



Chatham County, NC

Meeting Agenda - Final

Board of Commissioners

Monday, December 18, 2023

2:00 PM

Agriculture and Conference Center

Work Session - 2:00 PM - Agriculture and Conference Center

NOTE: Anyone needing an accommodation to participate in the meeting should Notify the County Manager's Office at 919-542-8200 at least 24 hours prior to the meeting.

RECOGNITION OF RETIREES

In January of 2023, the Chatham County Board of Commissioners began recognizing Chatham County employees retiring in the month of their retirement.

This month we recognize Bill Bussey with Parks and Recreation, Linda Clarke with Libraries, and Cynthia Lambert with Public Health.

SPECIAL PRESENTATION

[23-5050](#)

Award 2023 Employee of the Year to Karen VonCannon, Food & Nutrition Supervisor, Department of Social Services

Attachments: [2023 EOY - Karen VonCannon](#)

PUBLIC INPUT SESSION

The Public Input Session is held to give residents an opportunity to speak on any item. The session is no more than thirty minutes long to allow as many as possible to speak. Speakers are limited to no more than three minutes each and may not give their time to another speaker. Speakers are required to sign up in advance. Individuals who wish to speak but cannot because of time constraints will be carried to the next meeting and given priority. We apologize for the tight time restrictions. They are necessary to ensure that we complete our business. If you have insufficient time to finish your presentation, we welcome your comments in writing.

BOARD PRIORITIES

[23-5052](#)

Receive the Fiscal Year 2023 Financial Audit

Attachments: [Chatham County - 2023 Audit Presentation](#)

[23-5049](#)

Receive Affordable Housing Advisory Committee Annual Report

Attachments: [2023 AHAC Annual Report Summary](#)
[2023 AHAC Annual Report](#)

- [23-5054](#) Receive Climate Change Advisory Committee Annual Report
Attachments: [CCAC Annual Report. 2022-2023](#)
[FINAL CCAC ANNUAL REPORT PRESENTATION 2022-2023](#)
- [23-5053](#) Receive a Presentation on the Chatham County Cooperative Extension Horticulture Program
Attachments: [BoC Extension Horticulture 2023](#)
- [23-5045](#) Receive a presentation on the Chatham County Conservation Working Group
Attachments: [Conservation Working Group BOC](#)
[CWG Members Attachment](#)
- [23-5042](#) Vote to approve an appropriation of \$282,000 for the FY25 Human Services Nonprofit Allocation funding process and to approve the continuation of the FY24 Board of Commissioner's Goal and Outcomes for the FY25 Human Services Nonprofit Allocation funding process.
Attachments: [FY25 BOC Presentation_Nonprofit Appropriation Request](#)

RECESS

End of Work Session

Regular Session - 6:00 PM - Agriculture and Conference Center

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INVOCATION and PLEDGE OF ALLEGIANCE

CALL TO ORDER

APPROVAL OF AGENDA and CONSENT AGENDA

The Board of Commissioners uses a Consent Agenda to act on non-controversial routine items quickly. The Consent Agenda is acted upon by one motion and vote of the Board. Items may be removed from the Consent Agenda and placed on the Regular Agenda at the request of a Board member or resident. The Consent Agenda contains the following items:

- [23-4926](#) Vote to approve a legislative request by the Chatham County Board of Commissioners to consider amendments to the Chatham County Zoning Ordinance; specifically, Sections 7.2 Definitions and 10.13 Table of Permitted Uses to make changes to in-home childcare regulations.
Attachments: [More information from the Planning department website](#)
[Redline Zoning 2.1.1](#)

- [23-5048](#) Vote to approve Tax Releases and Refunds
Attachments: [November 2023 NCVTS Pending Refund Report](#)
- [23-5043](#) Vote to approve an amendment to extend the termination date of the Early Childhood Community Assessment and Action Plan contract between Chatham County Partnership for Children and Chatham County.
Attachments: [Chatham County Partnership for Children First Amendment](#)
- [23-5051](#) Vote to approve an amendment to a contract with Oak View at Siler City, LLC, awarding \$100,000 from the Housing Trust Fund for the creation of 72 income restricted units.
Attachments: [Oak View at Siler City, LLC First Amendment To Agreement 12.6.23](#)
- [23-5060](#) Vote on a Request to Approve competitive bid exemption for sole source purchase with Superior Handling Equipment for a Mobile Dock Lift.
- [23-5044](#) Vote on a Request to Approve the new Internal Purchasing Guidelines: Food Purchases.
Attachments: [Food Policy Draft v2](#)
[Food Policy FAQ Examples v2](#)
- [23-5033](#) Vote on a request to 1.) Accept the offer to purchase in the amount of \$2,700.00 for real property in ownership of Chatham County located on US 64 E, Parcel #73184; 2.) require the offeror to deposit five percent (5%) of the bid with the Clerk to the County Board of Commissioners; 3.) publish a notice of the offer, which 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; and 4.) otherwise initiate and follow the “negotiated offer, advertisement, and upset bids” process in NC General Statute 160A-269.
Attachments: [Parcel Details for 0073184](#)
[Parcel 73184-Details, Resolution and OTP Contract](#)
[Parcel 73184-Offer to Purchase and Contract](#)
- [23-5063](#) Vote To Approve an Amendment To The Current Nutrition Services Contract With Golden Corral An Amount Not To Exceed \$175,000
Attachments: [Golden Corral First Amendment](#)

End of Consent Agenda

OATHS OF OFFICE

[23-5056](#) Administer oath of office and vote to appoint Jenifer K. Johnson as Clerk to the Chatham County Board of Commissioners

Attachments: [Clerk to Board Jenifer Johnson 12-18-2023](#)

[23-5057](#) Administer oath of office and vote to appoint Lindsay K. Ray as Deputy Clerk to the Chatham County Board of Commissioners

Attachments: [Deputy Clerk to Board Lindsay Ray 12-18-2023](#)

[24-5144](#) A vote to adopt a resolution honoring Lindsay Ray for her 10 years of dedicated service as Clerk to the Chatham County Board of Commissioners

Attachments: [Resolution honoring Lindsay Ray December 18, 2023](#)

APPROVAL OF CAPITAL IMPROVEMENTS PLAN

[23-5059](#) Vote to approve Recommended FY25-31 Capital Improvements Plan (CIP)

SPECIAL PRESENTATION

[23-5062](#) Receive the Community Needs Assessment Phase I presentation from Chatham County Partnership for Children

Attachments: [12.18.23 BOC Presentation](#)

[24-5145](#) Vote to adopt a Resolution Honoring Genevieve Megginson for her 29 years of Dedicated Service to Chatham County

Attachments: [Resolution honoring Genevieve Megginson December 18, 2023](#)

PUBLIC INPUT SESSION

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SUBDIVISION FIRST PLATS

[23-5046](#) Vote to approve a request by Jeff Foster, P.E. on behalf of Zadell Development, LLC for subdivision **First Plat** review and approval of **Anfield Estates**, consisting of 11 lots on 24.7 acres, located off Beaver Creek Road (SR-1008), parcel 5491 in Cape Fear Township.

Attachments: [More information from the Planning department website](#)

[23-5047](#)

Vote to approve a request by Mark Ashness, P.E. on behalf of Conservancy Real Estate Group, LLC for subdivision **First Plat Amendment** (extension), **Road Name, and Right-of-Way Extension** approval and review and approval of **Conservancy at Jordan Lake**, consisting of 1524 lots on 1,262.9 acres, located off Old US Hwy 1 parcels #62390, 5774, 5775, 5780, 5233, 60441, 65275, 85343, 65274, 85344, 5558, 5238, 68379, 5570, 85342, 5504, 5211, 5569, 85341, 5519, 85340, 85346, 85347, 5551, 69379, 85339, 5545, 5559, 5502, 5568 in Cape Fear Township.

Attachments: [More information from the Planning department website](#)

BOARD PRIORITIES

[23-4927](#)

Vote to approve a legislative request for a text amendment to the Zoning Ordinance by Dave Gaddis to reduce the minimum acreage requirements for all public or private campgrounds from 20 acres to 10 acres in all districts.

Attachments: [More information from the Planning department website](#)

[23-5058](#)

Receive presentation on Chatham County Leadership Academy case study on the diversity of Chatham County advisory boards and committees and direct staff to revise the Chatham County Advisory Committee Policy and volunteer application to be more in line with the Board of Commissioners' values surrounding equity, diversity, inclusion, and belonging.

Attachments: [Leadership Case Study Presentation to BOC - Diversifying Boards - 12.18.23](#)

[23-5061](#)

Discuss Chatham County Commissioner boards and committees liaison assignments

Attachments: [Board of Commissioner liaison table December 2022](#)

CLERK'S REPORT

MANAGER'S REPORT

COMMISSIONERS' REPORTS

ADJOURNMENT