



City Council Agenda

Thursday, October 9, 2025

6:00 PM

City Hall

- I. Call to Order
- II. Pledge of Allegiance and Moment of Silent Prayer
- III. Approval of Minutes
August 26, September 9, and September 11, 2025.

IV. Presentations

- 1. Presentation of a Proclamation recognizing the week of October 5-11, 2025 as Public Power Week in the City of Concord.

V. Unfinished Business

VI. New Business

- A. Informational Items
- B. Departmental Reports

- 1. Parks and Recreation Bonds update

- C. Persons Requesting to be Heard
- D. Public Hearings
- E. Presentations of Petitions and Requests

- 1. Consider approving an amendment to the NOVI Economic Development Agreement to clarify affordable housing commitment and reporting requirements.

NOVI requests an amendment to the Economic Development Agreement to both solidify and clarify their commitment to the provision of affordable housing units in the project and to agree to reporting requirements so that compliance with that commitment can be monitored by planning staff. The amendment proposes to commit to 10% of the total units being reserved for affordable housing purposes for rent to applicants at the rental amounts designated by HUD for a household earning up to 80% of the Area Median Income defined by HUD for the Charlotte-Concord-Gastonia Housing Market Area NC-SC. The amendment clarifies that the units will be "floating units" located in all three buildings of the project. The amendment adds a requirement for reporting compliance to the City including rental amount, type, and location of each workforce housing unit. Finally, the amendment specifically states that the workforce housing component is a material term to the agreement and that breach of that term shall constitute a breach of the agreement.

Recommendation: Motion to consider approving an amendment to the NOVI Economic Development Agreement.

- 2. Consider adopting a resolution amending the City Manager's authority to include delegation of certain powers or duties related to the operations of the Public Housing Authority, and the addition of item 4 related to summary ejectment proceedings.

In an ongoing effort to strengthen clarity and consistency in our Housing operations, staff and Legal recently reviewed the process for handling eviction cases. Historically, Housing Department staff have filed summary ejectments with the magistrate, and Legal has become involved only if a case is appealed to District Court.

Because these proceedings are carried out on behalf of the Public Housing Authority (for which City Council serves as the Board), they are distinct from the City prosecution responsibilities outlined in the Charter. This review presented an opportunity to align our practices more closely with the authority of the Housing Authority while also ensuring Legal involvement remains clear and appropriate.

To streamline operations and ensure compliance, it is recommended that the City Manager Delegated Authority Resolution be updated. This update would formally delegate authority to the City Manager, or designee, to authorize Housing staff to file summary ejectment proceedings with the magistrate and present the case in small claims court; City Legal staff would represent the City and Department if the case is appealed or otherwise transferred to District Court.

Recommendation: Motion to adopt a resolution amending the City Manager's authority to include delegation of certain powers or duties related to the operations of the Public Housing Authority and the addition of item 4 related to summary ejectment proceedings.

3. Consider adopting a resolution in support of RRB Beverage Operations, Inc project.

RRB (Rauch/Red Bull) is submitting a funding application to the North Carolina Department of Transportation (NCDOT) Rail Division to seek up to \$500,000 to assist in construction of onsite rail spur improvements for the plant on Concord Parkway, North. Subdivision and site plans have been approved for the project and grading is currently underway. NCDOT Rail Division requires a resolution from the local City in support of the project to ensure that rail spur improvement funds are not awarded to projects that are not supported by the local government.

Recommendation: Motion to adopt a resolution in support of RRB Beverage Operations, Inc project.

4. Consider authorizing the City Manager to negotiate and execute a contract with Harper General Contractors for the construction of the Poplar Tent Area Water Pump Station and approve the attached project budget amendment.

The Poplar Tent Area Pump Station is intended to have a dual purpose of allowing movement of finished water from the Coddle Creek Water Treatment Plant to the areas served by Hillgrove Water Treatment Plant and water purchased from Albemarle for redundancy and better usage of plant capacities, but also to eliminate the existing Rock Hill Church Rd Booster Pump Station located at 3645 Rock Hill Church Rd NW. The project was bid under the formal bidding process, with bids being taken on September 9, 2025. Four (4) bids were received. The lowest responsible bidder was Harper General Contractors for \$5,096,000.

Recommendation: Motion to authorize the City Manager to negotiate and execute a contract with Harper General Contractors for the construction of the pump station for \$5,096,000 and to approve the attached budget amendment.

5. Consider authorizing the City Manager to execute a contract amendment with Hazen and Sawyer for construction administration and project management for the construction of the Poplar Tent Area Pump Station.

Hazen and Sawyer (Consultant) developed the design for the construction of a 6-mgd pump station. This scope of services covers project management, construction administration, field services and observation, and materials testing associated with the project. The construction duration is estimated to be 18 months. If approved, the project total will be \$612,450.

Recommendation: Motion to authorize the City Manager to execute a contract amendment with Hazen and Sawyer.

6. Consider approving the 2026 funding request from WeBuild Concord.

WeBuild Concord's FY 26 request is for \$1.8 million of construction funds. The funds will be directly spent on the following projects: 114 Kerr Street Church, Corban Ave, 266 Malvern Ave, 531 Allison St, and The Mills.

Recommendation: Motion to approve the 2026 funding request from WeBuild Concord in the amount of \$1.8 million.

7. Consider making an appointment to the WeBuild Board of Directors.

Currently, Council Members McKenzie and Crawford are Council appointees to the WeBuild Board of Directors. Council Member McKenzie will be retiring from the City Council in December. The City Council would like to make an appointment to the Board to replace Council Member McKenzie.

Recommendation: Motion to make an appointment to the WeBuild Board of Directors.

VII. Consent Agenda

A. Consider authorizing the City of Concord Fire Department to apply for the Assistance to Firefighters Grant (AFG).

The primary goal of the Assistance to Firefighters Grant (AFG) is to meet the firefighting and emergency response needs of fire departments and non-affiliated emergency medical service organizations. The City of Concord Fire Department wishes to apply for this grant in the amount not to exceed \$2,786,000 for the purpose of SCBA air packs. The AFG grant requires a 10% match from the City.

Recommendation: Motion to authorize the City of Concord Fire Department to apply for the Assistance to Firefighters Grant (AFG).

B. Consider authorizing Concord-Padgett Regional Airport to apply for the FY26 North Carolina Department of Transportation Airport Infrastructure Grant.

The N.C. Department of Transportation Airport Infrastructure Grant provides state aid in the forms of loans and grants to cities, counties, and public airport authorities for the purpose of planning, acquiring, constructing, or improving municipal county and other publicly owned or controlled airport facilities. Projected FY26 NCDOT AIP funds of \$2,342,310 are anticipated to be utilized for Debt Service, Master Plan Update, and Hangar Development Design.

Recommendation: Motion to authorize the Concord-Padgett Regional Airport to apply for the FY26 North Carolina Department of Transportation Airport Infrastructure Grant.

C. Consider authorizing the Solid Waste Department and Sustainability Coordinator to apply for a food waste reduction grant from the North Carolina Department of Environmental Quality.

The purpose of the 2026 Food Waste Reduction grant is to help local governments, non-profits, and businesses to reduce the amount of wasted food being disposed of in landfills. Staff is requesting an approval not to exceed \$30,000 with a 20% match of \$6,000. Grant proceeds would allow for supplies and equipment needed to begin a residential composting program.

Recommendation: Motion to authorize the City Manager to permit the Solid Waste Department along with the Sustainability Coordinator to apply for a 2026 food waste reduction grant from the North Carolina Department of Environmental Quality in the amount of \$30,000 with a 20% match of \$6,000.

D. Consider authorizing the City Manager to accept a donation of \$10,000 from the Charlotte Hornets, Impacting The Carolina's to assist funding for youth sports programs. Funding will assist in expanding the youth sports program through participation assistance, and equipment.

Impacting the Carolina's is the Hornets Sports & Entertainment's two-state Carolina strategic tour to deepen brand presence and community impact across North and South Carolina. The donation is \$10,000 for youth sports. The program is to reinforce the Hornets' commitment to both community and market expansion across the Carolina's.

The Charlotte Hornets Foundation selected Academy Recreation Center to host a basketball clinic for the youth as the final stop of their Carolina's tour on Thursday, September 18th. The 50 participants were led through drills and coached on the importance of active living.

Recommendation: Motion to authorize the City Manager to accept the donation of \$10,000 from the Charlotte Hornets, Impacting The Carolina's to assist funding for youth sports programs.

E. Consider authorizing the City Manager to accept the award of \$47,022.50 from Carolina Thread Trail for the funding to offset acquisition costs for properties along Irish Buffalo Creek to be used for the future Irish Buffalo Creek Greenway.

The Carolina Thread Trail (CTT) program, part of the Catawba Lands Conservancy provides grant funds for trail, greenway and blueway-related projects across its 15-county network per multi-county master plan. Irish Buffalo Creek is a significant corridor in the CTT's 2009 Cabarrus County Master Plan; and the CTT has secured funding for a number of years for projects along the creek and its tributaries. Concord and Kannapolis have each received funding from this targeted program in past years, with the eventual goal of completing a green-way linking the two cities.

In February, Council approved a request authorizing staff to apply for a CTT grant for acquisition funds to offset property acquisition costs, an award notification was received on September 2, 2025 in the amount of \$47,022.50.

Recommendation: Motion to authorize the City Manager to accept the award of \$47,022.50 from the Carolina Thread Trail for the funding to offset acquisition costs for properties along Irish Buffalo Creek to be used for the future Irish Buffalo Creek Greenway.

F. Consider authorizing the City Manager to accept a Federal Aviation Administration Grant Offer 3-27-0015-019- 2025 in the amount of \$2,599,935 for Airport Improvement Projects at Concord-Padgett Regional Airport and to accept a Federal Aviation Administration Grant Offer 3-27-0015-020-2025 in the amount of \$816,068 for Bipartisan Infrastructure Legislation Program at Concord-Padgett Regional Airport.

The Aviation Department has received confirmation for two grants. The Airport Improvement Projects in the amount of \$2,599,935 will fund the Rehabilitate Apron and Taxiway, and the Bipartisan Infrastructure Legislation Program in the amount of \$816,068 will fund the Update of the Master Plan. The Future Grants general ledger has been updated to reflect grant funding received and to correct a FY26 budget transfer that was included on the FY25 clean up. The grant project ordinance also includes transferring project funding from North Apron Roadway to Community Hangar Project due to North Apron Roadway project bids that were under budget.

Recommendation: Motion to authorize the City Manager to approve the grant agreement and to adopt the grant project ordinance.

G. Consider authorizing the City Manager to accept the grant award from the Cannon Foundation.

The Cannon grant, in the amount of \$5,000, will be used to offset the cost of our 2025 Energy Saving Trees program.

Recommendation: Motion to accept the grant funds in the amount of \$5,000 for the 2025 Energy Saving Trees program.

H. Consider authorizing the Concord Police Department to accept a 2025 Elite 24-foot Stock Combo Trailer donated by the Concord Police Foundation to support the Police Department's Mounted Unit and Motorcycle Unit.

Since 2018, the Police Department's Mounted Unit has supported numerous community events, including the Christmas Parade, Tree Lighting, Candy Crawl, Law Day, Special Olympics, Youth Police Academy, and the Cabarrus County Fair. Officers provide their own horses, trailers, and trucks for transport. Additionally, the current department-owned trailers only allow for the transport of two motorcycles.

The Concord Police Foundation intends to donate a 2025 Elite 24-foot Stock Combo Trailer to the department. This trailer will allow the Mounted Unit to transport up to four horses and the Motorcycle Unit to carry four motorcycles, improving overall efficiency. There is no direct cost to the City. Ongoing maintenance and operational expenses will be absorbed within the Police Department's existing budget.

Recommendation: Motion to authorize the Concord Police Department to accept a 2025 Elite 24-foot Stock Combo Trailer donated by the Concord Police Foundation to support the Police Department's Mounted Unit and Motorcycle Unit.

I. Consider adopting amended bylaws for the Historic Preservation Commission.

Staff has amended the bylaws for the Historic Preservation Commission to update and clarify language, update information including the time, place, and location of meetings, and align formatting of the bylaws with bylaws of the Planning and Zoning Commission and the Board of Adjustment. The Bylaws of the Historic Preservation Commission were last updated in 2009.

Recommendation: Motion to adopt amended bylaws for the Historic Preservation Commission.

J. Consider adopting amended bylaws for the Planning and Zoning Commission.

Staff has amended the bylaws for the Planning and Zoning Commission to update and clarify language, update information including the location of meetings, and align formatting of the bylaws with bylaws of the Historic Preservation Commission and the Board of Adjustment. The Bylaws of the Planning and Zoning Commission were last updated in 2006.

Recommendation: Motion to adopt amended bylaws for the Planning and Zoning Commission.

K. Consider adopting amended bylaws for the Board of Adjustment.

Staff has amended the bylaws for the Board of Adjustment to update and clarify language, update information including the location of meetings, and aligned formatting of the bylaws with bylaws of the Historic Preservation Commission and the Planning and Zoning Commission. The Bylaws of the Board of Adjustment were last updated in 2005.

Recommendation: Motion to adopt amended bylaws for the Board of Adjustment.

L. Consider approving the revised policies and procedures manual for Concord's HOME Investment Partnerships Program (HOME) policy to include new requirements.

As lead entity for the Cabarrus/Iredell/Rowan HOME Consortium, Concord is responsible for ensuring all activities following regulation changes which are routinely monitored by the Department of Housing and Urban Development (HUD). In January of 2025, HUD finalized the latest HOME rule changes. Although these changes have not been fully implemented by HUD, the revised policy and procedure manual incorporates those changes to ensure Concord, and the Consortium members will remain in compliance.

Recommendation: Motion to approve the revised policies and procedures manual for Concord's HOME Investment Partnerships Program (HOME) policy to include new requirements.

M. 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 plat and easements are now ready for approval: The Villas at Tucker's Walk, Phase 3 and Holly Grove Villas Residential Subdivision 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 Villas at Tucker's Walk, Phase 3 and Holly Grove Villas Residential Subdivision.

N. Consider accepting an offer of infrastructure at Copperfield Market Mixed Use (Roadway Acceptance).

In accordance with CDO Article 5, improvements have been constructed in accordance with the City's regulations and specifications. The following is being offered for acceptance: Copperfield Market Mixed Use; roadway acceptance - 695 LF; Dickens Place NE - 260 LF and Crosspoint Drive NE.

Recommendation: Motion to accept the offer of infrastructure acceptance in the following site: Copperfield Market Mixed Use (Roadway Acceptance).

O. Consider Accepting an Offer of Dedication of an access easement and approval of the maintenance agreement from Baptist Retirement Homes of North Carolina and Baptist Retirement Homes Foundation.

In accordance with Article 4 of the CDO, the following access easements and maintenance agreements are now ready for approval: SCM Maintenance & Access Easement to serve Taylor Glen Retirement Community for ponds #1 and #2 located at 3700 Taylor Glen Lane NW. The owners are offering access easements and SCM maintenance agreements for Wet Ponds #1 and #2.

Recommendation: Motion to approve the maintenance agreements and accept the offers of dedication to the following properties: Taylor Glen Retirement Community, located at 3700 Taylor Glen Lane NW.

P. Consider granting a temporary construction easement to Crescent Acquisitions, LLC.

Crescent Acquisitions LLC is constructing 181 linear feet of public 8-inch gravity sanitary sewer main with two manholes and associated grading and sedimentation-erosion control measures to the service to the Weddington Ridge Apartments Phase 1. The 0.321 acre temporary construction easement is required to provide access for construction onto the City of Concord parcel. The location of the proposed work ties to an existing sewer line located on the back side of the City of Concord parcel near the I-85 right of way. The new public infrastructure will be dedicated to the City after construction.

Recommendation: Motion to approve a temporary construction easement to Crescent Acquisitions, LLC for the Weddington Ridge Apartments Phase 1.

Q. Consider adopting an ordinance to amend the FY 2025/2026 Budget Ordinance for the General Fund to appropriate excess FY25 sales tax revenue to contingency.

The attached budget ordinance appropriates excess FY25 sales tax revenue to contingency.

Recommendation: Motion to adopt an ordinance to amend the FY 2025/2026 Budget Ordinance for the General Fund to appropriate excess FY25 sales tax revenue to contingency.

R. Consider adopting a budget ordinance amendment for the increase of the HOME-ARP budget to the actual allocation of \$4,779,504 for FY25.

The current budgeted amount is \$4,772,338 and needs to be increased to \$4,779,504, an increase of \$7,166 to account for an error found by DOGE in the allocation received by the City of Concord.

Recommendation: Motion to adopt a budget ordinance amendment to increase the amount of HOME-ARP budget to actual allocation of \$4,779,504 for FY25.

S. Consider adopting an ordinance to amend the FY 2025/2026 Budget Ordinance for the General Fund to appropriate funds held in escrow from Copperfield Apartments to complete unfinished work.

Copperfield Apartments, LLC failed to complete required improvements. The City's transportation department is going to complete the improvements using funds held in escrow from Copperfield Apartments, LLC. The developer was notified and did not make the required improvements.

Recommendation: Motion to adopt an ordinance to amend the FY 2025/2026 Budget Ordinance for the General Fund to appropriate funds held in escrow from Copperfield Apartments to complete unfinished work.

T. Consider adopting an ordinance to amend the FY 2025/2026 Budget Ordinance for the Opioid Settlement Special Revenue Fund to appropriate Opioid Settlement Funds received in prior years and investment earnings.

At the September council meeting, a spending authorization was approved to authorize the use of opioid settlement funds and investment earnings for Mobile MAT through Cabarrus County EMS. Mobile MAT would be considered an Option A, Strategy 2 (Evidence-based Addiction Treatment) and is an allowable use of the settlement funds.

Recommendation: Motion to adopt an ordinance to amend the FY 2025/2026 Budget Ordinance for the Opioid Settlement Special Revenue Fund to appropriate Opioid Settlement Funds received in prior years and investment earnings.

U. Consider adopting a grant project ordinance amendment for the increase of the HOME match budget by \$1,137.

During clean-up of previous HOME accounting years, two variances were noted in the match amounts totaling \$1,137. This amendment will correct the difference between Concord and HUD records.

Recommendation: Motion to adopt a grant project ordinance amendment for the increase of the HOME match budget by \$1,137.

V. Consider approving a change to the classification/compensation system to include the following classification: Budget & Strategy 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 the Budget & Strategy Manager (Grade with a salary range of \$109,423.46 (minimum) - \$144,986.09 (midpoint) - \$180,548.72 (maximum)).

W. Consider approving a change to the classification/compensation system to include the following classification: SPT Camp Leader.

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 SPT Camp Leader (Grade S48) with a salary range of \$14.64 -\$17.86.

X. Consider approving a change to the classification/compensation system to include the following classification: SPT Camp Head Leader.

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 SPT Camp Head Leader (Grade S49) with a salary range of \$15.91 -\$19.09.

Y. Consider approving a change to the classification/compensation system to include the following classification: SPT Camp Director.

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 SPT Camp Director Leader (Grade S5) with a salary range of \$17.91 -\$20.60.

Z. Consider approving a change to the classification/compensation system to include the following classification: Parks & Recreation Program & Events Manager (Grade 62) with a salary range of \$93,812.99 (minimum) - \$124,302.21 (midpoint) - \$154,791.42 (maximum).

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 Parks & Recreation Program & Events Manager (Grade 62) with a salary range of \$93,812.99 (minimum) - \$124,302.21 (midpoint) - \$154,791.42 (maximum).

AA. Consider approving a change to the classification/compensation system to include the following classification: ClearWater Arts Center & Studio Administrator (Grade 60) with a salary range of \$80,429.52 (minimum) - \$106,569.11 (midpoint) - \$132,708.69 (maximum).

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 ClearWater Arts Center & Studio Administrator (Grade 60) with a salary range of \$80,429.52 (minimum) - \$106,569.11 (midpoint) - \$132,708.69 (maximum).

BB. Consider approving a change to the classification/compensation system to include the following classification: Infrastructure & Network 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 the Infrastructure & Network Manager (Grade 65) with a salary range of \$118,177.34 (minimum) - \$156,584.98 (midpoint) - \$194,992.62 (maximum).

CC. Consider approving a change to the classification/compensation system to include the following classification: Assistant 911 Shift Supervisor.

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 Assistant Shift Supervisor (Grade 56) with a salary range of \$59,118.10 (minimum) - \$78,331.48 (midpoint) - \$97,544.85 (maximum).

DD. Consider adding Article 3.15 Deployment Pay to the City's Personnel Policies and Procedures.

Staff recommends approving adding Article 3.15 Deployment Pay to the City's *Personnel Policies and Procedures* to provide clear guidance on the deployment of employees who respond to state or federally declared disasters through FEMA or other mutual aid agreements. This policy ensures compliance with applicable laws, outlines procedures for deployment approval and compensation, and supports the City's eligibility for federal and state reimbursement, including disaster-related overtime pay.

Recommendation: Motion to approve the addition of Article 3.15 Court Deployment Pay to the City's Personnel Policies and Procedures.

EE. Consider a revision to Article 6.5 Court Leave of the City's Personnel Policies and Procedures

Staff recommends approving a revision to Article 6.5 Court Leave of the City's Personnel Policies and Procedures to ensure consistency with the administrative process regarding court issued compensation for jury duty.

Recommendation: Motion to approve the revision of Article 6.5 Court Leave Policy of the City's Personnel Policies and Procedures.

FF. Receive monthly report on status of investments as of August 31, 2025.

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.

GG. Consider acceptance of the Tax Office reports for the month of August 2025.

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 August 2025.

HH. Consider Approval of Tax Releases/Refunds from the Tax Collection Office for the month of August 2025.

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 over payments, situs errors and/or valuation changes.

Recommendation: Motion to approve the Tax releases/refunds for the month of August 2025.

VIII. Matters not on the Agenda

Transportation Advisory Committee (TAC)
Metropolitan Transit Committee (MTC)
Concord/Kannapolis Transit Commission
Centralina Regional Council
Water Sewer Authority of Cabarrus County (WSACC)
WeBuild Concord
Public Art Commission
Concord United 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.