



City Council Agenda

Thursday, September 10, 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 September 8, 2020 City Council Work Session and the September 10, 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

Public Hearings will be conducted during the September 8, 2020 Work Session. If you would like to comment on a public hearing item or to comment during the Persons Requesting to be Heard portion of the September 10, 2020 City Council meeting click the following link:

<https://forms.gle/M37tMtHE3AFFjbBp8>.

The annual Project Update Meeting will be held immediately following the September 8, 2020 Work Session.

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I. Call to Order

II. Pledge of Allegiance and Moment of Silent Prayer:

III. Approval of Minutes:

August 11 and August 13, 2020.

IV. Presentations

1. Recognition of outgoing Board of Adjustment Members Tim Andexler, Virginia Moore, and Ford Craven, and Historic Preservation Commissioner Casey Killough for 6 years of service to the City of Concord Board of Adjustment and the Historic Preservation Commission. The Board of Adjustment and Historic Preservation members are allowed to serve two consecutive three-year terms. Board of Adjustment members Andexler, Moore, Craven, and Historic Preservation Commission Member Killough completed their second consecutive terms on June 30, 2020.

2. Presentation of Proclamation recognizing the week of October 4-10 as Public Power Week.

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 and consider amending the Master Development Agreement with Concord Master Venture, LLC for the development of three mixed use structures at 30 Market St. SW, 26 Union St. S, and 25 Barbrick Ave. SW.** The City of Concord entered into a Master Development Agreement dated May 31, 2019 with Concord Master Venture, LLC aka Lansing Melbourne Group (LMG). The amendment expands the project beyond 30 Market St. SW to include the sale of 26 Union St. S and 25 Barbrick Ave SW. LMG would purchase the City owned property at 30 Market St. SW for \$579,000, 26 Union St. S for \$250,000 and 25 Barbrick Ave SW for \$165,000 for a total \$994,000. LMG would be responsible for remediating asbestos and demolishing the existing buildings. LMG would develop three mixed use structures across the three parcels comprised of approximately 294 multifamily residential units – approximately 151 of which would be floating workforce units (<80% AMI) and related amenities and infrastructure, approximately 15,300 square feet of commercial retail (including pursuit of a rooftop restaurant/bar at 26 Union St. S), a parking garage with approximately 75 parking spaces at 30 Market St. and a parking garage with approximately 8 parking spaces at 26 Union St. S. The City would agree to negotiate a separate Parking Lease Agreement to provide additional parking in the Barbrick Ave/Spring St Parking Deck. The City would agree to negotiate a separate property tax incentive agreement for a ten year period calculated based on a gradually reducing percentage as well as a one-time \$500,000 payment to LMG for covering the asbestos abatement and demolition of 26 Union St. S.. See attached agreement and project summary for additional details.

Recommendation: Consider making a motion to amend the Master Development Agreement with Concord Master Venture, LLC for the development of three mixed-use structures at 30 Market St. SW, 26 Union St. S, and 25 Barbrick Ave. SW.

E. Presentations of Petitions and Requests

- 1. Consider approving revisions to the HOME Investment Partnerships Program (HOME) Consortium policies and procedures manual.** As lead entity for the Cabarrus/Iredell/Rowan HOME Consortium, Concord is responsible for reporting activities and accomplishments to HUD for all Consortium activities. As such, Concord is routinely monitored by HUD for compliance. During the most recent monitoring, it was recommended to update and improve the HOME Consortium Operations Manual to detail the requirements of Community Housing Development Organization's (CHDO) and Concord's oversight of their activities. All changes were guided by the Consortium HUD representative.

Recommendation: Motion to approve revisions to the HOME Investment Partnerships Program (HOME) Consortium policies and procedures manual.

- 2. Consider applying for \$10,000 in funding from the Cabarrus Arts Council under the Project Assistance Grant for expanded marketing efforts at ClearWater Arts Center and Studios.** The Cabarrus Arts Council allocates thousands of dollars annually to support arts organizations and cultural programs across Cabarrus County. Grant funding is provided by The Grassroots Program which seeks to further the arts throughout the state. The Project Assistance Grant, the grant ClearWater would seek funding through, is the only grant where a municipality is eligible to receive funding. These funds can be used for a variety of projects to increase programming, including marketing. If approved, staff would apply for The Project Assistance Grant in the amount of \$10,000 to continue and expand the marketing efforts underway at ClearWater.

Recommendation: Motion to approve the submission of a grant for \$10,000 for funding from the Cabarrus Arts Council under the Project Assistance Grant for expanded marketing efforts at ClearWater Arts Center and Studios.

- 3. Consider approving a change order for environmental remediation at 208 Kerr Street NW in the amount of \$120,843 using Community Development Block**

Grant (CDBG) funding. In October of 2015, the City purchased the former convenient store located at 208 Kerr Street NW as a tax foreclosed property. The store had been a source of concern for the community and with the investment underway at ClearWater, the store was seen as a potential asset for greater growth within the neighborhood. The City has interest from two (2) viable purchasers and as part of the due diligence tanks were identified in front of the store. CESI was contacted to create a remediation plan. The initial estimate of \$31,135 was to abate based on the presence of three (3) tanks, liquid still present in the tanks and the scenario of the tanks being intact. Unfortunately with any environmental issue, full knowledge of the situation is unknown until the ground is opened. When the concrete parking area was removed, there were five (5) tanks total and at least one had been compromised. In total, five (5) tanks were removed, 900 tons of contaminated dirt were removed and 30,000 gallons of water pumped from the hole due to storm water filling the open hole. The additional cost to remediate the site is \$120,843. CDBG funds will be used to cover the additional costs. Although this is costly, a major environmental issue has cleaned-up in a low-to-moderate income neighborhood.

Recommendation: Motion to approve a change order for environmental remediation at 208 Kerr Street NW in the amount of \$120,843 using Community Development Block Grant (CDBG) funding.

- 4. Consider approving the purchase of 172 and 174 Corban Avenue, SE, from Martha and Dan Matthews using City Affordable Housing funds and to adopt a project ordinance amendment for the Revolving Fund.** Shortly after the article, "How Concord is Tackling Affordable Housing, New Nonprofit" appeared in the Independent Tribune, staff was contact by a resident impacted by the story. The resident, Dan Matthews, and his wife, Martha own a duplex they are looking to sell. Mr. Matthews stated his desire was to sell the home to a buyer who shared his goal of keeping the home affordable to tenants. The City goals outlined in the article parallel his own, so he reached out. The property is the Moore House and noted in the 2019 Historic Architectural Survey and Preservation Plan conducted by the City as a "representative example of a historic resources in Corban East." Staff has viewed the property, which is currently occupied. The home is in very good condition but would require minor renovation. Once all work is complete, ownership would be transferred to Concord Family Enrichment Association for continued maintenance and management. Tax value of the home is \$129,770. An offer, contingent on Council approval, has been accepted by the owner for \$113,000. The City's affordable housing allocation would be used for the purchase.

Recommendation: Motion to approve the purchase of 172 and 174 Corban Avenue, SE, from Martha and Dan Matthews in the amount of \$113,000 using City Affordable Housing funds and to adopt a project ordinance amendment for the Revolving Fund.

- 5. Consider approving Neighborhood Matching Grant requests submitted by Recognized Neighborhoods.** Through the City's Partnership for Stronger Neighborhoods program, recognized neighborhoods have the opportunity to participate in the Neighborhood Matching Grant Program. The purpose of the Neighborhood Matching Grant Program is to assist recognized neighborhoods with completion of projects and/or programs that will enhance their community or neighborhood association. Neighborhood organizations must match the funds requested with cash, in-kind donations of goods and services, or contributions of volunteer time. The maximum grant amount that may be requested for any project is \$3,000. The attached memorandum includes a brief description of each project recommended for funding.

Recommendation: Motion to award FY 2020 Neighborhood Matching Grants to support the neighborhood improvement projects for the following recognized

neighborhoods: (1) \$2,816.00 – Cannon Crossing Homeowners Association, and
(2) \$2,816.00 - Brookvue Homeowners Association.

- 6. Consider approving the selection of Talbert, Bright & Ellington, Inc. (TBE) as the selected firm for professional Airport Architect/Engineering (A/E) consulting services for development projects and special services at Concord-Padgett Regional Airport as required for Federal Aviation Administration (FAA) compliance for a five-year period and to authorize the City Manager to negotiate and execute the contract with Talbert, Bright & Ellington, Inc.** In accordance with FAA Advisory Circular 150/5100 -14E, the Aviation Department advertised for Statement of Qualifications for FAA Airport Improvement Projects on June 1st 2020. Seven proposals were received, 6 were evaluated. A Committee consisting of the Aviation Director, Assistant Aviation Director and Airport Safety Coordinator met on July 22, 2020 and ranked the proposals based on the following criteria: Response Capability/ Project Requirement Understanding; Qualifications of the Firm Including Firm Personnel; Overall Qualifications and Locations of the Project Manager and Project Team; Experience in Working with FAA & NCDOT-Aviation Regulations and Procedures; Ability to meet Disadvantage Business Enterprise (DBE) Goals. Based on the number of submittals, evaluation results, and COVID-19, the Committee decided it was not necessary to add additional expense and time to firms by creating an optional short list of firms to interview. Therefore, the Committee is recommending the top rank firm, Talbert, Bright & Ellington, Inc. FAA Airport District Office has concurred with the Committee's recommendation. A separate work authorization will be required for each project along with an independent fee analysis prior to the grant offer.

Recommendation: Motion to approve the selection of TBE as the professional A/E for Concord-Padgett Regional Airport as required by FAA compliance and authorize the City Manager to negotiate and execute the contract with Talbert, Bright & Ellington, Inc.

- 7. Consider accepting the conveyance of existing W.W. Flowe Park property (PIN# 5528-78-3964), the undeveloped property (PIN# 5528-67-2976 and PIN# 5528-58-3651) for future park development.** The W.W. Flowe Park and surrounding area were identified in the approved Parks & Receptions Comprehensive Master Plan and the Open Space Connectivity Plan to explore opportunities for park expansion and future development. The future park development will also accomplish goals and objectives identified in the City Council's 2020-2023 Strategic Plan. The existing 42.6 acre W.W. Flowe Park property, located at 99 Central Heights Drive, is currently under lease and maintained by City of Concord until March 2022 with the option to extend an additional 20 years. The park was developed using PARTF (Parks and Recreation Trust Fund Grant) funding. The City of Concord would need to maintain the amenities identified in the grant which include the existing fields, shelters and playgrounds. If approved, the City of Concord in partnership with Cabarrus County Active Living and Parks Department will send a letter to the NC Division of Parks and Recreation requesting the transfer of the park property from Cabarrus County to the City of Concord to maintain as a park, to renovate amenities, and future development. In 1995, Cabarrus County received the 65 acres on Central Heights Drive for future park development and in 2007, the additional 51.18 acres of property were donated. W.W. Flowe was the father of Mary Flowe Brown. Mr. Flowe was a textile manufacture who was prominent in Cabarrus County's industrial development. In 2002, Phase 1 was opened to the public as W.W. Flowe Park. Cabarrus County Active Living and Parks Department developed Phase 1 and signed an Agreement with the City of Concord to operate the Park. Concord has operated the park and maintained it since it opened in 2002. The Parks and Recreation Department has been working with the Cabarrus County Active Living and Parks Department for park development on the existing property and park development opportunities on the South side of Central Heights

Drive to expand the existing park as identified in the approved Comprehensive Master Plan. On August 17, 2020, the Cabarrus County Board of Commissioners approved the conveyance.

Recommendation: Motion to accept the conveyance of existing W.W. Flowe Park property (PIN# 5528-78-3964), the undeveloped property (PIN# 5528-67-2976 and PIN# 5528-58-3651), a total of 116 acres) for future park development and to approve maintaining the park and the existing PARTF (Parks and Recreation Trust Fund Grant) amenities funded for W.W. Flowe Park site which include fields, shelters and playgrounds.

8. Concord adopting the Master Plan and Conceptual Design for the James Dorton Park located at 5790 Poplar Tent Road. The approved Parks & Recreation Comprehensive Master Plan identified the strategy to create new master plans for existing parks. The original Plan for Dorton Park was completed in November of 1996 and includes amenities that were developed as part of that original plan. The parking lot was expanded to 66 total spaces when the tennis courts were added, and although tennis remains a strong active component of the park, the programming of the multi-use fields, and shelter reservations, has become difficult due to the lack of available parking. The trails are currently a very active component to the park, including the Couch to 5k/10k Program. The City plans to develop a greenway along Coddle Creek and Afton Run Branch providing connectivity to the West Cabarrus YMCA, Poplar Crossing and Weddington Road so Dorton will also serve as trailhead parking for the greenway corridor identified in the Open Space Connectivity Analysis. The Parks & Recreation Program Division uses the park during peak seasons (Spring, Summer and Fall), for events such as: Flutter By Earth Day, Flashlight Candy Cane Hunt, Art-Ventures, Mini Camps and Pop-Up camps, Wild Child Nature Exploration, Toddler Trails, Mommy and Me Yoga, and many others. Afton Run Branch bisects the park and there are currently two bridges that connect both sides of the park via the trail system. The Afton Run Branch has experienced significant erosion over the last several years and the Master Plan will also seek to address restoring/stabilizing the stream, which in turn would create environmental education opportunities. Parks and Recreation contracted with the Dodd Studio to develop the master plan and a conceptual drawing. Part of the Master Plan process featured two public workshops, which were held on April 8, 2019, and November 23, 2019. In addition, staff and the consultant have been coordinating with NCDOT to consider the impacts of the Poplar Tent Road Widening on the park and specifically the park entrance and proposed access driveways. The conceptual plan has gone through several revisions, successfully accommodating citizen comments and concerns, staff comments, and impacts of the Poplar Tent Widening.

Recommendation: Motion to adopt the James Dorton Park Master Plan.

9. Consider approving a Master Plan and Conceptual Design to develop the 10.4 acres at the David Phillips Activity Center (946 Burrage Road NE) as a neighborhood park. The 10.4-acre property on Burrage Road currently contains the David Phillips Activity Center, and the recently completed Open Air Learning Center. The property is also adjacent to Three-Mile Branch and the proposed McEachern Greenway, Hospital Phase. Based on recommendations from the Comprehensive Parks and Recreation Master Plan and the Open Space Connectivity Analysis, this entire property beyond just the facilities that currently exist would serve as a unique neighborhood park experience along the greenway and allow for connectivity. Parks and Recreation contracted with the firm, Viz Design, to create a vision for the space that incorporates several elements currently not offered by our park system, including large outdoor patio areas, a terraced garden, stormwater improvements, activity zones, nature-based playground areas, outdoor classroom, work spaces and skills training, greenways and trails throughout the site, an orchard garden, and tree house. This park site will increase program offerings for children of all ages. Situated along

the McEachern Greenway, it will be one of five (5) connected park sites, which also includes the Wilson Street Park Master Plan recently adopted by Council in July.

Recommendation: Motion to approve and adopt the Master Plan for the property at 946 Burrage Road (David Phillips Activity Center).

- 10. Consider awarding a bid for one replacement Substation Power Transformer for the Brookwood Ave. Substation B and two replacement Circuit Switchers for the Ivey Cline Dr. Substation O.** Electric Systems staff received bids on August 12, 2020 for electric equipment and materials required for the replacement of one (1) 27 MVA power transformer for our substation B and two (2) 115KV circuit switchers for our substation O. The bids were arranged into two schedules of equipment; Schedule I – 27 MVA 43.8v/13.2kv power transformer. Most responsive and responsible bidder is Virginia Transformer Corp. in the amount of \$527,314; and Schedule II – Two (2) 115 kv Circuit Switchers. Most responsive and responsible bidder is S & C Electric Company in the amount of \$106,516. Staff recommendations reflect the low bidder for each Schedule.

Recommendation: Make a motion to award bids for one replacement Substation Power Transformer for the Brookwood Ave. Substation B and two replacement Circuit Switchers for the Ivey Cline Dr. Substation O.

- 11. Consider authorizing the City of Concord Transportation Department to update the name of Concord-Padgett Regional Airport on wayfinding signs.** In April 2018, the City Council unanimously voted to change the name of Concord Regional Airport to Concord-Padgett Regional Airport. In January 2019, the FAA approved the naming making this update official. In August 2020, NCDOT updated the signs along I-85 to reflect the name change. The City currently has 17 locations to be updated along US 29, Poplar Tent Rd, Pitts School Rd, Derita Rd, and Concord Mills Blvd/Bruton Smith Blvd.

Recommendation: Motion to authorize the City of Concord Transportation Department to update the name of Concord-Padgett Regional Airport on wayfinding signs.

- 12. Consider awarding the total bid for the City of Concord's Spring and Chestnut Roundabout project to Performance Managed Construction, INC and adopt a budget ordinance to appropriate project funding.** This contract consists of the selected Contractor to perform all necessary work to convert the Spring St., Chestnut Dr., and Broad St. intersection into a Mini Roundabout teardrop intersection, and replace the water main, including installation of new water main and associated laterals and devices, removal of existing pavement, curb and gutter and sidewalk and rebuilding road base with asphalt while constructing new curb and gutter and sidewalk and performing other associated work as noted in the Spring/Chestnut Roundabout Water Main Replacement and Spring and Chestnut Intersection construction plans. Transportation and Water Project Funds are being used to fund this project. Two formal bids for this work was received, and not opened, on August 11, 2020. The work was re-advertised and two formal bids were again received on August 20, 2020 with Performance Managed Construction, INC submitting the lowest bid in the amount of \$1,048,814. Contract final completion date is 180 days from the Notice to Proceed.

Recommendation: Motion to award the total bid and authorize the City manager to negotiate and execute a contract with Performance Managed Construction, INC in the amount of \$1,048,814 for the City of Concord's Spring and Chestnut Roundabout project and adopt a budget ordinance to appropriate project funding.

- 13. Consider accepting a Preliminary Application from Sharon L. Minderlein.** In accordance with City Code Chapter 62, Sharon L. Minderlein has submitted a preliminary application to receive sewer service outside the City limits. The property is located at 150 Scalybark Trail. The parcel is approximately 1.36 acres, zoned LDR and is developed with an existing single family residence. Public sewer is not currently available to this parcel, however, it may be available in the future due to a

sewer extension to be installed by the developer of Annsborough Park. There is not City water available to the parcel. The applicant would like to know whether she will have access to the sewer once it is installed.

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

VII. Consent Agenda

- A. Consider authorizing the City Manager to negotiate an increase to the overall contract amount with NEXGEN for continued services relating to the AMI metering project.** This increase is estimated at \$450,000 and will allow for the implementation and remediation for the AMI project to continue. The capital project ordinance was approved by Council in August.

Recommendation: Motion to authorize the City manager to negotiate an increase to the overall contract amount of the NEXGEN contract for AMI services.

- B. Consider authorizing the Housing Department to apply for the 2020 Family Self Sufficiency (FSS) Grant.** This request is to allow the Housing Department to apply for this grant to support the salary of the program coordinator working with participants to establish and meet their goals toward becoming financially self-sufficient.

Recommendation: Motion for City Council to allow the Housing Department to apply for the 2020 Family Self Sufficiency (FSS) Grant.

- C. Consider accepting an Offer of Dedication of an access easement and approval of the maintenance agreement.** In accordance with the CDO Article 4, the following access easements and maintenance agreements are now ready for approval: Scannell Properties #378, LLC (PIN 4690-57-0803 and 4690-48-8666) 413 Goodman Road. Access easement and SCM maintenance agreement is being offered by the owners.

Recommendation: Motion to approve the maintenance agreements and accept the offers of dedication on the following properties: Scannell Properties #378, LLC.

- D. Consider accepting an Offer of Infrastructure at Hunton Forest Phase 2 Map 6, Allen Mills Phase 2 Map 3, Concord Mills Flyover, and The Mills Phase 2C Map 2.** 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: 527' of 12" water main, 9,599' of 8" water main, 904' of 2" water main, 16 hydrants, 40' of 15" sewer line, 12,338' of 8" sewer line, and 65 manholes.

Recommendation: Motion to accept the offer of infrastructure in the following subdivisions and sites: Hunton Forest Phase 2 Map 6, Allen Mills Phase 2 Map 3, Concord Mills Flyover, and The Mills Phase 2C Map 2.

- E. Consider adopting an ordinance amending the FY 2020-2021 approved fees, rates and charges schedule adopted in the FY 2020-2021 budget ordinance.** The police department is seeking approval to amend the FY 2020-2021 approved fees, rates and charges schedule by adding a \$50 fee for the Law Enforcement Officers Safety Act (HR218). The fee will cover administrative costs of application processing and course of fire. The Law Enforcement Officer Safety Act (HR218) allows active law enforcement officers and retired law enforcement officers the opportunity of carrying a concealed firearm in all 50 states.

Recommendation: Motion to adopt an ordinance amending the FY 2020-2021 approved fees, rates and charges schedule adopted in the FY 2020-2021 budget ordinance.

- F. Consider adopting an amendment to the General Fund budget ordinance to recognize contributions for the Arbor Day event.** The City has received a contribution from the Mariam and Robert Hayes Charitable Trust in the amount of \$10,000. These funds will be used to support the Arbor Day event.

Recommendation: Motion to adopt an amendment to the General Fund budget ordinance to recognize contributions for the Arbor Day event.

- G. Consider adopting a General Fund Capital Project ordinance amendment for the Cemetery Software Project.** The project fund was established in the amount of \$75,000 for the purchase and installation of software to be used in the Collections Office for the sale and recordation of cemetery transactions. The project was funded from a liquidated trust established for Oakwood Cemetery and from General Fund reserves. This amendment transfers \$15,000 from the Oakwood Cemetery account to the Cemetery Software Project Account. There are over 4,000 burial records that need to be entered into the cemetery software data base. These funds will be used to pay for data entry services.
- Recommendation:** Motion to adopt a General Fund Capital Project amendment for the Cemetery Software Project.
- H. Consider adopting a capital project ordinance for additional funding for the utility relocation costs for the NCDOT Hwy 29 bridge (Speedway) replacement project.** This NCDOT project is now complete and \$53,252 in additional funds are needed due to final bidding and increased construction costs.
- Recommendation:** Motion to adopt a capital project ordinance for additional funding for utility costs on the HWY 29 bridge replacement project.
- I. Consider adopting a budget amendment to reappropriate unspent funds loaned to Public Housing from the General Fund for the purpose of constructing a new maintenance building.** In July 2019, City Council approved a loan of \$375,000 from the General Fund to Public Housing for the purpose of constructing a new maintenance building. An additional \$100,000 was approved in June 2020 when bids exceeded the original estimates. As of June 30, 2020, \$449,200 remained unspent with construction beginning in FY21.
- Recommendation:** Motion to adopt a budget amendment to reappropriate unspent funds loaned to Public Housing from the General Fund for the purpose of constructing a new maintenance building.
- J. Consider adopting an ordinance to amend the Housing Department budget to appropriate awarded CARES Act administrative fee funding in the amount of \$88,742.** This request is to allow the Housing Department to amend the expense/expenditures and the revenue accounts in the funds listed to appropriate additional CARES Act Funding provided by HUD in response to Coronavirus.
- Recommendation:** Motion to adopt an ordinance to amend the Housing Department budget to appropriate awarded CARES Act administrative fee funding in the amount of \$88,742.
- K. Consider adopting a budget amendment to reappropriate unspent CARES funds for the Public Housing program.** The US Department of Housing and Urban Development awarded the City of Concord Housing Department \$127,405 in May 2020 to prepare for, prevent, and respond to the Coronavirus. As of June 30, 2020, \$120,928.09 remained unspent, of which \$32,944 was encumbered. These funds are eligible for expenditure through June 30, 2021.
- Recommendation:** Motion to adopt a budget amendment to reappropriate unspent CARES funds for the Public Housing program.
- L. Consider adopting a budget amendment to reappropriate unspent CARES funds for the Housing Choice Voucher program.** The US Department of Housing and Urban Development awarded the City of Concord Housing Department \$66,074 in May 2020 to prepare for, prevent, and respond to the Coronavirus. As of June 30, 2020, \$51,834.41 remained unspent. The full amount of the grant was disbursed to the City in May 2020, but the funds remain eligible for expenditure through June 30, 2021.
- Recommendation:** Motion to adopt a budget amendment to reappropriate unspent CARES funds for the Housing Choice Voucher program.
- M. Consider adopting a project ordinance amendment for the CDBG 2018 grant to reflect actual program income receipts.** Program income was budgeted at \$63,395

for FY19, but \$63,646 was received. It is requested that the CDBG 2018 budget be increased by \$251 to reflect actual receipts.

Recommendation: Motion to adopt the project ordinance amendment to the CDBG 2018 grant to reflect actual program income receipts.

- N. Consider adopting a project ordinance amendment for the CDBG 2019 grant to reflect actual program income receipts.** Program income was budgeted at \$66,311 for FY20, but \$97,483 was received. It is requested that the CDBG 2019 budget be increased by \$31,172 to reflect actual receipts.

Recommendation: Motion to adopt the project ordinance amendment to the CDBG 2019 grant to reflect actual program income receipts.

- O. Consider adopting a project ordinance amendment for the Home 2018 grant to reflect actual program income receipts.** The program income budget for FY19 is \$781,351 but receipts totaled \$642,990 for the year. It is requested that the Home 2018 grant budget be decreased by \$138,361 to reflect actual receipts.

Recommendation: Motion to adopt the project ordinance amendment to the Home 2018 grant to reflect actual program income receipts.

- P. Consider adopting a project ordinance amendment for the Home 2019 grant to reflect actual program income receipts.** The program income budget for FY20 is \$881,351 but receipts totaled \$850,541 for the year. It is requested that the Home 2019 grant budget be decreased by \$30,810 to reflect actual receipts.

Recommendation: Motion to adopt the project ordinance amendment to the Home 2019 grant to reflect actual program income receipts.

- Q. Consider approving a change to the classification/compensation system to include the following classification: Design Manager.** The addition of this new classification will increase the ability to attract and retain employees and provide enhanced expertise for the City of Concord.

Recommendation: Motion to approve the addition of Design Manager (Grade 112) with a salary range of \$68,383.49 (minimum) - \$90,608.10 (midpoint) - \$112,832.73 (maximum).

- R. Consider approving a change to the classification/compensation system to include the following classification: Urban Planner.** The addition of this new classification will increase the ability to attract and retain employees and provide enhanced expertise for the City of Concord.

Recommendation: Motion to approve the addition of Urban Planner (Grade 209) with a salary range of \$44,513.86 (minimum) - \$58,980.86 (midpoint) - \$73,447.87 (maximum).

- S. Consider acceptance of the Tax Office reports for the month of July 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 July 2020.

- T. Consider approval of Tax Releases/Refunds from the Tax Collection Office for the month of July 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 July 2020.

- U. Receive monthly report on status of investments as of July 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 Regional Council
- Concord/Kannapolis Transit Commission
- WSACC
- Public Art Advisory Committee
- Concord Family Enrichment Association
- PTT Committee
- Barber Scotia Property Task Force Committee

IX. General comments by Council of non-business nature

X. Closed Session (if needed)

XI. Annual Project Update Meeting to be held immediately following the Work Session

XII. 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.