



Agenda
Richmond County Board of Commissioners
Regular Meeting

Tuesday, February 3, 2026, 5:30 p.m.
105 W. Franklin Street, Courtroom C, Rockingham, NC

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RICHMOND COUNTY BOARD OF COMMISSIONERS

105 W. FRANKLIN ST, COURTROOM C, PO BOX 504
ROCKINGHAM, NORTH CAROLINA 28380
TELEPHONE: (910) 997-8211

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County Manager
S. Mujeeb Shah-Khan
County Attorney
Cary Garner
Finance Officer
Dena R. Cook
Clerk to the Board

AGENDA ABSTRACT

Meeting Date: 02/03/2026

Agenda Item No. 01

Item for Discussion

SUBJECT TITLE: Invocation

PRESENTER: Chaplin Brenda D. Wiggins

SUMMARY OF INFORMATION:

Invocation will be given by Chaplin Brenda D. Wiggins, VFW Post 4203

COUNTY MANAGER'S COMMENTS OR RECOMMENDATION:

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AGENDA ABSTRACT

Meeting Date: 02/03/2026

Agenda Item No. 02

Item for Discussion

SUBJECT TITLE: Pledge of Allegiance

PRESENTER: Chairman Smart

SUMMARY OF INFORMATION:

Chairman will ask everyone to stand that is able to do so.

COUNTY MANAGER'S COMMENTS OR RECOMMENDATION:

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AGENDA ABSTRACT

Meeting Date: 02/03/2026

Agenda Item No. 03

Item for Discussion

SUBJECT TITLE: Approval of Agenda

PRESENTER: Chairman Smart

SUMMARY OF INFORMATION:

At this point, the Board will be asked to adopt the Agenda and to indicate any recommended changes to the Agenda

COUNTY MANAGER'S COMMENTS OR RECOMMENDATION:

Approve

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AGENDA ABSTRACT

Meeting Date: 02/03/2026

Agenda Item No. 04

Item for Decision

SUBJECT TITLE: Consent Agenda

PRESENTER: Chairman Smart

SUMMARY OF INFORMATION:

The Board is asked to consider the approval of the following Items **A** through **F** of the Consent Agenda:

- A)** Approval of Draft Minutes for Regular Meeting on January 06, 2026, as Submitted by the Clerk for Review
- B)** Approval of Tax Releases and Tax Refunds for Month of December 2025
- C)** Approval of the N.C. Vehicle Tax System Refund Report for the Month of December 2025
- D)** Approval of Budget Amendment for Building Improvements
- E)** Approval of Budget Amendment for CAP
- F)** Approval of 2025-2026 “PEAS” Grant Budget (Providing Elders Additional Sustenance)

COUNTY MANAGER’S COMMENTS OR RECOMMENDATION:

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AGENDA ABSTRACT

Meeting Date: 02/03/2026

Agenda Item No. 04A

Item for Decision

SUBJECT TITLE: Approval of Minutes

PRESENTER: Consent

SUMMARY OF INFORMATION:

Requesting Board Approval of the minutes of the previous month's Board of Commissioners meeting

COUNTY MANAGER'S COMMENTS OR RECOMMENDATION:

Minutes
Richmond County Board of Commissioners
Regular Meeting

January 6, 2026, 5:30 p.m.
105 W. Franklin Street, Courtroom C, Rockingham, NC

Members Present: Chairman Smart, Commissioner Dawkins, Commissioner Grooms,
Commissioner Watkins, Commissioner Roberts, Commissioner
Gathings, Vice Chairman Gainey

Staff Present: County Manager Bryan Land, Finance Director Cary Garner

1. Invocation Given by Vice Chairman Gainey
Invocation was given by Vice Chairman Gainey

2. Pledge of Allegiance

3. Approval of Agenda - Decision
Agenda approved

Moved by: Commissioner Dawkins
Seconded by: Commissioner Gathings

Motion Carried Unanimously

4. Consent Agenda - Decision

Moved by: Commissioner Dawkins
Seconded by: Commissioner Gathings

Motion Carried Unanimously

5. Approval of County Attorney Appointment - Chairman Jeff Smart - Decision

Moved by: Commissioner Dawkins
Seconded by: Vice Chairman Gainey

Motion Carried

6. Monthly Report by County Manager Bryan Land

Good evening, Chairman Smart and Board of Commissioners.

I hope everyone was able to spend some quality time with family and friends over the holidays, and we are all poised for health, happiness and success in 2026.

2025 was a spectacular year for Richmond County and I would like to take a few moments to reflect on some of the positive events and projects that took place throughout the year. First and foremost, of course the shining star was our Amazon Project, being tagged as the largest cap ex economic development project ever in the State of NC, with investment over 10 billion and jobs breaching 500 which we feel are extremely conservative figures is certainly one to be tremendously proud of as it will transform Richmond County as we know it.

Certainly, in no order but truly an achievement at the top of the list was the rebirth of Nascar at the speedway for the first time in two decades. Easter weekend in 2025 will be remembered for many years as an exhilarating weekend for tens of thousands of race fans that called Richmond County home for a few days.

NHRA also announced a return to the dragstrip in the fall of 26 and IHRA has acquired the speedway. We are all excited about what the future holds for both of our racing venues that have been woven into the cloth of Richmond County since the 60s.

Shell building six on our 74-bypass industrial park was finalized and put into inventory with a three million construction cost.

Our consolidated government center at the previous Pee Dee Electric building was kicked off with a completion date of Spring of 2026 and a 4.9 million price tag.

Energy way Sewer project kicked off in late 2025 with a 4.5 million project cost. We had a construction progress meeting yesterday morning and the project is going well with clearing and grubbing completed and over 3000' of sewer line already laid.

We are in the planning stages for our Airport Rd water upgrades which will bid in summer of 26 with a projected project cost nearing 30 million. The project will include approx. 4 miles of 20" waterline, pump station and a new elevated water tank to add to our distribution system.

We have numerous airport projects completed throughout the year and more slated for 2026, including our apron expansion and rehab project as well as new hangar construction, total price tag breaching 3million.

The locker plant demolition project as well as paving the gravel lot at the magistrate's office as well as repaving of our Human Services parking lot. Were finalized last year, all projects that have been needed for years.

Richmond County Schools and RCC had a banner year as well starting and completing multiple projects that we partnered and played a vital role in. Including the Hendrick Automotive 6.8ing facility with a 6.8 million construction cost. Additionally, RCC finalized the PE field project which was much needed at our college. The Cole

Auditorium roof project and main campus parking lot repaving RCC are two large scale projects that will bid in early 2026 as well.

We partnered with Richmond County Schools on an extensive list of projects as well, including RSHS classroom and gym expansion, Fairview Heights gymnasium, Mineral Springs gymnasium, RSHS Baseball and track renovations as well with the projects totaling over 23million! And we are extremally pleased with the landing of over 40 million in grant funding to build what will be the new LJ Bell campus.

This is certainly not an all-inclusive project list, just a snapshot of some of the large-scale projects to give you guys and our staff a pat on the back for a spectacular 2025. I assure you; we aren't slowing down we will keep our feet on the gas as we dive into 2026.

As a directive from our current board, we are optimistic about kicking off our county wide fire study which hasn't been reviewed in decades. Tommy Jarrell will be spearheading this project along with our consultant NC Fire chief consultant. Additionally, another study we are currently involved in is our comprehensive salary study which will analyze current and existing compensation of our employees. Our goal is to have these results to the board by March to include in the annual budget process.

Transitioning to our tax department, We would like to take the opportunity to thank and remind all citizens that County property taxes were to be paid in full by yesterday January 5th to avoid paying a late penalty. 2% interest will be added today, January 6th and its .75% each month thereafter. Our collection percentage finished out December @ 63.78%, compared to a 66.54% from December of 24 which was our highest month on record. Our teams in tax & water continue to do an outstanding job with collection as they shatter records monthly. I'm cautiously optimistic that this trend will continue as we charge toward our goal of 98% collection rate.

Today 85.35%

Additionally, our audit team from Thompson, Price, Scott & Adams are progressing well through the audit process. Cary Garner, our finance Director, Missy Kelly, our deputy director, our team from finance and I are getting to the short rows in the process. The audit is scheduled to be presented to the board at the Feb meeting.

Another important reminder, NCDOT will have their Spring Litter Sweep the last two full weeks in April. Richmond County will work in conjunction with NCDOT, and we are asking for volunteers. For supplies they can contact us at 910-997-8215.

Also, we will be having our Richmond County Household Hazardous Waste Day on April 12th, 2025. Anyone with any pesticides, fluorescent lights, paint, solvents etc. can drop off their items that day between 9:00am – 12:00pm in the Health Department. parking lot.

Lastly, please remember our county offices will be closed on Monday January 19th in observance of the Martin Luther King Holiday and the various festivities that will be taking place.

7. Open Forum for Public Comments

Esco Latimer - Pipeline to Pantries non-profit

Jody Ladner - Stray dog issue within Richmond County.

8. Adjournment - Decision

Meeting adjourned at 5:59pm

Moved by: Commissioner Dawkins

Seconded by: Commissioner Gathings

Motion Carried Unanimously

Dena R. Cook, NCMCC

Clerk to the Board

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AGENDA ABSTRACT

Meeting Date: 02/03/2026

Agenda Item No. 04B

Item for Decision

SUBJECT TITLE: Tax Collections releases and refunds for the month of December 2025

PRESENTER: Consent

SUMMARY OF INFORMATION:

Releases for the month of December 2025 - \$6,957.47
Refunds for the month of December 2025 - \$ 293.25

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AGENDA ABSTRACT

Meeting Date: 02/03/2026

Agenda Item No. 04C

Item for Decision

SUBJECT TITLE: North Carlina Vehicle Tax Refund for the month of December.

PRESENTER: Consent

SUMMARY OF INFORMATION:

NCVTS information for the month of December. The total amount being refunded is \$1,787.05.

COUNTY MANAGER'S COMMENTS OR RECOMMENDATION:

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AGENDA ABSTRACT

Meeting Date: 02/03/2026

Agenda Item No. 04D

Item for Decision

SUBJECT TITLE: Building Improvements Budget Amendment

PRESENTER: Consent

SUMMARY OF INFORMATION:

The Health Department is requesting to move \$36,000.00 from the Health Department fund balance for required security camera installation in the Human Services parking lot.

COUNTY MANAGER'S COMMENTS OR RECOMMENDATION:

Richmond County
Departmental Budget
Amendments and Transfers

From: HEALTH

Date: 02/03/2026

To: Richmond County Board of Commissioners

Budget Officer

Subject: Budget Amendment for Fiscal year 25-26

Budget Transfer for Fiscal year 25-26

1. It is requested that the budget for the General Fund be amended as follows:
2. It is requested that funds be transferred for _____ as follows:

| Expenditures | | | |
|---------------------|---|-----------------|-----------------|
| <u>Code Numbers</u> | <u>Description -Object of Expenditure</u> | <u>Increase</u> | <u>Decrease</u> |
| 115110-5140 | Building Improvements | 36,000.00 | |
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| Total | | 36,000.00 | - |
| Revenues | | | |
| <u>Code Numbers</u> | <u>Source of Revenue</u> | <u>Increase</u> | <u>Decrease</u> |
| 115110-399501 | Appropriated Medicaid Escrows | 36,000.00 | |
| | | | |
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| | | | |
| Total | | 36,000.00 | - |

Reason(s) for the above request are as follows:
 For camera installation in Human Services parking lot.

Signature of County Manager

RICHMOND COUNTY BOARD OF COMMISSIONERS

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AGENDA ABSTRACT

Meeting Date: 02/03/2026

Agenda Item No. 04E

Item for Decision

SUBJECT TITLE: CAP Budget Amendment

PRESENTER: Consent

SUMMARY OF INFORMATION:

The Richmond County Health Department is requesting a budget amendment in the amount of \$9,885.00 for the CAP program to provide home modifications for a CAP patient. All expenses are reimbursed by Medicaid.

COUNTY MANAGER'S COMMENTS OR RECOMMENDATION:

Richmond County
Departmental Budget
Amendments and Transfers

From: HEALTH

Date: 2/3/2025

To: Richmond County Board of Commissioners

Budget Officer

Subject: Budget Amendment for Fiscal year 25-26

Budget Transfer for Fiscal year 25-26

1. It is requested that the budget for the General Fund be amended as follows:
2. It is requested that funds be transferred for _____ as follows:

| Expenditures | | | |
|---------------------|---|-----------------|-----------------|
| <u>Code Numbers</u> | <u>Description -Object of Expenditure</u> | <u>Increase</u> | <u>Decrease</u> |
| 115110-4444 | VEHICLE & HOME MODIFICATIONS | 9,885.00 | |
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| Total | | 9,885.00 | - |
| Revenues | | | |
| <u>Code Numbers</u> | <u>Source of Revenue</u> | <u>Increase</u> | <u>Decrease</u> |
| 115110-333047 | CAP MEDICAID | 9,885.00 | |
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| Total | | 9,885.00 | - |

Reason(s) for the above request are as follows:
 To provide home modification for CAP patient.

Signature of County Manager

December 1, 2025, through September 30, 2026

**State Fiscal Recovery Fund (SFRF)
Nutrition Services for Older Adults – PEAS Project
Agreement for the Provision of County-Based Aging Services**

This Agreement, entered as of this 3rd day of February 2026, by and between Richmond County Aging Services (hereinafter referred to as the "Provider") and the Lumber River Council of Government, (hereinafter referred to as the "Area Agency").

Witnesseth That:

WHEREAS, The American Rescue Plan Act (ARPA) was enacted on March 11, 2021, to address the impact of COVID-19 on the economy, public health, stat/local governments, individuals, and businesses. Funds were provided to North Carolina in the State Fiscal Recovery Funds (SFRF) to lay the foundation for a strong and equitable recovery. Under Session Law 2021-180, Section 9A.4, the N.C. General Assembly appropriated \$3,585 million dollars (\$3,585,000) in nonrecurring ARPA funds to the Department of Health and Human Services, Division of Aging, to support special nutrition services for older adults.

WHEREAS, funding expended from SFRF must be used to provide financial assistance to eligible individuals and families and cover the cost of acute needs for securing housing to prevent homelessness or for home improvements and home repairs that allow vulnerable seniors aged 60 and older to remain in home-based living arrangements rather than congregate care settings and

WHEREAS, DAS has budgeted funds for the PEAS Project to be administered by NC Area Agencies on Aging and their contracted providers. Funding must be expended on allowable Older Americans Act activities as defined by the Older Americans Act and state and local policy, and

WHEREAS, the Area Agency and the Provider agree to the terms and conditions for provision of aging services in connection with activities financed in part by SFRF – Nutrition Services for Older Adults: Food Assistance for High-Risk Adults – “The PEAS (Providing Elders Additional Sustenance) Project and provided to the Area Agency from the United States Department of Health and Human Services through the North Carolina Division of Aging Services (DoA), as set forth in a) this document, b) related administrative letters on the federal disaster grants issued by the Division of Aging to convey the flexibilities, requirements for allowable expenditures and documentation of service delivery, and other applicable flexibilities and waivers permitted under SFRF - PEAS) the Division of Aging Services Home and Community Care Block Grant Procedures Manual for Community Service Providers, d) the Division of Aging Services Service Standards and, e) the Division of Aging Services Community Service Providers Monitoring Guidelines.

WHEREAS, based on the Intrastate Funding Formula and local processes, the Services Provider has been awarded funds stated below:

| Service | Description/ARMS Code | Award Amount |
|--|--|--------------|
| SFRF Nutrition Services for Older Adults – “The PEAS (Providing Elders Additional Sustenance) Project” | SFRF PEAS Meals (620) SFRF PEAS Food Boxes (630) SFRF Non-Client Expense (680) | \$16,876 |

NOW THEREFORE, in consideration of these premises, and mutual covenants and agreements hereinafter contained, the parties hereto agree as follows:

1. The Community Service Provider shall be the same as those specified on the Provider Services Summary format(s) (DAS-732-ARPA/SFRF) for the period stated above.
2. Availability of Funds. The terms set forth in this Agreement for payment are contingent upon the receipt of SFRF funding by the Area Agency.
3. Due to non-availability of funds. Notwithstanding any other provision of this contract, if either of the sources of reimbursement for services under this contract (appropriations from the General Assembly of the State of North Carolina or the Congress of the United States of America) no longer exist or in the event the sum of all obligations of the SFRF incurred under this and all other contracts entered into for this program exceeds the balance of such contract sources, then this contract shall immediately terminate without further obligation of the Lumber River Council of Governments as of that moment. The certification by the Executive Director of the Lumber River Council of Governments of the occurrence of either of the events stated above shall be conclusive.
4. Grant Administration. The grant administrator for the Area Agency shall be Twilla C. Allen, Aging Administrator. The grant administrator for the Provider shall be Jacqueline Welch, Executive Director.

It is understood and agreed that the grant administrator for the Provider shall represent the Provider in the performance of this Agreement. The Provider shall notify the Area Agency in writing if the administrator changes during the grant period. Specific responsibilities of the grant administrator for the Provider are provided in paragraph eight (8) of this Agreement.

5. Services authorized under this agreement or those identified as necessary to provide timely and necessary response to the SFRF, provided they are among those services allowable under Title III-C2, of the Older Americans Act, as specified on the Provider Services Summary format(s) (DAAS-732-ARPA/SFRF) are to commence no later than July 1, 2024 and end on September 30, 2026 and shall be undertaken and pursued in such sequence as to assure their expeditious completion. All services required hereunder shall be completed on or before the end of the Agreement period stated above.

6. Assignability and Contracting. The Provider shall not assign all or any portion of its interest in this Agreement. Any purchase of services with the SFRF – PEAS funding shall be carried out in accordance with the procurement and contracting policy of the community services provider or, where applicable, the Area Agency, which does not conflict with procurement and contracting requirements contained in 45 CFR Part 75, Subpart D-Post Federal Award Requirements, Procurement Standards. Federal funds shall not be awarded to any subrecipients who have been suspended or debarred by the Federal government. In addition, Federal funds may not be used to purchase goods or services costing over \$100,000 from a vendor that has been suspended or debarred from Federal grant programs.

7. Compensation and Payments to the Provider. The Provider shall be compensated for the work and services actually performed under this Agreement by payments to be made monthly by the Area Agency. Total reimbursement to the community service providers under this Agreement may not exceed the grand total of applicable SFRF - PEAS funding, as specified on the Provider Services Summary format (DAS-732-ARPA/SFRF). Provider is responsible for keying the DAAS 101 Client Registration Form and monthly units/expenses of service into ARMS before the authorization of the reimbursement expense will be approved. The amount of reimbursement due to the service provider will be 100% of the allowable expenditure. Billing will be entered and submitted by the 11th of each month. The ARMS user fee for providers is \$0.17 per record (a record = all units submitted in a given month for a given client). The cost of the ARMS user fee will be included as an expense on the Unit Cost Development Worksheet.
 - (a) Reimbursement of Service Costs

Providers must have a method of projecting service costs based on estimated revenues and expenses, to receive adequate reimbursement as well as show reasonable and justifiable costs. Reimbursement of service costs will be based on the DAS-732-A-ARPA/SFRF Service Cost Computation Worksheet and the DAS 732-A-1-ARPA/SFRF Labor Distribution Form or comparable formats to develop unit and non-unit costs.
 - (b) ARMS Fee

ARMS user fee for providers is \$0.17 per record (a record = all units submitted in a given month for a given client). The cost of the ARMS user fee will be deducted from the monthly reimbursement issued by the Area Agency.

8. Collection of Non-Federal Matching Resources. There is no match requirement for the Provider for direct services delivered through the SFRF – PEAS funding.

9. Reallocation of Funds and Budget Revisions. Any reallocation of SFRF – PEAS funding between counties shall be voluntary on the part of the Provider and shall be effective only for the period of the Agreement. The reallocation of SFRF - PEAS funds between counties will not

affect the allocation of future funding to the Provider. If during the performance period of the Agreement, the Area Agency determines that a portion of the SFRF – PEAS funding will not be expended, the grant administrator for the Provider shall be notified in writing by the Area Agency and given the opportunity to make funds available for reallocation to other counties in the Planning and Service Area or elsewhere in the state.

10. Monitoring. This Agreement will be monitored to assure that services are being provided as stated in this agreement and as outlined in administrative letters on the ARPA federal disaster grants issued by the North Carolina Division of Aging to convey the requirements for allowable expenditures and documentation of service delivery to eligible older adults.

The county and community service provider will receive a written report of monitoring findings in accordance with procedures established in Section 308 of the AAA Policies and Procedures Manual (<http://www.ncdhhs.gov/aging/monitor/mpolicy.htm>). Any areas of non-compliance will be addressed in a written corrective action plan with the community service provider.

11. Disputes and Appeals. Any dispute concerning a question of fact arising under this Agreement shall be identified to the designated grants administrator for the Area Agency. In accordance with Lead Regional Organization (LRO) policy, a written decision shall be promptly furnished to the designated grants administrator for the Provider.

The decision of the LRO is final unless within twenty (20) days of receipt of such decision the grant administrator for the Provider furnishes a written request for appeal to the Director of the North Carolina Division of Aging (DoA), with a copy sent to the Area Agency. The request for appeal shall state the exact nature of the complaint. The Division of Aging (DoA) will inform the grant administrator for the Provider of its appeal procedures and will inform the Area Agency that an appeal has been filed. Procedures thereafter will be determined by the appeals process of the Division of Aging (DoA). The state agency address is as follows:

Director
North Carolina Division of Aging
693 Palmer Drive
2101 Mail Service Center
Raleigh, North Carolina 27699-2101

12. Termination for Cause. If through any cause, the Provider shall fail to fulfill in a timely and proper manner its obligations under this Agreement, or the Provider has or shall violate any of the covenants, agreements, representations or stipulations of this Agreement, the Area Agency shall have the right to terminate this Agreement by giving the Provider's Executive Officer written notice of such termination no fewer than fifteen (15) days prior to the effective date of termination. In such event, all finished documents and other materials collected or produced under this Agreement shall at the option of the Area Agency, become its property. The Provider

shall be entitled to receive just and equitable compensation for any work satisfactorily performed under this Agreement.

13. Audit. The Provider agrees to have an annual independent audit in accordance with North Carolina General Statutes, North Carolina Local Government Commission requirements, Division of Aging Services Program Audit Guide for Aging Services, and Federal Office of Budget and Management (OMB) Uniform Guidance 2 CFR Part 200.

Community service providers, as specified in paragraph one (1), who are not units of local government or otherwise subject to the audit and other reporting requirements of the Local Government Commission are subject to audit and fiscal reporting requirements, as stated in NC General Statute 143C-6-22 and 23 and OMB Uniform Guidance CFR 2 Part 200, where applicable. Applicable community service providers must send a copy of their year-end financial statements, and any required audit, to the Area Agency on Aging. Providers are not required to submit Activities and Accomplishments Reports. For-profit corporations are not subject to the requirements of OMB Uniform Guidance 2 CFR Part 200 but are subject to NC General Statute 143C-6-22 and 23 and Yellow Book audit requirements, where applicable. **Federal funds** may not be used to pay for a **Single or Yellow Book audit** unless it is a federal requirement. **State funds** will not be used to pay for a **Single or Yellow Book** audit if the provider receives less than \$500,000 in state funds. The Department of Health and Human Services will provide confirmation of federal and state expenditures at the close of the state fiscal year. Information on audit and fiscal reporting requirements can be found at <https://www.osbm.nc.gov/stewardship-services/grants/grant-recipients>.

The following provides a summary of reporting requirements under NCGS 143C-6-22 and 23 and OMB Uniform Guidance 2 CFR Part 200 based upon funding received and expended during the service provider’s fiscal year.

| Annual Expenditures | Report Required to AAA | Allowable cost for reporting |
|---|--|------------------------------|
| <ul style="list-style-type: none"> Less than \$25,000 in state or federal funds | Certification form and State Grants Compliance Reporting <\$25,000 (Item #11, Activities and Accomplishments) does not have to be completed) OR Audited Financial Statements in compliance with GAO/GAS (i.e., Yellow Book). | N.A. |
| <ul style="list-style-type: none"> Greater than \$25,000 and less than \$500,000 in state funds or \$750,000 in federal funds. | Certification form and Schedule of Grantee Receipts >\$25,000 and Schedule of Receipts and Expenditures OR Audited Financial Statements in compliance with GAO/GAS (i.e., Yellow Book) | N.A. |

| Annual Expenditures | Report Required to AAA | Allowable cost for reporting |
|--|---|--|
| <ul style="list-style-type: none"> \$500,000+ in state funds but federal pass through in an amount less than \$750,000. | Audited Financial Statement in compliance with GAO/GAS (i.e., Yellow Book) | May use state funds, but <u>not</u> federal funds. |
| <ul style="list-style-type: none"> \$500,000+ in state funds <u>and</u> \$750,000+ in federal pass-through funds. | Audited Financial Statement in compliance with OMB Uniform Guidance 2 CFR Part 200 (i.e., Single Audit) | May use state and federal funds. |
| <ul style="list-style-type: none"> Less than \$500,000 in state funds <u>and</u> \$750,000+ in federal pass-through funds | Audited Financial Statement in compliance with OMB Uniform Guidance 2 CFR Part 200 (i.e., Single Audit) | May use federal funds but <u>not</u> state funds. |

14. Audit/Assessment Resolutions and Disallowed Cost. It is further understood that the community service providers are responsible to the Area Agency for clarifying any audit exceptions that may arise from any Area Agency assessment, community service provider single or financial audit, or audits conducted by the State or Federal Governments. In the event that the Area Agency or the Department of Health and Human Services disallows any expenditure made by the community service provider for any reason, the Provider shall promptly repay such funds to the Area Agency once any final appeal is exhausted in accordance with paragraph ten (10). The only exception is if the Area Agency on Aging is approved to provide direct services SFRF - PEAS and expenditures are disallowed by the Division of Aging Services. In this case, the Area Agency is responsible for any disallowed costs. The Area Agency on Aging can recoup any required payback from the community service provider in the event that payback is due to a community service provider's failure to meet OMB Uniform Guidance CFR 2 Part 200, 45 CFR Part 1321 or state eligibility requirements as specified in policy.
15. Indemnity. The Provider agrees to indemnify and save harmless the Area Agency, its agents, and employees from and against any and all loss, cost, damages, expenses, and liability arising out of performance under this Agreement to the extent of errors or omissions of the Provider.
16. Equal Employment Opportunity and Americans With Disabilities Act Compliance. Both the County and community service provider, as identified in paragraph one (1), shall comply with all federal and state laws relating to equal employment opportunity and accommodation for disability.
17. Data to be Furnished to the Provider. All information which is existing, readily available to the Area Agency without cost and reasonably necessary, as determined by the Area Agency's staff, for the performance of this Agreement by the Provider shall be furnished to the County and community service provider without charge by the Area Agency. The Area Agency, its agents

and employees, shall fully cooperate with the Provider in the performance of the Provider's duties under this Agreement.

18. Rights in Documents, Materials and Data Produced. The County and community service provider agrees that at the discretion of the Area Agency, all reports and other data prepared by or for it under the terms of this Agreement shall be delivered to, become and remain, the property of the Area Agency upon termination or completion of the work. Both the Area Agency and the Provider shall have the right to use the same without restriction or limitation and without compensation to the other. For the purposes of this Agreement, "data" includes writings, sound recordings, or other graphic representations, and works of similar nature. No reports or other documents produced in whole or in part under this Agreement shall be the subject of an application for copyright by or on behalf of the Provider.
19. Maintenance of Records. The Provider shall maintain all financial and program records for a period of six (6) years from the date of final payment under this contract, for inspection by the Area Agency, the North Carolina Division of Aging, and the Comptroller General of the United States, or any of their duly authorized representatives. If any litigation, claim, negotiation, audit or other action involving the Provider's records has been started before the expiration of the six-year period, the records must be retained until completion of the action and resolution of all issues which arise from it.
20. Interest of the Governing Board. The Governing Board covenants that neither the Governing Board nor its agents or employees presently has an interest, nor shall acquire an interest, direct or indirect, which conflicts in any manner or degree with the performance of its service hereunder, or which would prevent, or tend to prevent, the satisfactory performance of the service hereunder in an impartial and unbiased manner.
21. Interest of Members of the Area Agency, Lead Regional Organization, and Others. No officer, member or employee of the Area Agency or Lead Regional Organization, and no public official of any local government which is affected in any way by the Project, who exercises any function or responsibilities in the review or approval of the Project or any component part thereof, shall participate in any decisions relating to this Agreement which affects his personal interest or the interest of any corporation, partnership or association in which he is, directly or indirectly, interested; nor shall any such persons have any interest, direct or indirect, in this Agreement or the proceeds arising there from.
22. Officials not to Benefit. No member of or delegate to the Congress of the United States of America, resident Commissioner or employee of the United States Government, shall be entitled to any share or part of this Agreement or any benefits to arise here from.
23. Prohibition Against Use of Funds to Influence Legislation. No part of any funds under this Agreement shall be used to pay the salary or expenses of any employee or agent acting on behalf of the Provider to engage in any activity designed to influence legislation or appropriations pending before Congress.

24. Confidentiality and Security. Any client information received in connection with the performance of any function of a community service provider or its subcontractors under this Agreement shall be kept confidential. The community service provider acknowledges that in receiving, storing, processing, or otherwise handling any confidential information, the agency and any subcontractors will safeguard and not further disclose the information except as provided in this Agreement and accompanying documents.
25. Record Retention and Disposition. All state and local government agencies, nongovernmental entities, and their subrecipients, including applicable vendors, that administer programs funded by federal sources passed through the NCDHHS and its divisions and offices are expected to maintain compliance with the NCDHHS record retention and disposition schedule and any agency-specific program schedules developed jointly with the NC Department of Cultural Resources, Division of Archives and Records. Retention requirements apply to the community service providers funded under this Agreement to provide Home and Community Care Block Grant and other services necessary to provide emergency response funded through ARPA funding. Information on retention requirements is posted at <https://www.ncdhhs.gov/about/administrative-offices/office-controller/records-retention> and updated semi-annually by the NCDHHS Controller's Office. By funding source and state fiscal year, this schedule lists the earliest date that grant records in any format may be destroyed. The Division of Archives and Records provides information about destroying confidential data and authorized methods of record destruction (paper and electronic) at <https://archives.ncdcr.gov/government/records-management-tools/faq#how-can-i-destroy-records>.

The NCDHHS record retention schedule is based on federal and state regulations and pertains to the retention of all financial and programmatic records, supporting documents, statistical records, and all other records supporting the expenditure of a federal grant award. Records legally required for ongoing official proceedings, such as outstanding litigation, claims, audits, or other official actions, must be maintained for the duration of that action, notwithstanding the instructions of the NCDHHS record retention and disposition schedule.

In addition to record retention requirements for records in any format, the long-term and/or permanent preservation of electronic records require additional commitment and active management by agencies. The community service provider will comply with all policies, standards, and best practices published by the Division of Aging and Adult Services regarding the creation and management of electronic records.

26. Applicable Law. This Agreement is executed and is to be performed in the State of North Carolina, and all questions of interpretation and construction shall be construed by the laws of such State.

In witness whereof, the Area Agency and the Provider have executed this Agreement as of the day first written above.

Provider

Attest:

_____ By: _____
Dena R. Cook, NCMCC Jeff Smart, Chairman
Clerk to the Board of Commissioners Richmond County Board of Commissioners

Area Agency

Attest:

_____ By: _____
Twillia C. Allen, David Richardson,
Aging Administrator Executive Director

Provision for payment of the monies to fall due under this Agreement within the current fiscal year have been made by appropriation duly authorized as required by the Local Government Budget and Fiscal Control Act.

BY: _____
Jo-Annah Sinclair, LRCOG Finance Director

RICHMOND COUNTY BOARD OF COMMISSIONERS

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Clerk to the Board

AGENDA ABSTRACT

Meeting Date: 02/03/2026

Agenda Item No. 04F

Item for Decision

SUBJECT TITLE: Approval of 2025 – 2026 Providing Elders Additional Sustenance
“PEAS” Grant Budget

PRESENTER: Consent

SUMMARY OF INFORMATION:

Request the Board approve the 2025 - 2026 “PEAS” Grant Budget for Richmond County Aging Services.

Forms to be approved and signed are:

DAAS- 732

DAAS- 735

County Match is 0%

COUNTY MANAGER’S COMMENTS OR RECOMMENDATION:

NC Division of Aging
 DAAS-732-PEAS
 Provider: Richmond County Aging Services
 Address: 225 S. Lawrence St, Rockingham, NC 28379
 County: Richmond

State Fiscal Recover Fund (SFRF)
 Nutrition Services for Older Adults
 The PEAS Project

Project Start Date: 12/01/2025
 Project End Date: 09/30/2026

REVISION # , DATE :

| PEAS Service and ARMS Code | Service Delivery | | Other | B | C | D | E | F | G | H | |
|-------------------------------|------------------|-----------|-----------|--------------------------|-------------------|------------------|---------------|-----------------|------------------------------|------------------------------|---|
| | (Check one) | | | Local Match NOT Required | Net* Service Cost | NSIP NOT Allowed | Total Funding | Projected Units | Projected Reimbursement Rate | Projected Clients - Required | |
| | Direct | Purchased | | | | | | | | | |
| SFRF PEAS Meals (620) | | X | \$ 8,863 | 0 | \$ 8,863 | 0 | \$ 8,863 | 1688 | | 29 | |
| SFRF Non-Client Expense (680) | | | \$ 8,013 | 0 | \$ 8,013 | 0 | \$ 8,013 | | | | |
| | | | | 0 | \$ - | 0 | \$ - | | | | |
| | | | | 0 | \$ - | 0 | \$ - | | | | |
| | | | | 0 | \$ - | 0 | \$ - | | | | |
| | | | | 0 | \$ - | 0 | \$ - | | | | |
| | | | | 0 | \$ - | 0 | \$ - | | | | |
| | | | | 0 | \$ - | 0 | \$ - | | | | |
| | | | | 0 | \$ - | 0 | \$ - | | | | |
| | | | | 0 | \$ - | 0 | \$ - | | | | |
| | | | | 0 | \$ - | 0 | \$ - | | | | |
| | | | | 0 | \$ - | 0 | \$ - | | | | |
| | | | | 0 | \$ - | 0 | \$ - | | | | |
| | | | | 0 | \$ - | 0 | \$ - | | | | |
| Total | | | \$ 16,876 | 0 | \$ 16,876 | 0 | \$ 16,876 | 1688 | | 29 | 0 |

 Authorized Signature, Title

 Date



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S. Mujeeb Shah-Khan
County Attorney
Cary Garner
Finance Officer
Dena R. Cook
Clerk to the Board

AGENDA ABSTRACT

Meeting Date: 02/03/2026

Agenda Item No. 05

Item for Decision

SUBJECT TITLE: Board of Equalization and Review

PRESENTER: Vagas Jackson, Tax Administrator

SUMMARY OF INFORMATION:

Request for the Board of County Commissioners to consider a date for the Board of Equalization and Review to hear appeals on real property for April 14, 2026, at 1:00pm. The first meeting date should be set no earlier than the first Monday in April and no later than the first Monday in May. Advertising the meeting is required at least 10 days prior to the first meeting date.

COUNTY MANAGER'S COMMENTS OR RECOMMENDATION:

Approve

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AGENDA ABSTRACT

Meeting Date: 02/03/2026

Agenda Item No. 06

Item for Discussion

SUBJECT TITLE: Request to Donate Money to Crime Stoppers for Assistance with Missing People within Richmond County.

PRESENTER: Chairman Smart

SUMMARY OF INFORMATION:

Sheriff Gulledge would like to request that he partner with Crime Stoppers to offer a reward for anyone who provides information on the missing person's cases that lead to an arrest and conviction.

COUNTY MANAGER'S COMMENTS OR RECOMMENDATION:

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AGENDA ABSTRACT

Meeting Date: 02/03/2026

Agenda Item No. 07

Item for Discussion

SUBJECT TITLE: County Manager Monthly Report

PRESENTER: Bryan R. Land

SUMMARY OF INFORMATION:

County Manager Land will report to the Board on recent projects and activities with the county.

COUNTY MANAGER'S COMMENTS OR RECOMMENDATION:

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AGENDA ABSTRACT

Meeting Date: 02/03/2026

Agenda Item No. 08

Item for Discussion

SUBJECT TITLE: Open Forum for Public Comments for the following Boards

Board of Commissioners
Board of Health
Board of Social Services

SUMMARY OF SPEAKER AND TOPIC INFORMATION:

Board of Commissioners

Sheila Brosier – Richmond County Local Reentry Council (LRC)
Jorge I. Flores, Program Director – Richmond County Rescue Mission
Matthew Davis, Executive Director – Richmond County Rescue Mission

COUNTY MANAGER’S COMMENTS OR RECOMMENDATION:

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AGENDA ABSTRACT

Meeting Date: 02/03/2026

Agenda Item No. 09

Item for Decision

SUBJECT TITLE: Closed Session 143-318.11(a)(6)

PRESENTER: Chairman Smart

SUMMARY OF INFORMATION:

Richmond County Board of Commissioners will go into a Closed Session.

COUNTY MANAGER'S COMMENTS OR RECOMMENDATION:

Approve

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AGENDA ABSTRACT

Meeting Date: 02/03/2026

Agenda Item No.10

Item for Decision

SUBJECT TITLE: Adjournment

PRESENTER: Chairperson

SUMMARY OF INFORMATION:

The next Richmond County Board of Commissioners meeting will be on Tuesday, March 10, 2026. Monthly meeting moved due to Primary on Tuesday, March 3, 2025

COUNTY MANAGER'S COMMENTS OR RECOMMENDATION:

Approve