



City Council Agenda

Thursday, May 14, 2020

6:00 PM

35 Cabarrus Avenue, W, Concord NC 28025

Cell phones are to be turned off or placed on vibrate during the meeting. Please exit the Council Chambers before using your cell phone.

The agenda is prepared and distributed on Friday preceding the meeting to Council and news media. A work session is then held on the Tuesday preceding the regular meeting at 4:00 pm.

In order to maintain the safety of City residents, City Council, and staff, the May 12, 2020 City Council Work Session and the May 14, 2020 City Council meeting will be conducted electronically via Zoom and can be accessed with the following link:

Join Zoom Meeting:

<https://us02web.zoom.us/j/82744897457?pwd=UGh3OXI4UHFIZzhpTkpUWVF2a2tgQT09>

Phone Dialing alternative:

646-876-9923 or 312-626-6799

Meeting ID: 827 4489 7457 Password: 579922

To sign up to speak during the May 14, 2020 City Council meeting (general Persons Requesting to be Heard and public hearing sections) click the following link:

<https://forms.gle/M37tMtHE3AFFjbBp8>

* * * * *

I. Call to Order

II. Pledge of Allegiance and Moment of Silent Prayer:

III. Approval of Minutes:

April 7, April 9, and April 21, 2020.

IV. Presentations

1. Recognize William Del Eudy for over 26 years of service with the City of Concord's Transportation Department. Del Eudy is retiring after over 26 years of service to the City of Concord. He was originally a member of the City's Code Enforcement division before taking on the role of Transportation Coordinator of the Traffic Services Division. Del lead the sign shop in the fabrication of thousands of traffic control signs, pavement markings, detours for utilities, events and construction, as well as managing the budgetary and personnel responsibilities. His leadership and work ethic will be greatly missed, and we congratulate him in his retirement.

2. Recognize May 17 - 23, 2020 as National Public Works Week. National Public Works Week (NPWW) is a celebration of the tens of thousands of women and men in North America who provide, administer, and maintain the infrastructure collectively known as public works. Instituted as a public education campaign by the American Public Works Association in 1960, NPWW calls attention to the importance of public works in community life and to enhance the prestige of those who serve the public good every day with their dedication. NPWW is observed during the third full week of May.

3. Recognize the City of Concord Finance Department for being awarded the Distinguished Budget Presentation Award from the Government Finance Officers Association of the United States and Canada. The Government Finance Officers

Association of the United States and Canada, GFOA, has awarded the City with the Distinguished Budget Presentation Award for the July 1, 2019 Budget Document. The award represents a significant achievement. It reflects commitment of the governing body and staff to meeting the highest principles of budget presentation. In order to receive the budget award, the City had to satisfy nationally recognized guidelines for effective budget presentation. These guidelines are designed to assess how well an entities budget serves as: a) a policy document; b) a financial plan; c) an operations guide; and d) a communications device. Budget documents must be rated proficient in all four categories to receive the award. The City of Concord has received this award for 18 consecutive years.

V. Unfinished Business

VI. New Business

A. Informational Items

B. Departmental Reports

C. Recognition of persons requesting to be heard

D. Public Hearings

- 1. Conduct a public hearing pursuant to NC General Statutes Sec. 158-7.1 and consider offering a contract for a three year / 85% tax based Economic Development Incentive Grant to Project Paul to locate at 700 Derita Road, Building B in Concord, NC.** Under the North Carolina General Statutes, City Council may offer incentives to stimulate private sector expansion of new facilities. Project Paul is a commercial print and mailing operation. The project proposes a \$1.98 million investment in real property and \$22.58 million investment in personal property. Project Paul is expected to create approximately 136 full time jobs and 3 part time jobs with average wages at \$39,936. The total value of the City's three year total grant is estimated to equal \$249,945 depending the project's investment. The City of Concord would collect a 3-year net revenue of \$44,108. See attached grant analysis for additional details.

Recommendation: Consider offering a contract for a three year / 85% Economic Development Incentive Grant to Project Paul to locate at 700 Derita Road, Building B in Concord, NC pursuant to NC General Statutes Sec. 158-7.1.

- 2. Conduct a public hearing and consider adopting an ordinance annexing one parcel of land, located at Aviation Circle and Derita Road (northeast corner of Aviation Circle and Derita Road intersection), owned by Z & T Real Estate, LLC.** The subject property consists of one (1) parcel, also known as Lot #4 of the Favoni Corporate Center and encompasses +/- 2.07 vacant acres. The applicant, Tun Oo, has petitioned for annexation into the City of Concord's municipal limits in order to connect to City services for development of the parcel with an industrial use. See the attached staff report for further detail.

Recommendation: Consider adopting the annexation ordinance and set the effective date for May 14, 2020.

- 3. Conduct a public hearing and consider adopting an ordinance annexing +/- 1.03 acres of street right-of-way within Dickens Place Northeast and Crosspoint Drive Northeast, with ownership interests belonging to Copperfield, Inc and the City of Concord.** The subject property consists of +/- 1.03 acres of land located within the Dickens Place Northeast and Crosspoint Drive Northeast street right-of-way, north of the Dickens Place Northeast and Vinehaven Drive Northeast intersection. Ownership interests are currently retained by Copperfield, Inc and the City of Concord due to right-of-way dedication. The City and the property owner of Copperfield, Inc have worked together to submit an annexation petition in order for the purpose of ensuring a City maintained street is within the City limits. See the attached staff report for further detail.

Recommendation: Consider adopting the annexation ordinance and set the effective date for May 14, 2020.

E. Presentations of Petitions and Requests

- 1. Consider authorizing the City Manager to enter into an agreement with Concord Greenway Townhomes LLC to receive +/- 10.33 acres between Wilkinson Court SE and Woodsdale Place SE at no cost.** City Council approved an offer to purchase in May 2018 from Sherwood Development for 13.05 acres located between Wilkinson Court and Woodsdale Place. Sherwood is purchasing the land to construct twelve townhomes on Wilkinson Court and twenty-two townhomes on Woodsdale Place. This acreage being purchased also included part of the McEachern Greenway. The City reserved the right to maintain any easements for the greenway or utilities. Another option was for Sherwood to give land back to the City that was not required for the townhomes. Sherwood formed Concord Greenway Townhomes LLC that will purchase the land from the City and then donate the unneeded acreage back to the City. The purchase price in the Option is \$275,000 and Sherwood intends to write off for tax purposes the value of the +/- 10.33 acres of land that is being donated back to the City. An appraisal completed by Tim Tallent is included indicating the value of the being donated is \$240,000. The appraisal summary letter is included in the packet.

Recommendation: Motion to authorize the City Manager to enter into an agreement with Concord Greenway Townhomes LLC to receive +/- 10.33 acres located between Wilkinson Court SE and Woodsdale Place SE.

- 2. Consider approving partial appropriation of Community Development Block Grant (CDBG) Coronavirus Aid, Relief, and Economic Security Act (CARES Act) funding in the amount of \$102,384.41 to select public service agencies and organizations responding to immediate community needs related to COVID-19.** See the attached staff report on proposed funding.

Recommendation: Motion to approve partial appropriation of Community Development Block Grant (CDBG) Coronavirus Aid, Relief, and Economic Security Act (CARES Act) funding in the amount of \$102,384.41 to select public service agencies as they respond to immediate community needs related to COVID-19.

- 3. Consider adopting an amendment to the Neighborhood Matching Grant policy.** In May 2002, City Council approved the Neighborhood Matching Grant (NMG) program to assist recognized neighborhood organizations in funding neighborhood improvement projects that beautified and/or otherwise enhance the quality of life in their community. Goals of the NMG program include creating a partnership between the City and recognized neighborhoods and facilitating neighborhood self-improvement. The program was enhanced with policy amendments in 2015, which among other things, limited funding to one of five categories and added a section to specifically list items that will not be funded. One of the items in the list prohibited from grant funding is "food." The intent of this limitation was to prevent funding food expenses at neighborhood cookouts or other social events as part of a neighborhood's grant project. Neighborhood imagination and creativity, along with a community match requirement, are cornerstones of the program. As a reminder, the City matches the neighborhood organization's contribution (volunteer labor, donated materials, professional services and/or cash) up to \$3,000. Considering the current COVID-19 pandemic, neighborhood leaders have asked if establishing neighborhood food banks and pantries, or related activities intended to provide critical food assistance to economically disadvantaged individuals and families, could be considered an eligible activity. Legal staff and UNC School of Government faculty helped identify statutory authority and alignment with public purpose requirements for such an activity. Staff recommends adopting the attached amended grant policy to note this as an exception to the food limitation.

Recommendation: Motion to adopt an amendment to the City's Neighborhood Matching policy.

- 4. Consider awarding bids for electric equipment and materials for the Heglar Road Electric Substation P to Substation Enterprises Inc., Siemens Energy Inc., Virginia Transformer Corporation, Siemens Industry Inc., S & C Electric; Keystone Electrical Manufacturing Co., and Modular Connections LLC.** Electric Systems staff received bids on April 8, 2020 for electric equipment and materials required for the construction of a new delivery point and substation located at the corner of Heglar and Old Airport Roads. The bids were arranged into eight schedules of equipment. Schedule I - Delivery point steel and structures- Substation Enterprises Inc., \$212,000; Schedule II - Five 48KV circuit breakers- Siemens Energy, Inc., \$174,110; Schedule III - Substation P steel and structures, Substation Enterprises Inc., \$345,000; Schedule IV --Two 27 MVA power transformers, Virginia Transformer Corp., \$957,218; Schedule V - Two 46KV Circuit Switchers, S & C Electric Company, \$85,184; Schedule VI - Eight 15KV circuit breakers, Siemens Industry, Inc., \$130,928; Schedule VII – Relay Panels, Keystone Electrical Manufacturing Co., \$159,796.51; and Schedule VIII – Two Control equipment houses, Modular Connections, LLC, \$157,794. Staff recommendations reflect the low bidder for each Schedule. All schedules combined total \$2,222,030.51. Funding is derived from existing project account with a balance of \$3,940,144.40.

Recommendation: Motion to award bids for electric equipment and materials for the Heglar Road Electric Substation P to Substation Enterprises Inc., Siemens Energy Inc., Virginia Transformer Corporation, Siemens Industry Inc., S & C Electric, Keystone Electrical Manufacturing Co., and Modular Connections LLC.

- 5. Consider authorizing the City Manager to negotiate and execute a contract with Ike's Construction, Inc. for the construction of a 30 x 30 mezzanine in the existing Grounds Maintenance Shop at the Brown Operations Center.** Formal bids were opened Thursday April 2, 2020. Three bids were submitted with Ike's Construction, Inc. being the lowest responsible bidder in the amount of \$198,000. The project is funded at \$545,000 leaving \$347,000 to complete Phase II of the project; expansion of the existing truck shed. Plans are being completed for Phase II and will be out to bid within the next 30 days. The Grounds Division is growing in response to the expanding greenway and park systems. Shelter and storage are needed for expanding crews and the City Arborist and the equipment associated with each.

Recommendation: Motion to authorize the City Manager to negotiate and execute a contract with Ike's Construction in the amount of \$198,000.00 for the construction of a 30 x 30 mezzanine in the existing Grounds Maintenance Shop at the Brown Operations Center.

- 6. Consider authorizing the City Manager to negotiate and execute a contract with Carolina Site Works, Inc. for improvements at Rutherford Cemetery.** The improvements at Rutherford Cemetery will develop the remaining land inside the fence and will result in the addition of 500 grave sites. The work will include grading, the installation of a culvert pipe, extending the road and ending it in a cul-de-sac. Formal bids were opened Wednesday, April 15, 2020. Three bids were submitted with Carolina Siteworks, Inc. being the lowest responsible bidder in the amount of \$108,837.30. The project fund is \$125,360.

Recommendation: Motion to authorize the City Manager to negotiate and execute a contract with Carolina Siteworks, Inc. in the amount of \$108,837.30 for improvements at Rutherford Cemetery.

- 7. Consider adopting an ordinance to temporarily close Cabarrus Ave (SR 1002) between Market St., SW and Church St., S for the Concord International Festival to be held September 19, 2020.** The City of Concord is co-Sponsoring the Concord International Festival to be held September 19, 2020. As such, to protect the safety of pedestrians in the event, staff is requesting to temporarily close Cabarrus Ave (SR 1002) between Market St., SW and Church St., S from NCDOT.

Recommendation: Consider adopting an ordinance to temporarily close Cabarrus Ave (SR 1002) between Market St., SW and Church St., S for the Concord International Festival to be held September 19, 2020.

- 8. Consider authorizing the City manager to execute an amendment to the current annual Installation of Traffic Signal Equipment and Associated Construction/Maintenance Work contract.** This amendment consists of a Task Order for Carolina Power & Signalization, Inc., who is currently the on-call signal maintenance contractor, to perform the decommissioning of two (2) existing traffic signals and constructing new traffic signals in their place. The two traffic signals associated with this amendment are located at the intersections of Union Street and Cabarrus Avenue, and Union Street and Corban Avenue. The mast arms at these intersections were inspected with the intention of upfitting them for future pedestrian signal upgrades. During this inspection, the condition of the mast arm to foundation mounting hardware and the mast arms themselves were found to be severely deteriorated. It has been determined that replacement of the mast arms and corresponding foundations is required. This CIP was funded in 2018 at \$400,000 for construction and \$40,000 for engineering and design. The final cost of the design was approximately \$71,600. The estimate for the cost of this Task Order for the construction and installation of materials supplied by the City for the traffic signals is \$230,825. The additional cost of materials which the City is to supply for this project is estimated at \$124,100. Together with the design, construction/installation, and materials to be supplied for the project, the total estimated cost of the signal replacement project is \$426,525.

Recommendation: Motion to authorize the City Manager to execute an amendment to the current annual Installation of Traffic Signal Equipment and Associated Construction/Maintenance Work contract, in the amount of \$230,825 for the construction and installation of materials to be supplied by the City for the replacement of the existing traffic signals located at Union Street and Cabarrus Avenue, and Union Street and Corban Avenue .

- 9. Consider authorizing the City Manager to negotiate and execute a contract for the City of Concord's Pedestrian Improvement Program Design Services.** This contract consists of the selected firm providing surveying, design, and corresponding civil engineers cost estimate, including but not limited to, complete drawings and plans for various specified locations from the City's Pedestrian Improvement Program. In the FY 19-20 budget, City Council approved additional funding from the Motor Vehicle Tax (approx. \$500,000) to more effectively complete gaps in the City's sidewalk network. As such, the Transportation Department solicited and selected a firm to prepare plan documents of projects to be constructed. Proposals for this work were received on April 16, 2020 and were evaluated by Committee. The Committee has chosen SEPI, Inc. as the selected firm whose proposal has been determined to be most beneficial to the City. The Transportation Department intends to use up to \$150,000 of the funds to begin processing designs. Contract final completion date is June 30, 2021.

Recommendation: Motion to authorize the City manager to negotiate and execute a contract with SEPI, Inc for the Pedestrian Improvement Program Design Services contract, not to exceed \$150,000.

- 10. Consider supporting an application for Surface Transportation Block Grant Program Direct Allocation (STBGP-DA) funds to be submitted to the Cabarrus-Rowan Metropolitan Planning Organization (CRMPO) for the Harris Road (SR 1449) and Poplar Tent Road (SR 1394) Intersection Improvements.** As a Transportation Management Area (TMA), the Cabarrus-Rowan Metropolitan Planning Organization (CRMPO) receives a direct allocation of STBGP funding annually. This direct allocation is referred to by the CRMPO as Surface Transportation Block Grant Program Direct Attributable (STBGP-DA). The Fast Act also combined the former STP

and former TAP programs at the federal level, and amended the provisions contained in 23 U.S.C. 133. Prior to apportioning the STBGP funds to each state or MPO, a portion the FAST Act sets aside STBGP funds specifically for Transportation Alternatives which is now referred to as the Transportation Alternative Set Aside (TASA). From the TASA funds apportioned to each state, a portion of the FAST Act allocates TASA funds directly to any Metropolitan Planning Organization (MPO) that is designated as a Transportation Management Area (TMA). As a Transportation Management Area (TMA), the Cabarrus-Rowan Metropolitan Planning Organization (CRMPO) will receive a direct allocation of TA Set Aside funding annually. A competitive process has previously been adopted to determine which projects are funded. The proposal for the Surface Transportation Block Grant Program Direct Allocation (STBGP-DA) funds for the Harris Road (SR 1449) & Poplar Tent Road (SR 1394) Intersection Improvements involves converting the existing intersection to a Reduced Conflict Intersection (RCI), as well as constructing additional travel lanes and pedestrian accommodations to accept the future widening of Poplar Tent Rd, NCDOT project U-6032. See the attached application prepared by Kimley-Horn and Associates. The total estimated cost is \$15,080,000 and the City of Concord" estimated matching funds would equal \$3,016,000 (20%).

Recommendation: Motion to support an application for Surface Transportation Block Grant Program Direct Allocation (STBGP-DA) funds to be submitted to the Cabarrus-Rowan Metropolitan Planning Organization (CRMPO) for the Harris Road (SR 1449) & Poplar Tent Road (SR 1394) Intersection Improvements.

- 11. Consider authorizing the City Manager to negotiate and execute a contract with Electrical Engineering Consulting & Testing, P.C. in the amount of \$73,925 for final engineering and project management services for the switchgear replacement project at the Coddle Creek Water Treatment Plant.** This contract provides project management services and final design for the switchgear replacement project at the Coddle Creek Water Treatment Plant.

Recommendation: Motion to authorize the City Manager to negotiate and execute a contract with Electrical Engineering Consulting & Testing, P.C. in the amount of \$73,925 for final engineering and project management services for the switchgear replacement project at the Coddle Creek Water Treatment Plant.

- 12. Consider authorizing the City Manager to negotiate and execute a contract with Page Power Systems in the amount of \$1,404,727 for construction services for the switchgear replacement project at the Coddle Creek Water Treatment Plant.** The contract provides construction services for the switch gear replacement project at the Coddle Creek Water Treatment Plant. This price includes the alternates of a 3 year extended warranty and the remote racking option.

Recommendation: Motion to authorize the City Manager to negotiate and execute a contract with Page Power Systems in the amount of \$1,404,727.00 for construction services for the switchgear replacement project at the Coddle Creek Water Treatment Plant.

- 13. Consider adopting a resolution to approve and adopt the 2020 Cabarrus Stanly Union Regional Hazard Mitigation Plan.** The regional plan was developed in order to simplify planning efforts for the jurisdictions in the Cabarrus Stanly Union Region and allow resources to be shared among the participating jurisdictions to ease the administrative duties of all of the participants by combining the three existing County-level plans into one multi-jurisdictional plan. FEMA requires that hazard mitigation plans be updated every five years to remain eligible for federal mitigation and public assistance funding. To prepare the 2020 Cabarrus Stanly Union Regional Hazard Mitigation Plan, ESP Associates, Inc. was hired by North Carolina Emergency Management to provide professional mitigation planning services. Per the contractual scope of work, the consultant team followed the mitigation planning process recommended by FEMA (Publication Series 386 and Local Mitigation Plan Review

Guide) and recommendations provided by North Carolina Emergency Management (NCEM) mitigation planning staff. Additionally, for the 2020 update, FEMA Community Rating System (CRS) and Community Wildfire Protection Plan (CWPP) requirements were integrated into the plan update.

Recommendation: Motion to adopt a resolution to approve and adopt the 2020 Cabarrus Stanly Union Regional Hazard Mitigation Plan.

- 14. Consider making an appointment to the First Concord Corporation Board of Directors.** Mr. Ralph Barnhardt has served on the First Concord Board of Directors since its inception in 1991. The City Council and staff greatly appreciate his willingness to serve on this board for so many years. Mr. Barnhardt informed the board that he would like to be replaced as a First Concord Board of Director. Irvin Newberry has agreed to serve on this board and staff is requesting that you approve his appointment. Normally, First Concord only meets once a year. If the City issues Limited Obligation Bonds (LOBS) this board will approve the issuance. LOBS were previously called Certificates of Participation (COPS) so some of our older issues are COPS. The name has changed over time to LOBS. First Concord was established in 1991. First Concord is used as a counterparty on installment financing contracts when the City wants to do the financing in the public markets as LOBS. This is for a larger issue, like the City Hall, and the amount would normally be over \$10 Million. In these cases, we need a third party for the city to enter into the installment financing contract with. This enables the third party to assign the rights to the City's payments to a Trustee and it is those payments that get certified so they can be broken down into pieces and sold to investors in the public market. When this was originally set up, entities like this were set up for the single purpose of helping the City with its financings. When this was set up, the rating agencies were concerned about bankruptcy issues so having a third party entity, which the City enters into the installment financing with that has no assets, no employees, etc., alleviated the concern that an entity liked First Concord would ever go bankrupt thus any financing that it was involved would be safer and there would be no concern of any problems with the financing. First Concord is reported in the City's financials. First Concord is ONLY needed if we want to do an installment deal that needs to go out to the public markets. Most issues we do now are private placement with a bank so First Concord is not needed; however, the First Concord Board should remain just in case the City sees a benefit in going to the public market rather than a private placement with a bank.

Recommendation: Motion to appoint Irvin Newberry to the First Concord Corporation Board of Directors.

- 15. Consider making an appointment to the Concord Family Enrichment Association Board of Directors.** The CFEA has one vacancy as a result of Reverend Donald Anthony's resignation. Two individuals informed the Board of their interest in serving: Mya Jones and Jean King. The CFEA Board unanimously recommends that Council appoint Mya Jones to fill the vacancy.

Recommendation: Motion to appoint Mya Jones to the CFEA Board of Directors.

- 16. Consider a Preliminary Application from Simon Moody.** In accordance with City Code Chapter 62, Simon Moody has submitted a preliminary application to receive water service outside the City limits. The property is located at 1677 Old Charlotte Road. The parcel is zoned LDR and the applicant wants to develop with a single family home. There is not sanitary sewer available to this parcel.

Recommendation: Motion to accept the preliminary application and have the owner proceed to the final application phase excluding annexation.

- 17. Consider a Preliminary Application from George and Patricia Powell.** In accordance with City Code Chapter 62, George and Patricia Powell has submitted a preliminary application to receive water service outside the City limits. The property is located at 7990 Untz Road. The parcel is approximately 2.1 acres, zoned CR and a

single family home is being proposed the lot. There is not sanitary sewer available to the parcel.

Recommendation: Motion to accept the preliminary application and have the owner proceed to the final application phase excluding annexation.

VII. Consent Agenda

- A. Consider adopting a resolution authorizing the designation of a municipal primary and secondary agent to execute and file applications for federal and/or state assistance.** A resolution was adopted in February 2019 designating the primary and secondary agent. However, the Emergency Management Coordinator's title has changed since that time. A new resolution is needed to correctly list the title and name of the municipal primary agent.

Recommendation: Motion to adopt a resolution designating Emergency Management Coordinator, Ian Crane, as the primary agent and Finance Director, Pam Hinson, as the secondary agent to execute and file applications for federal and/or state assistance.

- B. Consider authorizing the Fire Department to apply for the Assistance to Firefighters Grant COVID-19 Supplemental (AFG-S) through the Federal Emergency Management Association (FEMA).** The AFG-S is a one-time grant where FEMA will award 90% of the funds associated with the grant and the local jurisdiction is responsible for 10% (AFG Grant - \$25,000, FEMA Award – \$22,500, City of Concord Match - \$2,500). The AFG has included a supplemental grant program associated with items related to COVID-19 that the department wishes to apply for.

Recommendation: Motion to authorize the Fire Department to apply for the Assistance to Firefighter Grant COVID-19 Supplement through the Federal Emergency Management Association.

- C. Consider authorizing the Fire Department to apply for the Fire Prevention & Safety Grant (FP&S) grant through the Federal Emergency Management Association (FEMA).** The Concord Fire Department is seeking authorization to apply for the Fire Prevention & Safety Grant (FP&S) grant through the Federal Emergency Management Association (FEMA). The FP&S Grant is a one year grant performance period. If awarded, the grant will fund 95% of the program costs and the City of Concord will be responsible for 5% of the program cost (FP&S Grant - \$54,570, FEMA Award – 95% \$51,841.50, City of Concord Match 5% \$2,728.50). The department is seeking this grant to implement a residential KNOX Box program. A Knox Box is a secured key box where the business owner or homeowner can secure a key that is only accessible by the fire department. Currently, the City only requires Knox Boxes for commercial structures. The City of Kannapolis was awarded the FP&S grant for a residential Knox Box program and has seen great success where residential Knox Boxes can be provided for age targeted residences and communities which allows the fire department quick access to their homes in the event of a medical emergency. The request would be for 300 units.

Recommendation: Motion to authorize the Fire Department to apply for the Fire Prevention & Safety Grant through the Federal Emergency Management Association.

- D. Consider authorizing the Fire Department to apply for the Staffing for Adequate Fire & Emergency Response Grant (SAFER) through the Federal Emergency Management Association (FEMA).** The Concord Fire Department is seeking authorization to apply for the 2019 SAFER grant through the Federal Emergency Management Association (FEMA). The SAFER Grant is a three-year grant performance period. If awarded, the grant will cover 75% of the associated salaries for years 1 and 2, and 35% of the associated salaries for year 3. The City of Concord will be responsible for the balance of salaries, 25% in years 1 and 2, and 65% in year 3, and 100% thereafter. The grant is associated with the personnel request associated

with Ladder 10 which has been presented for the FY22 budget cycle. There are 18 full-time employees (FTE's) associated with this grant request and the FY22 budget request. Financial Impact Years 1&2: FEMA- \$721,238, City of Concord-\$240,213/ Year 3 FEMA-\$336,578, City of Concord-\$625,072.

Recommendation: Motion to authorize the Fire Department to apply for the Staffing for Adequate Fire & Emergency Response Grant (SAFER) through the Federal Emergency Management Association (FEMA).

- E. Consider authorizing the Police Department to apply for the Fiscal Year 2020 Patrick Leahy Bulletproof Vest Partnership Grant from the U.S. Department of Justice: Office of Justice Programs.** The Concord Police Department is requesting to apply for the Fiscal Year 2020 Patrick Leahy Bulletproof Vest Partnership Grant from the United States Department of Justice: Office of Justice Programs. This program reimburses agencies up to 50% of the costs of new, uniquely fitted bulletproof vests. The department projects needing to purchase 93 vests over the next two years at a total cost of \$57,195.00, of which, the city would receive reimbursement of \$28,597.50 under grant guidelines.

Recommendation: Motion to authorize the Police Department to apply for the Fiscal Year 2020 Patrick Leahy Bulletproof Vest Partnership Grant from the U.S. Department of Justice: Office of Justice Programs.

- F. Consider approving a \$500 donation from the Mayor's Golf Tournament Fund to Epworth United Methodist Church for Samaritan's Feet and to adopt a budget ordinance.** Samaritan's Feet is a non-profit humanitarian organization based in Charlotte that provides needy children and youth in our community with new shoes before the beginning of the upcoming school year. Epworth United Methodist Church partners with Samaritan's Feet to provide a pair of new shoes, as well as backpacks and school supplies to children and youth in Cabarrus County.

Recommendation: Motion to approve a \$500 donation from the Mayor's Golf Tournament Fund to Epworth United Methodist Church for Samaritan's Feet and to adopt a budget ordinance.

- G. Consider accepting an Offer of Dedication of utility easements and public rights-of-ways in various subdivisions.** In accordance with CDO Article 5, the following final plats and easements are now ready for approval: The Haven at Rocky River and Hunton Forest Phase 2 Map 7. Various utility easements and public rights-of-ways are offered by the owners.

Recommendation: Motion to accept the offer of dedication on the following plat and easements: The Haven at Rocky River and Hunton Forest Phase 2 Map 7.

- H. Consider accepting an Offer of Infrastructure at Cedar Park Estates.** In accordance with the CDO Article 5, improvements have been constructed in accordance with the City's regulations and specifications. The following is being offered for acceptance: 73' of 6" water main, and 27' of 4" water main.

Recommendation: Motion to accept the offer of infrastructure in the following subdivisions and sites: Cedar Park Estates.

- I. Consider accepting the Coronavirus Aid, Relief, and Economic Security Act (CARES Act) funding allocated by the United States Department of Housing and Urban Development (HUD) to the City of Concord Housing Department and adopt a budget amendment in the amount of \$127,405.** HUD has allocated \$127,405 in CARES Act funding to enable the City of Concord Housing Department to prepare for, prevent and respond to Coronavirus. This funding will allow public housing agencies to maintain normal operations and take other necessary actions during the period that the program is impacted by Coronavirus. HUD is initially defining the time period for which the program is impacted by Coronavirus as through December 31, 2020. HUD will continue to evaluate the impact of Coronavirus on the public housing program, and, if it determines that the impact to the program will extend

beyond December 31, 2020, HUD will issue additional guidance extending the time period for which PHAs may use these funds.

Recommendation: Motion to accept the CARES Act funding and adopt a budget amendment in the amount of \$127,405 for this funding.

J. Consider accepting the Coronavirus Aid, Relief, and Economic Security Act (CARES Act) funding allocated by the United States Department of Housing and Urban Development (HUD) to the City of Concord Housing Department Housing Choice Voucher program and adopt a budget amendment related to the award.

HUD has allocated CARES Act funding in the amount of \$66,074 through additional Housing Choice Voucher administration fees to enable the City of Concord Housing Department to prepare for, prevent and respond to Coronavirus. This funding will allow public housing agencies to maintain normal operations and take other necessary actions during the period that the program is impacted by Coronavirus. HUD is initially defining the time period for which the program is impacted by Coronavirus as through December 31, 2020.

Recommendation: Motion to accept the CARES Act funding in the amount of \$66,074 for the Housing Choice Vouchers program administration fees and adopt a budget amount for this funding.

K. Consider approving the 2019 Resident Opportunities and Self Sufficiency (ROSS) Grant Award from the US Department of Housing and Urban Development (HUD) and adopt a budget ordinance in the amount of \$228,450.

HUD has awarded the Housing Department the Resident Opportunities and Self Sufficiency (ROSS) Grant Award for federal year 2019 in the amount of \$228,450 to pay the salary and benefits of one (1) full time program coordinator and one (1) part-time coordinator whose primary responsibility is to guide and connect participants to needed training and resources. Participants in the program gain access to both private and public resources, residential empowerment activities and other supportive services. These services enable participating families to increase earned income, reduce and/or eliminate the need for welfare assistance and make progress toward achieving economic independence and housing self-sufficiency.

Recommendation: Motion to accept the ROSS Grant award in the amount of \$228,450 and to adopt a budget ordinance.

L. Consider adopting ordinances to amend the General Fund Capital project budget and the General Fund operating budget for the Rutherford Cemetery project. Bids for the Rutherford Cemetery Expansion project came in under budget. Staff is requesting that \$10,000 of the remaining funds be transferred back to the Cemetery operating department where the money will be used for Rutherford building maintenance.

Recommendation: Motion to adopt ordinances to amend the General Fund Capital project budget and the General Fund operating budget for the Rutherford Cemetery project.

M. Consider adopting an ordinance to amend the General Fund operating budget to recognize revenue from the sales of old handguns to police officers. The Police Department collected \$16,500 from officers that have purchased their old handguns from the City. Staff is recommending that those proceeds be placed back in the operating budget of the Police Department.

Recommendation: Motion to adopt an ordinance amending the General Fund operating budget to recognize revenue from the sales of old handguns to police officers.

N. Consider adopting a General Fund operating budget amendment and a General Fund Capital project budget amendment for signage at the airport. City Council reserved \$100,000 in May of 2018 for signage and renaming expenses at the airport. These funds will be transferred over to the project fund as expenses are beginning to

happen regarding signage. The project account will fund the expenses related to signage and renaming the airport.

Recommendation: Motion to adopt a General Fund operating budget amendment and a General Fund Capital project budget amendment for signage at the airport.

- O. Consider adopting a General Capital Project ordinance for parking at the Brown Operations Center.** Staff is requesting \$110,000 be allocated from the general capital project reserves for additional parking project costs at the Brown Operation Center.

Recommendation: Motion to adopt a General Capital Project ordinance for parking at the Brown Operations Center.

- P. Consider adopting an ordinance to amend 2019 Capital Housing Fund grant to adjust budgets to estimated year end actual numbers.** Staff is recommending an amendment to adjust year end budgets to our anticipated actual numbers.

Recommendation: Motion to adopt an ordinance to amend the 2019 Capital Housing Fund grant to adjust budgets to estimated year end actual numbers.

- Q. Consider adopting an ordinance to amend the HUD Section 108 BEDI Grant project to adjust budgets to year end actual projections.** Staff is recommending that budgets be adjusted to year end actual projections.

Recommendation: Motion to adopt an ordinance to amend the HUD Section 108 BEDI Grant project ordinance to adjust budgets to year end actual projections.

- R. Consider adopting a resolution to amend the Customer Service Policies and Procedures for Termination of Service, Section 5.4 Item #2.** Staff is requesting that the termination policy be updated to properly reflect the procedures for scheduling commercial and/or industrial electric service disconnection. This service would not happen next day and the policy now properly reflects the actual procedures required to schedule those disconnections. Staff updated the policy on April 22, 2020 and has stated that as the effective date in the resolution. The attached resolution includes the actual wording that is being added for electric scheduling of disconnections.

Recommendation: Motion to adopt a resolution to amend the Customer Service Policies and Procedures for Termination of Service, Section 5.4 Item #2.

- S. Receive the quarterly report on water and wastewater extension permits issued by the Engineering Department in the first quarter of 2020.** In accordance with City Code Chapter 62, attached is a report outlining the water and wastewater extension permits that were issued between January 1, 2020 and March 31, 2020.

Recommendation: Motion to receive the first quarter water and wastewater extension report for 2020.

- T. Consider acceptance of the Tax Office reports for the month of March 2020.** The Tax Collector is responsible for periodic reporting of revenue collections for the Tax Collection Office.

Recommendation: Motion to accept the Tax Office collection reports for the month of March 2020.

- U. Consider approval of Tax Releases/Refunds from the Tax Collection Office for the month of March 2020.** G.S. 105-381 allows for the refund and/or release of tax liability due to various reasons by the governing body. A listing of various refund/release requests is presented for your approval, primarily due to overpayments, situs errors and/or valuation changes.

Recommendation: Motion to approve the Tax releases/refunds for the month of March 2020.

- V. Receive monthly report on status of investments as of March 31, 2020.** A resolution adopted by the governing body on 12/9/1991 directs the Finance Director to report on the status of investments each month.

Recommendation: Motion to accept the monthly report on investments.

VIII. Matters not on the agenda

- TAC
- MTC
- Centralina Council of Government (CCOG)
- Concord/Kannapolis Transit Commission
- WSACC
- Public Art Advisory Committee
- Concord Family Enrichment Association
- PTT Committee
- Barber Scotia Task Force Committee

IX. General comments by Council of non-business nature

X. Closed Session (if needed)

XI. Adjournment

*IN ACCORDANCE WITH ADA REGULATIONS, PLEASE NOTE THAT ANYONE WHO NEEDS AN ACCOMMODATION TO PARTICIPATE IN THE MEETING SHOULD NOTIFY THE CITY CLERK AT (704) 920-5205 AT LEAST FORTY-EIGHT HOURS PRIOR TO THE MEETING.