

RANDOLPH COUNTY COMMISSIONERS MEETING AGENDA

June 2, 2025

Historic Courthouse, 145-C Worth St., 2nd Floor, Asheboro, NC

- I. Call to Order - *Chairman Frye***
- II. Pledge of Allegiance - *Chaplain Kevin Walton***
- III. Special Recognition**
 - Recognition of Centenarian Margaret Willis who is 101 Years Old
- IV. Public Comment Period**
- V. Approve Agenda**
- VI. Consent Agenda**
 - A. Approve Board of Commissioners Regular Meeting Minutes of May 5, 2025
 - B. Appoint Dr. Stephen Powell and Major Jamie Bailey to the Randolph County EMS Peer Review Committee
 - C. Reappoint Lydia Walton and Kevin Franklin to the Piedmont Triad Regional Workforce Development Board
 - D. Reappoint Beverly Nelson to the Randolph County Jury Commission
 - E. Reappoint Sancia Coble to the Randolph County Adult Care Home Community Committee
 - F. Reappoint Dr. Andrew Sykes to the RCC Board of Trustees
 - G. Appoint Anthony Grosch and Michelle Harger and Reappoint Gayle Alston, Edwina Ashworth, Tammy Bennett, Elizabeth Cornejo, Wendy Kennon, Sarah Lanier, Greg Patton, Jonathan Sermon, and Melody Cummings to the Randolph County Juvenile Crime Prevention Council
 - H. Appoint David Caughron and Floyd Johnson and Reappoint Rhonda Moffitt, Karen Martin, LaTonya Smith, and Bill Neely to the Randolph County Aging Services Planning Committee
 - I. Approve Addressing Agreement with the City of Asheboro
 - J. Adopt the 2026 Holiday Calendar
 - K. Approve Budget Amendment - Cooperative Extension (\$3,000)
 - L. Approve Budget Amendment - Public Buildings (\$100,000)
 - M. Approve Budget Amendment - Veterans Services (\$18,289)
 - N. Approve Budget Amendment - Agricultural Center (\$10,000)
 - O. Approve Budget Amendment - Fire Districts Tax Fund (\$1,200,000)
 - P. Approve Budget Amendment - School Districts Tax Fund (\$200,000)
 - Q. Approve Budget Amendment - TDA #2025-10 (\$6,500)

RANDOLPH COUNTY COMMISSIONERS MEETING AGENDA

June 2, 2025

Historic Courthouse, 145-C Worth St., 2nd Floor, Asheboro, NC

- R. Approve Budget Amendment - Opioid Abatement Fund (\$53,500)
- S. Approve Budget Amendment - Jury Commission Software (\$23,782)
- T. Unseal Board of Commissioners Closed Session Minutes
- U. Adopt Resolution to Direct the Expenditure of Opioid Settlement Funds - Pierced Ministries
- V. Adopt Resolution to Direct the Expenditure of Opioid Settlement Funds - Randolph County Government
- W. Approve Employee Health Plan Reserve Increase

VII. New Business

- A. Randolph County School System Budget Presentation - *Dr. Stephen Gainey, Randolph County School System Superintendent*
- B. Trillium Annual Report - *Anthony Ward, Trillium Mid-State Regional Vice-President*
- C. Consider Loan to the Town of Seagrove - *Mayor David Fernandez*
- D. Consider Expenditure of Law Enforcement Restricted Funds - *Chief Deputy Steven Nunn*
- E. Consider Contract with Ramseur ABC Board - *Chief Deputy Steven Nunn*
- F. Consider Contract with Central Piedmont Fire Department - *Fire Marshal Erik Beard*
- G. Consider Updated Animal Services Advisory Board By-Laws - *Jonathan Moody, Animal Services Director*
- H. County Manager's Update
- I. Commissioner's Updates

Upcoming Board Term Expirations

August - Animal Services Advisory Board - vacant District 2, JR Beard, Cynthia Grantham, Jennifer Layton, Lisa Sparks, Lou Wilson

September - Randolph County Juvenile Crime Prevention Council - Jasper Cooke;
Randolph County Nursing Home Community Advisory Committee - Renette Cranford

May 5, 2025

The Randolph County Board of Commissioners met in regular session at 6:00 p.m. in the 1909 Randolph County Historic Courthouse Meeting Room, 145 Worth Street, Asheboro, NC. Chairman Darrell Frye, Vice-Chairman Kenny Kidd, Commissioner David Allen, Commissioner Hope Haywood, and Commissioner Lester Rivenbark were present. Also present were County Manager Zeb Holden, Assistant County Manager/Finance Officer Will Massie, Assistant County Manager William Johnson, County Attorney Ben Morgan, and Clerk to the Board Dana Crisco. Bishop Michael Trogon from the Randolph County Sheriff's Office gave the invocation and everyone recited the Pledge of Allegiance. The meeting was livestreamed on YouTube.

Special Recognitions

Samantha Baker, United Way Executive Director, presented Governor's Volunteer Service Awards to Amy Rudisill, Jo Ann Miller, Brenda and Dwight (posthumously) Ayers, and Maxton McDowell.

Public Comment Period

Pursuant to N.C.G.S. §153A-52.1, Chairman Frye opened the floor for public comment and closed it after everyone wishing to speak had done so. County Attorney Ben Morgan read aloud the Public Comment Rules of Procedure.

Wallace Swaim, 2940 Sawyer Rd., Sophia, feels that the zoning rules are too strict. He tried to buy a property and get it zoned to residential but it won't perk. He cannot build any structures on it. It is valued at \$15,000/acre by the Tax Department. This is not fair.

Amy Wang, 1482 Fuller Mill Rd. N, Thomasville, spoke regarding the TASC Gun Range. Ms. Wang said the gun range is a non-profit and pay no taxes yet their tax return shows almost \$200,000 in the bank. She mentioned speaking with a staff member at the North Carolina School of Government who told her that the Commissioners could overturn the previous zoning ruling. She spoke again of requested information from the Board that has not been sent.

Isaac Hoffman, 6482 Old Post Office Rd., Thomasville, has asked for the legal reasons why the County will not change the Unified Development Ordinance (UDO). Mr. Hoffman read some statements from the Randolph County Board of Commissioners Code of Ethics. He believes that the Board is not being transparent about why they cannot change the TASC Gun Range zoning.

Fritz Wang, 1482 Fuller Mill Rd. N, Thomasville, there previously was a loophole in the UDO because gun ranges were not listed. The TASC Gun Range took advantage of the loophole before it was closed. Mr. Wang spoke of being kind and civil to neighbors. Mr. Wang and his neighbors are asking for the Commissioners to regulate the noise coming from the range.

Agenda Approval

Chairman Frye said Item B in New Business: Consider Loan to the Town of Seagrove will be moved to the June agenda.

On motion of Kidd, seconded by Rivenbark, the Board voted 5-0 to approve the Agenda, as amended.

Consent Agenda

Chairman Frye read the Police Week Proclamation.

Commissioner Allen stated that the Detention Center Project Ordinance was finally being closed out after almost ten years of construction and renovation expense.

On motion of Allen, seconded by Haywood, the Board voted 5-0 to approve the Consent Agenda as presented, as follows:

- *approve Board of Commissioners Regular Meeting Minutes of April 7, 2025; Special Meeting Minutes of March 27, 2025, March 28, 2025, and April 14, 2025; and Closed Session Minutes of April 7, 2025;*
- *adopt Police Week Proclamation, as follows:*

**PROCLAMATION DESIGNATING THE WEEK
OF MAY 11 - MAY 17, 2025, AS "NATIONAL POLICE WEEK"
IN RANDOLPH COUNTY**

WHEREAS, in 1962, John Fitzgerald Kennedy signed the Joint Resolution entitled Joint Resolution to authorize the President to proclaim May 15 of each year as Peace Officers Memorial Day and the calendar week of each year during which such May 15 occurs as Police Week" (36U.S.C. 136); and

WHEREAS, the National Law Enforcement Officers Memorial in Washington, DC, dedicated on October 15, 1991, is the national monument to honor law enforcement officers who have died in the line of duty; and

WHEREAS, Federal, State, local, and tribal police officers, sheriffs, and other law enforcement officers across the United States serve with valor, dignity and integrity; and

WHEREAS, law enforcement officers are charged with pursuing justice for all individuals and performing their duties with fidelity to the constitutional and civil rights of the individuals that the law enforcement officers serve; and

WHEREAS, the resolve of law enforcement officers in the service of their communities is unyielding, despite inherent dangers in the performance of their duties; and

WHEREAS, the vigilance, compassion, and decency of law enforcement officers are the best defense of society against individuals who seek to do harm; and

WHEREAS, Peace Officers Memorial Day 2025 honors the 165 law enforcement officers killed in the line of duty during 2024; seven of those were in North Carolina; and

WHEREAS, during the first four months of 2025, 21 law enforcement officers across the United States have made the ultimate sacrifice.

NOW, THEREFORE, BE IT PROCLAIMED, that the Randolph County Board of Commissioners:

(1) designates the week of May 11 through May 17, 2025, as "National Police Week" in Randolph County;

(2) expresses strong support for law enforcement officers across the United States for their efforts to build safer and more secure communities;

(3) recognizes the need to ensure that law enforcement officers have the equipment, training, and resources necessary to protect their health and safety while the law enforcement officers are protecting the public;

(4) recognizes the members of the law enforcement community for their selfless acts of bravery;

(5) acknowledges that police officers and other law enforcement officers who have made the ultimate sacrifice should be remembered and honored;

(6) expresses condolences to the loved ones of each law enforcement officer who has made the ultimate sacrifice in the line of duty; and

(7) encourages the people of Randolph County to observe National Police Week

with appropriate ceremonies and activities that promote awareness of the vital role of law enforcement officers in building safer and more secure communities across the United States.

- approve Budget Amendment - Emergency Telephone System Fund (\$13,246), as follows:

2024-2025 Budget Ordinance General Fund – Budget Amendment #62		
Revenues	Increase	Decrease
Appropriated Fund Balance	\$13,246	
Appropriations	Increase	Decrease
Transfer to Emergency Telephone System Fund	\$13,246	

Emergency Telephone System		
Revenues	Increase	Decrease
Transfer from General Fund	\$13,246	
Appropriations	Increase	Decrease
E 911 System	\$13,246	

- approve Budget Amendment - TDA #2025-08 (\$10,000), as follows:

2024-2025 Budget Ordinance General Fund – Budget Amendment #63		
Revenues	Increase	Decrease
Appropriated Fund Balance	\$10,000	
Appropriations	Increase	Decrease
Marketing Costs	\$10,000	

- approve Budget Amendment - TDA #2025-09 (\$12,000), as follows:

2024-2025 Budget Ordinance General Fund – Budget Amendment #64		
Revenues	Increase	Decrease
Investment Earnings	\$12,000	
Appropriations	Increase	Decrease
Marketing	\$12,000	

- approve Project Amendment - Historic Courthouse (\$64,850), as follows:

Historic Courthouse Capital Project Amendment #8		
Revenues	Increase	Decrease
Investment Income	\$29,400	
Sales Tax Reimbursement	\$21,150	
Appropriations	Increase	Decrease
Professional Services		\$11,300
Transfer to Capital Reserve	\$64,850	

Capital Reserve Fund Project Amendment #12		
Revenues	Increase	Decrease
Transfer from Historic Courthouse Project	\$64,850	
Appropriations	Increase	Decrease
Transfer to General Fund	\$64,850	

- approve Project Amendment - Detention Center (\$1,848,070), as follows:

Randolph County Detention Center Capital Project Fund Amendment #13		
Revenues	Increase	Decrease
Investment Earnings	\$455,800	
Reimbursement of Sales Tax	\$57,100	
Appropriations	Increase	Decrease
Construction		\$128,800

<i>Professional Services</i>		<i>\$24,110</i>
<i>Furniture</i>		<i>\$35,900</i>
<i>Debt Issuance Costs</i>		<i>\$146,360</i>
<i>Transfer to Capital Reserve</i>	<i>\$1,848,070</i>	
<i>Transfer to General Fund</i>		<i>\$1,000,000</i>

<i>Capital Reserve Fund Project Amendment #13</i>		
<i>Revenues</i>	<i>Increase</i>	<i>Decrease</i>
<i>Transfer from Detention Center Capital Project</i>	<i>\$1,848,070</i>	
<i>Appropriations</i>	<i>Increase</i>	<i>Decrease</i>
<i>Transfer to General Fund</i>	<i>\$1,848,070</i>	

- *approve Project Amendment - Northwest Randolph Human Services (\$52,300), as follows:*

<i>Northwest Randolph Human Services Center Capital Project Ordinance Amendment #9</i>		
<i>Revenues</i>	<i>Increase</i>	<i>Decrease</i>
<i>Investment Earnings</i>	<i>\$11,000</i>	
<i>Appropriations</i>	<i>Increase</i>	<i>Decrease</i>
<i>Professional Services</i>		<i>\$7,800</i>
<i>Construction</i>		<i>\$500</i>
<i>Furniture and Equipment</i>		<i>\$33,000</i>
<i>Transfer to Capital Reserve</i>	<i>\$52,300</i>	

<i>Capital Reserve Fund Project Amendment #14</i>		
<i>Revenues</i>	<i>Increase</i>	<i>Decrease</i>
<i>Transfer from NW Randolph Human Services Center Project</i>	<i>\$52,300</i>	
<i>Appropriations</i>	<i>Increase</i>	<i>Decrease</i>
<i>Transfer to General Fund</i>	<i>\$52,300</i>	

- *approve Budget Amendment - Strategic Planning Grants (\$743,580), as follows:*

<i>2024-2025 Budget Ordinance General Fund – Budget Amendment #65</i>		
<i>Revenues</i>	<i>Increase</i>	<i>Decrease</i>
<i>Transfer from Well-Being Reserve</i>	<i>\$743,580</i>	
<i>Appropriations</i>	<i>Increase</i>	<i>Decrease</i>
<i>Other Human Services Appropriations</i>	<i>\$366,380</i>	

<i>Other Cultural and Recreational Appropriations</i>	\$377,200	
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- approve Budget Amendment - Merit Program (\$156,928), as follows:

2024-2025 Budget Ordinance General Fund – Budget Amendment #66		
Revenues	Increase	Decrease
Appropriations	Increase	Decrease
<i>Administration</i>	\$5,850	\$156,928
<i>Information Technology</i>	7,153	
<i>Tax</i>	2,181	
<i>Register of Deeds</i>	695	
<i>Public Buildings</i>	5,045	
<i>Sheriff</i>	48,523	
<i>Emergency Services</i>	20,613	
<i>Building Inspections</i>	4,618	
<i>Adult Day Reporting Center</i>	1,207	
<i>Juvenile Day Reporting Center</i>	491	
<i>Planning and Zoning</i>	2,212	
<i>Soil & Water</i>	1,640	
<i>Public Works</i>	1,107	
<i>Public Health</i>	25,191	
<i>Social Services</i>	21,269	
<i>Child Support Services</i>	2,493	
<i>Public Library</i>	6,640	

- approve Budget Amendment - Randolph Senior Adults Association (\$25,108), as follows:

2024-2025 Budget Ordinance General Fund – Budget Amendment #67		
Revenues	Increase	Decrease
<i>Restricted Intergovernmental</i>	\$25,108	
Appropriations	Increase	Decrease
<i>Other Human Services Appropriations</i>	\$25,108	

- approve Budget Amendment - Agricultural Center (\$25,000), as follows:

2024-2025 Budget Ordinance General Fund – Budget Amendment #68		
Revenues	Increase	Decrease
<i>Investment Earnings</i>	\$25,000	

<i>Appropriations</i>	<i>Increase</i>	<i>Decrease</i>
<i>Agricultural Center</i>	\$25,000	

- approve Budget Amendment - JCPC Discretionary Funds (\$38,476), as follows:

2024-2025 Budget Ordinance General Fund – Budget Amendment #69		
<i>Revenues</i>	<i>Increase</i>	<i>Decrease</i>
<i>Restricted Intergovernmental</i>	\$38,476	
<i>Appropriations</i>	<i>Increase</i>	<i>Decrease</i>
<i>Juvenile Day Reporting Center</i>	\$38,476	

- approve Budget Amendment - Trail Coordinator Position (\$8,878), as follows:

2024-2025 Budget Ordinance General Fund – Budget Amendment #70		
<i>Revenues</i>	<i>Increase</i>	<i>Decrease</i>
<i>Sales and Services</i>	\$8,878	
<i>Appropriations</i>	<i>Increase</i>	<i>Decrease</i>
<i>Other Appropriations – C and R</i>	\$8,878	

- approve Budget Amendment - Gillespie Precast (\$350,000), as follows:

2024-2025 Budget Ordinance General Fund – Budget Amendment #71		
<i>Revenues</i>	<i>Increase</i>	<i>Decrease</i>
<i>Restricted Intergovernmental</i>	\$350,000	
<i>Appropriations</i>	<i>Increase</i>	<i>Decrease</i>
<i>Other Economic and Physical Development</i>	\$350,000	

- approve Budget Amendment - Building Inspections (\$67,000), as follows:

2024-2025 Budget Ordinance General Fund – Budget Amendment #72		
<i>Revenues</i>	<i>Increase</i>	<i>Decrease</i>
<i>Permits and Fees</i>	\$67,000	
<i>Appropriations</i>	<i>Increase</i>	<i>Decrease</i>
<i>Building Inspections</i>	\$67,000	

- approve Budget Amendment - Register of Deeds (\$120,358), as follows:

2024-2025 Budget Ordinance General Fund – Budget Amendment #73		
<i>Revenues</i>	<i>Increase</i>	<i>Decrease</i>

<i>Appropriated Fund Balance – Restricted</i>	<i>\$120,358</i>	
<i>Appropriations</i>	<i>Increase</i>	<i>Decrease</i>
<i>Register of Deeds</i>	<i>\$120,358</i>	

- *approve Funding and Match for the Randolph County Juvenile Crime Prevention Council (JCPC);*
- *approve Darrell Frye as Voting Delegate for the Annual NACo Conference in Philadelphia, PA;*
- *approve Disposition of Retired Service Animal.*

Mediko, Inc. Contract for Inmate Services

Chief Deputy Steven Nunn said the Randolph County Sheriff's Office has completed the review process of the current inmate medical provider, Mediko, Inc., and recommends renewing the contract with them for the upcoming budget year, 2025-2026.

After careful evaluation and consideration, it has been determined that continuing the partnership with Mediko, Inc. for inmate medical services is in the best interest of the Sheriff's Office and the well-being of the inmates. The quality of medical care provided by Mediko, Inc. has consistently met high standards, ensuring the health and safety of the inmate population.

The proposed cost to renew the contract with Mediko, Inc. for the year totals \$1,720,695.84, equivalent to \$143,391.32 per month.

Commissioner Haywood asked for clarification on health coverage of an inmate in the Detention Center. Detention Captain Velvet Davis said outside insurance does not cover inmates while in the Detention Center.

Commissioner Rivenbark asked if Medicaid was taken in the Detention Center, would it make more work for the deputies. Captain Davis said it would not.

On motion of Haywood, seconded by Rivenbark, the Board voted 5-0 to approve renewing the Mediko, Inc. contract in the amount of \$1,720,696 for the FY 25-26 and authorize the County Manager to sign the contract.

Randolph County Unified Development Ordinance

William Johnson, Assistant County Manager/Operations, stated that the North Carolina General Assembly, through its legislative role, provides for counties and municipalities to adopt and enforce zoning regulations. Every year the General Assembly makes changes to general statutes including the statutes that impact zoning regulations and 2024 was no exception.

A list of all the recommended changes to the Randolph County Unified Development Ordinance is below. These changes will ensure that Randolph County's UDO is compliant with changes made to the North Carolina General Statutes. In the packet is the 2024 North Carolina Legislation Related to Planning and Development Regulations published by the UNC School of Government which was used as a guide for the recommended changes. The Randolph County

Planning and Zoning Board unanimously recommended these changes at their April Meeting to the Board of Commissioners for approval.

- Added advanced air mobility radar, battery-charged security fence, modified co-location, added model home, monetary compensation, on-premises advertising sign, permit applicant, permittee, and reconstruction to Section 102 (UDO Definitions).
- Modified the definition of built-upon area in Section 103.
- Amended public water and sewer to reflect public utilities so the Ordinance would be consistent.
- Added Section 402, item D to include new rules related to the review of affixed seals of design.
- Amended Section 403, item E to state that administrative staff cannot require unrestricted access to property as part of a condition of development approvals.
- Added a footnote to item D to Section 408 to reflect HB161 that has been filed in the General Assembly to exempt Randolph County from this provision in the General Statutes.
- Added Section 416 to specify the delivery of permits issued by County agencies.
- Amended Section 607 to include that boarding horses on property counts as an agricultural use of property.
- Amended Section 613 Tables 3 to 15 to reflect that the three-acre minimum lot size requirement in the Rural Growth Area is for major subdivisions.
- Added item C to Section 635 to include new regulations on on-premises advertising signs.
- Added Section 639 to add rules related to battery-charged security fences.
- Added Section 640 to add rules related to drone traffic control.
- Amended Section 704 to reflect changes made by the General Assembly on inspections, performance guarantees, and curb and gutter design standards.
- Amended Section 719 to remove the requirements for line and curve chart data along with lot size and road frontage for each lot being exported to a CSV file.
- Amended Section 724 to remove item B since the State rules have changed requiring the statement to be included on the deed for the property involving off-site septic systems.
- Added Section 725 to add regulations for model homes within subdivision developments.

Chairman Frye opened the Public Hearing and closed it after no one wished to speak.

On motion of Allen, seconded by Haywood, the Board voted 5-0 to adopt the Ordinance Amending the Randolph County Unified Development Ordinance.

Juvenile Day Reporting Center (JDRC) Position Reclassifications

Pam Resch, Juvenile Day Reporting Center Director, said the Juvenile Day Reporting Center (JDRC) is requesting to reclassify a full-time transportation position which was granted last budget season into three part-time roles to enhance transparency and efficiency. No additional funding is needed for this request.

One of the part-time roles being recommended is for data entry and would require that the classification of Data Entry Clerk be added to the 2024-2025 Randolph County Classification Plan at Grade 106. It will also be necessary to reclassify one full-time Transportation Aide, Grade 101,

to a part-time Transportation Aide, Grade 101. The full-time Transportation Aide classification can be removed.

Please authorize the JCPC to hire two part-time Transportation Aides and one part-time Data Entry Clerk.

On motion of Kidd, seconded by Haywood, the Board voted 5-0 to 1) reclassify one full-time Transportation Aide position into three part-time positions, 2) remove the classification of full-time Transportation Aide, Grade 101, 3) add the classification of part-time Data Entry Clerk, Grade 106, 4) add the classification of part-time Transportation Aide, Grade 101 and 5) authorize JDRC to hire two part-time Transportation Aides and one part-time Data Entry Clerk.

Planning and Zoning Peer Review

William Johnson, Assistant County Manager/Operations, stated at the request of the Randolph County Board of Commissioners, the North Carolina Association of County Commissioners conducted a peer review of the Randolph County Planning and Zoning Department in 2024. The peer review team consisted of Planning and Development Directors from counties of similar demographic, economic, and growth trends. The team reviewed many areas including organizational structure, management practices, professional development, customer service, and technology.

While there are areas where improvements could be made, the review team commended staff for the excellent work being produced and their team mentality. The review continued to state that staff were genuinely satisfied with their role in the Planning and Zoning Department and that they sincerely enjoy serving the public.

Chairman Frye asked if Central Permitting was no longer centralized. Mr. Johnson stated that he and the staff would investigate improvements and updates to make a more functional model moving forward.

Vice-Chairman Kidd stated it would be good to make it Central Permitting again. Mr. Johnson responded that the new vision will likely be different than what it had been. He will work on making an improved process.

Commissioner Allen said the facility is needing to be changed. The current building is cumbersome. Costs for a building and the necessary technology will be expensive. It is something the Board will need to address.

Mr. Holden thanked the Board for allowing the study to occur. Once a Planning Director is hired, current and future needs will be investigated.

County Manager's Update

County Manager Zeb Holden thanked everyone who was involved in the annual Child Abuse Prevention Walk. It was a great success.

Commissioners Update

Commissioner Allen said that there were several bills regarding zoning issues that may require another UDO change. Some of the changes are not favorable to local government. The NC Association for County Commissioners is monitoring the bills.

Chairman Frye stated that board members have been discussing concerns directly with the legislators regarding the bills. He had also talked with them about the loss of funding from the State to many local governments. Lottery funding to the Counties has been frozen. Medicaid expansion money loss for Randolph County is equivalent to an additional \$.02 on the tax rate. The budget may look different this year. There are serious efforts to focus on personnel retention.

Adjournment

At 7:03 p.m., on motion of Kidd, seconded by Allen, the Board voted 5-0 to adjourn.

Darrell Frye, Chairman

Kenny Kidd

David Allen

Hope Haywood

Lester Rivenbark

Dana Crisco, Clerk to the Board



Randolph County
DEPARTMENT OF
EMERGENCY SERVICES

760 New Century Drive
Asheboro, NC 27205
www.randolphcountync.gov

Ph: 336-318-6911
Fax: 336-318-6951



Office of the Chief

TO: Board of Commissioners

FROM: Donovan Davis, Emergency Services Chief

DATE: June 2, 2025

RE: Request to Replace and Appoint Peer Review Committee Members

I am requesting the Board to make the following changes to the EMS Peer Review Committee:

1. Dr. Jason Stopyra has stepped down from the Medical Director position and will now serve as Deputy Medical Director. Please replace him with Dr. Stephen Powell, who now serves as our Medical Director and will serve as the committee chair.
2. Maj. Alan King has resigned from his position overseeing the 9-1-1 Communications Center. Please replace him with Maj. Jamie Bailey.

There are no other changes required.

As always, thank you for your continued support.

dld

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PIEDMONT TRIAD REGIONAL
WORKFORCE DEVELOPMENT BOARD

April 29, 2025

Dana Crisco, Clerk to the Board
Randolph County Board of Commissioners
145-C Worth St.
Asheboro, NC 27203

Dear Dana,

This letter serves as a notification of expiring terms, reappointments, and/or resignation/terminations for Randolph County representation on the Piedmont Triad Regional Workforce Development Board.

Name	Category	Term Expiration	Comments
Kevin Franklin	Business	2023-2025	Reappointment
Lydia Walton	Business	2023-2025	Reappointment

Our mission is to ensure that the local workforce development system is market-driven.

Active participation from each member is essential to strengthening our local economy. Consistent attendance and engagement in all meetings are key to advancing the board's mission. Meetings are held quarterly on the 3rd Wednesday of the month. All meetings are limited to at least 60 minutes and address workforce development issues in our ten-county region.

Sincerely,

Wendy Walker-Fox
Workforce and Economic Development Director

From: [Hill, Pamela L.](#)
To: [Crisco, Dana S.](#)
Subject: RE: Jury Commission
Date: Wednesday, May 14, 2025 3:26:37 PM
Attachments: [image002.png](#)

Dana,

Beverly would like to continue serving as Jury Commissioner
Once Commissioners re-appoint her can you please email me her re-appointment certificate....

Thank you
Pam

From: Crisco, Dana S. <Dana.Crisco@randolphcountync.gov>
Sent: Wednesday, May 14, 2025 11:15 AM
To: Hill, Pamela L. <pamela.hill@nccourts.org>
Subject: RE: Jury Commission

You don't often get email from dana.crisco@randolphcountync.gov. [Learn why this is important](#)

CAUTION: External email. Do not click links or open attachments unless verified. Report suspicious emails with the Report Message button located on your Outlook menu bar on the Home tab.

Thank you!! Please do.

Dana S Crisco, NCCCC

Clerk to the Board of Commissioners
Randolph County
725 McDowell Rd
Asheboro, NC 27205
dana.crisco@randolphcountync.gov
336-318-6301



From: Hill, Pamela L. <pamela.hill@nccourts.org>
Sent: Wednesday, May 14, 2025 11:01 AM
To: Crisco, Dana S. <Dana.Crisco@randolphcountync.gov>
Subject: RE: Jury Commission

Good morning Dana

The Commissioners appoint Beverly but I would be happy to call her and ask if she would like to be re-appointed.....

05/14/2025

To: Dana S Crisco

Attn: Randolph County Commissioners

This letter is to confirm that Sancia Coble is still actively serving as a member of the Randolph County Community Advisory Committee (CAC). She continues to be a valued and dedicated asset to the community through her ongoing service.

Please consider this letter as official confirmation of her current role. If additional information or further details are required, feel free to contact me.

Sincerely,
Adriene Carmicheal
Regional Long-Term Care Ombudsman
336-904-0300

From: [Kevin Walker](#)
To: [Crisco, Dana S.](#)
Subject: RE: Reappointment to Board of Trustees
Date: Wednesday, May 28, 2025 4:49:27 PM
Attachments: [image005.png](#)

Good afternoon,

Yes, Dr. Sykes would like to serve another term on our Board of Trustees.

Have a great evening!



Kevin Walker

Executive Assistant to the President & Board of Trustees
Randolph Community College

Office: 336-633-0286

Fax: 336-633-0104

Cell: 910-975-3584

kmwalker@randolph.edu

629 Industrial Park Ave | Asheboro, NC 27205

www.randolph.edu

From: Crisco, Dana S. <Dana.Crisco@randolphcountync.gov>

Sent: Wednesday, May 28, 2025 4:48 PM

To: Kevin Walker <kmwalker@randolph.edu>

Subject: FW: Reappointment to Board of Trustees

CAUTION: This email originated from outside of Randolph Community College. Inspect the email address closely and do not click links, open attachments, or respond to requests unless you verify that the sender is valid.

Hey Kevin,

Just following up on the appointment of Dr. Andrew Sykes. Do you know if he wishes to serve another term?

Thanks for all you do!

Dana S Crisco, NCECC

Clerk to the Board of Commissioners

Randolph County

725 McDowell Rd

Asheboro, NC 27205

dana.crisco@randolphcountync.gov

336-318-6301



From: Crisco, Dana S.

Sent: Wednesday, May 14, 2025 9:23 AM

To: Kevin Walker <kmwalker@randolph.edu>

Subject: Reappointment to Board of Trustees

Good morning,

Andrew Sykes term expires in July. Will he be serving another term?

Thanks for all you do!!

Dana S Crisco, NCCCC

Clerk to the Board of Commissioners

Randolph County

725 McDowell Rd

Asheboro, NC 27205

dana.crisco@randolphcountync.gov

336-318-6301



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MEMORANDUM

TO: County Commissioners

FROM: Wendy Kennon, Public Health Educator II

DATE: May 28, 2025

RE: JCPC Member – Appointments and Reappointments

The following individuals are recommended by the Randolph County Juvenile Crime Prevention Council to serve as Council members, Edwina Ashworth, Anthony Grosch, and Michelle Harger.

- Edwina Ashworth retired from the Randolph County School System in May 2025. She is recommended to fill one of the vacant County Commissioner Appointee positions.
 - Edwina Ashworth
Retired from RCSS
Edwina.ashworth@gmail.com
- Anthony Grosch is replacing Edwina Ashworth as the School Superintendent / Designee for Randolph County School System.
 - Anthony Grosch
Executive Director of Administrative Services, RCSS
agrosch@randolph.k12.nc.us
- Michelle Harger is replacing Gayle Higgs as a County Commissioner Appointee, representing Asheboro City Schools.
 - Michelle Harger
Director of Support Services, Asheboro City Schools
mharger@asheboro.k12.nc.us

The following members have agreed to serve another two-year term.

- Gayle Alston
- Edwina Ashworth
- Tammy Bennett
- Elizabeth Cornejo

- Wendy Kennon
- Sarah Lanier
- Greg Patton
- Jonathan Sermon
- Melody Cummings

We are requesting that you include these items on the consent agenda for the Randolph County Board of Commissioners at their regular meeting scheduled for June 2, 2025.
Thank you!



RANDOLPH
**SENIOR
ADULTS**
ASSOCIATION

Randolph Senior Adults Association

The Harry and Jeanette Weinberg Adult Resource & Education Center (REC)
347 W. Salisbury Street, Asheboro NC 27203 • Phone: 336-625-3389 • Fax: 336-625-3590
www.senioradults.org

MEMORANDUM

TO: Zeb Holden, Randolph County Manager
FROM: Mark Hensley, Aging Services Planning Committee Chair
DATE: May 27, 2025
RE: Aging Services Planning Committee Reappointments/Appointments for FYs 2025 - 2027

Following is a list of reappointments and new appointments to the Randolph County Aging Services Planning Committee (ASPC) to serve a term for FYs 2025 – 2025. Each of these individuals has agreed to serve this two-year term. We are requesting that you include this item on the consent agenda for the Randolph County Board of Commissioners at their June 2, 2025 or their July 7, 2025 meeting.

Reappointments

Rhonda Moffitt	Randolph Health
Karen Martin	StayWell Senior Care
LaTonya Smith	Piedmont Triad Regional Council Representative
Bill Neely	Senior Community Representative

New Appointments

David Caughron	Hospice of the Piedmont
Floyd Johnson	Randolph Senior Adults Association (replacing Mark Hensley due to his retirement on 6/30/2025)

Please contact me should you need additional information.

Sincerely,

R. Mark Hensley
ASPC Chair



Randolph County

Office of the County Manager
725 McDowell Road
Asheboro, North Carolina 27205
www.randolphcountync.gov

June 2, 2025

Re: Addressing Policy

To: Board of Commissioners

From: Zeb Holden, County Manager

In recent years, staff have been working with our municipal partners to adopt a uniform process for establishing and amending property addresses throughout Randolph County. The City of Asheboro adopted a Resolution to approve the resulting addressing agreement, which specifically gives addressing authority to Randolph County.

Please adopt this Resolution to jointly approve Randolph County's addressing policy.

AN AGREEMENT BY AND BETWEEN RANDOLPH COUNTY AND THE CITY OF ASHEBORO CONCERNING ADDRESSING RESPONSIBILITIES

This Agreement made and entered into by and between the City of Asheboro, a municipal corporation having a charter granted by the State of North Carolina, hereafter referred to as *Municipality*, and Randolph County, a corporate and political body and a subdivision of the State of North Carolina, hereafter referred to as *County*. Unless specifically provided otherwise herein, the provisions and requirements in this Agreement apply only to the extraterritorial planning jurisdiction of the City of Asheboro.

I. PURPOSE

To provide Enhanced 9-1-1 services to all our citizens, the County agrees to maintain and coordinate services, databases, and information between the Municipality and the telephone companies. Below is a detailed list of responsibilities that will enable proper usages of addresses within the 9-1-1 system. Failure of either the County or the Municipality to perform the appropriate tasks may result in loss of emergency response time due to inaccurate information. This must be a joint effort between the County and the Municipality.

II. THE COUNTY AGREES TO:

1. Avoid duplication of road names and address ranges within the County. This will be accomplished by matching the proposed change or addition against the information in the database.
2. Be a liaison between the State of North Carolina's Next Generation 9-1-1 data vendor that maintains the Next Generation 9-1-1 database and the Municipality and to update the Geographic Information Systems data and all other related information provided to the utilities and other local government agencies promptly.
3. Update all database files with response districts, roads, addresses, and municipal limits as this information becomes available to the County.
4. Assign and maintain addressing in the rural confines of The County, including areas outside of the municipal limits, and notify the United States Postal Service of all changes that occur in these confines and within the Municipality.
5. Provide the necessary staff, office space, and supplies appropriate for the maintenance of the database files required for the E-9-1-1 system.
6. Assist the Municipality through the County Building Inspections in the enforcement of the County's Addressing Ordinance. These Inspections will cover businesses and new construction only.

7. Respond to inquiries by the Municipality within 72 hours of any inquiry. At the end of 72 hours, if no answer has been received, the Municipality shall contact the County Manager directly.

III. THE MUNICIPALITY AGREES TO:

1. Consult with the County Addressing Office before any changes or additions to road naming occur within either the municipality or the extraterritorial planning jurisdiction and to ensure that multiple streets do not have the same name in the County and that there will be no duplication of addresses along the road or confusing address ranges.
2. Assign structure addresses within the municipal limits of the Municipality in consultation and coordination with the County; provided, however, final decisions within the municipal limits shall be controlled by ordinances adopted by the Asheboro City Council.
3. Address changes shall be posted as outlined in Article IV of this *Addressing Agreement*.
4. Advise the County Addressing Office of any deletions, additions, or changes to any road(s) or address ranges, providing plats, surveys, or maps detailed enough to determine address block ranges (minimum and maximum ranges on either side of the road), road length, road flow, and location for emergency routing. This paragraph applies to addresses within the municipality and in the extraterritorial planning jurisdiction.
5. Advise the County Addressing Office of all address exceptions, including assignment of numbers outside the expected range for a particular road segment; advise on alterations of addressing apartment/business complexes that are addressed using a complex name as the street. This paragraph applies to addresses within the municipality and in the extraterritorial planning jurisdiction.
6. New complexes shall be assigned one address off the road that it fronts. The units shall be assigned sequential unit numbers with unit numbers in the 100-range indicating the first floor of the building, the 200-range indicating the second floor of the building, etc. Each building shall be assigned a building identification number such as *Building A*, *Building B*, etc. Site plans of complexes shall be submitted to the County Planning and Zoning Department to ensure accurate information in the addressing databases.
7. Concurrently with the transmission of required annexation plats and ordinances to the Office of the Secretary of State, provide the County

Addressing Office with copies of annexation ordinances adopted by the Asheboro City Council, including any annexation plats referenced by such ordinances.

8. After the approval of a final major subdivision plat, the municipality will copy the County Addressing Office on letters of approval that are remitted to developers. A copy of the subdivision plat(s) referenced in the approval letter will be included in the transmittal to the County Addressing Office.
9. Periodically verify the County's information about the Municipality via printouts, maps, or telephone conversation to ensure that the proper accuracy is maintained and to notify the County promptly of any known discrepancies found in the map books, printouts, maps, or other information.
10. Provide the County Addressing Office with the name and telephone number of the municipality's contact person responsible for address information in the Municipality.
11. Respond to inquiries by the County Addressing Office within 72 hours of any inquiry. At the end of 72 hours, if no answer has been received, the County Addressing Office shall contact the City Manager directly.
12. Provide for the enforcement of the addressing standards and addresses assigned as required for the public safety, health, and welfare as allowed by various General Statutes and ordinances adopted by the Municipality's governing board.

IV. ADDRESS POSTING STANDARDS

For this *Addressing Agreement*, and subject to the applicable provisions in the state building code, the following address posting standards shall be followed.

1. Numerals indicating the address number of a single-family dwelling shall be at least 4 inches in height, of a contrasting color to the structure, and shall be posted to be legible from the street.
2. Numerals for multiple dwelling units and nonresidential buildings shall be at least 6 inches in height, of a contrasting color to the structure, and shall be posted to be legible from the street.
3. Addresses will be established as whole numbers and will not have fractions or decimals of a number.
4. The letters *I* and *O* shall not be used in street addresses because of the close appearance to the numbers *1* and *0*.

5. Only digits shall be used in the number as opposed to script (e.g., 125 instead of *One Hundred Twenty-five*.)
6. All buildings shall clearly display a road address number. The owner and occupant of each building are required to display an address number on each building so that the location can be identified easily from the road.
7. The official address number must be displayed on the front of a building or at the entrance to a building that is clearly visible from the street during both day and night.
8. If the building is 75 ft. or more from a public street on which it fronts or the lot on which the building is located is landscaped such that numbers cannot be seen from the street, the assigned number shall also be posted at the end of the driveway or easement nearest the road which provides access to the building.
9. Immediately following the issuance of a building permit, the assigned address shall be posted on the property in a manner that is visible from the street. The final Certificate of Compliance shall not be issued until the assigned number is posted according to the regulations in this Section.
10. Following the posting of the assigned address, the owner or occupant shall maintain such house or building number at all times in compliance with this Section. Address numbers shall not be obstructed from view by shrubs or vegetation as viewed from the street.

V. DEFINITIONS

For this *Addressing Agreement* and its implementation, the following definitions shall apply.

Access: The way a structure gets access to a State road or a private road or drive.

Accessory Building: A detached subordinate building, the use of which is incidental to that of a principal building on the same lot. An accessory building *cannot* be used for residential or commercial purposes.

Address: A unique identification of a location that may consist of a number, road name, unit number if any, and ZIP Code.

Address Assignment: Issuance of an address by either the County Planning and Zoning Department or the Municipality. All address assignments shall be in writing and contain the information as required based upon the definition of an *address*.

Address Change: The process by which addresses are changed to reflect new or updated roads or information.

Address Number Sequence: The sequential numerical order in which address numbers shall be assigned. For example, on the right side of a road proper sequence would be 100, 102, 104, 106, etc., as traveling along the road. The improper sequence would be 100, 104, 106, 102, etc., along the road.

Parcel: A piece of land that is intended to be sold as one unit of land.

Parcel Identification Number: A number that is constructed from the North Carolina State Plane Coordinate System of the visual center of a parcel of land to identify it and its location in the County Tax Mapping system.

Plat: A map or plan of a parcel of land that is to be or has been subdivided.

Principal Building: The main building or structure on a single lot where the principal use of the property is conducted.

Private Drive: A travel way not dedicated or offered for dedication as a public street providing access to 3 or more principal buildings. A private drive is not part of the State maintenance system and is designed for use and naming for public safety only.

Private Road: A vehicular right-of-way indicated on an approved survey plat and recorded in the Office of the Register of Deeds intended to serve residential subdivision of lots or tracts and not offered for dedication as a public road.

Private Street: An undedicated private right-of-way that affords access to abutting properties and requires a subdivision streets disclosure statement under NCGS § 136-102.6. Emergency and other public services may not be provided over such private streets, and they shall be privately maintained.

Retired Streets: Street names that are unavailable for use because they have been previously used. To avoid confusion, the policy is to not assign a new address that was previously used at another location.

Road Name: The approved and adopted name of any road or street.

Site Plan: A scaled drawing and supporting text showing the relationship between lot lines and the existing or proposed uses, buildings, or structures on the lot. The site plan may include site-specific details such as building areas, building heights and floor area, setbacks from lot lines and street rights-of-way, intensities, densities, utility lines, and locations, parking, access points, roads, and stormwater control facilities that are depicted to show compliance with all legally required development regulations that apply to the project and the site plan review.

Structure Number: The address number assigned to a structure on a parcel of land.

VI. EFFECTIVE DATE OF AGREEMENT:

By authority duly given by the governing Boards of the Municipality and the County, the Chairman of the Board of Commissioners and the Mayor of the Municipality may execute this agreement on behalf of their respective governing Board.

This Agreement has been entered into pursuant to authority duly granted by the governing body of the Municipality on the 10th day of April, 2025 and the Board of Commissioners of Randolph County at its duly held meeting on the _____ day of _____, 20____.

(SEAL)

Clerk, Randolph County Board of
Commissioners

Chair, Randolph County Board of
Commissioners

(SEAL)

Walter H. Oden
Clerk 4/25/2025

James H. [Signature]
Mayor, Municipality



CITY COUNCIL OF THE CITY OF ASHEBORO, NORTH CAROLINA
RESOLUTION REQUESTING THE EXERCISE OF COUNTY STREET
ADDRESSING AUTHORITY WITHIN THE EXTRATERRITORIAL
PLANNING JURISDICTION AND APPROVING
AN INTERLOCAL AGREEMENT

WHEREAS, Section 160A-174 of the North Carolina General Statutes authorizes the city to regulate acts, omissions, or conditions detrimental to the health safety, and welfare of its citizens; and

WHEREAS, Section 160A-296 specifically provides that, except to the extent authority and control over certain streets and bridges is vested in the Board of Transportation, the city has general authority and control over all public streets, sidewalks, alleys, bridges, and other ways of public passage within its corporate limits; and

WHEREAS, Section 153A-239.1 of the North Carolina General Statutes authorizes the county to “name or rename any road within the county and not within a city, and may pursuant to a procedure established by ordinance assign or reassign street numbers for use on such a road;” and

WHEREAS, Section 638 of the Randolph County Unified Development Ordinance regulates street naming and addressing; and

WHEREAS, with regard to planning and development regulations, Section 160D-202(f) of the North Carolina General Statutes provides that the county “may, on request of the city council, exercise any or all . . .” of the powers to regulate planning and development within the city’s extraterritorial planning jurisdiction; and

WHEREAS, Section 160A-461 of the North Carolina General Statutes authorizes units of local government to enter into agreements with each other in order to execute any undertaking; and

WHEREAS, an agreement concerning the shared responsibilities of the city and Randolph County for street addressing (the “Agreement”) is attached to this Resolution as EXHIBIT 1 and is hereby incorporated into this Resolution by reference as if copied fully herein; and

WHEREAS, city staff has recommended to the city council that, in order to lessen the chance of inaccurate information delaying the response time for first

responders, (1) a request be made of the Randolph County Board of Commissioners for the county to exercise its street addressing authority within the city's extraterritorial planning jurisdiction, and (2) approval be granted for the city to enter into the Agreement attached hereto as EXHIBIT 1; and

WHEREAS, the Asheboro City Council concurs with the city staff's above-stated recommendations.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Asheboro, on this the 10th day of April, 2025, that a request is hereby formally made for Randolph County to exercise the street naming and addressing authority found in Section 638 of the Randolph County Unified Development Ordinance, and as amended, within the entirety of the extraterritorial planning jurisdiction of the City of Asheboro; and

BE IT FURTHER RESOLVED by the City Council of the City of Asheboro that the request stated in the immediately preceding paragraph is limited in scope and shall be strictly construed as pertaining only to Section 638 of the Randolph County Unified Development Ordinance, and as amended, and only within the city's extraterritorial planning jurisdiction, not within the corporate limits of the City of Asheboro or any other territorial jurisdiction of the city established by the Asheboro City Charter; and

BE IT FURTHER RESOLVED by the City Council of the City of Asheboro that the Agreement attached to this Resolution as EXHIBIT 1 is hereby approved, and city officials are authorized to execute the Agreement on behalf of the City of Asheboro; and

BE IT FURTHER RESOLVED by the City Council of the City of Asheboro that this approval is a continuing approval that shall not lapse unless and until a subsequent Resolution providing otherwise is adopted by the Asheboro City Council and implemented in accordance with the applicable state law(s).



ATTEST:

Holly H. Doerr

Holly H. Doerr, CMC, NCCMC, City Clerk

David H. Smith

David H. Smith, Mayor

EXHIBIT 1

AN AGREEMENT BY AND BETWEEN RANDOLPH COUNTY AND THE CITY OF ASHEBORO CONCERNING ADDRESSING RESPONSIBILITIES

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enforcement of the County's Addressing Ordinance. These Inspections will cover businesses and new construction only.

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8. If the building is 75 ft. or more from a public street on which it fronts or the lot on which the building is located is landscaped such that numbers cannot be seen from the street, the assigned number shall also be posted at the end of the driveway or easement nearest the road which provides access to the building.
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Address: A unique identification of a location that may consist of a number, road name, unit number if any, and ZIP Code.

Address Assignment: Issuance of an address by either the County Planning and Zoning Department or the Municipality. All address assignments shall be in writing and contain the information as required based upon the definition of an *address*.

Address Change: The process by which addresses are changed to reflect new or updated roads or information.

Address Number Sequence: The sequential numerical order in which address numbers shall be assigned. For example, on the right side of a road proper sequence would be 100, 102, 104, 106, etc., as traveling along the road. The improper sequence would be 100, 104, 106, 102, etc., along the road.

Parcel: A piece of land that is intended to be sold as one unit of land.

Parcel Identification Number: A number that is constructed from the North Carolina State Plane Coordinate System of the visual center of a parcel of land to identify it and its location in the County Tax Mapping system.

Plat: A map or plan of a parcel of land that is to be or has been subdivided.

Principal Building: The main building or structure on a single lot where the principal use of the property is conducted.

Private Drive: A travel way not dedicated or offered for dedication as a public street providing access to 3 or more principal buildings. A private drive is not part of the State maintenance system and is designed for use and naming for public safety only.

Private Road: A vehicular right-of-way indicated on an approved survey plat and recorded in the Office of the Register of Deeds intended to serve residential subdivision of lots or tracts and not offered for dedication as a public road.

Private Street: An undedicated private right-of-way that affords access to abutting properties and requires a subdivision streets disclosure statement under NCGS § 136-102.6. Emergency and other public services may not be provided over such private streets, and they shall be privately maintained.

Retired Streets: Street names that are unavailable for use because they have been previously used. To avoid confusion, the policy is to not assign a new address that was previously used at another location.

Road Name: The approved and adopted name of any road or street.

Site Plan: A scaled drawing and supporting text showing the relationship between lot lines and the existing or proposed uses, buildings, or structures on the lot. The site plan may include site-specific details such as building areas, building heights and floor area, setbacks from lot lines and street rights-of-way, intensities, densities, utility lines, and locations, parking, access points, roads, and stormwater control facilities that are depicted to show compliance with all legally required development regulations that apply to the project and the site plan review.

Structure Number: The address number assigned to a structure on a parcel of land.

VI. EFFECTIVE DATE OF AGREEMENT:

By authority duly given by the governing Boards of the Municipality and the County, the Chairman of the Board of Commissioners and the Mayor of the Municipality may execute this agreement on behalf of their respective governing Board.

This Agreement has been entered into pursuant to authority duly granted by the governing body of the Municipality on the _____ day of _____, 20____ and the Board of Commissioners of Randolph County at its duly held meeting on the _____ day of _____, 20_____.

(SEAL)

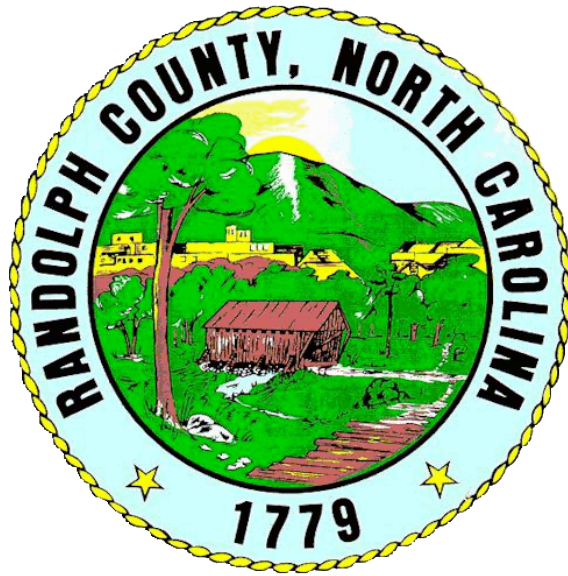
Clerk, Randolph County Board of
Commissioners

Chair, Randolph County Board of
Commissioners

(SEAL)

Clerk

Mayor, Municipality



Addressing Guide for Randolph County, North Carolina

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INTRODUCTION

This *Addressing Guide for Randolph County, North Carolina* is intended to provide a reference to the standards and procedures used to assign or change addresses within Randolph County's addressing jurisdiction. This guide, while specifically designed for use by the Public Safety community, can also be helpful to County departments along with the citizens of the County and the municipalities along with elected leaders. The guide is intended to be brief overview of the procedures and does not contain the regulations found in the *Randolph County Unified Development Ordinance*. The information contained in this document is drawn from numerous departments within Randolph County Government as well as external organizations such as telecommunication providers and the State of North Carolina.

An address should uniquely identify a place in the context of a geographic reference. In a broad sense, a location could be anywhere within the State of North Carolina, but more precisely, in Randolph County that is located in the State of North Carolina. An address can expand on a general location by specifically identifying a place along a roadway that determines access. Greater refinement is found by naming roadways and then logically ordering and consistently numbering individual structures, places or things as the roadway is traversed. In some cases, it may be necessary to further divide individual structures by applying individual unit numbers. This guide develops a standard for all addresses that consists of a number part, and a street name.

Additionally, an address may include a directional indicator, a street type, or a unit designation but the address is based on ***how the structure is accessed*** and not on frontage.

One measurement of how well emergency services are provided is the ease of finding a location, whether it is a place or a structure. The ultimate goal of addressing is to establish and maintain an inventory of unique addresses. Addresses are needed for any location where emergency services may need to be dispatched. Additionally, wireless communications require the establishment of more and better addresses because location becomes problematic when the signaling device is mobile.

ADDRESSING GRID

To facilitate a continued uniformity in the Randolph County Addressing System, the following GIS computer-generated grid system shall be used:

A paralleled grid system shall be used to assign starting numbers on both public and private roads. Base lines selected for the paralleled grids are US Hwy 220 Business from north to south and that portion of Randleman Rd to Guilford County and US Highway 64 from east to west. Each addressing base line shall pass through Randolph County from boundary to boundary.

The computer-generated grid system shall be used in such manner and grid as to generate addressable numbers for each 20 ft. per road frontage.

Figure 1 is a graphic showing the axes that is used to address structures in Randolph County.

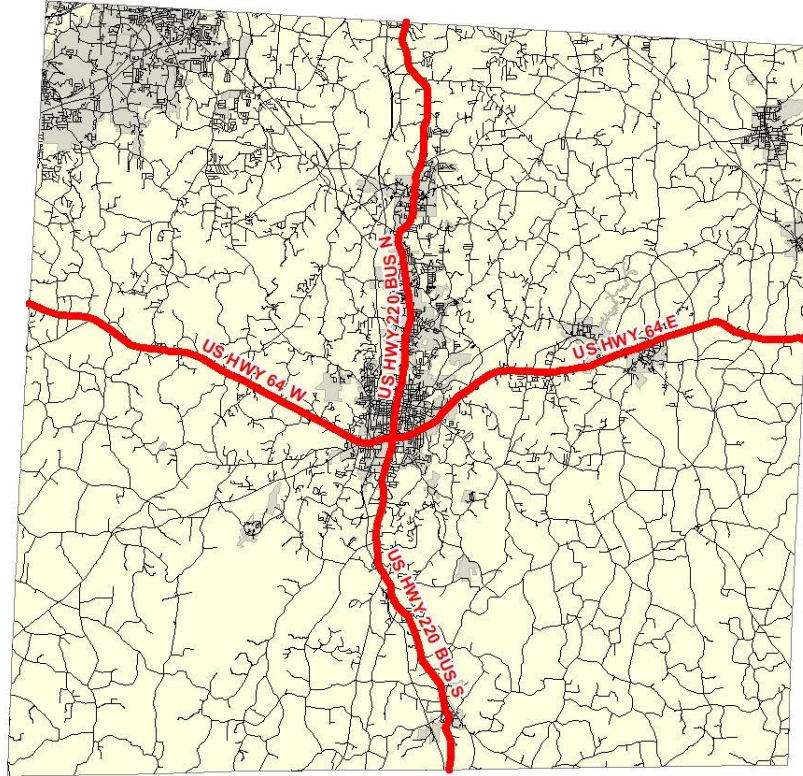


Figure 1: Randolph County Addressing Axes

In addition to the Addressing Axes shown in Figure 1, Randolph County also has a grid that helps with assigning the address ranges on a road. Establishing the correct address range on a road is a crucial first step in assigning address because if the road range is wrong, the associated addresses will be wrong. Figure 2 below, shows the addressing range grid for Randolph County.

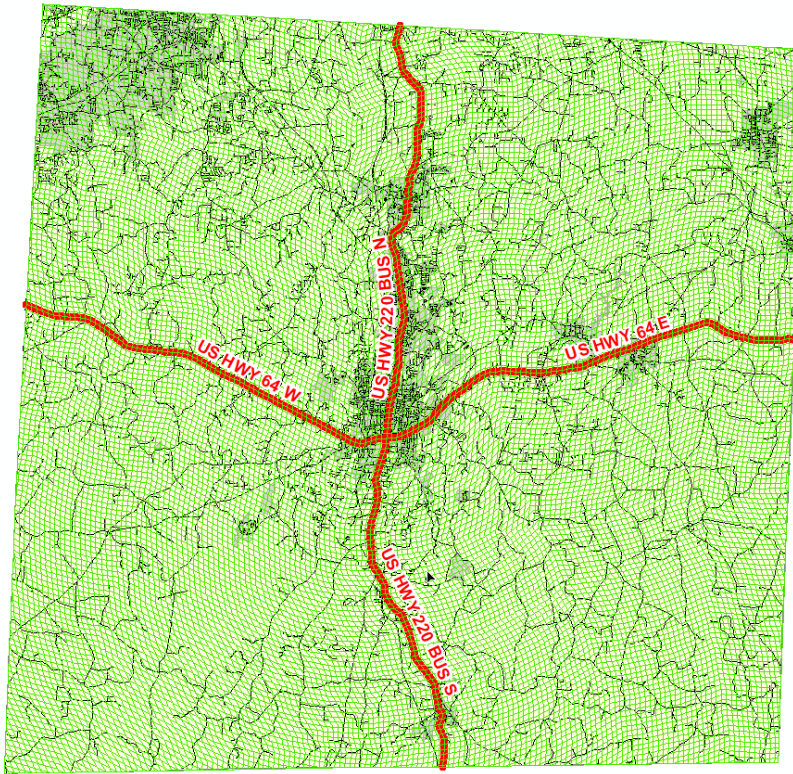


Figure 2: Addressing Axes with Addressing Grids

While the addressing grid does look a little confusing at this scale, it *does* serve a purpose. It provides the possible ranges for the road but to understand this, the user needs to be at a better scale as shown in Figure 3 below.

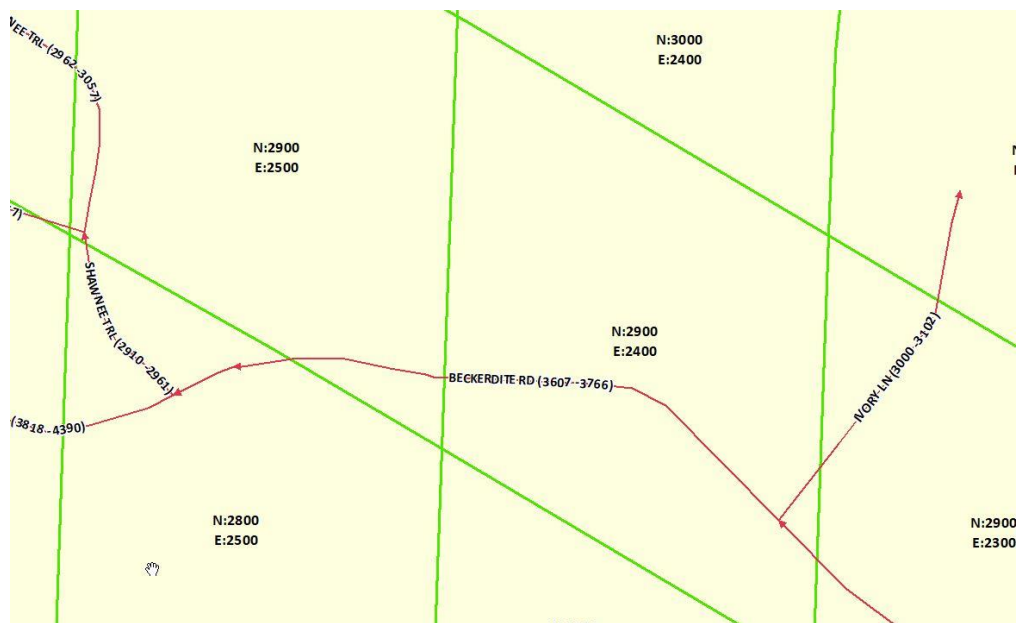


Figure 3: Address Range Grid

For the explanation of Figure 3, the reader will assume that a developer has an approved subdivision and a new road will be off Beckerdite Rd between Ivory Ln and Shawnee Trl. Look at the text beside of Shawnee Trl and the user should see **N:2900** and **E:2500**. This gives the person entering the new road the information needed to establish the road range. For this example, the developer is putting in a road that ends in a cul-de-sac and the road will run north to south. Another thing to notice are the arrows along the roads. Those arrows indicate the direction that the road is *flowing*. The *flow* of the road helps the user determine the way the addressing numbers increase along a road. For example, if the arrow points to the left the addressing numbers get higher going from right to left and it reverses if the arrow points to the right. If the arrow points up, the addressing numbers increase going north along the road and it reverses if the arrow points to the south.

For the new road off Beckerdite Rd mentioned in the paragraph above, the user can tell that the address numbers will be in the 2900 range since the information in Figure 3 above shows the north addresses as being in the 2900 range. If the road started north, then a road to the west was added, the road running to the north would stay in the 2900 range but the road going to the west would be in the 2500 range.

These ranges are calculated based on the grid in Figure 2 and the axes that are shown in Figure 1. As the roads move away from the axes, the addressing ranges will increase in Randolph County's addressing jurisdiction. A majority of the time, assigning ranges to new roads is easy but troubles quickly arise when only portion of plats are recorded for large developments and the County staff has no conceptual plan to review prior to adding the new roads. ***It is critically important that the County staff get a copy of the approved preliminary plans to allow for proper planning of roads and addressing ranges. Failure of a municipality to submit this necessary information could result in changes of address as further phases of the development are constructed.***

TERMS AND DEFINITIONS

Access: The way a structure gets access to a State road or a private road or drive.

Accessory Building: A detached subordinate building, the use of which is incidental to that of a principal building on the same lot. An accessory building *cannot* be used for residential or commercial purposes.

Address: A unique identification of a location that may consist of a number, road name, unit number if any, and ZIP Code.

Address Assignment: Issuance of an address by either the Randolph County Planning and Zoning Department or the municipality. All address assignments shall be in writing and contain the information as required based upon the definition of an *address*.

Address Change: The process by which addresses are changed to reflect new or updated roads or information.

Address Number Sequence: The sequential numerical order in which address numbers shall be assigned. For example, on the right side of a road proper sequence would be 100, 102, 104, 106, etc., as traveling along the road. Improper sequence would be 100, 104, 106, 102, etc., along the road.

Parcel: A piece of land that is intended to be sold as one unit of land.

Parcel Identification Number: At number that is constructed from the North Carolina State Plane Coordinate System of the visual center of a parcel of land to identify it and its location in the Randolph County Tax Mapping system.

Plat: A map or plan of a parcel of land that is to be or has been subdivided.

Principal Building: The main building or structure on a single lot where the principal use of the property is conducted.

Private Drive: A travel way not dedicated or offered for dedication as a public street providing access to 3 or more principal buildings. A private drive is not part of the State maintenance system and is designed for use and naming for public safety only.

Private Road: A vehicular right-of-way indicated on an approved survey plat and recorded in the Office of the Register of Deeds intended to serve residential subdivision of lots or tracts and not offered for dedication as a public road.

Private Street: An undedicated private right-of-way which affords access to abutting properties and requires a subdivision streets disclosure statement in accordance with NCGS § 136-102.6. Emergency and other public services may not be provided over such private streets, and they shall be privately maintained.

Retired Streets: Street names that are unavailable for use because they have been previously used. To avoid confusion, the policy is to not assign a new address that was previously used at another location.

Road Name: The approved and adopted name of any road or street.

Site Plan: A scaled drawing and supporting text showing the relationship between lot lines and the existing or proposed uses, buildings or structures on the lot. The site plan may include site-specific details such as building areas, building heights and floor area, setbacks from lot lines and street rights-of-way, intensities, densities, utility lines and locations, parking, access points, roads and stormwater control facilities that are depicted to show compliance with all legally required development regulations that are applicable to the project and the site plan review.

Structure Number: The address number assigned to a structure on a parcel of land.

ADDRESSING

General Considerations for Addressing

1. At the minimum, all addresses will require a structure.
2. Address numbers shall ascend away from the base lines as shown in Figure 1.
3. Only whole numbers can be assigned and the numbers must be greater than 0 and less than or equal to 999999.
4. Additional information or designations such as *A*, *B*, $1/4$ or $1/2$ are not valid parts of an address number for Randolph County assigned addresses. The municipalities can still use these designations but such use is highly discouraged.
5. Odd numbers are generally assigned to those structures that are on the left side of roads and even numbers are assigned to the right side of the roads.
6. Address number sequence is maintained from side to side and values increase as a function of distance from the origin. Errors in sequence are inconsistent with the current addressing standards and should be changed as they are encountered.
7. Numbers assigned to structures shall coincide with existing ranges that are associated with the named road or easement. For example, the address of 105 Mitchell St would not fit in the section of Mitchell St that contains the 2000-2999 address range. Additionally, cases where the range of addresses are incompatible from side to side (100's on the left side and 300's on the right) are inconsistent with the current addressing standards and should be changed as encountered.
8. Duplication of numbers along any road or easement is not allowed.
9. Duplication of road names anywhere in the County is not allowed.
10. It is recommended to verify addresses located near the County line.
11. Address points are located each 10 ft. along a road and it equates to 20 ft. on each side of the road. For example, a 1,000 ft. road contains 100 addresses—50 numbers being available for each side of the road.
12. Prior to the approval of the preliminary plat for a subdivision in the land-use development regulation of Randolph County, the developer shall submit a list of the proposed roads names for the subdivision for a check by the County to ensure there are not duplicate names.
13. After the approval of the preliminary plat for a subdivision in the land-use development regulation of Randolph County, the developer shall finalize the

proposed roads names for the subdivision and the County shall reserve the road names after payment of fees for the road signs.

14. Prior to the approval of a final plat for a subdivision in a municipality, the municipality shall check the proposed road name with Randolph County Planning and Zoning to ensure the availability of the road name. If requested, the road names will be reserved.
15. After the approval of a final plat for subdivision in a municipality, the municipality or the developer shall submit a copy of the approved plat to Randolph County Planning and Zoning for the proper placement of proposed roads and ranges into the E-9-1-1 system. If the final approved plat is only for a portion of a subdivision, a conceptual plan for the entire project shall be submitted. If requested, the road names for the entire project will be reserved.
16. Any road names that may be considered as a duplication of an existing road name shall be approved by the Randolph County Emergency Services Director.
17. Unless otherwise stated in the adopted *Addressing Agreement* between Randolph County and the municipality, the County shall assign addresses in all areas outside of the municipal limits.

Structure Numbers

At the minimum, all addresses require an address number as well as a street name. Structure numbers are assigned to a building according to its access from a particular named road or easement. Where multiple access points exist, the assigned number will be from the street range tied to the closest named road. However, it may not be practical to assign numbers based on the closest named roadway in cases where emergency vehicle access could be limited and, thus, creates a negative impact on response time. Such examples would be numbering off an alley or numbering off a property where access is obstructed.

Building Numbers

The preferred method for addressing multiple structures is to assign unique individual addresses to each structure. When insufficient numbers exist or other reasons prohibit it, it may be necessary to assign unique individual building numbers to each structure maintaining one unique street address. Generally, the buildings are numbered sequentially as they are encountered, not necessarily beginning with building number. The starting point should be the structure closest to the access point that defines the address. It may be prudent to skip some numbers or leave space for new structures that do not exist so that there will be a number available for potential future development. If the access is unnamed, then the buildings are to be numbered in the order in which they are encountered.

Multi-Unit Numbers

If a multi-unit structure possesses a single entry point, then one number is assigned to the building and a unit number is assigned to each unit.

Directionals

Directional indicators within the County's addressing jurisdiction shall only be used as a suffix to a named road or easement and may only be abbreviated as *N*, *S*, *E*, or *W* and such directional shall be based upon the grid shown in Figure 1. For example, US Hwy 220 Bus N.

Street Names

1. A street name must be between 2 and 18 characters, which is made up of letters and spaces.
2. Road names, as approved by Randolph County and recorded on a plat, will not be changed unless there are public safety issues that require a change or a petition is received as outlined in the *Randolph County Unified Development Ordinance* unless the road is within the addressing jurisdiction of a municipality.
3. A street may be named for a person only if that person has been deceased for twenty (20) years and the person was culturally, historically, or socially relevant to the geographic area. Names recognizable worldly, nationally, or throughout the state of North Carolina may be acceptable if all other criteria can be met.
4. A street shall not intersect itself.
5. A road or access easement that meets the definitions of a *Private Drive* or *Private Road*, as defined in these guidelines, can be named following the provisions of these guidelines and the *Randolph County Unified Development Ordinance*.
6. A road or easement should not terminate in a corner nor should a named road or access another easement.
7. The proposed road name shall not be duplicated or be phonetically similar to any existing street name irrespective of the prefix or suffix.
8. The word *AND* is prohibited from use in order to avoid confusion.
9. No symbols can be included in a name (e.g., #, &, hyphen, decimals, periods, apostrophes, etc.)
10. Numbers shall not be used as part of a street name.
11. Any proposed road names considered discriminatory, exclusionary, confusing, obscene in nature or deemed inappropriate shall be prohibited.
12. The use of complicated words or unconventional spellings are prohibited.

13. The prefix *US HWY* shall be used for all Federal numbered routes or roads excluding those roads on the Interstate system.
14. The prefix *I* shall be used for a Federal numbered routes or roads on the Interstate system.

Street Suffixes

A road name shall contain a suffix abbreviated as found in the United States Postal Service Postal Addressing Standards Appendix C at https://pe.usps.com/text/pub28/28apc_002.htm.

Address Posting Standards

1. No building shall be erected on a new lot created after adoption of this amendment that does not have access, directly or by easement, to a road whether publicly or privately maintained.
2. Numerals indicating the address number of a single-family dwelling shall be at least 4 inches in height, of a contrasting color to the structure and shall be posted to be legible from the street.
3. Numerals for multiple dwelling units and nonresidential buildings shall be at least 6 inches in height, of a contrasting color to the structure and shall be posted to be legible from the street.
4. Addresses will be established as whole numbers and will not have fractions or decimals of a number.
5. The letters *I* and *O* shall not be used in street addresses because of the close appearance to the numbers *1* and *0*.
6. Only digits shall be used in the number as opposed to script (e.g., *125* instead of *One Hundred Twenty-five*.)
7. All buildings shall clearly display a road address number. The owner and occupant of each building is required to clearly display an address number on each building so that the location can be identified easily from the road.
8. The official address number must be displayed on the front of a building or at the entrance to a building that is clearly visible from the street during both day and night.
9. If the building is 75 ft. or more from a public street on which it fronts or the lot on which the building is located is landscaped such that numbers cannot be seen from the street, the assigned number shall also be posted at the end of the driveway or easement nearest the road which provides access to the building.

10. Immediately following the issuance of a building permit, the assigned address shall be posted on the property in a manner that is visible from the street. The final Certificate of Compliance shall not be issued until the assigned number is posted according to the regulations in this Section.
11. Following the posting of the assigned address, the owner or occupant shall maintain such house or building number at all times in compliance with this Section. Address numbers shall not be obstructed from view by shrubs or vegetation as viewed from the street.

General Considerations for Units

1. All unit designations must be numbers and no more than five characters may be used for any unit designation. No unit designation will contain partial numbers, letters, or punctuation.
2. Unit numbers will be assigned to residential, commercial, and agricultural structures when unique entities within them must be identified. It is not necessary to assign additional unit numbers to those entities that are already contained within an existing, identified unit. For example, retail centers may be identified by a unique street address or as part of a strip mall and often contain multiple tenants. Typically these entities are all accessed from a single point, which is the major point of egress for the center. Additionally, these entities typically are not self-contained. Finally, these entities generally all operate at the same time over the course of a day.
3. Unit numbers will serve as apartment, suite, trailer, building or barn numbers.
4. Units are to be assigned to all potential spaces even in cases where a single tenant will occupy multiple spaces, although it is understood that only one unit number will be utilized per tenant.
5. Unit designations assigned to spaces with external access are required to be posted as *Suite ###* (e.g., Suite 150).
6. Unit designations assigned within a building do not require the posting of *Suite* preceding the unit number.
7. Unit designations assigned to residential structures, such as building numbers, are to be posted as *Building #* (e.g., Building 5).

Method for Assigning Units Numbers

1. Unit numbers are assigned in ascending order from left to right and from front to back when looking at the front of the structure or main access point to the structure. Typically, unit numbers at the low and high end of the range are not used in order to reserve numbers for expansion and the inevitable need to assign new units

within the appropriate range.

2. Unit numbers from 1 to 99 are reserved for spaces below grade and are intended to convey that these units would be found in a basement or at least a lower level than at grade. As discussed above, numbers from 1 to 99 may also indicate unique buildings.
3. Unit numbers from 100 to 199 are reserved for spaces at grade and are intended to convey that these units would be found on the first floor of a structure.
4. Unit numbers from 200 to 299 are reserved for spaces above grade and are intended to convey that these units would be found on the second floor of a structure. Similarly, unit numbers from 300 to 399 are reserved for third floor units, and so on.
5. Unit numbers between 1 and 99 may also be used to assign as building numbers. The building number will serve as the unit number, even if multiple entities within the building do not exist. Building numbers should be assigned when multiple buildings exist on one or more parcels of land and unique addresses cannot be assigned to each building.

Sample Addresses

For the 911 System to function properly, the different components of an address need to be recorded correctly. In emergencies, a caller may be confused or the caller may not know the address of their location. The originating phone number will determine where the call is routed and provide an address to the call taker. In order to respond to the service request, the address must have the appropriate combination of number, direction, street name, type, and unit as depicted below.

Number	Directional	Street Name	Street Type	Unit Number
125		Mitchell	St	
402		Mitchell	St	102
520	E	Main	St	

Table 1: Sample Address Table

The information in Table 1 above is **not** how the data actually appears in GIS. Table 2 below is a screenshot of a portion of the data in GIS.

Table						
Structures						
	OBJECTID *	STRDR_ID *	NUM	ROAD_NAME	PO.CODE	EXP_IND
	80	P165	8483	BENNETT RD	BENNETT,27208	
	81	D165	8483	BENNETT RD	BENNETT,27208	
	82	P167	8861	BENNETT RD	BENNETT,27208	
	260	D167	8861	BENNETT RD	BENNETT,27208	
	83	P169	8865	BENNETT RD	BENNETT,27208	
	261	D169	8865	BENNETT RD	BENNETT,27208	
	86	P173	8909	BENNETT RD	BENNETT,27208	
	87	D173	8909	BENNETT RD	BENNETT,27208	
	88	P175	8953	BENNETT RD	BENNETT,27208	
	89	D175	8953	BENNETT RD	BENNETT,27208	
	736	P177	7636	SIDE CHURCH RD	SEAGROVE,27341	
	737	D177	7636	SIDE CHURCH RD	SEAGROVE,27341	
	738	P179	7635	SIDE CHURCH RD	SEAGROVE,27341	

Table 2: Sample of actual GIS Addressing data

ADDRESSING ADMINISTRATION

Per the *Randolph County Unified Development Ordinance* adopted by the Randolph County Board of Commissioners, the Randolph County Planning Director is the Addressing Administrator for Randolph County. A staff member of the Randolph County Planning and Zoning Department shall be appointed as the Addressing Coordinator. The Addressing Coordinator, along with guidance and assistance from the County's Information Technology and Emergency Services Department, shall ensure the timely, accurate assignment of addresses.

The Addressing Coordinator shall maintain good working relationships with all municipalities to ensure the accuracy of information within municipal limits. The municipalities that assign addresses within their jurisdiction shall provide the Addressing Coordinator with any new addressees or changes as soon the change occurs. The municipalities shall also respond to any inquiries from the Addressing Coordinator as soon as possible.

The Addressing Coordinator shall also maintain good working relationships within the various levels of the United States Postal Service to ensure that the postal service is always up-to-date with the most recent addressing information. The United States Postal Service is also used as a resource in case there are questions regarding addresses that are used for mail delivery.

The Addressing Coordinator shall provide at least a monthly update to the United States Postal Service, utility providers, and various State and County departments a list of all addresses assigned or edited during the proceeding calendar month. If an address is changed due to errors or public safety concerns, a notice of address change shall be sent to the property owner, United States Postal Service and other State and County agencies that rely upon correct addressing information as soon as the issue has been resolved.

Once notified by the Addressing Coordinator, those receiving the correction notification shall be responsible for updating records in their computer systems.

Since the software that is used to assign addresses on the County level changes occasionally as software updates are released, the actual directions on assigning addresses along with the various codes that are used is not included in this *Addressing Guide for Randolph County*. This information is contained in other documents that are updated on an as need basis.

ENFORCEMENT

It shall be the duty of each jurisdiction to provide for the enforcement of the addressing standards and addresses assigned as required for the public safety, health and welfare as allowed by various General Statutes and ordinances adopted by the Governing Boards.

2026 Holiday Closing Schedule

<i>Holiday</i>	<i>County*</i>	<i>Library</i>
New Year's Day	1/1 (Thur.)	1/1 (Thur.)
M. L. King Jr.'s B-day	1/19 (Mon.)	1/19 (Mon.)
Easter / Good Friday	4/3 (Fri.)	4/3 (Fri.)
Memorial Day	5/25 (Mon.)	5/25 (Mon.)
Independence Day	7/3 (Fri.)	7/3 (Fri.)
Labor Day	9/7 (Mon.)	9/7 (Mon.)
Fall Festival (Asheboro Library Only - CLOSED)		10/3 (Sat.)
Veterans' Day	11/11 (Wed.)	11/11(Wed.)
Thanksgiving	11/26 & 27 (Thur. & Fri.)	11/26 & 27 (Thur. & Fri.)
Christmas	12/24, 12/25, 12/28 (Thur., Fri., and Mon.)	12/24 (Thur.) CLOSED 12/25 (Fri.) CLOSED 12/26 (Sat.) CLOSED

* **This holiday schedule is the same as that observed by the State of North Carolina.
Adopted June 2, ??? by the Randolph County Board of Commissioners**

Randolph County Administration



Memo

To: Randolph County Board of Commissioners

From: Will Massie, Assistant County Manager / Finance Officer

Date: 5/7/2025

Re: Budget amendment - Cooperative Extension grant

In 2023, Cooperative Extension received a \$3,000 grant from the Randolph County Tourism Development Authority. Unfortunately, the original marketing project did not occur as intended. They have been approved for a new program using those funds. We did not carry these funds forward into the current year. Cooperative Extension has requested that those funds be recognized in this current fiscal year to accomplish the new program.

In order for the new marketing project to move forward, please approve the following budget amendment:

2024-2025 Budget Ordinance

Budget amendment # _____

General Fund

Revenues	Increase	Decrease
Appropriated Fund Balance	\$3,000	
Appropriations	Increase	Decrease
Cooperative Extension	\$3,000	

Randolph County Administration



Memo

To: Randolph County Board of Commissioners

From: Will Massie, Assistant County Manager / Finance Officer

Date: 5/19/2025

Re: Budget amendment - Public Buildings

As we get close to the year end, our budget is getting lean for utility costs at our public buildings. We request an increase to the utility budget to cover our final invoices.

Please approve the following budget amendment:

2024-2025 Budget Ordinance

Budget amendment # _____

General Fund

Revenues	Increase	Decrease
Investment Income	\$100,000	
Appropriations	Increase	Decrease
Public Buildings	\$100,000	

Randolph County Administration



Memo

To: Randolph County Board of Commissioners

From: Will Massie, Assistant County Manager / Finance Officer

Date: 5/19/2025

Re: Budget amendment - Veteran Services

Randolph County Veteran Services applied for a grant provided through the Grant Program for County Veterans Offices, funded by the NC General Assembly. We recently received a grant for \$18,288.98. Funds must be for allowable costs which provide certain services to veterans.

Please approve the following budget amendment:

2024-2025 Budget Ordinance

Budget amendment # _____

General Fund

Revenues	Increase	Decrease
Restricted Intergovernmental	\$18,289	
Appropriations	Increase	Decrease
Veteran Services	\$18,289	

Randolph County Administration



Memo

To: Randolph County Board of Commissioners

From: Will Massie, Assistant County Manager / Finance Officer

Date: 5/19/2025

Re: Budget amendment - Agricultural Center

As part of the start-up of the Agricultural Center, the County would like to purchase various software applications for the Food Hub and the Commercial Kitchen. Starting now will allow everything to be set-up properly in advance of operations. We will recognize additional interest income as well.

Please approve the following budget amendment:

2024-2025 Budget Ordinance

Budget amendment # _____

General Fund

Revenues	Increase	Decrease
Investment earnings	\$10,000	
Appropriations	Increase	Decrease
Agricultural Center	\$10,000	

Randolph County Administration



Memo

To: Randolph County Board of Commissioners

From: Will Massie, Finance Officer

Date: 5/22/2025

Re: Budget Amendment – Fire Districts Tax Fund

Property tax collections have grown this year. In order to remit the entire tax collections to the fire tax districts, additional funds need to be budgeted in the Fire Districts Tax Fund.

Please make the following budget amendment to the 2024-25 Budget Ordinance:

2024-2025 Budget Ordinance

Fire Districts Tax Fund

Budget Amendment # _____

Revenues	Increase	Decrease
Ad Valorem Property Taxes	\$1,200,000	
Appropriations	Increase	Decrease
Tax Distributions	\$1,200,000	

Randolph County Administration



Memo

To: Randolph County Board of Commissioners

From: Will Massie, Finance Officer

Date: 5/21/2025

Re: Budget Amendment – School Districts Tax Fund

Property tax collections, especially on motor vehicles, have grown this year. In order to remit the entire tax collections to the school tax districts, additional funds need to be budgeted in the School Districts Tax Fund.

Please make the following budget amendment to the 2024-25 Budget Ordinance:

2024-2025 Budget Ordinance

School Districts Tax Fund

Budget Amendment # _____

Revenues	Increase	Decrease
Ad Valorem Property Taxes	\$200,000	
Appropriations	Increase	Decrease
Tax Distributions	\$200,000	



Memo

To: TDA Board of Directors
From: Will Massie, Finance Officer
CC: Amber M. Skeen, Clerk to the Board
Date: 05/21/2025
Re: FY 2024-25 – Budget Amendment #2025-10

This Budget Amendment requests \$6,500 for additional Marketing Costs from Tourism Related Projects. This increase in the Marketing budget would allow the TDA to sponsor more events in the 2024-25 Budget Year.

Please approve Budget Amendment #2025-10 for Fiscal Year 2024-25 to allow the proposed commitments in the current budget year. This amendment will not increase the total budget that has been adopted.

2024-2025 Budget Ordinance
Amendment #2025-010

Revenue	Increase	Decrease
Expenditures	Increase	Decrease
Marketing Cost	\$6,500	
Tourism Related Projects		\$6,500

Randolph County Administration



Memo

To: Randolph County Board of Commissioners

From: Will Massie, Assistant County Manager / Finance Officer

Date: 5/21/2025

Re: Budget Amendment – Opioid Abatement Fund

In October, the Board approved a contract with JG Research and Evaluation to conduct an opioid use disorder system of care assessment for Randolph County.

The project cost will be \$53,500 with an anticipated completion date of June 2025. Interest on opioid settlement funds will be used to fund the project.

Please approve the following budget amendment:

2024-2025 Budget Ordinance

Budget amendment # _____

Opioid Abatement Fund

Revenues	Increase	Decrease
Investment earnings	\$53,500	
Appropriations	Increase	Decrease
Collaborative Strategic Planning	\$53,500	

Randolph County Administration



Memo

To: Randolph County Board of Commissioners

From: Will Massie, Assistant County Manager / Finance Officer

Date: 5/22/2025

Re: Budget Amendment –Jury Commission Software

Last month, we replaced two computers used for jury selection. However, the old software we had been using for many years had not been upgraded. As a result, we could not use the new computers with that particular software. The Clerk of Court has requested that we purchase the Genesis Jury Management System for \$23,781.50, which includes data migration, set-up and training.

Please approve the following budget amendment to the General Fund:

2024-2025 Budget Ordinance

General Fund

Budget amendment # _____

Revenues	Increase	Decrease
Investment income	\$23,782	
Appropriations	Increase	Decrease
Other Public Safety Appropriations	\$23,782	



Randolph County

Office of the County Manager
725 McDowell Road
Asheboro, North Carolina 27205
www.randolphcountync.gov

June 2, 2025

Re: Unseal Closed Session Minutes

To: Board of Commissioners

Please unseal the following Closed Session Minutes as public inspection no longer frustrates the purpose of the closed session.

November 4, 2019

June 11, 2020

August 3, 2020-Project ADTD

August 3, 2020-Project SSIP

January 4, 2021

March 1, 2021-Project Red River

March 1, 2021-Eden Terrace

March 15, 2021-Newlin Site

July 6, 2021-Eden Terrace

July 6, 2021-Personnel

July 11, 2022-Water

July 11, 2022-Archdale Roelee Street

July 11, 2022-Ramseur

August 1, 2022-I-74 Industrial Center

August 1, 2022-Project Red Oak

September 12, 2022-Property Acquisition

October 3, 2022-Property Acquisition

November 7, 2022-Personnel

January 10, 2023-Project Superman

August 14, 2023-Economic Development

August 14, 2023-Property Purchase Consideration

August 22, 2023-Economic Development

September 5, 2023-Economic Development

October 16, 2023-Personnel

October 24, 2023-Personnel

October 31, 2023-Personnel

November 9, 2023-Personnel

November 27, 2023-Personnel

December 11, 2023-Economic Development

January 22, 2024-Personnel

February 5, 2024-Personnel

April 1, 2024-Land Purchase

September 3, 2024-Land Consideration

November 4, 2024-Economic Development

March 10, 2025-Personnel

Telephone: 336-318-6301
CountyManager@randolphcountync.gov



Randolph County

Office of the County Manager
725 McDowell Road
Asheboro, North Carolina 27205
www.randolphcountync.gov

MEMORANDUM

To: Randolph County Commissioners
From: Leia Stiegmann, Strategic Program Coordinator
Date: June 2, 2025
Subject: Authorizing Resolution for NC MOA Strategy 3: Recovery Support Services, Pierced Ministries

Recognizing that supportive services are a critical component of treatment retention, the North Carolina Memorandum of Agreement allows local governments to fund evidence-based programs and organizations that provide evidence-based programs to individuals in treatment for Opioid Use Disorder (OUD). These programs reduce barriers to care, such as transportation and employment, and connect individuals with individualized support, such as Peer Support Specialists, that help them to stay in treatment and connect with their communities.

Pierced Ministries & Rehab Services, Inc in High Point, NC provides supportive services, such as transitional housing, employment services, and faith-based counseling to individuals with OUD and other substance use disorders. Pierced Ministries is a partner of several faith organizations in Randolph County which connect people to their services.

If funded, Pierced Ministries will, like currently funded agencies, join the Randolph County Opioid-Community Collaborative and attend group and personalized individual training workshops. Reporting will be required on a quarterly basis, and all expenses submitted for reimbursement will be audited for compliance with the NC MOA in keeping with current practices. If approved, contract development will begin immediately, and \$300,000 in funding will be made available to the organization beginning July 1, 2025 through June 30, 2028. A timeframe over which funding may be spent is a requirement of the NC MOA.

If the Randolph County Board of Commissioners is interested in funding this organization, please consider the associated Spending Authorization Report Resolution in compliance with the NC Memorandum of Agreement.



RANDOLPH COUNTY

BOARD OF COMMISSIONERS

Randolph County Office Building 725 McDowell Road
Asheboro, North Carolina 27205 Telephone 336-318-6301

Darrell Frye, Chairman
Kenny Kidd, Vice-Chairman
David Allen
Hope Haywood
Lester Rivenbark

Zeb Holden, County Manager
Ben Morgan, County Attorney
Dana Crisco, Clerk to the Board

A RESOLUTION BY THE COUNTY OF RANDOLPH TO DIRECT THE EXPENDITURE OF OPIOID SETTLEMENT FUNDS

WHEREAS Randolph County has joined national settlement agreements with companies engaged in the manufacturing, distribution, and dispensing of opioids, including settlements with drug distributors Cardinal, McKesson, and AmerisourceBergen, and the drug maker Johnson & Johnson and its subsidiary Janssen Pharmaceuticals;

WHEREAS the allocation, use, and reporting of funds stemming from these national settlement agreements and certain bankruptcy resolutions (“Opioid Settlement Funds”) are governed by the Memorandum of Agreement Between the State of North Carolina and Local Governments on Proceeds Relating to the Settlement of Opioid Litigation (“MOA”);

WHEREAS Randolph County has received Opioid Settlement Funds pursuant to these national settlement agreements and deposited the Opioid Settlement Funds in a separate special revenue fund as required by section D of the MOA;

WHEREAS section E.6 of the MOA states:

E.6. Process for drawing from special revenue funds.

- a. Budget item or resolution required. Opioid Settlement Funds can be used for a purpose when the Governing Body includes in its budget or passes a separate resolution authorizing the expenditure of a stated amount of Opioid Settlement Funds for that purpose or those purposes during a specified period of time.
- b. Budget item or resolution details. The budget or resolution should (i) indicate that it is an authorization for expenditure of opioid settlement funds; (ii) state the specific strategy or strategies the county or municipality intends to fund pursuant to Option A or Option B, using the item letter and/or number in Exhibit A or Exhibit B to identify each funded strategy, and (iii) state the amount dedicated to each strategy for a stated period of time.

NOW, THEREFORE BE IT RESOLVED, in alignment with the NC MOA, Randolph County authorizes the expenditure of opioid settlement funds as follows:

1. First authorized strategy

- a. Name of strategy: Recovery Support Services
- b. Strategy is included in Exhibit A
- c. Item letter and/or number in Exhibit A or Exhibit B to the MOA: “Strategy 3”
- d. Amount authorized for this strategy: \$300,000
- e. Period of time during which expenditure may take place:
Start date July 1, 2025 through End date June 30, 2028
- f. Description of the program, project, or activity: Pierced Ministries will provide recovery support services for adult men and women with opioid use disorder in a supportive housing environment. Participants will be supported through peer support, employment skills, transportation, housing services, access to medical and mental health care, and other services to improve their health and/or well-being.
- g. Provider: Pierced Ministries & Rehab Services, Inc.

The total dollar amount of Opioid Settlement Funds appropriated across the above named and authorized strategies is \$300,000.

Adopted this the 2nd day of June, 2025.

Darrell Frye, Chair
Randolph County Board of Commissioners

ATTEST:

Dana Crisco, Clerk to the Board

COUNTY SEAL



Randolph County

Office of the County Manager
725 McDowell Road
Asheboro, North Carolina 27205
www.randolphcountync.gov

MEMORANDUM

To: Randolph County Commissioners
From: Leia Stiegmann, Strategic Program Coordinator
Date: June 2, 2025
Subject: Spending Authorization Resolution Amendment: Randolph County Public Health
NC MOA: Strategy 1

Beginning July 1, 2023, Randolph County Public Health was authorized to expend \$300,000 in opioid settlement funding to coordinate strategic planning efforts and implement a technical assistance program to support organizations working to address opioid misuse, addiction, and overdose. This administrative oversight was part of the allowable strategies under the NC MOA.

RCPH hired a staff member to lead the technical assistance program in November of 2023. The Opioid Settlement Program Manager, as of June 30, 2024, facilitated 25 meetings to support collaborative strategic planning efforts, hosted 4 technical assistance workshops, provided 88 hours of direct technical assistance, and conducted 893 hours of research, tool creation, and Opioid Collaborative facilitation and support. The technical assistance program has been featured at the North Carolina Association of County Commissioner's Summit on Reducing Overdose as a contribution to the field of program evaluation and is the subject of a collaborative grant project with UNC Collaboratory, UNCG and the Institute to Promote Athlete Health and Wellness.

A County-wide treatment system assessment funded through this strategy will be completed at the end of June, 2025. The assessment will highlight gaps in the current system and calculate a return on investment for funding NC MOA strategies.

As a result, the original \$300,000 committed for Collaborative Strategic Planning has been used. If the Randolph County Board of Commissioners is interested in designating another \$300,000 in Opioid funding (cumulative \$600,000) for this effective strategic planning and technical assistance program, please consider the associated Spending Authorization Report Resolution Amendment in compliance with the NC Memorandum of Agreement. This will be necessary for the proposed FY26 Opioid Abatement Fund budget.



RANDOLPH COUNTY

BOARD OF COMMISSIONERS

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AN AMENDMENT TO THE RESOLUTION BY THE COUNTY OF RANDOLPH TO DIRECT THE EXPENDITURE OF OPIOID SETTLEMENT FUNDS

WHEREAS Randolph County has joined national settlement agreements with companies engaged in the manufacturing, distribution, and dispensing of opioids.

WHEREAS the allocation, use, and reporting of funds stemming from these national settlement agreements and bankruptcy resolutions (“Opioid Settlement Funds”) are governed by the Memorandum of Agreement Between the State of North Carolina and Local Governments on Proceeds Relating to the Settlement of Opioid Litigation (“MOA”), the Supplemental Agreement for Additional Funds from Additional Settlements of Opioid Litigation (“SAAF”), and SAAF-2;

WHEREAS Randolph County has received Opioid Settlement Funds pursuant to these national settlement agreements and deposited the Opioid Settlement Funds in a separate special revenue fund as required by section D of the MOA;

WHEREAS section E.6 of the MOA states that, before spending opioid settlement funds, the local government’s governing body must adopt a resolution that:

- (i) indicates that it is an authorization for expenditure of opioid settlement funds; and,
- (ii) states the specific strategy or strategies the county or municipality intends to fund pursuant to Option A or Option B, using the item letter and/or number in Exhibit A or Exhibit B to identify each funded strategy; and,
- (iii) states the amount dedicated to each strategy for a specific period of time.

NOW, THEREFORE BE IT RESOLVED, in alignment with the NC MOA, SAAF, and SAAF-2, Randolph County authorizes the expenditure of opioid settlement funds as follows:

1. First strategy authorized

- a. Name of strategy: Collaborative strategic planning.
- b. Strategy is included in Exhibit A
- c. Item letter and/or number in Exhibit A or Exhibit B to the MOA: “Strategy 1”
- d. Amount authorized for this strategy: \$600,000
- e. Period of time during which expenditure may take place:
Start date July 1, 2023 through End date June 30, 2029.
- f. Description of the program, project, or activity: Randolph County Government will support collaborative strategic planning to address opioid misuse, addiction, overdose, or related issues, including staff support, facilitation services, or any

- activity or combination of activities listed in Exhibit C to the MOA (collaborative strategic planning).
- g. Provider: Randolph County Government

The total dollar amount of Opioid Settlement Funds appropriated across the above named and authorized strategy is \$600,000.

Adopted this the 5th day of June 2023.

Revised and amended this the 2nd day of June 2025.

Darrell Frye, Chairman
Randolph County Board of Commissioners

ATTEST:

Dana Crisco, Clerk to the Board

COUNTY

Randolph County Administration



Memo

To: Randolph County Board of Commissioners
From: Will Massie, Assistant County Manager / Finance Officer
Date: 5/23/2025
Re: Employee Health Plan Reserve

For many years, Randolph County has implemented programs and initiatives designed to create a culture of wellness for our employees. We rely upon their dedication and focus to perform required services to our citizens. We are grateful that the majority of our employees take advantage of these programs and pursue healthy lifestyles.

We are happy to report that the 2024-25 fiscal year has again seen the benefits of these strategies. The County Health Plan is currently running very favorably, and we anticipate actual costs significantly below the amount budgeted. These savings, if not used, will improve fund balance of the General Fund at year end.

We cannot expect all years to be this successful. Some periods will have unexpectedly high claims. Last year the Board of County Commissioners officially committed \$500,000 of fund balance in the General Fund to establish an employee health plan reserve for future claims that might exceed the annual plan budget.

We recommend that we increase that to a total of \$1 million. This reserve level will allow us time to evaluate any negative trends and to adjust the next year's health plan budget as necessary. If a portion of that reserve was needed in a difficult year, the reserve would be restored automatically from a subsequent year's savings.

Please commit \$1 million as the total reserve of fund balance for the employee health plan.



Superintendent's Office
Dr. Stephen Gainey, Superintendent

2222-C South Fayetteville Street
Asheboro, NC 27205
Phone 336.633.5000
Fax 336.633.5155
randolph.k12.nc.us

June 2, 2025

Dear Randolph County Board of Commissioners:

I have attached a powerpoint presentation entitled "Superintendent's 2025-2026 Proposed Budget." This presentation includes our school system's "Current Expense Requests" and "Capital Outlay Requests" for the 2025-2026 fiscal year. Please know that I greatly appreciate your support of our school system. Our positive relationship/partnership with you is highly valued by the members of the Randolph County Board of Education, my staff members, and me.

Respectfully,

Stephen Gainey
Superintendent



Trillium Health Resources Annual Report to Randolph County

Anthony Ward, MBA, MSW
Mid-State Regional Vice President



- ✿ Transforming lives and building community well-being through partnerships and proven solutions.
- ✿ While Trillium does not provide direct services, we assist our members in connecting with services offered through a contracted local provider network. We review prior approval requests for services and reimburse providers for billable services to our members.
- ✿ Members can access services by visiting a network provider or by calling Trillium for a referral to a local provider.

Trillium Health Resources

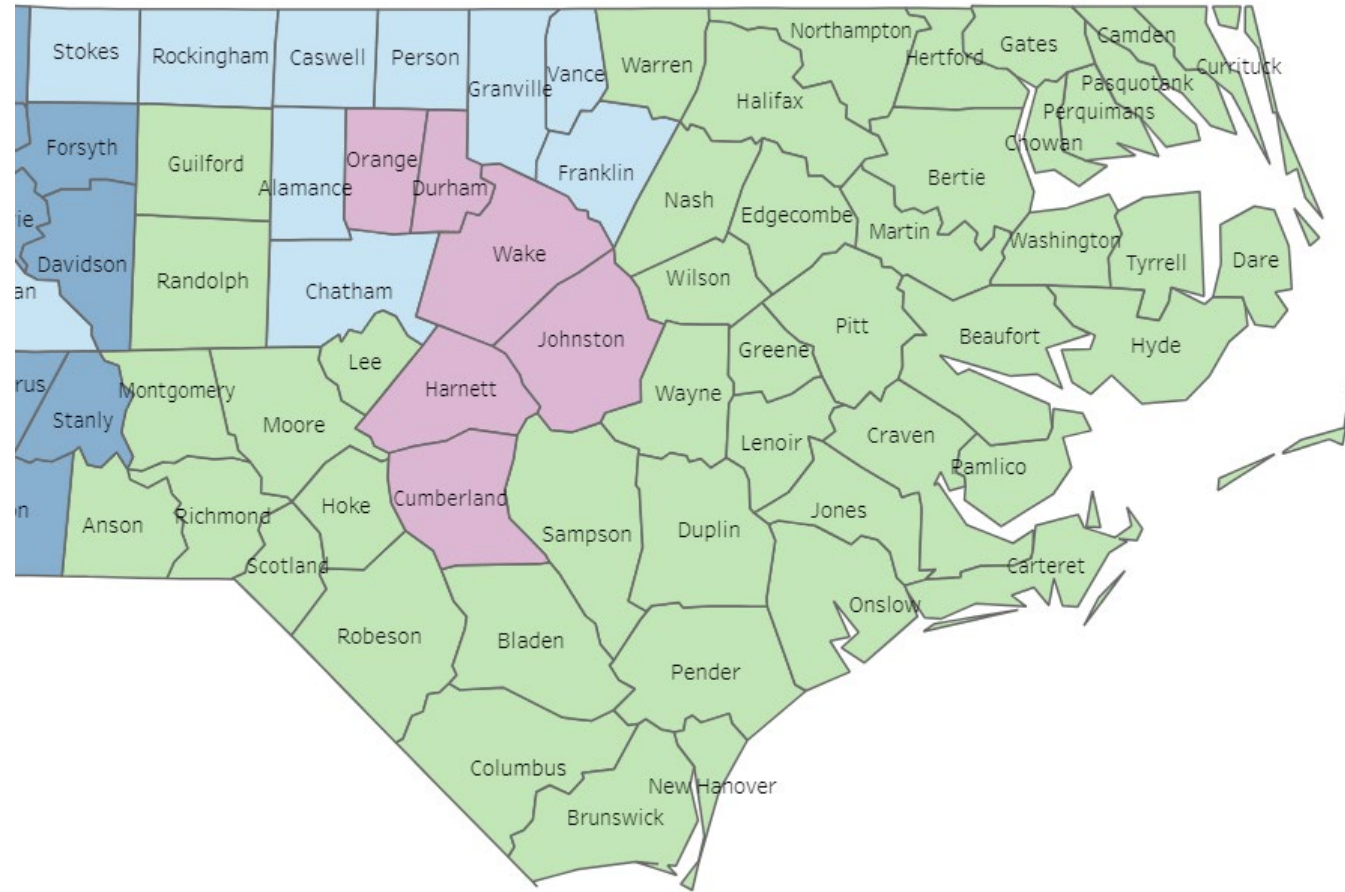
Accessing Services



- ✿ **Member & Recipient Services Line:** [1-877-685-2415](tel:1-877-685-2415) Monday-Saturday 7am-6pm
- ✿ **Behavioral Health Crisis Line:** [1-888-302-0738](tel:1-888-302-0738) 24/7/365
- ✿ Member and Recipient Services and Behavioral Health Crisis Line staff screen and triage callers, and refer to a provider who can best suit their needs
- ✿ Access to services is determined by the urgency of need assessed.

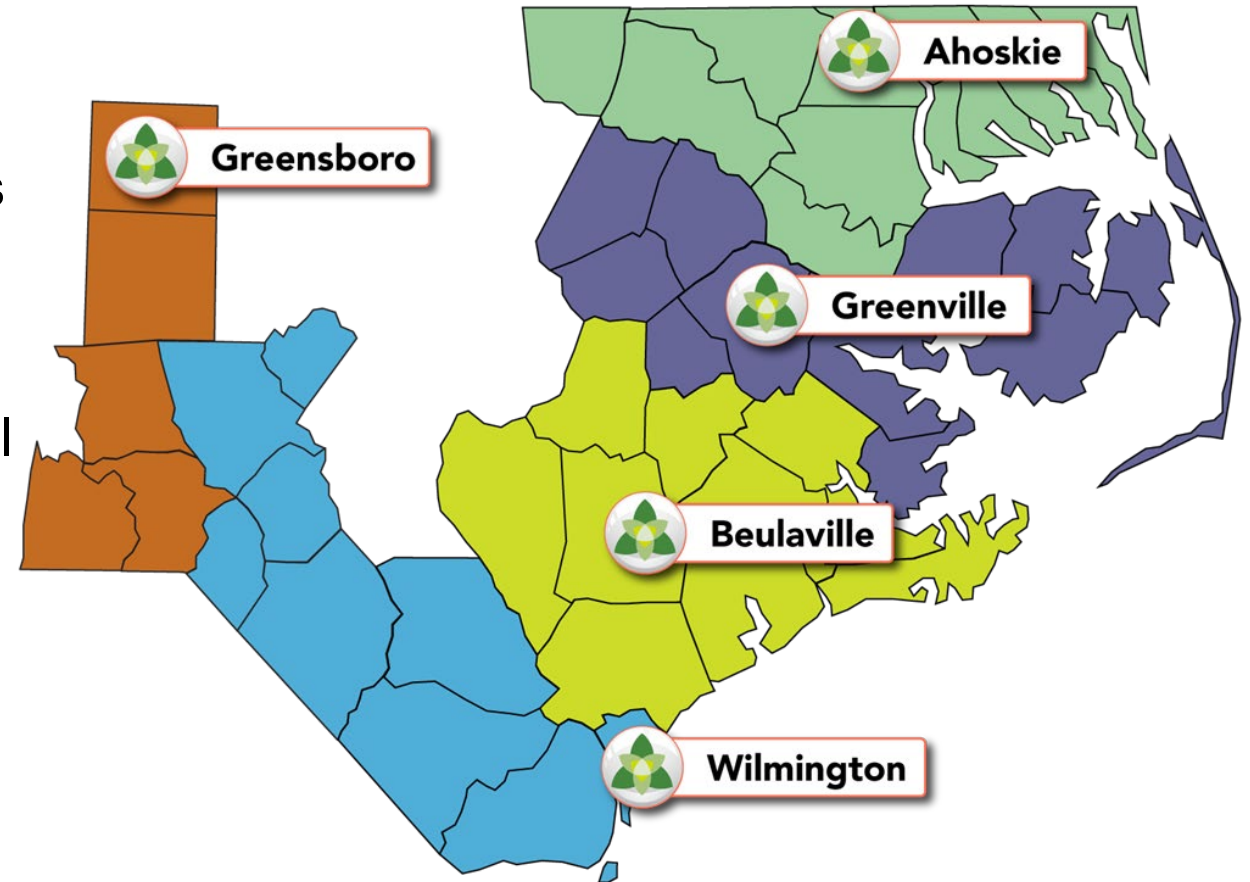
Trillium Health Resources Overview

- ✿ 46 Counties - largest of the 4 Tailored Plans
- ✿ Total Population of 3.1 million
- ✿ 215,000 Medicaid Eligible Members, including:
 - 83,000 Tailored Plan Members
 - 132,000 Medicaid Direct Members
- ✿ 287,000 Uninsured Members



Trillium Health Resources Local Connections Matter

- ✿ 5 regions to assure local connections, each with a Regional Advisory Board and a Consumer and Family Advisory Committee
- ✿ Randolph County Appointed Representatives include:
 - Commissioner David Allen, Chair
 - Ann Shaw
- ✿ Governing Board with 10 CFAC and Regional Board representatives
- ✿ 5 Regional Vice Presidents, Community Engagement and Empowerment staff along with Community Liaisons
- ✿ Active stakeholder engagement and local participation in planning and service delivery collaboratives



- ✿ Randolph Substance Use Disorder and Mental Health Symposium
 - Annual Symposium held at Randolph Community College bringing together behavioral health service providers and resources
 - Held Friday, April 25, 2025
- ✿ Randolph County Suicide Prevention Summit
 - June 14 at Emergency Operations Center, New Century Drive
- ✿ Randolph Community Crisis Collaborative
 - Community Crisis Collaborative with 3 surrounding counties to discuss behavioral health crisis services and plans
- ✿ Also participate in Community Child Protection Team, Community Events, Crisis Intervention Team training and other opportunities that are available

- ✿ Mid-State Regional Vice President, Anthony Ward (anthony.ward@trilliumnc.org)
- ✿ Community Engagement and Empowerment Director, Anne Kimball (anne.kimball@trilliumnc.org)
- ✿ Community Liaison Coordinator, Robert Nelson (robert.nelson@trilliumnc.org)

Trillium Health Resources Fiscal Year 2025 Budget

Includes:

Medicaid Behavioral Health: \$1.462 B (52%)

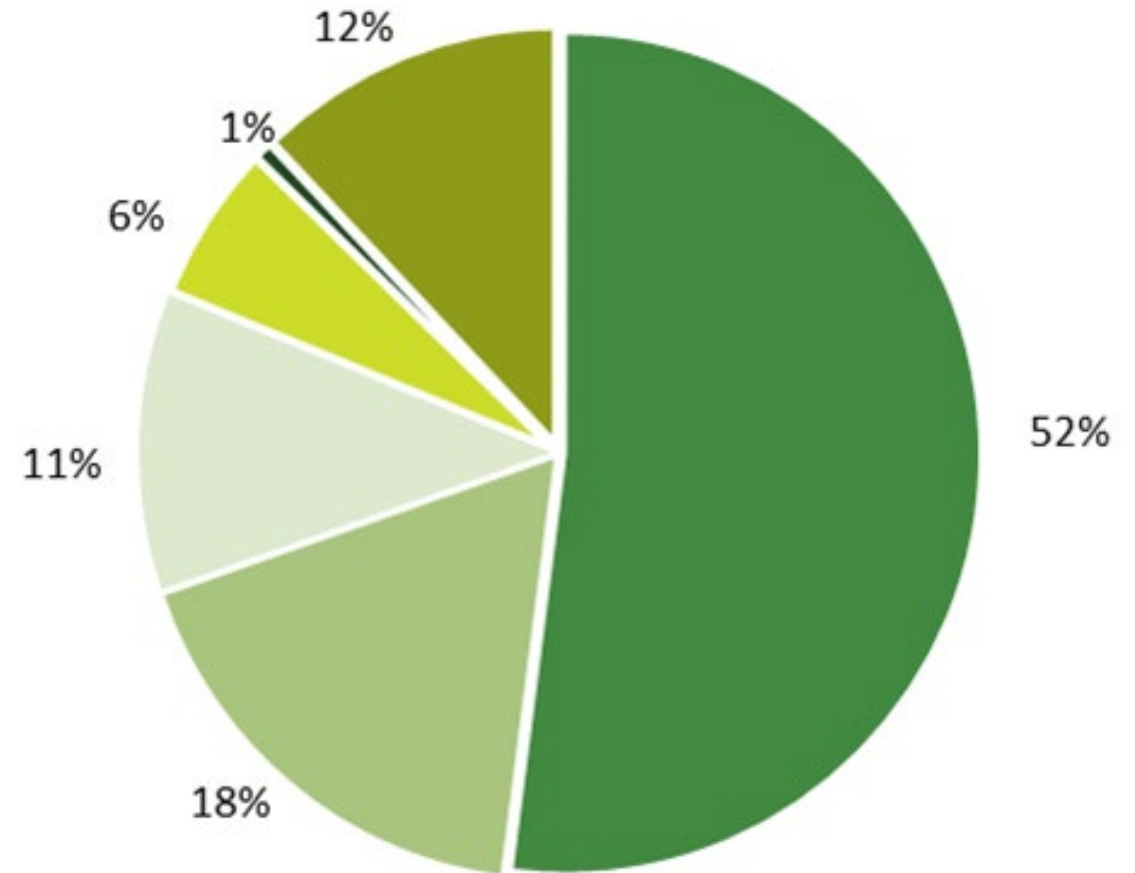
Medicaid Physical Health: \$495.3 M (18%)

Medicaid Pharmacy: \$320.9 M (11%)

State and Federal: \$169.5 M (6%)

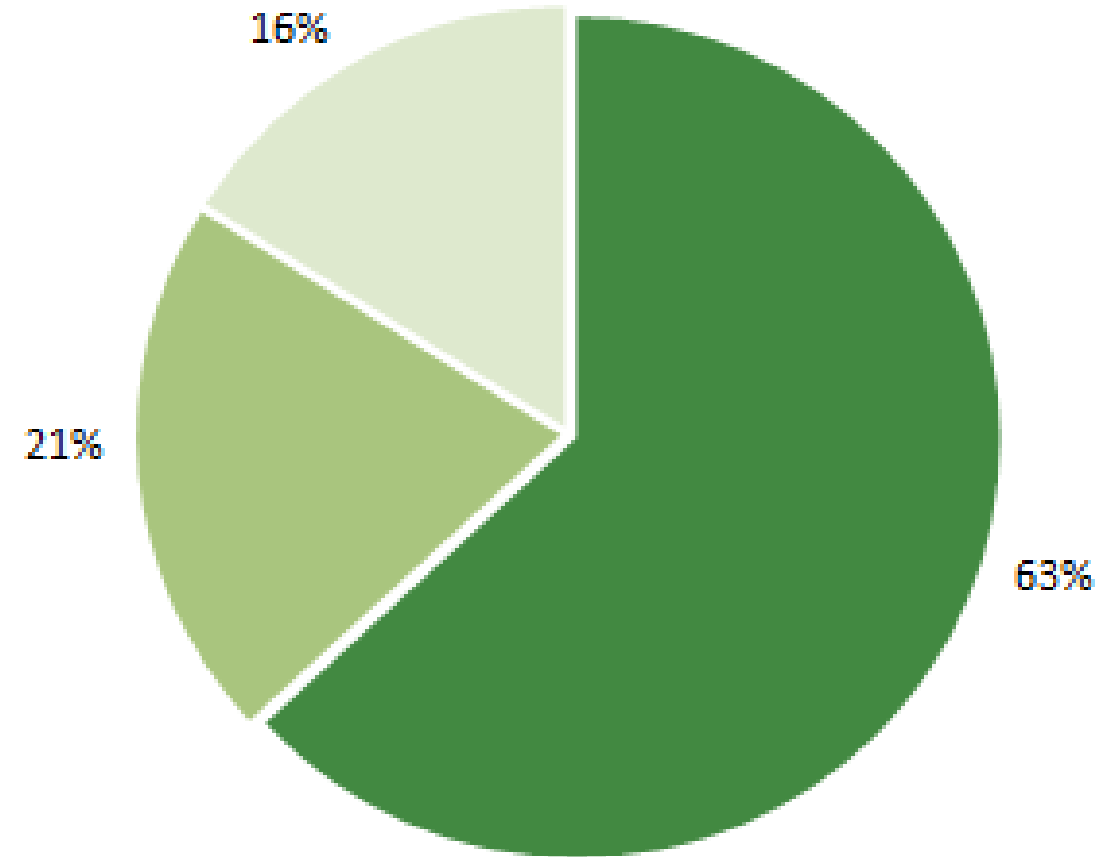
County Funding: \$20.0 M (1%)

Administrative: \$340.1 M (12%)



Trillium Health Resources Members Served Last Fiscal Year

- ✿ In FY 23-24 Served 77,347 unique individuals with severe behavioral needs
 - 55,887 - Mental Health (63%)
 - 18,387 - Substance Use (21%)
 - 14,250 - Intellectual / Developmental Disability (16%)



Trillium Health Resources Tailored Plan Update

- ✿ Trillium's Tailored Plan work launched July 1, 2024 to offer integrated management of services for our members, including behavioral and physical health needs along with pharmacy benefits and transportation
- ✿ Lessons learned from Tailored Plan launch include:
 - Member and provider call volume increased significantly indicating a need for increased communication about the changes
 - Need for increased collaboration with transportation vendors to ensure member appointments were kept
 - Need for extension of provider flexibilities to reduce disruption following launch
- ✿ Most Individuals, including those with mild to moderate behavioral health needs, are now managed under Standard Plans and have been since July 2021. Those include:
 - Amerihealth Caritas NC Inc.
 - Blue Cross Blue Shield of NC
 - UnitedHealthcare of NC Inc.
 - WellCare of NC Inc.
 - Carolina Complete Health- covers regions 3, 4 and 5

Medicaid Transformation Refresher

2021 - Present

- Establishment of 5 Standard Plans
- Medicaid Direct
- Establishment of Tailored Plans
- State Funds

Medicaid Enrollment Options

Phase 1 (July 2021)			Phase 2 (Starts July 2024)	Phase 3 (Dec 2024)
Standard Plan	EBCI Tribal Option	Medicaid Direct	Behavioral Health I/DD Tailored Plan	Foster Care Plan
Standard Plans provide integrated physical health, behavioral health, pharmacy, and long-term services and support to most Medicaid beneficiaries, as well as programs and services that address other unmet health related resource needs.	The Eastern Band of Cherokee Indians (EBCI) Tribal Option is available to federally recognized tribal members and their families IHS eligible beneficiaries for primary care case management and will be managed by the Cherokee Indian Hospital Authority (CIHA).	Medicaid Direct provides Medicaid and NCHC benefits through fee-for service (NCTracks), the LME/MCOs (behavioral health/SUD/I/DD and TBI services) and CCNC (primary care case management services for the Delayed, Excluded, and Exempt Populations.	Behavioral Health I/DD Tailored Plans will provide the same services as Standard Plans, as well as additional specialized services for individuals with significant mental health and substance use disorders, I/DDs and traumatic brain injury (TBI Waiver), on the Innovations Waiver, as well as people using state-funded services.	Foster Care Plan will provide the same services as Standard Plans, as well as specialized care management services that aim to address many of the challenges children/youth in the child welfare system face today in receiving seamless, integrated and coordinated health care.

Medicaid Enrollment by Health Plans (Full Catchment Area)

Trillium Health Resources

Tailored Plan - 75,624 (7%)

Medicaid Direct - 208,881 (21%)

Standard Plans

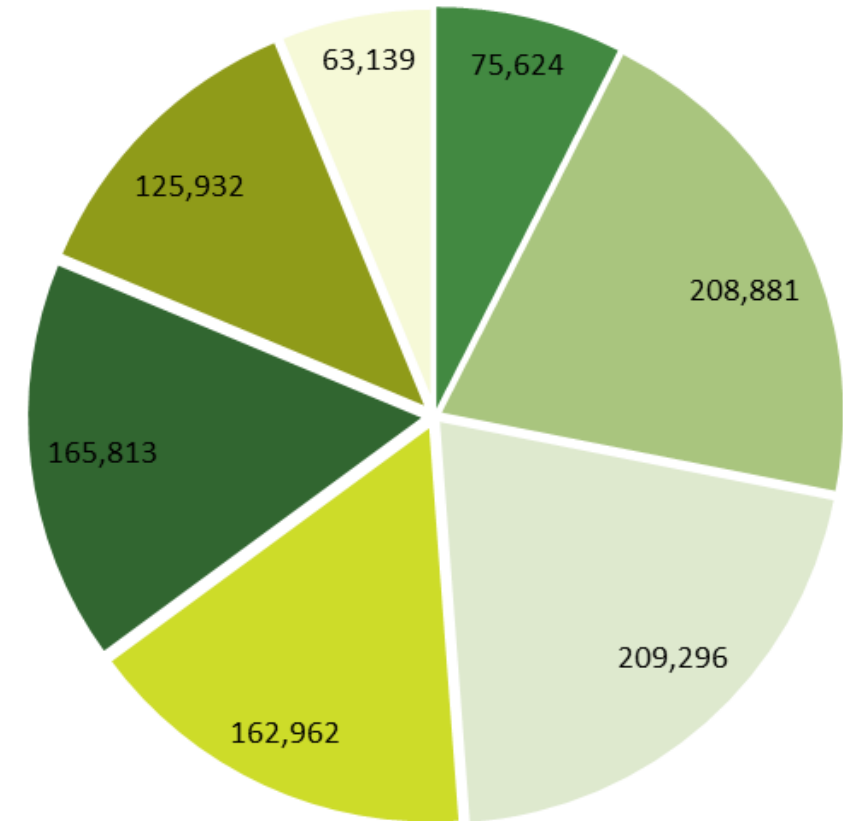
Healthy Blue - 206,296 (20%)

United Healthcare - 162,962 (16%)

WellCare - 165,813 (16%)

AmeriHealth - 125,932 (12%)

Carolina Complete - 63,139 (6%)



Randolph County Medicaid Enrollment (May 2025)

Trillium Health Resources

Tailored Plan - 3,453 (7%)

Medicaid Direct - 9,303 (20%)

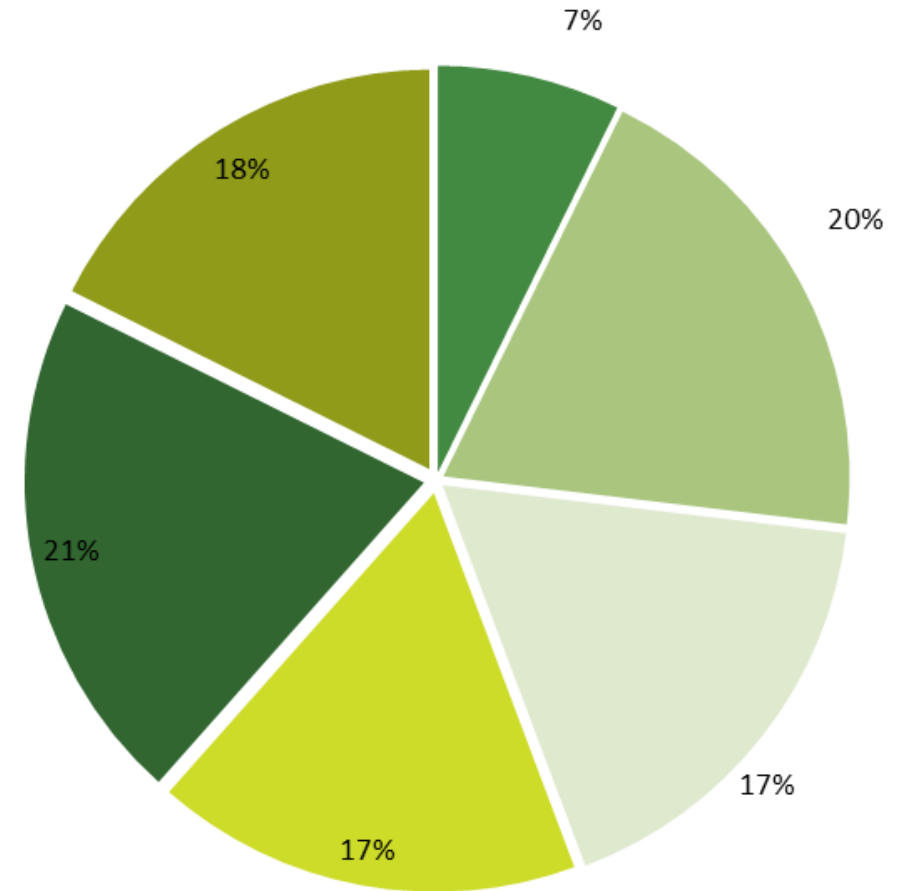
Standard Plans

WellCare - 8,249 (17%)

United Healthcare - 8,195 (17%)

Healthy Blue - 9,868 (21%)

AmeriHealth - 8,375 (18%)



Trillium Health Resources Town Hall Response

- ✿ Thank you for your participation in the 2024 Town Halls that occurred in each of the 18 realigning consolidation counties
- ✿ Several themes emerged from the Town Halls, including requests for increased communication with providers and members/families, the need for streamlined processes, service expansion and requests for administrative flexibilities in how providers offer services
- ✿ Response to those themes include:
 - Request for Proposals and Requests for Applications for identified services
 - Provider Communication Bulletins directly addressing issues raised
 - Revision of process, including for Finance and Provider Network
 - Additional website postings
 - Expansion of Transition of Care flexibilities
 - Operations Team meetings with Consumer and Family Advisory Committee members
- ✿ Planning for our next round of Town Halls is underway with more information to be sent out soon

Trillium Health Resources Project Updates

- 🌱 Mobile Crisis expansion - Daymark Recovery
- 🌱 Child First expansion - Coastal Horizons
- 🌱 Victory Junction Family Weekends - Spring and Fall
- 🌱 Mental Health and Substance Use Parity
- 🌱 Summits and Re-Entry Simulations

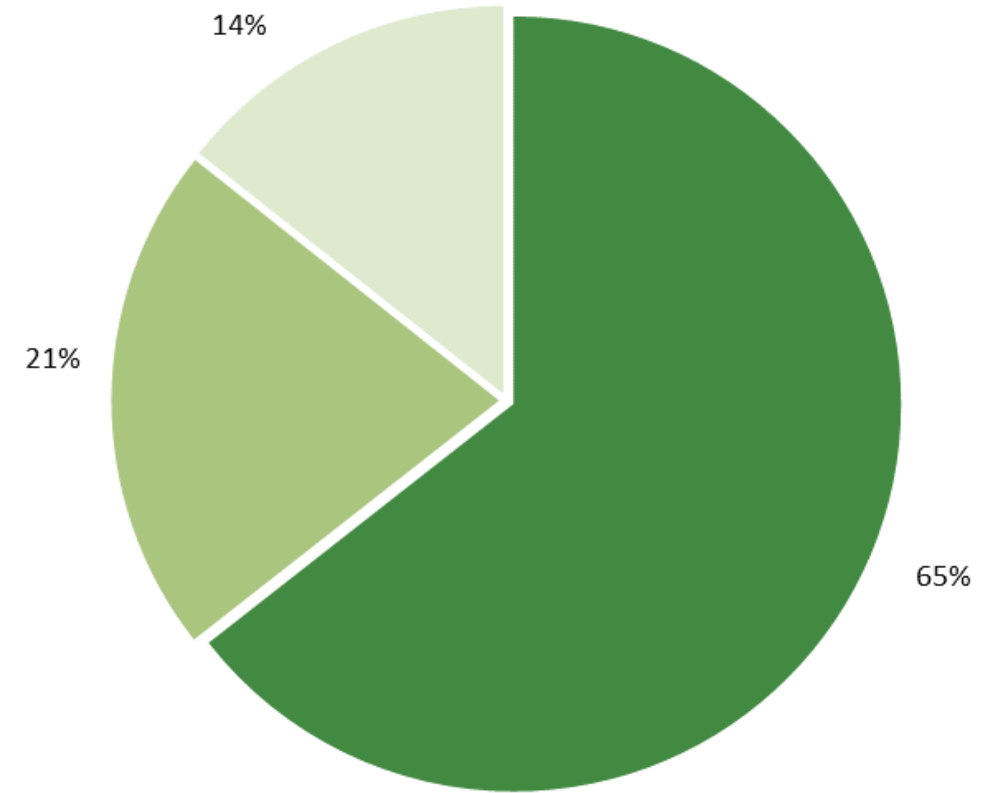


Trillium Members Served in Randolph County (July - December 2024)

🌱 3,345 Randolph County members served by Trillium Health Resources

🌱 Number includes:

- 2,155 - Mental Health (65%)
- 710 - Substance Use (21%)
- 480 - Intellectual / Developmental Disability (14%)



Randolph County Funding

- ✿ Fiscal Year 2024-25: \$844,000

- ✿ Current fiscal year funding is designated for the following local services:
 - \$115,000 - Randolph County Schools
 - \$107,875 - Randolph County Detention Center clinicians
 - \$ 20,000 - Adult Day Reporting Center
 - \$601,125 - Remainder for local services and supports

- ✿ Request the same amount continue for Fiscal Year 2025-26

- ✿ Willing to meet with Randolph County leadership to discuss any possible change in designation of those funds for the next fiscal year

Any Questions?





Randolph County

Office of the County Manager
725 McDowell Road
Asheboro, North Carolina 27205
www.randolphcountync.gov

MEMORANDUM

To: Randolph County Commissioners

From: Zeb Holden, County Manager

Date: May 2, 2025

Subject: Consider Loan to the Town of Seagrove

The Mayor of Seagrove, David Fernandez, has approached the County with a request for a Loan in the amount of \$250,000. The purpose for this loan is to enable Seagrove to move forward with necessary improvements to the Historic Luck's Cannery. These repairs and upgrades will address State Building Code and State Fire Code requirements necessary for Certificates of Occupancy (CO) in all public spaces of the building. Ensuring the building is fully functional and accessible will allow for planned community events to move forward without delay.

It is my understanding that the request is for a short-term loan, but the Mayor will be at your meeting to present this request in person and answer any questions you may have. If you wish to move forward with granting this loan, you can approve the loan in substantially the same form as the draft document provided in your agenda.

LOAN AGREEMENT

AGREEMENT, dated as of _____, ____, 2025 (this “Agreement”), between the **Town of Seagrove** a municipal corporation (herein called the “Borrower”) and **Randolph County** a political subdivision of the State of North Carolina (herein called “County”).

RECITALS

WHEREAS, the Borrower has requested that the County consider granting it a loan for the purpose of making necessary improvements to secure the appropriate building and occupancy permits for the Historic Luck’s Cannery Facility, and the County is willing to make such a loan to the Borrower on the terms and conditions stated herein;

NOW, THEREFORE, for and in consideration of the premises and the mutual covenants hereinafter contained, the parties hereto agree and bind themselves as follows:

ARTICLE 1

DEFINITIONS

“Business Day” shall mean any day that the County is open for business.

“Maturity Date” shall have the meaning as defined in the Note.

“Note” shall mean a promissory note executed by the Borrower in the form of Exhibit A hereto.

“Payment Date” shall mean the date on which a payment is due according to Article III 3.1C.

ARTICLE II

REPRESENTATIONS AND WARRANTIES

Section 2.1 The Borrower represents and warrants that:

A. Good Standing. The Borrower is a town in the State of North Carolina.

B. Authority. The execution, delivery and performance by the Borrower of this Agreement and the Note and the performance of the transactions contemplated thereby have been duly authorized by all necessary official action, and will not result in a breach of, or constitute a default under, any agreement indenture or other instrument to which the Borrower is a party or by

which it may be bound. The Borrower is not in default of any of its obligations to any other County.

C. **Litigation.** There are no suits or proceedings pending or to the knowledge of the Borrower threatened against or affecting the Borrower or its properties, which, if adversely determined, would have a material adverse effect upon the financial condition or the business of the Borrower. The Borrower is not, to its knowledge, in default with respect to any judgment, order, rule or regulation of any court, governmental agency or other instrumentality which would have a material adverse effect on the Borrower's ability to perform under this Agreement.

D. **Use of Proceeds of Loan.** Borrower represents that the proceeds of the loan shall be used exclusively to make such improvements as are necessary to the Historic Luck's Cannery Facility to obtain all required building and occupancy permits.

ARTICLE III

LOAN

Section 3.1 Interest and Payment. The Note shall be payable and bear interest as follows:

- A. **Availability of Funds.** Loan proceeds will be made available to the Borrower on or after July 1, 2025.
- B. **Interest Rate.** _____ percent (____%) interest rate shall apply to the entire amount of the loan and shall begin upon the date the funds are made available to the Borrower.
- C. **Repayment.** Borrower shall repay this loan in full on or before April 30, 2026.

Section 3.2 Prepayment. The Borrower may, at any time, prepay the Note, in whole or in part, without any prepayment premium.

ARTICLE IV

CONDITIONS OF LENDING

Section 4.1 The obligation of the County to provide the funds authorized hereunder is subject to satisfaction of the following conditions:

- A. **Legal Matters.** All legal matters incident to the consummation of the transactions hereby contemplated shall be satisfactory to counsel for the County.
- B. **Documents.** The Borrower shall furnish to the County executed copies satisfactory to the County of this Agreement, the Note, and certified copies of all such documents of the Borrower authorizing this loan transaction.

ARTICLE V

AFFIRMATIVE COVENANTS

Section 5.1 After the date hereof and until payment in full of the Note and performance of all obligations of the Borrower hereunder, the Borrower agrees that:

A. Good Standing. The Borrower will remain in good standing with the State of North Carolina.

B. Financial Books and Financial Reports. The Borrower will at all times keep and safely preserve proper books, records and accounts in which full and true entries will be made of all the dealings, business and affairs of the Borrower, in accordance with Generally Acceptable Accounting Principles.

ARTICLE VI

EVENTS OF DEFAULT

Section 6.1 The following shall be Events of Default under this Agreement.

A. Representations and Warranties. Any representation or warranty made by the Borrower in Article II hereof or any certificate furnished to the County hereunder shall prove to have been incorrect in any material respect at the time made and shall at the time in question be untrue or incorrect in any material respect and remain uncorrected;

B. Payment. Default by the Borrower in the payment of or on account of principal of the Note when and as the same shall be due and payable, whether by acceleration or otherwise, which shall remain unsatisfied for fifteen (15) business days;

C. Other Covenants. Default by the Borrower in the observance or performance of any other covenant or agreement contained in this Agreement or in the Note, which shall remain un-remedied for thirty (30) days after written notice thereof shall have been given to the Borrower by the County;

D. Bankruptcy. A court having jurisdiction in the premises shall enter a decree or order, for relief in respect of the Borrower in an involuntary case under any applicable bankruptcy, insolvency or other similar law now or hereafter in effect, or appointing a receiver, liquidator, assignee, custodian, trustee, sequester or similar official, or ordering the winding up or liquidation of the Borrower's affairs, and such decree or order shall remain unstayed and in effect for a period of ninety (90) consecutive days, or the Borrower shall commence a voluntary case under any applicable bankruptcy, insolvency or other similar law now or hereafter in effect, or under any such law consent to the appointment or taking possession by a receiver, liquidator, assignee, custodian or trustee, of a substantial part of its property, or make any general assignment for the benefit of creditors; or

E. Dissolution or Liquidation. Other than as provided in subsection D above, the dissolution or liquidation of the Borrower.

ARTICLE VII

REMEDIES

Section 7.1 If any of the Events of Default listed in Section 6 hereof shall occur after the date of this Agreement and have not been cured by Borrower within thirty (30) days after written notice of such event of default, Borrower shall be specifically obligated to repay the entire accelerated and unpaid balance of the loan, and the County may further pursue all other rights and remedies available to the County, including, but not limited to, a suit for specific performance, injunctive relief or damages. Nothing herein shall limit the right of the County to pursue all rights and remedies available to a creditor following the occurrence of an Event of Default listed in Section 6 hereof. Each right, power and remedy of the County shall be cumulative and concurrent, and recourse to one or more rights or remedies shall not constitute a waiver of any other right, power, or remedy.

ARTICLE VIII

MISCELLANEOUS

Section 8.1 Notices. All notices, requests and other communications provided for herein including, without limitation, any modifications of, or waivers, requests or consents under, this Agreement shall be given or made in writing (including, without limitation, by email) and delivered to the intended recipient at the "Address for Notices" specified below; or, as to any party, at such other address as shall be designated by such party in a notice to each other party. Except as otherwise provided in this agreement, all such communications shall be deemed to have been duly given when transmitted by email (and receipt confirmed) or personally delivered, or in the case of a mailed notice, upon receipt. The addresses for Notices of the respective parties are as follows:

Randolph County
c/o County Manager
Zeb Holden
725 McDowell Rd.
Asheboro, NC 27205
CountyManager@randolphcountync.gov

With a Copy To:
Randolph County Finance Officer
William L. Massie
725 McDowell Road

Asheboro, NC 27205
william.massie@randolphcountync.gov

Town of Seagrove (Borrower)

c/o David Fernandez
798 NC HWY 705
Seagrove, NC 27341
dfernandez@triad.rr.com

Section 8.2 Expenses. The Borrower will pay all costs and expenses of the County, including reasonable attorneys' fees, incurred in connection with the enforcement of this Loan Agreement, and Promissory Note, or with the preparation for such enforcement if the County has reasonable grounds to believe that such enforcement may be necessary.

Section 8.3 Late Payments. If payment of any principal due under the terms of the Note is not received at the County's office in Asheboro, North Carolina or such other place as the County may designate to the Borrower, within fifteen (15) days after the due date thereof (such unpaid amount of principal being herein called the "delinquent amount," and the period beginning after such due date until payment of the delinquent amount being herein called the "late payment period"), the Borrower will pay to the County in addition to all other amounts due under the terms of the Note and this Agreement, a late payment charge equal to the product of (A) the delinquent amount times (B) the Prime Rate (as defined below) divided by 365 for each day of the late payment period. For purposes hereof, "Prime Rate" means the rate announced from time to time by Bank of America as its prime lending rate as of the date that the delinquent amount was due under the Note. Notwithstanding anything herein to the contrary, in the event the late fee prescribed herein is for any reason determined to be unenforceable by a court of competent jurisdiction, the parties agree that the late fee assessed hereunder shall be the maximum amount permitted under North Carolina law.

Section 8.4 No Waiver. No failure on the part of the County to exercise, and no delay in exercising any right hereunder shall operate as a waiver thereof nor shall any single or partial exercise by the County of any right hereunder preclude any other for further exercise thereof or the exercise of any other right.

Section 8.5 Governing Law. This Agreement and the Note shall be deemed to be governed by and construed in accordance with, the laws of the State of North Carolina.

Section 8.6 Holiday Payments. If any payment to be made by the Borrower shall become due on Saturday, Sunday or business holiday of the County, such payment shall be made on the next succeeding Business Day.

Section 8.7 Modifications. No modification or waiver of any provision of this Agreement or the Note, and no consent to any departure by Borrower therefrom, shall in any event be effective unless the same shall be in writing by the party granting such modification, waiver or consent.

Section 8.8 Merger and Integration. This Agreement and the attached Exhibit and matters incorporated by reference contain the entire agreement of the parties with respect to the matters covered and the transactions contemplated hereby.

Section 8.9 Headings. The headings and sub-headings contained in the titling of this Agreement are intended to be used for convenience only and do not constitute part of this Agreement.

Section 8.10 Severability. If any term, provision or condition, or any part thereof, of this Agreement shall for any reason be found or held invalid or unenforceable by any governmental agency or Court of competent jurisdiction, such invalidity or unenforceability shall not affect the remainder of such term, provision or condition, and this Agreement and the Note shall survive and be construed as if such invalid or unenforceable term, provision or condition has not been contained therein.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be duly executed as of the day and year first above written.

RANDOLPH COUNTY

(COUNTY SEAL)

By: _____

Zeb Holden, County Manager

Attest: _____

Dana Crisco, Clerk

TOWN OF SEAGROVE

(TOWN SEAL)

By: _____

David Fernandez, Mayor

Attest: _____

Jesse Lynn, Clerk

LOAN AGREEMENT

EXHIBIT A

PROMISSORY NOTE

DRAFT



RANDOLPH COUNTY SHERIFF'S OFFICE
SHERIFF GREGORY J. SEABOLT

727 McDowell Road
Asheboro, North Carolina 27205
Phone: 336.318.6699 Fax: 336.318.6618

Memo

To: Randolph County Board of Commissioners
From: Sheriff Greg Seabolt
Date: 06/02/2025
Re: Expenditure of Law Enforcement Restricted Funds

The Randolph County Sheriff's Office intends to utilize \$116,409.18 in law enforcement restricted funds. These funds will be allocated to purchase IAPro and Blue Team, two integrated software platforms designed specifically for law enforcement agencies to enhance personnel oversight, documentation, and accountability. Additionally, the funds will be used to acquire BolaWrap 150 devices, handheld remote restraint tools that allow law enforcement to safely and non-lethally restrain individuals.

Please note that both items are sole source.

- Approve the purchase and the following budget amendment to the General Fund.
 - Authorize the County Manager to sign the contracts.
-

2024-2025 Budget Ordinance

Budget amendment # _____

General Fund

Revenues	Increase	Decrease
Restricted Fund Balance Appropriated	\$116,409	
Appropriations	Increase	Decrease
Sheriff	\$116,409	

"When keeping the job means more than doing the job, Mission is lost!"



Re: BolaWrap® 150 Sole/Single Source Documentation

To Whom It May Concern:

Please accept this letter as confirmation that Wrap Technologies is the Sole Source Manufacturer of the non-lethal BolaWrap 150 remote restraint technology. Wrap Technologies is the owner and manufacturer of this unique solution for the law enforcement market. The BolaWrap 150 is a remote restraint device designed to be used by law enforcement early in an encounter of someone suffering from a mental health crisis, narcotic induced psychosis, criminal, or other uncooperative behaviors to deescalate situations rapidly so no other force is necessary. No other manufacturers make a remote restraint device comparable to this device.

The BolaWrap 150 remote restraint is unique and is specifically focused on law enforcement use that is non-lethal and is not intended to use pain compliance to take a subject into custody. The goal of BolaWrap is to de-escalate and to safely take a subject into custody while keeping the officer and the subject safe. There are other tools that use pain compliance through electricity, probes, bean bags, chemical irritants and will likely cause pain or injury. BolaWrap with its 7.5 foot Kevlar tether and hooks that are a unique patented design to catch into clothing have been specifically built to avoid causing injury and to not use pain as the method to gain control compliance. The BolaWrap is also designed to be capable of confining a subject's arms against their torso to prevent the subject from physical fighting with an officer or brandishing a weapon. Only BolaWrap provides these exclusive capabilities to law enforcement with its unique design and product capability.

The ATF has designated BolaWrap as an "any other weapon". The BolaWrap 150 has been designed to not look or feel like a firearm. The intention behind this unique design is to help prevent any confusion between an officer's lethal and non-lethal weapons.

Our BolaWrap product portfolio is covered by 17 patents issued in the US and 31 patents issued internationally and is manufactured in the United States in Arizona.

U.S. Patents: US11,073,363; US11,408,713; US10,036,615; 11,353,287; 11,156,432;

WO 2022/177612; WO 2022/047435; PCT/US22/45809 (and all national entries/validations based thereon)

Wrap, BolaWrap and Wrap Technologies are trademarks of Wrap Technologies, Inc., and Wrap® and BolaWrap® are registered trademarks of Wrap Technologies, Inc., registered in the U.S. and many other foreign jurisdictions.

Tactical Innovations LLC. is the authorized exclusive distributor for the BolaWrap 150 in the state of North Carolina.

Tactical Innovations LLC.

620 State Street 3002 Bristol, TN 37620

Phone: 833-538-2241

Contact: Allen Hurley, CEO

ahurley@tacticalinnovationsllc.com

Jazmin Hurley, Business Operations Director

423-335-2955

Jhurley@tillc.com

Sincerely,

Scot Cohen

Scot Cohen, CEO

Wrap Technologies, Inc.



Versaterm Public Safety US, Inc.
1 North MacDonald, Suite 500
Mesa, Arizona USA
85201

Company Information

Prepared By	Dustin Baskett	Email	dustin.baskett@versaterm.com
Quote Name	Randolph County Sheriff's Office (NC) - IAPro & BlueTeam - FY'25	Quote Number	00008901
Created Date	2025-05-16	Expiration Date	2025-06-30

Customer Information

Contact Name	Eric Wilson	Phone	336-460-4750
Title	Captain	Email	eric.wilson@randolphcountync.gov
Account Name	Randolph County Sheriff's Office (NC)	Bill To	727 McDowell Rd Asheboro NC 27205 United States

Additional Information

Project Notes: Quote/Discounts approve for 5-year contract fully paid for on Year 1.

Quote Line Items

Quote Description	Quantity	Sales Price	Subtotal	Discount (Percentage)	Total Price	Billing Type
BlueTeam NextGen, License Subscription (On-Prem)	5.00	USD 9,000.00	USD 45,000.00	33.33%	USD 30,001.50	Recurring
BlueTeam front-line users training	1.00	USD 1,500.00	USD 1,500.00	33.33%	USD 1,000.05	Non Recurring
IAPro NextGen, License Subscription (On-Prem)	5.00	USD 9,000.00	USD 45,000.00	33.33%	USD 30,001.50	Recurring
On-site Training cost per day	1.00	USD 2,050.00	USD 2,050.00	33.33%	USD 1,366.74	Non Recurring

Totals

Quote Currency	USD	One-Time Charge	USD 2,366.79
Net Terms	Net 30	Total	
Contract Term	5 Year	Recurring Charge	USD 60,003.00
		Total	
		Grand Total	USD 62,369.79

SOLE SOURCE STATEMENT – THE NEXTGEN APPLICATIONS

Spring 2025

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Overview

Versaterm Public Safety US, Inc. (“Versaterm”) is the sole source vendor of The NextGen applications Professional Standards software products.

IAPro, BlueTeam, EIPro and Public Portal applications (“NextGen” applications) have been created by CI

Technology, now Versaterm, and can be purchased directly from Versaterm or a reseller channel. In addition, Versaterm is the sole source provider of training, data migration, data integration, along with user and technical support for all NextGen applications.

The NextGen applications are fully web-enabled applications built using enterprise-level technologies.

Versaterm is constantly keeping aware of software applications that compete with its NextGen applications, their feature sets, and their customer bases.

Many of the features and capabilities of The NextGen applications are to our knowledge not shared by any other competing Professional Standards software products. These include, but are not limited to capabilities and features outlined in the following sections.

Architecture/Overall Design

- A unique multi-application solution
 - IAPro: designed for daily use by Professional Standards/IA Units
 - BlueTeam: Designed for use by front-line officers and supervisors with minimal or no training necessary

- EIPro: Advanced EI application with real-time peer-group analytics and information filtering
 - Public Portal: Community engagement application to take in and respond to citizen complaints
- BlueTeam and IAPro support entry and management of a wide range of incident types including use-of- force, vehicle accident, vehicle pursuit, show of force, drug test, complaints and user-defined incidents.
- In-built GIS features include automatic geo-coding of addresses and locations being entered along mapbased interfaces to support most accurate location capture.
- Multi-lingual configuration capability
- Specialized configurations for Commonwealth countries – Australia, Canada and New Zealand
- Non-Police mode for customers that are not Police or Correctional
- Customer support including
 - An annual 3 day Users Conference - the 2022 users conference in Anaheim, CA saw over 500 attendees
 - 12+ two-day training symposiums held at key customer locations in the US and Canada
 - Webinars – several each week
- The 19th annual users conference in 2024 in Scottsdale, AZ offered multiple training tracks and included networking forums, presentations and discussions regarding how to meet the rapidly evolving environment today as well as basic and advanced training sessions.

Full Spectrum Solution

- IAPro - Professional Standards/Internal Affairs
- BlueTeam – Frontline support
- EIPro – Advanced early intervention real-time peer-group analytics with drill-down capabilities filtered to ensure that users only have access to information they are authorized to have access and knowledge of
- Public Portal – Community Engagement platform that communicates via text and/or email with members of the public in real time, keeping them updated on the status and disposition of their complaint or compliment submitted through the application. Public Portal is uniquely architected to ensure

Technology Platform – On-Prem or Cloud

Our applications can be situated in the following ways –

- 1 - On-Prem – Entire solution including database and applications are hosted on the customer's infrastructure (Windows server, MS SQLServer, network location for stored files with our Company technical staff assisting remotely with installation and support as needed by customer.
- 2 - Cloud hosted by our Company – Entire solution is hosted by our Company on our secure cloud infrastructure. Our cloud primary cloud hosting platform is currently MS Azure.
- 3 - Cloud hosted by customer on their private secure cloud infrastructure – Entire solution is hosted by customer on their secure cloud hosting platform with our Company technical staff assisting remotely with installation and support as needed by customer.

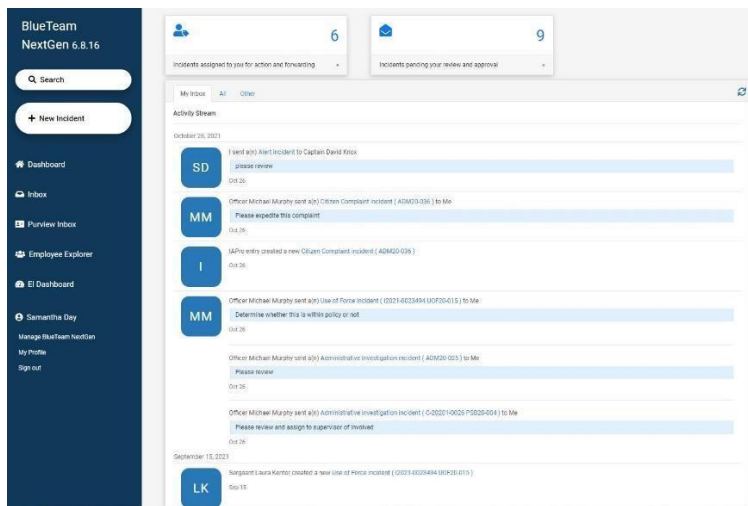
Additionally, on-prem customers can be moved to the cloud hosted options 2 and 3 above with assistance from Company technical staff. This provides ability for customers over the long term to move from on-prem to more secure or cost-effective platform when or if that becomes their preferred solution platform.

File storage – Four storage management models

- Network file share
- Mixed network file share and BLOB database stored
- Blob database stored
- File services managed via RESTful API

Investigative/case management and workflow support

- BlueTeam includes routing of incidents via the chain of command with review and approval functions
- BlueTeam include features that integrate with departmental e-mail so that supervisors are notified via e-mail of new incidents that have been routed to them for review and approval.
- BlueTeam also features the Incident management dashboard for higher-level supervisors in the field. This allows for better management and assignment of incidents incoming into BlueTeam from IAPro.



- Comprehensive snapshot storage of officer profile at time of incident
- Ability to track hearings and appearances. This feature enables the ability to track hearings, such as Laudermill and/or appeals.
- Full-featured disclosure log used to track disclosure of information based on requests from outside entities such as media and attorneys.
- Intelligent quality assurance (QA) features that notify users of incomplete entry of incident data. This important feature helps to ensure entry of all data needed to feel statistical reports and charts, and is particularly helpful for new users.
- Case management with visual drill-down capability.
- Reminders of overdue and approaching overdue status incidents and investigative tasks at user login.
- Automatic creation and assignment of due dates and investigative tasks when each incident is initially entered, based on parameters set by the administrator.
- Secure incident routing features within IAPro provides a fully-secure capability to route incidents among users. Notification of un-read mail is provided at login to the system administrator, so that mail that is overdue to be reviewed and handled can be managed.
- Purge features built based on customers' needs: Incident level and officer/incident level purge features include purge log, purge hold-back (when involved officer has pending disciplinary or complaint issue), and retention of data utilized in statistical reporting.
- Body Worn Camera tracking and reporting functionality
- Access, manage and rename IAPro specific incident types such as Use of force, Accidents or Stops.

- BlueTeam Allegation feature allows allegations to be visible on one of more incident types as well as a recommend finding.
- Officer and Citizen Roles will now display in BlueTeam to capture key details such as third party, primary involved, juvenile, first responder or supervisor responding.
- Bifurcated incident types (such as various levels of use of force) as requested by Seattle Police Department to support appropriate response to incidents based on key factors such as severity of injury to involved parties
- Specific features for organizations that have a separate unit from IA/PSU that tracks and records discipline into the system.
- California-specific features including response to Pitchess Motion officer history printout, incident-level purge with purge date maintenance features, vehicle pursuit data elements accommodate information of CHP reporting form, and time/effort tacking for case investigation costs reimbursement from State of California DOJ.

Access/security control

- Access/security control with multi-level access screening, feature access control, and advanced read/write access control by user or unit.
- Robust and detailed background audit logging
- Timescales specialized background logging of incident progression to support Commonwealth country customers' audit requirements
- Comprehensive snapshot storage of officer profile at time of incident
- **Meets US Federal Government guidelines for strong password security including:**
 - ✦ A password minimum length can be configured
 - ✦ Passwords are stored encrypted in the database
 - ✦ Specify passwords contains one or more lower case character
 - ✦ Specify passwords contains one or more upper case character
 - ✦ Specify passwords contains one or more numeric character
 - ✦ Specify passwords contains one or more special non-alphanumeric character
 - ✦ Password re-use detection and limit so that a previously used-password cannot be re-used
 - ✦ User accounts are locked out after a specified number of unsuccessful logon attempts
 - ✦ LDAP/Active Directory login/password integration

Statistical and detail reports and charts

- All detail reports' output is screened by user access level and incident lock-down criteria
- IAPro NextGen offers "Web Reports" with advanced drag-and-drop, query builder and charting capabilities.
- IAPro offers export of nearly all reports' and early intervention interfaces' data directly to MS Excel by simply clicking on a button.

Linked files and document storage

- An unlimited number of files of any type – such as audio, image, PDF, MS Word, etc. - can be linked to each incident in both The NextGen applications.
- Linked files functionality enhanced with linked URLs to support access to cloud stored body worn and in-car camera videos. Works with Evidence.com and other commonly used file storage providers, or customer configured cloud storage.
- Linked files features include –
 - Four file storage models to best fit the customer's file storage, management and security requirements
 - A new File Service application to fully modernize the managing of secure file storage for all of the NextGen applications.
 - Virtual folders to assist users in organizing linked files into named folder groupings
 - In-built PDF and scanned image file viewers

Notification Architectures

Notification to solution users includes notification of –

- Case assignment/re-assignment
- When threshold-based alerts are created or "triggered"
- IAPro "mailbox" incident routings
- BlueTeam incident routings

Notifications also include in BlueTeam scheduled digest that lists and summaries reminders and pending or overdue items the recipient is responsible for.

Correspondence

- Correspondence templates to enable boilerplate letters and other documents to be created and populated with data, with over 60 data bookmarks for automatic form and document creation.

Accreditation

- **CALEA requirements:** Separate reports, each meeting a specific CALEA guideline/requirement, including:
 - CIMRS Use-of-force statistical report
 - CIMRS Vehicle pursuits report
 - CIMRS Agency-Wide Breakdown Of Sworn And Non-Sworn Positions
- The NextGen applications allow our customers to meet over 35 different accreditation standards relating to complaint monitoring, use of force reporting, pursuits, firearm discharge reporting and Early Intervention.

Critical Incidents

- BlueTeam includes a “clickable” body image for capture of force contact points and injuries in a user- friendly manner similar to many paper report formats (see below screen)

Update Types of Forces Used - Officer Michael Reynaldo

Force Type:

Was the Force Effective?*: ☒ Yes ☐ No ☐ Limited

Force Location: ☐ Yes ☒ No

Serial Number:

Cartridge Number:

Type of Usage:

☐ Device displayed only

☒ Projectile/probe deployment

☐ Direct contact/drive stun contact

Number of Air Cartridges Used:

Number of:

FRONT BACK

Missed

Cancel Add Use of Force

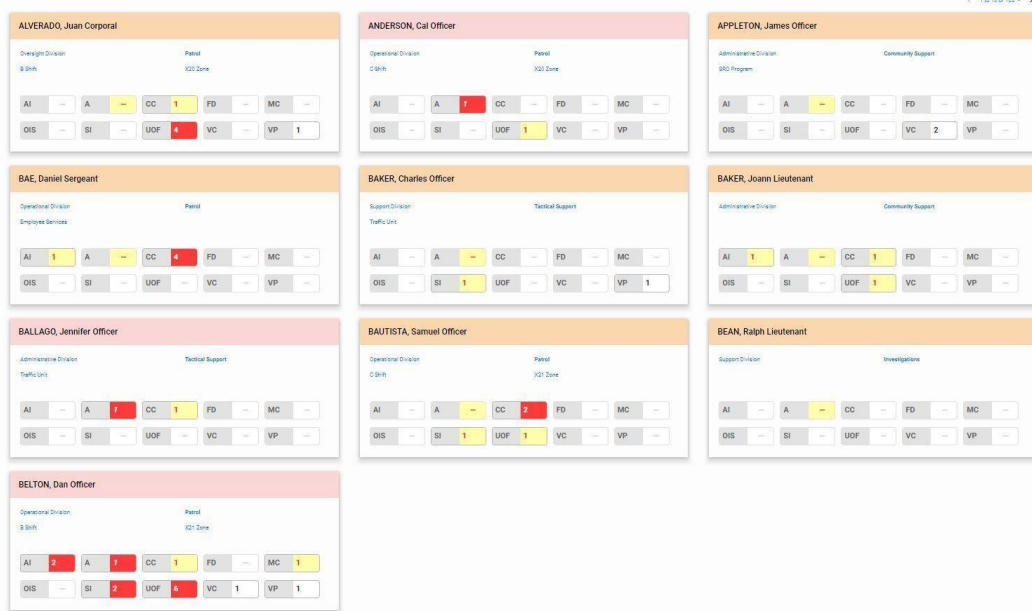
- Specialized Show of Force incident type to track instances where force may be displayed but not deployed.

Remittance Address: 1 North MacDonald, Suite 500, Mesa, Arizona USA , 85201
Versaterm Public Safety US, Inc. is the Sole Source Provider of IAPro, BlueTeam, EIPro, Public Portal and MakeNote Software Web: www.iapro.com

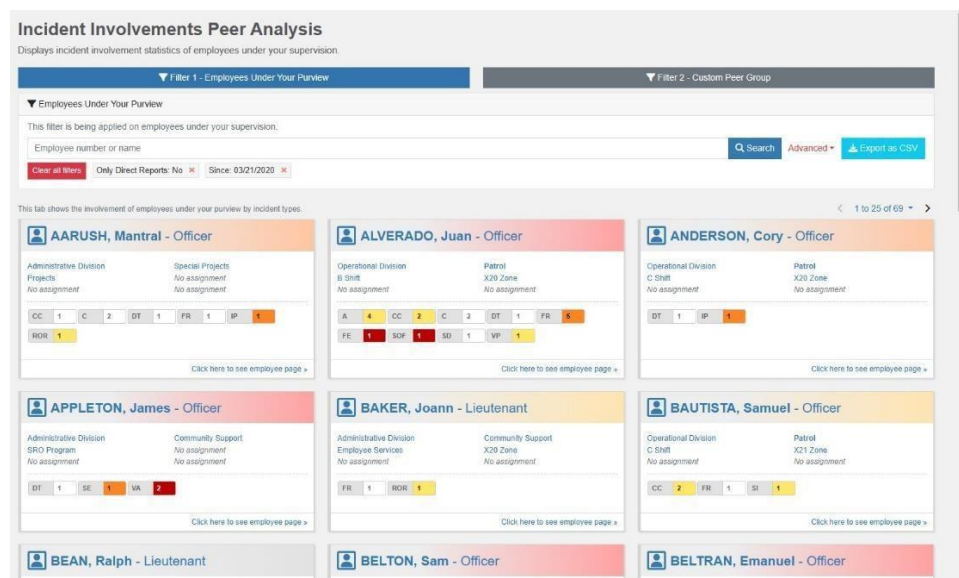
- Specialized K9 utilization incident type to track deployment of a K9 with related bite statistics module.
- Specialized data elements to identify citizens in crisis during incident, homeless, primary language other than English and enhanced sex/gender identification.
- Optional Critical Incident Tab which can be configured for one of more incident types to allow Crisis Intervention Information Tracking.
- New BlueTeam dashboard to support monitoring of incoming use-of-force, pursuit and other critical incidents.

Early intervention

- Standard alert Identification of early intervention candidates is comprehensively supported. IAPro supports early intervention further by allowing alerts on specific types of force used (for use-of-force incidents) as well as by individual allegations within complaints as well.
- Early intervention features also include advanced alert overrides based on involved officer assignment, use-of-force alerts, allegation alerts, monitored officer alert, supervisory alerts, organizational component alert and peer-group analysis.
- Early Intervention analytics features provide quick and accurate visibility of trends and identification of out-of-standard employee and organizational areas. A variety of report and grid interfaces supplement IAPro's alert functionality to allow in-depth analysis: Peer-group analysis by organizational unit, Incident frequency analysis by organizational unit, Top-percentile analysis and Activity vs. incidents analysis (necessitates an interface with customers' activity data) .
- BlueTeam offers EI Dashboard with filtered, purview based drill-down capabilities to the underlying incidents.



EIPro uses standard deviation-based algorithms for real time peer-group analytics. A range of dashboards and visual interfaces are included





Licensing Terms

- The NextGen applications pricing is for unlimited use licensing in terms of both the number of users that can run the software concurrently, and the number of workstations the applications can be run on. Our pricing model ensures maximum flexibility for the customer, with all licensing costs paid at point of initial purchase. The customers will never have to purchase additional licensing based on increased or unforeseen future usage requirements. This is important since the participation of front-line personnel – especially supervisors – is crucial in upholding the integrity of the organization, and to constrain their use of the software would greatly limit, if not cripple, its effectiveness.
- Annual maintenance/subscription coverage includes provision of all upgrades. Both technical and/or end-user support services are provided via Helpdesk, phone and e-mail in a timely manner during the period it is in-effect.

Correctional-specific

- Correctional mode setting that activates related features for correctional customers.
- Correctional customers can configure the facilities breakout nomenclature (region, cellblock, pod, etc.) that reflects their needs. This results in system screens and reports that reflect each customer's specific nomenclature.
- Ability to track information on current facility and location of each inmate with that information saved each time that inmate is linked as an involved party to an incident. This enables reporting and statistical analysis of where within the customer's facilities complaints, uses of force, and other incidents are occurring.
- Addition of a user-defined inmate number fields so that involved inmates are positively identified.
- Ability to link one or more charges and their dispositions to each involved inmate, in order to better handle complaints against inmates

- Charge disposition is included with the citizen/inmate linked charge record so that each charge's disposition can be tracked and reported on
- Special icon to identify inmates as distinct from other involved parties o Ability to track and report on statistics for Conductive Energy Devices (seen below)

California-specific

- Ability to track public records requests to include, California Pitchess Motion of Request or any other public disclosure.
- Ability for departments to track two unique addresses for employees (home and work), separate phone numbers (home and work) along with social security numbers for mandated state reporting requirements.
- Documents recoverable costs (from CA State Attorney General Office) for cases with recoverable activities by Department personnel. A case's linked tasks include capture of time spent in hours and minutes, along with recoverable indicator. Associated reports list tasks and roll up time spent by case for cases handled during a time period.

Extensive PS/IA Background and Experience of Trainers and User Support Staff

All staff providing on-site training and user support (as opposed to technical support) have extensive experience in Public Safety of commanding or working in Professional Standards/IA units.

Company Background

Versaterm Public Safety US, Inc. is a company with a focus on the public sector. Prior to its acquisition in March 2023, CI Technologies has been conducting business since March 1992. As of January 1, 2024, CI Technology (formerly known as CI Technologies) now operating under the company name Versaterm Public Safety US, Inc.

The Next Gen Applications are meant to be "off the shelf" software products specifically created for the public sector internal affairs/professional standards and criminal intelligence units.

Versaterm has office site locations across North America including New Hampshire, Mesa, Vancouver, Ottawa.

The Next Gen applications are product-based rather than custom software focus results in superior software functionality at reasonable cost to its customers. It also results in a company with strong

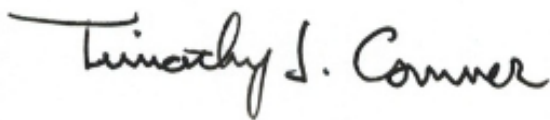
growth and staying power over the long-term, rather than one dependent on a few large clients or contracts.

Product development and technical support are also vastly simplified. NEXT GEN Applications products are all created using industry-standard programming languages and are designed to use mainstream relational database engines. They are architected to be scalable from single desktop to wide-area usage. Customers run the software products in statewide, citywide or countywide wide-area mode.

CI Technology has a long history of offering timely and effective technical support to our customers. This can be confirmed by contacting Company's customers. The use of NEXT GEN Applications is a rapidly growing company sales- wise and has on average a 3 to 4 month sales backlog.

IAPro integrity solution was first released in 1998. As of Spring, 2023, over 1,100 public safety agencies in 4 countries run IAPro along with related applications. Those countries include: the USA, Canada, Australia and New Zealand.

- Company name: Versaterm Public Safety US, Inc.
- Mailing address: 1 North MacDonald, Suite 500, Mesa, Arizona, 85201 USA
- Number of years in operation: CI Technology, now Versaterm, has been providing its software solutions for 30 years
- Number of years in public safety software business: CI Technology, now Versaterm, has been providing its software solutions for 30 years
- Number of employees: 415 employees



Timothy Conner - General Manager
Versaterm Public Safety US, Inc.



RANDOLPH COUNTY SHERIFF'S OFFICE
SHERIFF GREGORY J. SEABOLT

727 McDowell Road
Asheboro, North Carolina 27205
Phone: 336.318.6699 Fax: 336.318.6618

To: Board of County Commissioners

From: Sheriff Greg Seabolt

Date: June 2, 2025

RE: Proposal for ABC Law Enforcement Contract

The Ramseur ABC Board is seeking a contract with the Randolph County Sheriff's Office to provide ABC law enforcement services in the Town of Ramseur. Legally, the ABC Board is required to allocate a minimum of 5% of its profits for ABC law enforcement.

In return for these services, the Sheriff's Office will receive an estimated annual payment of \$2,600, distributed in quarterly installments. The Sheriff's Office will be responsible for hiring, equipping, and supervising the officer or officers designated to enforce ABC laws.

Please authorize the County Manager to sign the contract.

Contract For ABC Law Enforcement

State of North Carolina

Ramseur ABC Board

THIS CONTRACT is entered into on this the ____ day of June 2025, by and between the Ramseur ABC Board (hereinafter "ABC Board") and the Randolph County Sheriff's Office (hereinafter "Agency") for the purposes set forth below:

WHEREAS, North Carolina General Statute Chapter 18B requires that the ABC Board either hire an ABC law enforcement officer or contract for ABC law enforcement with a local law enforcement agency; and

WHEREAS, the ABC Board is required by law to expend at least 5% of profits for ABC law enforcement; and

WHEREAS, the ABC Board is of the opinion that contracting with the Agency for ABC law enforcement would constitute the most efficient use of its ABC law enforcement funds; and

WHEREAS, the Agency agrees to provide ABC law enforcement in the Town of Ramsuer (town / county) in return for the agreed funding; NOW, THEREFORE, IT IS AGREED that:

- 1 The Agency shall provide ABC law enforcement within the boundaries of the Town of Ramsuer (town/county) in return for the sum of 5% of ABC profits estimated to be approximately \$2600.00 annually, to be paid in quarterly installments. This amount shall be adjusted as needed to equal the amount required by North Carolina General Statute 18B-805(c)(2) to be expended on ABC law enforcement.

Contract For ABC Law Enforcement

State of North Carolina

Page 2

2. The Agency shall be solely responsible for hiring, equipping and supervising the officer or officers who are charged with the duty of enforcing the ABC laws, and the Agency agrees to indemnify, and hold harmless, the ABC Board for any liability arising from the activities of said officers.
3. The Agency shall prioritize specific requests from the ABC Board for assistance in such matters as ABC store security, protection of ABC store deposits, and the investigation of internal and external theft.
4. The Agency shall report to the ABC Board by the 5th business day of each month on a form developed by the Commission, the following:
 - a. The number of arrests made for ABC law violations, Controlled Substances Act, or other violations, by category, at ABC-permitted outlets.
 - b. The number of arrests made for ABC law violations, Controlled Substances Act, or other violations, by category, at other locations.
 - c. The number of agencies that assisted with ABC law violations or controlled substance-related matters.
 - d. The number of alcohol education and responsible server programs presented.
5. This contract shall continue in effect until such time as either party desires to cancel the contract and gives notice of cancellation as follows:
6. This contract may be canceled by either party upon 30-day notice to the other party, which notice shall be given in writing.

Effective the ___ day of June 2025

Zeb Holden, County Manager

John. T. York, Ramseur ABC Board

Gregory J. Seabolt, Sheriff

Randolph County Legal

725 McDowell Road
Asheboro, North Carolina 27205
www.randolphcountync.gov



To: Randolph County Commissioners
From: Erik Beard, Fire Marshal, and Aimee Scotton, Associate County Attorney
Date: June 2, 2025
Re: Climax Fire Department and Pleasant Garden Fire Department Merger

As you are aware, the Climax Fire Department is merging with the Pleasant Garden Fire Department, effective July 1, 2025. The surviving entity will be the Pleasant Garden Volunteer Fire Department, Inc. and will operate under the doing business as name "Central Piedmont Fire Department."

We have attached a memo from Climax Fire Department Chief Gary McGee, Jr., and Pleasant Garden Fire Department Chief Chad Garrett that spells out the details of this merger. See attached.

Since the County contracts with the Climax Fire Department to provide fire protection services to the Climax fire protection service district, that contract needs to be changed so that it reflects the new entity. The contract has been updated and attached to this memo. The only changes to the contract from the previous version are to recognize the merger and to ensure that the contract is timed to expire when all of our other fire department contracts expire. Please approve the changes to this contract and authorize the Chairman of the Board to sign the contract.

**CLIMAX FIRE DEPARTMENT &
PLEASANT GARDEN FIRE DEPARTMENT**

May 6, 2025

Mr. Erik Beard
Randolph County Fire Marshal
760 New Century Drive
Asheboro, NC 27205

Dear Mr. Beard,

We wanted to provide an important update on our planned merger progress.

We last jointly updated you on the signed joint resolution between the governing bodies of both Pleasant Garden and Climax Fire Departments. This resolution laid out the key, core issues for both fire departments and set a proposed effective date for merger of no later than July 1, 2026.

We have continued to work with NC Fire Chief Consulting throughout the process, meeting collaboratively approximately each month and continuing to work on a task list of items that need to be completed as well as developing an employee crosswalk to help ensure a smooth operational transition for the potential merger.

Furthermore, the executive members of the two governing boards have been meeting jointly each month and have each secured legal counsel (attorneys) as is required in these type processes. The two boards have jointly determined to move forward with the proposed merger effective July 1, 2025, one full year ahead of the previous plan.

As of March 26, 2025, both governing boards have signed a formal "Letter of Intent" signifying the intent to merge the two organizations effective July 1, 2025. The letter of intent also spells out that the Pleasant Garden Volunteer Fire Department, Inc. will be the surviving entity (which is due to requirements of the North Carolina Local Government Employee Retirement System – NCLGERS). However, the fire department plans to operate under a "doing business as" name for operational purposes, which has not yet been determined.

Furthermore, the letter of intent outlines the planned composition of the combined fire department Board of Directors. This new governing body is set to be comprised of:

- Four (4) Directors who shall be selected from the existing board of Climax, who reside or represent Randolph County,
- Four (4) Directors who shall be selected from the existing board of Pleasant Garden, who reside or represent Guilford County,
- And one (1) Director at-large, who shall reside in or represent Guilford County and be elected by the other 8 Directors (as noted above) by a supermajority vote, or at least 66% of the affirmative vote of the directors present at a duly convened meeting at which a quorum is established.

CLIMAX FIRE DEPARTMENT & PLEASANT GARDEN FIRE DEPARTMENT

Also, all the newly named directors are to have staggered terms moving forward in a prescribed manner. A quorum of the board will consist of at least three (3) directors from Randolph County and at least three (3) directors from Guilford County.

Chief Garrett has been identified to serve as the Fire Chief and Gary McGee has been identified to serve as the Deputy Fire Chief, subject to employment agreements, for a minimum of five (5) years from the effective date of the planned merger.

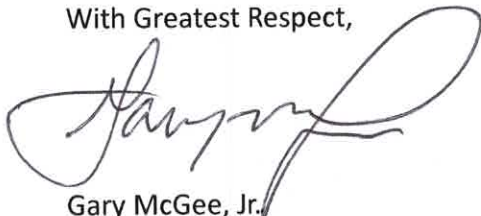
Next steps will be to continue with the task lists and crosswalk with the two fire chiefs and NC Fire Chief Consulting as well as the representatives of the two governing boards continuing to work together with the two legal counsels as necessary to finalize the legally binding merger agreement for a planned July 1, 2025, effective date.

As we move toward the final phases of this planned merger, we respectfully request that you place this update on the next available Randolph County Board of Commissioners consent agenda recognizing the change with the Climax Fire Department becoming unified with the Pleasant Garden Fire Department as of July 1, 2025, and continuing to proudly serve the Climax Fire Service District of Randolph County. It is important to us that the elected officials of Randolph County know about the progressive efforts that we have made to this point and will continue to make to be more sustainable and become an even stronger fire and rescue services provider for the people of Randolph County.

The positive support of Randolph County Government throughout this merger process has been most appreciated as we progressively shift our focus to a more regional, systematic approach of providing personalized and individual fire and rescue services to ALL the people that we serve and protect. Should you need anything further from us, please let us know.

THANK YOU for your dedicated public service to our fire departments and to the many special people that we serve.

With Greatest Respect,



Gary McGee, Jr.
Fire Chief
Climax Fire Department



Chad Garrett
Fire Chief
Pleasant Garden Fire Department

cc: Boards of Directors

NORTH CAROLINA

RANDOLPH COUNTY

**AGREEMENT
FOR FIRE PROTECTION—CLIMAX**

THIS AGREEMENT, made, entered into, and effective this ____ day of _____, 2025, by and between Randolph County, a body politic and corporate, hereinafter referred to as the “County” and Pleasant Garden Fire Department Inc., (d.b.a. Central Piedmont Fire Department), hereinafter referred to as the “Department” and also collectively referred to as the “Parties.”

WITNESSETH:

WHEREAS, North Carolina General Statute 153A-305 provides that a county may provide for fire protection in a fire protection county service district by contracting for said services; and

WHEREAS, the Climax fire protection county service district of Randolph County, hereinafter referred to as the “District,” was previously provided with fire protection by the Climax Fire Department; and

WHEREAS, the Climax Fire Department and the Pleasant Garden Fire Department are merging effective July 1, 2025; and

WHEREAS, the surviving entity of the merger will be the Pleasant Garden Volunteer Fire Department, Inc.; and

WHEREAS, this Contract hereby supersedes and replaces the County’s previous contract with the Climax Fire Department for fire protection in the District; and

WHEREAS, the Department agrees to contract with the County to provide fire protection and rescue services; and

WHEREAS, the Department is an incorporated North Carolina city or town or a North Carolina community fire department or a 501 C(3) or 501 C(4) nonprofit corporation organized and authorized to furnish fire protection, medical first responder, rescue to the certification level of the Department and emergency services authorized by its charter to the citizens of a district; and

WHEREAS, the District has boundaries defined by description on file in the Randolph County Fire Marshal’s Office; and

WHEREAS, the Department has secured equipment, land and building(s) for the operation of fire station(s) to serve the citizens of the District; and

WHEREAS, the County levies and collects special tax(es) and is responsible for appropriating the funds derived therefrom for fire protection in the County; and

WHEREAS, the County and the Department desire to enter into this Agreement for the Department to furnish fire protection, medical first responder, rescue to the Department's level of certification and emergency services within the described District.

NOW, THEREFORE, in consideration of the mutual promises contained herein and other good and valuable consideration, the Parties hereto contract and agree as follows:

Section A. Responsibilities of the County

1. The County shall cause to be assessed or levied a special tax on all real or personal property in the District unless otherwise limited or prohibited by law or a vote of the people and will collect said tax as a part of the ad valorem taxes of Randolph County. The amount of tax levied shall be set by the Randolph County Board of Commissioners and shall be based upon the needs projected in the budget request submitted by the Department to the County.
2. The County shall maintain a special or separate fund for the funds collected as a result of the tax referenced in paragraph A(1) above.
3. The County shall remit to the Department monthly the funds collected in accordance with paragraph A(1) above.
4. The County shall furnish 911 communications services and shall dispatch the Department in response to calls received by said service.
5. When requested by the Incident Commander, the County shall provide fire origin and cause investigation services.
6. When requested by the Department, the County shall provide emergency management assistance in accordance with the Randolph County Emergency Operation Plan.
7. The County shall provide an on-site ambulance for controlled burn exercises conducted by the Department provided the Department has given the County at least ten (10) business days' advance notice of said exercise.

Section B. Responsibilities of the Department

1. The Department shall provide and furnish fire protection services and shall provide the necessary equipment, personnel, and other resources as determined by the North Carolina Office of State Fire Marshal free of charge to any person or individual residing within the District.
2. The Department shall maintain at least a 7/9E insurance rating. Any department that has an insurance rating lower than 7/9E at the time of the signing of this

Agreement shall have two years from the date of signing to achieve the 7/9E rating.

3. Any Department having or attaining at least the 7/9E insurance rating that subsequently falls to a lower insurance rating shall have 60 calendar days from the date that the Department is informed of its lower rating to present the County with a corrective action plan detailing its plans to obtain at least a 7/9E rating.
4. The Department shall furnish rescue and first responder services, including the necessary equipment, personnel and other resources, to its level of certification by the North Carolina Association of Rescue and NC OEMS within the District, said services to be provided free of charge to any person or individual residing within the District. The Emergency Services Director, with input from the Fire Chief, will determine the types and severity of medical and rescue calls to be dispatched to the Department.
5. Notwithstanding the foregoing, nothing in this Agreement shall preclude the Department from making claims against an insurance company for services provided pursuant to Section B, Paragraphs 1 and 4 above. Furthermore, nothing in this Agreement shall prohibit the Department from entering into contracts with the federal, state or local government or with utility companies for the provision of fire protection, rescue and or first responders services for a fee, nor shall it prohibit the Department from requesting reimbursement for specialized incidents.
6. The Department agrees that all funds paid to it by the County shall be used exclusively to provide the services outlined in Section B, Paragraphs 1 and 4 above.
7. The Department shall operate at all times in compliance with all applicable state and local laws, regulations and plans, including but not limited to applicable guidelines published by the Office of State Fire Marshal, the Randolph County Fire Communications Standard Operating Guidelines, directives from the Randolph County Fire Marshal, the Randolph County Emergency Operations Plan, and the Randolph County Emergency Medical System Plan. A failure by the department to comply with the terms of this paragraph may result in suspension, in accordance with Section C, Paragraph 3 below, of monthly tax remittals to the Department by the County until such time as the Department complies.
8. The Department's Incident Commander shall make an attempt to determine the origin of any fire to which the Department responds before requesting services from the County as provided in paragraph A(5) above.
9. The Department shall file with the County Fire Marshal's Office a current list of its Board of Directors, with contact information, a roster of its Department personnel, a list of apparatus including pump and tank sized and specialized fire suppression equipment, and a certificate of insurance evidencing the coverage required in paragraph 13 below no later than July 31st of each year.

10. The Department shall file with the County Fire Marshal's Office a true copy of its Articles of Incorporation and Bylaws, and shall furnish any changes thereto not less than thirty (30) days prior to their effective dates. The Department shall provide a copy of its standard operating guidelines/procedures upon the request of the County.
11. The Department shall allow the County to inspect all books and accounts of the Department at any reasonable time. It is further agreed that the Department shall present to the County an annual audit and accompanying management letter prepared according to generally accepted accounting principles (GAAP) and generally accepted auditing standards prepared by an independent certified public accountant for the preceding fiscal year within nine months of the end of that fiscal year. Provided, however, if a Department has difficulty obtaining an audit by the stated deadline, the Department may request a time extension. The County may grant the requested time extension only upon the Department submitting proof in the form of an Engagement Letter that the Department had submitted all required documents to its auditor in a timely fashion. A failure by the Department to comply with the terms of this paragraph may result in the suspension, in accordance with Section C, Paragraph 3 below, of monthly tax remittals to the Department by the County until such time as the Department complies.
12. The Department shall comply with County budgeting procedures and any procedure provided by state law and shall submit annual budget estimates in accordance with established County budget timetables along with a supporting letter of request for a proposed tax rate signed by the Department's president upon approval by its Board of Directors.
13. The Department shall obtain and keep in force during the term of this Agreement, and any extension hereof, at least the following minimum insurance coverage. Certificates of insurance evidencing said coverage shall be submitted by the Department to the County for verification. For all types of insurance listed, volunteers and employees shall be included as insureds.
 - a. Worker's Compensation—Coverage of all volunteer firefighters and employees for statutory limits in compliance with applicable state and federal laws.
 - b. Comprehensive General Liability, Including professional health care liability —coverage with minimum limits of \$1,000,000.00 per occurrence combined single limit for bodily injury liability and property damage liability.
 - c. Business Auto Policy—Coverage with minimum limits of \$1,000,000.00 per occurrence combined single limit for bodily injury liability and property damage liability. This shall include owned vehicles, hired and non-owned vehicles and employee non-ownership. Coverage for physical damage to vehicles shall be a minimum of replacement value.

- d. Professional Errors and Omissions, Including Officers and Directors—Coverage with minimum limits of \$1,000,000.00 per claim and \$2,000,000.00 aggregate.
 - e. Property insurance protecting against the risk of direct physical loss or damage written on a Guaranteed Replacement Cost Basis.
 - f. Umbrella Liability—Coverage with a minimum limit of \$1,000,000.00 with underlying coverage of auto liability, employee's liability and errors and omissions liability.
14. The Department agrees to conduct regular meetings that are open to the public.
15. In connection with the performance of this Agreement, the Department agrees not to discriminate against any employee, member, or applicant for employment or membership because of race, religion, color, sex, age, disability or national origin.
16. The Department agrees that its Board of Directors has a duty to manage its employees, its volunteers and its Fire Chief. The Department shall hold harmless and indemnify the County from and against any and all liability and expenses including attorney fees, court costs and other costs incurred by the County caused by any act or omission of the Department, its agents, volunteers and employees.
17. The Department shall perform a criminal history record check for applicants for paid or volunteer positions with the Department in accordance with the requirements of North Carolina General Statute §143B-1209.24.
18. The Department agrees to cooperate with the other fire departments/districts in the County to provide mutual aid and automatic aid when necessary for the benefit of the citizens of Randolph County.

C. General Provisions

1. Independent Contractor. All services performed by the Department pursuant to this Agreement are performed as an independent contractor pursuant to the control and authority of its own board and fire chief. Nothing in this Agreement is intended or shall be construed to make the Department an agent of the County.
2. Effective Date. This Agreement is effective as of July 1, 2025.
3. Suspension of Tax Remittals. In the event the Department breaches this Agreement, the tax remittals from the County to the Department described in Section A, Paragraph 3 above may be suspended until the Department comes into compliance. The following procedures shall be followed in effecting a suspension:

- a) A seven-member review committee shall be convened to examine the actions or omissions constituting the breach. The standing members of the committee shall be the Randolph County Emergency Services Director, the Randolph County Fire Marshal, the Randolph County Finance Director and a Randolph County Commissioner. The remaining three (3) members (rotating members) shall be current fire chiefs of fire departments located in Randolph County, provided, however, that the fire chief of the Department alleged to have breached this Agreement may not be on the review committee. The rotating members may vary per event and shall be chosen by the standing members of the committee.
 - b) If, after examining the circumstances, the committee agrees that a breach has occurred, it shall issue a letter instructing the Department to cure the breach within thirty (30) days of the date of the letter.
 - c) If the Department cures the breach within the thirty-day time frame, tax remittals shall continue to issue to the Department without interruption.
 - d) If the Department fails to cure the breach within the thirty-day time frame, then tax remittals shall be suspended to the Department until such time as the breach has been cured.
 - e) In the event that tax remittals are suspended pursuant to this Paragraph, the Department's responsibilities as outlined in Section B shall continue to be in force and effect.
4. Term/Renewal. The term of this Agreement is four (4) years.
5. Termination. This Agreement may be terminated by either party upon advance written notice to the other party by certified mail at least ninety (90) days prior to the termination.
6. Liquidation/Dissolution. In the event of a liquidation or dissolution of the Department pursuant to cessation of services or action by the Department's board or other governing body, all equipment and assets owned by the Department and not otherwise required for retirement of lawful debt will be distributed in accordance with the Department's charter and the North Carolina Non-Profit Corporations Act, except that all assets, equipment and real property acquired with tax funds collected by Randolph County shall be assigned to the County in a proportion equivalent to the proportion of the County's tax fund contribution to the Department's budget at the time the asset, equipment and/or real property was acquired. Said assets will be used by or distributed by the County to a substitute department in such a manner as to ensure that fire protection continues to be provided in the district whose taxes were used to purchase said assets.
7. Binding/Non-Assignment. This Agreement shall be binding upon and inure to the benefit of the parties and their respective successors, legal representatives and assigns, but this Agreement may not be assigned by either party without the prior written consent of the other party, which consent may be withheld in the sole discretion of a party.

8. No Third Party Benefit. This Agreement is not intended to serve for the benefit of any third party. The rights and obligation contained herein belong exclusively to the entities who are parties hereto.
9. Amendments. This Agreement may not be amended except by written agreement of the parties.
10. Severability. If any provision of this Agreement is held to be unenforceable, then said provision will be modified to reflect the parties' intentions. All remaining provisions of this Agreement shall remain in full force and effect.
11. No Waiver. The failure of either party to exercise any right granted hereunder or to insist upon strict compliance by the other party with its respective obligations shall not constitute a waiver by either party to require exact compliance with the terms hereof.
12. Entire Agreement. This Agreement sets forth the entire Agreement between the parties regarding this subject matter. All prior contracts, conversations or writings between the parties hereto or their representatives are merged within and extinguished.

[The remainder of this page has been intentionally left blank.]

IN WITNESS WHEREOF, the County and the Department have set their hands and seals, all pursuant to authority duly granted as of the day and year first above written.

RANDOLPH COUNTY

ATTEST:

Dana S. Crisco
Clerk to the Board

Darrell L. Frye, Chairman
Randolph County Board of Commissioners

FIRE DEPARTMENT

ATTEST:

Corporate Secretary

President, Board of Directors
Pleasant Garden Fire Department Inc.,
d.b.a. Central Piedmont Fire Department

(CORPORATE SEAL)

Fire Chief
Pleasant Garden Fire Department Inc.,
d.b.a. Central Piedmont Fire Department

APPROVED AS TO CONTENT:

Donovan L. Davis, Director
Randolph County Emergency Services

This instrument has been preaudited in the manner required by the Local Gov't Budget and Fiscal Control Act.

William L. Massie, Finance Officer
Randolph County Government



Randolph County

Office of the County Manager
725 McDowell Road
Asheboro, North Carolina 27205
www.randolphcountync.gov

June 2, 2025

To: Board of Commissioners

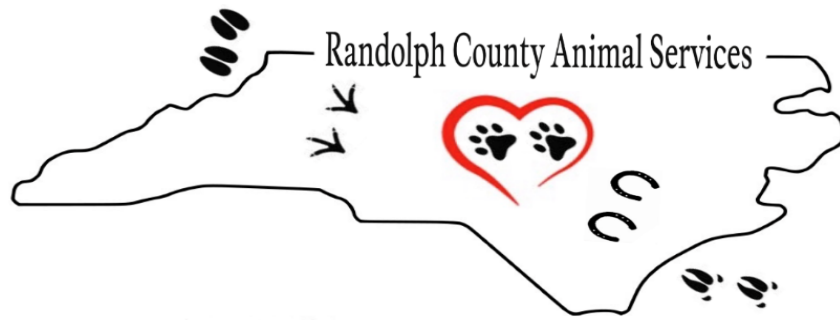
Re: Updates to the Animal Services Advisory Board By-Laws

The Animal Services Advisory Board By-Laws currently list 10 positions. To make an odd number of positions for voting, the Veterinarian position is recommended to become Ex Officio. One of the goals of the Board is to have a quorum for meetings so minutes approval in particular can be voted on at each meeting.

Administrative updates have been noted to make the document more consistent throughout.

Staff asks that the Board repeal the current By-Laws and approve the updated By-Laws of the Animal Services Advisory Board.

Thank you for your consideration.



BYLAWS RANDOLPH COUNTY ANIMAL SERVICES ADVISORY BOARD

ARTICLE I

Name: This body shall be known as the Randolph County Animal Services Advisory Board (**Board**). Established through Resolution of the Randolph County Board of Commissioners (**Board of Commissioners**) and adopted on July 8, 2019 and amended on August 1, 2022.

ARTICLE II

Purpose: The purpose of the Board shall be to make recommendations to the **Randolph County** Board of Commissioners and provide advice **and advocacy**, in compliance with State law and County regulations, regarding the development or review of policies associated with the promotion and protection of animals through the Department of Animal Services:

- Study Animal **Control-Shelter Services** organizational and operational related issues and make recommendations to the Board of Commissioners, County Manager, and Animal **Shelter Services** Director;
- Advise as requested with the leadership of the Animal Services Department about issues relating to the agency, and assist in the planning of long-range goals and objectives;
- **To-have Perform such** other duties and responsibilities as the Board of **County** Commissioners may assign **to-it**.

The **Randolph County** Board of Commissioners recognizes the vital role that Randolph County Public Health (**Public Health**) plays in protecting the public from zoonotic disease, particularly rabies. It is therefore the intent of the Board of Commissioners that the **Randolph County Animal Services-Advisory** Board work in cooperation with Public Health to ensure that citizens and animals in Randolph County are protected to the highest degree possible.

ARTICLE III

Membership of the Board: The Board shall be composed of ~~ten(10)-~~ nine (9) members ~~and~~ appointed by the Board of ~~County~~ Commissioners as follows:

- ~~Vice-Chairman Representative~~ of the ~~Randolph Board of County~~ Commissioners
- At least one person from each of the five County Commissioner Districts
- At least two persons from the Animal Rescue volunteer community
- One representative from the Randolph County Sheriff's Office; and
- One veterinarian from the Randolph County veterinarian community (*ex officio*).
- The County Manager shall serve as ~~an~~ ex officio member of the Board and shall ensure proper administrative support for Board operations.

This does not preclude the Board of ~~County~~ Commissioners from appointing individuals to the Animal Services Advisory Board that may include more than one member of the above categories to the Board. Nothing in these bylaws shall prohibit the ~~Randolph County~~ Board of Commissioners from appointing a representative from Public Health to ensure the protection of the county from zoonotic disease as set forth in Article II.

All members shall be legal residents of Randolph County and will serve at the pleasure of the ~~Randolph County~~ Board of Commissioners. The composition of the Board should reasonably reflect the makeup of the county and may include residents with qualifications associated with animal services, rescue experience, and ~~members of the general public representing~~ various occupations and backgrounds. Compensation, including travel expense, may be approved as allocated by the Board of Commissioners.

ARTICLE IV

Term: The term of members shall be two (2) years. ~~consist of the following:~~

- A term will consist of a two-year appointment.
- ~~Thereafter,~~ Reappointments are allowed ~~upon reappointment and determined by~~ the Board of ~~County~~ Commissioners.
- Initially, the five (5) members appointed from each of the five County Commissioner Districts shall be appointed for one-year terms, and the remaining ~~six-(6)~~ members shall be appointed for two-year terms. All subsequent appointments shall be for two-year terms, so that the membership appointments are staggered.

ARTICLE VH

Officers and Duties:

A. **Chairman:** ~~A Chairman shall be~~ The representative of the appointed the first year by the ~~Randolph County~~ Board of Commissioners shall be Chairman.

~~1. The term of the Chairman shall be one (1) year, beginning as of the first meeting.~~

1. The Chairman shall decide matters of order and procedure, unless directed otherwise by a majority of the Board in session at the time. The Chairman shall follow Robert's Rules of Order in conducting the meetings and will have authority to:

- Rule motions in or out of order, including the right to rule out of order any motion patently offered for obstructive or dilatory purpose;
- To determine whether a speaker has gone beyond reasonable standards of courtesy in his remarks and to entertain and rule on objections from other members on this ground;
- To call a brief recess at any time;
- To adjourn in an emergency.

2. The Chairman shall appoint any subcommittees found necessary to investigate any matter before the ~~Committee Board~~.

3. The Chairman shall be responsible for the appointment and governance of all subcommittees.

4. In the absence of the Chairman, the County Manager shall preside.

B. **Vice-Chairman:** ~~A Vice-Chairman shall be appointed the first year by the Randolph County Board of Commissioners and elected thereafter by the Board from among its members.~~

~~1. The term of the Vice-Chairman shall be one (1) year, beginning as of the first meeting in January, and he or she may serve for no more than two (2) successive terms;~~

~~2. The Vice-Chairman shall preside in the absence of the Chairman, fill any unexpired term of the Chairman, and assume all duties and responsibilities delegated by the Chairman;~~

~~3. The Vice-Chairman shall perform such other duties as directed by a majority of the Board; and~~

~~4. In the event the office of the Vice-Chairman becomes vacant, a Vice-Chairman shall be elected by the Board to serve the unexpired term.~~

C. **B. Secretary (Clerk):** The Randolph County Clerk or Deputy Clerk to the Board of Commissioners shall serve as appointed staff to the Board and serve as their Clerk. The Clerk, subject to the direction of the Chairman and the Board, shall keep records, conduct correspondence of the Board, and generally supervise clerical needs. Minutes of the meetings shall be recorded and preserved in perpetuity and are subject to public record

requests. The Clerk will also be responsible for maintaining records of attendance and submitting an annual attendance report to the Board of Commissioners. Should the Clerk be absent, a temporary Clerk may be appointed by the Chairman.

- Ⓓ. **C. Other Officers:** Should the Chairman and ~~Vice-Chairman~~ County Manager both be absent at a meeting, the Board shall elect a temporary Chairman to serve at the meeting.

ARTICLE VIII

Meetings: Regular meetings of the Board shall be held quarterly ~~and shall be scheduled for the year each December on the third Thursday of January, April, July, and October.~~ Special meetings of the Board may be called at any time by the Chairman, provided that at least forty-eight (48) hours notice is issued through the Clerk and to each member of the Board and the meeting is properly noticed in accordance with Open Meetings laws. All meetings shall be open to the public unless subject to exception as identified in Open Meetings laws. ~~A listing of the regular meeting schedule shall be filed in a central location and with the County Clerk to Board annually.~~ Whenever there is no business for the ~~Committee~~ Board, the Chairman may dispense with the regular meeting by giving notice to all members at least twenty-four (24) hours in advance. ~~A notice shall also be posted at the meeting site.~~

Quorum: A quorum shall consist of a simple majority of the full ~~Committee~~ Board membership. The vote of a majority of those members present shall be sufficient to decide matters before the ~~Committee Board, provided that there is a quorum.~~

Public Comment Period : The Board shall provide a Public Comment Period at each meeting. Rules of procedure for Public Comment Period shall be read as follows:

The public comment period will be limited to 15 minutes at the beginning of the meeting; if more time is required, it will be at the discretion of the Chairman. Each speaker must give his/her name, both orally and in writing, before speaking. Speakers will be limited to three minutes. Comments are to be directed to the Board as a whole and not to one individual member. Response, discussion, or action concerning issues raised during this session will be at the discretion of the Chairman. Speakers will be courteous in their language and presentation. Speakers should not discuss matters which concern the candidacy of any person seeking public office or matters in current or anticipated litigation.

Reference to Robert's Rules of Order: To the extent not provided for in these bylaws and to the extent that the reference does not conflict with the spirit of these rules, the ~~Committee~~ Board shall refer to Robert's Rules of Order for unresolved procedural questions.

ARTICLE VII

Meeting Attendance: Members will adhere to any attendance requirements established by the Randolph County Board of Commissioners but any member who fails to attend at least 75% of the regular meetings ~~of the Board during any one calendar year period with the exception of for~~

~~excused illness or other~~ excused circumstances, ~~of the committee during any one calendar year period~~ shall be removed from said Board.

ARTICLE VIII

Subcommittee Formation: The Board may create *ad hoc* committees as needed for special projects or technical assistance such as: fundraising, special events, focus groups, etc. Sub-Committees should be established for a set period of time as approved by the Board. The ~~Board~~ Chairman appoints all subcommittee Chairs annually.

ARTICLE IX

Amendments: These Bylaws may be amended by a majority vote of the ~~full Committee~~ ~~Board~~ with the final approval determined by the ~~Randolph County~~ Board of Commissioners.