



# City Council Agenda

Thursday, September 12, 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**  
July 23, August 6, and August 8, 2024.

#### IV. **Presentations**

##### 1. **Presentation of the 2024 Jo Atwater Continuous Core Values Award. (Work Session)**

The Jo Atwater Continuous Core Values Award is the highest award presented to a City of Concord co-worker. Jo Atwater's life was synonymous with heartfelt service to others in our community and the highest dedication to our organizational core values. Jo Atwater worked for the City from 1994 until her passing in 2004. During this time, she became a respected friend and inspirational teammate to all co-workers. This award continues Jo's vibrant spirit and valued legacy by annually recognizing one co-worker that best embodies our organizational core values and commitment to serving others in the community.

##### 2. **Presentation of a Proclamation recognizing September 15 - October 15, 2024 as National Hispanic Heritage Month. (Work Session)**

##### 3. **Presentation of a Proclamation recognizing Saturday, October 5, 2024, as Concord International Festival Day. (Work Session)**

##### 4. **Presentation of a Proclamation recognizing the 50th Anniversary of Coltrane LIFE Center.**

##### 5. **Recognition of the City of Concord Finance Department for receiving the Certificate of Achievement for Excellence in Financial Reporting for period ending June 30, 2023. (Work Session)**

The City of Concord has participated in the Government Finance Officer's Association of the United States and Canada (GFOA) award program for many years and again has been successful in meeting the requirements for the Certificate of Achievement for Excellence in Financial Reporting for the period ending June 30, 2023. The Certificate of Achievement is the highest form of recognition in the area of governmental accounting and financial reporting, and its attainment represents a significant accomplishment by a government and its management. The City has received this award for 35 consecutive years.

##### 6. **Recognition of the City of Concord for receiving the ETC Institute's "Leading the Way" Award.**

This award was created to recognize local governments for outstanding achievement in the delivery of services to residents. The following three core areas are assessed on the ETC Institute's DirectionFinder Survey: 1) satisfaction with the overall quality of services; 2) satisfaction with customer service provided by employees; and 3) satisfaction with the value residents think

they receive for local taxes and fees. A maximum of 100 points are awarded in each of these areas. To rank in the top 10%, a City must have received a composite score of 210 or more. The City of Concord's composite rating was 225, which was 47 points above the average composite score of 178 for all cities in the US.

In addition to ranking in the top 10%, the City of Concord's ratings exceeded the national average by more than 20% in 17 additional areas as documented in the attached notification.

**V. Unfinished Business**

**VI. New Business**

**A. Informational Items**

**B. Departmental Reports**

1. Downtown Streetscape Update
2. Parks & Recreation Bond Update

**C. Recognition of Persons Requesting to be Heard**

**D. Public Hearings**

**E. Presentations of Petitions and Requests**

1. **Consider adopting a resolution of intent to schedule a public hearing on the matter of closing the right-of-way of an unopened alley running parallel to Corban Ave SE.**

The proposal includes the abandonment of the right-of-way for a +/- 55-foot long and +/- 15-foot wide portion of alley that runs behind 135 Corban Ave SE. This alley was originally part of the M.L. Widenhouse Subdivision which was platted in 1914. The alley was never opened and is unimproved.

Stanley Cranford and Debbie Langley, owners of 135 Corban Ave SE, filed the application. Harwards Realty & Insurance Co. owns the land on the other side of the alley. Each property owner will receive half of the portion of the alley being abandoned.

The General Statures require that the City post signs in two places along the right-of-way, send copies of the approved resolution of intent to all neighboring owners after adoption, and advertise in the newspaper once a week for four consecutive weeks. The notice requirement would allow the hearing to be conducted at the October 10, 2024 meeting.

**Recommendation:** Consider adopting a resolution of intent to set a public hearing for October 10, 2024.

2. **Consider awarding a bid to NC Quality Home Builders, LLC in the amount of \$278,638.50 to construct a new home located at 449 Cabarrus Avenue W.**

The City of Concord continues to focus on affordable housing with a proposed new home located at 449 Cabarrus Avenue W. This will complete the revitalization of Hawthorne Street SW and Cabarrus Avenue W.

This will be a three-bedroom, two and a half-bath home totaling 1,382 square feet. By using solar board roof sheathing which deflects the radiant heat of the sun, the house will stay cooler in the summer, thus reducing utility costs while prolonging the life of HVAC equipment. In addition, by sealing all the joints to prevent air leakage, the cost to operate the HVAC is reduced. High performance windows have been added along with a passive radon remediation system to prevent future issues for homeowners. Raised heel trusses are used to allow the full amount of attic insulation even over the outer walls. The appliances are all Energy Star rated and typically rated high in consumer reviews regarding minimal maintenance. Additional wall insulation has been added to further increase the energy efficiency of the home. These components work together to allow the home to be affordable long after the initial purchase.

Staff solicited bids from seven contractors. The first request only produced one bid so a rebid was required. The lowest responsible bid from the rebid process was from NC Quality Home Builders, LLC for \$278,638.50. Funding for the construction will come from the City's HOME funds.

**Recommendation:** Motion to award a bid to NC Quality Home Builders, LLC in the amount of \$278,638.50 to construct a new home located at 449 Cabarrus Avenue W.

**3. Consider adopting a resolution amending the City Manager's authority in items 1(a) and 2 to align with the North Carolina General Statutes and clarify language for contract change orders in item 1(f).**

Over the last several years, prices have continued to escalate which has caused projects and services that used to be considered small in nature to now exceed the City Manager's ability to approve contracts that pertain to everyday operations. In an effort to address this, staff has reviewed the North Carolina General Statutes (N.C.G.S.) to see where realignment of the City Manager's approvals may need to occur.

In reviewing the current resolution of the City Manager's approval authority, there are two items that do not align with the current State Statutes. The first item is item 1(a) which provides approval for the City Manager to execute and terminate contracts that involve formal bids for construction projects. The current approval limit is \$100,000. The State Statute allows a limit of \$500,000. The second item is item 2 which allows the City Manager to exempt Architectural, Engineering and Surveying Services from N.C.G.S provisions. The current approval limit is \$30,000. The State Statute allows a limit of less than \$50,000.

Also, in reviewing item 1(f), language needs to be added to clarify the City Manager's authority regarding change orders. Currently, this item is interpreted in a way that does not allow the City Manager/Staff to administer an approved contract without having to seek additional approvals from City Council to proceed with change orders that are over \$50,000 that may be funded by approved contingency funds. The revised language clarifies that the City Manager's approval authority is in reference to change orders that will increase the total amount of the contract by more than \$50,000. Any change orders that do not increase the total amount of the contract can proceed without Council approval.

**Recommendation:** Consider adopting a resolution amending the City Manager's authority in items 1(a) and 2 to align with the North Carolina General Statutes and clarify language for contract change orders in item 1(f).

**4. Consider authorizing the City Manager to negotiate and execute a sole source purchase contract with Timken Gears & Services Inc., for the purchase of a new gearbox for the carbon mixer at the Coddle Creek Water Treatment Plant in the amount of \$205,406.**

The existing carbon mixer gearbox is nearing the end of its useful life. This equipment is a critical element of the treatment process. Philadelphia Gear, the original gearbox manufacturer is now part of Timken Gears & Services. The gearbox needed is protected by intellectual property rights and is not available from any other vendors or suppliers. A change to a new manufacturer would require significant plant downtime and expensive modifications to make allow a different gearbox configuration. Once replaced, the existing gearbox will be rebuilt to allow a re-manufactured spare to be available in emergency situations.

**Recommendation:** Motion to authorize the City Manager to negotiate and execute a contract with Timken Gears & Services Inc. for the purchase of a new gearbox for the carbon mixer at the Coddle Creek Water Treatment Plant in the amount of \$205,406.

**5. Consider adopting a resolution in support of the NCDOT project for roadway lighting at the I-85 and Kannapolis Pkwy/George W Liles Pkwy interchange.**

North Carolina Department of Transportation (NCDOT) is proposing to modify the I-85 and Kannapolis Pkwy/George W Liles Pkwy interchange to install roadway lighting. NCDOT is asking for local municipal support from Concord and Kannapolis of this project and a commitment to provide some funding for the project before Spot Safety funds will be committed. The City of Kannapolis passed a resolution in support on August 26, 2024.

The project is estimated to cost around \$1,000,000. NCDOT will request Direct Allocation funds from the Cabarrus-Rowan Metropolitan Planning Organization (CRMPO) to cover 80% of the cost. The required 20% local match would be shared between NCDOT, Concord, and Kannapolis. The Concord share is estimated to equal \$67,000 from the Transportation Project Fund balance.

**Recommendation:** Motion to consider adopting a resolution in support of NCDOT project for roadway lighting at the I-85 and Kannapolis Pkwy/George W Liles Pkwy interchange.

## **6. Consider adopting a resolution granting temporary modification to the New Air Service Incentive Plan.**

In October 2021, the City Council adopted an updated New Air Service Incentive Program to promote Commercial Airline Service for Concord-Padgett Regional Airport.

The Federal Aviation Administration (FAA) updated its policy statement regarding incentives offered by airport sponsors to air carriers to promote new air service to an airport, including both new air carriers serving the airport and new destinations. The policy statement includes general principles to assess whether an airport sponsor's air carrier incentive program (ACIP) complies with the sponsor's FAA grant assurances. It also includes guidance on the permissibility of various specific aspects of an ACIP, as well as ACIP implementation, effective December 2023.

Airport sponsors that have accepted grants under the Airport Improvement Program (AIP) have agreed to comply with certain Federal requirements included in each AIP grant agreement as sponsor assurances. The Airport and Airway Improvement Act of 1982 (AAIA) (Pub. L. 97-248), as amended and re-codified at 49 U.S.C. 47101 *et seq.*, requires that the FAA obtain certain assurances from an airport sponsor as a condition of receiving an AIP grant. Several of these standard Grant Assurances relate to the extent to which an airport sponsor can provide incentives to an air carrier in return for new air service at the airport.

*Grant Assurance 24, Fee and Rental Structure:* Grant Assurance 24 generally requires that an airport sponsor maintain an airport rate structure that makes the airport as self-sustaining as possible. For purposes of planning and implementing an ACIP, the airport sponsor must assure that a marketing program to promote increases in air passenger service does not adversely affect the airport's self-sustainability and the existing resources needed for the operation and maintenance of the airport. The Policy regarding Airport Rates and Charges provides further guidance on compliance with Grant Assurance 24.

With the recent new routes announced by Avelo Airlines, Avelo has requested participation in the City's New Air Service Incentive Program for all six destinations. Based on FAA's updated policy, staff is recommending the following:

- Albany N.Y. (ALB) – 100% waiver of all fees for one month only - \$12,500 in marketing funding subject to verification of expenditures.
- Boston/Manchester, N.H. (MHT) – 100% waiver of all fees for one month only - \$12,500 in marketing funding subject to verification of expenditures.
- Hartford, CT (BIL) – 100% waiver of all fees for one month only - \$12,500 in marketing funding subject to verification of expenditures.

- Lakeland, FL (LAL) – Ineligible due to its proximity to St. Petersburg Airport (PIE) and Sanford, FL Airport (SFB) which is in direct competition with Allegiant Airline service to those markets. The ineligibility is consistent with FAA policy regarding New Air Service Incentive Program.
- Wilmington, D.E. (ILG) – 100% waiver of all fees for one month only - \$12,500 in marketing funding subject to verification of expenditures.
- Rochester, N.Y. (ROC) – 100% waiver of all fees for one month only - \$12,500 in marketing funding subject to verification of expenditures.

**Recommendation:** Motion to adopt a resolution granting a temporary modification to City's New Air Service Incentive Plan.

**7. Consider authorizing the City Manager to negotiate and execute contract with Anderson Airport Group LLC to provide gate management analysis for the Aviation Department at the Commercial Airline Terminal in the amount of \$96,000 annually.**

On July 24, 2024, Avelo Airlines announced it will expand its network at Concord-Padgett Regional Airport with six new nonstop routes. With the additional routes along with Allegiant Airlines existing routes, and Sun Country charters, the current configuration for Commercial Aircraft parking is limited. The existing Air Carrier Apron can handle three narrow body aircraft. Staff anticipates a significant increase in gate utilization in the coming months. To avoid potential conflicts, it is recommended that we utilize the services of Anderson Airport Group (AAG) LLC to offset any issues at the gates. With the proprietary software, AAG will assist the Aviation Department in meeting current and future demands at the gates as well as flow of passenger traffic through the security checkpoints. The cost for these services will be funded through CARES and eventually be recovered through the rates and charges model via the airline fees.

**Recommendation:** Motion to authorize the City Manager to negotiate and execute a contract with Anderson Airport Group LLC in the amount of \$96,000 and adopt a budget amendment for these services.

**8. Consider authorizing the City Manager to negotiate and execute Work Authorization 2403 with Talbert, Bright & Ellington, INC (TBE) to perform professional consulting services associated with the preparation of the Runway 02 Financial Feasibility and Equivalency of Runway Safety Area Improvements and Engineered Material Arresting Systems (EMAS) at the Concord-Padgett-Regional Airport (JQF).**

Federal Aviation Administration recommends the City evaluate the process outlined in FAA Order 5200.9, Financial Feasibility and Equivalency of Runway Safety Area Improvements and Engineered Material Arresting Systems (March 15, 2004). Questions to be answered include the following: What is the EMAS design aircraft; What length does the EMAS bed need to be to safely stop the design aircraft; What is the maximum feasible expenditure (cost) for improving the RSA; What are the life cycle costs of EMAS and non- EMAS alternatives for improving the RSA; What is the best financially feasible alternative for improving the RSA considering life cycle costs and other factors such as: (1) Implementing Declared Distances. (2) Displacing Runway 02 Threshold. (3) Extending Runway 02 ERSA by 400 feet and (4) Constructing an EMAS within the existing 600-foot ERSA.

The total cost for these professional services is not to exceed \$102,973.64. The funding for this project will be through a Bipartisan Infrastructure Law grant and the North Carolina Department of Aviation Improvement Program.

**Recommendation:** Motion authorize the City Manager to negotiate and execute Work Authorization 2403 with TBE to perform professional consulting services associated with the preparation of the Runway 02 Financial Feasibility and Equivalency of Runway Safety Area

Improvements and Engineered Material Arresting Systems (EMAS) at the Concord-Padgett-Regional Airport (JQF) in the amount not to exceed \$102,973.64 and adopt a budget amendment.

**9. Consider authorizing the City Manager to negotiate and execute Work Authorization 2304 with Talbert, Bright & Ellington, Inc. for planning and engineering services for the City of Concord at the Concord-Padgett Regional Airport.**

The Aviation Department has two projects that require professional engineering services. The first is a Category Exclusion (CATX) for the new Fire Station located between Hangar A and B. The CATX requirement is to ensure that potential future federal and/or State funding may be eligible for the fire station. The second project is Pen and Ink change for the Airport Layout Plan (ALP). Recent meetings with the Misty Wood Homeowners regarding the long-term strategy for General Aviation Development dictates the need to make changes to the ALP consistent with the Airport Master Plan. These changes to the ALP will require FAA approval.

The total budget for the Work Authorization is not to exceed \$20,000. Funding for the professional services will be through the Bipartisan Infrastructure Law (BIL) grant.

**Recommendation:** Motion to authorize the City Manager to negotiate and execute a contract with TBE work authorization 2304 in the amount of not to exceed \$20,000 and adopt a budget amendment for these services.

**10. Consider authorizing the City Manager to negotiate and execute an agreement with Faith Group LLC for the development of Concept of Operations for an Airport Operations Center at Fire Station #6.**

City of Concord is constructing a new Fire Station at Concord-Padgett Regional Airport. Once the fire department has vacated the existing facility, the Aviation Department plans to convert that space into an Airport Operations Center and Airport Emergency Operations Center. To determine eligibility for Federal Aviation Administration funding, a development of Concept of Operations (CONOPS) is required. The cost for the Concept of Operations and Computer Aided Design Drawings is not to exceed \$36,500. The funding for the CONOPS is through Bipartisan Infrastructure Law grant.

**Recommendation:** Motion to authorize the City Manager to negotiate and execute an agreement with Faith Group LLC in the amount not to exceed of \$36,500 and adopt a budget amendment.

**11. Consider authorizing the City Manager to negotiate and execute a change order with Sealand Contractors for up to \$645,791.**

The additional construction work in front of the Cabarrus County Courthouse was not included in the original existing contract for the Union Streetscape Project. Sealand Contractors has submitted a price to perform the work for \$645,791. Also, an additional 90 days will be added to the contract.

**Recommendation:** Motion to authorize the City Manager to negotiate and execute a change order with Sealand Contractors for up to \$645,791.

**12. Consider accepting preliminary application from Amelia Black to proceed the final application process to receive water and sewer.**

In accordance with City Code Chapter 62, Amelia Black has submitted a preliminary application to receive water and sewer service outside the City limits. The property is located at 618 Springbrook Ave, Concord NC. This parcel is zoned county RM-1 (Residential Medium) and is currently undeveloped. The applicant is planning on constructing a single family home. Water and sewer are available to the parcel and the parcel is contiguous to the City limit.

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

**13. Consider making appointments to the Concord United Committee (CUC) and to the Board of Adjustment (BOA).**

The CUC currently has two vacancies and the BOA has one. A small group consisting of the Mayor, Council Members Clay, Stocks, and McKenzie, the City Manager, the City Clerk, and the Planning and Neighborhood Development Services Director, met and reviewed applications on file. The recommended appointments have been provided to the City Council for review.

**Recommendation:** Motion to make appointments to the CUC and BOA.

**XII. Consent Agenda**

**A. Consider approving revised policies for Concord's Affirmative Marketing, Citizen Participation Plan and Section 3 Guidance.**

As an entitlement community and lead entity for the Cabarrus/Iredell/Rowan HOME Consortium, Concord is routinely monitored by HUD for compliance under both the CDBG and HOME programs. During a recent HUD training, variations were noted between Concord's Affirmative Marketing, Citizen Participation Plan and Section 3 Guidance relating to programmatic updates. The revised policies are now fully in compliance with HUD changes. All edits and corrections were guided by the area HUD representative.

**Recommendation:** Motion to approve revised policies for Concord's Affirmative Marketing, Citizen Participation Plan and Section 3 Guidance.

**B. Consider adopting a Resolution Authorizing the Fact of Representation by City Attorneys and Paralegals.**

The resolution will authorize City attorneys and paralegals to disclose the fact of representation under certain circumstances, including participation in professional organizations, by email signatures, the use of listservs, and disclosures under similar circumstances.

**Recommendation:** Motion to adopt a Resolution Authorizing the Fact of Representation by City Attorneys and Paralegals.

**C. Consider approving a License to Attach Banners to City of Concord Property to Conder Flag Company for the placement of temporary race banners on Bruton Smith Blvd and Hwy 29.**

Conder Flag Company has requested to place banners on City light poles on Bruton Smith Boulevard (between I -85 and Hwy 29) and Hwy 29 (Exit 49 area between Mecklenburg County and the Rocky River) to promote the Bank of America Roval 400. The City will receive \$15 for each attachment. As required, the North Carolina Department of Transportation has reviewed and approved the banner design. The applicant may install the banners no earlier than September 23, 2024 and must remove the banners no later than October 18, 2024.

**Recommendation:** Motion to approve a License to Attach Banners to City of Concord Property to Conder Flag Company for the placement of temporary race banners on Bruton Smith Blvd and Hwy 29.

**D. Consider adopting an ordinance amending the City of Concord Code of Ordinances, Chapter 50, Streets, Sidewalks, and other Public Places, Article X Social Districts.**

The City of Concord's Social District ordinance was adopted on February 8, 2024, establishing a new Downtown Concord Social District effective August 1, 2024. An amendment has been made in the Ordinance to include "A wine shop permit issued pursuant to G.S. 18B-1010(16)" to the Permittee definition as well as an update to the Downtown Concord Social District map dated September 12, 2024 to include the Cabarrus Arts Council Building in the Social District.

**Recommendation:** Motion to adopt an ordinance amending the City of Concord Code of Ordinances, Chapter 50, Streets, Sidewalks, and other Public Places, Article X Social Districts.

**E. Consider authorizing the Parks & Recreation Department to apply for a grant from the NC Amateur Sports Association.**

The North Carolina Amateur Sports (NCAS) is a 501(c)(3) non-profit organization established in 1983. The Youth Sports Grant is available for any local government agency or 501(c)(3) nonprofit organization. Staff is requesting an approval in the amount not to exceed \$10,000, with no City match required. Grant proceeds would allow for Equipment and Facility Upgrades/Enhancements.

**Recommendation:** Motion to authorize the City Manager to permit the Parks & Recreation Department to apply for a grant from the NC Amateur Sports Association through its Youth Sports Grants for the amount not to exceed \$10,000.

**F. Consider authorizing the Concord Police Department to accept grant funding from the U.S. Department of Justice, Bureau of Justice Assistance.**

The grant money has been earmarked by the Byrne Discretionary Grant Program FY24 Project List for Rapid DNA for Investigations in the amount of \$188,000. The grant does not require a local match from the City. City Council authorized the Department to apply for this award at the May 2024 council meeting.

**Recommendation:** Motion to authorize the Concord Police Department to accept grant funding from the U.S. Department of Justice, Bureau of Justice Assistance.

**G. Consider adopting changes to the Concord Co-Sponsorship Policy.**

Recommended changes have been made to the City's Co -Sponsorship Policy, naming the office of Public Affairs as the main contact for co-sponsorship applications and requests.

**Recommendation:** Motion to adopt the proposed changes to the Concord Co-Sponsorship Policy.

**H. Consider approving the Rider Transit Public Transportation Agency Safety Plan Annual Update Review.**

The PTASP final rule (49 C.F.R. Part 673) intends to improve public transportation safety by guiding transit agencies to more effectively and proactively manage safety risks in their systems. It requires certain recipients and sub-recipients of FTA grants that operate public transportation to develop and implement safety plans that establish processes and procedures to support the implementation of Safety Management Systems (SMS). This requires approval from the Accountable Executive, Concord Kannapolis Transit Commission, Concord City Council, and Cabarrus Rowan MPO for annual reviews. Minor changes were made to language to account for new safety targets, new infection prevention measures and Operator assault data requirements to remain in compliance with PTASP final rule.

**Recommendation:** Motion to approve the Rider Transit Public Transportation Agency Safety Plan Annual Update Review.

**I. Consider authorizing the City Manager to negotiate and sign a contract with Model 1, utilizing the NCDOT Integrated Mobility Division (IMD) state contract for the purchase of**



**four (4) ADA accessible Ford Transit Vans for the Rider Transit system Fixed Route and ADA Paratransit services.**

These four new vehicles will replace four aging, less flexible and more expensive Light Transit Vehicles that have met their FTA Useful Life.

The funding for these vehicles is already included in the FY 25 Rider Transit budget at a cost of \$112,500 per vehicle or \$450,000 total. The actual cost of each vehicle will be \$106,652.76 for a total cost of \$426,611.04. FTA grant funding will cover 85% of the cost (\$362,619). The remaining 15% (\$63,992) will be split 50/50 between Concord and Kannapolis (\$31,996 each). The Concord Kannapolis Transit Commission (CKTC) approved this recommendation at their August 22, 2024 meeting.

**Recommendation:** Motion to authorize the City Manager to negotiate and sign a contract with Model 1 for four (4) replacement ADA Accessible Ford transit vans for a total cost of \$426,611.04.

**J. Consider accepting Dwight Pl. NW from NCDOT to the City of Concord.**

On March 14, 2024, City Council passed a resolution requesting the abandonment of Dwight Pl., SW (SR -1310) from US 29 to 3 residential roads on the City of Concord road network, Oakview Dr. SW, Harp Dr. SW, and Windswept Rd., SW. On July 10, 2024, the NCDOT Board of Transportation approved the requested abandonment from the State Highway System. On August 15, 2024, NCDOT sent a letter acknowledging such action.

**Recommendation:** Motion to accept Dwight Pl. NW from NCDOT to the City of Concord.

**K. 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: Springs Business Park, Copperfield Blvd, Cabarrus County EMS HQ Easements, Lot #3 Afton Villiage, 95625 Axial Bonds Farm -Tract 2. 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: Springs Business Park Copperfield Blvd, Cabarrus County EMS HQ Easements, Lot #3 Afton Villiage, 95625 Axial Bonds Farm -Tract 2.

**L. Consider approving an Encroachment Agreement for Dominion Energy to cross City of Concord's Sanitary Sewer Line Easement.**

Dominion Energy requests an encroachment into a City of Concord sewer easement to install new gas facilities that will cross perpendicularly the existing sewer line near the intersection of Branchview Drive SE and Corban Ave SE.

**Recommendation:** Motion to approve an Encroachment Agreement for Dominion Energy to cross City of Concord's Sanitary Sewer Line Easement.

**M. Consider approving a \$2,500 donation from the Mayor's Golf Tournament Fund to The Carolina Bears Youth Organization and to adopt a budget ordinance appropriating the donation.**

If approved, funds will be used to provide both Spring and Fall Football and Cheer programs that serve boys & girls ages 4-14 in Concord and Cabarrus County. The Organization's annual program participants consist of over 200 youth football players and approximately 40 Cheerleaders with over 80% of the children in this program being residents of Concord.

**Recommendation:** Motion to approve a \$2,500 donation from the Mayor's Golf Tournament Fund to The Carolina Bears Youth Organization and to adopt a budget ordinance appropriating the donation.

**N. Consider approving a \$2,500 donation from the Mayor's Golf Tournament Fund to Amazing Grace Advocacy and to adopt a budget ordinance appropriating the donation.**

The Amazing Grace Advocacy serves children ages 0-18 of Cabarrus County with disabilities, such as mental health disorders, autism, and intellectual disabilities, and their families to get connected to services, support in education and our community. The organization provides several youth programs throughout the year; including "Job and Life Skills, Four Factors of Wellness and Sibshops". If approved, funds will be used to offset the cost of these programs to the families. 80% of the children the organization serves reside in Concord.

**Recommendation:** Motion to approve a \$2,500 donation from the Mayor's Golf Tournament to Amazing Grace Advocacy and to adopt a budget ordinance appropriating the donation.

**O. Consider accepting the NCDOT NC Airport Improvement Program (NCAIP) FY25 grant in the amount of \$2,322,342 and a budget ordinance for the Concord-Padgett Regional Airport.**

According to the NCDOT NCAIP FY25 grant award letter, \$2,322,342 has been awarded to the Concord-Padgett Regional Airport. The budget ordinance is required to account for the funds coming in to cover the current projects.

**Recommendation:** Motion to accept the NCDOT NCAIP FY25 grant and the budget ordinance for the Concord-Padgett Regional Airport.

**P. Consider approval to budget transfer previously approved FY22 SLCGP grant funds in the amount of \$96,171 and approve the corresponding budget amendment.**

In FY24, the FY22 SLCGP grant funds were budgeted and approved, but no expenses were incurred and no reimbursements were received. Therefore, Information Technology is requesting a budget transfer to reallocate these unspent grant funds for the purchase of approved cybersecurity assets.

**Recommendation:** Motion to approve a budget transfer of previously approved SLCGP grant funds totaling \$96,171.

**Q. Consider approving the Bipartisan Infrastructure Law (BIL) grant application request for \$1,615,346.**

Per the BIL grant process, the airport is to submit an application request for BIL funds. The total amount to be requested is \$1,615,346 for current projects.

**Recommendation:** Motion to approve the BIL grant application request for \$1,615,346 in relation to the grant for the Concord-Padgett Regional Airport.

**R. Consider adopting an ordinance to amend the FY 2024/2025 Budget Ordinance for the General Fund to appropriate contingency funds to cover the cost of the new Vision Mission boards after adoption of the new Strategic Plan.**

The Vision Mission boards throughout City facilities needed to be updated after adoption of the new Strategic Plan. The attached budget ordinance appropriates contingency funds to cover the cost of these updated boards.

**Recommendation:** Motion to adopt an ordinance to amend the FY 2024/2025 Budget Ordinance for the General Fund to appropriate contingency funds to cover the cost of the new Vision Mission boards after adoption of the new Strategic Plan.

**S. Consider adopting a Parks and Recreation Capital Project Fund project budget amendment.**

The attached budget amendment moves funding from the Poplar Tent Trailhead Park to Dorton Park to fully fund all planned improvements at Dorton.

**Recommendation:** Motion to adopt a Parks and Recreation Capital Project Fund project budget amendment.

**T. Consider adopting a General Fund Capital Project Fund project budget amendment and an American Rescue Plan Fund grant project budget amendment.**

Staff is recommending that the remaining freed up General Fund dollars in the American Rescue Plan Fund from completed projects be transferred to the General Fund Capital Project Fund. These transferred funds will be made to complete needed AV Upgrades.

**Recommendation:** Motion to adopt a General Fund Capital Project Fund project budget amendment and an American Rescue Plan Fund grant project budget amendment.

**U. Consider adopting a General Capital Reserve Project ordinance to close completed transfers.**

Staff is requesting approval to close completed transfers for prior years.

**Recommendation:** Motion to adopt a General Capital Reserve Project ordinance to close completed transfers.

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

The attached budget ordinance adjusts the bond proceeds previously budgeted to the actual amount received at closing in July. The cost of issuance account budget is also being adjusted based on final numbers with the remaining balance going to the fire station 6 project account.

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

**W. Consider adopting an ordinance to amend the Transportation Capital Project fund budget.**

The attached budget ordinance amendment adjusts the budget for final actuals as of 6/30/24 and appropriates the excess funds to future projects.

**Recommendation:** Motion to adopt an ordinance to amend the Transportation Capital Project fund budget.

**X. Consider amending the Rates and Charges Schedule for the Aviation Department to update the airport badging fees to align with the current Airport Security Program (ASP).**

This Rates and Charges Schedule change would increase the penalty for Non-Return of ID Card for the Non-SIDA badge to \$250 from the current penalty of \$25. This penalty is listed in the Airport Security Program (ASP) at \$250 so this change is actually a correction to the Rates and Charges schedule. Additionally, we are adding two new fees that are listed in the ASP as well. These new fees are a \$50 expired badge renewal fee which will be an additional charge to their badge renewal fee, and a badge reactivation fee of \$20 for the first offense and a subsequent \$10 fee for each

additional offense for badges that were deactivated due to non-compliance. Per the ASP, airport badge holders are required to renew their badges prior to the expiration date and comply with the rules set forth in the ASP. To encourage badge holders to remain in compliance and to renew their badges on time, we are proposing these new fees to go into effect October 1, 2024.

**Recommendation:** Motion to adopt the Rates and Charges Schedule airport badging fees update for the Aviation Department.

**Y. Consider adopting a resolution to approve the City of Concord's Local Water Supply Plan for 2023.**

The City's Local Water Supply Plan is updated each year. The submission deadline is in March. The State then reviews our data and approves the report mid calendar year. This year there is a new requirement for Council to adopt a resolution as part of the annual process once the data has been approved by the State. It is anticipated that this item will now come annually to Council to adopt.

**Recommendation:** Adopt a resolution to approve the City of Concord's Local Water Supply Plan.

**Z. Consider adopting a resolution to amend the Customer Service Policies and Procedures for Article 1.3, Authority; Article 1.4 Item 2, Scope; Article 1.6 Item 2, Application of This Policy.**

Staff is recommending that Council authorize the City Manager to approve future changes to this policy. This change would allow more frequent and timely updates. The attached resolution updates the relevant sections of the policy to reflect this change.

**Recommendation:** Motion to adopt a resolution to amend the Customer Service Policies and Procedures for Article 1.3, Authority; Article 1.4 Item 2, Scope; Article 1.6 Item 2, Application of This Policy.

**AA. Consider acceptance of the Tax Office reports for the month of July 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 July 2024.

**BB. Consider Approval of Tax Releases/Refunds from the Tax Collection Office for the month of July 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 over payments, situs errors and/or valuation changes.

**Recommendations:** Motion to approve the Tax releases/refunds for the month of July 2024.

**CC. Receive monthly report on status of investments as of July 31, 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:** Recommend motion to accept the monthly report on investments.

**XIII. 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

**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.