



City Council Agenda

Thursday, June 13, 2024

6:00 PM

City Hall

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.

- I. Call to Order**
- II. Pledge of Allegiance and Moment of Silent Prayer**
- III. Approval of Minutes**
April 23, May 7, and May 9, 2024.

IV. Presentations

- 1. Presentation of a retirement plaque recognizing Captain Jason Howell for 29 years of service with the City of Concord.**

Jason started serving his community by volunteering for Cold Water Volunteer Fire Department in 1992. Jason began his career with Concord Fire Department on November 8, 1994. He was immediately assigned to Fire Station 1 then six months later completed an abbreviated recruit school. After he completed recruit school, he encountered his first major structure fire at Troutman's Barbecue. Over the next several years, Jason was promoted to Firefighter II, Senior Firefighter, and then Specialist. He completed his Fire Science degree in 2001. In June of 2009, Jason was promoted to rank of Captain and was assigned to Station 7. Six months later, he was reassigned to Station 3 where he has spent the remainder of his career as Captain of Engine 3. Station 3 is a special operations station that houses one rescue, one engine, and the USAR (Urban Search and Rescue) unit. Captain Howell's certifications included: swift water, confined space rescue, ropes specialty, and several other required certifications. Throughout his time on Engine 3, he responded to numerous specialty calls, medical calls, structure fires, and vehicle accidents. In the final years of his career, he served as a Relief Chief in the absence of the Battalion Chief. Captain Howell proved himself to be an effective leader for the Concord Fire Department. His leadership and dedication will be greatly missed by the City of Concord and especially the Concord Fire Department.

- 2. Presentation of a Proclamation recognizing June 19, 2024 as Juneteenth.**
- 3. Presentation of a Proclamation for Pollinator Week.**

V. Unfinished Business

VI. New Business

A. Informational Items

- 1. Receive the results of the 2023 City of Concord Citizen Survey from ETC Institute Inc. (Work Session).**

Jason Morado, Vice President and Director of Community Research, ETC Institute Inc. will present the survey results.

- 2. Presentation of the Cabarrus/Iredell/Rowan HOME Consortium Housing Needs Assessment by Bowen National Research.**

The Cabarrus/Iredell/Rowan HOME Consortium, led by the City of Concord, retained Bowen National Research for the purpose of conducting a Housing Needs Assessment for the Consortium's three county region. This document will serve as a critical report for each local government, stakeholders, and its citizens to understand the current market conditions and projected changes that are anticipated to influence future housing needs. The objective of the study is to provide readers with an analysis of household affordability throughout all population segments of the community by: (1) a better understand the region's evolving housing market, (2) establish housing priorities, (3) modify, expand, or introduce local government housing policies, and (4) enhance and/or expand the region's housing market to meet current and future housing needs. The assessment highlights expected demographic trends, future demands for housing, regulations, and obstacles preventing the market from effectively responding to this demand.

Link to the study:

https://www.dropbox.com/scl/fo/r1rd14vsmabnm8t2p1iw/AKgpwbbwYBGDSSGs1kj_HyA?rlkey=8wsdos4ajj8zry2zkjtgdo63z&st=m36ib7e5&dl=0

B. Departmental Reports

- 1. Parks and Recreation Bonds update**
- 2. Downtown Streetscape update**

C. Recognition of Persons Requesting to be Heard

D. Public Hearings

1. Conduct a public hearing and consider adopting an ordinance annexing +/- 12.16 acres at 2014 NC HWY 49 S. PIN 5518-94-6683 owned by the Charlotte-Mecklenburg Hospital Authority.

The authorized petitioner for the annexation is R- S Matco, LLC. Voluntary annexation petition of +/- 12.16 acres of property at the intersection of NC Highway 49 S and Stough Rd. The property is currently zoned Cabarrus County LI (Limited Industrial).

Recommendation: Conduct a public hearing and consider a motion adopting the annexation ordinance and set the effective date for June 13, 2024.

2. Conduct a public hearing to consider adopting an ordinance amending the Historic Handbook, including the Approval Requirement Needs Table and Chapters 1-8, the addition of Chapter 9, updates and clarifying language related to State Land Use Law (160D), and other clerical amendments.

The proposed amendments provide updates to the current handbook including a new layout, changes and updates to the Approval Requirement Needs Table and Chapters 1-8, the addition of Chapter 9, updates and clarifying language related to State Land Use Law (160D), and other clerical amendments. The Historic Preservation Commission and the Planning and Zoning Commission unanimously recommended the amendment to Council at their respective meetings.

Link to the Handbook: <https://spaces.hightail.com/receive/0RpYLu41iY>

Recommendation: Motion to adopt an ordinance amending the Historic Handbook effective July 1, 2024.

3. Conduct a public hearing, pursuant to N.C. General Statutes, Section 159-12, to receive public comments relative to the proposed FY 2024- 2025 budget for the City of Concord; following public comments, consider adopting the proposed FY2024-2025 Budget, and consider adopting the Cabarrus Arts Council portion of the External Agencies pursuant to NC General Statutes, Section 14-234.3.

The City Manager has submitted his recommended budget to the City Council for consideration. Before adopting the budget ordinance, Council must hold a public hearing. Once the Council holds the public

hearing and considers input, it may adopt the budget ordinance at any time before the end of June 2024. The Cabarrus Arts Council portion of the External Agencies will be considered separately in order to comply with the requirements of NC General Statutes, Section 14-234.3.

Recommendation: Conduct the public hearing to solicit citizen input, consider adopting the FY 2024 2025 budget and consider adopting the Cabarrus Arts Council portion of the External Agencies.

E. Presentations of Petitions and Requests

1. Consider approving a new destination brand for Downtown Concord.

The City contracted with Destination by Design to develop a new destination brand for Downtown Concord. Destination by Design (DbD) is a multi-disciplinary economic development firm based out of Boone, NC, that specializes in helping communities plan, develop, brand, and promote destination-quality recreation and tourism assets. A Steering Committee that consisted of City staff from Public Affairs and the Planning Department, including the Downtown team, along with Downtown Concord merchants and property owners and a local historian, worked closely with the DbD team of experts on the new Downtown Concord destination brand. Matt Wagoner, Art Director with Destination by Design, will present the new Downtown Concord brand visuals to the Mayor and City Council. A copy of the final Brand Strategy, which describes the brand approach, brand pillars, goals, purpose, and brand promise, along with key messaging, is included in the agenda packet.

Recommendation: Motion to approve the new destination brand for Downtown Concord.

2. Consider approving a Memorandum of Understanding between the City of Concord and Concord Downtown Development Corporation (CDDC) to provide services in the downtown Municipal Service District (MSD) as required under the authority of NC G.S. 160A-536(d).

The purpose of the Memorandum of Understanding is to work in good faith to further the redevelopment of downtown, spur economic development in the context of historic preservation and effectively market the downtown area to include businesses, venues, events, and available real estate. The last Memorandum of Understanding with the CDDC and the City of Concord was adopted on January 10, 2021 when the CDDC requested the City of Concord to absorb the duties and responsibilities of CDDC staff as a result of financial difficulties and instability due to the pandemic.

Recommendation: Motion to approve a Memorandum of Understanding between the City of Concord and Concord Downtown Development Corporation (CDDC) to provide services in the downtown Municipal Service District (MSD) as required under the authority of NC G.S. 160A-536(d).

3. Consider adopting an ordinance amending the City of Concord Code of Ordinances, Section 10, Animals; Subsection 10.1, Keeping cattle, sheep, goats, domestic fowl, or swine.

The proposed text amendment is needed to clarify the distance in which properties can be declared a public nuisance when in violation of this code. This item was discovered during the recent CDO text amendment process to allow the keeping of domestic fowl in residential districts. Section 10.1(c) of the City Code references that the animal ordinance is effective for a distance of one mile from the City limits. This distance appears to have been added to the Code when the City's Extraterritorial Jurisdiction (ETJ) for zoning extended that one mile distance in an effort to match the zoning requirements. The City has no authority to extend this Code requirement outside of its corporate limits, therefore the reference to the one mile needs to be removed.

Recommendation: Motion to adopt an ordinance amending the City of Concord Code of Ordinances, Section 10, Animals; Subsection 10.1.

4. Consider awarding a bid and authorize the City Manager to execute a contract for Broadlinx Telecom Inc. to provide labor services for installation and maintenance of the City of Concord's Fiber Optic Network.

Consider awarding a bid and authorize the City Manager to execute a contract for Broadlinx Telecom Inc. to provide labor services for installation and maintenance of the City of Concord's Fiber Optic Network not to exceed \$400,000. This work provides for the installation, removal, upgrade and maintenance of fiber optic lines on an as-needed basis and includes but is not limited to installing/removing strand lash fiber, installing/removing down guys and anchors, installing aerial storage loops, pulling fiber and installing locate wires in conduit.

Bids were received on May 23, 2024 with Broadlinx Telecom Inc. submitting the lowest responsive bid. The contract term will run July 1, 2024 through June 30, 2025 and is not to exceed \$400,000 as approved in the FY25 budget.

Recommendation: Motion to award a bid and authorize the City Manager to execute a contract for Broadlinx Telecom Inc. to provide labor services for installation and maintenance of the City of Concord's fiber optic network not to exceed \$400,000.

5. Consider authorizing the City Manager to negotiate and execute a one year contract extension (Addendum 4) with the Town of Harrisburg for continued treated water sales to the Town of Harrisburg.

In lieu of a full contract renegotiation, Addendum 3 provided a one year extension of the water sales contract to allow Harrisburg time to have discussions with Charlotte Water. The expiration of Addendum 3 is June 30, 2024. All three jurisdictions have worked to facilitate the sale of water from Charlotte Water to Harrisburg and lower the amount Harrisburg requires from Concord. Significant progress has been made but more time is needed to finalize details and new contracts. We are proposing this additional one year extension to allow us more time to complete these negotiations.

Recommendation: Motion to authorize the City Manager to negotiate and execute a one year contract extension (Addendum 4) with the Town of Harrisburg for continued treated water sales to the Town of Harrisburg.

6. Consider authorizing the City Manager to negotiate and execute a contract with Richard D. Suggs Construction, Inc. for the construction of the Old Charlotte Rd. water line replacement.

A 1,500 feet long section of the existing 12-inch waterline on Old Charlotte Rd. beginning north of Manassas Dr. to the intersection with Hwy 49 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 May 15, 2024 and four (4) bids were received. The lowest responsible bidder was Richard D. Suggs Construction, Inc. in the amount of \$1,510,918.20.

Recommendation: Motion authorizing the City Manager to negotiate and execute a contract with Richard D. Suggs Construction, Inc. in the amount of \$1,510,918.20 for the Old Charlotte water line replacement.

7. Consider authorizing the City Manager to negotiate and execute a contract with Bio-Nomic Services, Inc. for the Coddle Creek Water Treatment Plant Lagoons Sludge Removal.

As water is treated to produce safe drinking water, waste is also generated and stored in lagoons. Over time, these lagoons fill up with waste that has to be removed and taken to the landfill. This contract is for the removal of 3,350 tons of waste from the lagoons and delivering it to the landfill.

The project was bid under the formal bidding process. Bids were received on April 3, 2024 and one bid was received. As required by GS143-132, three bids are required before they can be opened, the bid was returned unopen to the bidder and the project was re-advertised. Bids were received a second time on May 3, 2024 and two bids were received. As allowed by NCGS 143-132, the bids were opened. The lowest responsible bidder was Bio-Nomic Services, Inc. in the amount of \$394,810.90.

Recommendation: Motion authorizing the City Manager to negotiate and execute a contract with Bio-Nomic Services, Inc. in the amount of \$394,810.90 for the Coddle Creek Water Treatment Plant Lagoons Sludge Removal.

8. Consider authorizing the City Manager to negotiate and enter into an agreement with Republic Services, Inc, for the disposal of the Coddle Creek Water Treatment Plant Lagoons Sludge.

The cost of the disposal of the sludge at the Republic landfill is \$82.50 per ton. It is estimated approximately 3,500 tons will be removed at a cost of \$288,750.

Recommendation: Motion authorizing the City Manager to enter into an agreement with Republic Services, Inc. for the disposal of the Coddle Creek Water Treatment Plant Lagoons Sludge.

9. Consider making appointments / reappointments to various City of Concord Boards and Commissions and a reappointment to the CDDC Board of Directors.

Attached is a list of Board and Commission appointments for the City of Concord. This list notes the members that have expiring terms and can or cannot be reappointed.

Recommendation: Motion to make appointments/reappointments to various Boards and Commissions and a reappointment to the CDDC Board of Directors.

VII. Consent Agenda

A. Consider approving the FY25-FY26 Rider Transit Service Provider Contract Rate Amendment.

Transdev, the current Service Provider for Rider Transit, developed a rate increase proposal that would dedicate 100% of the rate increase to increasing employee pay rates in an effort to attract and retain Fixed Route Bus Operators, Paratransit Operators and other critical positions. This increased cost of \$581,017 for FY25 is included in the proposed FY24-25 budget and was approved unanimously by the Concord Kannapolis Transit Commission at their April 25, 2024 meeting. Execution of this amendment is predicated on the passage of the full FY24-25 City budget by City Council.

Recommendation: Motion to approve the FY25-FY26 Rider Transit Service Provider Contract Rate Amendment.

B. Consider adopting a resolution in support of Concord's membership in the Catawba-Wateree Water Management Group (WMG).

The Water Resources Department requests approval to become a member of the Catawba-Wateree WMG. Concord has desired this membership since the approval of the Catawba Interbasin Transfer Certificate (IBT). However, until recently the group's bylaws prevented our membership since we are outside the basin. Recent changes now allow for Concord's membership. As we begin to utilize the Catawba IBT in the coming years, this is an important step to being at the table for discussions and decision in the basin.

Recommendation: Motion to adopt the resolution supporting membership in the Catawba-Wateree Water Management Group.

C. Consider adopting an ordinance amending portions of Chapter 26, Article II, Emergency Management, of the City of Concord Code of Ordinances.

Due to upcoming changes to the structure of the Emergency Manager Division, the proposed amendment is needed to reference the correct personnel title and division.

Recommendation: Motion to adopt an ordinance amending portions of Chapter 26, Article II, Emergency Management, of the City of Concord Code of Ordinances.

D. Consider adopting an ordinance amending the City Code of Ordinances, Chapter 59, Sec. 46, and Chapter 59, Sec. 62.

The proposed amendment will allow for the additional revisions and additions to the rate schedules involving the Residential Service Schedule RS and Large General Industrial Service Time of Use Rate. In the Residential Service Schedule RS, the revision would be to add additional wording so that the rate can also serve detached residential buildings. In the Large General Industrial Service Time of Use Rate, the revision would be to remove the reference to the cost for the Basic Facilities charge, the cost of the kW and kWh charges, and a revision to on-peak and off-peak hours.

Recommendation: Motion to adopt an ordinance amending the City Code of Ordinance, Chapter 59, Sec. 46 and Chapter 59, Sec. 62.

E. 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: Cannon Run Phase 2-B, Red Hill Phase 2 Map 1, Red Hill Phase 2 Map 2, and Concord Retail Investment Group, LLC. 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: Cannon Run Phase 2-B, Red Hill Phase 2 Map 1, Red Hill Phase 2 Map 2.

F. Consider accepting an Offer of Dedication of an access easement and approval of the maintenance agreement for MP I-85 Bonds Industrial, LLC.

In accordance with the CDO Article 4, the following access easements and maintenance agreements are now ready for approval: MP I-85 Bonds Industrial, LLC (PIN 4599-38-6230) 7250 Weddington Rd., Concord, NC. 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 to the following properties: MP I-85 Bonds Industrial, LLC.

G. Consider accepting an offer of infrastructure at Midland Crossing Subdivision Phase 1, Cannon Run Phase 3, AMC 250-The Rock Phase 1 Commercial Site, Cabarrus County Charter High School, Cabarrus County Courthouse.

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: 1,878 LF of 16-inch water line, 1,741 LF of 12-inch water line, 2,779 LF of 8 -inch water line, 440 LF of 6-inch water line, 679 LF of 2-inch water line, 45 valves and 16 fire hydrants. 394 LF of 12-inch sanitary sewer line, 7,273 LF of 12-inch sanitary sewer line and 41 sanitary sewer manholes.

Recommendation: Motion to accept an offer of infrastructure at Midland Crossing Subdivision Phase 1, Cannon Run Phase 3, AMC 250-The Rock Phase 1 Commercial Site, Cabarrus County Charter High School, Cabarrus County Courthouse.

H. Consider adopting ordinances to amend the General Fund operating budget and the General Capital Reserve Fund to complete the year end transfer for future projects listed in the City's Capital Improvement Plan.

Per the City's adopted financial policies, the City Manager has authority to recommend a yearly transfer to the General Capital Reserve fund for future projects listed in the City's Capital Improvement Plan. After careful analysis of our current situation, the City Manager is recommending \$5,000,000 be transferred to the General Capital Reserve Fund. This amount represents excess fund balance as of June 30, 2023.

Recommendation: Motion to adopt ordinances to amend the General Fund operating budget and the General Capital Reserve Fund to complete the year end transfer for future projects listed in the City's Capital Improvement Plan.

I. Consider adopting an ordinance to amend the Affordable Housing Capital Project fund budget to cleanup various project budgets.

The attached budget ordinance amendment adjusts the budget for various projects based on actuals or updated estimates.

Recommendation: Motion to adopt an ordinance to amend the Affordable Housing Capital Project fund budget to cleanup various project budgets.

J. Consider adopting an ordinance to amend the Airport Capital Project fund budget to cleanup various project budgets.

The attached budget ordinance amendment adjusts the budget for various projects based on actuals or updated estimates.

Recommendation: Motion to adopt an ordinance to amend the Transportation Capital Project fund budget to cleanup various project budgets.

K. Consider adopting an ordinance to amend the Aviation Fund operating budget to adjust budget to year end actual projections.

The attached budget ordinance adjusts the Aviation Fund budget to year end projections.

Recommendation: Motion to adopt an ordinance to amend the Aviation Fund operating budget to adjust budget to year end actual projections.

L. Consider adopting an ordinance to amend the Electric operating budget to adjust budget to year end actual projections.

The attached budget ordinance adjusts the Electric fund budget to year end projections. The amendment also includes a transfer of \$1,300,000 to the Delivery #4 project to cover the anticipated remaining expenses and a \$4,500,000 increase to the rate stabilization reserve. The updated rate stabilization reserve balance after this amendment will be \$10,500,000.

Recommendation: Motion to adopt an ordinance to amend the Electric operating budget to adjust budget to year end actual projections.

M. Consider adopting an Electric Project Fund project budget amendment.

Electric and finance staff reviewed current projects and the allocation of funding among the projects. After review, it was determined that funding should be reallocated from projects that had savings to other projects. There is also a transfer from the Electric Operating Fund to cover anticipated overages in the Delivery #4 project.

Recommendation: Motion to adopt an Electric Project Fund project budget amendment.

N. Consider adopting an ordinance to amend the Emergency Housing Vouchers Fund operating budget to adjust budget to year end actual projections.

The attached budget ordinance adjusts the Emergency Housing Vouchers Fund budget to year end projections.

Recommendation: Motion to adopt an ordinance to amend the Emergency Housing Vouchers Fund operating budget to adjust budget to year end actual projections.

O. Consider adopting an ordinance to amend the Fire project budget.

The attached budget ordinance adjusts the FS12 budget to actual expenditures since the project is now complete. The project had funds remaining from the financing proceeds in the amount of \$85,050. These funds were applied to the loan balance and will be transferred to the General Fund since that is where the extra payment was made from. The attached budget ordinance also removes FS6 from this project budget since it will instead be funded in the First Concord 2024 LOBS project fund.

Recommendation: Motion to adopt an ordinance to amend the Fire project budget.

P. Consider adopting an ordinance to amend the Golf budget to adjust budget to year end actual projections.

The attached budget amendment adjusts the Golf budget to year end projections.

Recommendation: Motion to adopt an ordinance to amend the Golf budget to adjust budget to year end actual projections.

Q. Consider adopting an ordinance to amend the Internal Service Fund budget to year end actual projections.

The attached budget ordinance amendment adjusts the Internal Service Fund budget to year end projections.

Recommendation: Motion to adopt an ordinance to amend the Internal Service Fund budget to year end actual projections.

R. Consider adopting an ordinance to amend the Municipal Service District Fund operating budget to adjust budget to year end actual projections.

The attached budget ordinance adjusts the Municipal Service District fund budget to year end projections.

Recommendation: Motion to adopt an ordinance to amend the Municipal Service District Fund operating budget to adjust budget to year end actual projections.

S. Consider adopting an ordinance to amend the Parks and Recreation Capital Project fund budget to cleanup various project budgets.

The attached budget ordinance amendment adjusts the budget for various projects based on actuals or updated estimates.

Recommendation: Motion to adopt an ordinance to amend the Parks and Recreation Capital Project fund budget to cleanup various project budgets.

T. Consider adopting an ordinance to amend the Public Housing Fund operating budget to adjust budget to year end actual projections.

The attached budget ordinance adjusts the Public Housing Fund budget to year end projections.

Recommendation: Motion to adopt an ordinance to amend the Public Housing Fund operating budget to adjust budget to year end actual projections.

U. Consider adopting an ordinance to amend the Stormwater Fund operating budget to adjust budget to year end actual projections.

The attached budget ordinance adjusts the Stormwater fund budget to year end projections.

Recommendation: Motion to adopt an ordinance to amend the Stormwater Fund operating budget to adjust budget to year end actual projections.

V. Consider adopting an ordinance to amend the Transportation Capital Project fund budget to cleanup various project budgets.

The attached budget ordinance amendment adjusts the budget for various projects based on actuals or updated estimates.

Recommendation: Motion to adopt an ordinance to amend the Transportation Capital Project fund budget to cleanup various project budgets.

W. Consider adopting an ordinance to amend the Water Fund operating budget to adjust budget to year end actual projections.

The attached budget ordinance adjusts the Water fund budget to year end projections.

Recommendation: Motion to adopt an ordinance to amend the Water Fund operating budget to adjust budget to year end actual projections.

X. Consider adopting an ordinance to amend the Wastewater Fund operating budget to adjust budget to year end actual projections.

The attached budget ordinance adjusts the Wastewater fund budget to year end projections.

Recommendation: Motion to adopt an ordinance to amend the Wastewater Fund operating budget to adjust budget to year end actual projections.

Y. Consider adopting an ordinance to amend the Wastewater project budget to cleanup various project budgets.

The attached budget amendment cleans up system development fee revenue based on actual amounts to date and allocates undesignated funds to the future projects account.

Recommendation: Motion to adopt an ordinance to amend the Wastewater project budget to cleanup various project budgets.

Z. Consider adopting a Capital Project ordinance amendment for the First Concord 2024 LOBS - Fire Station 6 Project.

The attached budget ordinance establishes a First Concord fund budget for the planned issuance of Limited Obligation Bonds to fund the construction of fire station 6. The initial budget is being adopted based on current estimates since the bond sale occurs the last week of June.

Recommendation: Motion to adopt a Capital Project ordinance amendment for the First Concord 2024 LOBS - Fire Station 6 Project.

AA. Consider adopting an ordinance to amend the FSS Escrow Forfeitures Fund operating budget to adjust budget to year end actual projections.

The attached budget ordinance adjusts the FSS Escrow Forfeitures Fund budget to year end projections.

Recommendation: Motion to adopt an ordinance to amend the FSS Escrow Forfeitures Fund operating budget to adjust budget to year end actual projections.

BB. Consider adopting a grant project ordinance to establish the budget for the Motorsports directed grant.

In the state budget, \$13,000,000 was allocated to the City of Concord for improvements at the Charlotte Motor Speedway. These grant funds will be a pass thru to Charlotte Motor Speedway for costs associated with the improvements.

Recommendation: Motion to adopt a grant project ordinance to establish the budget for the Motorsports directed grant.

CC. Consider adopting a grant project ordinance to establish the budget for the NASCAR directed grant.

In the state budget, \$4,122,255 was allocated to the City of Concord for the NASCAR production facility. These grant funds will be a pass thru to NASCAR for costs associated with the construction of the facility.

Recommendation: Motion to adopt a grant project ordinance to establish the budget for the NASCAR directed grant.

DD. Consider adopting an ordinance to amend the General Fund operating budget to adjust budget to year end actual projections.

The attached budget ordinance adjusts the General Fund budget to year end projections.

Recommendation: Motion to adopt an ordinance to amend the General Fund operating budget to adjust budget to year end actual projections.

EE. Consider adopting an ordinance to amend the General Capital Project fund budget to cleanup various project budgets.

The attached budget ordinance amendment allocates savings from closed projects to the McGill project and transfers additional funds from the General Fund for the new ERP system project.

Recommendation: Motion to adopt an ordinance to amend the General Capital Project fund budget to cleanup various project budgets.

FF. Consider approving the transfer of delinquent miscellaneous receivables to collection losses.

In preparation for year end closing of the accounting records and preparing for the annual independent audit, staff must review accounts receivable balances to determine if any balances are uncollectable. The accounts that are deemed uncollectable should be transferred to collection losses. Miscellaneous receivables that have been classified as uncollectable amount to \$157,738.70. Staff continues to work with legal to pursue collection methods available as well as using the Debt Setoff Program offered through the State and a private contract for collections.

Recommendation: Motion to approve the transfer of delinquent miscellaneous receivables to collection losses.

GG. Consider adopting a resolution transferring delinquent accounts to collection loss.

Some Public Housing residents have moved out of their dwelling units leaving balances on their accounts. The Housing Department has attempted to collect these amounts but have been unsuccessful. It is now appropriate to adopt a resolution transferring the delinquent accounts to collection losses. Efforts will continue to collect these losses.

Recommendation: Motion to adopt a resolution to write-off the Public Housing delinquent accounts in the amount of \$13,965.96.

HH. Consider adopting a resolution transferring delinquent accounts to collection loss.

Some Market Rate Unit residents have moved out of their dwelling units leaving balances on their accounts. The Housing Department has attempted to collect these amounts but have been unsuccessful. It is now appropriate to adopt a resolution transferring the delinquent accounts to collection losses. Efforts will continue to collect these losses.

Recommendation: Motion to adopt a resolution to write-off the delinquent accounts in the amount of \$5,012.49.

II. Consider approving a change to the classification/compensation system to include the following classification: HR Analyst II.

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 HR Analyst II (Grade 61) with a salary range of \$81,877.53 (minimum) - \$108,487.73 (midpoint) - \$135,097.93 (maximum).

JJ. Consider approving a change to the classification/compensation system to include the following classification: HR Generalist.

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 HR Generalist (Grade 59) with a salary range of \$70,196.79 (minimum) - \$93,010.74 (midpoint) - \$115,824.70 (maximum).

KK. Consider approving a change to the classification/compensation system to include the following classification: Utility Billing Specialist II.

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 Utility Billing Specialist II (Grade 57) with a salary range of \$60,182.43 (minimum) - \$79,741.72 (midpoint) - \$99,301.01 (maximum).

LL. Consider approving a change to the classification/compensation system to include the following classification: CAD 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 CAD Supervisor (Grade 60) with a salary range of \$75,812.53 (minimum) - \$100,451.60 (midpoint) - \$125,090.67 (maximum).

MM. Consider approving a change to the classification/compensation system to include the following classification: Tree 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 the Tree Specialist (Grade 55) with a salary range of \$51,596.73 (minimum) - \$68,365.67 (midpoint) - \$85,134.61 (maximum).

NN. Consider approving a change to the classification/compensation system to include the following classification: Grounds Maintenance Worker II.

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 Grounds Maintenance Worker (Grade 52) with a salary range of \$40,959.15 (minimum) - \$54,270.87 (midpoint) - \$67,582.60 (maximum).

OO. Consider adopting the 3% adjustment to the Compensation Plan Grade Assignments, for FY25 (effective June 9, 2025).

In order to remain competitive in the ability to attract well qualified candidates, staff recommends a 3% overall increase to the Compensation Plan Grade Assignments in FY25. This adjustment will be made at the minimums, midpoints, & maximums in the structure to maintain forward movement in the workforce marketplace.

Recommendation: Motion to adopt the 3% adjustment to the Compensation Plan Grade Assignments for FY25 (effective June 9, 2025).

PP. Receive quarterly report on water and wastewater extension permits issued by the Engineering Department in the first quarter of 2024.

In accordance with City Code Chapter 62, attached is a report outlining the water and wastewater extension permits that were issued between January 1, 2024 and March 31, 2024.

Recommendation: Motion to receive the first quarter water and wastewater extension report for 2024.

QQ. Consider acceptance of the Tax Office reports for the month of April 2024.

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 April 2024.

RR. Consider approval of Tax Releases/Refunds from the Tax Collection Office for the month of April 2024.

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 April 2024.

SS. Receive monthly report on status of investments as of April 30, 2024.

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

- Transportation Advisory Committee (TAC)
- Metropolitan Transit Committee (MTC)
- Centralina Regional Council
- Concord/Kannapolis Transit Commission
- Water Sewer Authority of Cabarrus County (WSACC)

WeBuild Concord
Public Art Commission
Concord United Committee

X. General Comments by Council of Non-Business Nature

XI. Closed Session (If Needed)

XII. Adjournment

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