



City Council Agenda

Thursday, November 12, 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 November 10, 2020 City Council Work Session and the November 12, 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=UGh3OXI4UHFIZzhpTkpUWVF2a2tqQT09>

Phone Dialing alternative:
646-876-9923 or 312-626-6799

Meeting ID: 827 4489 7457 Password: 579922

Public Hearings will be conducted during the November 10, 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 November 12, 2020 City Council meeting 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:
October 6 and October 8, 2020.
- IV. Presentations
 - 1. Present a Proclamation recognizing Wednesday, November 11th, as Veteran's Day.
 - 2. Presentation of the 2020 Jo Atwater Continuous Core Values Award. The Jo Atwater Continuous Core Values Award is the highest award presented to a City of Concord Coworker. Jo Atwater's life was synonymous with heartfelt service to others in our community and the highest dedication to our organizational core values. Jo worked for the City from 1994 until her passing in 2004. During this time, she became a respected friend and inspirational teammate to all coworkers. This award continues Jo's vibrant spirit and valued legacy by annually recognizing one coworker that best embodies our organizational core values and commitment to serving others in the community.
- 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 adopting a resolution authorizing the negotiation of an installment financing contract and a deed of trust for the construction of a fire station at 3300 Roberta Road. Staff is recommending that the Concord City Council grant approval for the Finance Director and the City Manager to negotiate an installment financing contract, not to exceed \$6,000,000, for the site preparation, construction and furnishings of a fire station located at 3300 Roberta Road. Staff will accept bids for the financing and bring those terms back to City Council. Staff will ask the City Council to award the contract once all bids are received. Currently the closing will be held in or near February of 2021. The fire station was approved as part of the Capital Improvement Ordinance for fiscal year ending 2021.

Recommendation: Motion to adopt a resolution authorizing the negotiation of an installment financing contract and a deed of trust for the construction of a fire station at 3300 Roberta Road.

2. Conduct a public hearing to consider adopting an ordinance amending Section 7.7.4.E of the Concord Development Ordinance (CDO) to prohibit front-load townhomes on higher classification streets, and Section 7.8.18.A to correct a typographical error. Currently, the CDO provides little guidance on the development of townhomes (attached single family residential) and most of the dwelling units that are in process for development in the City are not traditional single-family detached units, but front-load townhomes (units with individual driveways that open onto the main street). Furthermore, front-load townhomes pose challenges with driveway spacing, parking, landscaping/tree canopy and utility/service provision. Planning staff coordinated with members of the Development Review Committee (DRC) to develop a draft set of standards for townhome development that would address the interests of the individual departments. After posting the draft standards on the website for comment, staff received numerous comments about the proposal with offers from several townhome developers to host tours of their products. Staff is planning to schedule site visits to these neighborhoods with members of DRC in order to refine the townhome standards. One of the components on the draft standards that received no comment was a proposed prohibition of front-load townhome units on collector (or higher) streets. Staff is proposing to move ahead with this amendment until such time as the final regulations can be developed, as it would address safety concerns on heavily travelled streets and major entrance roads in new subdivisions. Rear load townhomes and single family detached homes would still be permitted on collector (or higher) streets. Also proposed is a revision to the multifamily design standards in Section 7.8.18.A. This section was adopted with the maximum length of multifamily buildings being 160 feet instead of the intended 180 feet, and this revision would correct that typographical error.

Recommendation: Motion to adopt an ordinance amending Sections 7.7.4.E relative to front-load townhomes and Section 7.8.18.A relative to multifamily design standards.

3. Conduct a public hearing to consider adopting an ordinance amending the Historic Handbook Chapter 5, Section 6, Porches. The Historic Preservation Commission has proposed to modify the Historic Handbook to allow the use of composite materials on porch/deck floors of Pivotal and Contributing structures on a case by case basis if certain criteria are met. See attached staff report for detailed information on the request and to view the specific changes.

Recommendation: Motion to adopt an ordinance amending the Historic Handbook Chapter 5, Section 6, Porches.

4. Conduct a public hearing and consider adopting an ordinance for annexation of four (4) parcels located on the northeast side of the Rocky River Road and Lower Rocky River Road intersection. The authorized petitioner for the annexation is Bob Bennett, Stanley Martin Homes. The subject property consists of +/- 56.83 acres on the northeast corner of Rocky River Road and Lower Rocky River Road. The property

is also adjacent to the southwest corner of The Mills at Rocky River project, and west of CC Griffin Middle School. The applicant has proposed to annex the subject property for the development of an age restricted single-family residential detached subdivision.

Recommendation: Conduct a public hearing and consider a motion to adopt the annexation ordinance and set the effective date for October 8, 2020.

5. Conduct a public hearing and consider adopting an ordinance annexing +/- 0.214 acres located at 10515 Poplar Tent Rd, and owned by Larry and Myra Stinson.

A voluntary annexation petition for +/- 0.214 acres located at 10515 Poplar Tent Rd has been received for the purpose of establishing a public street.

Recommendation: Conduct a public hearing and consider a motion adopting the annexation ordinance and set the effective date for November 12, 2020.

6. Conduct a public hearing and consider adopting an ordinance annexing +/- 28.6 acres located at 1252 and 1260 Cox Mill Rd, and an unaddressed parcel, owned by the City of Concord.

A voluntary annexation petition of +/- 28.6 acres located on Cox Mill Rd, owned by the City of Concord, has been received for the purpose of developing a municipal park. PINs: 4680-23-8327, 4680-43-2410, & 4680-33-2486

Recommendation: Consider a motion to adopt the annexation ordinance and set the effective date for November 12, 2020.

7. Conduct a public hearing pursuant to NC General Statutes Sec. 158-7.1 and consider authorizing the City Manager to negotiate and execute a contract for a ten year / Gradually Declining Percentage tax based Downtown MSD Economic Development Incentive Grant based on paid MSD, City, and County taxes to Concord Master Venture, LLC (Lansing Melbourne Group) for the development of three mixed use structures located at 30 Market St. SW., 26 Union St. S., and 25 Barbrick Ave. SW.

North Carolina General Statutes authorize the City Council to offer incentives for certain purposes, including stimulating private sector expansion of new facilities that increase the population, taxable property, or business prospects of the city. The proposed mixed use development represents an estimated \$50,000,000 investment. The proposed incentive is offered under the terms of the approved Master Developer's Agreement between the City of Concord and Concord Master Venture, LLC. The gradually declining percentage is 85% for years 1-5, 75% for year 6, 65% for year 7, 55% for year 8, and 50% for years 9-10. Attached is the grant analysis for review.

Recommendation: Conduct a public hearing and consider a motion to authorize the City Manager to negotiate and execute a contract for a ten year/ Gradually Declining Percentage tax based Downtown MSD Economic Development Incentive Grant based on paid MSD, City, and County taxes to Concord Master Venture, LLC for the development of three mixed use structures located at 30 Market St. SW., 26 Union St. S., and 25 Barbrick Ave. SW.

8. Conduct a public hearing and consider authorizing the City Manager to negotiate and execute an agreement with Cabarrus County for the City to receive an annual payment from Cabarrus County for the purpose of granting a ten-year/Gradually Declining Percentage tax-based downtown MSD economic development grant to Concord Master Venture, LLC to locate development projects at 30 Market St. SW., 26 Union St. S., and 25 Barbrick Ave. SW. in Concord pursuant to NC General Statutes Sec. 158-7.1

North Carolina General Statutes authorize the City Council to offer incentives for certain purposes, including stimulating private sector expansion of new facilities that increase the population, taxable property, or business prospects of the city. Cabarrus County would agree to make annual payments to the City of Concord for the duration of the incentive agreement with LMG based on the relative grant percentage and taxes paid. The City will use the funds to make the relative grant payments to LMG on an annual basis, acting as a pass through for Cabarrus County, until the termination of the economic development incentive agreement. The proposed interlocal agreement is offered

under the terms of the approved Master Developer's Agreement between the City of Concord and Concord Master Venture, LLC.

Recommendation: Conduct a public hearing and consider a motion to authorize the City Manager to negotiate and execute an agreement with Cabarrus County for the City to receive an annual payment from Cabarrus County for the purpose of granting a ten-year/Gradually Declining Percentage tax-based downtown MSD economic development grant to Concord Master Venture, LLC to locate development projects at 30 Market St. SW., 26 Union St. S., and 25 Barbrick Ave. SW. in Concord pursuant to NC General Statutes Sec. 158-7.1.

9. Conduct a public hearing and consider authorizing the City Manager to negotiate and execute a parking garage lease agreement with Cabarrus County and Concord Master Venture, LLC to provide Concord Master Venture, LLC evening and optional paid daytime parking spaces in the Cabarrus County Parking deck.

In September 2020, Council approved a master development agreement with Concord Master Venture, LLC aka Lansing Melbourne Group (LMG) for the development of three mixed use structures at 30 Market St. SW, 26 Union St. S., and 25 Barbrick Ave. SW. The master development agreement calls for the proposed three party parking lease agreement. The Cabarrus County Commission is set to consider approving the parking garage lease agreement at its next regular meeting on November 16, 2020. The City would provide 132 spaces and the County would provide 168 spaces in the County's downtown parking deck during the evenings (5 PM – 8 AM) and all day on Saturdays and Sundays at no cost. The City would offer 80 optional paid passes and the County would offer 120 optional paid passes for daytime parking, should the County ever decide to impose parking restrictions on the downtown County parking deck. See the attached.

Recommendation: Conduct a public hearing and consider a motion to authorize the City Manager to negotiate and execute a parking garage lease agreement with Cabarrus County and Concord Master Venture, LLC to provide Concord Master Venture, LLC evening and optional paid daytime parking spaces in the Cabarrus County Parking deck.

E. Presentations of Petitions and Requests

1. Consider approving appropriation of Community Development Block Grant (CDBG) Coronavirus Aid, Relief, and Economic Security Act (CARES Act) funding in the amount of \$255,000 to purchase and rehabilitate 570 Vance Drive, NE from Habitat for Humanity Cabarrus; repair The Salvation Army food pantry facility in the amount of \$25,000; and fund select public service agencies responding to immediate community needs related to COVID-19 in the amount of \$349,865.

On September 11, 2020, official notification was issued for the City of Concord in regards to a special allocation of The Coronavirus Aid, Relief and Economic Security Act (CARES Act) (Public Law 116-136). The CARES Act allocated supplemental Community Development Block Grant (CDBG) funding for grants to prevent, prepare for, and respond to coronavirus. Additionally, the CARES Act provides flexibilities that make it easier to use the funds by granting waivers, removes the spending cap regulated for public service agencies and alternative requirements. Within the notification, Concord was allocated an additional \$604,865 to respond to the growing effects of this historic public health crisis. Based on guidance provided by HUD, staff received approval for the acquisition and rehabilitation of a facility to safely house persons temporarily who are either waiting for test results or need to quarantine. Staff also received approval to complete a repair in the food storage area of The Salvation Army building. Due to the increase in persons seeking assistance because of COVID-19, HUD approved the request to repair the issue. City staff will oversee the work to ensure compliance with HUD regulations. In addition, staff worked with the four agencies listed in the attached report who are meeting immediate needs for

Concord residents, to assess their individual COVID-19 related needs totaling \$324,865. See the attached staff report for more information.

Recommendation: Motion to approve appropriation of Community Development Block Grant (CDBG) Coronavirus Aid, Relief, and Economic Security Act (CARES Act) funding in the amount of \$255,000 to purchase and rehabilitate 570 Vance Drive NE from Habitat for Humanity Cabarrus, repair The Salvation Army food pantry facility for \$25,000 and fund select public service agencies responding to immediate community needs related to COVID-19 in the amount of \$324,865.

- 2. Consider a motion to approve the purchase of 487 & 489 Cook Street NW, from Blue Ram Properties, LLC for \$125,000 using City Affordable Housing funds.** As staff was conducting a windshield survey, this property was identified as vacant. After contacting the owner, who stated they were planning to sell the property, staff viewed the unoccupied home to assess condition. The current owners had completed some repairs, but additional minor renovation will be needed. 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 \$82,790. An offer, contingent on Council approval, has been accepted by the owner for \$125,000. The purchase would use the City's affordable housing allocation.

Recommendation: Motion to approve the purchase of 487 & 489 Cook Street NW, from Blue Ram Properties, LLC for \$125,000 using City Affordable Housing funds.

- 3. Consider adopting a resolution to sale 2,949 square feet of 247 Crowell Drive NW to Roenix, LLC for \$500.00 for continued use as a driveway.** In early 2020, staff was contacted by Roenix, LLC, located at 191 Crowell Drive NW, about purchasing a 2,949 square feet area between the campus of ClearWater Arts Center & Studio and parking area of Roenix. The subject area is currently being used as extended parking for the business and is maintained by Roenix (26 Industries). Due to the location, the area has better access to the neighboring property than ClearWater. The daily operations within the ClearWater campus will not be impacted. Staff recommends selling this portion to Roenix, LLC for continued use as parking.

Recommendation: Motion to adopt a resolution to sale 2,949 square feet of 247 Crowell Drive NW to Roenix, LLC for \$500.00 for continued use as a driveway and direct the City Clerk to publish a notice of proposed sale of the property.

- 4. Consider authorizing the City Manager to negotiate and execute a contract with Talbert Bright and Ellington (TBE) to provide professional engineering, design and bidding service for the hangar's taxilanes rehabilitation project.** The intent of this project is to mill 2 inches of existing P-401 bituminous concrete and place back 2 inches of P-401 bituminous concrete over the taxilane pavement between all of the hangars. There are some areas between the hangars that are exhibiting alligator cracking which may require pavement reconstruction. These elements are dependent on the subsurface geotechnical investigation. The Federal Aviation Administration (FAA), Memphis Airport District Office, has agreed to fund the project in FY21. Total project cost is estimated at \$2,717,875, which includes professional services and construction. Funding will be provided by FAA, NCDOT AVIATION and retained earnings.

Recommendation: Motion to authorize the City Manager to negotiate and execute a contract with Talbert Bright and Ellington (TBE) for the design and bidding services for hangar's taxilanes rehabilitation not to exceed \$194,883.

- 5. Consider authorizing the City Manager to negotiate and execute a contract with the Houston Galveston Area Cooperative Purchasing Program for the purchase of 2 Pierce manufactured engine/pumper trucks.** By using the government to government purchasing cooperative for the purchase of the fire apparatus, the City is able to purchase the apparatus for a total cost of \$1,307,368.00 (while providing a chassis with the latest safety features available). Using the pre-pay method along with

the duplicate truck purchase will result in a cost savings of \$34,178.00. The apparatus will be a replacement for Engine #7 and Engine #12 and is approved in the FY19-20 budget in the amount of \$1,400,000. The trucks currently have a 10-11 month build time.

Recommendation: Motion to authorize the City Manager to negotiate and sign a contract for the purchase of the Pierce apparatus using the Houston Galveston Area purchasing cooperative.

- 6. Consider authorizing the City Manager to sign a contract with Gillig LLC utilizing the Piedmont Authority for Regional Transportation (PART) consortium contract for the purchase of one (1) new 35' heavy duty hybrid electric diesel bus for the Rider system.** Concord is a member of the PART consortium bus procurement contract that was established earlier this year for heavy duty 35' and 40' diesel and hybrid diesel electric buses. Rider Transit is seeking to purchase one (1) heavy-duty 35' hybrid bus using this contract. This new bus will expand our spare ratio of buses that was reduced with the establishment of the CCX route in 2018, allowing Rider Transit better operational and maintenance flexibility. In June, Rider Transit was awarded a Surface Transportation Block Grant from the Cabarrus Rowan MPO specifically for the purpose securing this spare bus. Those funds (\$580,000) will cover 80% of the cost of this vehicle. The remaining 20% (\$145,670) will be split 50/50 between Concord and Kannapolis (\$72,835 each).

Recommendation: Motion to authorize the City Manager to sign a contract with Gillig LLC utilizing with a not to exceed maximum cost of \$725,670.

- 7. Consider authorizing the City Manager to negotiate and execute a contract with Fuller & CO. Construction, LLC, for the installation of the Spring St., SW Water Line replacement.** The Spring St., SW Water Line replacement project consists of the installation of approximately 1832 linear feet of 8-in water distribution main along Spring St., SW between Miller Ave., SW and Fryling Ave., SW. The existing line was installed in 1948 and has reached the end of its useful life and needs to be replaced. The project was bid under the formal bidding process. Bids were taken on October 22, 2020 and 3 bids were received. The lowest responsible bidder was Fuller & CO. Construction, LLC, in the amount of \$883,929.10, which is within budget.

Recommendation: Motion to authorize the City Manager to negotiate and execute a contract with Fuller & CO. Construction, LLC, in the amount of \$883,929.10 for the installation of the Spring St., SW Water Line replacement.

- 8. Consider adopting a resolution to convey a temporary construction easement to TSH Development Company, LLC.** TSH Development Company is developing apartments and townhomes on Weddington Road. The City owns the site adjacent to their parcel on which the existing sewer main is located. TSH Development Company, LLC needs a temporary construction easement in order to connect to the sewer to serve their site.

Recommendation: Motion to adopt a resolution to convey a temporary construction easement to TSH Development Company, LLC.

- 9. Consider adopting a resolution authorizing the Abandonment of Easement across property at 107 Northchase Drive (PIN 4670-99-0483).** There is a permanent easement recorded as Deed Book 13649 Page 229 to the City of Concord for utilities. This easement was acquired by the developer for Wallace Meadows subdivision in order to serve their development with sewer. The developer has requested that this easement be abandoned due to a sewer redesign. A corresponding temporary construction easement is also requested to be abandoned.

Recommendation: Motion to adopt a resolution authorizing the Abandonment of Easement.

- 10. Consider approving a modification to the Interlocal Agreement with Cabarrus County administering the Central Area Plan.** The City entered into an Interlocal Agreement with Cabarrus County administering the Central Area Plan. Under the

Agreement, the City agreed not to extend utilities into certain areas east of the then existing City limits except under certain limited circumstances. Julia Walker has requested an exception to the Agreement in order to obtain water service for a proposed single-family home at 2925 Twinfield Drive (PIN 5640 52 1661).

Recommendation: Motion to approved a modification of the Interlocal Agreement regarding the Central Area Plan to allow the provision of water to 2925 Twinfield Drive.

- 11. Consider a Preliminary Application from Joel Corriher.** In accordance with City Code Chapter 62, Joel Corriher has submitted a preliminary application to receive sewer service outside the City limits. The property is located at 172 Scalybark Trail. The parcel is approximately 2.28 acres, zoned LDR and is currently vacant. 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 this parcel will have access to the sewer once it is installed. The recommendation would be to include the same time limit as imposed on an adjoining property.

Recommendation: Motion to accept the preliminary application and have the owner proceed to the final application phase excluding annexation with the condition the property owner must connect to the sewer line in a period of one-year from the date the City takes ownership of the sewer line.

VII. Consent Agenda

- A. Consider authorizing one (1) day (eight-hour period) of paid administrative leave for a raffle or prize for co-workers participating in the City United Way campaign.**

The United Way committee is requesting one day (eight-hour period) of paid administrative leave to use as part of the fund-raising effort. Funds raised go toward helping local volunteers make local decisions to help local agencies address critical needs right here in our community.

Recommendation: Motion to authorize one (1) day (eight-hour period) of paid administrative leave for a raffle or prize for co-workers participating in the City United Way campaign.

- B. Consider authorizing the Housing Department to apply for the Emergency Safety Funding Grant.** If awarded, the grant funds will be used for Public Housing units that are in need of emergency structural repair and/or environmental issues.

Recommendation: Motion to authorize the Housing Department to apply for the Emergency Safety Funding Grant.

- C. Consider authorizing the City Manager to accept an award in the amount of \$28,597.50 under the FY 2020 Patrick Leahy Bulletproof Vest Partnership (BVP) solicitation from the U.S. Department of Justice to purchase 93 bulletproof vests over the next two years.** The Concord Police Department received official notification on October 19, 2020 for the Fiscal Year 2020 Patrick Leahy Bulletproof Vest Partnership Grant from the United States Department of Justice. This grant 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, of which, the City would receive reimbursement of \$28,597.50 under grant guidelines.

Recommendation: Motion to authorize the City Manager to accept an award in the amount of \$28,597.50 under the FY 2020 Patrick Leahy Bulletproof Vest Partnership (BVP) solicitation from the U.S. Department of Justice to purchase 93 bulletproof vests over the next two years.

- D. Consider authorizing the City Manager to enter into a contract with the North Carolina Department of Transportation (NCDOT) and execute all agreements and contracts with the NCDOT, Public Transportation Division (PTD).** Each year, the City of Concord acts as lead agency for the Cabarrus-Rowan Urban Area

Metropolitan Planning Organization (MPO) in an agreement with the North Carolina Department of Transportation (NCDOT) to receive Section 5303 Federal Transit Administration (FTA) funds for Metropolitan Planning for Transit. The purpose of the Section 5303 funds are to assist in the development of improved public transportation facilities, equipment, techniques, and methods with the cooperation of public transportation companies both public and private; and to provide assistance to state and local governments and their instrumentals in financing such systems, to be operated by public and private transportation companies as determined by local needs; and various federal urban transportation planning regulations require that each urbanized area have a comprehensive, cooperative, and continuing transportation planning process. For FY21, the NCDOT has allocated \$95,751 which covers the 80% federal share and the 10% state share. The remaining 10% share of \$9,576 is the local share which is split between the City of Concord and the City of Kannapolis. The budget was appropriated during the adoption of the FY21 budget ordinance.

Recommendation: Motion to authorize the City Manager to enter into a contract with the North Carolina Department of Transportation (NCDOT) and execute all agreements and contracts with the NCDOT, Public Transportation Division (PTD).

- E. 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: HSREI, LLC (PIN 4599-10-9019) 7609 Hendrick Auto Plaza NW and Niblock Homes, LLC (PIN 5610-03-2595) 4001 Weddington Road. Access easements and SCM maintenance agreements are being offered by the owners.

Recommendation: Motion to approve the maintenance agreements and accept the offers of dedication on the following properties: HSREI, LLC and Niblock Homes, LLC.

- F. Consider accepting an Offer of Infrastructure at Poplar Point Townhomes Phase 1 Map 1, Crosfit Vitality, Meadows Corporation, Cabarrus Charter Academy, Park View Estates Ph 3 Map 2, Bedford Farms Ph 4, and Ascendum Machinery.** 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: 94' of 12" water main, 2,904' of 8" water main, 311' of 6" water main, 25' of 4" water main, 849' of 2" water main, 4 hydrants, 4,952' of 8" sewer line, and 24 manholes.

Recommendation: Motion to accept the offer of infrastructure in the following subdivisions and sites: Poplar Point Townhomes Phase 1 Map 1, Crosfit Vitality, Meadows Corporation, Cabarrus Charter Academy, Park View Estates Ph 3 Map 2, Bedford Farms Ph 4, and Ascendum Machinery.

- G. Consider adopting an amendment to the Transportation project fund to recognize developer contributions for the Poplar Tent/Harris project.** The Oaklawn Developer's agreement included a developer contribution in lieu of street improvements related to the Poplar Tent/Harris project. Staff is requesting that a project be approved to recognize the contribution of \$275,000.

Recommendation: Motion to adopt an amendment to the Transportation project fund to recognize developer contributions for the Poplar Tent/Harris project.

- H. Consider approving a budget amendment as a result of additional Capital Funds Awarded by HUD for the Housing Department.** The Concord Housing Department received an additional allocation of \$1,977 from HUD for the Housing Capital Fund Program. A budget amendment is needed to allow these funds to be spent.

Recommendation: Motion to adopt the budget amendment for the Housing Capital Fund

- I. Consider adopting a general fund budget ordinance amendment to recognize a workmen's compensation reimbursement.** The City has received a workmen's compensation reimbursement in the amount of \$12,500. Staff is requesting that these

funds be placed back in the police department operating budget since the original claim was paid from that department.

Recommendation: Motion to adopt a general fund budget ordinance amendment to recognize a workmen's compensation reimbursement.

- J. Consider adopting a budget amendment to correct the additional CARES funding for the Housing Choice Voucher program to reflect actual receipts.** In September 2020, City Council approved a budget amendment when accepting the additional CARES funding award that was \$6,000 more than actual receipts. This amendment will correct the budget to reflect actual receipts from HUD in the amount of \$82,742.

Recommendation: Motion to adopt a budget amendment to correct the additional CARES funding for the Housing Choice Voucher program to reflect actual receipts.

- K. Consider approving a change to the classification/compensation system to include the following classification: Grant Specialist.** 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 Grant Specialist (Grade 208) with a salary range of \$40,838.40 (minimum) - \$54,110.86 (midpoint) - \$67,383.37 (maximum).

- L. Receive quarterly report on water and wastewater extension permits issued by the Engineering Department in the third 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 July 1, 2020 and September 30, 2020.

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

- M. Consider accepting the required annual information on the Identity Theft Program.** Staff is required to review the City's Identity Theft Detection and Prevention Program each year to ensure that the City is in compliance and also to ensure that the policy remains current. Staff is also required to disclose to City Council any identity theft issues. Staff has reviewed the current policy and has found no issues that need to be addressed. The identity theft instances over the last year are attached for your review.

Recommendation: Motion to accept the annual report on the City's Identity Theft Program.

- N. Consider acceptance of the Tax Office reports for the month of September 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 September 2020.

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

- P. Receive monthly report on status of investments as of September 30, 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 Community 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.