



## **CABARRUS COUNTY BOARD OF COMMISSIONERS**

**WORK SESSION  
JULY 7, 2014  
4:00 P.M.**

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### **1. CALL TO ORDER - CHAIRMAN**

### **2. APPROVAL OF WORK SESSION AGENDA – CHAIRMAN**

2.1 Including Changes to the Agenda Pg. 127

### **3. DISCUSSION ITEMS FOR ACTION AT JULY 21, 2014 MEETING**

- 3.1 Veterans Services - Renaming of North Cabarrus Park as Vietnam Veterans Park Pg. 2
- 3.2 BOC - Designation of Voting Delegate for NCACC 107th Annual Conference Pg. 6
- 3.3 Cooperative Extension - Cabarrus County Youth Council Revisions to Bylaws Pg. 8
- 3.4 County Manager - Cabarrus Health Alliance (CHA) Request for Additional Funding Pg. 15
- 3.5 Finance - General Fund Contribution to School Construction Fund - \$3,920,112 Pg. 20
- 3.6 Finance - November 2014 General Obligation Bond Referendum - Public Hearing 6:30 P.M. Pg. 25
- 3.7 Finance - Reallocation of Funds for School Roofing and School Projects - \$2,738,950.49 Pg. 50
- 3.8 General Services - Request to Purchase County-Owned Property Pg. 58
- 3.9 Planning & Development - Elma C. Lomax Incubator Farm Public to Private Transition Proposal Pg. 67

### **4. APPROVAL OF REGULAR MEETING AGENDA Pg. 124**

### **5. ADJOURN**



## CABARRUS COUNTY

### BOARD OF COMMISSIONERS WORK SESSION

**JULY 7, 2014  
4:00 P.M.**

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**AGENDA CATEGORY:**

Discussion Items for Action at July 21, 2014 Meeting

**SUBJECT:**

Veterans Services - Renaming of North Cabarrus Park as Vietnam Veterans Park

**BRIEF SUMMARY:**

In commemoration of the 50th anniversary of the beginning of the Vietnam War, the Cabarrus Veterans Coalition (CVC) is petitioning to rename the North Cabarrus Park as the Vietnam Veterans Park. The CVC went before the Active Living and Parks Commission and received the Commissions' approval and recommendation. The CVC now seeks final approval and recommendation from the Board of Commissioners.

**REQUESTED ACTION:**

Motion to approve the renaming of the North Cabarrus Park as the Vietnam Veterans Park.

**EXPECTED LENGTH OF PRESENTATION:**

15 Minutes

**SUBMITTED BY:**

Tim Tereska, Veterans Services, Director

**BUDGET AMENDMENT REQUIRED:**

No

**COUNTY MANAGER'S RECOMMENDATIONS/COMMENTS:**

## ATTACHMENTS

- [Active Living and Parks Commission - Meeting Minutes](#)
-

Cabarrus County Active Living and Parks Commission

January 16, 2014 Minutes

**6:00 PM Concord Senior Center**



Call To Order by Chairman Broome

Roll Call

Attendees: Donnie Broome, John DeVitto, Blake Kiger, Andy Coley, Gina Lowery, Martha Macon, Tracy Broome, Mike Plowman, and Larry Burrage

Absent: Danita Rickard (excused), John Parker (excused)

Others Present: Londa Strong, Mike Murphy, Janice Honeycutt, Mark Kincaid, John Stanley and 3 guests

Approval of Agenda

- Motion made by Tracy Broome, seconded by John DeVitto, to accept the agenda with the following changes; under old business due to Perry Gabriel's absence Mike Murphy and John DeVitto will talk about the Athletic Co-Sponsorship Agreement and discuss sports program age groups; Kevin Bryant had a death in the family and the presentation of the Central Cabarrus High School Turf update will be moved to a later meeting. Under new business Mark Kincaid's presentation on the City of Concord's Parks & Recreation Greenway and John Stanley's proposal for re-naming North Cabarrus Park will be moved up to the beginning of the meeting. Passed unanimously.

Approval of Minutes from November 21, 2013 Meeting

- Motion made by Tracy Broome, seconded by Andy Coley to accept the November minutes with the revision that the Ordinance item that was tabled until the January meeting again be moved to a later meeting. Also amend the November minutes to read: Patriots Elementary School will be moved from under the jurisdiction of the Harrisburg School District to the Bethel School District for registration. Participants from Patriots Elementary will be encouraged to register and play in the Bethel district. Passed unanimously.

Old Business

1. Harrisburg Candidate Commission Replacement Donnie Broome
  - Motion made by Tracy Broome, seconded by Gina Lowery to accept Mike Kirby as replacement to the ALP's Commission Harrisburg district seat vacated by Scott Brown. Passed unanimously. Will be sent to the BOC in February for approval.
2. Athletic Co-Sponsorship Agreement Perry Gabriel

Motion amending November minutes above addressed question on Co-Sponsorship Agreement.
3. Sports Program Age Groups Perry Gabriel
  - Motion made by John DeVitto, seconded by Gina Lowery to eliminate: "A player who is 16 after the cutoff date but still enrolled in school is eligible to participate." from the Cabarrus County Active Living and Parks Department 2013-2014 League Rules & Regulations. Passed unanimously.

New Business

1. Field Lighting & Sidewalk for Rocky River Park Donnie Broome

Donnie Broome stated there were no updates at this time.

2. City of Concord Parks & Recreation Greenway Presentation Mark Kincaid  
 After a presentation about the Hector Henry Greenway project planned by the City of Concord Parks and Recreation Department from Scott Padgett Dr. (Embassy Suites) to a proposed Park on Weddington Road; approximately 1.3 miles of trail a,
  - Motion was made by Gina Lowery, seconded by Donnie Broome that the Active Living and Parks Commission support the Hector Henry Greenway, Exit 49 connector project and to write a letter of support if needed showing support for the project. Passed unanimously.
3. Proposed Re-Naming of North Cabarrus Park John Stanley  
 Mike Murphy will meet with Tim Tereska, Veteran Services Director, to confirm their support and involvement with this project and to ensure the group gets the direction needed from Cabarrus County to continue their work toward developing a resolution once the group has established their Coalition for all Veterans.
  - Motion made by Mike Plowman, seconded by Blake Kiger to support the application as presented to rename North Cabarrus Park, Vietnam Veterans Park and recommend that it be sent to the Board of Commissioners at an appropriate time. Passed unanimously.
4. Masterplan Update Londa Strong  
 Site Solutions, the consultant creating the MasterPlan is having the first steering committee meeting February 4<sup>th</sup>. Site Solutions is also creating the MasterPlan for the City of Kannapolis. The February 20<sup>th</sup> Commission meeting will be at the train station in Kannapolis from 6:00pm-7:00pm, from 7:00pm-8:00pm we will attend the first drop-in open public meeting for the City of Kannapolis MasterPlan. Commission is also invited to attend the February 27 first County public meeting at Northwest Middle School, 6:00pm-8:00pm. **NOTE: Correction – Boger Elementary.** This will be a joint meeting with Kannapolis as they are developing a new Masterplan. The meeting will be a drop-in from 6:00pm-8:00pm.
  - 5. February Agenda Items Donnie Broome  
 Due to the short meeting time allotted in February agenda items were not taken. Meeting will be from 6:00pm-7:00pm and then we will attend the Kannapolis Community Input Meeting for the development of the new Kannapolis Parks and Recreation Masterplan.

### Reports

1. Sr. Center Activities Mike Plowman  
 Mike Plowman gave updates on Senior Centers attendance and activities for the month of December.
2. Frank Liske, Camp Spencer, North Cabarrus, and Senior Centers Reports
3. Operations and Administration Report

### Adjournment

- Motion made Blake Kiger, seconded by Andy Coley, to adjourn the January 16<sup>th</sup> meeting of the ALP's Commission. Passed unanimously.

#### Mission Statement

“To enrich the quality of life by providing high quality recreation and education opportunities in harmony with natural resource preservation.”



## CABARRUS COUNTY

### BOARD OF COMMISSIONERS WORK SESSION

**JULY 7, 2014  
4:00 P.M.**

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**AGENDA CATEGORY:**

Discussion Items for Action at July 21, 2014 Meeting

**SUBJECT:**

BOC - Designation of Voting Delegate for NCACC 107th Annual Conference

**BRIEF SUMMARY:**

The North Carolina Association of County Commissioners (NCACC) is requesting each Board of County Commissioners designate a commissioner or other elected official as a voting delegate for the NCACC 107th Annual Conference, to be held on August 14-17, 2014, in Buncombe County.

**REQUESTED ACTION:**

Motion to delegate a voting delegate to represent Cabarrus County at the NCACC 107th Annual Conference in Buncombe County.

**EXPECTED LENGTH OF PRESENTATION:**

1 Minute

**SUBMITTED BY:**

Megan Smit, Clerk to the Board

**BUDGET AMENDMENT REQUIRED:**

No

**COUNTY MANAGER'S RECOMMENDATIONS/COMMENTS:**

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## Designation of Voting Delegate to NCACC Annual Conference

I, \_\_\_\_\_, hereby certify that I am the duly designated voting delegate for \_\_\_\_\_ County at the 107<sup>th</sup> Annual Conference of the North Carolina Association of County Commissioners to be held in Buncombe County, N.C., on August 14-17, 2014.

Signed: \_\_\_\_\_

Title: \_\_\_\_\_

**Article VI, Section 2 of our Constitution provides:**

“On all questions, including the election of officers, each county represented shall be entitled to one vote, which shall be the majority expression of the delegates of that county. The vote of any county in good standing may be cast by any one of its county commissioners who is present at the time the vote is taken; provided, if no commissioner be present, such vote may be cast by another county official, elected or appointed, who holds elective office or an appointed position in the county whose vote is being cast and who is formally designated by the board of county commissioners. These provisions shall likewise govern district meetings of the Association. A county in good standing is defined as one which has paid the current year's dues.”

Please return this form to Sheila Sammons by: **Friday, August 1, 2014:**

NCACC  
215 N. Dawson St.  
Raleigh, NC 27603  
Fax: (919) 719-1172  
sheila.sammons@ncacc.org  
(p) (919) 715-4365



## CABARRUS COUNTY

### BOARD OF COMMISSIONERS WORK SESSION

**JULY 7, 2014  
4:00 P.M.**

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#### **AGENDA CATEGORY:**

Discussion Items for Action at July 21, 2014 Meeting

#### **SUBJECT:**

Cooperative Extension - Cabarrus County Youth Council Revisions to Bylaws

#### **BRIEF SUMMARY:**

The Cabarrus County Youth Council members voted to recommend revisions to the Bylaws at their November 13, 2012 meeting. Through an oversight at that time, those revisions were never brought before the Board of Commissioners for final adoption.

The changes include:

- Increasing the number of "at-large" seats from 2 to 4, to allow better representation from this population of students.
- Combining the Member Recruitment and Application committees into one committee.
- Adding a Communications committee.
- Clarifying a quorum as "half of the membership plus one"
- Removing the requirement for a presentation to the Board of County Commissioners at their November and May meetings.

#### **REQUESTED ACTION:**

Motion to approve the Bylaw changes as presented by the Cabarrus County Youth Council.

#### **EXPECTED LENGTH OF PRESENTATION:**

1 Minute

#### **SUBMITTED BY:**

Robert Furr, Cooperative Extension Director

**BUDGET AMENDMENT REQUIRED:**

No

**COUNTY MANAGER'S RECOMMENDATIONS/COMMENTS:**

**ATTACHMENTS**

- [CCYC Bylaws - November 2012](#)
  - [November 13, 2012 Youth Council Minutes](#)
-



## **Cabarrus County Youth Council**

### **Background**

North Carolina 4-H holds North Carolina 4-H Citizenship Focus in June each year. 4-H'ers (ages 14 -19) attend the three day event in Raleigh, participating in citizenship and government workshops. The event culminates with 4-H'ers visiting legislators at the state capital building. Another component of the program is that 4-H'ers develop an Action Plan. The plan is to be something that engages the 4-H'er(s) in service that will improve the community, school, county and/or state. This past summer, two youth from Cabarrus County attended the event and developed a plan to implement a Youth Council in the county. The plan goal is "To live in a community that values the opinions of teens and empowers youth to be active citizens."

Through Cabarrus 4-H Citizenship Focus, the county Commissioners and employees have validated the need for educating young people on how county government operates. Commissioner White has been interested in this concept for more than a year and has been discussing possible implementation strategies.

The NCACC (North Carolina Association of County Commissioners) has also validated the opinions of young people by determining the top issues facing teens in North Carolina. Congressman Larry Kissell recently established a Congressional Youth Council. The City of Concord Youth Council reports to the City Council.

### **Purpose**

The purpose of the Youth Council 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 Council will expose teens to county government, allow teens an opportunity to discuss issues, and interact with county commissioners and employees through youth-adult partnerships.

Cabarrus County Youth Council Bylaws (Revised November 2012)

## **Membership**

Members must be residents of Cabarrus County and rising 9th -11th graders. Candidates must complete the application process. Members will serve a two-year term. The initial board will consist of nine youth serving a one year term and nine youth serving a two year term. Length of terms will be determined by member preference and/or interviews. All terms thereafter will be for two years. The Youth Council will be comprised of two youth from the following high schools: A.L. Brown High School, Central Cabarrus High School, Concord High School, Cox Mill High School, Hickory Ridge High School, Jay M. Robinson High School, Mount Pleasant High School, and Northwest High School. There will be four additional students Council serving as at-large members from the following schools: Performance Learning Center, Early College, Opportunity High School, a private school or homeschool. There will be a total of 20 youth serving on the Youth Council. Members shall serve without compensation.

## **Redistricting**

Should a member of the Youth Council be redistricted to another school, he/she will be able to complete the term for which he/she was appointed. Further, if a student moves within Cabarrus County, he/she will be able to complete his/her term.

## **Election of Officers**

Officers will be elected using a written ballot. A quorum must be present at the meeting (half of the current membership plus one) for an election to be valid. Candidates may give a speech of three minutes or less on the day of the elections. The following offices will be filled:

President – The President will preside over general meetings and confer with the Advisor about the agenda prior to meetings. The President will oversee committees and notify members about meetings and events.

Vice President-The Vice President will preside over meetings in absence of the President and assist the President in overseeing committees.

Secretary-The Secretary will keep attendance and take minutes during meetings.

Historian – The Historian will take photographs of members at events and share with Advisor. The Historian will help compile a visual newsletter for county commissioners.

## **Committees**

The following committees will be established:

Recruitment and Application Committee – Responsible for seeking new members for the Youth Council and reviewing applications, conducting interviews, and making recommendations to the Council and Board of Commissioners for appointments.

Education Committee-Responsible for planning educational opportunities for the Youth Council.

Communication Committee – Responsible for ensuring adequately positive publicity of the Cabarrus County Youth Council.

The Youth Council members will:

- Serve as ad hoc members to county boards/councils as determined by the Commissioners
- Attend at least two Commissioner meetings a year (verified by advisor)
- Attend scheduled Youth Council meetings. Members must attend 75% of regular meetings. Any member who does not attend the required number of meetings in a year will be removed from the Council.
- Identify and discuss issues facing youth in the county.
- Create strategies that address these youth issues.
- Educate young people in the community about their role as citizens.

### **Code of Ethics**

Members may not possess and/or consume illegal drugs or alcoholic beverages during any Youth Council meetings or functions. No inappropriate behavior will be allowed at any Youth Council meeting or function. Council members should strive to become model students and role models for others at all times. Any member convicted of a misdemeanor, felony or expelled from school will be removed from the Youth Council.

### **Procedures**

The Youth Council will use Parliamentary Procedure and follow Robert's Rule of Order.

### **Meetings**

The Youth Council shall hold regularly scheduled meetings that are publicly announced in advance and subject to the general statutes governing public meetings and public records.



**Cabarrus County Youth Council  
November 13<sup>th</sup>, 2012  
Meeting Minutes**

Council members in attendance:

Leslie Porfeli  
Stephen Larson  
Casey Aldridge  
Michael Walker

Kettyl Amoakon  
Harrison Allen  
Harrison Reiff  
Ryan Himes

Also in attendance:

Shannon Johnson, Youth Council Facilitator  
Susie Morris, Planning and Zoning Supervisor  
Called to order at 6:02 pm by Seth.

Harrison moves to approve the agenda for the meeting. Michael seconds. Passed unanimously.

Michael moves to approve changed minutes. Harrison A. seconds. Passed unanimously.

Deliberation over where to hold the retreat. Parks are already booked, multipurpose room can be used as a backup plan.

Recruitment and Application committee must decide which applications to present before the Youth Council. Candidates will be narrowed down during committee session and present top candidates to the council at the December 1<sup>st</sup> retreat.

Review of the recent bylaw changes.

- Four at-large seats will be available; a total of 20 youth will be able to serve on the Youth Council. Casey moves to approve this bylaw change. Michael seconds. Passed unanimously.
- Combination of the Member Recruitment and Application Committees into one "Application Committee". Seth moves to approve this bylaw change. Michael seconds. Passed unanimously.
- Michael drafts the following description of the newly created Communications Committee: "Communications Committee: Responsible for ensuring adequately positive publicity for the Cabarrus County Youth Council." Michael moves to approve this bylaw change. Seth seconds. Passed unanimously.
- Seth moves to remove "Bullet No. 4" from the "Youth Council will..." section of the bylaws. Michael seconds. Passed unanimously.
- Quorum alteration to change quorum to "half plus one" of overall membership in order to vote on resolutions. Michael moves to make this bylaw change. Harrison R. seconds. Passed unanimously.

Group viewed TEDx video and open discussion over civic participation.

Michael moves to adjourn. Harrison R. seconds. Meeting adjourned at 7:19 pm.

Respectfully submitted,  
Casey Aldridge



## CABARRUS COUNTY

### BOARD OF COMMISSIONERS WORK SESSION

**JULY 7, 2014  
4:00 P.M.**

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#### **AGENDA CATEGORY:**

Discussion Items for Action at July 21, 2014 Meeting

#### **SUBJECT:**

County Manager - Cabarrus Health Alliance (CHA) Request for Additional Funding

#### **BRIEF SUMMARY:**

Between March 28th and April 7th, 2014, all customers of the Papa John's Pizza location at 8016-B Cambridge Commons Drive, Charlotte, NC 28205 were exposed to Hepatitis A. Reimbursement for the approximately 400 Hepatitis A vaccinations was requested from Papa John's on May 20th. As of this date, no response has been received from Papa John's. This cost was paid within the communicable disease mandated services division which is funded by the County.

Since Papa John's has failed to respond to reimburse CHA, a request in the amount of \$22,777.08 has been submitted to Cabarrus County to cover this expense. Attached are the correspondences to Papa John's International Headquarters, the cost of the vaccinations and a formal written request to the County for reimbursement of this expense.

#### **REQUESTED ACTION:**

Motion to adopt budget amendment.

#### **EXPECTED LENGTH OF PRESENTATION:**

5 Minutes

#### **SUBMITTED BY:**

Sue Yates, Cabarrus Health Alliance, Finance Director

#### **BUDGET AMENDMENT REQUIRED:**

Yes

#### **COUNTY MANAGER'S RECOMMENDATIONS/COMMENTS:**

#### **BUDGET AMENDMENT:**

**Cabarrus County Budget Amendment Request**

**Date:** 7/21/2014

**Amount:** \$22,777.08

**Dept. Head:** Pamela S. Dubois

**Department:** County Managers Office/Non-departmental

• Internal Transfer Within Department • Transfer Between Departments/Funds • Supplemental Request

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**Purpose:**

Request for additional funds to reimburse the Cabarrus Health Alliance for Hepatitis A shot for approximately 400 citizens.

Account Number	Account Name	Approved Budget	Inc Amount	Dec Amount	Revised Budget
00191910-9609	Contingency	\$900,000.00		\$22,777.08	\$877,222.92
00195310-9705-VACC	Vaccines/Fees	\$0.00	\$22,777.08		\$22,777.08
	<b>Total</b>				

**Budget Officer**

iApproved  
iDenied

**County Manager**

iApproved  
iDenied

**Board of Commissioners**

iApproved  
iDenied

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*Signature*

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*Signature*

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*Signature*

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*Date*

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*Date*

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*Date*

**ATTACHMENTS**

[Cabarrus Health Alliance materials](#)

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CABARRUS  
HEALTH  
ALLIANCE

at NC Research Campus

June 18, 2014

Dear Chairman,

Between March 28, 2014 and April 7, 2014, all customers of the Papa John's Pizza location at **8016-B Cambridge Commons Drive, Charlotte, NC 28205** were exposed to Hepatitis A.

With the potential exposure due to 2,400 carry-out orders to residents of both Cabarrus and Mecklenburg counties during this time period, upon notification of the positive Hepatitis A diagnosis, Cabarrus Health Alliance took immediate action to set up a Hepatitis A vaccination clinic for all residents of Cabarrus County and disseminate information about the Hepatitis A exposure and vaccinations available to the public through all available media outlets. A vaccination clinic was held on April 11, 2014, after regular clinic hours, and approximately 400 Hepatitis A vaccinations were administered at Cabarrus Health Alliance in Kannapolis, North Carolina. Cabarrus Health Alliance staff also traveled to Charlotte to assist Mecklenburg County Health Department personnel in administering Hepatitis A vaccinations to Mecklenburg and Cabarrus County residents on Saturday, April 12, 2014 and Sunday, April 13, 2014.

Total costs incurred by Cabarrus Health Alliance for supplies and employee staffing totaled **\$22,777.08**. We have requested that Papa John's Pizza take full fiscal responsibility for reimbursement to Cabarrus Health Alliance for all costs incurred. We have not received a response from Papa John's Pizza.

Communicable Disease is a mandated service funded by the County. Due to the unresponsiveness of Papa John's Pizza, we are requesting additional funding from the County to cover the unexpected expense of \$22,777.08.

If you have any questions, please contact me at **704-920-1203**.

Sincerely,

William F. Pilkington, DPA  
CEO, Public Health Director



CABARRUS  
HEALTH  
ALLIANCE

at NC Research Campus

May 20, 2014

Mr. John H. Schnatter, CEO  
Corporate Campus  
Papa John's International, Inc.  
2002 Papa John's Boulevard  
Louisville, KY 40299

Dear Mr. Schnatter,

Between March 28, 2014 and April 7, 2014, all customers of the Papa John's Pizza location at **8016-B Cambridge Commons Drive, Charlotte, NC 28205** were exposed to Hepatitis A. As you will recall, the manager at that location became ill on March 24, 2014, but was not diagnosed with confirmed Hepatitis A and subsequently hospitalized until April 7, 2014. My initial thought was to contact this manager directly, but employees there refused to give me the manager's name or contact information when I called today. Therefore, I am contacting Papa John's Pizza at the corporate level.

With the potential of exposure with 2400 carry-out orders to residents of both Cabarrus and Mecklenburg counties during this time period, upon notification of the positive Hepatitis A diagnosis, Cabarrus Health Alliance took immediate action to set up a Hepatitis A vaccination clinic for all residents of Cabarrus County and disseminate information about the Hepatitis A exposure and vaccinations available to the public through all available media outlets. A vaccination clinic was held on April 11, 2014, after regular clinic hours, and approximately 400 Hepatitis A vaccinations were administered at Cabarrus Health Alliance in Kannapolis, North Carolina. Cabarrus Health Alliance staff also traveled to Charlotte to assist Mecklenburg County Health Department personnel in administering Hepatitis A vaccinations to Mecklenburg and Cabarrus County residents on Saturday, April 12, 2014 and Sunday, April 13, 2014.

Total costs incurred by Cabarrus Health Alliance for supplies and employee staffing at the Friday, April 11, 2014 clinic was **\$22,777.08**. No representative from Papa John's Pizza reached out to assist us during this time, while our staff worked diligently, after normal business hours, to save Papa John's Pizza in damage control. Therefore, I am requesting that Papa John's Pizza take full fiscal responsibility for reimbursement to Cabarrus Health Alliance for all services rendered.

Please make check payable in the amount of \$22,777.08 to:  
Cabarrus Health Alliance  
300 Mooresville Road  
Kannapolis, North Carolina 28081

Your immediate response to this request is greatly appreciated. If you have any questions, please contact me at **704-920-1203**.

Sincerely,

William F. Pilkington, DPA  
CEO, Public Health Director

## Hepatitis A Clinic expenses - April 11-13, 2014

Supplies	
Syringes	\$ 546.17
Pens	\$ 70.83
	<u>\$ 617.00</u>

Staff	\$ 22,160.08
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Total expenses \$22,777.08



## CABARRUS COUNTY

### BOARD OF COMMISSIONERS WORK SESSION

**JULY 7, 2014  
4:00 P.M.**

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**AGENDA CATEGORY:**

Discussion Items for Action at July 21, 2014 Meeting

**SUBJECT:**

Finance - General Fund Contribution to School Construction Fund - \$3,920,112

**BRIEF SUMMARY:**

Based on the June 16, 2014 Board of Commissioner's approval of the General Fund FY15 Budget, \$3,920,112 will be transferred from the General Fund to the School Construction Fund for Improvement/Construction of School Facilities. The related budget amendment and School Construction Project Ordinance are presented for approval to incorporate the receipt of funds into the School Construction Fund.

**REQUESTED ACTION:**

Motion to approve the School Construction Fund Project Ordinance and related budget amendment.

**EXPECTED LENGTH OF PRESENTATION:**

1 Minute

**SUBMITTED BY:**

Susan Fearington, Assistant Finance Director

**BUDGET AMENDMENT REQUIRED:**

Yes

**COUNTY MANAGER'S RECOMMENDATIONS/COMMENTS:**

## BUDGET AMENDMENT:

**Date:** 6/25/2014 **Amount:** \$3,920,112

**Dept. Head:** Susan Fearrington, Asst. Finance Director **Department:** Finance - School Construction Fund

Internal Transfer Within Department    Transfer Between Departments/Funds  
 Supplemental Request

**Purpose:**

This budget amendment records the contribution from the General Fund to the School Construction Fund for Improvements and/or Construction of School Facilities.

Account Number	Account Name	Approved Budget	Inc Amount	Dec Amount	Revised Budget
36460000-6902	Contribution from GF	\$0.00	\$3,920,112.00		\$3,920,112.00
36490000-9821	Bldg & Reno-Schools	\$0.00	\$3,920,112.00		\$3,920,112.00
	<b>Total</b>				

## ATTACHMENTS

[School Construction Fund Project Ordinance](#)

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

General Fund Contribution	\$5,420,112
Capital Reserve Contribution	\$18,000,000
<b>TOTAL REVENUES</b>	<b>\$23,420,112</b>

- D. The following appropriations are made as listed.

Northwest Area Elementary School	\$17,500,000
Mt. Pleasant Middle School Replacement	\$2,000,000
Improvement/Construction of School Facilities	\$3,920,112
<b>TOTAL EXPENDITURES</b>	<b>\$23,420,112</b>

<b>GRAND TOTAL – REVENUES</b>	<b>\$23,420,112</b>
<b>GRAND TOTAL – EXPENDITURES</b>	<b>\$23,420,112</b>

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 the 21st day of July, 2014.

CABARRUS COUNTY BOARD OF COMMISSIONERS

BY: \_\_\_\_\_  
Elizabeth F. Poole, Chairman

ATTEST:

\_\_\_\_\_  
Clerk to the Board



## CABARRUS COUNTY

### BOARD OF COMMISSIONERS WORK SESSION

**JULY 7, 2014  
4:00 P.M.**

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#### **AGENDA CATEGORY:**

Discussion Items for Action at July 21, 2014 Meeting

#### **SUBJECT:**

Finance - November 2014 General Obligation Bond Referendum - Public Hearing 6:30 P.M.

#### **BRIEF SUMMARY:**

The next step in our process to place on the November ballot \$11,000,000 in School General Obligation bonds and \$9,000,000 in Community College General Obligation Bonds is to conduct the public hearing, adopt the bond orders and adopt a resolution calling for the bond referendum on November 4, 2014.

The Board will also need to take action to authorize publication of the bond orders as adopted, authorize publication of notice of referendum and adopt reimbursement resolutions for each project.

#### **REQUESTED ACTION:**

Hold a public hearing.

Motion to adopt the Order Authorizing \$11,000,000 in School Bonds.

Motion to adopt Order Authorizing \$ 9,000,000 in Community College Bonds.

Motion to adopt Resolution Calling for a Special Bond Referendum on November 4, 2014.

Motion to authorize the publication of the bond orders as adopted.

Motion to authorize the publication of notice of the bond referendum.

Motion to adopt reimbursement resolutions for each project.

#### **EXPECTED LENGTH OF PRESENTATION:**

5 Minutes

**SUBMITTED BY:**

Ann M. Wilson, Finance Director  
Steve Cordell, Bond Counsel

**BUDGET AMENDMENT REQUIRED:**

No

**COUNTY MANAGER'S RECOMMENDATIONS/COMMENTS:**

**ATTACHMENTS**

- [Schools General Obligation Bond Order](#)
  - [Community College General Obligation Bond Order](#)
  - [Redlined copy](#)
-

**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 July 21, 2014, with \_\_\_\_\_, Chairman, presiding. The following Commissioners were:

PRESENT: \_\_\_\_\_

ABSENT: \_\_\_\_\_

ALSO PRESENT: \_\_\_\_\_

\* \* \* \* \*

At [6: \_\_] p.m., the Chairman convened a public hearing with respect to the bond order introduced before this Board on June 16, 2014, concerning the issuance of \$11,000,000 General Obligation School Bonds of Cabarrus County pursuant thereto. After discussion as summarized in Exhibit A, the hearing was closed at [6: \_\_] p.m.

After consideration of the public hearing, Commissioner \_\_\_\_\_, moved the adoption of the bond order entitled:

**ORDER AUTHORIZING  
\$11,000,000 GENERAL OBLIGATION SCHOOL BONDS**

Commissioner \_\_\_\_\_ seconded the motion and the bond order was passed and adopted by the following vote:

Ayes: \_\_\_\_\_

Nays: \_\_\_\_\_

Not Voting: \_\_\_\_\_

Commissioner \_\_\_\_\_ introduced the following resolution, and its title was read:

**RESOLUTION CALLING FOR REFERENDUM ON ORDER AUTHORIZING  
\$11,000,000 GENERAL OBLIGATION SCHOOL BONDS, PROVIDING FOR  
NOTICE OF SUCH REFERENDUM AND PUBLICATION OF BOND ORDER AS  
ADOPTED**

WHEREAS, the Board of Commissioners of the County of Cabarrus, North Carolina (the "Board") has today adopted a bond order entitled "ORDER AUTHORIZING \$11,000,000 GENERAL OBLIGATION SCHOOL BONDS;" and

WHEREAS, N.C.G.S. §159-58 provides for publication of the bond order as adopted; and

WHEREAS, N.C.G.S. §159-61 requires the Board to fix the date of the referendum on the bond order, notify the Board of Elections thereof and provide for notice of the referendum to be published;

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS FOR THE COUNTY OF CABARRUS, NORTH CAROLINA:

1. The Clerk to this Board shall cause the bond order, with a statement appended in form described by N.C.G.S. §159-58, to be published once in The Independent Tribune.

2. The Board hereby calls for a referendum with respect to the bond order and fixes the date thereof as November 4, 2014.

3. The form of the question on the ballot shall be as follows:

“Shall the order authorizing up to \$11,000,000 of General Obligation School Bonds of Cabarrus County, plus interest, for the purpose of providing funds, together with any other available funds, to finance the acquisition, construction, installation and equipping of a new public elementary school to replace the existing Royal Oaks Elementary School, including acquisition of necessary land and rights-of-way, and providing that additional taxes may be levied in an amount sufficient to pay the principal of and interest on the bonds, be approved?

[ ] YES

[ ] NO”

4. The Clerk to the Board shall mail or deliver a copy of this resolution to the Cabarrus County Board of Elections by July 24, 2014.

5. The Clerk to the Board shall provide for publication of notice of the referendum as required by N.C.G.S. §159-61(c) in the The Independent Tribune.

6. This resolution shall take effect immediately.

Commissioner \_\_\_\_\_ moved the passage of the foregoing resolution and Commissioner \_\_\_\_\_ seconded the motion, and the resolution was passed by the following vote:

Ayes: \_\_\_\_\_

Nays: \_\_\_\_\_

Not Voting: \_\_\_\_\_

Commissioner \_\_\_\_\_ 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 18, 1993, prescribes certain specific procedures applicable to certain obligations issued by the County after June 30, 1993, including, without limitation, a requirement that the County timely declare its official intent to reimburse certain expenditures with the proceeds of debt to be issued thereafter by the County.

(b) The County has advanced and/or will advance its own funds to pay certain capital costs (the “Original Expenditures”) associated with financing, in part, the acquisition, construction, installation and equipping of a new public elementary school to replace the existing Royal Oaks Elementary School, including acquisition of necessary land and rights-of-way.

(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 School Project 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 School Project were 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.

\* \* \* \* \*

I, Megan I.E. Smit, 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 July 21, 2014, 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 \_\_\_\_ day of July, 2014.

\_\_\_\_\_  
Clerk to the Board of Commissioners  
for the County of Cabarrus, North Carolina

[SEAL]

**Certificate and Summary**

The undersigned Clerk to the Board of Commissioners for the County of Cabarrus, North Carolina (the "County"), hereby certifies:

1. Notice of a public hearing (the "Hearing") to be held on July 21, 2014 with respect to the Order Authorizing \$11,000,000 General Obligation School Bonds of the County was published on June 20, 2014, in the Independent Tribune.

2. The presiding officer of the Hearing was \_\_\_\_\_.

3. The following is a list of the names and addresses of all persons who spoke at the Hearing:

4. The following is a summary of the oral comments made at the Hearing:

WITNESS my hand and the corporate seal of said County, this \_\_\_\_ day of June, 2014.

\_\_\_\_\_  
Clerk to the Board of Commissioners  
for the County of Cabarrus, North Carolina

[SEAL]

ORDER AUTHORIZING  
\$11,000,000 GENERAL OBLIGATION SCHOOL BONDS

BE IT ORDERED by the Board of Commissioners for the County of Cabarrus, North Carolina:

1. Pursuant to The Local Government Bond Act, as amended, the County of Cabarrus, North Carolina, is hereby authorized to issue general obligation bonds of Cabarrus County for the purpose of providing funds, together with any other available funds, to finance the acquisition, construction, installation and equipping of a new public elementary school to replace the existing Royal Oaks Elementary School, including acquisition of necessary land and rights-of-way.

2. The bonds shall be in an aggregate principal amount not to exceed \$11,000,000.

3. The bonds shall be general obligations of Cabarrus County for the payment of principal of and interest on which its full faith and credit shall be irrevocably pledged and taxes will be levied in an amount sufficient to pay the principal of and interest on the bonds.

4. A sworn statement of debt shall be filed with the Clerk to the Board of Commissioners pursuant to N.C.G.S. § 159-55 and be open to public inspection.

5. This bond order shall take effect when approved by the voters of Cabarrus County.

The foregoing order was adopted on the 21st day of July, 2014, and is hereby published this 25th day of July, 2014. Any action or proceeding questioning the validity of the order must be begun within 30 days after the date of publication of this notice. The finance officer of the County has filed a statement estimating that the total amount of interest that will be paid on the bonds over the expected term of the bonds, if issued, is \$941,876. The estimate is preliminary, is for general informational purposes only, and may differ from the actual interest paid on the bonds. The assumptions upon which the foregoing estimate is based are set forth in a statement of the finance officer that has been filed with the Clerk to the Board of Commissioners and is open to public inspection. There is no assurance that the circumstances included in such assumptions will occur; and the occurrence of certain of such assumptions is beyond the control of the County. Differences between the actual circumstances at the time the bonds are issued from the assumptions included in the foregoing estimate could result in significant differences between the estimated interest and the actual interest on the bonds.

Megan I.E. Smit  
Clerk to the Board of Commissioners  
for the County of Cabarrus, North Carolina

## NOTICE OF SPECIAL BOND REFERENDUM

Notice is hereby given that on Tuesday, the 4<sup>th</sup> day of November, 2014 there shall be a referendum in Cabarrus County, North Carolina on the order authorizing the issuance by Cabarrus County of general obligation school bonds in an aggregate principal amount not to exceed \$11,000,000 for the purpose of providing funds, together with any other available funds, to finance the acquisition, construction, installation and equipping of a new public elementary school to replace the existing Royal Oaks Elementary School, including acquisition of necessary land and rights-of-way. Taxes may be levied for the payment of such bonds and the interest thereon. The last day of registration for voting in such referendum under the election laws now in effect is October 10, 2014.

**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 July 21, 2014, with \_\_\_\_\_, Chairman, presiding. The following Commissioners were:

PRESENT: \_\_\_\_\_

ABSENT: \_\_\_\_\_

ALSO PRESENT: \_\_\_\_\_

\* \* \* \* \*

At [6: \_\_] p.m., the Chairman convened a public hearing with respect to the bond order introduced before this Board on June 16, 2014, concerning the issuance of \$9,000,000 General Obligation Community College Bonds of Cabarrus County pursuant thereto. After discussion as summarized in Exhibit A, the hearing was closed at [6: \_\_] p.m.

After consideration of the public hearing, Commissioner \_\_\_\_\_, moved the adoption of the bond order entitled:

**ORDER AUTHORIZING  
\$9,000,000 GENERAL OBLIGATION COMMUNITY COLLEGE BONDS**

Commissioner \_\_\_\_\_ seconded the motion and the bond order was passed and adopted by the following vote:

Ayes: \_\_\_\_\_

Nays: \_\_\_\_\_

Not Voting: \_\_\_\_\_

Commissioner \_\_\_\_\_ introduced the following resolution, and its title was read:

**RESOLUTION CALLING FOR REFERENDUM ON ORDER AUTHORIZING  
\$9,000,000 GENERAL OBLIGATION COMMUNITY COLLEGE BONDS,  
PROVIDING FOR NOTICE OF SUCH REFERENDUM AND PUBLICATION OF  
BOND ORDER AS ADOPTED**

WHEREAS, the Board of Commissioners of the County of Cabarrus, North Carolina (the "Board") has today adopted a bond order entitled "ORDER AUTHORIZING \$9,000,000 GENERAL OBLIGATION COMMUNITY COLLEGE BONDS;" and

WHEREAS, N.C.G.S. §159-58 provides for publication of the bond order as adopted; and

WHEREAS, N.C.G.S. §159-61 requires the Board to fix the date of the referendum on the bond order, notify the Board of Elections thereof and provide for notice of the referendum to be published;

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS FOR THE COUNTY OF CABARRUS, NORTH CAROLINA:

1. The Clerk to this Board shall cause the bond order, with a statement appended in form described by N.C.G.S. §159-58, to be published once in The Independent Tribune.

2. The Board hereby calls for a referendum with respect to the bond order and fixes the date thereof as November 4, 2014.

3. The form of the question on the ballot shall be as follows:

Shall the order authorizing up to \$9,000,000 of General Obligation Community College Bonds of Cabarrus County, plus interest, for the purpose of providing funds, together with any other available funds, to finance the acquisition, construction, installation and equipping of a new community college facility (Building 4000 - Advanced Technology Center) for Rowan-Cabarrus Community College within the boundaries of Cabarrus County, including acquisition of necessary land and rights-of-way, and providing that additional taxes may be levied in an amount sufficient to pay the principal of and interest on the bonds, be approved?

[ ] YES

[ ] NO”

4. The Clerk to the Board shall mail or deliver a copy of this resolution to the Cabarrus County Board of Elections by July 24, 2014.

5. The Clerk to the Board shall provide for publication of notice of the referendum as required by N.C.G.S. §159-61(c) in The Independent Tribune.

6. This resolution shall take effect immediately.

Commissioner \_\_\_\_\_ moved the passage of the foregoing resolution and Commissioner \_\_\_\_\_ seconded the motion, and the resolution was passed by the following vote:

Ayes: \_\_\_\_\_

Nays: \_\_\_\_\_

Not Voting: \_\_\_\_\_

Commissioner \_\_\_\_\_ 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 18, 1993, prescribes certain specific procedures applicable to certain obligations issued by the County after June 30, 1993, including, without limitation, a requirement that the County timely declare its official intent to reimburse certain expenditures with the proceeds of debt to be issued thereafter by the County.

(b) The County has advanced and/or will advance its own funds to pay certain capital costs (the "Original Expenditures") associated with financing, in part, the acquisition, construction, installation and equipping of a new community college facility (Building 4000 - Advanced Technology Center) for Rowan-Cabarrus Community College within the boundaries of Cabarrus County, including acquisition of necessary land and rights-of-way.

(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 Community College Projects is expected to be \$9,000,000.

(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 Community College Projects were 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.

\* \* \* \* \*

I, Megan I.E. Smit, 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 July 21, 2014, 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 \_\_\_\_ day of July, 2014.

\_\_\_\_\_  
Clerk to the Board of Commissioners  
for the County of Cabarrus, North Carolina

[SEAL]

**Certificate and Summary**

The undersigned Clerk to the Board of Commissioners for the County of Cabarrus, North Carolina (the "County"), hereby certifies:

1. Notice of a public hearing (the "Hearing") to be held on July 21, 2014 with respect to the Order Authorizing \$9,000,000 General Obligation Community College Bonds of the County was published on June 20, 2014, in the Independent Tribune.

2. The presiding officer of the Hearing was \_\_\_\_\_.

3. The following is a list of the names and addresses of all persons who spoke at the Hearing:

4. The following is a summary of the oral comments made at the Hearing:

WITNESS my hand and the corporate seal of said County, this \_\_\_\_ day of June, 2014.

\_\_\_\_\_  
Clerk to the Board of Commissioners  
for the County of Cabarrus, North Carolina

[SEAL]

ORDER AUTHORIZING  
\$9,000,000 GENERAL OBLIGATION COMMUNITY COLLEGE BONDS

BE IT ORDERED by the Board of Commissioners for the County of Cabarrus, North Carolina:

1. Pursuant to The Local Government Bond Act, as amended, the County of Cabarrus, North Carolina, is hereby authorized to issue general obligation bonds of Cabarrus County for the purpose of providing funds, together with any other available funds, to finance the acquisition, construction, installation and equipping of a new community college facility (Building 4000 - Advanced Technology Center) for Rowan-Cabarrus Community College within the boundaries of Cabarrus County, including acquisition of necessary land and rights-of-way.

2. The bonds shall be in an aggregate principal amount not to exceed \$9,000,000.

3. The bonds shall be general obligations of Cabarrus County for the payment of principal of and interest on which its full faith and credit shall be irrevocably pledged and taxes will be levied in an amount sufficient to pay the principal of and interest on the bonds.

4. A sworn statement of debt shall be filed with the Clerk to the Board of Commissioners pursuant to N.C.G.S. § 159-55 and be open to public inspection.

5. This bond order shall take effect when approved by the voters of Cabarrus County.

The foregoing order was adopted on the 21st day of July, 2014, and is hereby published this 25th day of July, 2014. Any action or proceeding questioning the validity of the order must be begun within 30 days after the date of publication of this notice. The finance officer of the County has filed a statement estimating that the total amount of interest that will be paid on the bonds over the expected term of the bonds, if issued, is \$770,626. The estimate is preliminary, is for general informational purposes only, and may differ from the actual interest paid on the bonds. The assumptions upon which the foregoing estimate is based are set forth in a statement of the finance officer that has been filed with the Clerk to the Board of Commissioners and is open to public inspection. There is no assurance that the circumstances included in such assumptions will occur; and the occurrence of certain of such assumptions is beyond the control of the County. Differences between the actual circumstances at the time the bonds are issued from the assumptions included in the foregoing estimate could result in significant differences between the estimated interest and the actual interest on the bonds.

Megan I.E. Smit  
Clerk to the Board of Commissioners  
for the County of Cabarrus, North Carolina

## NOTICE OF SPECIAL BOND REFERENDUM

Notice is hereby given that on Tuesday, the 4<sup>th</sup> day of November, 2014 there shall be a referendum in Cabarrus County, North Carolina on the order authorizing the issuance by Cabarrus County of general obligation community college bonds in an aggregate principal amount not to exceed \$9,000,000 for the purpose of providing funds, together with any other available funds, to finance the acquisition, construction, installation and equipping of a new community college facility (Building 4000 - Advanced Technology Center) for Rowan-Cabarrus Community College within the boundaries of Cabarrus County, including acquisition of necessary land and rights-of-way. Taxes may be levied for the payment of such bonds and the interest thereon. The last day of registration for voting in such referendum under the election laws now in effect is October 10, 2014.

**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 July 21, 2014, with \_\_\_\_\_, Chairman, presiding. The following Commissioners were:

PRESENT: \_\_\_\_\_

ABSENT: \_\_\_\_\_

ALSO PRESENT: \_\_\_\_\_

\* \* \* \* \*

At [6: \_\_] p.m., the Chairman convened a public hearing with respect to the bond order introduced before this Board on June 16, 2014, concerning the issuance of \$~~11,000,000~~9,000,000 General Obligation ~~School~~Community College Bonds of Cabarrus County pursuant thereto. After discussion as summarized in Exhibit A, the hearing was closed at [6: \_\_] p.m.

After consideration of the public hearing, Commissioner \_\_\_\_\_, moved the adoption of the bond order entitled:

**ORDER AUTHORIZING  
\$~~11,000,000~~9,000,000 GENERAL OBLIGATION ~~SCHOOL~~COMMUNITY COLLEGE BONDS**

Commissioner \_\_\_\_\_ seconded the motion and the bond order was passed and adopted by the following vote:

Ayes: \_\_\_\_\_

Nays: \_\_\_\_\_

Not Voting: \_\_\_\_\_

Commissioner \_\_\_\_\_ introduced the following resolution, and its title was read:

**RESOLUTION CALLING FOR REFERENDUM ON ORDER AUTHORIZING  
\$~~11,000,000~~9,000,000 GENERAL OBLIGATION ~~SCHOOL~~COMMUNITY COLLEGE  
BONDS, PROVIDING FOR NOTICE OF SUCH REFERENDUM AND  
PUBLICATION OF BOND ORDER AS ADOPTED**

WHEREAS, the Board of Commissioners of the County of Cabarrus, North Carolina (the "Board") has today adopted a bond order entitled "ORDER AUTHORIZING \$~~11,000,000~~9,000,000 GENERAL OBLIGATION ~~SCHOOL~~COMMUNITY COLLEGE BONDS;" and

WHEREAS, N.C.G.S. §159-58 provides for publication of the bond order as adopted; and

WHEREAS, N.C.G.S. §159-61 requires the Board to fix the date of the referendum on the bond order, notify the Board of Elections thereof and provide for notice of the referendum to be published;

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS FOR THE COUNTY OF CABARRUS, NORTH CAROLINA:

1. The Clerk to this Board shall cause the bond order, with a statement appended in form described by N.C.G.S. §159-58, to be published once in The Independent Tribune.

2. The Board hereby calls for a referendum with respect to the bond order and fixes the date thereof as November 4, 2014.

3. The form of the question on the ballot shall be as follows:

“Shall the order authorizing up to \$~~11,000,000~~9,000,000 of General Obligation ~~School~~Community College Bonds of Cabarrus County, plus interest, for the purpose of providing funds, together with any other available funds, to finance the acquisition, construction, installation and equipping of a new ~~public elementary school to replace the existing Royal Oaks Elementary School~~community college facility (Building 4000 - Advanced Technology Center) for Rowan-Cabarrus Community College within the boundaries of Cabarrus County, including acquisition of necessary land and rights-of-way, and providing that additional taxes may be levied in an amount sufficient to pay the principal of and interest on the bonds, be approved?

[ ] YES

[ ] NO”

4. The Clerk to the Board shall mail or deliver a copy of this resolution to the Cabarrus County Board of Elections by July 24, 2014.

5. The Clerk to the Board shall provide for publication of notice of the referendum as required by N.C.G.S. §159-61(c) in The ~~The~~ Independent Tribune.

6. This resolution shall take effect immediately.

Commissioner \_\_\_\_\_ moved the passage of the foregoing resolution and Commissioner \_\_\_\_\_ seconded the motion, and the resolution was passed by the following vote:

Ayes: \_\_\_\_\_

Nays: \_\_\_\_\_

Not Voting: \_\_\_\_\_

Commissioner \_\_\_\_\_ 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 18, 1993, prescribes certain specific procedures applicable to certain obligations issued by the County after June 30, 1993, including, without limitation, a requirement that the County timely declare its official intent to reimburse certain expenditures with the proceeds of debt to be issued thereafter by the County.

(b) The County has advanced and/or will advance its own funds to pay certain capital costs (the “Original Expenditures”) associated with financing, in part, the acquisition, construction, installation and equipping of a new ~~public elementary school to replace the existing Royal Oaks Elementary School~~ community college facility (Building 4000 - Advanced Technology Center) for Rowan-Cabarrus Community College within the boundaries of Cabarrus County, including acquisition of necessary land and rights-of-way.

(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 ~~School Project~~ Community College Projects is expected to be \$~~11,000,000~~ 9,000,000.

(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 ~~School Project~~ Community College Projects were 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.

\* \* \* \* \*

I, Megan I.E. Smit, 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 July 21, 2014, 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 \_\_\_\_ day of July, 2014.

\_\_\_\_\_  
Clerk to the Board of Commissioners  
for the County of Cabarrus, North Carolina

[SEAL]

**Certificate and Summary**

The undersigned Clerk to the Board of Commissioners for the County of Cabarrus, North Carolina (the "County"), hereby certifies:

1. Notice of a public hearing (the "Hearing") to be held on July 21, 2014 with respect to the Order Authorizing \$~~1,000,000~~9,000,000 General Obligation ~~School~~Community College Bonds of the County was published on June 20, 2014, in the Independent Tribune.

2. The presiding officer of the Hearing was \_\_\_\_\_.

3. The following is a list of the names and addresses of all persons who spoke at the Hearing:

4. The following is a summary of the oral comments made at the Hearing:

WITNESS my hand and the corporate seal of said County, this \_\_\_\_ day of June, 2014.

\_\_\_\_\_  
Clerk to the Board of Commissioners  
for the County of Cabarrus, North Carolina

[SEAL]

ORDER AUTHORIZING  
\$~~11,000,000~~9,000,000 GENERAL OBLIGATION ~~SCHOOL~~COMMUNITY COLLEGE BONDS

BE IT ORDERED by the Board of Commissioners for the County of Cabarrus, North Carolina:

1. Pursuant to The Local Government Bond Act, as amended, the County of Cabarrus, North Carolina, is hereby authorized to issue general obligation bonds of Cabarrus County for the purpose of providing funds, together with any other available funds, to finance the acquisition, construction, installation and equipping of a new ~~public elementary school to replace the existing Royal Oaks Elementary School~~community college facility (Building 4000 - Advanced Technology Center) for Rowan-Cabarrus Community College within the boundaries of Cabarrus County, including acquisition of necessary land and rights-of-way.

2. The bonds shall be in an aggregate principal amount not to exceed \$~~11,000,000~~9,000,000.

3. The bonds shall be general obligations of Cabarrus County for the payment of principal of and interest on which its full faith and credit shall be irrevocably pledged and taxes will be levied in an amount sufficient to pay the principal of and interest on the bonds.

4. A sworn statement of debt shall be filed with the Clerk to the Board of Commissioners pursuant to N.C.G.S. § 159-55 and be open to public inspection.

5. This bond order shall take effect when approved by the voters of Cabarrus County.

The foregoing order was adopted on the 21st day of July, 2014, and is hereby published this 25th day of July, 2014. Any action or proceeding questioning the validity of the order must be begun within 30 days after the date of publication of this notice. The finance officer of the County has filed a statement estimating that the total amount of interest that will be paid on the bonds over the expected term of the bonds, if issued, is \$~~941,876~~770,626. The estimate is preliminary, is for general informational purposes only, and may differ from the actual interest paid on the bonds. The assumptions upon which the foregoing estimate is based are set forth in a statement of the finance officer that has been filed with the Clerk to the Board of Commissioners and is open to public inspection. There is no assurance that the circumstances included in such assumptions will occur; and the occurrence of certain of such assumptions is beyond the control of the County. Differences between the actual circumstances at the time the bonds are issued from the assumptions included in the foregoing estimate could result in significant differences between the estimated interest and the actual interest on the bonds.

Megan I.E. Smit  
Clerk to the Board of Commissioners  
for the County of Cabarrus, North Carolina

## NOTICE OF SPECIAL BOND REFERENDUM

Notice is hereby given that on Tuesday, the 4<sup>th</sup> day of November, 2014 there shall be a referendum in Cabarrus County, North Carolina on the order authorizing the issuance by Cabarrus County of general obligation ~~school~~community college bonds in an aggregate principal amount not to exceed ~~\$11,000,000~~9,000,000 for the purpose of providing funds, together with any other available funds, to finance the acquisition, construction, installation and equipping of a new ~~public elementary school to replace the existing Royal Oaks Elementary School~~community college facility (Building 4000 - Advanced Technology Center) for Rowan-Cabarrus Community College within the boundaries of Cabarrus County, including acquisition of necessary land and rights-of-way. Taxes may be levied for the payment of such bonds and the interest thereon. The last day of registration for voting in such referendum under the election laws now in effect is October 10, 2014.

<b>Summary Report:</b>	
<b>Litéra® Change-Pro ML 6.5.0.401 Document Comparison done on 6/30/2014 10:53:26 AM</b>	
<b>Style Name:</b> Default Style	
<b>Original Filename:</b>	
<b>Original DMS:</b> iw://DMS/NPCHLT1/701214/1	
<b>Modified Filename:</b>	
<b>Modified DMS:</b> iw://DMS/NPCHLT1/701455/1	
<b>Changes:</b>	
<u>Add</u>	25
<del>Delete</del>	30
<del>Move From</del>	0
<u>Move To</u>	0
<u>Table Insert</u>	0
<del>Table Delete</del>	0
Embedded Graphics (Visio, ChemDraw, Images etc.)	0
Embedded Excel	0
<b>Total Changes:</b>	<b>55</b>



## CABARRUS COUNTY

### BOARD OF COMMISSIONERS WORK SESSION

**JULY 7, 2014  
4:00 P.M.**

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**AGENDA CATEGORY:**

Discussion Items for Action at July 21, 2014 Meeting

**SUBJECT:**

Finance - Reallocation of Funds for School Roofing and School Projects - \$2,738,950.49

**BRIEF SUMMARY:**

On June 16, 2014, the Board of Commissioners moved to approve the reallocation of the Helms Hall capital appropriation at Camp Spencer to fix the school's leaking roofs (\$1,250,622.75). A motion was also made and approved to terminate and reallocate all funding for Wallace Park and to use the funds for school projects (\$1,488,327.74). The related budget amendment, Construction and Renovation Project Ordinance and Capital Reserve Project Ordinance are presented for approval to incorporate these changes.

**REQUESTED ACTION:**

Motion to approve the Construction and Renovation Project Ordinance, the Capital Reserve Project Ordinance and the related budget amendment.

**EXPECTED LENGTH OF PRESENTATION:**

1 Minute

**SUBMITTED BY:**

Susan Fearington, Assistant Finance Director

**BUDGET AMENDMENT REQUIRED:**

Yes

# COUNTY MANAGER'S RECOMMENDATIONS/COMMENTS:

## BUDGET AMENDMENT:

**Date:** 6/17/2014 **Amount:** \$350,000

**Dept. Head:** Susan Fearrington, Asst. Finance Director **Department:** Finance-Construction & Renovation Fund

Internal Transfer Within Department    Transfer Between Departments/Funds  
 Supplemental Request

### Purpose:

This budget amendment incorporates the FY15 budget changes related to the Helms Hall and Wallace Park Projects. At the 6-16-14 Board of Commissioner's meeting the FY15 budget was adopted with the elimination of the Helms Hall and Wallace Park projects. Included in this reduction was the surrender of the \$ 350,000 PARTF Grant revenue originally awarded for Wallace Park.

Account Number	Account Name	Approved Budget	Inc Amount	Dec Amount	Revised Budget
34398140-9606-HELMS	Engineers-Helms Hall	\$15,000.00		\$8,150.00	\$6,850.00
34398140-9607-HELMS	Architect-Helms Hall	\$112,100.00		\$71,000.00	\$41,100.00
34398140-9821-HELMS	Bldg & Reno - Helms Ha	\$1,171,472.75		\$1,171,472.75	\$0.00
34368140-6921-HELMS	Cont from CRF-Helms	\$1,298,572.75		\$1,250,622.75	\$47,950.00
					\$0.00
34360000-6921-SCH	Cont from CRF-Schools	\$0.00	\$1,250,622.75		\$1,250,622.75
34390000-9830-SCH	Other Improv-Schools	\$0.00	\$1,250,622.75		\$1,250,622.75
					\$0.00
34398140-9830-0618	Other Impr-Wallace Pk	\$1,230,000.00		\$888,327.74	\$341,672.26
34398140-9832-0618	PARTF Grant Exp-Wallac	\$950,000.00		\$950,000.00	\$0.00
34368140-6319-0618	PARTF Grant	\$350,000.00		\$350,000.00	\$0.00
34368140-6921-0618	Cont from CRF-Wallace	\$1,810,000.00		\$1,488,327.74	\$321,672.26
					\$0.00
34360000-6921-SCH	Cont from CRF-Schools	\$1,250,622.75	\$1,488,327.74		\$2,738,950.49
34390000-9830-SCH	Other Improv-Schools	\$1,250,622.75	\$1,488,327.74		\$2,738,950.49
					\$0.00
	<b>Total</b>				

### ATTACHMENTS

- [Construction and Renovation Project Ordinance](#)
- [Capital Reserve Project Ordinance](#)

# 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.

Capital Projects Fund (Capital Reserve Fund)	\$9,153,099
Contribution from Convention/Visitors Bureau	\$150,000
Rental – Tower Lease	\$418,137
Lease Proceeds ( Wallace Park)	\$3,421,394
General Fund Contribution	\$4,058,134
Sale of Fixed Assets	\$20,000
Contributions and Donations	\$70,000
<b>TOTAL REVENUES</b>	<b>\$17,290,764</b>

- D. The following appropriations are made as listed.

Demolition of old Jail and new Parking	\$2,524,266
Renovation of Human Service Building	\$909,122
Governmental Center Main Area Handler	\$100,000
Demolition of old Board of Elections	\$291,847
Renovations of Kann Library Program Room	\$90,000
Emergency Communications Equipment	\$1,733,271
Wallace Park Land	\$3,421,394
Wallace Park Improvements	\$341,672
Courthouse Chiller	\$135,000
Multi-Building Pre-cast Sealing and Caulking	\$240,000
Arena HVAC Equipment Replacement	\$1,000,000
Arena Roof Replacement	\$43,580
Camp T.N. Spencer Park	\$47,950
Human Service Building HVAC	\$257,865
Rocky River School Park Restrooms	\$250,846
Senior Center Renovations	\$390,000
Frank Liske Park Tennis Court Lighting	\$135,000
Cox Mill Elementary Parking Lot	\$250,000
J M Robinson High School Wetlands Mitigation	\$100,000
EMS Station - Concord	\$375,000

EMS Station - Harrisburg	\$375,000
Memorial Fountain	\$40,000
RCCC Renovations	\$1,500,000
School Roofs	\$1,250,623
School Projects	\$1,488,328

**TOTAL EXPENDITURES** **\$17,290,764**

**GRAND TOTAL – REVENUES** **\$17,290,764**  
**GRAND TOTAL – EXPENDITURES** **\$17,290,764**

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 the 21st day of July, 2014.

CABARRUS COUNTY BOARD OF COMMISSIONERS

BY: \_\_\_\_\_  
Elizabeth F. Poole, 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.

Contributions from General Fund	\$40,039,743
Contributions from CVB	\$398,000
Interest on Investments	\$307,142

<b>TOTAL REVENUES</b>	<b>\$40,744,885</b>
-----------------------	---------------------

- D. The following appropriations are made as listed:

Northwest Area Elementary School	\$16,000,000
Mt. Pleasant Middle School Replacement	\$13,486,500
County Facility Projects	\$6,331,633
Park Projects	\$504,622
Park Projects/CVB	\$398,000
Other County Capital Projects	\$630,136
Community College Renovations	\$280,043
Harrisburg EMS Station	\$375,000
School Roofs	\$1,250,623
School Projects	\$1,488,328

<b>TOTAL EXPENDITURES</b>	<b>\$40,744,885</b>
---------------------------	---------------------

<b>GRAND TOTAL – REVENUES</b>	<b>\$40,744,885</b>
-------------------------------	---------------------

<b>GRAND TOTAL – EXPENDITURES</b>	<b>\$40,744,885</b>
-----------------------------------	---------------------

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 the 21st day of July, 2014.

CABARRUS COUNTY BOARD OF COMMISSIONERS

BY: \_\_\_\_\_  
Elizabeth F. Poole, Chairman

ATTEST:

\_\_\_\_\_  
Clerk to the Board



## CABARRUS COUNTY

### BOARD OF COMMISSIONERS WORK SESSION

**JULY 7, 2014  
4:00 P.M.**

---

#### **AGENDA CATEGORY:**

Discussion Items for Action at July 21, 2014 Meeting

#### **SUBJECT:**

General Services - Request to Purchase County-Owned Property

#### **BRIEF SUMMARY:**

Rinker Commercial Properties, representing Bright Parsun LLC, has submitted a request to purchase County property adjacent to the Bright Parsun owned building at 70 & 82 Union Street South. A letter detailing this request, a survey of the Bright Parsun and County property and a detailed survey of the area included in the request to purchase are attached. The purchaser is offering \$6000 for this property.

This property is located across Union Street South from the County Courthouse and is used for access to the Spring/Barbrick County Parking Lots. The access would not be affected by the sale of the property. Pictures of the parcel are attached.

The General Statutes detailing the Methods of Sale (GS 160A-266) and Upset Bid process (GS 160A-269) are both attached. The first step in the process is to decide whether to consider the offer and begin the process of advertising for upset bids. This item will come back before the Board of Commissioners once an advertised 10-day upset bid period has been completed without any additional qualified bids. At that point the Board may decide to accept or reject the highest bid.

#### **REQUESTED ACTION:**

Motion to accept the offer and authorize the Clerk to the Board to advertise for upset bids once the required deposit has been received.

Motion to authorize the Clerk to re-advertise for upset bid periods each

time a qualified increased bid and deposit has been received.

**EXPECTED LENGTH OF PRESENTATION:**

5 Minutes

**SUBMITTED BY:**

Jonathan B. Marshall

**BUDGET AMENDMENT REQUIRED:**

No

**COUNTY MANAGER'S RECOMMENDATIONS/COMMENTS:**

**ATTACHMENTS**

- [GS 160A-266](#)
  - [GS 160A-269](#)
  - [Offer to purchase](#)
  - [Detailed Plat](#)
  - [Property Photos](#)
-

**§ 160A-266. Methods of sale; limitation.**

(a) Subject to the limitations prescribed in subsection (b) of this section, and according to the procedures prescribed in this Article, a city may dispose of real or personal property belonging to the city by:

- (1) Private negotiation and sale;
- (2) Advertisement for sealed bids;
- (3) Negotiated offer, advertisement, and upset bid;
- (4) Public auction; or
- (5) Exchange.

(b) Private negotiation and sale may be used only with respect to personal property valued at less than thirty thousand dollars (\$30,000) for any one item or group of similar items. Real property, of any value, and personal property valued at thirty thousand dollars (\$30,000) or more for any one item or group of similar items may be exchanged as permitted by G.S. 160A-271, or may be sold by any method permitted in this Article other than private negotiation and sale, except as permitted in G.S. 160A-277 and G.S. 160A-279.

Provided, however, a city may dispose of real property of any value and personal property valued at thirty thousand dollars (\$30,000) or more for any one item or group of similar items by private negotiation and sale where (i) said real or personal property is significant for its architectural, archaeological, artistic, cultural or historical associations, or significant for its relationship to other property significant for architectural, archaeological, artistic, cultural or historical associations, or significant for its natural, scenic or open condition; and (ii) said real or personal property is to be sold to a nonprofit corporation or trust whose purposes include the preservation or conservation of real or personal properties of architectural, archaeological, artistic, cultural, historical, natural or scenic significance; and (iii) where a preservation agreement or conservation agreement as defined in G.S. 121-35 is placed in the deed conveying said property from the city to the nonprofit corporation or trust. Said nonprofit corporation or trust shall only dispose of or use said real or personal property subject to covenants or other legally binding restrictions which will promote the preservation or conservation of the property, and, where appropriate, secure rights of public access.

(c) A city council may adopt regulations prescribing procedures for disposing of personal property valued at less than thirty thousand dollars (\$30,000) for any one item or group of items in substitution for the requirements of this Article. The regulations shall be designed to secure for the city fair market value for all property disposed of and to accomplish the disposal efficiently and economically. The regulations may, but need not, require published notice, and may provide for either public or private exchanges and sales. The council may authorize one or more city officials to declare surplus any personal property valued at less than thirty thousand dollars (\$30,000) for any one item or group of items, to set its fair market value, and to convey title to the property for the city in accord with the regulations. A city official authorized under this section to dispose of property shall keep a record of all property sold under this section and that record shall generally describe the property sold or exchanged, to whom it was sold, or with whom exchanged, and the amount of money or other consideration received for each sale or exchange.

(d) A city may discard any personal property that: (i) is determined to have no value; (ii) remains unsold or unclaimed after the city has exhausted efforts to sell the property using any applicable procedure under this Article; or (iii) poses a potential threat to the public health or safety. (1971, c. 698, s. 1; 1973, c. 426, s. 42.1; 1983, c. 130, s. 1; c. 456; 1987, c. 692, s. 2; 1987 (Reg. Sess., 1988), c. 1108, s. 9; 1997-174, s. 6; 2001-328, s. 4; 2005-227, s. 3.)

**§ 160A-269. Negotiated offer, advertisement, and upset bids.**

A city may receive, solicit, or negotiate an offer to purchase property and advertise it for upset bids. When an offer is made and the council proposes to accept it, the council shall require the offer or to deposit five percent (5%) of his bid with the city clerk, and shall publish a notice of the offer. The notice shall contain a general description of the property, the amount and terms of the offer, and a notice that within 10 days any person may raise the bid by not less than ten percent (10%) of the first one thousand dollars (\$1,000) and five percent (5%) of the remainder. When a bid is raised, the bidder shall deposit with the city clerk five percent (5%) of the increased bid, and the clerk shall re-advertise the offer at the increased bid. This procedure shall be repeated until no further qualifying upset bids are received, at which time the council may accept the offer and sell the property to the highest bidder. The council may at any time reject any and all offers. (1971, c. 698, s. 1; 1979, 2nd Sess., c. 1247, s. 25.)



June 24, 2014

Mr. Jonathan Marshall  
Deputy County Manager  
Cabarrus County Governmental Center  
65 Church Street South  
Concord, NC 28025

Dear Jonathan,

I represent Bright Parsun, LLC and manage their building located at 70 – 82 Union Street South in downtown Concord.

The owners would like to purchase a portion of the land owned by the county that is adjacent to 80 Union Street South. This land would not be practical for the county to develop and is currently used to provide a walkway to the county owned parking lots behind Union Street. The walkway would remain and not be hindered by the land that we would like to purchase.

The owners would like to use this land to provide their tenant a space to have outside seating for their restaurant. I have enclosed a drawing of the land that would be needed. The area is a total of 1,000 s.f. and we would offer to purchase that land for \$6,000.00. If accepted, the owners would be in a position to close quickly.

Thank you in advance for your consideration.

Sincerely,

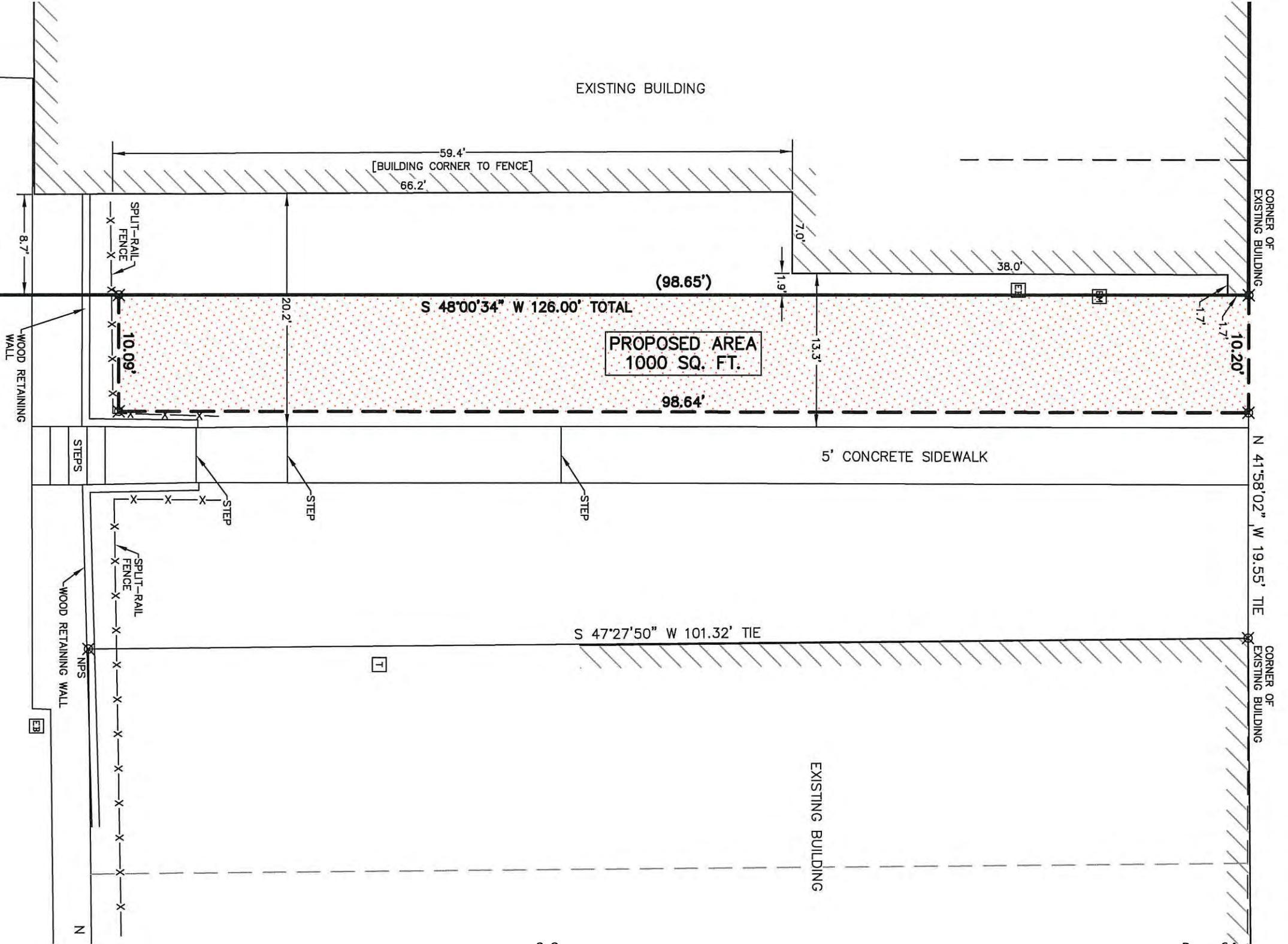
A handwritten signature in cursive script that reads "William E. Rinker".

William E. Rinker

*PO Box 842, Concord, NC 28026  
Office 704.782.8080 Cell 704.699.1406  
Email: [billrinker@etc.net](mailto:billrinker@etc.net)*



UNION STREET SOUTH



PRELIMINARY PLAT  
NOT FOR RECORDATION,  
CONVEYANCES OR SALES.

Attachment number 4







## CABARRUS COUNTY

### BOARD OF COMMISSIONERS WORK SESSION

**JULY 7, 2014  
4:00 P.M.**

---

**AGENDA CATEGORY:**

Discussion Items for Action at July 21, 2014 Meeting

**SUBJECT:**

Planning & Development - Elma C. Lomax Incubator Farm Public to Private Transition Proposal

**BRIEF SUMMARY:**

The attached documents are a proposal and plan for the transition of the Elma C. Lomax Incubator Farm from a County-owned and operated facility to a non-profit operated facility.

**REQUESTED ACTION:**

Discuss and provide guidance to County staff for further study and/or action.

**EXPECTED LENGTH OF PRESENTATION:**

5 Minutes

**SUBMITTED BY:**

Jonathan B. Marshall  
Kelly Sifford, Planning & Development Director, AICP

**BUDGET AMENDMENT REQUIRED:**

No

**COUNTY MANAGER'S RECOMMENDATIONS/COMMENTS:**

## ATTACHMENTS

- [Lomax Public to Private Transition Plan](#)
  - [Soil and Water Support Letter](#)
  - [Lomax Program Development Plan](#)
  - [UNCC Lomax Collaboration](#)
-



**Elma C. Lomax Incubator Farm  
Public to Private Transition Plan**

**June 27th, 2014**

From 2009 through June of 2014, the Elma C. Lomax Incubator Farm was managed by Cabarrus County government and served as a teaching facility in cooperation with Cabarrus County Cooperative Extension. County funding for the Fiscal Year 2015 does not include the Lomax Farm.

Many individuals, organizations and startup businesses have come to rely on the Lomax Farm. Still others have planned partnerships for future cooperation. The following plan would allow operation of the farm to continue without county funding.

The Elma C. Lomax Incubator Farm Park Inc (ECLIFP) an established corporate entity, will be turned over to a new Board of Directors named below. Aaron Newton will serve as voluntary Interim Executive Director as the organization works through the process of taking over operations.

ECLIFP will develop a low rent, long term lease agreement in cooperation with the County Attorney, which will allow the Elma C. Lomax Incubator Farm to continue to operate and perform its intended purpose.

All equipment purchased for and associated with operations of the Elma C. Lomax Incubator Farm will be turned over to ECLIFP.

ECLIFP will be overseen by a Board of Directors made up in accordance with the Lomax Program Development Plan (see attached). Individuals below have agreed to serve in this capacity.

## **Elma C. Lomax Incubator Farm Park**

### **Board of Directors:**

1 Representative of Rowan Cabarrus Community College

Ann Morris                      Dean, Corporate and Continuing Education, Rowan Cabarrus Community College

1 Representative of University of North Carolina Charlotte

Mike Lizotte                      Sustainability Director, University of North Carolina Charlotte

1 Representative of Cabarrus County Cooperative Extension

Christine Barrier                      Administrative Assistant

1 Representative of Cabarrus County Government

Kelly Sifford                      Planning and Development Director

3 At-Large Representatives

Dr. John Turner                      Turner Orthodontics

Vicky Porter                      Porter Farms

Susan Otteni                      Cabarrus County Resident

The Board will meet quarterly with Lomax staff and help plan, manage and monitor the future direction of the farm.

Four funding streams have been identified:

Participation Fees

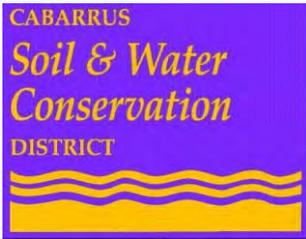
Products Sales

Corporate Sponsorships

Events and other Fundraising Opportunities

As soon as the Elma C. Lomax Incubator Farm Park Inc can be transferred to a new board fundraising can begin and operational management of Lomax can be transitioned from Cabarrus County to the new Board and Directors and Interim Executive Director. This will allow individuals, organizations and startup businesses currently operating at Lomax to continue their work.

**No county funds are being requested for the operational costs of the Elma C. Lomax Incubator Farm as part of this plan.**



715 Cabarrus Ave. W.  
Room 301  
Concord, NC 28027-6214  
Telephone: 704-920-3300  
Fax: 704-795-6432

Email:  
detesterman@cabarruscounty.us  
Website:  
www.cabarruscounty.us/Conservation

#### BOARD OF SUPERVISORS

**Vicky Porter**  
Chairman

**Jeff Goforth**  
Vice-Chairman

**Ned Hudson**  
Secretary-Treasurer

**Robert Brown**  
Member

**Louis Suther**  
Member

**Tommy Porter**  
Associate Member

**Bob Ritchie**  
Associate Member

#### STAFF

**Sarah Piper**  
Resource Conservation Coordinator

**Daniel McClellan**  
Resource Conservation Specialist

**Dennis Testerman**  
Manager  
Sr. Resource Conservation Specialist

Printed on Recycled Paper

June 27, 2014

Elizabeth Poole, Chairwoman  
Cabarrus County Board of Commissioners  
PO Box 707  
Concord, NC 28026-0707

Dear Chairwoman Poole:

I am writing in support of a plan for the Lomax Farm project to continue to exist and to serve the residents of Cabarrus County and our region. The vote by the Commission earlier this month to eliminate funding for this farm in the FY2015 budget did not allow adequate time to plan for the resulting transition of ongoing initiatives at the Lomax Farm.

The Cabarrus Soil and Water Conservation District board and staff will study and discuss our most recent involvement at the Lomax Farm at our upcoming meetings. Until we are able to speak with one voice as a District board, I am offering my support for the proposed Lomax Farm transitional plan, which includes a structure for the traditional farming community to have a voice and opportunities for learning at a "new" Lomax.

Sincerely yours,

A handwritten signature in black ink that reads "Vicky Porter". The signature is written in a cursive, flowing style.

Vicky Porter

## **Lomax Agricultural Learning Center Program Development Plan 2014 - 2017**

***The mission of the Lomax Agricultural Learning Center is to support and promote the revitalization of the local food economy by providing the programming and education necessary to create a healthier, more secure and more economically productive food system in Cabarrus County.***



### **History of Operation:**

The Elma C. Lomax Incubator Farm was created in 2009 for the purpose of training new farmers to ensure the continuation of the agricultural tradition and heritage of Cabarrus County and to help meet the growing demand of the burgeoning local food economy. Cabarrus County and the NC Cooperative Extension – Cabarrus Center partnered to develop this agribusiness incubator aimed at helping citizens start farm-based businesses. The program provided classroom instruction on the business of farming as well as hands–on experience on the farm. Participants in the program developed and managed their own agriculture business while receiving guidance from staff.

During the first five years of operations, the farmer training program at Lomax continued to develop. During this same time period, other citizens within Cabarrus County have expressed an interested in learning more about agriculture without formally entering into the farmer training program. Several examples follow.

## **Lomax Agricultural Learning Center Program Development Plan 2014 - 2017**

In 2012 a community garden was added to the farm. The participants call themselves the Lo2Max Community Garden and the program has continued to develop as a way for citizens to learn more about producing food for their families. The garden occupies the eastern corner of the farm and has room for 24 gardeners. The established infrastructure of the farm, including the irrigation system, deer fence, office and restroom facilities help to make the garden a successful program. Some farm tools and equipment are also used to assist the community gardeners. In addition, Cooperative Extension works with the Lo2Max Community Garden, offering information and teaching sessions. Community Gardeners have also created productive and informative relationships with some of the farmers in training.

In 2012 the congregation of Central United Methodist (CUMC) of Concord, NC developed a 5,000 square foot plot adjacent to the Lo2Max Community Garden. All of the vegetables produced in the plot have been distributed by Cooperative Christian Ministry (CCM) as part of their ongoing effort to help make food available to fight hunger. Fresh produce is at the top of the list of needed foods for this effort. In 2013 CUMC was able to grow and donate more than 1,200 lbs of fresh vegetables to CCM.

The Cabarrus County Beekeepers Association has maintained at least one hive at Lomax since the farm originally opened. This has helped with pollination efforts at the farm. It has also helped inspire and educate several farmers in training to become beekeepers and learn the skills they need to successfully keep bees as part of their farming operations.



In 2013 the Cabarrus Homebrewers Society established a trial of hops production at Lomax. This unique crop is in high demand due to the increased interest in the home brewing of beer and with the startup of several breweries in the Charlotte Region and throughout the state of North Carolina. This project is currently serving as a trial to see if this crop can be raised in an economically viable way, adding yet another option for a diversified farming operation. This group hopes to partner with Cooperative Extension and NCSU to expand this project.

## Lomax Agricultural Learning Center Program Development Plan 2014 - 2017

The University of North Carolina Charlotte (UNCC) College of Arts + Architecture has been working with Lomax staff for 4 years in an effort to introduce students of architecture, engineering and planning to the needs of agriculture. Professor Thomas Gentry continues to use the farm as a way to program agriculture into studio projects and carry out research related to the coordination of agriculture and the design process. Future research by the University will include appropriately scaled technology and farm equipment and processes that will be useful to farmers and the industries that support farming.

In 2012 GO Local NC Farms became the first non-production based business to begin incubating at Lomax. The business provides an online marketplace for locally grown, raised and produced food products. GO Local NC Farms serves customers by aggregating ordered products and delivering them to locations throughout the Charlotte Region. Lomax serves as the distribution hub for this operation. This startup company not only benefits area farmers by selling and distributing their products, it helps farmers in training at Lomax begin to sell their produce even at the very earliest stages of the development of their farming business.

Throughout the history of the Elma C. Lomax Incubator Farm, interested individuals and groups have come to the farm for tours. Hundreds of people come to Lomax each year to learn about the incubator farm and about agriculture and the revitalization of the food economy here in Cabarrus County. Lomax has been a part of the Know Your Farms Charlotte Regional Farm Tour every year since its inception. Lomax has hosted elected officials including County Commissioners from all over North Carolina, NC State legislators and US Congressional representatives as well as county, state and federal staff from a host of agencies and entities. Each year several classes from regional primary schools visit Lomax, giving those children a chance to see as working farm, talk to farmers in training and learn about the opportunity to become a farmer.





## **Lomax Agricultural Learning Center Program Development Plan 2014 - 2017**

### **Next Steps:**

The brief history above explains the expansion efforts at the Elma C. Lomax Incubator Farm, which has become much more than just a facility that trains new farmers. This expansion however has pushed the limits of the resources of the Lomax program. County Staff and the staff of Cooperative Extension find themselves unable to meet all the needs of a public increasingly interested in learning more about their food system and how the average citizen can participate in the local food economy.

In 2013 Rowan Cabarrus Community College (RCCC) approached Cabarrus County about the opportunity to relocate agricultural equipment to the Lomax farm. RCCC ended a long running horticultural program when the Cabarrus Correction Center was closed. The community college seeks to relocate 3 greenhouses, several much needed storage buildings a tractor and other miscellaneous equipment to Lomax in order to keep those resources in Cabarrus County. RCCC will use these resources and others at Lomax to offer much needed assistance associated with the desired increase in educational programming.

The UNCC Infrastructure Design Environment and Sustainability Center (IDEAS) also approached Cabarrus County about further developing agriculturally-based research at Lomax. IDEAS seeks to,

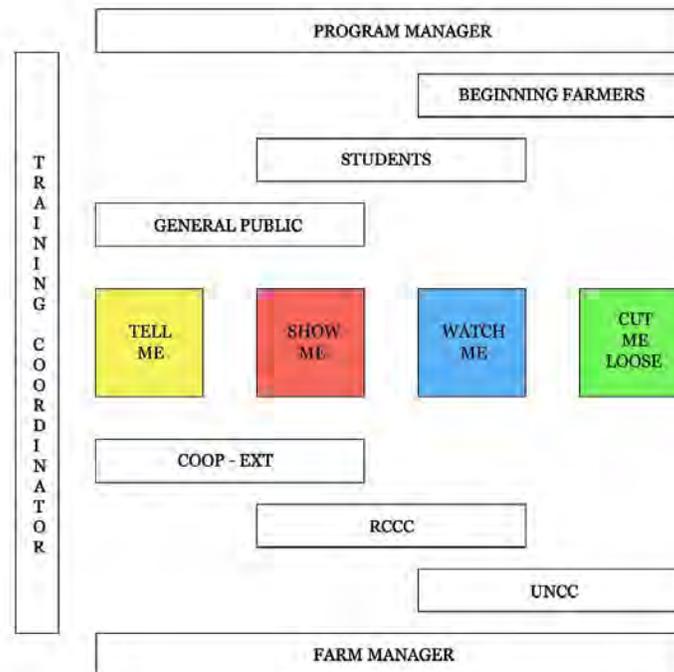
...create dynamic and strategic project-specific research collaborations among university faculty. We recognize that sustainability principles require that we understand (i) the intricacies of natural systems; (ii) the new design criteria that sustainability principles bring to planning, design, construction, and *integration* of human systems; and (iii) the economic realities, human values and behavioral factors that underlie those systems. Our team of Faculty Fellows includes representatives from civil, mechanical, electrical and systems engineering; architecture, biology, business, chemistry, geography and earth science, psychology, public health, and sociology.

The chance to add two new partnerships in RCCC and UNCC IDEAS to the existing partnership between Cabarrus County and Cooperative Extension gives the Lomax

## Lomax Agricultural Learning Center Program Development Plan 2014 - 2017

Agricultural Learning Center the chance to become a premier program aimed at creating a healthier, more secure and more economically productive food economy in Cabarrus County.

The key to the future success of the Lomax program will be offering multiple types of opportunities for citizens to engage with and learn from the farm in the ways that best meet their individual educational needs. The diagram below describes in concept how these opportunities will be made available and how different organizations and individuals will interact at the farm.





## **Lomax Agricultural Learning Center Program Development Plan 2014 - 2017**

**Four phases of the learning process are described in the diagram above. They help to describe different segments of the education to be offered at the Lomax Agricultural Learning Center.**

**TELL ME.** This phase describes opportunities for experienced individuals to share with the public through focused learning sessions. Tours of the facility will continue with an effort to increase the number of Cabarrus County School and Kannapolis City School students able to visit Lomax. Other opportunities will include lectures, workshops, classes or other such activities aimed at all segments of the population.

**SHOW ME.** This phase describes hands-on learning opportunities in which experienced individuals work with members of the public to show them how to perform practical skills, set up systems for agricultural production or other similar tasks. Lomax hopes to partner with the Master Gardeners of Cabarrus County, a program run through Cooperative Extension, to make this phase of learn as robust as possible.

**WATCH ME.** This phase of the learning process includes experienced individuals working with novices to increase levels of proficiency related to agricultural skills through continuous practice.

**CUT ME LOOSE.** This final phase of the learning process involves the oversight of participants in training as they attempt to use skills, replicate systems and further develop their experience under the guidance of experienced individuals. It also includes preparing farmers for the transition from Lomax to other parcels of land as they move more towards independent farming operations.

## Lomax Agricultural Learning Center Program Development Plan 2014 - 2017

**Participants at the Lomax Agricultural Learning Center will fall into one of the four following categories.**

**General Public.** This category of participation includes citizens who are interested in an informal working relationship with the farm over a short period of time. This would include individuals who want to help out at the farm occasionally. Past examples include a Boy Scout looking to fulfill Scouting requirements through the completion of a community service project and companies who want to provide their employees with an opportunity to volunteer.

**Students.** This category of participation will include any individual who registers for a learning opportunity with one of the partnering educational institutions: Cooperative Extension, RCCC, or UNCC. The sponsoring institution will be responsible for providing the learning opportunity and for oversight of their participants. These institutions will also work directly with the Farm Manager and Training Coordinator to ensure that learning opportunities are coordinated with farm activities.

This category will also include a formalized Internship Program. This program would include individuals who want to learn more about agricultural production and are willing to sign up to work at Lomax for a fixed period of time. The Farm Manager will be responsible for participants in the Internship Program. Details of the Lomax Internship Program will be further developed in 2014, with interns first being hosted at Lomax in 2015.



## **Lomax Agricultural Learning Center Program Development Plan 2014 - 2017**

**Beginning Farmers.** This category of participation will include individuals who are seeking a career in farming. They must meet the following requirements before being considered for the Beginning Farmer Program:

1. 80 hours of training at Lomax or other area farms
2. Completion of an introductory course in farming
3. Completion of trial production period at Lomax
4. Development and maintenance of production, business and transition plans
5. Regular meetings with Lomax staff

The Program Manager will be responsible for participants in the Beginning Farmer Program. Beginning Farmers will be provided with access to land, equipment and



training in an effort to help them develop their farming business. Beginning Farmers will be expected to begin transitioning onto their own landbase and off of the Lomax Farm after three years in the program. Lomax will seek to partner with Soil and Water Conservation District of Cabarrus County and local land trusts as well as the existing farming community to help make this process a success for each Beginning Farmer.



## **Lomax Agricultural Learning Center Program Development Plan 2014 - 2017**

### **Farmer Veteran Coalition**



The mission of the Farmer Veteran Coalition is to mobilize veterans to feed America. We cultivate a new generation of farmers and food leaders, and develop viable employment and meaningful careers through the collaboration of the farming and military communities. We aspire to lead the national effort connecting veterans to agriculture. We believe that veterans possess the unique skills and character needed to strengthen rural communities and create sustainable food systems for all. We believe that food production offers purpose, opportunity, and physical and psychological benefits.

The Lomax Agricultural Learning Center will partner with the Farmer Veteran Coalition and local veteran organizations to support veterans in our region who aspire to learn more about the occupational opportunities in agriculture. This will mean creating awareness regarding the different learning opportunities at Lomax but also using the network and resources of Farmer Veteran Coalition to make connections between Lomax and aspiring farmer veterans.



## **Lomax Agricultural Learning Center Program Development Plan 2014 - 2017**

**The Primary Educational Institutions operating at Lomax and their work at the Lomax is described below:**

**Cooperative Extension** will offer focused learning opportunities to the general public, including but not limited to lectures, workshops and other shorter session teaching opportunities and when appropriate participate in relevant local, regional, national and international forums on this topic. They will also provide technical assistance to the Farm Manager, the Training Coordinator and the participants in the Beginning Farmer Program. This will include regular meeting with Lomax staff and Beginning Farmers.

*Please See Addendum A*

**Rowan Cabarrus Community College** will offer continuing education to students, faculty, industry, and other appropriate organizations regarding sustainable agriculture and when appropriate participate in relevant local, regional, national and international forums on this topic. RCCC classes will serve specific instructional needs as identified by RCCC and the Lomax Board of Directors regarding agricultural education. They will also help to develop a core curriculum of classes to be used to give structure to the Beginning Farmer program.

*Please See Addendums C, D and attached MOU*

**University of North Carolina Charlotte IDEAS** will conduct research in support of the sharing of scientific and technological findings and procedures relevant to sustainable farming and the development of monitoring and assessment mechanisms pertaining to sustainable agriculture. UNCC will offer continuing education to students, faculty, industry, and other appropriate organizations regarding sustainable agriculture



## **Lomax Agricultural Learning Center Program Development Plan 2014 - 2017**

and when appropriate participate in relevant local, regional, national and international forums on this topic.

UNCC is in the process of creating a relationship with the Center for Environmental Farming Systems (CEFS) which is a collaborative effort between NCSU, NC A&T and NCDACS. CEFS operates the Cherry Farm Sustainable Research Station in Goldsboro, NC and there is a push within the university system for inter-university collaboration. Lomax could help provide a platform for this collaboration between NCSU, NCA&T and UNCC in our region of North Carolina.

UNCC IDEAS will work with partnering organizations in the development of educational programs, research, development and policies related to sustainability and farming to include:

- Implementation of major collaborative educational projects
- New or improved farming methods and technologies
- Holistic planning, design, and construction for sustainable communities including integrated building and sites
- Implementation of major collaborative research projects

Three areas of research of specific interest include:

### Urban Composting

The goal of this project is to put into place an urban composting program that will produce compost for starting and growing plants in the greenhouse(s) at Lomax. The targeted primary feedstock is food waste from community food banks, the farm and Cannon School cafeteria.

### Anaerobic Digestion

The goal of this project is to design and build a low-cost anaerobic digester for food waste that will produce biogas for heating the greenhouse(s) at Lomax. Once it is completed it will serve as a demonstration project for local farmers.



## **Lomax Agricultural Learning Center Program Development Plan 2014 - 2017**

### **Year-Round Hoop House Urban Farming including Hydroponic Production and Aquaculture**

The goal of this project is explore the use of hoop houses for year-round urban farming. Building on the work being done by Growing Power Inc. in Milwaukee, Wisconsin, students and faculty at RCCC and UNCC will research low-energy, non-fossil fuel dependent methods for extending the growing season. There is a potential for collaboration with Raleigh's InterFaith Food Shuttle which is a Growing Power training site, the only one in the country that had a focus on youth.

*Please See attached MOU.*



## **Lomax Agricultural Learning Center Program Development Plan 2014 - 2017**

**Lomax Agricultural Learning Center staff will include the following:**

The **Lomax Agricultural Learning Center Board of Directors** will be made up of seven volunteer members as described below:

- 1 Representative of Cabarrus County Government  
Kelly Sifford                      Planning and Development Director
  
- 1 Representative of Cabarrus County Cooperative Extension  
Christine Barrier                Administrative Assistant
  
- 1 Representative of Rowan Cabarrus Community College  
Ann Morris                        Dean, Corporate and Continuing Education RCCC
  
- 1 Representative of University of North Carolina Charlotte  
Mike Lizotte                      UNCC Sustainability Officer
  
- 3 At-Large Representatives  
Susan Otteni                      Cabarrus County Resident  
Vicky Porter                      Porter Farms  
Dr. John Turner                  Turner Orthodontics

The Board will meet quarterly with Lomax staff and help plan, manage and monitor the future direction of the farm.

## **Lomax Agricultural Learning Center Program Development Plan 2014 - 2017**

The **Program Director** will be responsible for the overall operation of the farm. Duties will include budgeting, overseeing the collaborative network of individuals, institutions and organizations at the farm. This person will work with the Lomax Board of Directors to plan, manage and monitor the future direction of the farm as well as provide relevant program outcome information to Cabarrus County staff, RCCC, UNCC, Cooperative Extension, public officials, and the general public.

The Program Director will, when necessary operate trucks, tractors, greenhouses irrigation systems and other farm tools and equipment in performance of tasks. This individual will also work to identify and secure outside program funding that supports the development of the farm and attend meetings as needed.

### **Key Activities**

- **Strategic and program planning:** facilitating a strategic planning process for the organization, gathering stakeholder input, and shaping annual work plans and budgets; maintaining the organization's focus on mission-driven outcomes; developing key programmatic objectives, goals, and work plans including staff tasks/activities and evaluation metrics
- **Program Budget development:** developing staffing plan for program activities, supplies and materials and programmatic costs for all program areas; incorporate budget needs into all funding requests and allocate proportionally all overhead/administrative costs
- **Fundraising and grant writing:** searching for appropriate funding opportunities to meet funder and program mission; review RFPs for suitability to support program goals; responding to RFPs via proposal / budget development; secure partner support for proposals; fundraising and individual donor cultivation and engagement; conduct annual appeals, fundraising dinners, and special events (Spring Launch, Farm Tour, Open Houses, Festivals, etc.).
- **Grants management and reporting:** tracking and maintaining monthly report of program activities by all staff and developing financial and program reports to funders; conduct funder meetings, site visits, attend project director meetings/conferences, teleconferences, etc.

## **Lomax Agricultural Learning Center Program Development Plan 2014 - 2017**

- Building and maintaining key community partnerships: Represent project at events, workshops, panel presentations, meetings, etc.; participate in working groups for collaborative projects; engage in local, regional, and national policy and advocacy work.
- Staff management: hiring, managing and evaluating staff performance; ongoing coaching and supervisory “check ins” to assess progress toward goals; facilitate staff cohesion and team building.
- Program Evaluation: evaluating project performance and impacts either via data collection, discussions with participants, through participant surveys, focus groups, partner feedback, etc.
- Direct Program Work: engage in direct programmatic work: CSA planning, farmland planning, training and technical assistance, farm site management, etc.)

### Goals/Strategies

- Financial resources and support needed to operate programs effectively
- Employee and participant retention, satisfaction, and professional development opportunities accessed
- Strong internal and external program monitoring and evaluation structures
- Communications systems provide clear data to evaluate programs and report results to stakeholders
- Clear staff and partner (external stakeholder) understanding of Lomax values, mission, goals in context of larger “food system”
- Make sure all expectations, policies, and procedures are clearly and explicitly stated and provided in writing at the outset of a new farmers’ tenure on the incubator site.



## Lomax Agricultural Learning Center Program Development Plan 2014 - 2017

The **Farm Manager** will manage and monitor farming operations at the Lomax Agricultural Learning Center including production and non-production areas and will be responsible for the physical assets of the facility. This individual will, when necessary operate trucks, tractors, greenhouses, irrigation systems and other farm tools and equipment in performance of tasks.

The Farm Manager will be in charge of seasonal interns and work with them to create duty rosters, signup sheets, schedules, mechanical diagrams, and technical reports, soil testing, standard operating procedures and other organizational aspects of the farm. The Farm Manager will work with Cooperative Extension, RCCC and UNCC to ensure that the facility meets their needs and the needs of their students. This individual will also attend meetings as required or assigned. The Farm Manager is a full time position and will report to the Program Director.

### Key Activities

- Maintain all equipment, land, and buildings
- Small repairs all power equipment (tractors, etc.)
- Winterize equipment and irrigation
- Mow/weed trim all grasses (except for cultivated field edges. That is the farmers' responsibility)
- Maintain forest edges (mow back brush, remove fallen trees, etc.)
- Supervise interns who assists with all tasks
- Cultivate cover crops
- Plow fields for farmers when appropriate
- Help train farmers in the safe and proper use of farm equipment

### Goals/Strategies

- Support and encourage the next generation of sustainable farmers
- Provide affordable land access to beginning farmers
- Provide affordable access to farm infrastructure and basic tools to beginning farmers and students of all types



## **Lomax Agricultural Learning Center Program Development Plan 2014 - 2017**

- Provide on-farm conditions that facilitate the creation and ongoing operation of success.
- Care for all equipment and infrastructure carefully and well and make sure that farmers are trained at the beginning of the season to do so as well.
- Think through what makes sense to provide to farmers in terms of farm maintenance and infrastructure and what hinders their ability to understand the full and complex challenges (both financial and in terms of labor) of farming. This is a fine line to walk.

## Lomax Agricultural Learning Center Program Development Plan 2014 - 2017

The **Training Coordinator** will be in charge of the development and maintenance of the instructional platform for the Beginning Farmers Program. This instructional platform will be based on annual production plans created by Beginning Farmers in concert with a Community Supported Agriculture (CSA) program.

The CSA program will offer paid membership to the community at large whereby members will receive a certain amount of fresh produce on a set schedule for a given period of time during the growing season for a specific financial contribution. This scheduled delivery of an allotment of fresh produce will oblige the creation of corresponding production plans by the Beginning Farmers and the Training Coordinator will oversee the development of these plans.

The Training Coordinator will be responsible for the marketing of the Lomax CSA program as well as coordination with the Farm Manager and the educational institutions at Lomax to ensure the success of the CSA program. The Training Coordinator is a full time position and will report to the Program Director.

### Key Activities

- Develop, market and sell a Community Supported Agriculture (CSA) Program with memberships purchased by the general public.
- Use the CSA's scheduled food deliveries to develop a multi-year production plan for the Lomax common farm fields
- Use the CSA's scheduled food deliveries to develop production plans with Beginning Farmers for their respective plots.
- Coordinate CSA related activities include member pick ups

### Goals/Strategies

- Maintain financial resources and support needed to operate programs effectively
- CSA member retention, satisfaction and new member recruitment
- Develop evaluation metrics to track performance of the CSA program and Beginning Farmer development
- Develop relationships with other area farmers for CSA product coordination



## **Lomax Agricultural Learning Center Program Development Plan 2014 - 2017**

**Other organizations operating at the Lomax Agricultural Learning Center will include:**

### **Lo2Max Community Garden**

A program for families who want to learn more about gardening and producing food for their families.

### **Central United Methodist of Concord/Cooperative Christian Ministry**

A program producing vegetables to be distributed as part of the ongoing effort to help make food available to those in need.

### **GO Local NC Farms**

Providing an online marketplace for locally grown, raised and produced food products and serving farmers and customers alike by aggregating ordered products and delivering them to locations throughout the Charlotte.

### **Cabarrus Homebrewers Society**

A project serving as a trial to see if this Hops can be raised as an economically productive crop in our region, adding another option for a diversified farming operation.

### **Cabarrus County Beekeepers**

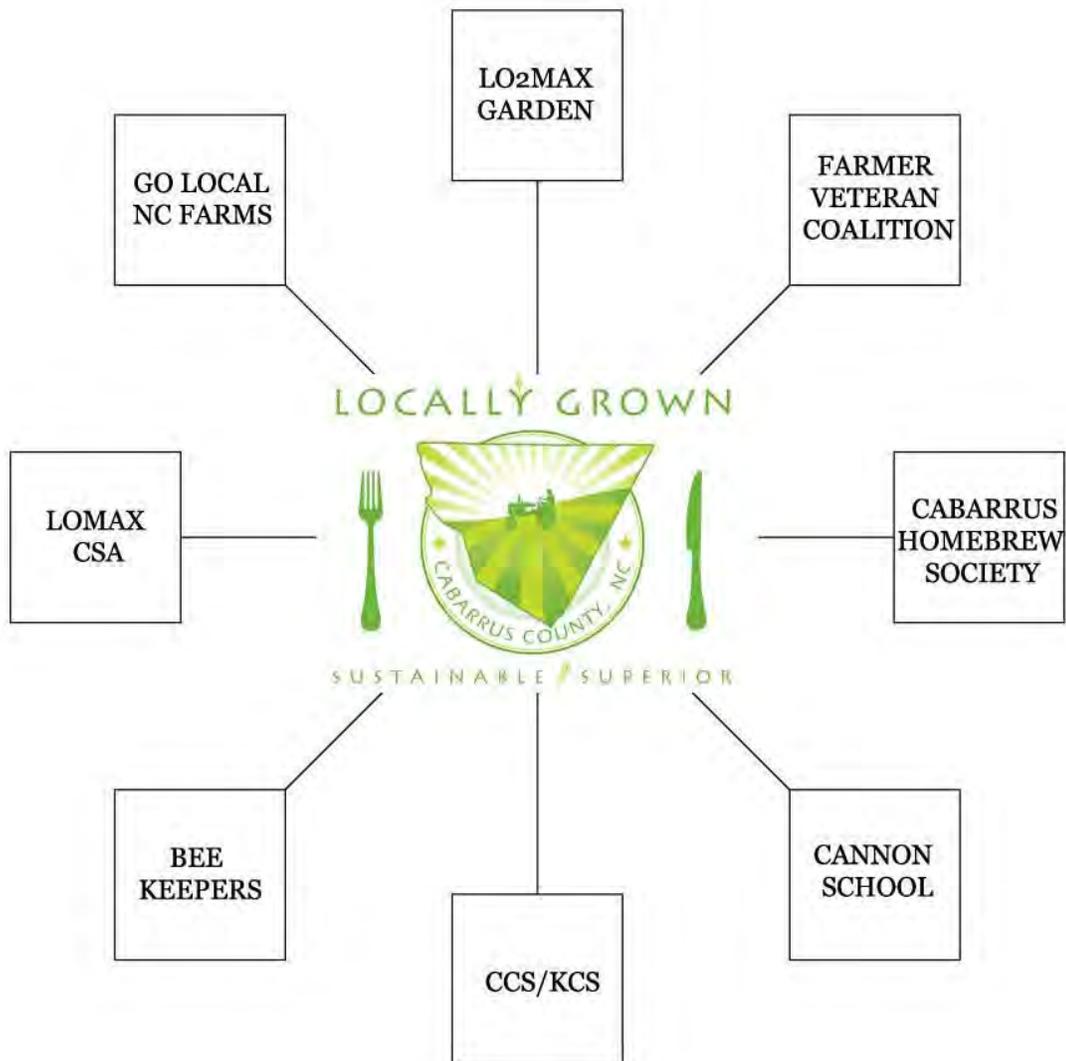
Maintaining a hive for pollination purposes and to help novice beekeepers learn the skills they need to successful keep bees as part of their farming operation.

### **Cannon School**

Working with UNCC to model a medium-scale composting system for use on school campuses.

**Cabarrus County and Kannapolis City Schools** - Offering access to local students who want to learn more about agriculture.

## Lomax Agricultural Learning Center Program Development Plan 2014 - 2017



## Lomax Agricultural Learning Center Program Development Plan 2014 - 2017

### Description of Needed Infrastructure Improvements for Lomax Agricultural Learning Center:

(Please see map on the following page)

**A.** 3000 square foot storage facility to include:

- Dry Storage
- Ice Machine Station
- Washing and Packing Station
- 10 X 20 cooler for ethylene off gassing crops
- 10 X 20 cooler for warmer storage crops
- Indoor tool and repair station

**B.** 5500 square foot indoor classroom and observatory

**C.** 4 Greenhouses to be relocated from Cabarrus Correctional Center\*

3 Outbuildings to be relocated from Cabarrus Correctional Center\*

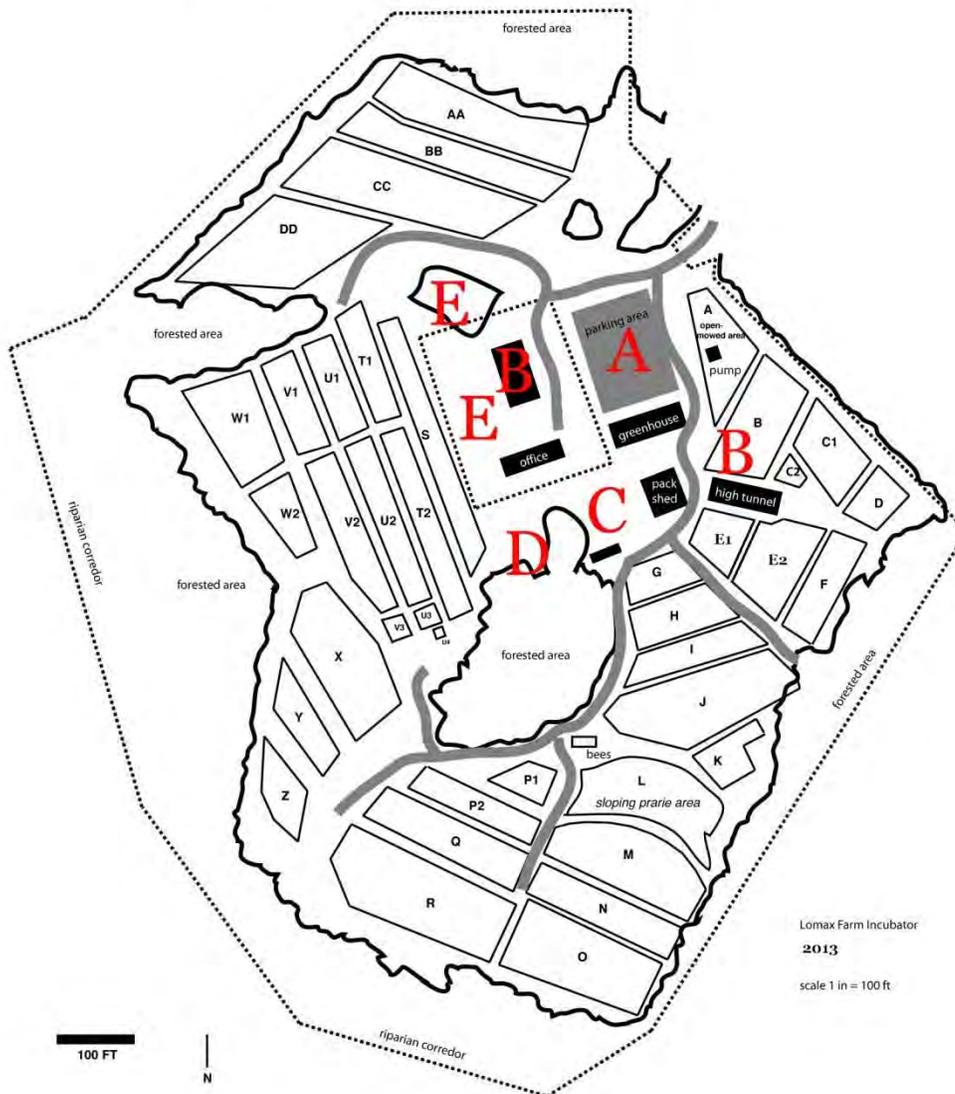
**D.** 2000 square feet of Intern housing facilities

**E.** Sewer Extension, Parking and Stormwater Retention Pond, Electrical and Water service upgrades

\*Please see Addendum D

# Lomax Agricultural Learning Center Program Development Plan 2014 - 2017

## Elma C. Lomax Incubator Farm



Lomax Farm Incubator  
 2013  
 scale 1 in = 100 ft



**Lomax Agricultural Learning Center  
Program Development Plan  
2014 - 2017**

**Tentative Timeline for Lomax Agricultural Learning Center Development:**

- TBD Adoption of Lomax Agricultural Learning Center Redevelopment Plan by partnering organizations and Lomax Family
- TBD Relocation of Research Greenhouse and 1 Existing Outbuilding
- TBD Design Development of Lomax Agricultural Learning Center Master Plan
- TBD Farm Manager and Training Coordinator Hire
- TBD Construction of Storage Facility
- TBD Construction of Classroom Facility and Observatory
- TBD Construction of Intern Housing Facility
- TBD Lomax Fall CSA Trial Operation
- TBD Relocation of Additional Greenhouses
- TBD Lomax CSA Initial Season
- TBD Additional Project Component Development

## Lomax Agricultural Learning Center Program Development Plan 2014 - 2017

### Addendum A:

#### Cabarrus County Cooperative Extension Programming Opportunities

Broad Educational and Operational Opportunities:

- Informal Agriculture Training for Beginning Farmers.
- Developments in soil science. Look at the work of Julius Hensel, Justus von Leibig, Louie Pasteur, Michael Beauchamp, Albert Howard, William Albrecht, Carey Reams, Al Lingell and others. How to use that knowledge to manage soils and plant physiology to produce nutrient dense crops that have greater resistance to temperature extremes, less insect and disease damage, longer shelf life, better taste and better health giving benefits to those who consume them.
- Management of the soils. Examine physical, chemical and biological characteristics to enhance crop production yield and quality and keep erosion to a minimum.
- Johnsongrass elimination. Farmers might be able to make a profit planting, harvesting, processing and marketing vegetables. Time spent digging Johnsongrass is time the farmer is not doing the above list, therefore it leads to less profit. Make a commitment to eliminate Johnsongrass from the Incubator Farm and actually do all that is necessary to eliminate it. Putting someone who thinks that they want to farm into a Johnsongrass patch is probably not the best way to encourage more people to become farmers.



## **Lomax Agricultural Learning Center Program Development Plan 2014 - 2017**

### **Focused Learning Opportunities:**

- How to measure vegetable and fruit quality
- Equipment Safety and Operation
- Experiential Learning Experiences for Farmers (Traditional Farm Incubator Program)
- Informal Gardening Training for Beginning Gardeners (General Public)
- Experiential Learning Experience for Gardeners (Community Garden)
- Short term agricultural education introductory experiences including field trips and tours for all ages.
- Farm to Fork type Education (Adult)
- Farm to Fork education (youth)
- Pesticide Recertification Training
- Plant identification workshops
- Short Term Beekeeping Classes
- Shiitake Mushroom Workshops



## **Lomax Agricultural Learning Center Program Development Plan 2014 - 2017**

### **Addendum B:**

### **Rowan Cabarrus Community College Potential Class Offerings**

### **Relevant Classes Currently and Previously Offered Through Rowan-Cabarrus Community College:**

#### **Square Foot Gardening**

Learn the new approach to gardening - no weeding, no digging, no tilling - no kidding! This course is designed to teach participants the simple and inexpensive method of Square Foot Gardening. Participants will learn the ten basics of Square Foot Gardening, as well as how to construct a Square Foot Garden box which can be expanded to suit individual gardening needs.

#### **Organic Gardening & Worm Farming**

This class will introduce students to the basic steps of organic gardening and worm composting. Topics for discussion will include the differences between the various types of worms, caring for worms, and tips for starting your own worm farming business.

#### **Introduction to Bonsai**

This course is designed to give participants an introduction to bonsai. After a short lecture and demonstration on style and care aspects, each student will create their very own bonsai from scratch. With guidance from the instructor participants will style, wire, and transplant their newly created bonsai into a bonsai container. Not only will you leave the class with your very own bonsai tree, but the information needed to care for it! Included in the class: plant (garden juniper), bonsai container, wire, and bonsai soil-yet the true value of this class is in the instructions on care and styling! Supplies to bring:

Imagination and creativity is a must! You may bring your own shears, but shears will be available. It is also recommended that you bring gardening gloves... we will get dirty hands when repotting, and juniper foliage is sometimes a little prickly.

#### **Agripreneur Workshop Series**

Turn your interest in growing vegetables, fruit, herbs and other crops into a sustainable agricultural-based business. This four-part series will use the REAL (Rural Entrepreneurship through Action Learning) Ag-Entrepreneurship curriculum to teach you how to make money from your harvest. Gain insights on the marketing of your

## **Lomax Agricultural Learning Center Program Development Plan 2014 - 2017**

product. Hear about current issues facing small agribusinesses. Understand rules and regulations and learn about funding options and other resources. The series will include real-world scenarios and hands-on activities, along with guest speakers.

Class 1 - Exploring Agriculture Entrepreneurship and Business Planning (Self-Assessment; Community Analysis; Feasibility)

Class 2 - Market Research and the Marketing Plan

Class 3 - Business Operations (Legal Structure; Operating Procedures; Taxes, Licenses & Insurance; Key People; Roles and Responsibilities)

Class 4 - Business Financials (Breakeven Analysis; Cash Flow; Budget)

### **Herbicides: Applying Pesticides Correctly**

Topics include Applying Pesticides Correctly; NC Pesticide Laws & Regulations; and Right of Ways

### **Potential Class Offering Ideas from Courses Offered at Other Community Colleges and Organizations Throughout The State and Region:**

#### **Grow Your Own Food for the Spring Season**

Enjoy this fun, lively, outdoor class on how to grow your own bountiful home food garden in an environmentally friendly way, without dangerous chemicals. This informal six-session class will focus primarily on spring vegetables, along with flowers, herbs and selected fruit crops for the Carolina Piedmont. Hands-on classes in the garden teach you how to improve your soil, successfully transplant seedlings and sow seeds, manage your garden, harvest for top quality, make good compost and create a garden plan and calendar. The overall approach is ecological, but the class will incorporate elements of organic gardening as well. The objective is practical information you can use successfully in your own garden whatever approach you choose. Dress for gardening. Good things to bring to class: gardening gloves and water to drink.

#### **Gardening for Busy Families - Raised Bed Gardening for the Spring and Summer Seasons**

Have you always dreamed of a backyard garden, but were concerned you did not have the time or space for one? In order to grow a successful garden in the area you should begin the preliminary planning of your garden in March. And, did you know the proper planting time for a successful spring/summer garden is April 15? Join us as an organic gardening expert shares his innovative approaches to making backyard gardening easy



## **Lomax Agricultural Learning Center Program Development Plan 2014 - 2017**

with insider tips and techniques on site selection, design, proper seed, soil and plant selection and optimizing your growing space and production via raised bed gardening. Also, receive tips on how best to manage your garden, including: watering, weeding, managing the crops, harvesting, etc. Dress for gardening; bring garden gloves and water to drink.

### **Urban Farming for Profit Workshop**

**SPIN Farming – Small Plot Intensive** - How to grow a business using the SPIN method.

### **Backyard Chicken Schemes**

Time to buy biddies! Interested in raising your own backyard chickens? Join us for a presentation and demonstration which will include information on how to: select appropriate breeds, space requirements for raising backyard chickens, space maintenance and sanitation and governmental/ordinance regulations. Your morning will be spent in the classroom with an afternoon trip to the farm.

### **Raising Backyard Chickens**

Now that you've learned the basics, what's next? Join us to learn the key aspects of long-term care for backyard chickens. This workshop will include information on breeding, flock rotation, disease control and ongoing care of backyard chickens.

### **Basics of Pickling the Garden Harvest**

Nothing says summer like fresh homemade pickles! Learn the basics of pickling pickles and veggies in a fun and interactive format while preparing bread and butter pickles. (Hands-on format)

### **Canning Jams, Jellies and Fruit Spreads**

Come jam with us as we learn the basics to preserving jams, jellies and other fruit spreads in a fun and interactive format. Each participant cans a jam item in class. (Hands-on format)

### **Guidelines for Composting at Urban Farms/Community Gardens**



## **Lomax Agricultural Learning Center Program Development Plan 2014 - 2017**

This workshop will cover the NC DENR Waste Management “compost guidance” and the basics of composting. The NC Department of Environment and Natural Resources (DENR) Division of Waste Management has recently approved guidance for composting at urban farms/community gardens (UF/CG) across North Carolina. This will allow UF/CGs to take in nitrogenous (food waste and manure) from off site, up to 1 cubic yard per week (about 1000 lbs.) to be composted for soil amendment without a permit. To make sure you are not spreading human and plant pathogens, composting must be done correctly!

### **Landscape Design**

Students will learn how to identify boundaries as part of site analysis and learn how to respect them as part of the landscape design process. Topics to be covered include sustainable design and plant selections, landscapes, grading, and lighting. This course would be great for homeowners or professionals.

### **Lawn & Turf Equipment Repair**

In this class, students will learn to maintain and repair all types of lawn and turf equipment. This includes all two and four stroke engines, zero-turn mowers, lawn tractors, push mowers, weed eaters, chain saws, log splitters, generators, and compact tractors.

### **Tractor & Equipment Repair**

This course will allow the student to gain knowledge and practice on how to repair and restore farm tractors, utility trailers, and lawn equipment, plus all equipment that is used to maintain a small farm. Upon entering the course, the student is required to obtain basic hand tools and safety glasses.

## **Lomax Agricultural Learning Center Program Development Plan 2014 - 2017**

### **Local, Edible and Medicinal Plants Field Study**

Meet, eat, and drink some of the abundant edible and medicinal plants growing wild in the NC Piedmont. In this hands-on field study, we'll cover identification, harvesting, preparation, and usage of foraged food and plant medicine. We'll celebrate the arrival of fall as we explore a variety of local environments.

### **Growing Organic Vegetables**

This course will present the fundamentals of organic vegetable growing and offer hands-on training in the most important skills involved. Grow, harvest, and utilize a variety of vegetables organically, and learn about irrigation installation and season extension structures.

### **Sustainable Cut Flower Production**

The course looks at the business of growing and marketing quality cut flowers. This course will cover such topics as site and seed selection, growing flowers that maintain their quality, marketing strategies and bouquet design.

### **Soil Biology for Gardeners**

In this course, students will be introduced to the diverse array of organisms inhabiting the soil ecosystem and their differing roles in creating a healthy and fertile soil. Students will learn how to promote the growth of many beneficial organisms such as nitrogen-fixing bacteria, mycorrhizae, earthworms. Other topics included are strategies for increasing organic matter, how compost works, and the basics of cover cropping.

### **Herbs, Microgreens and Edible Flower Production**

This workshop will be packed with topics including: How to grow herbs for fresh cut production, examples of product package and labeling, equipment used and sample trays. Participants will also learn how to sow, grow, harvest and package microgreens. In addition, participants will also learn about edible flower production. Also discussed - farm set-up, including garden rows, greenhouses and cold frames, washing and packing station, etc.

### **Tomato Grafting Workshop**

The goal of this workshop is to learn about sustainable agricultural disease management utilizing vegetable grafting, gain experience by grafting at the workshop and apply these principles and practices to your vegetable production system. Information presented will include: disease identification, disease management, grafting utility, grafting



## **Lomax Agricultural Learning Center Program Development Plan 2014 - 2017**

techniques, grafting kit supplies, how to assemble a healing chamber, and resources for more grafting information.

### **Muscadine Grape Production in Eastern NC**

This workshop will cover the basics of Muscadine Grape production. Participants will learn about the growth and reproductive cycles in these plants as well as their fruiting habits. Other topics that will be covered include: varieties that do well in North Carolina, the low-down on trellising, ideal soils and fertility regimens, common diseases and insect pests, and hands-on planting of vines on the farm.

### **Winter Gardening**

This workshop will demonstrate how to set up raised beds, prepare soil, select and sow vegetables for a winter garden. It will also focus on how to protect your garden crops over the winter into the early spring.

### **Winter Garden Harvesting and Preservation Workshop**

This workshop will demonstrate harvesting, selection of produce, and food preservation techniques for saving and storing food. Class demonstrations may include preparation and canning of applesauce, fruit butters and dried apples or other seasonal vegetables or fruits. How to prepare and can sauerkraut will also be demonstrated. With the knowledge and experience you obtain in this workshops, you will be prepared to make your own special holiday gifts.

### **Winter Gardening Cooking Workshop**

This workshop will demonstrate harvesting, selection of produce and cooking techniques for using fresh organic vegetables in healthy home and gourmet recipes. Also, cooking with preserved garden fruits and vegetables will be demonstrated.

### **Spring Garden Planning Workshop**

This workshop will demonstrate how to plan and set up raised beds, prepare soil, select and sow vegetables for a spring garden. It will also focus on how to harvest your garden crops from your winter garden.



## **Lomax Agricultural Learning Center Program Development Plan 2014 - 2017**

### **Spring and Summer Garden Harvesting and Preservation Workshop**

This workshop will demonstrate harvesting, selection of produce, and food preservation techniques for saving and storing food. Class demonstrations will include preparation and canning of seasonal vegetables or fruits.

### **Spring and Summer Gardening Cooking Workshop**

This workshop will demonstrate harvesting, selection of produce and cooking techniques for using fresh organic vegetables in healthy home and gourmet recipes.

### **Basic Water Bath Canning**

This hands-on workshop will demonstrate harvesting, selection of produce, and food preservation techniques for saving and storing food. Class demonstrations will include preparation and canning using the water bath method of seasonal vegetables or fruits.

### **Basic Pressure Canning**

This workshop will demonstrate harvesting, selection of produce, and food preservation techniques for saving and storing food. Class demonstrations will include preparation and pressure canning of seasonal vegetables or fruits

### **Growing Communities Workshop**

“Learn to build sustainable, well-organized, community supported gardens”. Join us for a 2 day ‘train the trainer’ workshop where attendees will learn the principles and practices of community building and how to pass these techniques on to others in their area by conducting their own local or regional workshops. The workshop will be very interactive with participants learning from and teaching each other.

### **Landscapes You Can Eat**

Create spring gardening success beginning this winter! Our popular, informative, and eminently practical gardening class covers just about everything you need to find that inner green thumb, including: building and maintaining great soil, planting, pruning, and enjoying fruit trees, growing great organic vegetable gardens, gardening for beauty, production, and lower maintenance

### **Hop Production Introduction and Discussion**

Topics covered include: establishing a hop yard, variety selection, growing, harvesting, drying, packaging, enterprise budgets, marketing, organic options, and scaling production.



## **Lomax Agricultural Learning Center Program Development Plan 2014 - 2017**

### **Enology and Viticulture**

Topics to be covered include yeast management, enzyme use, NC grape harvest, filtration, sensory evaluation, and lab techniques; meetings feature industry professionals as well as academic experts.

### **Links:**

<http://asi.ucdavis.edu/students/about-major>  
[http://nesfp.nutrition.tufts.edu/resources/nta\\_training.html](http://nesfp.nutrition.tufts.edu/resources/nta_training.html)  
<http://mecklenburg.ces.ncsu.edu/sustainable/>  
<http://www.cpcc.edu/cce/personal-enrichment/home/gardening>  
<http://www.cccc.edu/sustainableag/>  
<http://rowan.ces.ncsu.edu/>  
<http://www.cabarruscounty.us/Pages/default.aspx>  
<http://thegardenerskitchen-nc.com/links>  
[www.thegardenerskitchen-nc.com](http://www.thegardenerskitchen-nc.com)  
[www.growingsmallfarms.org](http://www.growingsmallfarms.org)  
<http://ncherb.org>  
<http://ncspecialtycrops.org>  
<http://ncorganic.org>  
<http://ncalternativecropsandorganics.blogspot.com>

## **Lomax Agricultural Learning Center Program Development Plan 2013 - 2016**

### **Other Potential Ideas for Lomax Farm:**

#### **Sustainable Small-Scale Greenhouse Production**

Thanks to a Sustainable Agriculture Research & Education (SARE), Steve Newman at Colorado State University has developed and made available the curriculum for a course on sustainable small-scale greenhouse production. All of the documents (downloadable) and lectures (videos via YouTube) are available for free.

Course: Introduction to Small Scale Commercial Greenhouse Production. Intended for new greenhouse professionals and county extension agents, the course covers all the basics of greenhouse production, from structures to crop culture and environmental control

[http://campus.extension.org/file.php/424/Supplemental\\_Reading/03%20Greenhouse%20Environment/NGMA%20Heating%20Systems.pdf](http://campus.extension.org/file.php/424/Supplemental_Reading/03%20Greenhouse%20Environment/NGMA%20Heating%20Systems.pdf) and CSU's

[http://campus.extension.org/file.php/424/Supplemental\\_Reading/06%20Water/Pollution%20Control%20in%20Colorado%20Greenhouses.pdf](http://campus.extension.org/file.php/424/Supplemental_Reading/06%20Water/Pollution%20Control%20in%20Colorado%20Greenhouses.pdf) for greenhouses.

#### **Cultivating Childhood Wellness through Gardening**

This online video training was developed by Wisconsin Nutrition, Physical Activity and Obesity Program (<http://www.dhs.wisconsin.gov/physical-activity/>) and Community GroundWorks (<http://www.communitygroundworks.org/>) in partnership with UW-Extension, Life Lab, Wisconsin Obesity Prevention Network, UW-Madison School of Medicine and Public Health, and UW-Madison Center for Integrated Agricultural Systems. Can be viewed at: <http://www.dhs.wisconsin.gov/physical-activity/FoodSystem/Gardening/Index.htm>

Chapter 1—Introduction

Chapter 2—Planning and Establishing Your Youth Garden

Chapter 3—Growing Food with Kids

Chapter 4—The Color Harvest: A Comparative Tasting Lesson

Chapter 5—Roots Lesson Plan

Chapter 6—Garden-Based Activities

Chapter 7—Culinary Arts in the Garden



## **Lomax Agricultural Learning Center Program Development Plan 2013 - 2016**

### **Addendum C: Intern Partnership Opportunities**

#### **CEFS Summer Internship in Sustainable Agriculture Internship Background**

We are seeking highly-motivated undergraduate students from a variety of different backgrounds, with a strong interest in sustainable agriculture, to participate in a unique 8-week summer internship. Summer Interns with the Center for Environmental Farming Systems (CEFS) come from all over the country and world to work with faculty members to learn about the concepts and practices of various aspects of sustainable agriculture through hands-on farm work, lectures and discussions, community engagement, and field trips to local farms and markets.

#### **Goals**

For students completing the CEFS Sustainable Agriculture Internship Program, the goals are to

- describe sustainable agriculture and community food systems from a broad systems perspective;
- observe and evaluate a variety of agricultural systems and practices for their sustainability;
- improve professional development and collaborative learning interactions with university faculty and staff, farmers, extension agents, researchers, non-governmental organizations and the community;
- communicate how sustainable agriculture research is conducted, basic techniques, and data collected from a variety of disciplines in sustainable agriculture

<http://www.cefs.ncsu.edu/getinvolved/internships/internships.html>



## **Lomax Agricultural Learning Center Program Development Plan 2013 - 2016**

### **Carolina Farm Stewardship Association Internship Referral Service**

CFSA's on-line Internship Referral Service connects sustainable farms throughout the Carolinas with aspiring farmers looking for hands-on learning opportunities.

This project was supported by the Beginning Farmer and Rancher Development Program of the National Institute of Food and Agriculture, USDA, Grant #2010-49400-21733. To find more resources and programs for beginning farmers and ranchers please visit [www.Start2Farm.gov](http://www.Start2Farm.gov), a component of the Beginning Farmer and Rancher Development Program.

## **Lomax Agricultural Learning Center Program Development Plan 2013 - 2016**

### **Addendum D:**

#### **Cabarrus Correctional Center RCCC Horticulture Program Inventory**

The following items would be useful to the Elma C. Lomax Incubator Farm Program, in association with the planned expansion of that program to include instruction by not only Cooperative Extension but also Rowan Cabarrus Community College and research and development carried out by the University of North Carolina at Charlotte.

It could prove difficult to relocate all of the items listed below. However a complete inventory of useful assets includes:

#### **I. Four Greenhouses:**

28' X 96' \$4000

28' X 72' \$4000



## **Lomax Agricultural Learning Center Program Development Plan 2013 - 2016**

28' X 48' (already dissembled and stored at an RCCC facility) \$2500

20' X 80' with shade cloth \$2500



## Lomax Agricultural Learning Center Program Development Plan 2013 - 2016

The greenhouses are equipped with exhaust fans and propane heaters.



Greenhouse tables



## Lomax Agricultural Learning Center Program Development Plan 2013 - 2016

### 3 Utility Buildings



These would provide much needed semi-conditioned space in lieu of a larger, permanent structure for storage and workspace.

## Lomax Agricultural Learning Center Program Development Plan 2013 - 2016

3 large planters



Approx 10 concrete tables and benches



## **Lomax Agricultural Learning Center Program Development Plan 2013 - 2016**

Small equipment, tools and supplies. Almost all of these are currently housed in the 3 utility buildings.

A tractor, currently stored at an RCCC facility.

Several thousand pots



## **Lomax Agricultural Learning Center Program Development Plan 2013 - 2016**

Please send any questions or comments regarding this plan to:

Aaron Newton

Elma C. Lomax Incubator Farm Executive Director

704/305.6654

[lomaxincubatorfarm@gmail.com](mailto:lomaxincubatorfarm@gmail.com)





UNC CHARLOTTE

College of Arts + Architecture

School of Architecture

9201 University City Blvd, Charlotte, NC 28223-0001  
t/ 704.687.0101 f/ 704.687.0105

August 5, 2013

Mr. Aaron Newton  
Local Food System Program Coordinator  
Cabarrus County Governmental Center  
65 Church Street SE  
Concord, NC 28026-0707

**RE: COLLABORATIVE TEACHING AND RESEARCH BETWEEN UNCC AND CABARRUS COUNTY**

Dear Aaron,

Thanks you for facilitating the opportunity for the University of North Carolina at Charlotte (UNCC) to collaborate with Cabarrus County on teaching and research projects at the Elma C. Lomax Incubator Farm (Lomax).

During the next twelve months UNCC plans to seek external funding for teaching, researching and developing working prototypes at Lomax for the following three projects.

Urban Composting

The goal of this project is to put into place an urban composting program that will produce compost for starting and growing plants in the greenhouse(s) at Lomax. The targeted primary feedstock is food waste from community food banks and the farm. The tentative start date for this project is September 1, 2013. It will continue indefinitely. The estimated budget for the first year is \$500. Initial funding for this project is from the PCI (Precast/Prestressed Concrete Institute) Foundation.

Anaerobic Digestion

The goal of this project is to design and build a low-cost anaerobic digester for food waste that will produce biogas for heating the greenhouse(s) at Lomax. Once it is completed it will serve as a demonstration project for local farmers. Consultants for this project include:

*The* UNIVERSITY of NORTH CAROLINA at CHARLOTTE

An Equal Opportunity/Affirmative Action Employer

- Helene Hilger, Ph.D., UNCC Professor Emeritus
- George Selembo Ph.D., IDEAS (Infrastructure Design Environment and Sustainability) Faculty Fellow and CEO of InfoSense, Inc., and
- National Renewable Energy Laboratory (NREL) staff.

The budget for this project has not been set, and the fund source has not been identified. Work on these two issues will commence during the 2013 fall semester.

#### Year-Round Hoop House Urban Farming

The goal of this project is explore the use of hoop houses for year-round urban farming. Building on the work being done by Growing Power Inc. in Milwaukee, Wisconsin, students and faculty at UNCC will research low-energy, non-fossil fuel dependent methods for extending the growing season in an urban context for a wide variety of crops. A secondary goal is to investigate the feasibility of vertical farming.

The budget for this project has not been set, and the fund source has not been identified. Work on these two issues will commence during the 2013 fall semester.

In closing, I thank you again for facilitating this opportunity. Please do not hesitate to contact me if you have any questions.

Sincerely,



Thomas A. Gentry AIA, LEED AP, CDT  
Director of the Laboratory for Innovative Housing  
Associate Professor of Architecture

[ThomasGentry@uncc.edu](mailto:ThomasGentry@uncc.edu)

704.687.0118 o

312.953.6997 m



Post Office Box 1595, Salisbury, North Carolina 28145-1595 • 704-216-RCCC (7222) • www.rccc.edu  
Concord, NC • Kannapolis, NC • Salisbury, NC

Memorandum of Understanding and Cooperation  
Between  
Rowan-Cabarrus Community College  
And  
The Elma C. Lomax Incubator Farm of  
Cabarrus County Government

Rowan-Cabarrus Community College (hereinafter "RCCC") and Cabarrus County Government (hereinafter "Cabarrus") through its Elma C. Lomax Incubator Farm (hereinafter "Lomax") enter into this Memorandum of Understanding and Cooperation to confirm each party's intent to cooperate in the development of an agreement whereby RCCC and Cabarrus collaborate on issues (i.e. educational programs, facilities, equipment and community outreach) related to sustainability and farming. This agreement will enable the parties to establish a program of collaboration in areas of interest and benefit to all parties.

The purposes of an affiliated relationship between RCCC and Cabarrus are to cooperate in the:

- Education and training of students, faculty, industry and other appropriate agencies or organizations
- Mutual exchange of ideas and experiences regarding sustainable agriculture
- Transfer and/or sharing of property and equipment which will be used to facilitate course offerings related to sustainable agriculture
- Shared resources to maintain property and equipment as needed and as agreed upon in future planning

The scope of the activities anticipated in this MOU will be determined by the funds regularly available to the parties for the type of affiliation intended and by financial assistance as may be obtained by either party from external sources.

**Rowan-Cabarrus Community College**

**Cabarrus (Lomax)**

Carol Spalding  
Signature

[Signature]  
Signature

Carol Spalding  
Printed name

aaron newton  
Printed name

President  
Title

local food system  
program coordinator  
Title



**Elaine F. Marshall**  
Secretary

North Carolina

**DEPARTMENT OF THE  
SECRETARY OF STATE**

PO Box 29622 Raleigh, NC 27626-0622 (919)807-2000

[Account Login](#)   [Register](#)

Date: 3/25/2014

Click here to:

[View Document Filings](#) |

PC, PLLC, LP and Non-Profit entities are not required to file annual reports.

### Corporation Names

Name	Name Type
NC ELMA C. LOMAX INCUBATOR FARM PARK, INC.	LEGAL

### Non-Profit Corporation Information

<b>SOSID:</b>	1090761
<b>Status:</b>	Current-Active
<b>Effective Date:</b>	3/31/2009
<b>Citizenship:</b>	DOMESTIC
<b>State of Inc.:</b>	NC
<b>Duration:</b>	PERPETUAL

### Registered Agent

<b>Agent Name:</b>	DOWNS, MICHAEL K.
<b>Office Address:</b>	65 CHURCH STREET , SE CONCORD NC 28025
<b>Mailing Address:</b>	P.O. BOX 707 CONCORD NC 28026

### Principal Office

<b>Office Address:</b>	65 CHURCH STREET , SE CONCORD NC 28025
<b>Mailing Address:</b>	P.O. BOX 707 CONCORD NC 28026

### Officers/Company Officials

This website is provided to the public as a part of the Secretary of State Knowledge Base (SOSKB) system. Version: 2656

State of North Carolina  
Department of the Secretary of State

ARTICLES OF INCORPORATION  
NONPROFIT CORPORATION

Pursuant to §55A-2-02 of the General Statutes of North Carolina, the undersigned corporation does hereby submit these Articles of Incorporation for the purpose of forming a nonprofit corporation.

1. The name of the corporation is: Elma C. Lomax Incubator Farm Park, Inc.
2.  (Check only if applicable.) The corporation is a charitable or religious corporation as defined in NCGS §55A-1-40(4).
3. The street address and county of the initial registered office of the corporation is:  
Number and Street 65 Church Street, SE  
City, State, Zip Code Concord, NC 28025 County Cabarrus
4. The mailing address *if different from the street address* of the initial registered office is:  
Post Office Box 707, Concord, NC 28026
5. The name of the initial registered agent is:  
John D. Day
6. The name and address of each incorporator is as follows: Richard M. Koch, Cabarrus County Attorney  
3220-201 Prosperity Church Road  
Charlotte, NC 28269
7. (Check either a or b below.)  
a.  The corporation will have members.  
b.  The corporation will not have members.
8. Attached are provisions regarding the distribution of the corporation's assets upon its dissolution.
9. Any other provisions which the corporation elects to include are attached.
10. The street address and county of the principal office of the corporation is:  
Number and Street 65 Church Street, SE  
City, State, Zip Code Concord, NC 28025 County Cabarrus
11. The mailing address *if different from the street address* of the principal office is:  
Post Office Box 707, Concord, NC 28026

12. These articles will be effective upon filing, unless a later time and/or date is specified: \_\_\_\_\_

This is the \_\_\_\_\_ day of March, 20 09.



\_\_\_\_\_  
*Signature of Incorporator*

Richard M. Koch, Incorporator

\_\_\_\_\_  
*Type or print Incorporator's name and title, if any*

**NOTES:**

1. Filing fee is \$60. This document must be filed with the Secretary of State.

Revised January 2000

Form N-01

CORPORATIONS DIVISION

P. O. BOX 29622

RALEIGH, NC 27626-0622

PROVISIONS ATTACHED TO  
ARTICLES OF INCORPORATION FOR  
ELMA C. LOMAS INCUBATOR FARM PARK, INC.

The Corporation is organized and shall be operated exclusively for the purpose of promoting the general welfare of the citizens of Cabarrus County, North Carolina, by assisting the government of Cabarrus County through the organization, purchase and sale, construction and operation and/or lease of real estate and improvements, facilities and equipment for an incubator farm park for the use and benefit of the general public. The Corporation is specifically authorized and empowered as follows:

- a) To plan, finance, construct, acquire, lease and convey real estate, improvements to real estate, furnishings and equipment, specifically including the power to borrow money to accomplish the purposes of the Corporation;
- b) To solicit, receive, maintain and administer any funds or property, both real and personal, tangible or intangible; and
- c) To engage in any other lawful act or activity for which non-profit corporations may be organized under the North Carolina Nonprofit Corporation Act.

Provided, however, that in all events and under all circumstances, and notwithstanding the merger, consolidation, reorganization, termination, dissolution or winding up of this Corporation, voluntary or involuntary, or by operation of law, the following provisions shall apply:

- a) The Corporation shall not have or exercise any power or authority either expressly, by interpretation or by operation of law, nor shall it directly or indirectly engage in any activity that would prevent (i) the Corporation from qualifying (and continuing to qualify) as a tax-exempt corporation described in Section 501(c)(3) of the Internal Revenue Code of 1986, as amended (the "Code"); (ii) contributions to it being deductible for federal income tax purposes; (iii) gifts, bequests, legacies and devices to it being deductible in computing the taxable estate of a decedent for federal estate tax purposes; or (iv) gifts or contributions to it being deductible in computing taxable gifts for federal gift tax purposes;
- b) No substantial part of the activities of the Corporation shall consist of or carrying on propaganda, or otherwise attempting to influence legislation; nor shall the Corporation in any manner and to any extent participate in, or intervene in (including the publishing or distribution of statements), any political campaign on behalf of or in opposition to any candidate for public office;
- c) The Corporation shall never be operated for the primary purpose of carrying on a trade or business for profit; and neither the whole, nor any part or portion, of the assets or net earnings of the Corporation shall be used, nor shall the Corporation ever be

organized or operated, for purposes not exclusively charitable within the meaning of Section 501(c)(3) of the Code;

d) No compensation or payment shall ever be made to any employee, officer, director (including any corporation director), or organizer of the Corporation, or substantial contributor to it, except as reasonable allowance for actual expenditures or services actually made or rendered to or for the Corporation; nor shall the whole nor any part or portion of the assets or net earnings, current or accumulated, of the Corporation ever be distributed to or divided among such persons, firm or corporation; nor shall the whole nor any part or portion of such assets or net earnings be used for, accrue to, or inure to the benefit of any private shareholder or individual within the meaning of Section 501(c)(3) of the Code; and

e) In the event of termination, dissolution or winding up of the Corporation in any manner or for any reason whatsoever, all of its remaining assets, if any, after the payment, discharge or satisfaction of all of its liabilities and obligations shall be distributed to (and only to) such one or more organizations elected by the Board of Directors which supports the purposes for which this Corporation was formed, which organization or organizations shall qualify under Section 501(c)(3) of the Code.

STATE OF NORTH CAROLINA  
DEPARTMENT OF THE SECRETARY OF STATE

C201211400337

STATEMENT OF CHANGE OF REGISTERED  
OFFICE AND/OR REGISTERED AGENT

Pursuant to §55D-31 of the General Statutes of North Carolina, the undersigned entity submits the following for the purpose of changing its registered office and/or registered agent in the State of North Carolina.

INFORMATION CURRENTLY ON FILE

The name of the entity is: Elma C. Lomax Incubator Farm Park, Inc.

Entity Type:  Corporation,  Foreign Corporation,  Nonprofit Corporation,  Foreign Nonprofit Corporation,  
 Limited Liability Company,  Foreign Limited Liability Company  Limited Partnership,  Foreign Limited Partnership,  
 Limited Liability Partnership,  Foreign Limited Liability Partnership

The street address and county of the entity's registered office currently on file is:

Number and Street: 65 Church Street, SE

City, State, Zip Code: Concord, NC 28025 County: Cabarrus

The mailing address *if different from the street address* of the registered office currently on file is:  
Post Office Box 707, Concord, NC 28026

The name of the current registered agent is: John D. Day

NEW INFORMATION

1. The street address and county of the new registered office of the entity is:  
(complete this item only if the address of the registered office is being changed)

Number and Street: \_\_\_\_\_

City, State, Zip Code: \_\_\_\_\_ County: \_\_\_\_\_

2. The mailing address *if different from the street address* of the new registered office is:  
(complete this item only if the address of the registered office is being changed)

3. The name of the new registered agent and the new agent's consent to appointment appears below:  
(complete this item only if the name of the registered agent is being changed)

Michael K. Downs

*Type or Print Name of New Agent*



*\* Signature & Title*

4. The address of the entity's registered office and the address of the business office of its registered agent, as changed, will be identical.

5. This statement will be effective upon filing, unless a date and/or time is specified: \_\_\_\_\_

This is the 24th day of May, 2012.

Elma C. Lomax Incubator Farm Park, Inc.

*Entity Name*

Michael K. Downs, President

*Type or Print Name and Title*

Notes: Filing fee is \$5.00. This document must be filed with the Secretary of State.

\* Instead of signing here, the new registered agent may sign a separate written consent to the appointment, which must be attached to this statement.

CORPORATIONS DIVISION

P. O. BOX 29622

RALEIGH, NC 27626-0622

Revised January 2002

Form BE-06



# CABARRUS COUNTY

## BOARD OF COMMISSIONERS REGULAR MEETING

**JULY 21, 2014  
6:30 P.M.**

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### CALL TO ORDER BY THE CHAIRMAN

### PRESENTATION OF COLORS

### INVOCATION

#### **A. APPROVAL OR CORRECTION OF MINUTES**

1. Approval or Correction of Meeting Minutes

#### **B. APPROVAL OF THE AGENDA**

#### **C. RECOGNITIONS AND PRESENTATIONS**

1. EMS - Recognition of 2014 Achievement Award
2. Recognition Placeholder

#### **D. INFORMAL PUBLIC COMMENTS** *(Each speaker is limited to 3 minutes)*

#### **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. BOC - Designation of Voting Delegate for NCACC 107th Annual

- Conference
2. Cooperative Extension - Cabarrus County Youth Council Revisions to Bylaws
  3. County Manager - Cabarrus Health Alliance (CHA) Request for Additional Funding
  4. Finance - Reallocation of Funds for School Roofing and School Projects - \$2,738,950.49
  5. Finance - General Fund Contribution to School Construction Fund - \$3,920,112
  6. General Services - Request to Purchase County-Owned Property
  7. Planning & Development - Elma C. Lomax Incubator Farm Public to Private Transition Proposal
  8. Tax Administration - Refund and Release Report - June 2014
  9. Tax Collection - Tax Collector's Annual Settlement and Order Authorizing Collection of FY 2014-2015 Taxes

#### **G. NEW BUSINESS**

1. Finance - November 2014 General Obligation Bond Referendum - Public Hearing 6:30 P.M.
2. Veterans Services - Renaming of North Cabarrus Park as Vietnam Veterans Park

#### **H. APPOINTMENTS TO BOARDS AND COMMITTEES**

1. Appointments and Removal - Adult Care Home Community Advisory Committee
2. Appointments - Board of Equalization and Review
3. Appointments (Removals) - Cabarrus County Senior Centers Advisory Council
4. Appointments and Removals - Transportation Advisory Board
5. Appointments - Cabarrus County Youth Council

#### **I. REPORTS**

1. County Manager - Monthly Reports on Building Activity
2. County Manager - Update on Aging Strategic Plan
3. EDC - June 2014 Monthly Summary Report
4. BOC - Receive Updates from Commission Members Who Serve as Liaisons to Municipalities or on Various Boards/Committees
5. Request for Applications for County Boards/Committees

#### **J. GENERAL COMMENTS BY BOARD MEMBERS**

#### **K. WATER & SEWER DISTRICT OF CABARRUS COUNTY**

**L. CLOSED SESSION**

**M. ADJOURN**

**IN ACCORDANCE WITH ADA REGULATIONS, ANYONE WHO NEEDS AN ACCOMMODATION TO PARTICIPATE IN THE MEETING SHOULD NOTIFY THE ADA COORDINATOR AT 704-920-2100 AT LEAST FORTY-EIGHT (48) HOURS PRIOR TO THE MEETING.**

**Scheduled Meetings:**

<b>August 4</b>	<b>Work Session</b>	<b>4:00 p.m.</b>	<b>Multipurpose Room</b>
<b>August 18</b>	<b>Regular Meeting</b>	<b>6:30 p.m.</b>	<b>BOC Meeting Room</b>
<b>September 2</b>	<b>Work Session</b>	<b>4:00 p.m.</b>	<b>Multipurpose Room</b>
<b>September 15</b>	<b>Regular Meeting</b>	<b>6:30 p.m.</b>	<b>BOC Meeting Room</b>

**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.**

**Channel 22 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.**

<b>Sunday - Saturday</b>	<b>1:00 P.M.</b>
<b>Sunday - Tuesday</b>	<b>6:30 P.M.</b>
<b>Thursday &amp; Friday</b>	<b>6:30 P.M.</b>



**CABARRUS COUNTY BOARD OF COMMISSIONERS  
CHANGES TO THE AGENDA  
JULY 7, 2014**

**SUPPLEMENTAL INFORMATION:**

**Discussion Items for Action at July 21, 2014 Meeting**

- 3-9 Planning & Development – Elma C. Lomax Incubator Farm Public to Private Transition Proposal**
- **CFSA Statement Pg. 128**

**UPDATED INFORMATION:**

**Discussion Items for Action at July 21, 2014 Meeting**

- 3-9 Planning & Development – Elma C. Lomax Incubator Farm Public to Private Transition Proposal**
- **Public to Private Transition Plan – Updated Pg. 129**



2014 Board of Directors

Billy Carter  
Carter Farms  
Eagle Springs, NC

Jerry DeWitt, President  
Holly Springs, NC

Steve Ellis  
Bethel Trails Farm  
Gray Court, SC

Paul Finkel  
Assistant Treasurer  
Pittsboro, NC

Barbara Lawrence  
Treasurer  
Winston-Salem, NC

Laura Lengnick, Ph.D.  
Warren Wilson College  
Swannanoa, NC

Eric McClam  
City Roots  
Columbia, SC

Aaron Newton  
Peachtree Market  
Concord, NC

Daniel Parson  
Secretary  
Parson Produce  
Clinton, SC

Robert Rockwell  
Charlotte, NC

Samantha Wallace  
Edible Upcountry, LLC  
Greenville, SC

Frachele Scott  
Vice President  
Elizabeth City, NC

3 July 2014

Founded in 1979, the Carolina Farm Stewardship Association (CFSA) is a member-based, farmer-driven non-profit organization with a mission to promote local and organic agriculture in the Carolinas, including education and support for new farmers. Over the years, CFSA has played an integral role in enhancing opportunities and support systems for the new and beginning farmers and ranchers who are flocking to North and South Carolina. Through our educational endeavors, our technical assistance services and research, and our policy development activities, we have worked with beginning farmers to identify and overcome the obstacles to their success.

Local food and organic farming have been shown to be attractive opportunities for beginning farmers, including women and minority farmers, and that is especially true in the Carolinas, where demand for local food is stronger than in any other part of the Southeast. Beginning farmers are a key segment of CFSA's membership, and seventy percent of the farmers who attend our annual Sustainable Agriculture Conference have five years or less of farming experience. Over the years, CFSA has partnered with Cooperative Extension and other stakeholders to enhance the environment for success for these farmers.

On July 2, 2014, the CFSA Board of Directors adopted a resolution authorizing CFSA staff to work with the Elma C. Lomax Incubator Farm manager to develop an appropriate plan to continue running the farm through December 31, 2014. We recognize the significant accomplishments of the Lomax Farm program in giving new farmers a launching pad for success, and we see significant value to the Cabarrus County agricultural community, and to the surrounding region, in its continuation as an independent, non-government entity.

We welcome an opportunity to partner with people in the community to provide new farmer incubation and education programs, research opportunities, and restore the connection between consumers and food producers at the Lomax Farm. We are willing to act as a fiscal sponsor for the Farm and assist in the development of a long-range plan for its continued operation. In the past we have successfully played such a role in the development of new, independent for-profit businesses. For example, we launched Eastern Carolina Organics, now one of the Carolinas' largest distributors of NC-grown organic produce, and Carolina Ground, an artisan-scale flour mill that is making NC-grown organic wheat into flour for NC bakeries, restaurants, and retail groceries.

Carolina Farm Stewardship Association  
PO Box 448 • Pittsboro, NC 27312 • Ph 919-542-2402 • Fax 919-542-7401  
[www.carolinafarmstewards.org](http://www.carolinafarmstewards.org) • [info@carolinafarmstewards.org](mailto:info@carolinafarmstewards.org)



**Elma C. Lomax Incubator Farm  
Public to Private Transition Plan**

**July 7th, 2014**

From 2009 through June of 2014, the Elma C. Lomax Incubator Farm was managed by Cabarrus County government and served as a teaching facility in cooperation with Cabarrus County Cooperative Extension. County funding for the Fiscal Year 2015 does not include the Lomax Farm.

Many individuals, organizations and startup businesses have come to rely on the Lomax Farm. Still others have planned partnerships for future cooperation. The following plan would allow operation of the farm to continue without any county funding.

Carolina Farm Stewardship Association (CFSA) a member-based, farmer-driven, non-profit organization with a mission to promote local and organic agriculture in the Carolinas, including education and support for new farmers, will assume the role of fiscal sponsor for the Lomax Farm, assume immediate operational management of the Lomax Farm and will assist in the development of a long-range plan for its continued operation.

Use and maintenance of all tools, equipment, and improvements purchased for and associated with operations of the Elma C. Lomax Incubator Farm will be turned over to CFSA solely for use at the Lomax Farm.

CFSA will work closely with a local Board of Advisors to develop a long-range plan for the future of the Elma C. Lomax Incubator Farm based on the current Lomax Program Development Plan.

**Elma C. Lomax Incubator Farm  
Board of Advisors:**

Ann Morris	Dean, Corporate and Continuing Education, Rowan Cabarrus Community College
Mike Lizotte	Sustainability Director, University of North Carolina Charlotte
Christine Barrier	Administrative Assistant, Cabarrus County Cooperative Extension
Kelly Sifford	Planning and Development Director, Cabarrus County
Dr. John Turner	Turner Orthodontics
Vicky Porter	Owner and Operator, Porter Farms
Susan Otteni	Cabarrus County Resident

Four funding streams have been identified:

- Participation Fees
- Products Sales
- Corporate Sponsorships
- Events and other Fundraising Opportunities

Upon Board of Commissioner approval of this plan, CFSA will be able to receive and disperse funds, allowing individuals, organizations and startup businesses currently operating at Lomax to be able to continue their work. CFSA will work with the Cabarrus County Attorney and County Manager to draft and sign an appropriate legal agreement to formally sanction this proposal.

**No county funds are being requested for the operational costs of the Elma C. Lomax Incubator Farm as part of this plan.**