$0.00	(\$27.35)
													Ci02ADVL	Vehicle Fee	\$0.00	\$0.00	\$0.00
													Refund		\$67.24		
HENTZE, PETER CONRAD	HENTZE, PETER CONRAD	319 PULASKI DR SW	CONCORD, NC 28027	Proration	0034101216	5M1913	PENDING	158908419	Refund Generated due to proration on Bill #0034101216-2018-2018-0000-00	Vehicle Sold	05/13/2019	C ADVL	Tax	(\$39.72)	\$0.00	(\$39.72)	
													Ci02ADVL	Tax	(\$26.48)	\$0.00	(\$26.48)
													Ci02ADVL	Vehicle Fee	\$0.00	\$0.00	\$0.00
													Refund		\$66.20		
HIGH, JOYCE MAY	HIGH, JOYCE MAY	7207 SAGEBRUSH CIR	CONCORD, NC 28025	Proration	0024042288	DBR9505	PENDING	105685620	Refund Generated due to proration on Bill #0024042288-2018-0010-0000-00	Vehicle Totalled	05/07/2019	C ADVL	Tax	(\$40.45)	\$0.00	(\$40.45)	
													FR14ADVL	Tax	(\$3.37)	\$0.00	(\$3.37)
													Refund		\$43.82		
HILL, ELIZABETH JANE	HILL, ELIZABETH JANE	240 BRANCHVIEW DR NE	CONCORD, NC 28025	Proration	0009461117	WZM2477	PENDING	158432604	Refund Generated due to proration on Bill #0009461117-2018-2018-0000-00	Vehicle Sold	05/06/2019	C ADVL	Tax	(\$2.98)	\$0.00	(\$2.98)	
													Ci02ADVL	Tax	(\$1.99)	\$0.00	(\$1.99)
													Ci02ADVL	Vehicle Fee	\$0.00	\$0.00	\$0.00
													Refund		\$4.97		
HODGE, STEPHEN CURTIS	HODGE, STEPHEN CURTIS	2506 S CANNON BLVD	KANNAPOLIS, NC 28083	Proration	0046725192	TPR2850	PENDING	160197639	Refund Generated due to proration on Bill #0046725192-2018-2018-0000-00	Vehicle Sold	05/29/2019	C ADVL	Tax	(\$125.94)	(\$6.30)	(\$132.24)	
													Ci04ADVL	Tax	(\$110.20)	(\$5.51)	(\$115.71)
													Ci04ADVL	Vehicle Fee	\$0.00	\$0.00	\$0.00
													Refund		\$247.95		
HORTON, LORIE BURGESS	HORTON, LORIE BURGESS	7430 US HIGHWAY 601 S	CONCORD, NC 28025	Adjustment < \$100	0041407253	FCY4335	PENDING	106071096	Refund Generated due to adjustment on Bill #0041407253-2018-0010-0000-00	Damage	05/15/2019	C ADVL	Tax	(\$22.68)	\$0.00	(\$22.68)	
													FR14ADVL	Tax	(\$1.89)	\$0.00	(\$1.89)
													Refund		\$24.57		
HOWARD, HERSCHEL DEWITT JR	HOWARD, HERSCHEL DEWITT JR	1070 IVEYWOOD PL NW	CONCORD, NC 28027	Proration	0045292142	6S3123	PENDING	158528052	Refund Generated due to proration on Bill #0045292142-2018-2018-0000-00	Vehicle Sold	05/07/2019	C ADVL	Tax	(\$79.86)	\$0.00	(\$79.86)	
													Ci02ADVL	Tax	(\$53.24)	\$0.00	(\$53.24)
													Ci02ADVL	Vehicle Fee	\$0.00	\$0.00	\$0.00
													Refund		\$133.10		
HOWARD, HERSCHEL DEWITT JR	HOWARD, HERSCHEL DEWITT JR	1070 IVEYWOOD PL NW	CONCORD, NC 28027	Proration	0014312577	4P2852	PENDING	158528046	Refund Generated due to proration on Bill #0014312577-2018-2018-0000-00	Vehicle Sold	05/07/2019	C ADVL	Tax	(\$59.40)	\$0.00	(\$59.40)	
													Ci02ADVL	Tax	(\$39.60)	\$0.00	(\$39.60)
													Ci02ADVL	Vehicle Fee	\$0.00	\$0.00	\$0.00
													Refund		\$99.00		
HOWE, ELAINE CASTRO	HOWE, ELAINE CASTRO	131 EDGEWATER DR NW	CONCORD, NC 28027	Proration	0045948750	FLE4264	PENDING	159303372	Refund Generated due to proration on Bill #0045948750-2018-2018-0000-00	Processed in error	05/17/2019	C ADVL	Tax	(\$49.92)	\$0.00	(\$49.92)	
													Ci04ADVL	Tax	(\$43.68)	\$0.00	(\$43.68)
													Ci04ADVL	Vehicle Fee	\$0.00	\$0.00	\$0.00
													Refund		\$93.60		
IMPOCO, KELLEY LYN	IMPOCO, KELLEY LYN	2273 ELENDIL LN	CHARLOTTE, NC 28269	Proration	0043557282	FHH4393	PENDING	159859971	Refund Generated due to proration on Bill #0043557282-2018-2018-0000-00	Vehicle Totalled	05/24/2019	C ADVL	Tax	(\$18.14)	\$0.00	(\$18.14)	
													Ci02ADVL	Tax	(\$12.09)	\$0.00	(\$12.09)
													Ci02ADVL	Vehicle Fee	\$0.00	\$0.00	\$0.00
													Refund		\$30.23		
IYER, VISHALAKSHI RAMMOHAN	IYER, VISHALAKSHI RAMMOHAN	9540 HERITAGE FARM AVE NW	CONCORD, NC 28027	Proration	0028568348	DAF8005	PENDING	159106845	Refund Generated due to proration on Bill #0028568348-2018-2018-0000-00	Vehicle Sold	05/15/2019	C ADVL	Tax	(\$12.84)	\$0.00	(\$12.84)	
													Ci02ADVL	Tax	(\$8.56)	\$0.00	(\$8.56)
													Ci02ADVL	Vehicle Fee	\$0.00	\$0.00	\$0.00
													Refund		\$21.40		
JACKSON, RALPH BERNARD	JACKSON, RALPH BERNARD	8379 BURGUNDY RIDGE DR	HARRISBURG, NC 28075	Proration	0046419891	FLE9152	PENDING	106071216	Refund Generated due to proration on Bill #0046419891-2018-0010-0000-00	Vehicle Sold	05/15/2019	C ADVL	Tax	(\$335.22)	\$0.00	(\$335.22)	
													Ci01ADVL	Tax	(\$165.28)	\$0.00	(\$165.28)
													Refund		\$500.50		
JAMES, PATRICIA DEESE	JAMES, PATRICIA DEESE	1202 FAIRWAY DR	KANNAPOLIS, NC 28081	Proration	0042825475	WZL1901	PENDING	105938746	Refund Generated due to proration on Bill #0042825475-2017-0010-0000-00	Vehicle Sold	05/13/2019	C ADVL	Tax	(\$66.41)	\$0.00	(\$66.41)	
													FR01ADVL	Tax	(\$7.59)	\$0.00	(\$7.59)
													Refund		\$74.00		
JARVIS, LEONARD FRANKLIN	JARVIS, LEONARD FRANKLIN	532 SOUTHERN OAK AVE NW	CONCORD, NC 28027	Proration	0034447722	EFD1694	PENDING	158908626	Refund Generated due to proration on Bill #0034447722-2018-2018-0000-00	Vehicle Sold	05/13/2019	C ADVL	Tax	(\$54.85)	\$0.00	(\$54.85)	
													Ci02ADVL	Tax	(\$36.57)	\$0.00	(\$36.57)
													Ci02ADVL	Vehicle Fee	\$0.00	\$0.00	\$0.00
													Refund		\$91.42		
JEFF	JEFF	4325 PAPA	CHARLOTTE,	Proration	0046610023	VRS1447	PENDING	158057988	Refund Generated due	Vehicle Sold	05/01/2019	C ADVL	Tax	(\$158.90)	\$0.00	(\$158.90)	

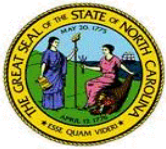


North Carolina Vehicle Tax System

NCVTS Pending Refund report

Report Date

Payee Name	Primary Owner	Address 1	Address 3	Refund Type	Bill #	Plate Number	Status	Transaction #	Refund Description	Refund Reason	Create Date	Tax Jurisdiction	Levy Type	Change	Interest Change	Total Change
GORDON INC	GORDON INC	JOE HENDRICK	NC 28262						to proration on Bill #0046610023-2018-2018-0000-00			Ci02ADVL	Tax	(\$105.94)	\$0.00	(\$105.94)
												Ci02ADVL	Vehicle Fee	(\$15.00)	\$0.00	(\$15.00)
															Refund	\$279.84
JENKINS, JOSHUA ALLEN	JENKINS, JOSHUA ALLEN	7214 SANDOWN CT	HARRISBURG, NC 28075	Proration	0035576615	BHP8610	PENDING	106201906	Refund Generated due to proration on Bill #0035576615-2018-0000-00	Vehicle Sold	05/17/2019	C ADVL	Tax	(\$25.75)	\$0.00	(\$25.75)
												Ci01ADVL	Tax	(\$12.70)	\$0.00	(\$12.70)
															Refund	\$38.45
KRYZALKA, TROY HARRY	KRYZALKA, TROY HARRY	2011 WILBURN PARK LN NW	CHARLOTTE, NC 28269	Proration	0037083672	EKC9846	PENDING	159553185	Refund Generated due to proration on Bill #0037083672-2017-2017-0000-00	Incomplete Doc	05/21/2019	C ADVL	Tax	(\$23.76)	\$0.00	(\$23.76)
												Ci02ADVL	Tax	(\$16.29)	\$0.00	(\$16.29)
												Ci02ADVL	Vehicle Fee	\$0.00	\$0.00	\$0.00
			Refund	\$40.05												
KUHNE, KURT HERMAN II	KUHNE, KURT HERMAN II	1502 12TH FAIRWAY DR NW	CONCORD, NC 28027	Proration	0046421826	32R4BP	PENDING	160045251	Refund Generated due to proration on Bill #0046421826-2018-2018-0000-00	Vehicle Sold	05/28/2019	C ADVL	Tax	(\$96.71)	\$0.00	(\$96.71)
												Ci02ADVL	Tax	(\$64.48)	\$0.00	(\$64.48)
												Ci02ADVL	Vehicle Fee	\$0.00	\$0.00	\$0.00
			Refund	\$161.19												
LAKE SPEED INC	LAKE SPEED INC	4025 OLD SALISBURY CONCOR	KANNAPOLIS, NC 28083	Proration	0041295485	DKN9997	PENDING	105744562	Refund Generated due to proration on Bill #0041295485-2018-0000-00	Vehicle Sold	05/08/2019	C ADVL	Tax	(\$72.28)	\$0.00	(\$72.28)
												FR09ADVL	Tax	(\$8.29)	\$0.00	(\$8.29)
															Refund	\$80.57
LAZOR-BARNETTE, ALISA	LAZOR-BARNETTE, ALISA	239 RIBERIA ST	SAINT AUGUSTINE, FL 32084	Proration	0014297959	BLM5102	PENDING	160197618	Refund Generated due to proration on Bill #0014297959-2018-2018-0000-00	Vehicle Sold	05/29/2019	C ADVL	Tax	(\$19.22)	\$0.00	(\$19.22)
												Ci02ADVL	Tax	(\$12.82)	\$0.00	(\$12.82)
												Ci02ADVL	Vehicle Fee	(\$15.00)	\$0.00	(\$15.00)
			Refund	\$47.04												
LEAR, DAVID RYAN	LEAR, DAVID RYAN	2419 GALENA LN	KANNAPOLIS, NC 28083	Proration	0045100336	CBE3331	PENDING	159859242	Refund Generated due to proration on Bill #0045100336-2018-2018-0000-00	Vehicle Sold	05/24/2019	C ADVL	Tax	(\$60.33)	\$0.00	(\$60.33)
												Ci04ADVL	Tax	(\$52.79)	\$0.00	(\$52.79)
												Ci04ADVL	Vehicle Fee	\$0.00	\$0.00	\$0.00
			Refund	\$113.12												
LINKER, FRED A JANE	LINKER, FRED A JANE	262 BAR LINK RD	MOUNT PLEASANT, NC 28124	Adjustment < \$100	0047281118	PLV9277	PENDING	211371112	Refund Generated due to adjustment on Bill #0047281118-2018-2018-0000	Situs error	05/07/2019	C ADVL	Tax	\$0.00	\$0.00	\$0.00
												Ci02ADVL	Tax	(\$76.78)	\$0.00	(\$76.78)
												Ci02ADVL	Vehicle Fee	(\$15.00)	\$0.00	(\$15.00)
			Refund	\$16.47												
LISKE, DAVID BARRY	LISKE, DAVID BARRY	15025 BETHEL AVENUE EXT	MIDLAND, NC 28107	Adjustment < \$100	0014351309	YTV7068	PENDING	105621212	Refund Generated due to adjustment on Bill #0014351309-2018-2018-0000-00	Damage	05/06/2019	C ADVL	Tax	(\$64.80)	\$0.00	(\$64.80)
												FR05ADVL	Tax	(\$7.20)	\$0.00	(\$7.20)
															Refund	\$72.00
LONG, ROGER DARRELL	LONG, ROGER DARRELL	3700 TAYLOR GLEN LN NW	CONCORD, NC 28027	Proration	0017999514	XYM1740	PENDING	158699427	Refund Generated due to proration on Bill #0017999514-2017-2017-0000-00	Vehicle Sold	05/09/2019	C ADVL	Tax	(\$7.86)	\$0.00	(\$7.86)
												FR19ADVL	Tax	(\$1.48)	\$0.00	(\$1.48)
												Ci01ADVL	Tax	(\$1.78)	\$0.00	(\$1.78)
			Refund	\$11.12												
LUZZI, JENNIFER NICOLETA	LUZZI, JENNIFER NICOLETA	2517 HAVEN ST	KANNAPOLIS, NC 28083	Proration	0046300448	PLJ9535	PENDING	159859692	Refund Generated due to proration on Bill #0046300448-2018-2018-0000-00	Vehicle Totalled	05/24/2019	C ADVL	Tax	(\$12.85)	\$0.00	(\$12.85)
												Ci04ADVL	Tax	(\$11.24)	\$0.00	(\$11.24)
												Ci04ADVL	Vehicle Fee	\$0.00	\$0.00	\$0.00
			Refund	\$24.09												
MALPARTIDA, HANS ELI	MALPARTIDA, HANS ELI	1730 RED BIRD CIR	CONCORD, NC 28025	Proration	0040369195	FBY7366	PENDING	159106605	Refund Generated due to proration on Bill #0040369195-2018-2018-0000-00	Vehicle Totalled	05/15/2019	C ADVL	Tax	(\$89.89)	\$0.00	(\$89.89)
												Ci02ADVL	Tax	(\$59.93)	\$0.00	(\$59.93)
												Ci02ADVL	Vehicle Fee	\$0.00	\$0.00	\$0.00
			Refund	\$149.82												
MALY, THOMAS EDWARD	MALY, THOMAS EDWARD	3590 HIGHLAND FAIRWAYS BLVD	LAKELAND, FL 33810	Proration	0043496005	YRC7326	PENDING	160044759	Refund Generated due to proration on Bill #0043496005-2018-2018-0000-00	Reg. Out of state	05/28/2019	C ADVL	Tax	(\$98.78)	\$0.00	(\$98.78)
												Ci02ADVL	Tax	(\$65.86)	\$0.00	(\$65.86)
												Ci02ADVL	Vehicle Fee	\$0.00	\$0.00	\$0.00
			Refund	\$164.64												
MARTINO, TERENCE MAURICE	MARTINO, TERENCE MAURICE	532 MONTGROVE PL NW	CONCORD, NC 28027	Proration	0008842311	BHE6895	PENDING	160340007	Refund Generated due to proration on Bill #0008842311-2018-2018-0000-00	Vehicle Totalled	05/30/2019	C ADVL	Tax	(\$28.61)	\$0.00	(\$28.61)
												Ci02ADVL	Tax	(\$19.07)	\$0.00	(\$19.07)
												Ci02ADVL	Vehicle Fee	\$0.00	\$0.00	\$0.00
			Refund	\$47.68												
MCCALL, TRAVIS	MCCALL, TRAVIS	2507 HAVEN ST	KANNAPOLIS, NC 28083	Adjustment >= \$100	0047328284	ALM2319	PENDING	160339827	Refund Generated due to adjustment on Bill	Military	05/30/2019	C ADVL	Tax	(\$181.94)	\$0.00	(\$181.94)
												Ci04ADVL	Tax	(\$159.20)	\$0.00	(\$159.20)

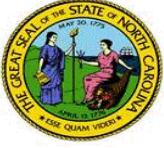


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Payee Name	Primary Owner	Address 1	Address 3	Refund Type	Bill #	Plate Number	Status	Transaction #	Refund Description	Refund Reason	Create Date	Tax Jurisdiction	Levy Type	Change	Interest Change	Total Change
JERMAINE	JERMAINE								#0047328284-2018-2018-0000-00			CI04ADVL	Vehicle Fee	(\$30.00)	\$0.00	(\$30.00)
Refund																
\$371.14																
MEADORS, JOE RICHARD JR	MEADORS, JOE RICHARD JR	8234 ANDERSON PL	HARRISBURG, NC 28075	Proration	0036881464	EBS5500	PENDING	106501002	Refund Generated due to proration on Bill #0036881464-2017-2017-0000-00	Processed in error	05/23/2019	C ADVL	Tax	(\$51.60)	\$0.00	(\$51.60)
FR07ADVL Tax (\$9.69)																
Refund \$61.29																
MENIUS, JANET LEE	MENIUS, JANET LEE	316 DALEWOOD AVE	KANNAPOLIS, NC 28083	Proration	0037695635	ELX4159	PENDING	159200703	Refund Generated due to proration on Bill #0037695635-2017-2017-0000-00	Vehicle Sold	05/16/2019	C ADVL	Tax	(\$20.26)	\$0.00	(\$20.26)
CI04ADVL Tax (\$18.24)																
CI04ADVL Vehicle Fee \$0.00																
Refund \$38.50																
MILLER, CHARLIE LARRY	MILLER, CHARLIE LARRY	1000 ARROWHEAD DR SE	CONCORD, NC 28025	Proration	0037933683	DLF4818	PENDING	160045131	Refund Generated due to proration on Bill #0037933683-2018-2018-0000-00	Vehicle Sold	05/28/2019	C ADVL	Tax	(\$20.63)	\$0.00	(\$20.63)
CI02ADVL Tax (\$13.75)																
CI02ADVL Vehicle Fee \$0.00																
Refund \$34.38																
MILLER, CHARLIE LARRY	MILLER, CHARLIE LARRY	1000 ARROWHEAD DR SE	CONCORD, NC 28025	Proration	0041007238	FCY2565	PENDING	160045125	Refund Generated due to proration on Bill #0041007238-2018-2018-0000-00	Vehicle Sold	05/28/2019	C ADVL	Tax	(\$41.78)	\$0.00	(\$41.78)
CI02ADVL Tax (\$27.85)																
CI02ADVL Vehicle Fee \$0.00																
Refund \$69.63																
MILLER, CHARLIE LARRY	MILLER, CHARLIE LARRY	1000 ARROWHEAD DR SE	CONCORD, NC 28025	Proration	0046804854	7B7221	PENDING	160045128	Refund Generated due to proration on Bill #0046804854-2018-2018-0000-00	Vehicle Sold	05/28/2019	C ADVL	Tax	(\$15.97)	\$0.00	(\$15.97)
CI02ADVL Tax (\$10.65)																
CI02ADVL Vehicle Fee \$0.00																
Refund \$26.62																
MOOSE, NATHAN WAYNE	MOOSE, NATHAN WAYNE	5190 GOLD HILL RD	CONCORD, NC 28025	Proration	0018021644	PPW9289	PENDING	106295882	Refund Generated due to proration on Bill #0018021644-2017-2017-0000-00	Vehicle Sold	05/20/2019	C ADVL	Tax	(\$6.88)	\$0.00	(\$6.88)
FR08ADVL Tax (\$0.67)																
Refund \$7.55																
MORGAN, JO LYN	MORGAN, JO LYN	1649 RED BIRD CIR	CONCORD, NC 28025	Proration	0018027449	XVB9716	PENDING	160339704	Refund Generated due to proration on Bill #0018027449-2017-2017-0000-00	Processed in error	05/30/2019	C ADVL	Tax	(\$13.46)	\$0.00	(\$13.46)
CI02ADVL Tax (\$9.23)																
CI02ADVL Vehicle Fee \$0.00																
Refund \$22.69																
MUDDASANI, KAUSHIK REDDY	MUDDASANI, KAUSHIK REDDY	2725 SCREECE WAY	LEANDER, TX 78641	Proration	0027911540	DBJ2640	PENDING	159106884	Refund Generated due to proration on Bill #0027911540-2018-2018-0000-00	Processed in error	05/15/2019	C ADVL	Tax	(\$70.22)	(\$3.51)	(\$73.73)
CI02ADVL Tax (\$46.82)																
CI02ADVL Vehicle Fee \$0.00																
Refund \$122.89																
MUDDASANI, KAUSHIK REDDY	MUDDASANI, KAUSHIK REDDY	2725 SCREECE WAY	LEANDER, TX 78641	Proration	0025571678	DFC2598	PENDING	159106902	Refund Generated due to proration on Bill #0025571678-2018-2018-0000-00	Vehicle Sold	05/15/2019	C ADVL	Tax	(\$73.39)	\$0.00	(\$73.39)
CI02ADVL Tax (\$48.93)																
CI02ADVL Vehicle Fee \$0.00																
Refund \$122.32																
PHAM, HAI MINH	PHAM, HAI MINH	315 PULASKI DR SW	CONCORD, NC 28027	Adjustment < \$100	0047589010	CL38639	PENDING	158528328	Refund Generated due to adjustment on Bill #0047589010-2018-2018-0000-00	Over Assessment	05/07/2019	C ADVL	Tax	(\$54.86)	\$0.00	(\$54.86)
CI02ADVL Tax (\$36.58)																
CI02ADVL Vehicle Fee \$0.00																
Refund \$91.44																
PITTMAN, GAYLE PHILLIPS	PITTMAN, GAYLE PHILLIPS	46 FLEETWOOD DR SW	CONCORD, NC 28027	Adjustment < \$100	0048039159	CL38691	PENDING	159750993	Refund Generated due to adjustment on Bill #0048039159-2018-2018-0000-00	Over Assessment	05/23/2019	C ADVL	Tax	(\$33.19)	\$0.00	(\$33.19)
CI02ADVL Tax (\$22.13)																
CI02ADVL Vehicle Fee \$0.00																
Refund \$55.32																
PLATTS, JOEL WILLIAM	PLATTS, JOEL WILLIAM	3505 KENDALE AVE NW	CONCORD, NC 28027	Adjustment < \$100	0019933210	CFW5747	PENDING	158699247	Refund Generated due to adjustment on Bill #0019933210-2018-2018-0000-00	Mileage	05/09/2019	C ADVL	Tax	(\$18.14)	\$0.00	(\$18.14)
CI02ADVL Tax (\$12.10)																
CI02ADVL Vehicle Fee \$0.00																
Refund \$30.24																
PLUMMER, TERRY LYNN	PLUMMER, TERRY LYNN	3801 PINE LEAF CIRCLE	MIDLAND, NC 28107	Proration	0044262133	YYF5541	PENDING	106071054	Refund Generated due to proration on Bill #0044262133-2017-2017-0000-00	Vehicle Sold	05/15/2019	C ADVL	Tax	(\$15.43)	\$0.00	(\$15.43)
FR05ADVL Tax (\$1.76)																
Refund \$17.19																
POSEY, BROADUS CHRISTIAN	POSEY, BROADUS CHRISTIAN	3701 CLINE SCHOOL RD	CONCORD, NC 28025	Adjustment < \$100	0030520721	EAF7189	PENDING	106071088	Refund Generated due to adjustment on Bill #0030520721-2018-2018-0000-00	Damage	05/15/2019	C ADVL	Tax	(\$32.94)	(\$1.65)	(\$34.59)
FR08ADVL Tax (\$4.03)																
Refund \$38.82																
POTTS, JULIA	POTTS, JULIA	2955 WALTER	CONCORD,	Proration	0047537147	HAC5421	PENDING	158057637	Refund Generated due	Processed in	05/01/2019	C ADVL	Tax	(\$25.99)	\$0.00	(\$25.99)



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Payee Name	Primary Owner	Address 1	Address 3	Refund Type	Bill #	Plate Number	Status	Transaction #	Refund Description	Refund Reason	Create Date	Tax Jurisdiction	Levy Type	Change	Interest Change	Total Change
KRISTIN	KRISTIN	DR NW	NC 28027						to proration on Bill #0047537147-2018-2018-0000-00			Ci02ADVL	Tax	(\$17.33)	\$0.00	(\$17.33)
												Ci02ADVL	Vehicle Fee	(\$15.00)	\$0.00	(\$15.00)
												Refund			\$58.32	
PRACHITH, CHANH RICKY	PRACHITH, CHANH RICKY	614 FLICKER ST	CONCORD, NC 28027	Proration	0000910777	AJW5534	PENDING	158431947	Refund Generated due to proration on Bill #0000910777-2018-2018-0000-00	Vehicle Sold	05/06/2019	C ADVL	Tax	(\$10.44)	\$0.00	(\$10.44)
												Ci04ADVL	Tax	(\$9.13)	\$0.00	(\$9.13)
												Ci04ADVL	Vehicle Fee	\$0.00	\$0.00	\$0.00
Refund			\$19.57													
RADEMACHER, MICHAEL JUMPER	RADEMACHER, MICHAEL JUMPER	293 MOUNT DR, APT 1207	SEVIERVILLE, TN 37876	Proration	0024822577	CJP5776	PENDING	158616837	Refund Generated due to proration on Bill #0024822577-2017-2017-0000-00	Reg. Out of state	05/08/2019	C ADVL	Tax	(\$15.96)	\$0.00	(\$15.96)
												Ci02ADVL	Tax	(\$10.94)	\$0.00	(\$10.94)
												Ci02ADVL	Vehicle Fee	\$0.00	\$0.00	\$0.00
Refund			\$26.90													
RANDLE, FORREST EDWARD	RANDLE, FORREST EDWARD	8600 COTTONWOOD TRL	CONCORD, NC 28027	Adjustment < \$100	0043351085	FH3898	PENDING	106572858	Refund Generated due to adjustment on Bill #0043351085-2018-	Mileage	05/24/2019	C ADVL	Tax	(\$41.98)	\$0.00	(\$41.98)
												FR11ADVL	Tax	(\$3.96)	\$0.00	(\$3.96)
Refund			\$45.94													
RICHARDS, DONALD EUGENE	RICHARDS, DONALD EUGENE	1211 MARK DR	CONCORD, NC 28025	Proration	0023617023	EY1362	PENDING	105938758	Refund Generated due to proration on Bill #0023617023-2018-	Vehicle Sold	05/13/2019	C ADVL	Tax	(\$67.53)	\$0.00	(\$67.53)
												FR14ADVL	Tax	(\$5.63)	\$0.00	(\$5.63)
Refund			\$73.16													
RITCHIE, JOHN DAVID	RITCHIE, JOHN DAVID	PO BOX 3282	CONCORD, NC 28025	Proration	0030594456	EAF8377	PENDING	160340757	Refund Generated due to proration on Bill #0030594456-2018-2018-0000-00	Processed in error	05/30/2019	C ADVL	Tax	(\$46.98)	\$0.00	(\$46.98)
												Ci02ADVL	Tax	(\$31.32)	\$0.00	(\$31.32)
												Ci02ADVL	Vehicle Fee	\$0.00	\$0.00	\$0.00
Refund			\$78.30													
RUTKOWSKI, MICHAEL ANTHONY	RUTKOWSKI, MICHAEL ANTHONY	9712 ASHMORE LN	HARRISBURG, NC 28075	Proration	0018012574	YYF1405	PENDING	106201758	Refund Generated due to proration on Bill #0018012574-2017-	Vehicle Sold	05/17/2019	C ADVL	Tax	(\$7.40)	\$0.00	(\$7.40)
												FR07ADVL	Tax	(\$1.39)	\$0.00	(\$1.39)
Refund			\$8.79													
SALERNO, JOSEPH JAMES	SALERNO, JOSEPH JAMES	9599 MARQUETTE ST NW	CONCORD, NC 28027	Proration	0009613703	CH4994	PENDING	159859590	Refund Generated due to proration on Bill #0009613703-2018-2018-0000-00	Vehicle Sold	05/24/2019	C ADVL	Tax	(\$63.76)	\$0.00	(\$63.76)
												Ci02ADVL	Tax	(\$42.50)	\$0.00	(\$42.50)
												Ci02ADVL	Vehicle Fee	\$0.00	\$0.00	\$0.00
Refund			\$106.26													
SALMON, MARK ALLEN	SALMON, MARK ALLEN	4859 WALNUT GROVE ST	HARRISBURG, NC 28075	Proration	0000841483	YTD1235	PENDING	105519978	Refund Generated due to proration on Bill #0000841483-2018-	Vehicle Sold	05/03/2019	C ADVL	Tax	(\$18.27)	\$0.00	(\$18.27)
												Ci01ADVL	Tax	(\$9.01)	\$0.00	(\$9.01)
Refund			\$27.28													
SAMS, SETH LEE	SAMS, SETH LEE	6021 PECAN COVE LN	CHARLOTTE, NC 28269	Proration	0046339978	LS3V8	PENDING	106133754	Refund Generated due to proration on Bill #0046339978-2018-	Vehicle Sold	05/16/2019	C ADVL	Tax	(\$73.86)	\$0.00	(\$73.86)
												FR11ADVL	Tax	(\$6.97)	\$0.00	(\$6.97)
Refund			\$80.83													
SANTON, GERMAINE TERESA	SANTON, GERMAINE TERESA	20330 DOVEKIE LN	INDIAN LAND, SC 29707	Proration	0018025977	WV6261	PENDING	106798132	Refund Generated due to proration on Bill #0018025977-2017-	Reg. Out of state	05/29/2019	C ADVL	Tax	(\$2.99)	\$0.00	(\$2.99)
												FR03ADVL	Tax	(\$0.26)	\$0.00	(\$0.26)
Refund			\$3.25													
SANTON, GERMAINE TERESA	SANTON, GERMAINE TERESA	20330 DOVEKIE LN	INDIAN LAND, SC 29707	Proration	0018011492	4L1115	PENDING	106798160	Refund Generated due to proration on Bill #0018011492-2017-	Reg. Out of state	05/29/2019	C ADVL	Tax	(\$15.22)	\$0.00	(\$15.22)
												FR03ADVL	Tax	(\$1.30)	\$0.00	(\$1.30)
Refund			\$16.52													
SAXON, KENNETH WAYNE	SAXON, KENNETH WAYNE	2867 WENDOVER RD NW	CONCORD, NC 28027	Proration	0045370018	CCE5949	PENDING	159106500	Refund Generated due to proration on Bill #0045370018-2018-2018-0000-00	Vehicle Sold	05/15/2019	C ADVL	Tax	(\$34.62)	\$0.00	(\$34.62)
												Ci02ADVL	Tax	(\$23.08)	\$0.00	(\$23.08)
												Ci02ADVL	Vehicle Fee	\$0.00	\$0.00	\$0.00
Refund			\$57.70													
SCHELL, EDWARD WAYNE	SCHELL, EDWARD WAYNE	6239 CHAMAR CIR	KANNAPOLIS, NC 28081	Proration	0014351395	BJY4418	PENDING	158700156	Refund Generated due to proration on Bill #0014351395-2018-2018-0000-00	Vehicle Sold	05/09/2019	C ADVL	Tax	(\$21.45)	\$0.00	(\$21.45)
												Ci04ADVL	Tax	(\$18.77)	\$0.00	(\$18.77)
												Ci04ADVL	Vehicle Fee	\$0.00	\$0.00	\$0.00
Refund			\$40.22													
SCHELL, EDWARD WAYNE	SCHELL, EDWARD WAYNE	6239 CHAMAR CIR	KANNAPOLIS, NC 28081	Proration	0041898934	PJF7207	PENDING	158700177	Refund Generated due to proration on Bill #0041898934-2018-2018-0000-00	Vehicle Sold	05/09/2019	C ADVL	Tax	(\$76.89)	\$0.00	(\$76.89)
												Ci04ADVL	Tax	(\$67.28)	\$0.00	(\$67.28)
												Ci04ADVL	Vehicle Fee	\$0.00	\$0.00	\$0.00
Refund			\$144.17													
SCOPEL, DAVID MICHAEL	SCOPEL, DAVID MICHAEL	1703 CENTRAL DR	KANNAPOLIS, NC 28083	Proration	0009961824	CBE1410	PENDING	158616558	Refund Generated due to proration on Bill #0009961824-2018-	Vehicle Sold	05/08/2019	C ADVL	Tax	(\$13.99)	\$0.00	(\$13.99)
												Ci04ADVL	Tax	(\$12.24)	\$0.00	(\$12.24)
												Ci04ADVL	Vehicle Fee	\$0.00	\$0.00	\$0.00



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Payee Name	Primary Owner	Address 1	Address 3	Refund Type	Bill #	Plate Number	Status	Transaction #	Refund Description	Refund Reason	Create Date	Tax Jurisdiction	Levy Type	Change	Interest Change	Total Change
									2018-0000-00						Refund	\$26.23
SCOTT, TRACEY ANN	SCOTT, TRACEY ANN	576 ALLISON ST NW	CONCORD, NC 28025	Proration	0041754582	EKF8433	PENDING	159303216	Refund Generated due to proration on Bill #0041754582-2017-2017-0000-00	Vehicle Sold	05/17/2019	C ADVL	Tax	(\$25.27)	\$0.00	(\$25.27)
												CI02ADVL	Tax	(\$17.33)	\$0.00	(\$17.33)
												CI02ADVL	Vehicle Fee	\$0.00	\$0.00	\$0.00
															Refund	\$42.60
SELLERS, JOHN HENRY	SELLERS, JOHN HENRY	10737 KINGSVIEW DR	DAVIDSON, NC 28036	Proration	0014327465	XRP6414	PENDING	106696408	Refund Generated due to proration on Bill #0014327465-2017-2017-0000-00	Vehicle Totalled	05/28/2019	C ADVL	Tax	(\$8.00)	\$0.00	(\$8.00)
												FR11ADVL	Tax	(\$0.78)	\$0.00	(\$0.78)
															Refund	\$8.78
SHOE SHOW INC	SHOE SHOW INC	PO BOX 648	CONCORD, NC 28026	Proration	0014323084	BJV1731	PENDING	158616075	Refund Generated due to proration on Bill #0014323084-2017-2017-0000-00	Vehicle Sold	05/08/2019	C ADVL	Tax	(\$16.56)	\$0.00	(\$16.56)
												CI04ADVL	Tax	(\$14.90)	\$0.00	(\$14.90)
												CI04ADVL	Vehicle Fee	\$0.00	\$0.00	\$0.00
															Refund	\$31.46
SHOE SHOW INC	SHOE SHOW INC	PO BOX 648	CONCORD, NC 28026	Proration	0014326151	BBB2297	PENDING	158616150	Refund Generated due to proration on Bill #0014326151-2017-2017-0000-00	Vehicle Sold	05/08/2019	C ADVL	Tax	(\$14.40)	\$0.00	(\$14.40)
												CI04ADVL	Tax	(\$12.96)	\$0.00	(\$12.96)
												CI04ADVL	Vehicle Fee	\$0.00	\$0.00	\$0.00
															Refund	\$27.36
SHOE SHOW INC	SHOE SHOW INC	PO BOX 648	CONCORD, NC 28026	Proration	0020746509	CJP3888	PENDING	158616180	Refund Generated due to proration on Bill #0020746509-2017-2017-0000-00	Vehicle Sold	05/08/2019	C ADVL	Tax	(\$16.68)	\$0.00	(\$16.68)
												CI04ADVL	Tax	(\$15.01)	\$0.00	(\$15.01)
												CI04ADVL	Vehicle Fee	\$0.00	\$0.00	\$0.00
															Refund	\$31.69
SHOE SHOW INC	SHOE SHOW INC	PO BOX 648	CONCORD, NC 28026	Proration	0018017887	BLM5986	PENDING	158616147	Refund Generated due to proration on Bill #0018017887-2017-2017-0000-00	Vehicle Sold	05/08/2019	C ADVL	Tax	(\$44.58)	\$0.00	(\$44.58)
												CI04ADVL	Tax	(\$40.12)	\$0.00	(\$40.12)
												CI04ADVL	Vehicle Fee	\$0.00	\$0.00	\$0.00
															Refund	\$84.70
SHOE SHOW INC	SHOE SHOW INC	PO BOX 648	CONCORD, NC 28026	Proration	0036947383	EDL6156	PENDING	158616153	Refund Generated due to proration on Bill #0036947383-2017-2017-0000-00	Vehicle Sold	05/08/2019	C ADVL	Tax	(\$39.47)	\$0.00	(\$39.47)
												CI04ADVL	Tax	(\$35.52)	\$0.00	(\$35.52)
												CI04ADVL	Vehicle Fee	\$0.00	\$0.00	\$0.00
															Refund	\$74.99
SHOE SHOW INC	SHOE SHOW INC	PO BOX 648	CONCORD, NC 28026	Proration	0000779589	BDN9735	PENDING	158616165	Refund Generated due to proration on Bill #0000779589-2017-2017-0000-00	Vehicle Sold	05/08/2019	C ADVL	Tax	(\$23.63)	\$0.00	(\$23.63)
												CI04ADVL	Tax	(\$21.27)	\$0.00	(\$21.27)
												CI04ADVL	Vehicle Fee	\$0.00	\$0.00	\$0.00
															Refund	\$44.90
SHOE SHOW INC	SHOE SHOW INC	PO BOX 648	CONCORD, NC 28026	Proration	0010286730	CDM6403	PENDING	158616159	Refund Generated due to proration on Bill #0010286730-2018-2018-0000-00	Vehicle Sold	05/08/2019	C ADVL	Tax	(\$36.89)	\$0.00	(\$36.89)
												CI04ADVL	Tax	(\$32.28)	\$0.00	(\$32.28)
												CI04ADVL	Vehicle Fee	\$0.00	\$0.00	\$0.00
															Refund	\$69.17
SHOE SHOW, INC	SHOE SHOW, INC	PO BOX 648	CONCORD, NC 28026	Proration	0026482311	CME3806	PENDING	158616171	Refund Generated due to proration on Bill #0026482311-2017-2017-0000-00	Vehicle Sold	05/08/2019	C ADVL	Tax	(\$22.76)	\$0.00	(\$22.76)
												CI04ADVL	Tax	(\$20.49)	\$0.00	(\$20.49)
												CI04ADVL	Vehicle Fee	\$0.00	\$0.00	\$0.00
															Refund	\$43.25
SIGMON, BRADLEY GRAHAM	SIGMON, BRADLEY GRAHAM	2990 IRISH POTATO RD	CONCORD, NC 28025	Adjustment < \$100	0047433736	CL38606	PENDING	105371626	Refund Generated due to adjustment on Bill #0047433736-2018-2018-0000-00	Over Assessment	05/01/2019	C ADVL	Tax	(\$69.66)	\$0.00	(\$69.66)
												FR03ADVL	Tax	(\$5.80)	\$0.00	(\$5.80)
															Refund	\$75.46
SIMEU, ALAIN TCHOUYOMG OU	SIMEU, ALAIN TCHOUYOMG OU	3347 BRACKHILL ST	DAVIDSON, NC 28036	Proration	0044868287	PKW2680	PENDING	158907645	Refund Generated due to proration on Bill #0044868287-2018-2018-0000-00	Vehicle Sold	05/13/2019	C ADVL	Tax	(\$10.26)	\$0.00	(\$10.26)
												CI04ADVL	Tax	(\$8.98)	\$0.00	(\$8.98)
												CI04ADVL	Vehicle Fee	\$0.00	\$0.00	\$0.00
															Refund	\$19.24
SLOOP, FAITH ALLMAN	SLOOP, FAITH ALLMAN	203 ELWOOD ST	KANNAPOLIS, NC 28081	Proration	0034611089	ZZY4459	PENDING	159106911	Refund Generated due to proration on Bill #0034611089-2018-2018-0000-00	Vehicle Sold	05/15/2019	C ADVL	Tax	(\$30.48)	\$0.00	(\$30.48)
												CI02ADVL	Tax	(\$20.32)	\$0.00	(\$20.32)
												CI02ADVL	Vehicle Fee	\$0.00	\$0.00	\$0.00
															Refund	\$50.80
SMITH, KEITH LANGSTON	SMITH, KEITH LANGSTON	9451 LEYTON DR	HARRISBURG, NC 28075	Proration	0024362296	BHZ9251	PENDING	106501168	Refund Generated due to proration on Bill #0024362296-2018-2018-0000-00	Vehicle Sold	05/23/2019	C ADVL	Tax	(\$32.18)	\$0.00	(\$32.18)
												CI01ADVL	Tax	(\$15.87)	\$0.00	(\$15.87)
															Refund	\$48.05
SPAUR, JODY	SPAUR, JODY	428	CONCORD,	Proration	0037727029	CF76628	PENDING	159652275	Refund Generated due	Vehicle Sold	05/22/2019	C ADVL	Tax	(\$9.83)	\$0.00	(\$9.83)

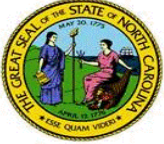


North Carolina Vehicle Tax System

NCVTS Pending Refund report

Report Date

Payee Name	Primary Owner	Address 1	Address 3	Refund Type	Bill #	Plate Number	Status	Transaction #	Refund Description	Refund Reason	Create Date	Tax Jurisdiction	Levy Type	Change	Interest Change	Total Change
WAYNE	WAYNE	KINGFIELD DR SW	NC 28027						to proration on Bill #0037727029-2017-2017-0000-00			Ci02ADVL	Tax	(\$6.74)	\$0.00	(\$6.74)
												Ci02ADVL	Vehicle Fee	\$0.00	\$0.00	\$0.00
												Refund			\$16.57	
STANWICK, JON ALAN	STANWICK, JON ALAN	1004 BRIGHTON CIR	KANNAPOLIS, NC 28081	Proration	0032174094	ECJ3770	PENDING	159443811	Refund Generated due to proration on Bill #0032174094-2017-2017-0000-00	Vehicle Totalled	05/20/2019	C ADVL	Tax	(\$5.62)	\$0.00	(\$5.62)
												Ci04ADVL	Tax	(\$5.06)	\$0.00	(\$5.06)
												Ci04ADVL	Vehicle Fee	\$0.00	\$0.00	\$0.00
												Refund			\$10.68	
STEELE, COURTNEY SHERKENZA	STEELE, COURTNEY SHERKENZA	112 JAMES ST SW	CONCORD, NC 28025	Proration	0039682891	EAH6700	PENDING	158058015	Refund Generated due to proration on Bill #0039682891-2018-2018-0000-00	Vehicle Totalled	05/01/2019	C ADVL	Tax	(\$30.78)	(\$1.53)	(\$32.31)
												Ci02ADVL	Tax	(\$20.52)	(\$1.03)	(\$21.55)
												Ci02ADVL	Vehicle Fee	\$0.00	\$0.00	\$0.00
												Refund			\$53.86	
STENSBY, GINGER IRENE	STENSBY, GINGER IRENE	8662 BROOKINGS DR	CHARLOTTE, NC 28269	Proration	0029568978	XVK9821	PENDING	105744308	Refund Generated due to proration on Bill #0029568978-2018-2018-0000-00	Vehicle Totalled	05/08/2019	C ADVL	Tax	(\$35.64)	\$0.00	(\$35.64)
												FR11ADVL	Tax	(\$3.37)	\$0.00	(\$3.37)
												Refund			\$39.01	
STEWART, BRANDON DANIEL	STEWART, BRANDON DANIEL	4255 TUCKER CHASE DR	MIDLAND, NC 28107	Proration	0044184415	JJ7042	PENDING	105520010	Refund Generated due to proration on Bill #0044184415-2018-2018-0000-00	Vehicle Sold	05/03/2019	C ADVL	Tax	(\$234.66)	\$0.00	(\$234.66)
												Ci06ADVL	Tax	(\$65.19)	\$0.00	(\$65.19)
												Refund			\$299.85	
STORY, EDWARD MAX	STORY, EDWARD MAX	3750 WINDY RD	CONCORD, NC 28027	Proration	0018020968	EKD2068	PENDING	105621230	Refund Generated due to proration on Bill #0018020968-2017-2017-0000-00	Vehicle Sold	05/06/2019	C ADVL	Tax	(\$5.92)	\$0.00	(\$5.92)
												FR11ADVL	Tax	(\$0.57)	\$0.00	(\$0.57)
												Refund			\$6.49	
TALLEY, MARTIN THOMAS	TALLEY, MARTIN THOMAS	1525 MOUNT PLEASANT RD W	MT PLEASANT, NC 28124	Proration	0014324599	FBH7381	PENDING	105520062	Refund Generated due to proration on Bill #0014324599-2017-2017-0000-00	Vehicle Sold	05/03/2019	C ADVL	Tax	(\$21.68)	\$0.00	(\$21.68)
												FR16ADVL	Tax	(\$3.19)	\$0.00	(\$3.19)
												Refund			\$24.87	
TAYLOR, CLIFTON JAMES	TAYLOR, CLIFTON JAMES	2519 WESTMINISTER DR	CONCORD, NC 28027	Proration	0030248934	YTV3215	PENDING	158057805	Refund Generated due to proration on Bill #0030248934-2018-2018-0000-00	Vehicle Sold	05/01/2019	C ADVL	Tax	(\$31.83)	\$0.00	(\$31.83)
												Ci04ADVL	Tax	(\$27.85)	\$0.00	(\$27.85)
												Ci04ADVL	Vehicle Fee	\$0.00	\$0.00	\$0.00
												Refund			\$59.68	
THOMAS, LELAND DARRELL	THOMAS, LELAND DARRELL	3925 GROVESNER ST	HARRISBURG, NC 28075	Proration	0030157671	YTH1562	PENDING	105854602	Refund Generated due to proration on Bill #0030157671-2018-2018-0000-00	Vehicle Sold	05/10/2019	C ADVL	Tax	(\$129.60)	\$0.00	(\$129.60)
												Ci01ADVL	Tax	(\$63.90)	\$0.00	(\$63.90)
												Refund			\$193.50	
THOMPSON, BRENDA MORGAN	THOMPSON, BRENDA MORGAN	4887 FAIRBLUFF RD	CONCORD, NC 28025	Proration	0000822953	ZZY6868	PENDING	107007000	Refund Generated due to proration on Bill #0000822953-2018-2018-0000-00	Vehicle Sold	05/31/2019	C ADVL	Tax	(\$14.90)	\$0.00	(\$14.90)
												FR04ADVL	Tax	(\$1.55)	\$0.00	(\$1.55)
												Refund			\$16.45	
THOMPSON, JOHNNY MALCOLM	THOMPSON, JOHNNY MALCOLM	4887 FAIRBLUFF RD	CONCORD, NC 28025	Proration	0040302296	PHT2367	PENDING	107006996	Refund Generated due to proration on Bill #0040302296-2018-2018-0000-00	Vehicle Sold	05/31/2019	C ADVL	Tax	(\$9.41)	\$0.00	(\$9.41)
												FR04ADVL	Tax	(\$0.98)	\$0.00	(\$0.98)
												Refund			\$10.39	
TROTT, SABERT SCOTT II	TROTT, SABERT SCOTT II	PO BOX 42	KANNAPOLIS, NC 28082	Proration	0008577096	VYJ2266	PENDING	158700279	Refund Generated due to proration on Bill #0008577096-2017-2017-0000-00	Vehicle Sold	05/09/2019	C ADVL	Tax	(\$17.70)	\$0.00	(\$17.70)
												Ci04ADVL	Tax	(\$15.93)	\$0.00	(\$15.93)
												Ci04ADVL	Vehicle Fee	\$0.00	\$0.00	\$0.00
												Refund			\$33.63	
TUCKER, LISA CAROL	TUCKER, LISA CAROL	260 KRIMMINGER AVE SE	CONCORD, NC 28025	Proration	0045556694	HS4295	PENDING	159651654	Refund Generated due to proration on Bill #0045556694-2018-2018-0000-00	Processed in error	05/22/2019	C ADVL	Tax	(\$120.35)	\$0.00	(\$120.35)
												Ci02ADVL	Tax	(\$80.23)	\$0.00	(\$80.23)
												Ci02ADVL	Vehicle Fee	\$0.00	\$0.00	\$0.00
												Refund			\$200.58	
VALENTE, DOMINIC	VALENTE, DOMINIC	424 GROFF ST NW	CONCORD, NC 28027	Proration	0030713629	EAH3690	PENDING	159652398	Refund Generated due to proration on Bill #0030713629-2018-2018-0000-00	Vehicle Sold	05/22/2019	C ADVL	Tax	(\$13.14)	\$0.00	(\$13.14)
												Ci02ADVL	Tax	(\$8.76)	\$0.00	(\$8.76)
												Ci02ADVL	Vehicle Fee	\$0.00	\$0.00	\$0.00
												Refund			\$21.90	
WATTS, MARY DEBNAM	WATTS, MARY DEBNAM	11562 MACALLANO DR	CHARLOTTE, NC 28215	Proration	0032053617	AFV6777	PENDING	106434688	Refund Generated due to proration on Bill #0032053617-2017-2017-0000-00	Vehicle Sold	05/22/2019	C ADVL	Tax	(\$76.07)	\$0.00	(\$76.07)
												FR07ADVL	Tax	(\$14.29)	\$0.00	(\$14.29)
												Refund			\$90.36	
WHITLEY, CLAUDE ALEX JR	WHITLEY, CLAUDE ALEX JR	4122 PEPPERTREE AVE	CONCORD, NC 28027	Proration	0044545682	PKJ9138	PENDING	160045548	Refund Generated due to proration on Bill #0044545682-2018-2018-0000-00	Vehicle Sold	05/28/2019	C ADVL	Tax	(\$6.48)	\$0.00	(\$6.48)
												Ci04ADVL	Tax	(\$5.67)	\$0.00	(\$5.67)
												Ci04ADVL	Vehicle Fee	\$0.00	\$0.00	\$0.00
												Refund			\$12.15	



North Carolina Vehicle Tax System

NCVTS Pending Refund report

Report Date

Payee Name	Primary Owner	Address 1	Address 3	Refund Type	Bill #	Plate Number	Status	Transaction #	Refund Description	Refund Reason	Create Date	Tax Jurisdiction	Levy Type	Change	Interest Change	Total Change												
WILCOX TRACTOR SALES INC	WILCOX TRACTOR SALES INC	1334 HIGHWAY 24/27 W	MIDLAND, NC 28107	Adjustment < \$100	0045933511	JJ8054	PENDING	212591076	Refund Generated due to adjustment on Bill #0045933511-2018-2018-0000	Situs error	05/20/2019	C ADVL	Tax	\$0.00	\$0.00	\$0.00												
												CI02ADVL	Tax	(\$16.37)	\$0.00	(\$16.37)												
												CI02ADVL	Vehicle Fee	(\$15.00)	\$0.00	(\$15.00)												
												FR05ADVL	Tax	\$2.73	\$0.00	\$2.73												
												Refund														\$28.64		
WILLIAMS, MELVIN ZANDIE	WILLIAMS, MELVIN ZANDIE	3919 AMARILLO DR SW	CONCORD, NC 28027	Proration	0041825293	ELS3313	PENDING	158279979	Refund Generated due to proration on Bill #0041825293-2017-2017-0000-00	Vehicle Sold	05/03/2019	C ADVL	Tax	(\$7.75)	\$0.00	(\$7.75)												
												CI02ADVL	Tax	(\$5.31)	\$0.00	(\$5.31)												
												CI02ADVL	Vehicle Fee	\$0.00	\$0.00	\$0.00												
												Refund														\$13.06		
												WILLIAMS, MELVIN ZANDIE	WILLIAMS, MELVIN ZANDIE	3919 AMARILLO DR SW	CONCORD, NC 28027	Proration	0014308417	SVP2838	PENDING	158279982	Refund Generated due to proration on Bill #0014308417-2018-2018-0000-00	Vehicle Sold	05/03/2019	C ADVL	Tax	(\$13.33)	\$0.00	(\$13.33)
CI02ADVL	Tax	(\$8.89)	\$0.00	(\$8.89)																								
CI02ADVL	Vehicle Fee	\$0.00	\$0.00	\$0.00																								
Refund																								\$22.22				
WITHERS, PATRICE NICOLE	WITHERS, PATRICE NICOLE	5734 CHARLIE WALKER RD	KANNAPOLIS, NC 28081	Proration	0043305597	PJS9059	PENDING	107006992	Refund Generated due to proration on Bill #0043305597-2017-2017-0000-00	Vehicle Totalled	05/31/2019													C ADVL	Tax	(\$2.22)	\$0.00	(\$2.22)
												FR01ADVL	Tax	(\$0.25)	\$0.00	(\$0.25)												
												Refund														\$2.47		
												WRIGHT, SARAH ANN	WRIGHT, SARAH ANN	3520 COVENTRY COMMONS AVE	CONCORD, NC 28027	Proration	0046779592	HAD4706	PENDING	158528439	Refund Generated due to proration on Bill #0046779592-2018-2018-0000-00	Vehicle Sold	05/07/2019	C ADVL	Tax	(\$14.16)	\$0.00	(\$14.16)
																								CI02ADVL	Tax	(\$9.44)	\$0.00	(\$9.44)
CI02ADVL	Vehicle Fee	\$0.00	\$0.00	\$0.00																								
Refund																								\$23.60				
YONTA, SANDRINE TSAGUE	YONTA, SANDRINE TSAGUE	3347 BRACKHILL ST	DAVIDSON, NC 28036	Proration	0044806404	FJP5435	PENDING	158907666	Refund Generated due to proration on Bill #0044806404-2018-2018-0000-00	Vehicle Sold	05/13/2019													C ADVL	Tax	(\$9.72)	\$0.00	(\$9.72)
												CI04ADVL	Tax	(\$8.50)	\$0.00	(\$8.50)												
												CI04ADVL	Vehicle Fee	\$0.00	\$0.00	\$0.00												
												Refund														\$18.22		
												YONTA, SANDRINE TSAGUE	YONTA, SANDRINE TSAGUE	3347 BRACKHILL ST	DAVIDSON, NC 28036	Proration	0044806501	FJP5436	PENDING	158907624	Refund Generated due to proration on Bill #0044806501-2018-2018-0000-00	Vehicle Sold	05/13/2019	C ADVL	Tax	(\$14.04)	\$0.00	(\$14.04)
CI04ADVL	Tax	(\$12.28)	\$0.00	(\$12.28)																								
CI04ADVL	Vehicle Fee	\$0.00	\$0.00	\$0.00																								
Refund																								\$26.32				
YONTA, SANDRINE TSAGUE	YONTA, SANDRINE TSAGUE	3347 BRACKHILL ST	DAVIDSON, NC 28036	Proration	0045603992	PKV9886	PENDING	158907738	Refund Generated due to proration on Bill #0045603992-2018-2018-0000-00	Vehicle Sold	05/13/2019													C ADVL	Tax	(\$5.67)	\$0.00	(\$5.67)
												CI04ADVL	Tax	(\$4.96)	\$0.00	(\$4.96)												
												CI04ADVL	Vehicle Fee	\$0.00	\$0.00	\$0.00												
												Refund														\$10.63		
												Refund Total														\$10705.98		

CABARRUS COUNTY



BOARD OF COMMISSIONERS REGULAR MEETING

**June 17, 2019
6:30 PM**

AGENDA CATEGORY:

New Business

SUBJECT:

County Manager - Adoption of the FY 20 Cabarrus County Budget - Public Hearing 6:30 p.m.

BRIEF SUMMARY:

The County Manager presented the proposed Cabarrus County budget for FY 20 to the Board of Commissioners on Monday, May 20, 2019. At that time, a copy of the proposed budget was placed on file in the clerk's office and was available for public inspection at the Cabarrus County Governmental Center during regular business hours. The proposed budget was also posted on the Cabarrus County website.

Budget workshop meetings were held in the multi-purpose room at the Governmental Center on May 21 and May 23. A public hearing is scheduled for June 17, 2019 at 6:30 P.M. in the Commissioner's Chambers at the Governmental Center located at 65 Church Street S in Concord. Citizens are encouraged to attend and to present written or oral comments.

REQUESTED ACTION:

Hold a public hearing.

Motion to adopt the Cabarrus County Budget Ordinances for the General Fund, Cabarrus Arena and Events Center Fund, Landfill Fund, 911 Emergency Telephone Fund, Health and Dental Insurance Fund and the Workers Compensation and Liability Fund for FY 20.

Motion to adopt the Cabarrus County Budget Ordinance for the Fire District Tax Fund for FY 20.

EXPECTED LENGTH OF PRESENTATION:

10 Minutes

SUBMITTED BY:

Mike Downs, County Manager

BUDGET AMENDMENT REQUIRED:

No

COUNTY MANAGER'S RECOMMENDATIONS/COMMENTS:

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

ATTACHMENTS:

- ▣ Public Hearing Notice - Newspaper
- ▣ Public Hearing Notice - Website
- ▣ Final Changes
- ▣ Proposed Capital - Deferred One-Time Funding
- ▣ Annual Funds Budget Ordinance
- ▣ Fire Districts Budget Ordinance

THE INDEPENDENT TRIBUNE

June 2, 2019



CABARRUS COUNTY BOARD OF COMMISSIONERS

NOTICE OF PUBLIC HEARING June 17, 2019 - 6:30 P.M.

The Cabarrus County Manager presented the proposed Cabarrus County Budget for Fiscal Year 2020 to the Board of Commissioners on Monday, May 20, 2019. A copy of the proposed budget is filed in the Clerk's office and is available for inspection at the Governmental Center during regular business hours. The 2020 preliminary budget is also posted on the County's website: <https://www.cabarruscounty.us/resources/current-budget>

Budget workshop meetings were held in the multipurpose room at the Governmental Center on May 21 and 23. A public hearing on the proposed budget is scheduled for Monday, June 17, 2019 at 6:30 p.m. (or as soon thereafter as persons may be heard) in the Commissioners' Meeting Room on the second floor of the Governmental Center at 65 Church Street S in Concord. Citizens are invited to attend and present written or oral comments. Adoption of the proposed budget is scheduled for June 17, 2019.

If reasonable accommodations are needed, please contact the ADA Coordinator at 704-920-2100 at least 48 hours prior to the public hearing.

Lauren Linker, Clerk to the Board

Publish: June 2, 2019.



CABARRUS COUNTY
BOARD OF COMMISSIONERS

NOTICE OF PUBLIC HEARING
June 17, 2019 – 6:30 P.M.

The Cabarrus County Manager presented the proposed Cabarrus County Budget for Fiscal Year 2020 to the Board of Commissioners on Monday, May 20, 2019. A copy of the proposed budget is filed in the **Clerk's** office and is available for inspection at the Governmental Center during regular business hours. The 2020 preliminary budget is also **posted on the County's website:** <https://www.cabarruscounty.us/resources/current-budget>

Budget workshop meetings were held in the multipurpose room at the Governmental Center on May 21 and 23. A public hearing on the proposed budget is scheduled for Monday, June 17, 2019 at 6:30 **p.m. (or as soon thereafter as persons may be heard) in the Commissioners' Meeting Room** on the second floor of the Governmental Center at 65 Church Street S in Concord. Citizens are invited to attend and present written or oral comments. Adoption of the proposed budget is scheduled for June 17, 2019.

If reasonable accommodations are needed, please contact the ADA Coordinator at 704-920-2100 at least 48 hours prior to the public hearing.

Lauren Linker, Clerk to the Board

Posted June 4, 2019

FY 2019-20 Budget Changes

Department	Description	Effect on Expenditures	Effect on Revenues	Explanation	Account
	General Fund Proposed Budget	\$ 269,805,596	\$ 269,805,596		
After presented on June 3rd Work session					
Cabarrus County Schools	Regular Instruction	351,414		remaining 1/4 percent supplement to go from 8.25% to 8.5% for CCS	00197110-970111
Non-Departmental	Board Contingency	(351,414)		Moves funds from Board contingency to CCS regular instruction for the additional 1/4 percent supplement	00191910-9660
Kannapolis City Schools	Regular Instruction	(105,200)		Updated based on updated ADM count	00197130-970111
Charter Schools	Charter Schools-CCS	(48,917)		Updated based on updated ADM count	00197110-970117
Charter Schools	Charter Schools-KCS	(7,208)		Updated based on updated ADM count	00197130-970117
Non-Departmental	Board Contingency	161,325		Contingency funds based on 2nd month count in November for potential charter funding	00191910-9660
	Total Fund Changes	5,984,938	5,984,938		
	New Fund Total	275,790,534	275,790,534		
	Revenue over/(under) expenses		-		

FY 2019-20 Budget Changes

Department	Description	Expense	Revenue	Explanation
	<i>Fire Districts Fund Proposed Budget</i>	\$ 4,760,435	\$ 4,760,435	
Tax Collection	Ad Valorem- Personal Property		83,505	Assessed valuation update
Tax Collection	Fire Districts- Allen	454		Assessed valuation update
Tax Collection	Fire Districts- Cold Water	1,901		Assessed valuation update
Tax Collection	Fire Districts- Concord (rural)	117		Assessed valuation update
Tax Collection	Fire Districts- Flowe's Store	3,301		Assessed valuation update
Tax Collection	Fire Districts- Georgeville	8,608		Assessed valuation update
Tax Collection	Fire Districts- Gold Hill	244		Assessed valuation update
Tax Collection	Fire Districts- Harrisburg (rural)	(3,388)		Assessed valuation update
Tax Collection	Fire Districts- Jackson Park	1,702		Assessed valuation update
Tax Collection	Fire Districts- Kannapolis (rural)	856		Assessed valuation update
Tax Collection	Fire Districts- Midland	62,840		Assessed valuation update
Tax Collection	Fire Districts- Mt. Mitchell	76		Assessed valuation update
Tax Collection	Fire Districts- Mt. Pleasant (rural)	3,205		Assessed valuation update
Tax Collection	Fire Districts- Northeast	1,425		Assessed valuation update
Tax Collection	Fire Districts- Odell	2,037		Assessed valuation update
Tax Collection	Fire Districts- Richfield-Misenheimer	(53)		Assessed valuation update
Tax Collection	Fire Districts- Rimer	180		Assessed valuation update
Tax Collection	Ad Valorem- Personal Property		277,499	Proposed Tax Increases
Tax Collection	Fire District- Flowe's Store	55,103		Proposed Tax Increase-1 cent
Tax Collection	Fire District-Midland	158,989		Proposed Tax Increase-2 cents
Tax Collection	Fire District-Mt. Pleasant (rural)	63,407		Proposed Tax Increase-1.5 cents
	Total Fund Changes	361,004	361,004	
	New Fund Total	5,121,439	5,121,439	
	Revenue over/(under) expenses	-		

Proposed one-time funding:

Proposed 2 cent tax increase:	4,702,134
Updated assessed value projections:	1,277,038
Reduction due to incentive payment increases	-44,000
Subtotal	5,935,172

School Requests:

Capital Projects for Cabarrus County Schools:

Activity bus (funding 2 in FY 20 CRF) originally requested 3	100,000
Security Camera Upgrades - System Wide (partial funding already in FY 20 CRF)	400,000
Roof Replacement at Mt. Pleasant Elementary School	1,046,408
Subtotal	1,546,408

Capital Projects for Kannapolis City Schools:

A L Brown Cannon Gymnasium	200,000
Subtotal	200,000

Deferred Maintenance (Non-FMD) for Cabarrus County Schools (by rank)

New Timekeeper Server	30,000
Tennis Court Resurfacing at Jay M. Robinson High School	30,812
Subtotal	60,812

Capital Outlay (FMD) for Cabarrus County Schools (by rank)

Flooring replacement and abatement at Northwest Cabarrus Middle School	227,480
Flooring replacement and abatement at Concord High School	164,406
Carpet replacement at Concord High School	62,040
Pedestrian walkway from Hwy 49 to existing sidewalk at Central Cabarrus	79,618
Mobile Roof Mary Frances Wall Center	199,045
Roof Repair Concord High School	88,615
Security vestibule at Mount Pleasant High School	56,870
Subtotal	878,074

County Capital Improvement Projects

Land banking	2,200,000
Operations Center - Fleet Portion (partial funding in FY 20 CRF)	815,000
Sheriff radio communications tower	160,000
Subtotal	3,175,000

Property Tax Revenue **5,935,172**

Potential Projects **5,860,294**

Available Balance moved to contingency **74,878**

Cabarrus County Schools has over \$131 million in deferred maintenance/capital needs

Kannapolis City has over \$19 million in deferred maintenance/capital needs

County has over \$11 million in projects that were slated for FY 20 that we pushed out

Summary of Projects (includes School and County)

Roof replacements or repair	5,798,135
HVAC/Electrical repairs or upgrades	9,581,720
Paving projects	3,982,200
Stadium or gym renovations	4,511,000

Budget Ordinance

CABARRUS COUNTY BUDGET ORDINANCE FISCAL YEAR 2019-2020

BE IT ORDAINED by the Board of Commissioners of Cabarrus County, North Carolina:

Section I.

The following amounts, listed by fund, are hereby appropriated as the estimated revenues and expenditure appropriations for the operation and maintenance of the County's various governmental activities, debt obligations and capital outlay purchases during the Fiscal Year beginning July 1, 2019 and ending June 30, 2020:

General Fund

- A. It is estimated that the following revenues will be available in the General Fund for the fiscal year beginning July 1, 2019 and ending June 30, 2020:

Ad Valorem Tax Levy	\$ 176,965,890
Other Taxes and Penalties	52,785,613
Intergovernmental	21,315,255
Permits and Fees	7,207,427
Sales and Services	13,730,184
Investment Earnings	1,000,000
Miscellaneous	486,165
Other Financing Sources	2,300,000
TOTAL REVENUES	\$ <u>275,790,534</u>

- B. The following appropriations are made in the General Fund for the operation of the county government and its activities for the fiscal year beginning July 1, 2019 and ending June 30, 2020:

General Government	\$ 30,603,422
Cultural and Recreational	6,134,931
Public Safety	47,297,376
Economic and Physical Development	5,820,676
Human Services	41,089,725
Environmental Protection	858,478
Debt Services	
Public Schools	
Principal	30,545,084
Interest	11,739,936
Rowan Cabarrus Community College	
Principal	1,405,542
Interest	544,453
Other Debt Service	9,235,680

Budget Ordinance

Cabarrus County Schools

Instructional Services	50,466,724
Charter Schools	4,230,645
Technology Support Services	5,612,297
Building and Grounds Maintenance	10,032,822
Capital Outlay	1,020,000
Other Schools (School Parks, Special Olympics)	122,644

Kannapolis City Schools

Instructional Services	6,334,387
Charter Schools	623,547
Technology Support Services	528,078
Building Maintenance	1,042,348
Ground Maintenance	270,364
Capital Outlay	100,000

Schools Information Technology Services (ITS)	45,156
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Rowan-Cabarrus Community College

Current Expense	3,402,215
Capital Outlay	100,000

Other Programs

Contributions to Other Funds	6,584,004
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TOTAL EXPENDITURES	\$ <u>275,790,534</u>
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Cabarrus Arena and Events Center Fund

- A. It is estimated the following revenues will be available in the Cabarrus Arena and Events Center Fund for the Fiscal Year beginning July 1, 2019 and ending June 30, 2020:

Sales and Service	\$ 677,150
Investment Earnings	14,117
Miscellaneous	15,000
Other Financing Sources	1,025,613
TOTAL REVENUES	\$ <u>1,731,880</u>

- B. The following appropriations are made in the Cabarrus Arena and Events Center Fund for the Fiscal Year beginning July 1, 2019 and ending June 30, 2020:

Personnel Services	\$ 142,198
Capital Outlay	68,884
Operations	1,520,798
TOTAL EXPENDITURES	\$ <u>1,731,880</u>

Budget Ordinance

Landfill Fund

A. It is estimated the following revenues will be available in the Landfill Fund for the Fiscal Year beginning July 1, 2019 and ending June 30, 2020:

Intergovernmental	\$	46,000
Permits & Fees		134,000
Sales & Services		1,195,000
Investment Earnings		28,508
TOTAL REVENUES	\$	<u>1,403,508</u>

B. The following appropriations are made in the Landfill Fund for the Fiscal Year beginning July 1, 2019 and ending June 30, 2020:

Personnel Services	\$	358,753
Operations		1,044,755
TOTAL EXPENDITURES	\$	<u>1,403,508</u>

911 Emergency Telephone Fund

A. It is estimated the following revenues will be available in the 911 Emergency Telephone Fund for the Fiscal Year beginning July 1, 2019 and ending June 30, 2020:

Intergovernmental	\$	758,740
Investment Earnings		1,500
TOTAL REVENUES	\$	<u>760,240</u>

B. The following appropriations are made in the 911 Emergency Telephone Fund for the Fiscal Year beginning July 1, 2019 and ending June 30, 2020:

Personnel Services	\$	60,000
Operations		700,240
TOTAL EXPENDITURES	\$	<u>760,240</u>

Health and Dental Insurance Fund

A. It is estimated the following revenues will be available in the Health and Dental Insurance Fund for the Fiscal Year beginning July 1, 2019 and ending June 30, 2020:

Sales & Services	\$	11,313,515
Investment Earnings		25,000
Miscellaneous		175,000
TOTAL REVENUES	\$	<u>11,513,515</u>

Budget Ordinance

B. The following appropriations are made in the Health and Dental Insurance Fund for the Fiscal Year beginning July 1, 2019 and ending June 30, 2020:

Operations	\$ 11,513,515
TOTAL EXPENDITURES	\$ <u>11,513,515</u>

Workers Compensation and Liability Fund

A. It is estimated the following revenues will be available in the Workers Compensation and Liability Fund for the Fiscal Year beginning July 1, 2019 and ending June 30, 2020:

Sales & Services	\$ 2,298,502
Investment Earnings	20,000
Miscellaneous	20,000
TOTAL REVENUES	\$ <u>2,338,502</u>

B. The following appropriations are made in the Workers Compensation and Liability Fund for the Fiscal Year beginning July 1, 2019 and ending June 30, 2020:

Operations	\$ 2,338,502
TOTAL EXPENDITURES	\$ <u>2,338,502</u>

GRAND TOTAL – ALL FUNDS – REVENUES	\$ <u>293,538,179</u>
GRAND TOTAL – ALL FUNDS – EXPENDITURES	\$ <u>293,538,179</u>

Section II.

There is hereby levied a tax at the rate of 74 cents per one hundred dollars valuation of property listed for taxes as of January 1, 2019, for the purpose of raising the revenue listed as "CURRENT AD VALOREM TAX LEVY" in the General Fund.

This rate of tax is based on an estimated total valuation of property for the purposes of taxation of \$23,811,500,000, at an estimated combined collection rate of 98.92% percent (98.81% for real and personal and 100% for vehicles). The estimated rate of collections is based on the fiscal year ending 2018. An estimated total valuation of Real, Personal and Public Service property is \$21,680,000,000 and vehicle of \$2,131,500,000.

Section III.

- 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 and/or Budget Director, 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:

Budget Ordinance

1. The Budget Director may transfer amounts between objects of expenditure within a function.
2. The County Manager may transfer amounts between objects of expenditures and revenues without limitation.
3. The County Manager may not transfer any amounts between funds or from any contingency appropriation within any fund without action of the Board of Commissioners, except as specified below for budget shortfalls and change orders.
4. 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.
5. 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.
6. Additional authority is granted to the Budget Director or designee to transfer amounts within and between funds for the sole purpose of funding salary and benefits adjustments consistent with the Cabarrus County Personnel Management Policy and the Cabarrus County Personnel Ordinance.
7. 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.
8. The Manager, Budget Director, or designee may create debt financing amendments from estimated projections upon approval by the Board of Commissioners of the debt financing and adjust as needed upon closing.
9. 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.
10. The County Manager may 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.
11. 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.
12. 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).
13. The County Manager may reduce revenue projections consistent with prevailing economic conditions, and also reduce expenditures correspondingly.
14. The County Manager may assign fund balance for unpaid Economic Development Incentives until contractual obligations are met.

Budget Ordinance

- C. The appropriations for Cabarrus County Schools and Kannapolis City Schools have been allocated by category. Cabarrus County Schools and Kannapolis City Schools must obtain the approval of the Board of Commissioners for any amendment to their respective budgets which would increase or decrease the amount of County appropriations allocated by category by more than ten percent.

Section IV.

This ordinance and the budget documents shall be the basis for the financial plan for the County of Cabarrus for the 2019-2020 fiscal year. The County Manager and the Finance Director shall administer the budget. The Budget Director shall establish and maintain all records, which are in concurrence with this budget and budget ordinance and the appropriate statutes of the State of North Carolina. Funds appropriated in the FY 2018-2019 Budget and encumbered on June 30, 2019 shall be authorized as part of the Budget Appropriation by adoption of this Budget Ordinance.

Adopted this the 17th day of June, 2019.

Stephen M. Morris, Chairman

Lauren Linker, Clerk to the Board

Budget Ordinance – Fire Tax Districts

**CABARRUS COUNTY BUDGET ORDINANCE
FIRE TAX DISTRICTS FUND
FISCAL YEAR 2019-2020**

BE IT ORDAINED by the Board of Commissioners of Cabarrus County, North Carolina:

Section I.

It is the intent of the Fire Tax Districts Fund to provide necessary funds to local fire departments with district in Cabarrus County for the purpose of providing fire protection in the unincorporated areas of Cabarrus County. The Board of County Commissioners does hereby levy the tax on Real, Personal and Public Service property located in each specific designated fire or service district. Such funds collected by the County Tax Collector are then remitted to each fire department for the purpose of providing fire protection to the specific taxed area.

Section II.

The following amounts are hereby appropriated in the Fire Tax Districts Fund to provide for the operation of rural fire services for the fiscal year beginning July 1, 2019 and ending June 30, 2020:

<u>Fire Department</u>	<u>Appropriation</u>
Allen	\$ 393,999
Cold Water	204,169
Concord Rural	41,471
Flowe's Store	385,723
Georgeville	242,679
Gold Hill	37,828
Harrisburg Rural	991,774
Jackson Park (City of Concord)	192,882
Kannapolis Rural	189,158
Midland	794,943
Mt. Mitchell	89,031
Mt. Pleasant Rural	498,800
Northeast	159,438
Odell	710,947
Richfield-Misenheimer	9,940
Rimer	178,657
Total Estimated Expenditures From Tax Levy	\$ <u>5,121,439</u>

Budget Ordinance – Fire Tax Districts

Section III.

It is estimated that the following revenues will be available for the various fire districts for the fiscal year beginning July 1, 2019 and ending June 30, 2020:

<u>Fire Department</u>	<u>Appropriation</u>
Allen	\$ 393,999
Cold Water	204,169
Concord Rural	41,471
Flowe's Store	385,723
Georgeville	242,679
Gold Hill	37,828
Harrisburg Rural	991,774
Jackson Park (City of Concord)	192,882
Kannapolis Rural	189,158
Midland	794,943
Mt. Mitchell	89,031
Mt. Pleasant Rural	498,800
Northeast	159,438
Odell	710,947
Richfield-Misenheimer	9,940
Rimer	178,657
Total Estimated Revenues From Tax Levy	\$ <u>5,121,439</u>

Section IV.

The following tax rates are hereby established for the fiscal year beginning July 1, 2019 and ending June 30, 2020 for the purpose of providing fire services within the various fire and service districts in Cabarrus County. The tax rates are based on estimated total valuation of properties as of January 1, 2019. The estimated combined collection rate is 98.92% percent (98.81% for real and personal and 100% for vehicles) and is based on the fiscal year ending 2018. In accordance with previous action by the Board of County Commissioners, the County collection fee is set at 1.5%. The taxes will be collected by the Cabarrus County Tax Collector, as provided in G.S. 69-25.4:

<u>Fire Districts</u>	<u>Total Valuation</u>	<u>Rate</u>	<u>Amount Produced</u> (98.92% collection rate)
Allen	\$ 531,067,652	0.0750	\$ 393,999
Cold Water	343,996,725	0.0600	204,169
Concord Rural	29,945,223	0.1400	41,471
Flowe's Store	557,048,695	0.0700	385,723
Georgeville	266,661,939	0.0920	242,679
Gold Hill	47,801,118	0.0800	37,828
Harrisburg Rural	668,401,563	0.1500	991,774
Jackson Park	139,277,406	0.1400	192,882
Kannapolis Rural	191,223,137	0.1000	189,158
Midland	803,622,079	0.1000	794,943
Mt. Mitchell	108,961,807	0.0826	89,031
Mt. Pleasant Rural	427,326,611	0.1180	498,800
Northeast	126,911,866	0.1270	159,438
Odell	1,056,925,359	0.0680	710,947
Richfield-Misenheimer	14,355,643	0.0700	9,940
Rimer	205,236,028	0.0880	178,657
Total Estimated Budget from Tax Levy	\$ <u>5,518,762,851</u>		\$ <u>5,121,439</u>

Budget Ordinance – Fire Tax Districts

Section V.

The County Manager and/or Budget Director, 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 Budget Director may transfer amounts between objects of expenditure within a function.
2. The County Manager may transfer amounts between objects of expenditures and revenues without limitation.
3. The County Manager may not transfer any amounts between funds or from any contingency appropriation within any fund without action of the Board of Commissioners, except as specified below for budget shortfalls and change orders.
4. 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.
5. 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.
6. Additional authority is granted to the Budget Director or designee to transfer amounts within and between funds for the sole purpose of funding salary and benefits adjustments consistent with the Cabarrus County Personnel Management Policy and the Cabarrus County Personnel Ordinance.
7. 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.
8. The Manager, Budget Director, or designee may create debt financing amendments from estimated projections upon approval by the Board of Commissioners of the debt financing and adjust as needed upon closing.
9. 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.
10. The County Manager may 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.
11. 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.
12. 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).
13. The County Manager may reduce revenue projections consistent with prevailing economic conditions, and also reduce expenditures correspondingly.

Budget Ordinance – Fire Tax Districts

Section VI.

Copies of this Budget Ordinance shall be furnished to the Tax Administrator and to each fire department for direction in carrying out their duties and are available for public inspection.

Adopted this the 17th day of June, 2019.

Stephen M. Morris, Chairman

Lauren Linker, Clerk to the Board

CABARRUS COUNTY



BOARD OF COMMISSIONERS REGULAR MEETING

**June 17, 2019
6:30 PM**

AGENDA CATEGORY:

New Business

SUBJECT:

County Manager - FY 20 Economic Development Allocation - Public Hearing 6:30 p.m.

BRIEF SUMMARY:

Pursuant to N.C. General Statute 158-7.1, the County must conduct a separate public hearing for economic development appropriations. A funding plan is approved during the public hearing when each new economic incentive is approved, and now one is required for the County's annual appropriation for the contribution to the Cabarrus Economic Development Corporation.

REQUESTED ACTION:

Hold a public hearing.

EXPECTED LENGTH OF PRESENTATION:

5 Minutes

SUBMITTED BY:

Mike Downs, County Manager

BUDGET AMENDMENT REQUIRED:

No

COUNTY MANAGER'S RECOMMENDATIONS/COMMENTS:

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

ATTACHMENTS:

- Public Hearing Notice



CABARRUS COUNTY
BOARD OF COMMISSIONERS

NOTICE OF PUBLIC HEARING
June 17, 2019 – 6:30 P.M.

Economic Development Appropriation

Notice is hereby given that the Cabarrus County Board of Commissioners will hold a public hearing at 6:30 p.m. (or as soon thereafter as persons may be heard) on Monday, June 17, 2019, in the **Board of Commissioners' Meeting Room** located on the second floor of the Cabarrus County Governmental Center at 65 Church Street S in Concord, to receive public input on the proposed allocation of funds for the following economic development appropriation:

Organization	FY 2019-2020 Recommended	Services Provided	Economic Development Purpose
Cabarrus County Economic Development Corporation	\$400,000	Promotes economic development within Cabarrus County by recruiting new businesses and encouraging retention and expansion of existing businesses.	Job retention, Increase in employment, and industry expansion & recruitment

The Board of Commissioners will consider this recommendation, and approval will include allocating the appropriation in conjunction with the adoption of the FY 2020 annual budget.

If reasonable accommodations are needed, please contact the ADA Coordinator at 704-920-2100 at least 48 hours prior to the public hearing.

Lauren Linker, Clerk to the Board

Posted June 4, 2019

CABARRUS COUNTY



BOARD OF COMMISSIONERS REGULAR MEETING

**June 17, 2019
6:30 PM**

AGENDA CATEGORY:

New Business

SUBJECT:

Economic Development Investment - Project Sim - Public Hearing 6:30 p.m.

BRIEF SUMMARY:

Project Sim proposes to acquire equipment with a projected new investment of between \$3,000,000 and \$5,000,000. The Project also plans to create 10 new jobs with average wages well above our current County average wage.

REQUESTED ACTION:

Motion to approve an economic development agreement (3 years, 85 percent) between Project Sim and Cabarrus County, and to authorize the County Manager to execute the Agreement on behalf of the Board, subject to review or revision by the County Attorney.

EXPECTED LENGTH OF PRESENTATION:

5 Minutes

SUBMITTED BY:

Page Castrodale, EDC

BUDGET AMENDMENT REQUIRED:

No

COUNTY MANAGER'S RECOMMENDATIONS/COMMENTS:

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

ATTACHMENTS:

- ▣ Project Overview
- ▣ Grant Analysis
- ▣ Draft Agreement
- ▣ Public Hearing Notice



PROJECT SIM

Company's Legal Name: Fly Right, Inc.

Company Representative: Jamie Webb

Industry: Aviation Training

Current Operations in Cabarrus County: Concord, NC

Investment: \$3-\$5 million

New Job Creation: 10 immediate new full-time jobs; \$60k+ average wage

Timeline: Initial capital investment in October 2019; Operational in December 2019

Notes:

FlyRight currently brings in 25 clients from out of town each week for flight training that lasts one to two weeks. This new simulator is convertible, meaning it can function as multiple aircrafts, thus expanding their ability to bring in more clients.

Anecdotally, all of those clients are from out of town and they stay primarily at the exit 49 area, many times with their families. FlyRight estimates that their clients book over 6k hotel rooms every year.

This would be the third grant awarded to FlyRight. The first was for their initial location to Cabarrus County in 2008 (3yr; ~\$12M investment) and the second, which was awarded in 2016 and has not yet been received, was for the addition of a simulator (3yr; ~\$3M).

EDC is recommending a 3-year grant term for this expansion, as well. If in agreement, a public hearing is requested for July.



Project Name: Sim

Cabarrus County Economic Development Grant Analysis

	Year 1	Year 2	Year 3
Total Assessed Value	\$3,000,000.00	\$3,000,000.00	\$3,000,000.00
County taxes at .72	\$ 21,600.00	\$ 21,600.00	\$ 21,600.00
Grant @ 85 %	\$ 18,360.00	\$ 18,360.00	\$ 18,360.00
Net Taxes to County	\$ 3,240.00	\$ 3,240.00	\$ 3,240.00
		3 year taxes	\$ 64,800.00
		3 year grant	\$ 55,080.00
		3 year net revenue	\$ 9,720.00

	Year 1	Year 2	Year 3	Year 4	Year 5
Total Assessed Value	\$3,000,000.00	\$3,000,000.00	\$3,000,000.00	\$3,000,000.00	\$3,000,000.00
County taxes at .72	\$ 21,600.00	\$ 21,600.00	\$ 21,600.00	\$ 21,600.00	\$ 21,600.00
Grant @ 85 %	\$ 18,360.00	\$ 18,360.00	\$ 18,360.00	\$ 18,360.00	\$ 18,360.00
Net Taxes to County	\$ 3,240.00	\$ 3,240.00	\$ 3,240.00	\$ 3,240.00	\$ 3,240.00
				5 year taxes	\$ 108,000.00
				5 year grant	\$ 91,800.00
				5 year net revenue	\$ 16,200.00

This document is for calculation purposes only. The numbers computed here are estimated based on general assumptions provided by the client, the Cabarrus County Tax office and the North Carolina Dept of Revenue.

Actual grants may vary

Note: Grants Subject to Cabarrus Economic Development Board approval & governmental body approval.

STATE OF NORTH CAROLINA

ECONOMIC DEVELOPMENT
GRANT AGREEMENT
(Project SIM Applicant)

COUNTY OF CABARRUS

THIS AGREEMENT (the “Agreement”) is made and entered as of the ___ day of _____, 2019, by and between CABARRUS COUNTY, a body politic and political subdivision of the State of North Carolina (“County”), and PROJECT SIM APPLICANT, a North Carolina corporation.

RECITALS

1. Project SIM Applicant is considering upfitting its existing facility (the “Facility”) in County by installing fixtures and equipment in the Facility at an estimated cost of an additional Three Million Dollars (\$3,000,000) to Five Million Dollars (\$5,000,000) (the “New Personal Property Investment”) (also sometimes referred to as “New Investment”). The Facility will create ten new jobs at an average wage of \$60,000+.

2. The County has previously adopted an Industrial Development Grant Program (the “Program”), a copy of which is attached as Exhibit A and incorporated by reference, the public purpose of which is to encourage economic growth and development within the County.

3. Cabarrus Economic Development, Inc. (the “EDC”) has reviewed the Project SIM Applicant application for inclusion in the Program and EDC’s overview is attached as Exhibit B and incorporated by reference.

4. Project SIM Applicant has determined that location of its Facility near the airport in Concord, North Carolina (the “Site”) in the County is a suitable location for the placement of the Facility and the New Investment.

5. To induce Project SIM Applicant to locate the New Investment in the Facility at the Site and to assist Project SIM Applicant in that activity, the County has offered incentives to Project SIM Applicant consistent with the Program.

In consideration of the mutual promises set forth in this Agreement and other good and valuable considerations, the receipt and sufficiency of which are acknowledged by the parties, the County and Project SIM Applicant agree as follows:

COVENANTS, TERMS and CONDITIONS

1. Incentive Grants. Pursuant to the Program, the County shall in accordance with and as provided by this Agreement, pay to Project SIM Applicant an incentive grant (the “Grants”) in an amount equal to 85 percent of the increase in

property tax paid by Project SIM Applicant upon the actual assessed ad valorem tax value increase occasioned by construction and equipment installation of the New Investment in the Facility at the Site. The County shall pay Grants to Project SIM Applicant as follows:

(a) For a period of three (3) consecutive years, the County shall make a grant to Project SIM Applicant based upon the increased ad valorem tax value of the New Personal Property Investment in business personal property at the Site;

(b) Project SIM Applicant may elect the initial year in which the Grants identified in Paragraph 1(a) shall commence and shall so notify the County in writing; provided that the initial grant year shall commence no later than twelve (12) months after the qualifying equipment or construction has been released from an in-process stage to a fully-operational stage.

The process of assessment of the tax value of the New Investment, the calculation of the grant amounts and the payment of the Grants are more particularly described in the Program, which provisions are part of this Agreement. The County hereby confirms that it has approved the application of the Program to the Facility and has authorized the Grants and other terms of this Agreement. The County and Project SIM Applicant further confirm that this Agreement constitutes the “formal agreement” required under the Program and that the terms of this Agreement and those contained in the attached description of the Program shall govern the application of the Program to the Facility. The net increase in the assessed value of real property and business personal property in the Facility for local property tax purposes occasioned by the placement of the New Investment at or in the Facility shall determine the investment “level” for the Program in effect. Project SIM Applicant acknowledges that its proposed investment is at the threshold level under the Program and that if it does not make such minimum investment as determined by the Cabarrus County Tax Assessor, then no Grants will be paid. Project SIM Applicant agrees to forward to the EDC and the County Manager, at the time it makes its annual property tax payments, a copy of the property tax payment receipt, which must be requested from the Tax Collector and the Cabarrus County Tax Assessor’s statement (the “Assessor’s Statement”) of the valuation of the New Investment located at the Facility. The Assessor’s Statement may be issued only after:

(a) Project SIM Applicant has completed the Assessor’s questionnaire and other substantiating corroborating documentation identified in the Program to the satisfaction of the Assessor; and

(b) The Assessor has had the reasonable opportunity to review, evaluate and verify a value for the New Investment.

The County agrees that each annual Grant payment to be made to Project SIM Applicant during the respective term shall be made within ninety (90) days after payment by Project SIM Applicant of the respective annual property taxes due to the County and the delivery of the Assessor’s Statement; provided, however, that if at the time of such

property tax payment Project SIM Applicant has not paid all taxes due and payable to the County, including but not limited to taxes disputed by Project SIM Applicant, the County shall withhold the annual Grant payment until such time that Project SIM Applicant is current on payment of all such taxes.

2. State and County Incentives. The County agrees to assist Project SIM Applicant in obtaining any incentives, grants and programs that may be or become available from the State of North Carolina and/or the City of Concord; however, the County shall not be responsible for obtaining or paying any State or County incentives to Project SIM Applicant, except as otherwise provided by law.

3. Validity of Incentives. As stated in the Program, no change in the Program after the date of this Agreement shall apply to the provisions of this Agreement or to the New Investment or the Facility (as it may be expanded or modified) unless otherwise agreed to in writing by the County and Project SIM Applicant. In the event one or more lawsuits or other proceedings are brought against the County or any County elected official challenging the legality of this Agreement or any provision, the County shall defend against any and all such lawsuits or other proceedings, including appealing any adverse judgment to the highest appellate court of the State of North Carolina. In the event that any of the incentives or other agreements of the County are determined to be invalid, the County agrees that it will, to the extent permitted by law, provide Project SIM Applicant with incentives of substantially equal value pursuant to one or more replacement incentive grant programs.

4. Noncompliance by Project SIM Applicant. Project SIM Applicant acknowledges that at any time during the period that a Grant is paid or is to be paid to Project SIM Applicant by County, if Project SIM Applicant has (a) failed or fails to make or maintain the New Investment, (b) fails to continue in business a fully operational Facility or (c) fails to comply with any provision of this Agreement, (d) any representation about jobs in the EDC's overview attached as Exhibit B or any provision of the Program applicable to this Agreement, then Project SIM Applicant shall be in default of this Agreement. In any such event, the County shall give written notice to Project SIM Applicant describing such default. In the event that Project SIM Applicant shall fail to cure such default within 90 days of having received such written notice, the County may at its option terminate this Agreement and withhold all further Grant payments and require repayment of all prior Grant payments.

5. Project SIM Applicant Representations. Project SIM Applicant represents as of the Agreement Date as follows:

a) Project SIM Applicant is an entity (i) duly organized and validly existing under the laws of its state of formation; (ii) is duly qualified to transact business and is in good standing in North Carolina; (iii) is not in violation of any provision of its organizational documents; (iv) has full corporate power to own its properties and conduct its business; (v) has full power and authority to enter into this Agreement and to enter into and carry out the transactions contemplated by this Agreement; (vi) by proper action

has duly authorized the execution and delivery of this Agreement; and (vii) is not in default under any provision of this Agreement.

b) Project SIM Applicant's execution and delivery of this Agreement neither conflict with, nor will result in, a breach or default under any organizational documents; nor, to the best of its knowledge, will its execution and delivery conflict with, or result in, a breach or default under the terms, conditions, or provisions of any statute, order, rule, regulation, agreement, or instrument to which Project SIM Applicant is a party or by which it is bound, nor will its execution and delivery result in the imposition of any lien on its property.

c) Project SIM Applicant has duly authorized, executed and delivered this Agreement, and this Agreement constitutes its legal, valid and binding obligations, enforceable in accordance with its terms.

d) There is no litigation or proceeding pending or, to its knowledge, threatened against Project SIM Applicant, which would adversely affect the validity of this Agreement.

6. County Representation. The County represents as of this Agreement Date as follows:

a) The County (i) has full power and authority to enter into this Agreement and to enter into and carry out the transactions contemplated by this Agreement; (ii) by proper action has duly authorized the execution and delivery of this Agreement; and (iii) is not in default under any provisions of this Agreement.

b) The County has duly authorized, executed and delivered this Agreement, and this Agreement constitutes the County's legal, valid and binding obligation, enforceable in accordance with its terms.

c) To the County's knowledge, there is no litigation or proceeding pending or threatened against the County or affecting it which would adversely affect the validity of this Agreement.

d) The County is not in default under any provision of State law which would affect its existence or its powers as referred to in subsection (a).

e) No officer or official of the County has any interest (financial, employment or other) in Project SIM Applicant or the transactions contemplated by this Agreement.

7. Miscellaneous.

a) Project SIM Applicant acknowledges and understands that all the provisions of the Program are considered enforceable parts of this Agreement and that it

must comply with all such provisions in order to be eligible for and remain eligible for the Grants.

b) This Agreement and the Grants provided by it may not be assigned by Project SIM Applicant except to subsidiaries or affiliates thereof, without the prior written consent of County.

c) Notices. All notices, certificates or other communications required by or made pursuant to this Agreement shall be sufficiently given and shall be deemed given when delivered or mailed by registered or certified mail, postage prepaid or sent by facsimile (confirmed by the party providing notice) as follows:

The County: Michael K. Downs
Cabarrus County
County Manager
65 Church Street, SE
Post Office Box 707
Concord, North Carolina 28026
Facsimile Number: (704) 920-2820
Telephone Number: (704) 920-2100
E-Mail: mkdowns@CabarrusCounty.US

Copy to: Richard M. Koch
County Attorney
3220-201 Prosperity Church Road
Charlotte, North Carolina 28269
Facsimile Number: (704) 503-5707
Telephone Number: (704) 503-5700
E-Mail: kochlaw@CTC.net

Project SIM
Applicant:

The County or Project SIM Applicant may, by advance written notice, designate any further or different addresses to which notices, certificates, requests or other communications shall be sent.

(d) Binding Effect. This Agreement shall inure to the benefit of and is binding upon the County and Project SIM Applicant and their respective successors and assigns.

(e) Amendments, Changes and Modifications. Except as otherwise provided in this Agreement, this Agreement may not be amended, change, modified or altered except by written agreement signed by both parties.

(f) Severability. If any court or competent jurisdiction holds any provision of this Agreement invalid or unenforceable, such holding shall no invalidate or render unenforceable any other provision of this Agreement.

(g) Counterparts. This Agreement may be executed in any number of counterparts, each of which when so executed and delivered shall be deemed an original, and it shall not be necessary in making proof of this Agreement to produce or account for more than one such fully-executed counterpart.

(h) Governing Law. This Agreement is governed by and shall be construed in accordance with the laws of the State of North Carolina, without regard to conflict of law principles.

(i) Captions. The captions or headings used throughout this Agreement are for convenience only and in no way define, or describe the scope or intent of any provision of this Agreement.

(j) Confidentiality. Project SIM Applicant and the County acknowledge that certain Exhibits to this Agreement, and/or other information provided by Project SIM Applicant pursuant to this Agreement, may contain Project SIM Applicant's confidential information. Accordingly, the County will maintain such information in confidence, unless its release is consented to in writing by Project SIM Applicant or required by law.

(k) Construction. The parties acknowledge and stipulate that this Agreement is the product of mutual negotiation and bargaining. As such, the doctrine of construction against the drafter shall have no application to this Agreement.

(l) Force Majeure. Any delay in the performance of any of the duties or obligations of either party hereunder (the "Delayed Party") shall not be considered a breach of this Agreement and the time required for performance shall be extended for a period equal to the period of such delay, provided that such delay has been caused by or is the result of any acts of God; acts of the public enemy; insurrections; riots; embargoes; labor disputes, including strikes, lockouts, job actions, or boycotts; shortages of materials or energy; fires; explosions; floods; changes in laws governing international trade; or other unforeseeable causes beyond the control and without the fault or negligence of the Delayed Party. The Delayed Party shall give prompt notice to the other party of such cause, and shall take whatever reasonable steps are necessary to relived the effect of such cause as promptly as possible. No such event shall excuse the payment of any sums due and payable hereunder on which delayed performance is excuse as provided above.

IN WITNESS, the parties have executed this Agreement as of the date first written above.

PROJECT SIM APPLICANT

By: _____
Its _____

CABARRUS COUNTY

By: _____
Michael K. Downs, County Manager

Attest:

By: _____
Lauren Linker, Clerk

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

Susan Fearington
Finance Director



**CABARRUS COUNTY
BOARD OF COMMISSIONERS**

**NOTICE OF PUBLIC HEARING
June 17, 2019 – 6:30 P.M.**

Economic Development Investment

Notice is hereby given that the Cabarrus County Board of Commissioners will hold a public hearing at 6:30 p.m. (or as soon thereafter as persons may be heard) on Monday, June 17, 2019, in the Board of Commissioners' Meeting Room, located on the second floor of the Cabarrus County Governmental Center, 65 Church Street S, Concord, to consider an economic development investment for Project Sim pursuant to N.C. General Statute § 158-7.1. Project Sim proposes to acquire equipment with a projected new investment of between \$3,000,000 and \$5,000,000. The Project also plans to create 10 new jobs with average wages well above our current County average wage. A three-year grant equivalent to 85 percent of the ad valorem taxes on the increase in personal property tax values is requested. The [proposed draft agreement](#) is available for inspection in the Office of the Clerk to the Board at the Governmental Center.

If reasonable accommodations are needed, please contact the ADA Coordinator at 704-920-2100 at least 48 hours prior to the public hearing.

Lauren Linker, Clerk to the Board

Posted June 5, 2019

CABARRUS COUNTY



BOARD OF COMMISSIONERS REGULAR MEETING

**June 17, 2019
6:30 PM**

AGENDA CATEGORY:

Reports

SUBJECT:

BOC - Receive Updates From Commission Members who Serve as Liaisons to Municipalities or on Various Boards/Committees

BRIEF SUMMARY:

This time is allotted during regular meetings to receive updates from commission members that serve as liaisons to local municipalities or that serve on various boards/committees, if needed. This opportunity allows the board as a whole to learn more about what is going on with the boards each commissioner is individually involved with.

REQUESTED ACTION:

Receive updates and discuss as needed.

EXPECTED LENGTH OF PRESENTATION:

1 Minute

SUBMITTED BY:

Lauren Linker, Clerk to the Board

BUDGET AMENDMENT REQUIRED:

No

COUNTY MANAGER'S RECOMMENDATIONS/COMMENTS:

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

CABARRUS COUNTY



BOARD OF COMMISSIONERS REGULAR MEETING

**June 17, 2019
6:30 PM**

AGENDA CATEGORY:

Reports

SUBJECT:

BOC - Request for Applications for County Boards/Committees

BRIEF SUMMARY:

Vacant Positions on the Cabarrus County Boards & Committees are as follows:

Boards & Committees	Vacancies/Expiring/Expired Terms	Term Expiration and/or Position
Active Living & Parks Commission	n/a	*
Adult Care Home Community Advisory Committee	8	**
Agricultural Advisory Board	n/a	*
Animal Protection Advisory Board	1	*
Board of Equalization & Review	2	*
Cardinal Innovations Healthcare Solutions Community Oversight Committee	n/a	*
Centralina Workforce Development Board	2	*
Charlotte Douglas International Airport Commission	n/a	*
Concord Planning Commission (ETJ)	1	*
Early Childhood Task Force Advisory Board	n/a	*
Harrisburg Fire Advisory Board	2	*

Harrisburg Planning & Zoning Board and Board of Adjustment (ETJ)	n/a	*
Home & Community Care Block Grant Committee	1	*
Human Services Advisory Board	n/a	*
Industrial Facilities & Pollution Control Financing Authority	n/a	*
Jury Commission	1	*
Juvenile Crime Prevention Council	4	*
Library Board of Trustees	n/a	*
Mental Health Advisory Board	n/a	*
Mt. Pleasant Planning Board & Board of Adjustment	3	
Nursing Home Community Advisory Board	8	**
Planning & Zoning Commission	2	*
Public Health Authority of Cabarrus County	2	*
Region F Aging Advisory Committee	3	*
Rowan-Cabarrus Community College Board of Trustees	n/a	*
Senior Centers Advisory Council	n/a	*
Tourism Authority	4	*
Transportation Advisory Board	6	*
Water & Sewer Authority of Cabarrus County	n/a	*
Watershed Improvement Commission	1	*
Youth Commission	13	A.L. Brown, Central Cabarrus, Concord, Cox Mill, Hickory Ridge, Jay M. Robinson, Mt. Pleasant, Northwest Cabarrus & At-large high schools

*Term lengths and expirations vary per board roster.

**Initial terms are for one year. Additional terms are for three years.

A description of each board/committee is attached along with an application for appointment. Visit the County's website to complete the online application. For more information, contact

the Clerk at 704-920-2109 or go to <https://www.cabarruscounty.us/boards-and-committees>.

REQUESTED ACTION:

Review the aforementioned list of County Boards/Committees for the benefit of the viewing audience and encourage citizens to participate.

EXPECTED LENGTH OF PRESENTATION:

1 Minute

SUBMITTED BY:

Lauren Linker, Clerk to the Board

BUDGET AMENDMENT REQUIRED:

No

COUNTY MANAGER'S RECOMMENDATIONS/COMMENTS:

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

ATTACHMENTS:

- ▢ Boards & Committees Descriptions
- ▢ Concord ETJ Map
- ▢ Harrisburg ETJ Map
- ▢ Application
- ▢ Youth Commission Application

CABARRUS COUNTY

BOARDS, COMMITTEES, COMMISSIONS AND AUTHORITIES

The Cabarrus County Board of Commissioners makes appointments to a number of boards, committees, commissions and authorities. All citizens of Cabarrus County are encouraged to volunteer to serve on these boards/committees. To obtain an application for appointment or for more information, please contact the Clerk to the Board, at the Governmental Center, 65 Church Street, SE, Concord, or call (704) 920-2109. The application may also be downloaded from the County's website at www.cabarruscounty.us.

A listing of the boards/committees is as follows:

ACTIVE LIVING AND PARKS COMMISSION

This commission advises on parks and recreation needs of County residents and assists the Parks Department in planning facilities and operational activities. The 11-member commission includes a representative from each of the 7 planning areas (Concord, Eastern, Kannapolis, Central, Midland, Northwest Cabarrus and Harrisburg), 2 at-large representatives, 1 representative from the Cabarrus School Board and 1 representative from the Kannapolis School Board. Appointments are for terms of three years.

ADULT CARE HOME COMMUNITY ADVISORY COMMITTEE

This committee seeks to maintain the intent of the Adult Care Home Residents Bill of Rights and to promote community involvement with the homes (homes for the aged, family care homes and homes for developmentally disabled adults). Members cannot be employed by an adult care home nor have any financial interest, directly or indirectly, in an adult care home. Immediate family of an adult care home resident in Cabarrus County cannot serve on the committee. Initial appointment is for a term of one year with successive appointments of three-year terms.

AGRICULTURAL ADVISORY BOARD

The Agricultural Advisory Board is designed to implement the provisions of the Voluntary Agricultural District Ordinance. The Board is charged with accepting applications to the voluntary agricultural districts, promoting the enhancement of agriculture in our county, and assisting the Cabarrus County Commissioners with information and positions regarding decisions impacting agricultural production in our county.

ANIMAL PRESERVATION & PROTECTION ADVISORY COMMITTEE

The committee's purposes are outlined as follows: (1) Review current operations of Cabarrus County Animal Control; (2) Provide educational materials in several languages to the Cabarrus County residents on Spay/Neuter, proper feeding, housing and healthcare for pets; (3) Establish a protocol for the availability for low cost spaying and neutering of pets belonging to indigent residents of Cabarrus County. Members serve two-year terms.

BOARD OF EQUALIZATION AND REVIEW

This board: (1) reviews the tax lists of the county for the current year to assure that all property is listed and appraised accurately; (2) hears any property owner's appeal concerning the value assigned to his property (or that of others); and (3) has the authority to make adjustments necessary to bring the valuation into line with the standards established by law. Members serve three-year terms.

CABARRUS COUNTY PLANNING AND ZONING COMMISSION

This commission serves a key role in shaping the future development of the county as it reviews subdivisions, assists in area plans, and makes land use decisions, some of which are forwarded to the Board of Commissioners. The commission also serves as the Board of Adjustment that hears and decides appeals of decisions by the Zoning Enforcement Officer, and grants special use permits/variances. Members include a representative from each of the 7 planning areas (Concord, Midland, Central, Eastern, Harrisburg, Kannapolis and Northwest Cabarrus), 2 at-large representatives and 3 Alternate members. Appointments are for terms of three years.

CARDINAL INNOVATIONS HEALTHCARE SOLUTIONS – Community Oversight Board

By resolution as a result of new legislation, the Boards of County Commissioners of Alamance, Cabarrus, Caswell, Chatham, Davidson, Franklin, Granville, Halifax, Orange, Person, Rowan, Stanly, Union, Vance and Warren Counties agreed to be served by a single Area Authority operating as a Managed Care Organization with a governance structure that will function under existing law, as well as under the new governance legislation. It is in the interest of the public health and welfare to create an Area Authority to operate North Carolina's 1915(b)/(c) Medicaid Waiver as a Managed Care Organization and to manage all public resources that may become available for mental health, intellectual and developmental disabilities, and substance abuse services, including federal block grant funds, federal funding for Medicaid and Health Choice, and all other public funding sources.

The Community Oversight Board (COB) is part of Cardinal Innovations Healthcare Solutions' governance structure. The COB consists of three (3) members from each County, appointed by each County's Board of Commissioners, and will include a County Commissioner or designee, a consumer or family member, and another citizen or stakeholder; and one (1) member from the Local Consumer and Family Advisory Committee, either the Chair or other elected official. Appointments are for terms of three years.

CENTRALINA WORKFORCE DEVELOPMENT BOARD

This group serves as the governing body for a variety of programs and their plans, including the Job Training Partnership Act, Work First (JOBS) welfare and placement programs, the Older Worker Americans Act Job Training and Employment Program, etc. The County Commissioners appoint 4 persons representing Education, Organized Labor and the Private Sector (2) to serve on this six-county, 20-member board. Appointments are for terms of two years.

CONCORD PLANNING AND ZONING COMMISSION

The Commission guides, reviews and regulates land developments within and around the boundaries of the City of Concord. The County Commissioners appoint one member who resides in Concord's extraterritorial jurisdiction area for a term of three years.

HARRISBURG FIRE ADVISORY BOARD

The Harrisburg Fire Advisory Board advises the Town Council, Town Administrator and the Fire Chief on matters of policy, administration and operations. The board tracks the progress of the Harrisburg Fire Department's key objectives as outlined in the annual report, reviews the Department's By-Laws on an annual basis, and recommends changes to the Town Council for final approval.

HARRISBURG PLANNING AND ZONING BOARD

This board reviews, regulates development within and around the boundaries of the Town of Harrisburg and hears and decides on appeals of zoning within the Town's jurisdiction. The County Commissioners appoint one person who resides in the extraterritorial jurisdiction of the Town to serve for a term of three years.

HOME AND COMMUNITY CARE BLOCK GRANT ADVISORY COMMITTEE

This advisory committee assists the Department of Aging with the development of the County Aging Funding Plan through the Home and Community Care Block Grant for Older Adults. The committee is composed of potential public and private providers of aging services, elected county officials, older adults and representatives of other aging interests in the county.

HUMAN SERVICES ADVISORY BOARD

This board is appointed by the Board of Commissioners to advocate, advise and consult regarding services within the Department of Human Services. The board is composed of five members who are appointed for three-year terms.

In the first year of organization, the terms will be staggered with three members appointed to three-year terms and two members appointed to two-year terms.

INDUSTRIAL FACILITIES AND POLLUTION CONTROL FINANCING AUTHORITY

This authority provides for the issuance of revenue bonds to aid in financing (1) industrial and manufacturing facilities which provide job opportunities or better ways to help alleviate unemployment and raise below-average manufacturing wages and (2) pollution control facilities for industries. The 7-member authority meets as needed. Appointments are for terms of six years.

JURY COMMISSION

This commission is responsible for compiling the jury lists for the Courts. The Board of Commissioners appoints one member for a term of two years to the 3-member commission.

JUVENILE CRIME PREVENTION COUNCIL

The council plans for the needs of adjudicated and at-risk youth and assesses the need for delinquency treatment and prevention services in Cabarrus County. The 25-member council is made up of a variety of judicial and public agency representatives as well as seven at-large members. Appointments are for terms of two years.

LIBRARY BOARD OF TRUSTEES

The board advises the County Commissioners on matters relating to the Cabarrus County Library system, including the planning of programs, policies, facilities and budgetary matters.

The seven-member board includes representatives selected from the areas of Concord (one member appointed by the Concord City Council and one member appointed by the County Commissioners), Mt. Pleasant, Harrisburg, Midland, and Kannapolis (2). Appointments are for terms of three years.

MOUNT PLEASANT PLANNING BOARD AND BOARD OF ADJUSTMENT

This board guides, reviews, regulates land development within and around the boundaries of the Town of Mt. Pleasant and hears and decides on appeals of zoning within the Town's jurisdiction. The Board of Commissioners appoints two persons who reside within the Town's extraterritorial jurisdiction area for terms of three years.

NURSING HOME COMMUNITY ADVISORY COMMITTEE

This committee seeks to maintain the intent of the Nursing Home Residents Bill of Rights for those persons residing in nursing homes, works to ensure appropriate conditions within the nursing homes and promotes community involvement with those homes. Members cannot be employed by a nursing home nor have any financial interest, directly or indirectly, in a nursing home. Also, no immediate family of a nursing home resident in Cabarrus County can serve on the committee. Initial appointments are made for terms of one year with successive appointments of three years.

PUBLIC HEALTH AUTHORITY OF CABARRUS COUNTY

The authority seeks to enhance public/private health care partnerships, stabilize county dollars going to support health services, and to provide consolidation and long range planning for health services. It also acts as the local board of health and is charged to protect and promote the public health of the citizens of Cabarrus County. Membership is as follows: Member or designee of the Board of County Commissioners; Member of the Cabarrus County Medical Society; Member of the Cabarrus Physicians Organization; Member or designee of the CMC-NorthEast Medical Center Board of Trustees; and three members from the general public not affiliated with the above organizations, but recommended by the nominees of those organizations.

REGION F AGING ADVISORY COMMITTEE

This committee advises the Centralina Council of Governments (COG) staff and COG Board on area plans for the aging within the nine-county region. County Commissioners appoint three members and one alternate to the 26-member regional committee. The appointments are for terms of two years except for the alternate appointment, which is a one-year term.

ROWAN-CABARRUS COMMUNITY COLLEGE (RCCC) BOARD OF TRUSTEES

This board governs the operation of the community college according to State law. The Cabarrus County Board of Commissioners makes two four-year appointments to the Board of Trustees.

SENIOR CENTERS ADVISORY COUNCIL

The Senior Centers Advisory Council aids in determining senior citizen activities to be provided by the County as well as activities and operations at the senior centers. The council is comprised of 11 members who work closely with the Active Living and Parks Department and Senior Center staff. Appointments are for three-year terms.

TOURISM AUTHORITY

This 9-member board is charged with the development of tourism, tourist-related events, facilities and other activities that serve to increase the amount of tourism in the County. The Board of Commissioners appoints membership as follows: Three members, including a County Commissioner and/or County Manager; three members from recommendations submitted by the Cabarrus County Tourism Authority; and three members from recommendations submitted by the Cabarrus Regional Chamber of Commerce. Appointments are for terms of three years.

TRANSPORTATION ADVISORY BOARD

This board works to advance coordination between the County and human service agencies, to monitor transportation services and to advise the Board on issues related to human service transportation policy matters. Members include representatives from the Department of Social Services, Cabarrus Health Alliance, Department of Aging, Cabarrus EMS, L.I.F.E. Center, Cabarrus Workshop, Healthy Cabarrus, Head Start, Piedmont Behavioral Healthcare and a representative of the visually impaired in the county.

WATER & SEWER AUTHORITY OF CABARRUS COUNTY

The Water and Sewer Authority (WSACC) was established in 1992 by Cabarrus County and the four municipalities for the purpose of planning, constructing, owning, operating and maintaining water and sewer facilities in Cabarrus County. Membership of the board is as follows: two members appointed by Cabarrus County; two members appointed by the City of Concord; two members appointed by the City of Kannapolis; one member appointed by the Town of Harrisburg; one member appointed by the Town of Mt. Pleasant; and one at-large member appointed by Cabarrus County with the advice of the municipalities. Appointments are for terms of three years.

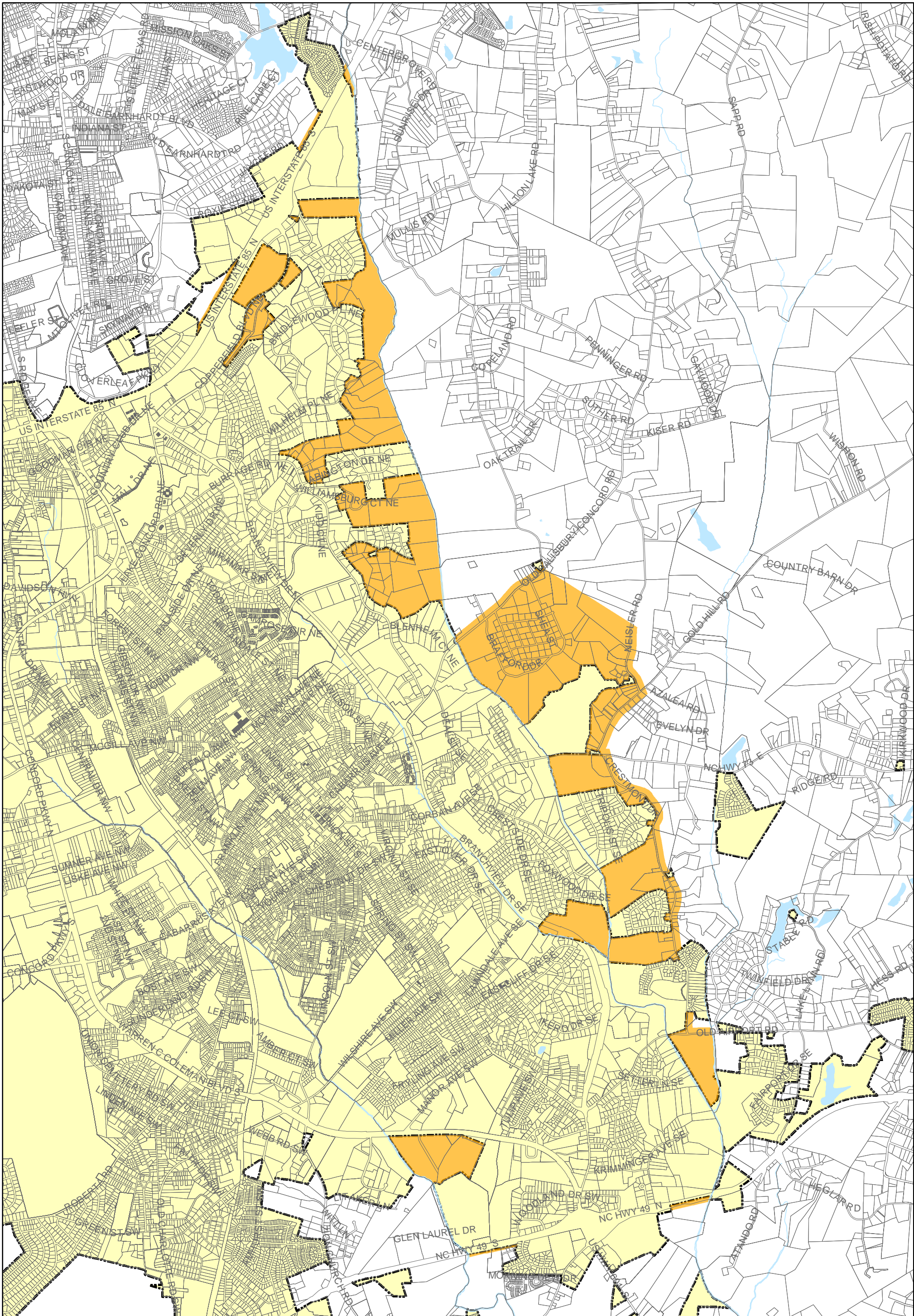
WATERSHED IMPROVEMENT COMMISSION

This 3-member commission works closely with the Cabarrus County Soil and Water Conservation Office and seeks to improve the County's water resources. Activities include efforts to reduce flooding, improve water quality and quantity and to reduce future problems through erosion control, water storage, cover protection, and education. Appointments are for terms of six years.

YOUTH COMMISSION

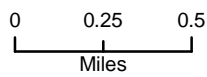
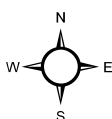
The purpose of the Youth Commission is to provide teens in the community an opportunity to be active citizens. Through experiences and education, youth will be empowered in the community. The Youth Commission will expose teens to county government, allow teens an opportunity to discuss issues, and interact with county commissioners and employees through youth-adult partnerships.

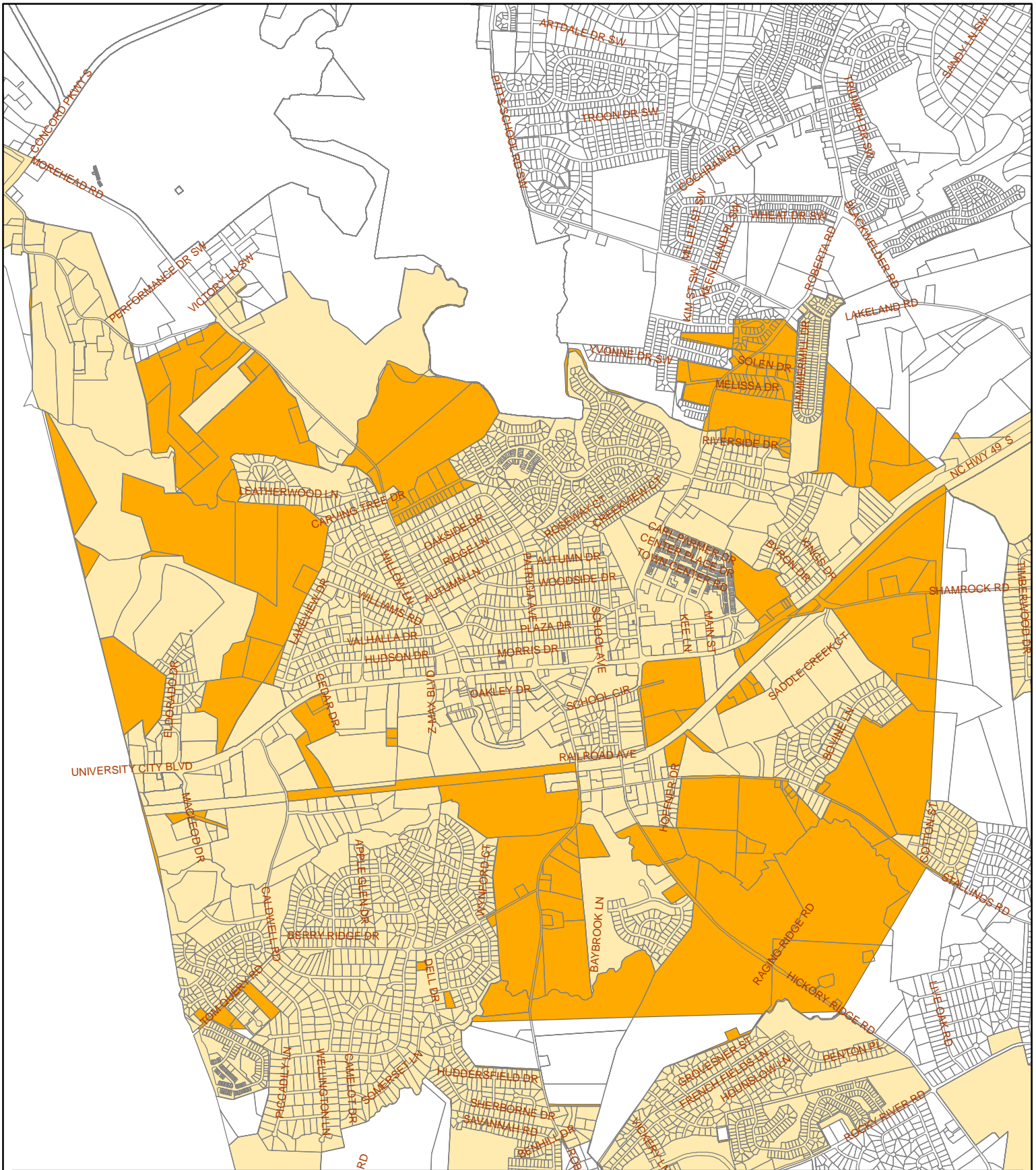
March 5, 2018




**City of Concord
Extraterritorial Jurisdiction (ETJ)**

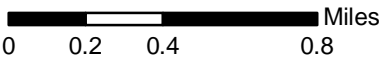
- ETJ
- City of Concord
- Parcels
- Rivers
- Lakes & Ponds





Legend

-  Tax Parcels
-  Harrisburg Municipal Limits
-  Harrisburg ETJ Boundary



**Town of Harrisburg, NC
ETJ Boundary**

Cabarrus County shall not be held liable for any errors in these data. This includes errors of omission, commission, errors concerning the content of the data, and relative and positional accuracy of the data. These data cannot be construed to be a legal document. Primary sources from which these data were compiled must be consulted for verification of information contained within the data.

Map Prepared by Cabarrus County Planning Services, June 2009.

Office Use Only
DATE RECEIVED:

Application for Appointment to Cabarrus County Advisory Boards and Committees

The Cabarrus County Board of Commissioners believes that all citizens should have the opportunity to participate in governmental decisions. One way of participating is by serving as a citizen member of one of the County's various advisory boards. If you wish to be considered for appointment to an advisory board, please complete the information below and return it to the CLERK TO THE BOARD OF COMMISSIONERS, P. O. BOX 707, CONCORD, NC 28026-0707, Fax (704) 920-2820. For more information about the various boards, you may contact the Clerk at (704) 920-2109.

Advisory Board(s) / Committee(s) Interested In: (Please list in order of preference)

1. _____
2. _____
3. _____

XXXXXXXXXXXX

Name: _____

Home Address: _____

Mailing Address (if different): _____

City / State / ZIP: _____

Resident of Cabarrus County: Yes No

Telephone: Home: _____ Work: _____

Cell: _____ Fax: _____

Email Address: _____

Occupation: _____

Business Address: _____

City / State / Zip: _____

Do You Have a N. C. Driver's License? Yes No Age (optional): _____

Number hours available per month for this position: _____

Best time of day/or days available: _____

- over -

Educational Background: _____

Business and Civic Experience: _____

Areas of Interest / Skills: _____

Other County Boards / Committees / Commissions presently serving on: _____
 _____ Term Expiration Date: _____

Have you ever been charged with and / or convicted of a criminal offense? _____ If so, please explain _____

References

List three persons who are not related to you and who have definite knowledge of your qualifications and fitness for the position for which you are applying.

Name	Business / Occupation	Address	Telephone

I understand that this application will be kept on active file for two years and I hereby authorize Cabarrus County to verify all information included in this application. I further understand this application is subject to the N. C. Public Records Law (NCGS 132-1) and may be released upon request. Meetings of the appointed boards and committees are subject to the N. C. Open Meetings Law (NCGS 143-318.10).

_____ Date _____ Signature of the Applicant

**Cabarrus County Youth Commission
Application**

Full Name: _____ M ____ F (check one)

Street Address: _____

City: _____ State: _____ Zip: _____

Telephone (home): (____) _____ (cell): (____) _____

E-mail: _____ Date of Birth: _____

Name(s) of Parents or Guardians: _____

High School: _____ Grade: _____

Cumulative High School GPA: _____ Year of Expected Graduation: _____

School groups/clubs/activities in which you participate: _____

List other activities you have been involved in through church, clubs, community, etc. _____

What interests you about being a member of the Youth Commission? _____

What do you hope to accomplish though being a member of the Youth Commission? What do you hope to learn?

Are you available for evening meetings? _____

References:

Name: _____ Phone: _____

Relationship to you: _____

Name: _____ Phone: _____

Relationship to you: _____

Applicant Signature: _____ Date: _____

Parent/Guardian Signature: _____

Please return this application in person or via mail to:

Lauren Linker
Clerk to the Board
Cabarrus County
P.O. Box 707
Concord, NC 28026-0707
Fax: 704-920-2820
lelinker@cabarruscounty.us



CABARRUS COUNTY



BOARD OF COMMISSIONERS REGULAR MEETING

**June 17, 2019
6:30 PM**

AGENDA CATEGORY:

Reports

SUBJECT:

County Manager - Monthly Building Activity Reports

BRIEF SUMMARY:

The Board of Commissioners requested monthly reports of building and permit activities including information of plans under review.

REQUESTED ACTION:

For informational purposes. No action required.

EXPECTED LENGTH OF PRESENTATION:

SUBMITTED BY:

Kelly Sifford, Planning and Development Director

BUDGET AMENDMENT REQUIRED:

No

COUNTY MANAGER'S RECOMMENDATIONS/COMMENTS:

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

ATTACHMENTS:

- ▣ Report
- ▣ Report

Cabarrus County Construction Standards Dodge Report 5/1/2019-5/31/2019

Jurisdiction: All

New Construction				
Description	Const Code	Buildings	Housing Units	Estimated Cost
Single Family Houses Detached	101	150	147	\$26,417,650.00
Two Family Buildings	103	2	2	\$80,000.00
Manufactured Home (Mobile Homes)	106	6	5	\$663,800.00
Service Stations and Repair Garages	322	1	0	\$29,500.00
Other Nonresidential Buildings	328	15	0	\$4,220,853.00
Structures Other Than Buildings	329	4	0	\$28,995.00
Other	999	45	0	\$981,721.00
Sub Total (New Construction)		223	154	\$32,422,519.00

Addition, Alteration, and Conversion				
Description	Const Code	Buildings	Housing Units	Estimated Cost
Additions, Alterations and Conversions - Residential	434	105	1	\$2,344,563.68
Additions, Alterations and Conversions - Nonresidential and No housekeeping	437	34	0	\$2,776,121.44
Additions of Residential Garages and Carports	438	1	0	\$100,000.00
Sub Total (Addition, Alteration, and Conversion)		140	1	\$5,220,685.12

Demolition of Buildings				
Description	Const Code	Buildings	Housing Units	Estimated Cost
Single Family Houses	645	3	1	\$15,900.00
All Other Buildings and Structures	649	1	0	\$7,500.00
Sub Total (Demolition of Buildings)		4	1	\$23,400.00

Grand Total		367	156	\$37,666,604.12
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Cabarrus County Commercial Building Plan Review Summary

Begin Date: 5/1/2019 through End Date: 5/31/2019

File Date	Address	Application Name	Description	Est Cost	Est Sq Ft	
BU2019-01406	5/2/2019	35 UNION ST S CONCORD, NC 28025		EXTERIOR WALL MOUNTED SIGN - 30" DIAMETER CIRCLE	\$1,375	0
BU2019-01420	5/3/2019	188 CROWELL DR NW CONCORD, NC 28025	REED, CHARLES RAY, III	upgrade bathroom for accessibility, new interior finishes, and new handicap ramp	\$130,000	0
BU2019-01422	5/3/2019	7136 WEDDINGTON RD CONCORD, NC 28027	OLD IRON CONSTRUCTION, LLC	Construction of new partitions and associated Plumbing, mechanical and electrical systems, devices, equipment and fixtures.	\$125,000	4,000
BU2019-01454	5/7/2019	5650 SANDUSKY BLVD CONCORD, NC 28027	ANTONIO FELIPE ARREAZA	STAGE -- ZONING NOT NEEDED FOR SPECIAL EVENT PERMIT PER MATT LOVE.	\$25,000	0
BU2019-01457	5/7/2019	281 ODELL SCHOOL RD CONCORD, NC 28027	DUSTIN FOSTER	PERMANENT 32 X 12 STAGE/PLATFORM	\$15,000	384
BU2019-01461	5/7/2019	481 BURRAGE RD NE CONCORD, NC 28025	Cabarrus County Schools	Replacing a short access door with a full size door and building a wall separating the storage area from the boys locker room. This will allow access to the storage room directly from the gym by males or females at any time.	\$2,500	0
BU2019-01475	5/9/2019	8 UNION ST S CONCORD, NC 28025	EMILY CORDERO	This current space is leased as a retail clothing store and we are proposing minimal changes to electrical and plumbing to accommodate a coffeshop and beer taps. The scope will include upgrading the existing water heater, extending plumbing lines to accommodate two sinks as well as upfitting existing electrical to include more outlets and new lighting.	\$50,000	0
BU2019-01476	5/9/2019	4971 STOUGH RD CONCORD, NC 28027		install new wall signs, connect signs to existing electrical; reface pylon sign cabinet	\$5,000	0
BU2019-01479	5/9/2019	940 CONCORD PKWY N CONCORD, NC 28027	NORTH AMERICAN ROOFING SERVICES INC.	RECOVER EXISTING ROOF SYSTEM - SCOPE OF WORK ATTACHED	\$1,037,500	148,402
BU2019-01488	5/10/2019	133 STONECREST CIR SW CONCORD, NC 28027	RELIABLE WOODWORKS INC	9 ft. x 12 ft entrance canopy	\$118,000	108
BU2019-01501	5/10/2019	9900 POPLAR TENT RD CONCORD, NC 28027	CASCO SIGNS INC	Lighted channel letters and tenant panel vinyl.	\$25,000	0
BU2019-01506	5/10/2019	70 CHURCH ST N CONCORD, NC 28025	ALLEGRO CANVAS AND FRAMES	COMMERCIAL UPFIT - removing 4 non-load-bearing walls; adding 2 non-load-bearing walls; removing part of a load-bearing wall, replacing with a support beam	\$25,000	1,400
BU2019-01508	5/10/2019	8400 AUTOMATION DR NW CONCORD, NC 28027	CHOATE CONSTRUCTION COMPANY	RiverOaks Building A Suite A Spec Upfit: 1st time spec office upfit in vacant shell building	\$1,375,000	2,620
BU2019-01509	5/13/2019	3049 DERITA RD CONCORD, NC 28027	SAC WIRELESS, LLC	Swap existing (3) radios and (3) existing antennas with (3) new antennas and associated cabling. Install equipment expansions to the top of existing cabinets. No change to ground equipment.	\$100,000	0
BU2019-01510	5/13/2019	399 WOODHAVEN PL NW CONCORD, NC 28027	SAC WIRELESS, LLC	Swap existing (3) radios and (3) existing antennas with (3) new antennas and associated cabling. Install equipment expansions to the top of existing cabinets. No change to ground equipment.	\$100,000	0
BU2019-01512	5/13/2019	3001 S RIDGE AVE CONCORD, NC 28025	SAC WIRELESS, LLC	Swap existing (3) radios and (3) existing antennas with (3) new antennas and associated cabling. Install equipment expansions to the top of existing cabinets. No change to ground equipment.	\$100,000	0

Cabarrus County Commercial Building Plan Review Summary

Begin Date: 5/1/2019 through End Date: 5/31/2019

BU2019-01516	5/13/2019	223 CROWELL DR NW CONCORD, NC 28025	KEARY BUILDERS	CLEARWATER ARTIST STUDIO PHASE IV - LOWER LEVEL 6,233 sq. ft. including 5 artist studios and 2 mechanical equipment rooms.	\$1,600,000	6,233
BU2019-01518	5/13/2019	2420 SUPERCENTER DR NE KANNAPOLIS, NC 28083	PRIME RETAIL SERVICES, INC.	ADDING SEAFOOD COOLERS TO OGP AREA	\$75,000	1
BU2019-01519	5/13/2019	9000 POPLAR TENT RD CONCORD, NC 28027	EPCON COMMUNITIES CAROLINAS, LLC	Courtyards at Poplar Tent Monument Sign: Masonry structure with wood trellis and sign	\$100,000	0
BU2019-01521	5/13/2019	560 OLD SPEEDWAY DR NW CONCORD, NC 28027	ELLIOTT PHILLIP CHOATAS	PROJECT CONSISTS OF INSTALLING (3) PROPOSED ANTENNAS AND (1) PROPOSED HYBRID CABLE ON AN EXISTING WIRELESS TELECOMMUNICATIONS FACILITY.	\$125,000	1
BU2019-01526	5/14/2019	481 BURRAGE RD NE CONCORD, NC 28025	CABARRUS COUNTY SCHOOLS	DECK	\$21,000	0
BU2019-01533	5/14/2019	3603 CEDAR SPRINGS DR SW CONCORD, NC 28027	Cedar Springs Sign	TO PUT UP A "SIGN" TO IDENTIFY OUR DEVELOPMENT. SIGN TO BE HUNG ON TWO TREATED POLES AND CEMENTED IN THE GROUND. SIZE 3.4 X 5.	\$1,500	0
BU2019-01551	5/15/2019	6651 KEE LN HARRISBURG, NC 28075	RYCON CONSTRUCTION INC	Firestone -- One story, pre-engineered metal building, merchandising, auto service (minor repair), incidental storage area.	\$7,427,015	5,798
BU2019-01556	5/16/2019	11580 FLOWES STORE RD MIDLAND, NC 28107	HORNE BROTHERS CONSTRUCTION	CONSTRUCTION OF WIRELESS TELECOMMUNICATION TOWER TO BE 195' IN HEIGHT	\$769,395	0
BU2019-01557	5/16/2019	527 WINECOFF SCHOOL RD CONCORD, NC 28027	RELIABLE CONSTRUCTION	Install kiosk on an existing concrete pad (used for pre-existing ATM) in the parking lot of the Winecoff shopping center.	\$65,000	0
BU2019-01573	5/17/2019	201 DALE EARNHARDT BLVD KANNAPOLIS, NC 28081	SOUTHWOOD CORPORATION	1 Wall Sign 21.08 sq ft for Atrium Health	\$12,500	0
BU2019-01574	5/17/2019	12925 US HWY 601 S MIDLAND, NC 28107	SOUTHWOOD CORPORATION	CHANGE TENANT PANEL ON MONUMENT SIGN	\$5,000	0
BU2019-01589	5/20/2019	844 KATHRYN DR SE CONCORD, NC 28025	MARCUS MYNES	adding walls etc	\$15,000	0
BU2019-01594	5/20/2019	495 NC HWY 49 S CONCORD, NC 28025		Erect Base and Band tower per engineer drawing. For the CCHS Band for my Eagle Scout Project.	\$35,000	0
BU2019-01607	5/21/2019	5427 NC HWY 49 S HARRISBURG, NC 28075	EASTAM GENERAL CONTRACTORS, LLC	Minor Demolition and rebuild of walls and doors, patch finishes, rework existing	\$393,000	0
BU2019-01608	5/21/2019	1464 N MAIN ST MT PLEASANT, NC 28124	LCJ CONSTRUCTION COMPANY INC	Interior upfit of 2-story building with(6) Business occupancy Suites. Addition of covered outdoor seating patio. Structural plans to be submitted under separate cover.	\$2,250,000	5,480
BU2019-01614	5/21/2019	8111 CONCORD MILLS BLVD CONCORD, NC 28027	MARTIN & SON, INC.	kiosk install/build	\$125,000	0
BU2019-01615	5/21/2019	10301 POPLAR TENT RD HUNTERSVILLE, NC 28078	DAVID WAYNE SCOTT	At 110' add (2) RAU2 X 18 Outdoor Radio Units and (2) runs of CNT400 3/8" Coax. Final count will be (4) RAU2 X 18 ODUs and 4 runs of CNT400 3/8" Coax	\$25,000	0
BU2019-01621	5/22/2019	7940 US HWY 601 S CONCORD, NC 28025	MASTEC NETWORK SOLUTIONS	remove and replace existing antennas, add raycap, add fiber, add 30 amp breaker in existing cabinet	\$90,500	0
BU2019-01622	5/22/2019	2702 N CANNON BLVD KANNAPOLIS, NC 28083	MASTEC NETWORK SOLUTIONS	remove and replace existing antennas, add 3 antennas, add raycap, add fiber, add breakers to existing panel	\$98,000	0

Cabarrus County Commercial Building Plan Review Summary

Begin Date: 5/1/2019 through End Date: 5/31/2019

BU2019-01628	5/22/2019	3775 CONCORD PKWY S, SUITE# 112 CONCORD, NC 28027	BUCKHORN BUILDERS, INC	SUITE 112~~UPFIT OF VANILLA SHELL BUILDING FOR Adana Waxing Studio	\$215,000	1,184
BU2019-01641	5/23/2019	5120 DAVIDSON HWY CONCORD, NC 28027	Stancil Painting Services Inc.	Remodel of an existing metal building to incorporate a wash bay and restroom	\$135,000	1,576
BU2019-01643	5/23/2019	357 CONCRESCERE PKWY KANNAPOLIS, NC 28083	WAYNE BROTHERS	Wayne Brothers Finishers Building~~~New Tilt Panel Building with steel frame. Slab on grade, Membrane Roof. Building provides Wayne Brothers employees a new office for training of their finishers. 2nd Floor will be a future upfit buildout.	\$6,000,000	15,545
BU2019-01645	5/23/2019	895 UNION ST S CONCORD, NC 28025	HUTTON CONSTRUCTION INC	Concord NC Dollar Tree~~New ground up building on vacant land.	\$6,449,750	9,984
BU2019-01653	5/23/2019	7807 CALDWELL RD HARRISBURG, NC 28213	FORSHAW CONSTRUCTION, L.L.C.	Adding Drywall per David Drake for fire wall rating.	\$75,000	0
BU2019-01660	5/24/2019	240 WARREN C COLEMAN BLVD S CONCORD, NC 28025	New Dimensions Outdoor Services, Inc.	Retaining wall	\$20,000	0
BU2019-01661	5/24/2019	6616 CLARKE CREEK PKWY CHARLOTTE, NC 28269	PARAMOUNT BUILDING COMPANY LLC	COMMERCIAL UPFIT	\$69,000	144
BU2019-01671	5/28/2019	6885 POPLAR TENT RD CONCORD, NC 28027	CC & COMPANY SALON	SALON AND SPA SIGN	\$25,000	0
BU2019-01674	5/28/2019	3366 POPLAR TENT RD CONCORD, NC 28027	NORTEK CONSTRUCTION INC	OFFICE ADDITION AND INTERIOR UPFIT	\$505,000	482
BU2019-01678	5/28/2019	1511 CONCORD PKWY N CONCORD, NC 28025	REM ENTERPRISES--DBA--SIGN CLINIC	INSTALL 3 (THREE) MCDONALD'S SIGNAGE: (1) MCDONALD'S, (1) PLAYPLACE, AND (1) M SIGN ON BUILDING.	\$17,500	100
BU2019-01688	5/28/2019	9900 POPLAR TENT RD CONCORD, NC 28027	MAXBILT	Postal Annex~~1261 S.f. Suite	\$145,000	1,261
BU2019-01691	5/29/2019	4971 STOUGH RD CONCORD, NC 28027	Global Stability	Retaining Wall	\$238,750	0
BU2019-01699	5/29/2019	195 N MAIN ST MT PLEASANT, NC 28124		Addition of a new AT&T Mobility cell site at an existing Town of Mt Pleasant elevated water storage tank. Antennas and related equipment, will be added to the top of the tank and walk-in cabinet and diesel generator will be added on the ground.	\$200,000	0
BU2019-01700	5/29/2019	8885 ROCKY RIVER RD HARRISBURG, NC 28075		Equipment changes at antenna array on water tower. Removal & replacement of cabinet on ground, adding breakers and electronics	\$100,000	0
BU2019-01701	5/29/2019	8100 LOWER ROCKY RIVER RD CONCORD, NC 28025		Equipment removals/additions at existing antenna array; adding breakers and electronics to existing cabinets on ground. No height increase of tower or footprint expansion of ground equipment will result.	\$100,000	1
BU2019-01718	5/29/2019	150 WARREN C COLEMAN BLVD N CONCORD, NC 28027	CASCO SIGNS	One (1) 20'x30' wall mural	\$20,000	0
BU2019-01726	5/30/2019	3405 US HWY 601 S CONCORD, NC 28025	JOHN ABBOTT CONSTRUCTION CONST CO INC	UPFIT INTERIOR OF MCDONALD'S TO INCLUDE DINING ROOM, FRONT COUNTER, RESTROOMS, AND EMPLOYEE BREAK ROOM	\$6,140	157

Cabarrus County Commercial Building Plan Review Summary

Begin Date: 5/1/2019 through End Date: 5/31/2019

BU2019-01728	5/30/2019	1511 CONCORD PKWY N CONCORD, NC 28025	JOHN ABBOTT CONSTRUCTION CONST CO INC	INTERIOR AND EXTERIOR UPFIT TO INCLUDE NEW FACADE, NEW COUNTER LAYOUT, EMPLOYEE BREAK ROOM UPDATES, AND ADA COMPLIANT RESTROOMS.	\$2,809,220	4,428
BU2019-01730	5/30/2019	1907 N MAIN ST KANNAPOLIS, NC 28081	GADDIS BROS. INC.	Will bring previous unpermitted work to engineer spec per sealed plan sheet. Proper sill plate connection, proper footers, framing and electric up to code	\$147,500	60
BU2019-01742	5/30/2019	6540 WEDDINGTON RD CONCORD, NC 28027	BULLSEYE CONSTRUCTION INC	Wayforth at Concord Retaining Walls Wall lots 29-36- 6540 Weddington Road	\$65,000	0
BU2019-01743	5/30/2019	6544 WEDDINGTON RD CONCORD, NC 28027	BULLSEYE CONSTRUCTION INC	Wayforth at Concord Retaining Walls Wall lot 37- 6544 Weddington Road	\$65,000	0
Total Plans Reviewed: 56					\$33,875,145	1,046,745

CABARRUS COUNTY



BOARD OF COMMISSIONERS REGULAR MEETING

**June 17, 2019
6:30 PM**

AGENDA CATEGORY:

Reports

SUBJECT:

County Manager - Monthly New Development Report

BRIEF SUMMARY:

The Board of Commissioners requested monthly reports of new development activities including information of plans under review.

REQUESTED ACTION:

For informational purposes. No action required.

EXPECTED LENGTH OF PRESENTATION:

SUBMITTED BY:

Kelly Sifford, Planning and Development Director

BUDGET AMENDMENT REQUIRED:

No

COUNTY MANAGER'S RECOMMENDATIONS/COMMENTS:

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

ATTACHMENTS:

- Report

CABARRUS COUNTY



BOARD OF COMMISSIONERS REGULAR MEETING

**June 17, 2019
6:30 PM**

AGENDA CATEGORY:

Reports

SUBJECT:

EDC - May 2019 Monthly Summary Report

BRIEF SUMMARY:

The Cabarrus Economic Development Corporation (EDC) provides monthly updates on the local economic and industry activities in the form of the included report.

REQUESTED ACTION:

For informational purposes. No action required.

EXPECTED LENGTH OF PRESENTATION:

SUBMITTED BY:

Robert J. Carney, Jr., EDC

BUDGET AMENDMENT REQUIRED:

No

COUNTY MANAGER'S RECOMMENDATIONS/COMMENTS:

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

ATTACHMENTS:

- Report



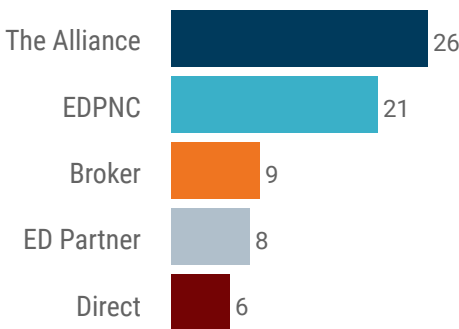
The EDC received 16 new RFIs (requests for information) in May and submitted sites/buildings for 14 of the new requests. 1 new expansion project was added in May. There were 2 client site visits in May.



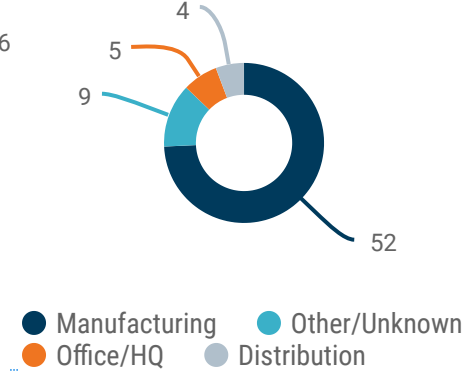
Other Project Activity Stats



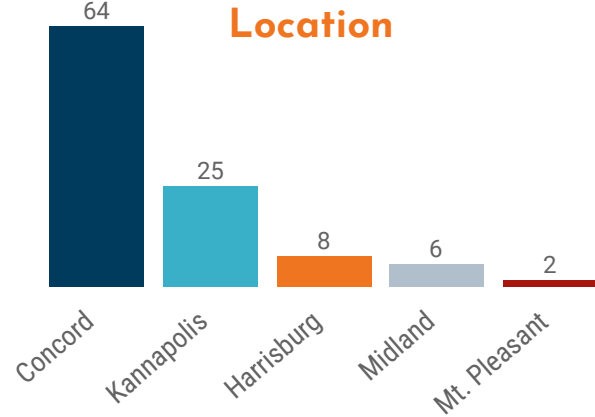
Projects By Source



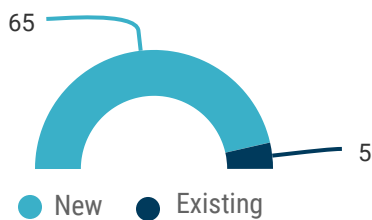
Projects By Industry



of Projects By Location



Projects By Type



221

average jobs per project



111K

average square feet per project



31%

of Cabarrus EDC's projects involve companies outside of the U.S.



80M

average investment per project



51

average acres per project



CABARRUS COUNTY



BOARD OF COMMISSIONERS REGULAR MEETING

**June 17, 2019
6:30 PM**

AGENDA CATEGORY:

Reports

SUBJECT:

Finance - Monthly Financial Update

BRIEF SUMMARY:

The County Manager requested monthly reports from Finance displaying relevant information regarding the year-to-date budget.

REQUESTED ACTION:

For informational purposes. No action required.

EXPECTED LENGTH OF PRESENTATION:

SUBMITTED BY:

Susan Fearington, Finance Director

BUDGET AMENDMENT REQUIRED:

No

COUNTY MANAGER'S RECOMMENDATIONS/COMMENTS:

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

ATTACHMENTS:

- Report

Cabarrus County, North Carolina
General Fund
Statement of Revenues and Expenditures - Budget and Actual
As of May 31, 2019

	Budgeted Amounts		Actual Amounts	Encumbrances*	Variance with Final Budget	% Collected or Used
	Original	Final				
REVENUES						
Ad Valorem Taxes & Interest	\$ 164,527,608	\$ 164,527,608	\$ 164,247,770	\$ -	\$ (279,838)	99.8%
Other Taxes	48,153,664	48,274,487	38,907,380	-	(9,367,107)	80.6%
Intergovernmental Revenues	19,961,943	21,718,878	18,500,275	-	(3,218,603)	85.2%
Permits and Fees	6,968,899	6,980,899	6,422,491	-	(558,408)	92.0%
Sales and Services	13,003,406	13,051,869	11,638,739	-	(1,413,130)	89.2%
Investment Earnings	500,000	904,531	1,997,854	-	1,093,323	220.9%
Miscellaneous/Other Finance Sources	2,487,452	18,745,271	3,377,615	-	(15,367,656)	18.0%
TOTAL REVENUES	\$ 255,602,972	\$ 274,203,543	\$ 245,092,124	\$ -	\$ (29,111,419)	89.4%
EXPENDITURES						
GENERAL GOVERNMENT						
Board of Commissioners	\$ 1,028,431	\$ 1,028,993	\$ 848,665	\$ 2,500	177,828	82.5%
County Manager	1,235,915	1,238,262	1,100,059	2,108	136,095	89.0%
Communications	609,270	624,956	544,604	20,661	59,691	90.4%
Human Resources	925,571	984,892	835,823	12,334	136,735	86.1%
Tax Collector	1,020,561	1,020,803	909,352	-	111,451	89.1%
Tax Administration	2,365,082	2,363,475	2,016,275	6,451	340,749	85.6%
Board of Elections	942,029	945,518	631,765	24,344	289,409	69.4%
Register of Deeds	598,090	598,605	537,595	-	61,010	89.8%
Finance	1,107,848	1,132,361	873,691	20,000	238,670	78.9%
Information Technology	5,656,068	6,215,839	5,010,972	507,158	697,709	88.8%
Non-departmental*	2,201,067	1,387,365	611,311	410,538	365,516	73.7%
Infrastructure & Asset Management						
Grounds Maintenance	1,955,910	2,094,241	1,324,229	446,233	323,779	84.5%
Administration	1,827,680	1,831,973	1,484,580	200	347,193	81.0%
Sign Maintenance	177,084	171,034	138,918	300	31,816	81.4%
Building Maintenance	2,910,781	3,425,217	2,566,495	353,723	504,999	85.3%
Facility Services	1,644,258	1,660,017	1,303,638	69,873	286,506	82.7%
Fleet Maintenance	541,669	819,357	686,132	74,555	58,670	92.8%
Contribution to Other Funds	759,500	13,913,232	13,913,232	-	-	100.0%
Total General Government	\$ 27,506,814	\$ 41,456,140	\$ 35,337,336	\$ 1,950,978	\$ 4,167,826	89.9%
PUBLIC SAFETY						
Sheriff						
Administration & Operations	\$ 14,432,595	\$ 15,271,621	\$ 12,856,558	\$ 617,728	\$ 1,797,335	88.2%
Jail	11,902,468	12,056,177	10,459,290	183,978	1,412,909	88.3%
Animal Control	829,418	835,757	760,463	200	75,094	91.0%
Animal Shelter	474,833	519,576	428,619	3,700	87,257	83.2%
Courts Maintenance	266,084	259,643	155,149	21,229	83,265	67.9%
Construction Standards	2,538,548	2,630,327	2,200,818	2,976	426,533	83.8%
Emergency Management	300,724	326,310	274,103	20,819	31,388	90.4%
Fire Department	1,052,317	1,062,061	929,310	32,033	100,718	90.5%
Emergency Medical Services	9,567,367	9,984,874	8,386,325	68,896	1,529,653	84.7%
Other Public Safety*	1,918,300	2,811,766	2,352,649	400,437	58,680	97.9%
Total Public Safety	\$ 43,282,654	\$ 45,758,112	\$ 38,803,284	\$ 1,351,996	\$ 5,602,832	87.8%

* In order to be compliant with G.S. 159-28, all p-card transactions are encumbered in the departmental functions within their budgets

Cabarrus County, North Carolina
General Fund
Statement of Revenues and Expenditures - Budget and Actual
As of May 31, 2019

	Budgeted Amounts		Actual Amounts	Encumbrances*	Variance with	% Collected
	Original	Final			Final Budget	
ECONOMIC & PHYSICAL DEVELOPMENT						
Planning & Development						
Planning	\$ 583,093	\$ 615,931	\$ 539,356	\$ -	\$ 76,575	87.6%
Community Development	587,131	692,632	522,501	-	170,131	75.4%
Soil & Water Conservation	244,647	246,315	186,952	7,029	52,334	78.8%
Zoning Administration	231,482	231,682	211,114	-	20,568	91.1%
Economic Development Corporation	391,621	397,282	307,740	-	89,542	77.5%
Economic Development Incentives	941,000	1,350,842	513,019	-	837,823	38.0%
Other Economic & Physical Development*	1,978,054	1,977,429	1,944,096	81,434	(48,101)	102.4%
Total Economic & Physical Development	\$ 4,957,028	\$ 5,512,113	\$ 4,224,778	\$ 88,463	\$ 1,198,872	78.3%
ENVIRONMENTAL PROTECTION						
Waste Reduction	\$ 558,791	\$ 625,701	\$ 430,722	\$ 84,954	\$ 110,025	82.4%
Total Environmental Protection	\$ 558,791	\$ 625,701	\$ 430,722	\$ 84,954	\$ 110,025	82.4%
HUMAN SERVICES						
Veterans Services	\$ 282,963	\$ 283,109	\$ 247,986	\$ -	\$ 35,123	87.6%
Cooperative Extension	396,767	417,855	333,706	2	84,147	79.9%
Human Services						
Administration	4,020,929	4,223,001	3,340,209	140,964	741,828	82.4%
Economic Family Support Services	2,228,093	2,567,223	2,113,938	-	453,285	82.3%
Transportation	2,084,628	2,484,778	1,918,843	135,007	430,928	82.7%
Child Welfare	8,558,218	8,628,777	7,126,237	104,668	1,397,872	83.8%
Child Support Services	1,853,387	1,856,296	1,617,524	3,715	235,057	87.3%
Economic Services	8,397,953	8,227,098	6,944,260	-	1,282,838	84.4%
Adult and Family Services	1,863,897	1,869,171	1,622,729	229	246,213	86.8%
Nutrition	501,737	509,050	351,569	99,626	57,855	88.6%
Senior Services	678,270	707,065	538,989	88,888	79,188	88.8%
Other Human Services*	7,927,028	7,927,028	6,959,863	187,120	780,045	90.2%
Total Human Services	\$ 38,793,870	\$ 39,700,451	\$ 33,115,853	\$ 760,219	\$ 5,824,379	85.3%
EDUCATION						
Cabarrus County Schools Operating	\$ 66,890,757	\$ 67,161,223	\$ 61,330,103	\$ -	\$ 5,831,120	91.3%
Kannapolis City Schools Operating	8,544,460	8,544,460	7,871,156	-	673,304	92.1%
RCCC Operating	2,930,215	2,930,215	2,686,024	-	244,191	91.7%
Cabarrus County Schools Capital	1,056,324	1,162,724	1,071,697	3,023	88,004	92.4%
Kannapolis City Schools Capital	108,832	205,834	193,096	738	12,000	94.2%
RCCC Capital	-	30,000	30,000	-	-	100.0%
Other Education*	118,241	118,241	108,380	5,695	4,166	96.5%
Total Education	\$ 79,648,829	\$ 80,152,697	\$ 73,290,456	\$ 9,456	\$ 6,852,785	91.5%
CULTURE & RECREATION						
Active Living & Parks						
Parks	\$ 1,610,641	\$ 1,659,443	\$ 1,367,389	\$ 69,693	\$ 222,361	86.6%
Senior Centers	712,467	768,418	542,815	93,198	132,405	82.8%
Library System	3,370,284	3,414,874	2,859,610	131,474	423,790	87.6%
Other Cultural & Recreation*	26,000	26,000	26,000	91,933	(91,933)	453.6%
Total Culture & Recreation	\$ 5,719,392	\$ 5,868,735	\$ 4,795,814	\$ 386,298	\$ 686,623	88.3%
DEBT SERVICE						
Schools	\$ 45,589,826	\$ 45,583,826	\$ 44,224,868	\$ 1,300	\$ 1,357,658	97.0%
Other	9,545,768	9,545,768	9,545,768	-	-	100.0%
Total Debt Service	\$ 55,135,594	\$ 55,129,594	\$ 53,770,636	\$ 1,300	\$ 1,357,658	97.5%
TOTAL EXPENDITURES	\$ 255,602,972	\$ 274,203,543	\$ 243,768,879	\$ 4,633,664	\$ 25,801,000	90.6%
Excess (deficiency) of revenues over (under) expenditures	\$ -	\$ -	\$ 1,323,245	\$ (4,633,664)	\$ (3,310,419)	

* In order to be compliant with G.S. 159-28, all p-card transactions are encumbered in the departmental functions within their budgets

Cabarrus County, North Carolina
General Fund
Statement of Revenues and Expenditures - Budget and Actual
As of May 31, 2019

	Budgeted Amounts		Actual Amounts	Encumbrances*	Variance with Final Budget	% Collected or Used
	Original	Final				
Arena and Events Center						
REVENUES						
Sales and Services	\$ 594,000	\$ 594,000	\$ 350,286	\$ -	\$ (243,714)	59.0%
Investment Earnings	4,156	4,156	26,254	-	22,098	631.7%
Miscellaneous/Other Finance Sources	1,050,500	1,129,993	1,082,140	-	(47,853)	95.8%
Total Arena and Events Center Fund	\$ 1,648,656	\$ 1,728,149	\$ 1,458,680	\$ -	\$ (269,469)	84.4%
EXPENDITURES						
Arena and Events Center	\$ 1,039,500	\$ 1,112,993	\$ 848,353	\$ 172,000	\$ 92,640	91.7%
County Fair	609,156	615,156	463,710	10,000	141,446	77.0%
Total Arena and Events Center Fund	\$ 1,648,656	\$ 1,728,149	\$ 1,312,063	\$ 182,000	\$ 234,086	86.5%
Landfill Fund						
REVENUES						
Intergovernmental Revenues	\$ 40,000	\$ 40,000	\$ 37,673	\$ -	\$ (2,327)	94.2%
Permits and Fees	147,181	147,181	125,545	-	(21,636)	85.3%
Sales and Services	947,000	1,045,707	1,092,336	-	46,629	104.5%
Investment Earnings	38,390	38,390	88,603	-	50,213	230.8%
Other Finance Sources	-	36,575	-	-	(36,575)	0.0%
Total Landfill Fund	\$ 1,172,571	\$ 1,307,853	\$ 1,344,157	\$ -	\$ 36,304	102.8%
EXPENDITURES						
Landfill Operations	\$ 1,172,571	\$ 1,307,853	\$ 732,081	\$ 48,217	\$ 527,555	59.7%
Total Landfill Fund	\$ 1,172,571	\$ 1,307,853	\$ 732,081	\$ 48,217	\$ 527,555	59.7%
911 Emergency Telephone Fund						
REVENUES						
Intergovernmental Revenues	\$ 789,364	\$ 789,364	\$ 590,970	\$ -	\$ (198,394)	74.9%
Investment Earnings	1,500	1,500	8,462	-	6,962	564.1%
Other Finance Sources	-	151,000	-	-	(151,000)	0.0%
Total 911 Emergency Telephone Fund	\$ 790,864	\$ 941,864	\$ 599,432	\$ -	\$ (342,432)	63.6%
EXPENDITURES						
Operations	\$ 731,338	\$ 882,338	\$ 494,886	\$ 156,309	\$ 231,143	73.8%
Debt Service	59,526	59,526	59,526	-	-	100.0%
Total 911 Emergency Telephone Fund	\$ 790,864	\$ 941,864	\$ 554,412	\$ 156,309	\$ 231,143	75.5%
Self-Insured Funds						
REVENUES						
Sales and Services	\$ 13,428,190	\$ 13,428,190	\$ 11,153,524	\$ -	\$ (2,274,666)	83.1%
Investment Earnings	45,000	45,000	170,676	-	125,676	379.3%
Miscellaneous	80,000	460,664	540,645	-	79,981	117.4%
Other Finance Sources	-	9,200	-	-	(9,200)	0.0%
Total Self-Insured Funds	\$ 13,553,190	\$ 13,943,054	\$ 11,864,845	\$ -	\$ (2,078,209)	85.1%
EXPENDITURES						
Workers Compensation Insurance	\$ 1,284,715	\$ 1,284,715	\$ 1,041,394	\$ -	\$ 243,321	81.1%
Liability Insurance	973,000	1,043,000	792,526	-	250,474	76.0%
Dental Insurance	435,000	435,000	372,380	-	62,620	85.6%
Hospitalization Insurance	10,860,475	11,180,339	9,124,767	215,733	1,839,839	83.5%
Total Self-Insured Funds	\$ 13,553,190	\$ 13,943,054	\$ 11,331,067	\$ 215,733	\$ 2,396,254	82.8%

* In order to be compliant with G.S. 159-28, all p-card transactions are encumbered in the departmental functions within their budgets

Cabarrus County, North Carolina
General Fund
Statement of Revenues and Expenditures - Budget and Actual
As of May 31, 2019

	Budgeted Amounts		Actual Amounts	Encumbrances*	Variance with Final Budget	% Collected or Used
	Original	Final				
Fire Districts Fund						
REVENUES						
Ad Valorem Taxes	\$ 4,522,362	\$ 4,772,362	\$ 4,597,298	\$ -	\$ (175,064)	96.3%
<i>Total Fire Districts Fund</i>	<u>\$ 4,522,362</u>	<u>\$ 4,772,362</u>	<u>\$ 4,597,298</u>	<u>\$ -</u>	<u>\$ (175,064)</u>	<u>96.3%</u>
EXPENDITURES						
Fire Districts	\$ 4,522,362	\$ 4,772,362	\$ 4,597,298	\$ -	\$ 175,064	96.3%
<i>Total Fire Districts Fund</i>	<u>\$ 4,522,362</u>	<u>\$ 4,772,362</u>	<u>\$ 4,597,298</u>	<u>\$ -</u>	<u>\$ 175,064</u>	<u>96.3%</u>
TOTAL REVENUES	<u>\$ 21,687,643</u>	<u>\$ 22,693,282</u>	<u>\$ 19,864,412</u>	<u>\$ -</u>	<u>\$ (2,828,870)</u>	<u>87.5%</u>
TOTAL EXPENDITURES	<u>\$ 21,687,643</u>	<u>\$ 22,693,282</u>	<u>\$ 18,526,921</u>	<u>\$ 602,259</u>	<u>\$ 3,564,102</u>	<u>84.3%</u>
Excess (deficiency) of revenues over (under) expenditures	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 1,337,491</u>	<u>\$ (602,259)</u>	<u>\$ 735,232</u>	

* In order to be compliant with G.S. 159-28, all p-card transactions are encumbered in the departmental functions within their budgets
Please note: this report was pulled prior to month end close

CABARRUS COUNTY



BOARD OF COMMISSIONERS REGULAR MEETING

**June 17, 2019
6:30 PM**

AGENDA CATEGORY:

Closed Session

SUBJECT:

Closed Session - Pending Litigation and Economic Development

BRIEF SUMMARY:

A closed session is needed to discuss matters related to pending litigation and economic development as authorized by NCGS 143-318.11(a)(3) and (4).

REQUESTED ACTION:

Motion to go into closed session to discuss matters related to pending litigation and economic development as authorized by NCGS 143-318.11(a)(3) and (4).

EXPECTED LENGTH OF PRESENTATION:

30 Minutes

SUBMITTED BY:

Mike Downs, County Manager

BUDGET AMENDMENT REQUIRED:

No

COUNTY MANAGER'S RECOMMENDATIONS/COMMENTS:
