



City Council Agenda

Thursday, February 11, 2021

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 February 9, 2021 City Council Work Session and the February 11, 2021 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 February 9, 2021 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 February 11, 2021 City Council meeting click the following link:

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

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I. Call to Order

II. Pledge of Allegiance and Moment of Silent Prayer:

III. Approval of Minutes:

January 12 and January 14, 2021

IV. Presentations

1. Presentation of 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, 2020 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 nineteen consecutive years.

V. Unfinished Business

A. Consider approving the establishment of the Concord United Committee. At their January 14th meeting, the Council received a presentation from Council Member Langford

regarding the establishment of the Concord United Committee. The recommendation was to table the request until the February 11th meeting to allow for further discussion at the January Planning Session. Discussion was held and suggested changes have been made to the attached proposal.

Recommendation: Motion to establish the Concord United Committee.

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 to consider adopting an ordinance amending Articles 4, 8, 9, 10, and 11 of the Concord Development Ordinance (CDO) relative to "Group Two" text changes. With the adoption of the Concord 2030 Land Use Plan in March 2018, there are numerous recommendations for future development which may only be achieved with revisions of the CDO. Furthermore, the CDO had not had a major wholesale revision since 2007, and it is necessary to modernize numerous provisions. The City has retained Tindale-Oliver to prepare most of the revisions, but staff is preparing some also, and the revisions will be coming for review and adoption in different phases. The staff has prepared revisions to the Permitted Use table which has been previously adopted by Council. Additionally, the conservation subdivision requirements and the "Group One" amendments were also adopted by the Council. This item for the "Group Two" changes was discussed at a Planning Technical Team (PTT) in September 2019 (as a draft) and again in June 2020. In terms of public outreach and notice, the drafts have been posted on the Planning Department's CDO rewrite webpage with a link to submit comment through the Publicinput.com forum. Notices were also placed on the City website as well as on the City's Facebook page and social media platforms. As a first step, the staff compiled an email list of frequent contacts which included developers and citizens who expressed interest in the ordinance changes through the website. The list consisted of 287 development related separate contacts and the email contained the link to comment on the CDO revision. This email notification was distributed in late December. Staff received one (1) comment from the public which was included in the report to Planning Commission, as well as an additional comment that was received after the staff report was completed. Both of these comments were discussed by the Commission, and the staff will provide a summary of the comments at the Council hearing. No comments have been received since the Planning Commission meeting. After discussion at the January 19 Planning and Zoning Commission meeting, the Commission unanimously recommended one minor change to the text of the ordinance and voted to forward the "Group Two" changes to Council to consider their adoption. These changes involve the rewrite of portions of five (5) separate articles of the CDO. Some changes are formatting and clarification only, but the most substantive changes occur to Articles 8, 10, and 11. These changes are described in detail in the executive summary dated December 21, 2020. In summary, the major changes involve: Changes to supplemental standards for certain uses, Change to parking standards for personal service uses, Addition of minimum bicycle parking requirements, Revision of minimum open space requirements, and Adoption of tree save requirements for new residential subdivisions greater than thirty (30) units (tied to open space). Staff will conduct a thorough presentation of all of the changes to ensure the Council understands these changes.

Recommendation: Motion to adopt an ordinance amending Articles 4, 8, 9, 10, and 11 of the CDO relative to "Group Two" changes.

2. Conduct a public hearing to consider adopting an ordinance amending Article 9 (Section 9.1) of the Concord Development Ordinance (CDO) relative to Planned

Unit Development (PUD) zoning district. With the adoption of the Concord 2030 Land Use Plan in March 2018, there are numerous recommendations for future development which may only be achieved with revisions of the CDO. Furthermore, the CDO had not had a major wholesale revision since 2007, and it is necessary to modernize numerous provisions. The City has retained Tindale-Oliver to prepare most of the revisions, but staff is preparing some also, and the revisions will be coming for review and adoption in different phases. Staff has prepared revisions to the Permitted Use table, which has been previously adopted by Council. Additionally, the conservation subdivision requirements and the "Group One" amendments were also adopted by Council. This item is a staff-prepared amendment to revise the minimum requirement for the Planned Unit Development (PUD) district. The PUD is the most widely used of the CDO's mixed use districts and has been the one that has been the subject of most interpretations and subsequent issues during site development. The PUD is flexible with regards to dimensional requirements and is intended to permit projects that could not be developed under standard zoning requirements. We have found this current section to be vague and lacking in guidance, which has led to difficulty in administering the ordinance. In terms of public outreach and notice, the drafts have been posted on the Planning Department's CDO rewrite webpage with a link to submit comment through the Publicinput.com forum. Notices were also placed on the City website as well as on the City's Facebook page and social media platforms. As a first step, the staff compiled an email list of frequent contacts which included developers and citizens who expressed interest in the ordinance changes through the website. The list consisted of 287 separate contacts and the email contained the link to comment on the CDO revision. This email notification was distributed in late December. Staff has received no comments on the proposed amendment. One telephone inquiry was received after the Commission hearing, but no official comments have been received. After discussion at the January 19, 2021 Planning and Zoning Commission meeting, the Commission unanimously recommended the PUD Planned Unit Development changes to Council to consider their adoption. These changes involve the deletion of the current PUD standards and a complete rewrite to add more detail. Major features include: A requirement that enough information is provided to ensure that the project is viable; More information regarding the requesting deviations, along with justifications; Clarification on mixture of land uses; Clarification on design enhancements, Institution of design principles on which the project will be evaluated; and A requirement for a minimum amount of Low Impact Development (LID) measures within the site. A more thorough explanation of the changes is included in the executive summary attached to the staff report. Staff will conduct a thorough presentation of all of the changes to ensure the Council understands these changes.

Recommendation: Motion to adopt an ordinance amending Section 9.1 of the CDO relative to Planned Unit Development (PUD) zoning district.

- 3. Conduct a public hearing to consider adopting an amendment to Section 50 of the City Code of Ordinances and to Article VIII of the Technical Standards Manual (TSM) to institute minimum Traffic Impact Analysis (TIA) requirements.** A Traffic Impact Analysis (TIA) is a study that is required by a private developer to analyze the impacts that the proposed development would have on the road network. A TIA is intended to identify the necessary improvements (if any) to offset those impacts to the transportation infrastructure. Currently, TIA's are required at the discretion of the Administrator (with the concurrence of the Transportation Director) during the development review process as specified in Article 5 of the Concord Development Ordinance (CDO). This requirement may create uncertainty among staff and the development community as to the minimum requirements for approval. Transportation impacts are often discussed at length when either the Planning Commission or City Council is considering a development approval. The proposed TIA Ordinance will create certainty among the development community, citizens and

staff as to the minimum requirements for development approvals. These requirements are proposed to be placed in Section 50 of the City Code of Ordinances with technical documents within the newly created Article VIII of the TSM.

Recommendation: Motion to adopt an amendment to Section 50 of the City Code of Ordinances and to Article VIII of the Technical Standards Manual (TSM) to institute minimum Traffic Impact Analysis (TIA) requirements.

E. Presentations of Petitions and Requests

1. Consider approving a foundation support easement to Novi Flats, LLC. 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. LMG requests a foundation support easement as depicted in Exhibits A (easement area) & B (legal description) of the attached easement agreement for the purposes of building, maintaining, and repairing the project's foundation 25 Barbrick Ave. SW (future site of Novi Flats). This easement would allow the foundation to run below a portion of the sidewalk. LMG says this accommodation will support the structural integrity of the building. Due to the narrowness of the building and the fact that the county parking garage footers extend well into the site, there is extraordinary cost to the project if LMG tries to build and rest the building on an eccentric footing. In addition, there would be significant time involved. This easement allows LMG to achieve a more efficient design. City Engineering and Transportation departments have no conflicts with the proposed easement.

Recommendation: Motion to approve a foundation support easement to Novi Flats, LLC.

2. Consider a budget amendment to fund a Fallen Officer Memorial. The City of Concord does not currently have a memorial to honor fallen police officers. Fallen officer memorials offer a place for current and former law enforcement members, family members, and members of the community to remember, reflect upon and honor those police officers who sacrifice their lives while serving our community. The planned memorial will be a permanent fixture placed in the outdoor rotunda at Police headquarters near the corner of Cabarrus Avenue and Spring Street.

Recommendation: Motion to approve the budget amendment allocating \$100,000 for a Fallen Officer Memorial.

3. Consider approving the new benefit plan rates for the City of Concord for FY2021-2022 and authorize the City Manager to negotiate, conclude, and execute contracts with plan providers. The City's medical plans appear to be running slightly below budget. In light of this, no increase is requested for FY22. In addition, a new high performance plan has been identified which will provide a third plan option designed to address the need for a more affordable option for family coverage. The HPN plan is a low cost premium plan that mirrors the basic plan, but only offers in-network benefits using the BCBSNC High Performance Network (HPN) affiliated with Atrium Health and Wake Forest Baptist Hospital. The HRA plan and the basic plan would remain in place with no recommended changes.

Recommendation: Motion to approve the new plan design for the City of Concord benefit plans for FY2021-2022 and authorize the City manager to negotiate, conclude, and execute contracts with plan providers.

4. Consider authorizing the City Manager to negotiate the contract for the acquisition of 5.944 acres along Branchview Drive NE in the amount of \$90,225 for the future extension of the McEachern Greenway Hospital Phase, a total of .30 miles, owned by William G. Kluttz, Jr. (PIN#5621-94-0032-0000). In July 2020 Council approved the firm TELICS to assist Parks & Recreation with Real Estate Services for greenway development. Parks & Recreation identified property along the McEachern Greenway as the first priority for TELICS. The priority list for TELICS focused on vacant lots from where the current greenway ends to Miramar Street NE.

The funding for the acquisition would be utilizing the \$0.01 allocation from the Parks & Recreation Capital Reserve Fund. The acquisition would address the Council goal to support the connectivity of City parks, neighborhoods and community centers through the enhancement of greenways, sidewalks and multi-use paths. This first priority is to connect the existing McEachern Greenway to Miramar Street and then to Beverly Hills Park.

Recommendation: Motion to approve City Manager to negotiate the acquisition of 5.944 acres in the amount of \$90,225 for the future greenway development of the McEachern Greenway and approve the attached project ordinance amendments.

- 5. Consider a Preliminary Application from Stanley Martin Companies, LLC.** In accordance with City Code Chapter 62, Stanley Martin Companies, LLC has submitted a preliminary application for water and sewer service outside the City limits. The property is located at 7785 Rocky River Road, 8041 and 8063 Lower Rocky River Road (4 parcels total – 56.83 acres). The property is currently zoned CR and the applicant has plans to develop a residential subdivision with 106 proposed lots. The applicant petitioned the City Council at the November 12, 2020 regular meeting for annexation however the Council did not adopt an ordinance to annex these parcels.

Recommendation: Motion to deny the preliminary application based upon past Council action on annexation requests.

- 6. 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. Rich Garretson has requested an exception to the Agreement in order to obtain water service for a proposed single-family home at 3519 Katrina Avenue (PIN 5641 70 5535 0000).

Recommendation: Motion to approve a modification of the Interlocal Agreement regarding the Central Area Plan to allow the provision of water to 3519 Katrina Avenue.

- 7. Consider authorizing the City Manager to negotiate and execute a contract with Metcon, Inc. for design build services for the Electric Operations Center.** The Electric Operations Center, to be constructed on City property located on Alfred Brown Jr. Ct. adjacent to the existing Alfred M. Brown Operations Center, has met the criteria for design build project delivery. A request for qualification statements was advertised on November 4, 2020. Twenty-two statements were received with six companies being shortlisted for interviews. From the interviews, Metcon, Inc., was selected. Metcon, Inc. is teaming with sfL+a Architects, Optima Engineering, LHC Structural Engineers, Lamb, Inc. and Stewart to deliver the project. Metcon, Inc. is North Carolina's largest minority-owned construction management firm. Most recently the team has completed the Lumbee River Electric Membership Northern Operation Center and the Lumbee River Electric Membership Headquarters. The contract with Metcon, Inc. would consist of two phases – preconstruction services and construction services. The contract will be a fixed fee for pre-construction services and a Guaranteed Maximum Price (GMP) for construction services. Individual, and/or final, GMP will come back for Council approval. The new Electric Operation Center will include approximately 30,000 square feet administration offices, 19,200 square feet construction crew offices, 48,000 square feet equipment sheds, laydown area, visitor and employee parking area and is preliminarily estimated at \$19,380,500.

Recommendation: Motion to authorize the City Manager to negotiate and execute a contract with Metcon, Inc. for design build services for the Electric Operations Center.

- 8. Consider authorizing the City Manager to negotiate and execute a contract with North State Water & Sewer, Inc. for the installation of the Poplar Tent Rd. Sewer**

Extension. The Poplar Tent Rd sewer extension project consists of the installation of approximately 1,123 linear feet of 8-in sewer main along the south side of Poplar Tent Rd at the intersection with Cobblestone Ln, NW. This new sewer line will provide service to seven properties that are presently without service. The project was bid under the formal bidding process. Bids were taken on January 28, 2021 and six (6) bids were received. The lowest responsible bidder was North State Water & Sewer, Inc. in the amount of \$224,763, which is within budget.

Recommendation: Motion to authorize the City Manager to negotiate and execute a contract with North State Water & Sewer, Inc. in the amount of \$224,763.00 for the installation of the Poplar Tent Rd Sewer Extension.

- 9. Consider authorizing the City Manager to negotiate and execute a contract with Kemp Sigmon Construction Co. Inc. for the replacement of the culvert on Glen Eagles Ln. SW.** The Glen Eagles Lane, SW culvert replacement project consists of the removal of the existing of culvert, the construction of a double-barrel culvert, and associated services that will include the installation of a temporary bridge to provide access to residents, relocation of water mains, relocation of gravity sewer mains, coordination with existing utilities, roadway pavement reconstruction, and other appurtenances. The project was bid under the formal bidding process. Bids were taken on January 28, 2021 and seven (7) bids were received. The lowest responsible bidder was Kemp Sigmon Construction Co. Inc. in the amount of \$767,849.50, which is under budget.

Recommendation: Motion to authorize the City Manager to negotiate and execute a contract with Kemp Sigmon Construction Co. Inc. in the amount of \$767,849.50 for the replacement of the stormwater culverts on Glen Eagles Ct.

- 10. Consider approving a Statement of Collaboration between the City of Concord and Barber Scotia College.** It has been requested the Council consider approving the attached Statement of Collaboration between the City of Concord and Barber Scotia College to work together toward a successful path forward for the college. If approved, the Statement will be presented to the Barber Scotia Board of Trustees for their consideration.

Recommendation: Motion to approve the Statement of Collaboration between the City of Concord and Barber Scotia College.

VII. Consent Agenda

- A. Consider authorizing the City Manager to execute a contract with Martin Starnes & Associates, CPAs, P.A. for the audit of City of Concord accounts for fiscal year ending June 30, 2021.** Approval will continue the relationship between the City and Martin Starnes & Associates, CPAs, P.A. The fees are set at \$52,025 for the fiscal year ending June 30, 2021.

Recommendation: Motion to authorize the City Manager to execute a contract with Martin Starnes & Associates, CPAs, P.A. for the audit of City of Concord accounts for fiscal year ending June 30, 2021.

- B. Consider adopting a resolution concerning the approval of the execution and delivery of the installment financing contract and a deed of trust, the financing of the construction of fire station 12 and the granting of a security interest and allowing the officers of the City to execute the installment financing contract with Truist Bank and take other actions to implement the financing.** Council previously approved staff to move forward with an installment financing contract for the construction of fire station 12. A banking RFP was prepared to request proposals from financial institutions with respect to the \$6,200,000 Installment Financing Contract. A summary of the bids received is attached. Staff is recommending that we enter into an installment financing contract with Truist Bank as they were the bidder with the lowest effective interest rate. The interest rate in Truist Bank's proposal was 1.43% for a 10 year term.

Recommendation: Motion to adopt a resolution concerning the approval of the execution and delivery of the installment financing contract and a deed of trust, the financing of the construction of fire station 12 and the granting of a security interest and allowing the officers of the City to execute the installment financing contract with Truist Bank and take other actions to implement the financing.

- C. Consider approving the 2019 Carbon Monoxide Emergency Safety and Security Grant Award from the US Department of Housing and Urban Development (HUD) and adopt a budget ordinance in the amount of \$11,310.** HUD has awarded the Housing Department the Carbon Monoxide Emergency Safety and Security Grant Award for federal year 2019 in the amount of \$11,310 to support the installation, repair, and/or replacement of carbon monoxide detectors. The funds will enable the agency to make physical safety improvements to address the threat of carbon monoxide poses to residents thus ensuring the health and safety of our residents and improving their quality of life.

Recommendation: Motion to accept the Carbon Monoxide Emergency Safety Grant in the amount of \$11,310 and to approve the associated Grant Project Ordinance.

- D. Consider approving Parks & Recreation, Solid Waste and Buildings & Grounds to apply for a Community Waste Reduction and Recycling Standard Project Grant for up to \$15,000 for the purchase and installation of two Bigbelly waste and recycling stations to be located at the Mountain Bike Parking Lot and the Trailhead Parking Lot at the Mills at Rocky River.** The Solid Waste, Buildings & Grounds and Parks & Recreation departments are working together on a sustainability initiative that would address a Council strategic goal. The Community Waste Reduction and Recycling Grant provides dollar-for-dollar matching grants to assist local governments with implementation, expansion, and improvement of waste reduction and recycling programs. The Bigbelly compacting waste and recycle stations will introduce recycling into our parks and along greenways and could help keep recyclables out of the landfill. Each pair reduces physical bin footprint by 20% - 50%. The compacting feature increases collection efficiency by up to 80% by decreasing the number of trips needed for collection. The solar and smart technology of the system is wirelessly connected to a live stream of collection data relayed directly to any office or connected device. These stations would be located the Mountain Bike Trail parking lot and the remote parking lot at the Mills at Rocky River Greenway. The maximum grant request will be \$15,000 as this grant requires a 50/50 match. In the approved budget for FY21 funding was identified for match. The grant proposals are due by February 18, 2021. If approved and awarded, the City will receive the funding for the purchase of two combined stations.

Recommendation: Motion to approve Parks & Recreation, Solid Waste, and Buildings & Grounds to apply for a Community Waste Reduction and Recycling Standard Project Grant for the purchase and installation of two Bigbelly waste and recycling stations located at Mountain Bike Trail and the Mills at Rocky River.

- E. Consider authorizing the Fire Department to apply for the Assistance to Firefighters (AFG) through the Federal Emergency Management Association (FEMA).** The AFG is a grant awarded by FEMA and will award 90% of the funds associated with the grant and the local jurisdiction is responsible for 10% (AFG Grant - \$586,580 FEMA Award, City of Concord Match - \$58,658). The AFG for this cycle will be used to purchase a tanker/foam unit to be used in non-hydrated locations within the City's Emergency Response Plan.

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

- F. Consider authorizing the Police department to submit the 2022 NC Wildlife Commission application form to continue the extended Urban Archery season**

in the City of Concord for the year 2022. The NC Wildlife Commission allows for an extended Urban Archery season for deer hunting in a municipality with the submission of the proper application. This application has been received and needs to be submitted by April 1, 2021 in order to extend the season for January 15 - February 20, 2022.

Recommendation: Motion to authorize the Police department to submit the 2022 NC Wildlife Commission application form to continue the extended Urban Archery season in the City of Concord for the year 2022.

- G. 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: Lares Real Estate USA, LLC (PIN 5601-64-4310) 4450 Fortune Avenue NW and Bootsmead LeaseCo, LLC (PIN 5519-57-9749) 2321 Concord Parkway South. 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: Lares Real Estate USA, LLC and Bootsmead LeaseCo, LLC.

- H. 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 Grounds at Concord Roadway, Final Plat of 100 Crowell, and Corban Avenue Townhomes. 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 Grounds at Concord Roadway, Final Plat of 100 Crowell, and Corban Avenue Townhomes.

- I. Consider accepting an offer of infrastructure at Hunton Forest Subdivision PH 1, Dalton Woods Subdivision PH 1, Cabarrus Charter Academy at Poplar Crossing, Slatebrooks Sewer Extension-Midland, Concord Airport Business Park PH 2, Christenbury Corners NE Lot C Public Sewer Extension, Stoneridge and Cove Creek Water Line Replacement, Highway 49 30-inch water line, Cannon Offices Building 1 and Building 2.** In accordance with CDO Article 5, improvements have been constructed in accordance with the City's regulations and specifications. The following are being offered for acceptance: Hunton Forest Phase 1, 4,820 LF of Roadway; Dalton Woods Subdivision 1,262 LF of 6-inch water line, 127 LF of 2-inch water line, 8 valves and 3 hydrants, 1,398 LF of 8-inch sanitary sewer and 11 manholes; Cabarrus Charter Academy, 887 LF of 8-inch sanitary sewer line and 4 manholes; Slatebrooks Sewer Extension, Midland, 433 LF of 8-inch sanitary sewer line and 3 manholes; Concord Airport Business Park PH 2, 10 LF of 8-inch water line, 1 valve, 10 LF of 6-inch water line and 1 valve; Christenbury Corners NE Lot C Public Sewer Extension, 244 LF of 8-inch sanitary sewer and 3 manholes; Stoneridge and Cove Creek, 15 LF of 2-inch water line and 1 valve; Highway 49 30-inch water line, 2,985 LF of 30-inch water line, 20 LF of 8-inch water line, 40 LF of 6-inch water line and 2 hydrants; and Cannon Offices Building 1 and 2, 3,355 LF of 8-inch water line, 3 valves, 1 Fire Hydrant, 881 LF of 12-inch sanitary sewer, 992 LF of 10-inch Sanitary Sewer and 6 manholes.

Recommendation: Motion to accept the offer of infrastructure acceptance in the following subdivisions and sites. Hunton Forest Subdivision PH 1, Dalton Woods Subdivision PH 1, Cabarrus Charter Academy at Poplar Crossing, Slatebrooks Sewer Extension-Midland, Concord Airport Business Park PH 2, Christenbury Corners NE Lot C Public Sewer Extension, Stoneridge and Cove Creek water line replacement, Highway 49 30-inch water line, Cannon Offices Buildings 1 and 2.

- J. Consider adopting an ordinance to amend the FY 2020/2021 Budget Ordinance for the General Fund to cover increased costs at the wellness center.** Currently, the Wellness Center operates 32 hours per week with 2 staff members. The City needs

to increase staffing to 3 (1 Practitioner and 2 Certified Medial Assistants) and expand the hours to 40 hours per week. This will allow 13 additional appointment slots per week and give the ability to expand COVID testing to all coworkers and administer COVID vaccines at the clinic once they are made available. It will cost the City an additional \$72,000 to operate using this model for the rest of FY 21. The attached budget ordinance appropriates Sales Tax revenue to cover the additional contract cost.

Recommendation: Motion to adopt an ordinance to amend the FY 2020/2021 Budget Ordinance for the General Fund to cover increased costs at the wellness center.

- K. Consider adopting an ordinance to amend the FY 2020/2021 Budget Ordinance for the General Fund to appropriate reserves from the Mayor's Golf Tournament.** Cabarrus Health Alliance has requested funds to provide lunch for staff working COVID-19 vaccination clinics in an amount up to \$350. The attached budget ordinance appropriates reserves from the Mayor's Golf Tournament for this purpose.

Recommendation: Motion to approve a contribution from the Mayor's Golf Tournament in an amount up to \$350 to Cabarrus Health Alliance to provide lunch for staff working COVID-19 vaccination clinics and to adopt an ordinance appropriating the contribution.

- L. Consider adopting an ordinance to amend the FY 2020/2021 Budget Ordinance for the CDBG Fund to correct 2019 & 2020 revenues.** Currently the CDBG 2019 revenue shows \$1,314,048 budgeted. This includes \$633,508 for 2019 and \$680,540 for 2020, combined in error. An adjustment is needed to move the \$680,540 to 2020 revenue line.

Recommendation: Motion to adopt an ordinance to amend the FY 2020/2021 Budget Ordinance for the CDBG Fund to correct 2019 & 2020 revenues.

- M. Consider adopting a capital project ordinance to amend the First Concord 2014 LOBS Project Fund.** The City received proceeds of \$579,000 for the sale of 30 Market Street. The proceeds will be used to help with the costs of demolition for the building currently located at 30 Market Street. The attached Capital Project Ordinance appropriates the proceeds received to cover the costs of the demolition.

Recommendation: Motion to adopt a capital project ordinance to amend the First Concord 2014 LOBS Project Fund to appropriate proceeds received from the sale of 30 Market Street to cover the cost of demolition.

- N. Consider adopting a resolution updating the current approved depositories and corporation agents for the City of Concord.** The attached resolution and the attached list of pooling banks for N.C., is submitted for City Council approval. Although the City has a contract with Wells Fargo, the central depository for the City, the City also has relationships with many other financial institutions in regards to investment activities and debt relationships. A list of pooling banks is attached for your review. This list represents banks that the Treasurer's office currently works with to receive deposits for State agencies. These banks agree to comply with State guidelines to operate as a depository of State funds. Staff is requesting that these financial institutions be approved. The corporation agents have also been updated on the attached resolution to reflect recent staff changes. The resolution will go into effect February 22, 2021.

Recommendation: Motion to adopt a resolution to select depositories for the City and to update the corporation agents for the City.

- O. Consider adopting a resolution to update the City's Purchasing Policy.** The proposed resolution increases the purchase order limit from \$1,000 to \$2,000. The proposed resolution also brings the City's bidding policy in line with the requirements in the general statutes since our current policy is more restrictive than required by general statutes. In addition, the proposed resolution changes the Assistant City Manager/City Manager approval limit from \$10,000 to \$30,000. The proposed

resolution also updates the purchasing card section of the policy to reflect the new purchase order limit as well as updating language to reflect current procedures regarding electronic submission of documentation for all p-card purchases. A summary of the proposed changes is attached to this item. If adopted, the updated policy would be effective April 1, 2021 to allow time for implementation.

Recommendation: Motion to adopt a resolution to update the City's Purchasing Policy.

P. Consider approving a change to the classification/compensation system to include the following classification: Diversity, Equity and Inclusion Coordinator.

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 the Diversity, Equity and Inclusion Coordinator (Grade 110) with a salary range of \$57,033.75 (minimum) - \$75,569.73 (midpoint) - \$94,105.71 (maximum).

Q. Consider acceptance of the Tax Office reports for the month of December 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 December 2020.

R. Consider approval of Tax Releases/Refunds from the Tax Collection Office for the month of December 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 December 2020.

S. Receive monthly report on status of investments as of December 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 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.