



City Council Agenda

Thursday, June 10, 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.

I. Call to Order

II. Pledge of Allegiance and Moment of Silent Prayer

III. Approval of Minutes

May 11, May 13, and May 25, 2021.

IV. Presentations

1. Presentation of a Retirement Plaque to Marvin Kraus recognizing his 23 years of loyal and dedicated service to the City of Concord Water Resources Department.

(Tuesday) Marvin has been a dedicated and appreciated employee of the City of Concord as a Maintenance Mechanic for many years in the Water Resources Department. He has been a great asset to both Hillgrove and Coddle Creek Water Treatment Plants. Marvin performed a variety of jobs throughout the water plants where he was highly skilled and specialized in electrical instrumentation. Before Marvin was employed with the City of Concord, he served our country as a Marine for 8 years. Marvin retired effective January 1, 2021.

2. Presentation of a Proclamation recognizing June 19, 2021 as Juneteenth Day.

3. Presentation of a Proclamation recognizing June 21-27, 2021 as National Pollinator Week.

V. Unfinished Business

A. Continue a public hearing, tabled on May 13th, and consider adopting an ordinance annexing +/- 3.366 acres located at 2183 Heglar Rd., owned by Randy and Sherry Walter. Voluntary annexation petition of +/- 3.366 acres located at 2183 Heglar Rd. for the purpose of connecting to City utilities and developing single-family detached homes under the RM-1 (Residential Medium Density) zoning district. This petition was tabled at the regular May Council meeting and has since been amended to exclude the request to annex 2315 Heglar Rd (1.391 acres).

Recommendation: Consider a motion adopting the annexation ordinance and set the effective date for June 10th, 2021.

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 pursuant to N.C. General Statute 159-12 to consider public comments relative to the proposed FY 2021-2022 budget for the City of Concord. 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 2021.

Recommendation: Conduct the public hearing to solicit citizen input and consider adopting the FY 2021-22 budget for the City of Concord.

2. **Conduct a public hearing for the second reading and consider granting a franchise to US Tire Recycling Partners, L.P. for a Scrap Tire Collection & Processing Operation and Scrap Tire Disposal Facility.** The City last granted a franchise to US Tire Recycling Partners, L.P. in 2016 and that franchise expires on August 11, 2021. Due to a change in the state laws and regulations, US Tire Recycling Partners, L.P. is now eligible for a franchise for a "life-of-site" permit, defined as 60 years from initial receipt of waste at the site in 1998. This franchise will expire on August 12, 2058. The granting of this franchise requires two readings of the proposed franchise ordinance at two separate public hearings and this is the second reading.

Recommendation: Motion to grant a franchise to US Tire Recycling Partners, L.P. for a Scrap Tire Collection & Processing Operation and Scrap Tire Disposal Facility upon second reading.

3. **Conduct a public hearing to consider adopting a resolution abandoning 2' of an 8' public right of way easement for an alley between Spring St. SW and Market St. SW** As part of the 30 Market Street Lansing Melbourne Group (LMG) project, aka Novi Rise, the developer's design team has uncovered the need to move the building two feet from where it was reflected on the initial site plan because of a structural design issue regarding the building and the retaining wall adjacent to the City's alley between 30 Market Street and City Hall. The proposal includes the abandonment of a two foot portion of the right-of-way easement between 30 Market Street and CESI to accommodate the new proposed building location. The developer has indicated that their design team will ensure that the alley will be an enticing thoroughfare that pulls the user through. Design elements could include fixed lighting on the building, overhead string lighting, and public art. The requirements for posting the site and advertising the hearing have been met.

Recommendation: Motion to adopt a resolution to abandon the right of way of a 2' portion of an 8' wide alley between Spring St. SW and Market St. SW.

4. **Conduct a public hearing and consider adopting an ordinance annexing +/- 16.596 acres at 505 Alfred Brown Jr. Ct. SW., owned by the City of Concord.** Voluntary annexation petition of +/- 16.596 acres located at 505. Alfred Brown Jr. Ct. SW., in order to develop the property as the new City of Concord Electric Systems Operations Center. The property is within the City's ETJ (Extraterritorial Jurisdiction) and was recently rezoned (5/18/21) by the Planning and Zoning Commission from C-2 (General Commercial) and I-1 (Light Industrial) to I-2 (General Industrial).

Recommendation: Consider a motion adopting the annexation ordinance and set the effective date for June 10th, 2021.

5. **Conduct a public hearing and consider adopting an ordinance annexing +/- 0.4009 acres located east of Copperfield Blvd. and west of Amalia St. NE., owned by Copperfield INC.** Voluntary annexation petition of +/- 0.4009 acres located east of Copperfield Blvd. and west of Amalia St. NE. in order to expand the Charlotte Eye Ear Nose and Throat (CEENTA) parking lot. The property is located within the City's ETJ (Extraterritorial Jurisdiction) and is zoned C-2 (General Commercial).

Recommendation: Consider a motion adopting the annexation ordinance and set the effective date for June 10th, 2021.

6. **Conduct a public hearing to consider adopting an ordinance amending Articles 1-14 of the Concord Development Ordinance (CDO) relative to changes required by General Statutes 160D.** The NC General Assembly, with assistance from the NC Bar Association, the development community and the University of North Carolina School of Government began working several years ago to consolidate the City and County development statutes to simplify the development laws within the State. The City statutes were contained in Chapter 160A and the County statutes in 153A, and while there were some differences, most of the requirements were identical. In 2019,

the Legislature approved the consolidated statutes (termed 160D) and imposed a requirement that local governments amend their ordinances to reflect compliance by January 21, 2021. Due to the pandemic, the requirement was extended to July 1, 2021. The changes required by 160D are predominately amending cross references (from 160A to 160D) but the staff has also flagged all internal cross-references, along with removing some items that are no longer applicable. Additionally, we have amended some parts of the CDO to reflect current practice and it should be noted that these changes do not impose any new regulation; they merely reflect historical processes. Staff gave a detailed presentation at the May 18th Planning and Zoning Commission meeting. The Commission unanimously recommended the changes to Council to consider their adoption. A more thorough explanation of the changes is included in the executive summary attached to the staff report. Also attached is a document indicating the strike-through and substantive changes for all sections of the ordinance. Staff will provide a detailed presentation to Council to ensure that they understand all changes.

Recommendation: Motion to adopt an ordinance amending Articles 1-14 of the CDO relative to required GS 160D changes and cross-reference/existing practice corrections.

E. Presentations of Petitions and Requests

1. Consider adopting a resolution to sell 524 Allison Street NW to homebuyer, Marquita Macon for \$163,000. In Fiscal Year 2018/2019, Council took the initiative to allocate funds for the creation of affordable housing throughout the City as a first step to address the growing housing need. Through this effort, four houses have been constructed. Standards for all new construction include hardy plank siding, meeting SystemVision standards and a landscaping package. To ensure the viability and attractiveness of the homes as well as the neighborhoods, covenants and an affordability clause have been attached to all City built properties via a deed restriction. In June of 2020, Council approved the construction of 524 Allison Street NW. The listed purchase price was \$163,000 and the City received the full asking price.

Recommendation: Motion to adopt a resolution to sell 524 Allison Street NW to homebuyer, Marquita Macon for \$163,000.

2. Consider authorizing the Concord ABC Board to retain extra Distribution of Funds. The Concord ABC Board is requesting approval to retain working capital funds that exceed the maximum allowed for the purpose of completing a new location on George Liles Blvd. that is scheduled to be complete late September and a new warehouse building.

Recommendation: Motion to authorize the Concord ABC Board to retain extra distribution of funds for completion of a new store location on George Liles Blvd.

3. Consider awarding a sole source purchase order in the amount of \$320,877.36 to Reinhausen Manufacturing Inc. for purchase of two (2) On-Load Tap Changers. On-Load Tap Changers (OLTC) are a built-in mechanical part of a substation main power transformer. The OLTC re-taps the windings in the transformer under loaded conditions, which serves to adjust the voltage produced by the substation as it self-adjusts throughout the day, depending on system loading conditions. This helps maintain nominal voltage within acceptable ranges for our end use customer. OLTC units have a manufacturer defined lifespan and must be upgraded in the 20-25-year timeframe. The City currently has four (4) substation power transformers that have need of a replacement OLTC due to normal end of life cycle. Staff has been carefully evaluating the four (4) units in question to determine the best options for repair/replace and concluded that an exact replacement from the manufacturer is the only option. The original manufacturer was Westinghouse Inc., which has since been purchased by Reinhausen Manufacturing Inc. Staff has devised an implementation plan that will allow for two (2) units to be purchased in June 2021, subsequent to Council approval. An additional two (2) units will need to be purchased at a later date.

Recommendation: Motion to award a sole source purchase order in the amount of \$320,877.36 to Reinhausen Manufacturing Inc. for purchase of two (2) On-Load Tap Changers.

- 4. Consider adopting a resolution to authorize the City Manager and City Attorney to take any necessary steps to comply with the terms of the Memorandum of Agreement between the State of North Carolina and Local Governments on Proceeds Relating to the Settlement of Opioid Litigation.** Seventy-six North Carolina counties and eight municipalities are engaged in litigation related to the opioid abuse epidemic. Concord and other local governments now have the opportunity to participate in the settlement of that litigation. The MOA governs the use of the proceeds of any future national settlement or other resolution with the opioid manufacturers and distributors Cardinal, McKesson, AmerisourceBergen, Johnson and Johnson and Purdue Pharma. While the specific amount of the settlement is not yet known, it is anticipated to be as much as \$850 million for North Carolina as a whole over 18 years. The funds will be used for specific purposes to combat the opioid epidemic and that will likely result in partnerships with the County since most of the types of allowable uses will fall under the County's authority. A FAQ is attached with very detailed information.

Recommendation: Motion to adopt a resolution authorizing the City Manager and City Attorney to take any necessary steps to comply with the terms of the Memorandum of Agreement between the State of North Carolina and Local Governments on Proceeds Relating to the Settlement of Opioid Litigation.

- 5. Consider authorizing the City Manager to execute a contract with Musco Sports Lighting, LLC (Sourcewell #071619-MSL) for the purchase and installation of Green Generation Light fixtures on the new poles at Hartsell Ballfield Complex (Liles Field and Broome Field) not to exceed \$225,000.** This project includes the installation of light fixtures on the new pre-cast concrete bases and galvanized steel poles at Hartsell Park Ballfield Complex. The poles are being replaced due to safety concerns identified in our pole inspections. The lights will work with the existing Remote Equipment Controllers. The on field Performance-Light levels are guaranteed for 25 years with the LED solution. This includes both quality and quantity of light as specified. The energy savings are real with LED with a reduction of energy by 50%+ with LED over typical HID 1500w. This bid includes Environmental Light Control-Control for neighbors and the environment LED is an intense light source and without the correct glare control the appearance of the facility will be compromised. The LED proposal warranty covers all materials and labor, eliminating maintenance costs for 25 years. The City maintains 9 facilities with sports lighting and all have Musco lighting. In order to operate efficiently by reducing the amount of staff training and stocking of parts, the City proposes to purchase the light fixtures from Musco Lighting under the sole-source exception #071619-MSL allowed by N.C. Gen. Stat. 143-129 (e) Exceptions (6) when "(iii) Standardization or compatibility is the overriding consideration."

Recommendation: Motion to authorize the City Manager to execute a contract with Musco Sports Lighting, LLC (Sourcewell #071619-MSL) for the purchase and installation of Green Generation Lighting light fixtures on the new poles at Hartsell Ballfield Complex (Liles Field and Broome Field) for a fee not to exceed \$225,000.

- 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. Michael Dayton has requested an exception to the Agreement in order to obtain water service for a proposed single-family home at 6550 Hwy 601S (PIN 5547-77-9595-0000).

Recommendation: Motion to approve a modification of the Interlocal Agreement regarding the Central Area Plan to allow the provision of water to 6550 Hwy 601S.

- 7. Consider a Preliminary Application from Meredith Smith.** In accordance with City Code Chapter 62, Meredith Smith has submitted a preliminary application to receive water service outside the City limits. The property is located at 20 Search Drive. The lot size is approximately 1.1 acres, zoned LDR, and developed with a single family house. Sewer service is not available to the parcel. Applicant notes bad water quality from existing well as reason for request.

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

- 8. Consider making appointments / reappointments to various City of Concord Boards and Commissions and making 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 appointing Electric Systems Director, Alex Burris, as Commissioner to the Electricities Non-Power Agencies Board of Commissioners.** Prior to his retirement, Bob Pate, served as Commissioner on the Non-Power Agencies Board of Commissioners. It is staff's recommendation to appoint the current Electric Systems Director, Alex Burris, as Commissioner on the Non-Power Agencies Board of Commissioners and keep Scott Chunn as the First Alternate.

Recommendation: Motion to appoint Electric Systems Director, Alex Burris, as Commissioner to the Electricities Non-Power Agencies Board of Commissioners.

- B. Consider adopting the updated Concord-Padgett Regional Airport Airline Incentive Program.** In 2014, the City adopted an Airline Incentive Program for commercial airline service for Concord-Padgett Regional Airport. The program consisted of two types of incentives: per turn charge waivers and marketing support. The Incentive Program proved to be very successful for Allegiant Air and the City. After careful review with the Aviation Department consultant's for airline service, it is recommended to modify the program from 24 months to 6 months. The basis for the change is minimize the risk for the City and follow FAA's recommendation Air Carrier Incentive Program Guidebook.

Recommendation: Motion to adopt the updated Concord-Padgett Regional Airport New Airline Incentive Program effective July 1, 2021.

- C. Consider authorizing the City Manager to accept and execute Federal Aviation Administration Grant Offer 3-27-0015-012-2021 in the amount of \$1,263,524.00 for Airport Improvement Projects at Concord-Padgett Regional Airport.** The Aviation Department has received confirmation the grant amount this year will be \$1,263,542.00. FY 21 grant funds will include the following projects: Air Traffic Control Equipment Replacement, North Apron CATEX, Obstruction Removal, Terminal Development Environmental Assessment, and Hangar Taxilane Rehabilitation (Design and Bid only). All 5 projects have been approved by FAA. Due to COVID 19 restrictions, FAA is currently behind schedule in announcing Airport Improvement program grants. Staff anticipates FAA will require a short turnaround for acceptance and execution of said grant. In order to meet the deadline, staff is requesting approval of the grant offer.

Recommendation: Motion to approve the City Manager to accept and execute the grant agreement.

- D. Consider authorizing Housing Department staff to submit an application for the Capital Fund Emergency Safety & Security Grant.** The Capital Fund Emergency Safety & Security Grant provides funding for Camera Systems, Mold, Lighting,

Fencing, Secure Doors and Windows, Locking and Alarm Systems etc. and for Carbon Monoxide Detectors.

Recommendation: Motion to authorize the Housing Department staff to submit an application for the Capital Fund Emergency Safety & Security Grant.

- E. Consider authorizing the Police Department to apply for the competitive 2021 COPS Hiring Program grant.** The department is seeking up to 8 patrol officers. The anticipated start date of the grant, if awarded, is October 1, 2021, which implementation can be delayed until July 1, 2022. The grant lasts three years with a 25% local match for salary and fringe benefits. If the grant is received for all 8 positions, the total salary and benefits amount for the three years would be \$1,680,866.01. Of this, the grant will reimburse 75% up to \$1,000,000. The city would be responsible for 25% plus any amount over \$1,000,000, which totals \$680,866.01 over the 36 month period.

Recommendation: Motion to authorize the Police Department to apply for the competitive 2021 COPS Hiring Program grant.

- F. Consider authorizing the Police Department to apply for the 2021 Patrick Leahy Bulletproof Vest Partnership Grant from the United States Department of Justice: Office of Justice Programs.** The Concord Police Department is requesting to apply for the Fiscal Year 2021 Patrick Leahy Bulletproof Vest Partnership Grant from the United States Department of Justice: Office of Justice Programs. This program reimburses agencies up to 50% of the costs of new, uniquely fitted bulletproof vests. The department projects needing to purchase 115 vests over the next two years at a total cost of \$74,750.00, of which, the city would receive reimbursement of \$37,375.00 under grant guidelines. The deadline for submitting applications is Monday, June 14, 2021.

Recommendation: Motion to authorize the Police Department to apply for the 2021 Patrick Leahy Bulletproof Vest Partnership Grant from the United States Department of Justice: Office of Justice Programs.

- G. Consider approving a submission to the Mariam & Robert Hayes Charitable Trust for a grant request of \$36,183.00 to purchase six (6) kilns and four (4) kiln shelving carts to complete the kiln room within ClearWater Arts Center & Studios' Ceramics Center.** As plans move forward to complete the Ceramics Center on the ClearWater campus additional funding source were explored to assist with the furnishing of the facility. One such source, The Cannon Foundation, allocates thousands of dollars annually to support various projects, organizations, and cultural programs across Cabarrus County. After consulting with Cannon Foundation staff, the recommendation was to seeking assistance for the purchase of kilns and material under the Hayes Trust. If approved, staff would apply to the Mariam & Robert Hayes Charitable Trust in the amount of \$36,183.00 to purchase six (6) kilns and four (4) kiln shelving carts to complete the kiln room within ClearWater Arts Center & Studios' Ceramics Center.

Recommendation: Motion to approve the submission to the Mariam & Robert Hayes Charitable Trust for a grant request of \$36,183.00 to purchase six (6) kilns and four (4) kiln shelving carts to complete the kiln room within ClearWater Arts Center & Studios' Ceramics Center.

- 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: Olde Homestead Ph1 Map2 and Kasen Bluff. 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: Olde Homestead Ph1 Map2 and Kasen Bluff.

- I. 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: Pulte Home Company, LLC (PIN 5519-53-0773, 5519-53-9508, 5519-43-7877), 3084 Roberta Road. Access easements and SCM maintenance agreements are being offered by the owners.

Recommendation: Motion to approve the maintenance agreements and accept the offers of dedication on the following properties: Pulte Home Company, LLC.

- J. Consider accepting an offer of infrastructure at 7-Eleven at Coddle Market Drive, Thunder Roads Common Parcels A, B and C, The Grounds Roadway, Bedford Farms Subdivision Phase 3, Haven at Rocky River Subdivision Phase 1 Map 3, Pendleton Subdivision Phase 1 Map 1 and Map 2, Covenant Classical.** 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: 805 LF of 8-inch water line, 4 valves, 1 hydrant, 1,364 LF of 8-inch Sanitary Sewer, 7 Manholes, 5,213 LF of Roadway.

Recommendation: Motion to accept the offer of infrastructure acceptance in the following subdivisions and sites: 7-Eleven at Coddle Market Drive, Thunder Roads Common Parcels A, B and C, The Grounds Roadway, Bedford Farms Subdivision Phase 3, Haven at Rocky River Subdivision Phase 1 Map 3, Pendleton Subdivision Phase 1 Map 1 and Map 2, Covenant Classical.

- K. Consider authorizing the City Manager to execute the Reciprocal Agreement For Water and Sewer Connection & Related Matters Agreement with the City of Kannapolis.** The previous agreement expired last year and both parties desired to re-execute the agreement. This agreement acknowledges the system connections between the two Cities as well as the charges for water and sewer provided by the each. This agreement is extremely helpful in assuring regulatory compliance within each water system.

Recommendation: Motion to execute the Reciprocal Agreement For Water and Sewer Connection & Related Matters Agreement with Kannapolis.

- L. Consider approving the American Rescue Plan award from the US Department of the Treasury and adopting a capital project ordinance in the amount of \$16,255,872.** The Department of the Treasury has awarded the City American Rescue Plan funds in the amount of \$16,255,872 to assist with meeting pandemic response needs and rebuilding a stronger economy as the City recovers.

Recommendation: Motion to accept the American Rescue Plan award from the US Department of the Treasury and adopt a capital project ordinance in the amount of \$16,255,872.

- M. Consider adopting a project ordinance to amend the CARES funding in the CDBG Project Fund.** On November 12, 2020, a motion was made by council to approve the Community Development Block Grant (CDBG) Coronavirus Aid, Relief, and Economic Security Act (CARES Act) funding in the amount of \$604,865. That motion did not include a budget amendment form, which is now being submitted. This is an increase to the \$400,339 CARES funding previously approved and budgeted.

Recommendation: Motion to adopt a capital project ordinance to amend CARES funding in the CDBG Projects Fund for \$604,865.

- N. Consider approving a donation of \$5,000 from the Mayor's Golf Tournament Fund to the Students Take Part in the Arts program administered by the Cabarrus Arts Council.** Every year the Cabarrus Arts Council carefully selects and schedules curriculum- and grade-related live professional performances to present to all students, Kindergarten through high school. A week of performances, two shows a week, for 6500 elementary school students costs \$6,000 for the performers.

Recommendation: Motion to approve a donation of \$5,000 from the Mayor's Golf Tournament Fund to the Students Take Part in the Arts program administered by the Cabarrus Arts Council and to adopt a budget ordinance.

- O. Consider adopting an ordinance to amend the Airport operating budget to adjust budget to year end actual projections.** Staff is requesting that the Airport operating budget be amended to reflect anticipated actual year end numbers. The total amendment is (\$2,493,099) which adjusts revenues and expenditures to year end projections.
- Recommendation:** Motion to adopt an ordinance to amend the Airport operating budget to adjust budget to year end actual projections.
- P. Consider adopting an ordinance to amend the CDBG budget to adjust budget to year end actual projections.** Staff is requesting that the CDBG budget be amended to reflect anticipated actual year end numbers. The total amendment is (\$355) which adjusts revenues and expenditures to year end projections.
- Recommendation:** Motion to adopt an ordinance to amend the CDBG budget to adjust budget to year end actual projections.
- Q. Consider adopting an ordinance to amend the Electric operating budget to adjust budget to year end actual projections.** Staff is requesting that the electric operating budget be amended to reflect anticipated actual year end numbers. The total amendment is \$1,990,569 which adjusts revenues and expenditures to year end projections.
- Recommendation:** Motion to adopt an ordinance to amend the Electric operating budget to adjust budget to year end actual projections.
- R. Consider adopting an ordinance to amend the Electric project budget to reallocate funds remaining from completed projects.** Electric has several projects that are completed or near completion. The attached ordinance reallocates funds remaining from these projects to other active projects.
- Recommendation:** Motion to adopt an ordinance to amend the Electric project budget to reallocate funds remaining from completed projects.
- S. Consider adopting a General Fund operating budget ordinance amendment to reclass Powell Bill personnel costs from the Streets department.** Staff is recommending that the personnel costs associated with Powell Bill be reclassified from the Street department to the Powell Bill department. Staff prepares reports related to Powell Bill and expenses should be accounted for accurately to ensure the City is following all the guidelines related to Powell Bill funding from the state.
- Recommendation:** Motion to adopt a General Fund operating budget ordinance amendment to reclass Powell Bill personnel costs from the Streets department.
- T. Consider adopting an ordinance to amend the General Fund budget to adjust budget to year end actual projections.** Staff is requesting that the General Fund budget be amended to reflect anticipated actual year end numbers. The total amendment is \$1,117,067 which adjusts revenues and expenditures to year end projections.
- Recommendation:** Motion to adopt an ordinance to amend the General Fund budget to adjust budget to year end actual projections.
- U. Consider adopting ordinances to amend the General Fund operating budget and the General Capital Reserves 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 \$7,000,000 be transferred to the General Capital Reserve Fund. This amount represents surplus earnings from fiscal year ending June 30, 2020.
- Recommendation:** Motion to approve the amendments to the general fund operating budget ordinance and the general capital reserves fund ordinance to complete the year end transfer for future projects listed in the City's Capital Improvement Plan.

- V. Consider adopting an ordinance to amend the Golf budget to adjust budget to year end actual projections.** Staff is requesting that the golf operating budget be amended to reflect anticipated actual year end numbers. The total amendment is \$400,000 which adjusts revenues and expenditures to year end projections.
Recommendation: Motion to adopt an ordinance to amend the Golf budget to adjust budget to year end actual projections.
- W. Consider adopting an ordinance to amend the HOME budget to adjust budget to year end actual projections.** Staff is requesting that the HOME budget be amended to reflect anticipated actual year end numbers. The total amendment is (\$290) which adjusts revenues and expenditures to year end projections.
Recommendation: Motion to adopt an ordinance to amend the HOME budget to adjust budget to year end actual projections.
- X. Consider adopting an ordinance to amend the Housing Choice Voucher program budget to adjust budget to year end actual projections.** Staff is requesting that the Housing Choice Voucher program budget be amended to reflect anticipated actual year end numbers. The total amendment is \$140,490 which adjusts revenues and expenditures to year end projections.
Recommendation: Motion to adopt an ordinance to amend the Housing Choice Voucher program budget to adjust budget to year end actual projections.
- Y. Consider adopting an ordinance to amend the Housing Capital Fund budget to adjust budget to year end actual projections.** Staff is requesting that the Housing Capital Fund budget be amended to reflect anticipated actual year end numbers.
Recommendation: Motion to adopt an ordinance to amend the Housing Capital Fund budget to adjust budget to year end actual projections.
- Z. Consider adopting an ordinance to amend the Housing Operations budget to adjust budget to year end actual projections.** Staff is requesting that the Housing Operations budget be amended to reflect anticipated actual year end numbers. The total amendment is \$23,800 which adjusts revenues and expenditures to year end projections.
Recommendation: Motion to adopt an ordinance to amend the Housing Operations budget to adjust budget to year end actual projections.
- AA. Consider adopting ordinances to amend the Parks and Recreation Capital Reserve Fund and the Parks and Recreation Capital Project Fund to complete transfers for approved property purchases.** Council has previously approved the purchases of property for greenways. At the time that these purchases were approved, a project amendment was not included. The attached project budget ordinances transfer funds from the \$0.01 allocation of property tax over to the project fund for these property purchases.
Recommendation: Motion to adopt ordinances to amend the Parks and Recreation Capital Reserve Fund and the Parks and Recreation Capital Project Fund to complete transfers for approved property purchases.
- BB. Consider adopting an ordinance to amend the Revolving Projects Fund budget to adjust budget to year end actual projections.** Staff is requesting that the Revolving Projects Fund budget be amended to reflect anticipated actual year end numbers. The total amendment is \$311,600 which adjusts revenues and expenditures to year end projections.
Recommendation: Motion to adopt an ordinance to amend the Revolving Projects Fund budget to adjust budget to year end actual projections.
- CC. Consider adopting an ordinance to amend the Stormwater budget to adjust budget to year end actual projections.** Staff is requesting that the stormwater operating budget be amended to reflect anticipated actual year end numbers. The total amendment is \$36,500 which adjusts revenues and expenditures to year end projections.

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

- DD. Consider adopting an ordinance to amend the Additional Vehicle Tax Fund budget to adjust budget to year end actual projections.** Staff is requesting that the Additional Vehicle Tax Fund budget be amended to reflect anticipated actual year end numbers. The total amendment is \$50,000 which adjusts revenues and expenditures to year end projections.

Recommendation: Motion to adopt an ordinance to amend the Additional Vehicle Tax Fund budget to adjust budget to year end actual projections.

- EE. Consider adopting an ordinance to amend the Wastewater operating budget to adjust budget to year end actual projections.** Staff is requesting that the Wastewater operating budget be amended to reflect anticipated actual year end numbers. The total amendment is (\$1,534,518) which adjusts revenues and expenditures to year end projections.

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

- FF. Consider adopting an ordinance to amend the Water operating budget to adjust budget to year end actual projections.** Staff is requesting that the Water operating budget be amended to reflect anticipated actual year end numbers. The total amendment is \$407,632 which adjusts revenues and expenditures to year end projections.

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

- GG. Consider adopting a resolution transferring delinquent accounts to collection loss.** The Housing Department has attempted to collect these amounts but have been unsuccessful. It is now appropriate to adopt a resolution transferring the FY21 delinquent repayment agreements to collection losses. Efforts will continue to collect these losses.

Recommendation: Motion to adopt a resolution to write-off the FY21 delinquent repayment agreement account in the amount of \$1,169.00 to collection losses.

- HH. Consider adopting a resolution transferring delinquent accounts to collection loss.** 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 FY21 delinquent accounts to collection losses. Efforts will continue to collect these losses.

Recommendation: Motion to adopt a resolution to write-off the FY21 delinquent accounts in the amount of \$22,322.23 to collection losses.

- II. Consider approving the transfer of delinquent miscellaneous receivables and delinquent airport receivables to collection losses.** In preparation for yearend closing of the accounting records and preparing for the annual independent audit, staff must review accounts receivable balances and determine if any of the balances are uncollectible. The accounts that are deemed uncollectible should be transferred to collection losses. Miscellaneous receivables billed that have been classified as uncollectible amount to \$6,485.79. Airport receivables deemed uncollectible amount to \$5,380.91. 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 and delinquent airport receivables to collections losses.

- JJ. Consider amending Article 8.13, City of Concord Computer Network, Email, and Internet Access Policy.** Staff recommends an update to Article 8.13, City of Concord Computer Network, Email and Internet Access Policy of the City's Personnel Policies and Procedures to reflect the City's two-step verification process (multi-factor

authentication), which helps to reduce cyber security threats and illegal system access.

Recommendation: Motion to amend Article 8.13, City of Concord Computer Network, Email and Internet Access Policy, in the Personnel Policies and Procedures manual.

KK. Consider approving a change to the classification/compensation system to include the following classification: Police Administration 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 Police Administration Manager (Grade 109) with a salary range of \$53,894.29 (minimum) - \$71,409.92 (midpoint) - \$88,925.59 (maximum).

LL. Consider approving a change to the classification/compensation system to include the following classification: Communications Center 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 Communications Center Manager (Grade 112) with a salary range of \$70,434.99 (minimum) - \$93,326.34 (midpoint) - \$116,217.71 (maximum).

MM. Consider approving a change to the classification/compensation system to include the following classification: Senior Payroll Technician. 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 Senior Payroll Technician (Grade 209) with a salary range of \$45,849.28 (minimum) - \$60,750.29 (midpoint) - \$75,651.31 (maximum).

NN. Consider approving a change to the classification/compensation system to include the following classification: Senior Budget Analyst. 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 Senior Budget Analyst (Grade 110) with a salary range of \$58,744.76 (minimum) - \$77,836.82 (midpoint) - \$96,928.88 (maximum).

OO. Consider adopting the 3% adjustment to the Compensation Plan Grade Assignments, effective in the fourth quarter of FY22. In order to remain competitive in the ability to attract strong candidates, staff recommends a 3% overall increase to the Compensation Plan Grade Assignments in the fourth quarter of FY22. This adjustment will be made at minimums, midpoints and 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, effective in the fourth quarter of FY22.

PP. Consider adopting FY22 Compensation Plan Grade Assignments. Staff recommends adopting the FY22 Compensation Plan Grade Assignments.

Recommendation: Motion to adopt the FY22 Compensation Plan Grade Assignments.

QQ. Consider acceptance of the Tax Office reports for the month of April 2021. 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 2021.

RR. Consider approval of Tax Releases/Refunds from the Tax Collection Office for the month of April 2021. 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 2021.

SS. Receive monthly report on status of investments as of April 30, 2021. 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
- 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.