

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 on Monday, February 2, 2015 at 4:00 p.m.

Present - Chairman: Stephen M. Morris
Commissioners: Diane R. Honeycutt
Grace M. Mynatt
Lynn W. Shue

Absent - Vice Chairman: Elizabeth F. Poole

Also present were Mike Downs, County Manager; Richard M. Koch, County Attorney; Pam Dubois, Senior Deputy County Manager; Jonathan Marshall, Deputy County Manager; and Megan Smit, Clerk to the Board.

Call to Order

Chairman Morris called the meeting to order at 4:03 p.m.

Approval of Agenda

Chairman Morris presented the following changes to the Agenda:

Additions:

Discussion Items - No Action

3.4 BOC - Department Highlight - Infrastructure and Asset Management

Discussion Items for Action at February 16, 2015 Meeting

4.10 BOC - Resolution Amending the Cabarrus County Board of Commissioners' Meeting Schedule for Calendar Year 2015

Supplemental Information:

Discussion Items - No Action

3.3 Humane Society - Animal Shelter Operations Update

- Presentation

Chairman Morris stated a closed session is no longer needed and is also being removed from the agenda.

UPON MOTION of Commissioner Honeycutt, seconded by Commissioner Mynatt and unanimously carried, the Board approved the Agenda as amended.

Discussion Items - No Action

Cabarrus County Child Protection Team and Child Fatality Team - 2014 Report

Paula Yost, Cabarrus County Child Protection Team Chair, presented a PowerPoint presentation of the annual report from the Cabarrus County Child Protection Team and Child Fatality Team.

The report titled "The State of our Children: A 2014 Report" included the following topics:

- What is CPT?
- The Best Interests of the Child
- What is CFT?
- 2013 Child Deaths
- The most Harmful Things for Children in Cabarrus County
- Domestic Violence - some positives
- What do we need with regards to DV?
- Child Abuse - DHS Numbers
- Child Abuse - CAC Numbers
- What do we need with regards to child abuse?
- Unintentional Injury
- What do we need with regards to unintentional injury?
- Mental Health
- What do we need with regards to mental health?
- The First 2000 Days
- What happens when a child is failed?
- How can the County Commissioners help?
- What have we done for a child this year?
- An Example of How the Community can make an Impact - Central UMC

- CPT/CFT Thanks our District Attorney's Office and our county law enforcement!

Following the presentation, a discussion ensued. During discussion Ms. Yost, Suzanne Knight, Cabarrus County Child Fatality Team Chair, and Dr. Rosolena Conroy, Medical Director, responded to questions from the Board.

Humane Society - Animal Shelter Operations Update

Judy Sims, Executive Director, Humane Society of Concord and Greater Cabarrus County, presented an update on the current operations and new processes of the Humane Society of Concord and Greater Cabarrus County and Cabarrus County Animal Control Partnership. She was accompanied by Humane Society of Concord and Greater Cabarrus County officers Beth King, Ways and Means Chair, and Janet Poteat, Vice President, 49 Campus. She also responded to a variety of questions from the County Manager and the Board.

Mike Downs, County Manager, advised the contract between the Humane Society and Cabarrus County requires the creation of an advisory board. He emphasized the advisory board will not be a group to supervise the shelter, but a sounding board for ideas. He suggested creating a job description for members and placing creation of the advisory board on the March agenda.

BOC - Regulation of Bio-Solids in Cabarrus County - Update

Mike Downs, County Manager, presented an update regarding the regulation of bio-solids in Cabarrus County. He advised discussion with NCDENR (North Carolina Department of Natural Resources) representatives has been ongoing. He stated the requested public hearing is tentatively expected to be held in March. He said the public hearing notice will be well publicized once the location and time have been determined. In addition, he advised the appropriate time for the Board to submit an official response/request to the State would be at the public hearing as well as 30 to 60 days following the public hearing. He also briefly updated the Board on a dumping violation publicized in *The Independent Tribune*.

Jonathan Marshall, Deputy County Manager, presented a brief overview of the process involved with such violations. He added when violations involve multiple agencies, the County attempts to work with them to resolve the issue and address any needed remediation.

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

BOC - Department Highlight - Infrastructure and Asset Management

At their January 30, 2015 Retreat, the Board of Commissioners requested department presentations in order to learn more about department functions, programs and scope outside of the budget process.

Jonathan Marshall, Deputy County Manager, presented a PowerPoint presentation overviewing the functions and responsibilities of the Infrastructure and Asset Management Department. There was discussion throughout the presentation with Mr. Marshall responding to a variety of questions from the Board.

Discussion Items for Action at February 16, 2015 Meeting

Active Living and Parks - Revision to Commission By-Laws

Londa Strong, Active Living and Parks Director, presented a request for a revision to the Active Living and Parks Commission By-Laws. She advised three representative member positions on the Commission are recommended by vote from other agencies. She requested these three representative positions be appointed directly by vote of those agencies rather than coming before the Board of Commissioners for redundant appointments. She stated the proposed revision was unanimously approved by the Active Living and Parks Commission at their January meeting and was recommended to the Board of Commissioners for approval.

Cooperative Extension - Cabarrus County Youth Council Name Change

On behalf of the Cabarrus County Youth Council (CCYC), Robert Furr, Cooperative Extension Director, presented a request for approval of an official name change for the Cabarrus County Youth Council. He stated members of the Youth Council have researched and discussed this matter

extensively since the fall of 2014 and are requesting the name be changed to the Cabarrus County Youth Commission. He advised the Youth Council voted at their last meeting to request the Board's approval of the name change. He also responded to questions from the Board.

Hunter Moore, Cabarrus County Youth Council Member, presented an update on the Youth Council's activities.

CFSA - Elma C. Lomax Incubator Farm Funding Request

Kelly Sifford, Planning and Development Director, presented a request for Elma C. Lomax Incubator Farm funding. She reported the Carolina Farm Stewardship Association (CFSA) assumed operation of the Elma C. Lomax Farm in September after it was eliminated from the county budget, effective July 1, 2014. Cabarrus County entered into a temporary agreement with CFSA to operate the farm, effective through December 31, 2014. She stated the Board extended the temporary agreement until December 31, 2015 in order to give CFSA more time to resolve funding and management issues related to the farm. With a small window of time after assuming farm operations, CFSA was not in a position to apply for grant funding. She further stated the CFSA is requesting the County's provision of \$25,000.00 from the deferred tax fund as a match for the more than \$26,000.00 raised in the Barn Raiser funding campaign. The combined funding from the Barn Raiser and Cabarrus County would provide funding until June 30, 2015, which will allow time for CFSA to make application for grants to help with operational costs. She also referred to handouts provided to the Board regarding the deferred tax trust fund.

Roland McReynolds, Executive Director, CFSA, presented a brief overview of 2014 activities at the Elma C. Lomax Farm as well as activities and educational events planned for 2015. Activities included: Rowan Cabarrus Community College (RCCC) instruction; Cooperative Extension events; hosting the Central United Methodist Church Charity Plot; Go Local Give Back Campaign; the Lomax Community Garden; vegetable seedling production; etc.

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

Chairman Morris commended Mr. McReynolds, CFSA and Scott Avett for their funding efforts for the program.

County Manager - Aging Strategic Plan

Mike Downs, County Manager, introduced Makenzie Mullinax and commended her for applying herself beyond the typical requirements of her job by overseeing this project.

Makenzie Mullinax, Wellness Coordinator, presented an overview of the Aging Strategic Plan. She advised Cabarrus County staff, non-profit staff and individuals from the private sector contributed to and completed an Aging Strategic Plan to help address the growing aging population and needs of older residents. She said the plan was presented to the Board of Commissioners in March and April of 2014 and an update on activities was provided last summer. At that time, the Board did not adopt the plan, but the plan committee would like to present the document again for adoption. The work and initiatives outlined in the plan are not new and do not require additional staff to accomplish. It is hoped that by more clearly addressing needs and working in partnership that programs and activities can be provided more efficiently and effectively to address the growing need.

Jonathan Marshall, Deputy County Manager, advised adoption of the Plan shows a commitment to the growing population and its growing needs.

A brief discussion ensued.

Finance - 2015 LOBS Refunding and Resolution Approving Refinancing

Susan Fearrington, Finance Director, presented the following information relating to 2015 LOBS refunding and a resolution approving refinancing.

On December 15, 2014, the Board adopted a resolution relating to refinancing of prior installment financing contract financings of various public projects in an aggregate principal amount up to \$211,615,000 and held a public hearing on this matter on January 20, 2015.

The staff anticipates refunding all or a portion of the 2007 Certificates of Participation (2007 COPS), the 2008A Certificates of Participation (2008A COPS), the 2008C Certificates of Participation (2008C COPS) and the 2009 Certificates of Participation (2009 COPS) (collectively herein the Prior COPS) as long as the market conditions are favorable.

If market conditions are unfavorable, then all or a portion of the Prior COPS will not be refunded until the market conditions for all or such portion of the Prior COPS improve. The term of the Prior COPS will not be extended. An update on the savings will be provided to the Board following each sale of refunding limited obligation bonds.

Commissioners Mynatt and Shue commended Finance Department staff for their fiscal responsibility and continued search for areas of savings.

Planning and Development - Construction Standards Staffing Request

Kelly Sifford, Planning and Development Director, presented a request for the addition of two full-time Code Enforcement staff to be funded immediately in order to meet the goal of next-day inspections. She advised revenues are exceeding projections for this year and the positions are proposed to be funded completely by Construction Standard's increased revenues. As justification for the requested staff, she stated in February 2013, 2,142 inspections were conducted. In January 2014, 4,424 inspections were conducted. She further stated the inspectors' work load is more than recommended by the state and the additional staff will help alleviate this issue. Scott Devaux, Chief Codes Enforcement Officer, was also in attendance.

Planning and Development - HOME Program 2015-2016 Funding Year

Kelly Sifford, Planning and Development Director, presented the following information relating to the HOME Program 2015-2016 funding year.

Staff is proposing a project that will potentially work with Prosperity Unlimited, the City of Kannapolis, and Wesley Community Development Corporation to use 2015-2016 HOME funds to assist in constructing a tax credit housing project for seniors. The proposed site is located on Little Texas Road.

This site is conveniently located for affordable housing units for seniors age 55 and older. Available amenities include a municipal bus route that runs along Little Texas Road and the Lunch Plus Program for seniors which is located at the Living Water Church of God adjacent to the proposed site.

Cabarrus County has traditionally provided single family housing rehabilitation services with HOME funds however, in recent years it has been difficult to qualify clients. There is still an excess of housing rehabilitation funds at this time. Additionally, this project responds directly to a need identified in the Aging Strategic Plan. Housing for seniors was identified by the Strategic Aging Committee's housing subcommittee as a high priority. This proposal will require match funds that will be proposed as part of the annual county budget. The match will be approximately \$25,000.00. The use of HOME funds means fewer tax credit dollars are needed which will make this project more competitive.

Commissioner Shue expressed support for the funding.

Roy Helm, President, Wesley Community Development Corporation, stated the Boards' endorsement of HOME funds for this project would be a huge plus for their efforts to obtain funding. He added, the applications for tax credits to build these types of projects are very competitive. He also responded to questions from the Board.

Commissioner Mynatt expressed support for the funding.

Ms. Sifford requested the item be updated to authorize staff to issue a commitment letter for Wesley Community Development Corporation and Prosperity Unlimited, Inc.

Planning and Development - Planning and Development Fee Schedule

Kelly Sifford, Planning and Development Director, provided the Board with the latest revisions to the proposed draft Cabarrus County Planning and Zoning Division Fee Schedule Update. She then presented the following information relating to a request for approval of proposed revisions to the fee schedule for Construction Standards and Planning and Zoning. Ms. Sifford reviewed the proposed fee schedule.

Planning and Development staff is proposing revising the building fee schedule and the planning and zoning fee schedules. The last time the building fee schedule was revised was 2007 and the planning and zoning fee schedule was last updated in 2006. Staff conducted an analysis of the costs of providing inspection services and the actual permit costs. In most cases, staff found that permits and other fees were not sufficiently covering the cost of providing the service or there was no fee for services we needed to provide. In order to maintain proper staffing levels, staff is recommending an adjustment in the fee schedule for both Construction Standards and Planning and Zoning.

A lengthy discussion ensued. During discussion, Ms. Sifford, Susie Morris, Planning and Zoning Manager; Scott Devaux, Chief Codes Enforcement Officer; Mike Downs, County Manager; and Jonathan Marshall, Deputy County Manager, responded to questions from the Board. Issues addressed included: the actual cost of services; comparison of fees to surrounding counties; communicating the proposed fee schedule with the building industry; additional staff; considering adoption of the proposed fee schedule at a later Board meeting; etc.

Commissioner Honeycutt left the room at 6:52 p.m. She returned to the meeting by 6:57 p.m.

During discussion, Mr. Downs suggested revisiting this item at the April work session in order to give staff time to adjust the proposed fees and include commercial, meet with commercial and residential builders, and receive feedback. If adopted, he suggested a potential start date of July 1st.

Sheriff's Office - Interlocal Agreement with Union County Allowing Backup 911 Site

Lieutenant Ray Gilleland, Cabarrus County Sheriff's Department, presented the following information relating to an interlocal agreement with Union County to provide an area for a backup 911 site.

The State of North Carolina 911 Board requires all 911 centers to have a backup 911 center in case of an outage at the primary site. Union County Communications approached us about using the Cabarrus County Sheriff's Office Communications Center as a backup 911 center.

Union County Communications worked a 12-hour shift in the Cabarrus County center as proof of concept. Union County will purchase all necessary equipment in order to facilitate their staff in Cabarrus County at no cost to Cabarrus County. It is requested that Cabarrus County enter into an Interlocal Agreement with Union County, permitting Union County to install certain equipment and technology necessary for the operation of Union's alternate 911 call center in the Cabarrus County Sheriff's Office Communications Center.

A discussion ensued. During discussion, Lieutenant Gilleland and Todd Shanley, Information Technology Services Manager, responded to questions from the Board.

BOC - Amendment to Meeting Schedule

Chairman Morris advised a resolution amending the Commissioners' meeting schedule for calendar year 2015 is needed in order to add a meeting to convene with its local legislative delegation for the NCACC (North Carolina Association of County Commissioners) sponsored "Meeting in a Box".

Megan Smit, Clerk to the Board, advised the local representatives responded they are available for the meeting on Friday, March 13th.

Approval of Regular Meeting Agenda

The Board discussed the placement of items on the Agenda.

UPON MOTION of Commissioner Honeycutt, seconded by Vice Chairman Poole and unanimously carried, the Board approved the February 16, 2015 Agenda as follows:

Approval or Correction of Minutes

- Approval or Correction of Meeting Minutes

Recognitions and Presentations

- Active Living and Parks - Recognition of Byron Haigler on Receipt of Park Ranger Institute Non-Sworn Professional Ranger Certificate
- Planning and Development - Soil and Water Conservation District - Recognition of Contestants in the NCASWCD Annual Conservation Education Competition
- Sheriff's Office - Recognition Upon Receipt of Awards from the D.A.R.E. Association
- Veterans Services - Presentation of Flag

Consent

- Active Living and Parks - Revision to Commission By-Laws
- BOC - Resolution Amending the Cabarrus County Board of Commissioners' Meeting Schedule for Calendar Year 2015
- CFSA - Elma C. Lomax Incubator Farm Funding Request
- Cooperative Extension - Cabarrus County Youth Council Name Change
- County Manager - Aging Strategic Plan
- Finance - 2015 LOBS Refunding and Resolution Approving Refinancing
- Planning and Development - Construction Standards Staffing Request
- Sheriff's Office - Interlocal Agreement with Union County Allowing Backup 911 Site
- Tax Administration - Refund and Release Report - January 2015

New Business

- County Manager - Consideration of Closure of Part of North Drive in Mt. Pleasant - Public Hearing 6:30 P.M.
- Planning and Development - HOME Program 2015-2016 Funding Year Public Hearing 6:30 P.M.

Appointments to Boards and Committees

- Appointments - Adult Care Home Community Advisory Committee
- Appointments and Removal - Industrial Facilities and Pollution Control Financing Authority

Reports

- Cardinal Innovations Healthcare Solutions - Semi-Annual Report for 2014
- County Manager - Monthly Reports on Building Activity
- EDC - January 2015 Monthly Summary Report
- Finance - Monthly Financial Update
- BOC - Receive Updates from Commission Members Who Serve as Liaisons to Municipalities or on Various Boards/Committees
- Request for Applications for County Boards/Committees

Moved to April

- Planning and Development - Planning and Development Fee Schedule

Adjourn

UPON MOTION of Commissioner Shue, seconded by Commissioner Honeycutt, and unanimously carried, the meeting adjourned at 7:10 p.m.


Megan Smit, Clerk to the Board