

City of Charlotte

*Charlotte-Mecklenburg Government Center
600 East 4th Street
Charlotte, NC 28202*



Meeting Agenda

Monday, February 10, 2025

Council Chamber

City Council Business Meeting

*Mayor Vi Lyles
Mayor Pro Tem Danté Anderson
Council Member Dimple Ajmera
Council Member Tariq Scott Bokhari
Council Member Tiawana Brown
Council Member Ed Driggs
Council Member Malcolm Graham
Council Member Reneé Johnson
Council Member LaWana Mayfield
Council Member James Mitchell
Council Member Marjorie Molina
Council Member Victoria Watlington*

5:00 P.M. CITY COUNCIL ACTION REVIEW AND CONSENT AGENDA, CHARLOTTE-MECKLENBURG GOVERNMENT CENTER, REGULAR MEETING ROOM 267

This meeting will also be accessible via the Government Channel, the City's Facebook page, and the City's YouTube channel.

1. Mayor and Council Consent Item Questions and Answers

Staff Resource(s):

Marie Harris, Strategy and Budget

Time: 5 minutes

Synopsis

Mayor and Council may ask questions about Consent agenda items.

[2025-02-10 Council Agenda QA](#)

2. Consent agenda items 25 through 44 may be considered in one motion except for those items removed by a Council member. Items are removed by notifying the City Clerk.

Time: 10 minutes

Consideration of Consent Items shall occur in the following order:

- A. Items that have not been pulled, and
- B. Items with residents signed up to speak to the item.

3. Action Review Agenda Overview

Staff Resource(s):

Marcus Jones, City Manager

4. Action Review Items

Violence as a Public Health Crisis

Staff Resource(s):

Shawn Heath, City Manager's Office
Dr. Raquishela Stewart, Housing and Neighborhood Services

External Resource(s):

Dr. Raynard Washington, Director, Mecklenburg County Public Health
Britney Brown, Violence Intervention Program Manager, Atrium Health
Dr. Morgan Maxwell, Senior Evaluation Scientist, Atrium Health

Time: Presentation - 30 minutes; Discussion - 50 minutes

Explanation

- Receive an overview of Mecklenburg County's Violence Prevention Plan, Atrium Health's Hospital-Based Violence Intervention Program, and the city's Alternatives to Violence program.

[Violence as a Public Health Crisis presentation](#)

5. Closed Session (as necessary)

**6:30 P.M. CITY COUNCIL BUSINESS MEETING,
CHARLOTTE-MECKLENBURG GOVERNMENT CENTER,
COUNCIL CHAMBER**

Call to Order

Introductions

Invocation

Pledge of Allegiance

PUBLIC HEARING

6. Public Hearing and Decision on Baucom Area Voluntary Annexation

Action:

- A. Conduct a public hearing for Baucom Area voluntary annexation, and
- B. Adopt an annexation ordinance with an effective date of February 10, 2025, to extend the corporate limits to include this property and assign it to the adjacent City Council District 4.

Staff Resource(s):

Monica Holmes, Planning, Design, and Development

Holly Cramer, Planning, Design, and Development

Emma Knauerhase, Planning, Design, and Development

Explanation

- Public hearings to obtain community input are required prior to City Council taking action on annexation requests.
- A petition has been received from the owners of this 12.68-acre "Baucom" site that is in northeast Mecklenburg County. The property is located west of Interstate 485 along Rocky River Road and John Russell Road.
- The property is owned by Brookfield Holdings, LLC.
- The site is currently developed with a horticultural commercial production which will be removed prior to redevelopment.
- The annexation area is zoned N2-A(CD) (Neighborhood 2-A, Conditional).
 - Rezoning Petition 2023-107 rezoned the site in April of 2024 from NS to N2-A(CD) to entitle the development of multi-family residential uses and limited commercial uses.
- The petitioned area consists of two parcels: parcel identification numbers 105-052-03 and 105-052-01.
- The property is located within Charlotte's extraterritorial jurisdiction and shares boundaries with current city limits.
- The intent of the annexation is to extend municipal services to facilitate the development of 115 multi-family attached dwelling units and 9,000 square feet of commercial uses.
- In the evaluation of this annexation area, Charlotte-Mecklenburg Stormwater Services, Charlotte-Mecklenburg Police Department, Charlotte Department of Transportation, and Charlotte Solid Waste Services noted that this annexation area would have minimal to no impacts to the departments' resources.
- In reviewing the area's anticipated future land uses, the Charlotte Fire Department noted that the site is within Effective Response Force travel time standards.
- The potential revenue generated from this annexation area is projected to exceed the estimated cost of extending municipal services to the site.

Consistent with City Council Policies

- The annexation is consistent with voluntary annexation policy approved by City Council on March 24, 2003; more specifically this annexation:
 - Will not adversely affect the city's ability to undertake future annexations;
 - Will not have undue negative impact on city finances or services;
 - Will not result in a situation where unincorporated areas will be encompassed by new city limits.

Attachment(s)

Map (GIS)

Map (Survey)

Annexation Ordinance

Rezoning Petition 2023-107 Approved Site Plan

[Map - Baucom Area Annexation](#)

[Survey - Baucom Area Annexation](#)

[Ordinance - Baucom Area Annexation](#)

[Rezoning Petition 2023-107 Approved Site Plan](#)

7. Public Hearing and Decision on Park Crossing Phase 1 Area Voluntary Annexation

Action:

- A. Conduct a public hearing for on Park Crossing Phase 1 Area voluntary annexation, and
- B. Adopt an annexation ordinance with an effective date of February 10, 2025, to extend the corporate limits to include this property and assign it to the adjacent City Council District 3.

Staff Resource(s):

Monica Holmes, Planning, Design, and Development

Holly Cramer, Planning, Design, and Development

Emma Knauerhase, Planning, Design, and Development

Explanation

- Public hearings to obtain community input are required prior to City Council taking action on annexation requests.
- A petition has been received from the owners of this 23.545-acre "Park Crossing Phase 1" site that is in southwest Mecklenburg County. The property is located along the west side of Steele Creek Road and the south side of Parkside Crossing Drive.
- The property is owned by Parkside Townhomes, LLC.
- The site is currently vacant.
- The annexation area is zoned UR-2(CD) (Urban Residential-2, Conditional).
 - Rezoning Petition 2022-161 rezoned the property within the annexation area and parcel identification number 199-061-69A in January of 2024 from N1-A to UR-2(CD). The approved conditional rezoning allows for up to 169 multi-family attached units on the annexation area and adjacent parcel. The adjacent parcel, parcel identification number 199-061-69A, is already within City Limits.
- The petitioned area consists of one parcel: parcel identification number 199-061-69B.
- The property is located within Charlotte's extraterritorial jurisdiction and shares boundaries with current city limits.
- The intent of the annexation is to extend municipal services to the site to facilitate the development of 143 multi-family attached dwelling units.
- In the evaluation of this annexation area, Charlotte-Mecklenburg Stormwater Services, Charlotte-Mecklenburg Police Department, Charlotte Department of Transportation, and Charlotte Solid Waste Services noted that this annexation area would have minimal to no impacts to the departments' resources.
- In reviewing the area's anticipated future land uses, the Charlotte Fire Department noted that the site is within Effective Response Force travel time standards.
- The potential revenue generated from this annexation area is projected to exceed the estimated cost of extending municipal services to the site.

Consistent with City Council Policies

- The annexation is consistent with voluntary annexation policy approved by City Council on March 24, 2003; more specifically this annexation:
 - Will not adversely affect the city's ability to undertake future annexations;
 - Will not have undue negative impact on city finances or services;
 - Will not result in a situation where unincorporated areas will be encompassed by new city limits.

Attachment(s)

Map (GIS)

Map (Survey)

Annexation Ordinance

Rezoning Petition 2022-161 Approved Site Plan

[Map - Park Crossing Phase 1 Area Annexation](#)

[Survey - Park Crossing Phase 1 Area Annexation](#)

[Ordinance - Park Crossing Phase 1 Area Annexation](#)

[Rezoning Petition 2022-161 Approved Site Plan](#)

8. Public Hearing and Decision on River North Area Voluntary Annexation

Action:

- A. Conduct a public hearing for River North Area voluntary annexation, and
- B. Adopt an annexation ordinance with an effective date of February 10, 2025, to extend the corporate limits to include this property and assign it to the adjacent City Council District 3.

Staff Resource(s):

Monica Holmes, Planning, Design, and Development

Holly Cramer, Planning, Design, and Development

Emma Knauerhase, Planning, Design, and Development

Explanation

- Public hearings to obtain community input are required prior to City Council taking action on annexation requests.
- A petition has been received from the owners of this 70.254-acre "River North" site that is in southwest Mecklenburg County. The property is located west of Interstate 485 along the west side of Dixie River Road, north of Westbound Drive.
- The property is owned by Crescent River District, LLC.
- The site is currently vacant.
- A portion of the annexation area is zoned N1-A (Neighborhood 1 - A) and the majority of the property is zoned MX-2(INNOV).
 - Rezoning Petition 2016-056 rezoned the site and surrounding areas in November of 2016 from several zoning districts to MUDD-O and MX-2 (INNOV). The proposed annexation is part of the larger River District project to develop up to 8,000,000 square feet of office space; 500,000 square feet of retail space; 1,000 hospitality (hotel) rooms; 2,350 multi-family units; 600 multi-family or single family attached units; 1,700 single family detached units; 200 continuing care retirement units; and supporting civic/institutional uses.
- The petitioned area consists of three parcels: parcel identification numbers 113-201-02, 113-201-03, and 113-201-22.
- The property is located within Charlotte's extraterritorial jurisdiction and shares boundaries with current city limits.
- The intent of the annexation is to extend municipal services to the site to facilitate the development of 167 single-family units and 261 multi-family units.
- In the evaluation of this annexation area, Charlotte-Mecklenburg Stormwater Services, Charlotte-Mecklenburg Police Department, Charlotte Department of Transportation, and Charlotte Solid Waste Services noted that this annexation area would have minimal to no impacts to the departments' resources.
- In reviewing the area's anticipated future land uses, the Charlotte Fire Department noted that the site is within Effective Response Force travel time standards.
- The potential revenue generated from this annexation area is projected to exceed the estimated cost of extending municipal services to the site.

Consistent with City Council Policies

- The annexation is consistent with voluntary annexation policy approved by City Council on March 24, 2003; more specifically this annexation:
 - Will not adversely affect the city's ability to undertake future annexations;
 - Will not have undue negative impact on city finances or services;
 - Will not result in a situation where unincorporated areas will be encompassed by new city limits.

Attachment(s)

Map (GIS)

Map (Survey)

Annexation Ordinance

Rezoning Petition 2016-056 Approved Site Plan

[Map - River North Area Annexation](#)

[Survey - River North Area Annexation](#)

[Ordinance - River North Area Annexation](#)

[Rezoning Petition 2016-056 Approved Site Plan](#)

POLICY

9. City Manager's Report

[02.10.2025 City Manager's Memo](#)

10. Arts, Science, and Culture Council Governance Board

Action:

Approve the Jobs and Economic Development Committee's recommendation to participate in the new Arts, Science, and Culture Governance Board.

Council Committee Chair:

Malcom Graham, Jobs and Economic Development

Staff Resource(s):

Alyson Craig, City Manager's Office
Holly Eskridge, Economic Development
Marie Harris, Strategy and Budget

Explanation

- As the landscape of the arts and culture community and their needs over time have evolved, so to has the role of government within a supporting framework for arts and culture to thrive in our community.
- Over the past several months, the Arts, Science and Culture Council (ASCC) Governance Board is being established to advance the community's Charlotte Arts and Culture Plan.
- The planned role of the newly formed ASCC Governance Board would include:
 - General organization of local arts and culture sector;
 - Distributing allocated grant funds (Mecklenburg County, Private allocations, Corporate support);
 - Guiding the implementation of the Charlotte Arts and Culture Plan; and
 - Ensuring programs and funds are delivered in an equitable, and inclusive manner.
- The ASCC Governance Board will also appoint cultural professionals with subject matter expertise the to be charged with making funding and programmatic recommendations to the ASCC Governance Board for consideration. The use of grants committees is considered a best practice and was successfully utilized during the Infusion Fund to deploy grants to individual artists and organizations.
- ASCC Governance Board is proposed to consist of 17 members:
 - Five County appointees;
 - Five City appointees;
 - Three Foundation for the Carolinas appointees;
 - Two appointees from Mecklenburg towns; and
 - Two appointees from the ASCC Grants Committee.

Committee Discussion

- The Jobs and Economic Development Committee received a referral to recommend what role the Charlotte City Council should serve within the governance structure for arts and culture.
- After review and discussion, the Committee voted 4-1 on September 3, 2024, to advance item to full Council for consideration.
- At the December 2, 2024 Jobs and Economic Development Committee meeting, the Committee voted unanimously to not recommend using hospitality funds for on-going arts and culture support.

BUSINESS

11. Making Our Roads SAFER: A Cross-Jurisdictional Study Grant

Action:

- A. **Adopt a resolution authorizing the City Manager to accept a grant in the amount of \$5,000,000 from the U.S. Department of Transportation for the Making Our Roads SAFER: A Cross-Jurisdictional Study,**
- B. **Adopt a resolution authorizing the City Manager, or their designee, to negotiate and execute a Grant Agreement with the U.S. Department of Transportation to accept federal funds, and**
- C. **Adopt a budget ordinance appropriating \$5,000,000 from the U.S. Department of Transportation to the General Grants Fund.**

Staff Resource(s):

Monica Holmes, Planning, Design, and Development
Robert Cook, Charlotte Regional Transportation Planning Organization
Brian Elgort, Charlotte Regional Transportation Planning Organization

Explanation

- The Charlotte Regional Transportation Planning Organization (CRTPO) is the federally designated Metropolitan Planning Organization for the Charlotte Urban Area. The City of Charlotte is the CRTPO's lead planning agency. The CRTPO is a division of the City of Charlotte's Planning, Design, and Development Department.
- The Rebuilding American Infrastructure with Sustainability and Equity (RAISE) program was authorized by the Bipartisan Infrastructure Law in November 2021, appropriating \$1.5 billion annually from 2022 through 2026.
- The RAISE program provides grants for surface transportation infrastructure projects with significant local or regional impact that advance the U.S. Department of Transportation's (USDOT) priorities of safety, equity, climate and sustainability, workforce development, job quality, and wealth creation.
- Making Our Roads SAFER: A Cross-Jurisdictional Study (Study) will exclusively focus on Areas of Persistent Poverty, Historically Disadvantaged Communities, and Rural Areas throughout the CRTPO planning area as designated by the USDOT.
- The Study will leverage up to \$5,000,000 in USDOT funds to produce the following deliverables:
 - Comprehensive mobility audits for corridors and intersections that are prioritized based on safety, accessibility, connectivity, traffic characteristics, and public input;
 - Infrastructure vulnerability assessments for critical elements of the transportation system to analyze maintenance and resilience needs to attain a state of good repair within existing footprints;
 - An extensive public engagement strategy, including specialized branding, multimodal safety and mobility education campaigns, partnerships with key community stakeholders, and community-level opportunities for input and interaction;
 - Preliminary engineering and design for prioritized capital projects with equitable geographic distribution across the study area; and
 - A final planning document to include all study findings, recommendations, and actionable strategies for implementation.
- The local match requirement has been waived by USDOT because the Study will be focused solely on the disadvantaged community types identified by the RAISE program. This study will be 100% federal funded.

Fiscal Note

Funding: USDOT Grant

Attachment(s)

Map

Resolution

Budget Ordinance

[Map - RAISE Grant](#)

[Resolution - RAISE Grant](#)

[Budget Ordinance - RAISE Grant](#)

12. Comprehensive Safety Action Plan Study Grant

Action:

- A. **Adopt a resolution authorizing the City Manager to accept a grant in the amount of \$3,150,000 from the U.S. Department of Transportation and North Carolina Highway Safety Improvement Program funds in the amount of \$500,000 for the development of a Comprehensive Safety Action Plan,**
- B. **Adopt a resolution authorizing the City Manager, or his designee, to negotiate and execute municipal agreements with the U.S. Department of Transportation and North Carolina Department of Transportation to accept the grant and safety funds, and**
- C. **Adopt a budget ordinance appropriating \$3,150,000 from the U.S. Department of Transportation and \$500,000 from the North Carolina Department of Transportation to the General Grants Fund.**

Staff Resource(s):

Monica Holmes, Planning, Design, and Development
Robert Cook, Charlotte Regional Transportation Planning Organization
Will Snyder, Charlotte Regional Transportation Planning Organization

Explanation

- The Charlotte Regional Transportation Planning Organization (CRTPO) is the federally designated Metropolitan Planning Organization for the Charlotte area. The City of Charlotte is the CRTPO's lead planning agency, and CRTPO is a division of the City of Charlotte's Planning, Design, and Development Department.
- The Bipartisan Infrastructure Law established the Safe Streets and Roads for All (SS4A) discretionary program with \$5 billion in appropriated funds from 2022 through 2026.
- The SS4A program funds regional and local initiatives to prevent roadway deaths and serious injuries through the adoption of the U.S. Department of Transportation's (USDOT) National Roadway Safety Strategy. The Strategy is implemented through the development of a Safety Action Plan, comprehensive planning, and analysis process aimed at reducing crashes resulting in serious injuries and fatalities.
- This study will result in a Comprehensive Safety Action Plan that covers the entirety of the CRTPO planning area, including the CRTPO's 24 member jurisdictions across Iredell, Mecklenburg, and Union Counties.
- The CRTPO's Comprehensive Safety Action Plan will leverage all \$3,150,000 in USDOT grant funding to produce the following deliverables:
 - A planning area-wide high injury network and road safety audit, mapping all corridors and intersections with a prevalence of crashes resulting in serious injuries and fatalities and their infrastructure-influenced causes;
 - A robust public engagement strategy, including a branding package, transportation safety education campaign, and community event toolkits;
 - Innovative technology adoption to standardize crash data reporting and create a "big data" ecosystem for ongoing transportation safety performance tracking; and
 - A final planning document to include all study findings, recommendations, and individual jurisdiction Safety Action Plans for local adoption and capital improvement implementation.
- The SS4A program requires a 20 percent local match to all federal funds received. The CRTPO's local match share is \$787,500, obtained through a combination of local in-kind match and a \$500,000 local match subsidy from the North Carolina Department of Transportation (NCDOT).
 - To support the SS4A local match requirement, the North Carolina Board of Transportation approved \$500,000 in North Carolina Highway Safety Improvement Program Funds during its December 5, 2024, meeting.
 - NCDOT will provide supplemental technical assistance to the CRTPO in addition to these funds, including Steering Committee participation.

Fiscal Note

Funding: USDOT Grant, NCDOT Funding

Attachment(s)

Map

Resolution

Budget Ordinance

[Map - Comprehensive Safety Action Plan Study](#)

[Resolution - Comprehensive Safety Action Plan Study](#)

[Budget Ordinance - Comprehensive Safety Action Plan Study](#)

13. Norfolk Southern O-Line Corridor Acquisition Financing

Action:

- A. Adopt an initial findings resolution making certain findings and calling for the execution of various documents necessary to issue a directly placed installment financing contract in an amount not to exceed \$93,000,000 and setting a public hearing for February 24, 2025, and**
- B. Authorize the City Manager, or his designee, to take necessary actions to complete the financing, including submitting the application to the Local Government Commission.**

Staff Resource(s):

Teresa Smith, Finance

Matthew Hastedt, Finance

Explanation

- On September 3, 2024, City Council approved the acquisition of approximately 22 miles of the O-Line railroad right-of-way, track improvements, and other real property rights from Charlotte to the Mecklenburg County line in the amount of \$74 million.
- On the same day, City Council also approved the purchase of approximately 1.6 acres of real property and any associated real property rights located near the Charlotte Gateway Station, in the amount of \$17 million.
- This directly placed installment financing contract will reimburse the city for the acquisition costs related to Norfolk Southern O-Line Corridor for the Red Line Commuter Rail Project.
- The acquisition of the corridor protects the city and any future transit agency's rights to operate commuter rail to northern towns in Mecklenburg County. This action provides financing for this purchase.
- The North Carolina Local Government Commission is expected to review and approve the variable rate installment financing at their April 2025 meeting.

Fiscal Note

Funding: Municipal Debt Service Fund

Attachment(s)

Initial Findings Resolution

[Resolution - Norfolk Southern O-Line Corridor Acquisition Financing](#)

14. Sharon Pointe Apartments Naturally Occurring Affordable Housing Preservation and Rental Subsidy Support

Action:

- A. **Approve a \$5,100,000 Housing Trust Fund allocation to Sharon Pointe NOAH, LLC, an affiliate of Ascent Housing, LLC, for the acquisition and rehabilitation of Sharon Pointe Apartments,**
- B. **Approve a Naturally Occurring Affordable Housing Rental Subsidy Program contract with Housing Collaborative for an annual reimbursement over a 20-year period in an amount not to exceed Sharon Pointe Apartments' annual city property tax bill for 28 new long-term rental subsidies for households earning 30 percent and below the area median income, and**
- C. **Authorize the City Manager, or his designee, to negotiate, execute, amend, and renew contracts as needed to complete these transactions.**

Staff Resource(s):

Rebecca Hefner, Housing and Neighborhood Services
Warren Wooten, Housing and Neighborhood Services

Explanation

- In May 2023, the city issued a rolling NOAH Acquisition, Rehabilitation and Subsidy Request for Proposal (NOAH RFP), which serves to provide opportunities to NOAH developers/owners to be responsive to quickly changing market conditions and allows the city to evaluate proposals on a rolling basis as market opportunities arise.
- Sharon Pointe NOAH, LLC, an affiliate of Ascent Housing, LLC (Developer), proposes to acquire and rehabilitate Sharon Pointe Apartments, including creating new long-term rental subsidies for 30 percent Area Median Income (AMI) households (currently \$31,800 total annual household income for a family of four).
- Sharon Pointe Apartments is a 190-unit existing multi-family naturally occurring affordable housing (NOAH) development on approximately 11.2 acres located near the intersection of Sharon Amity Road and Milton Road, at 5626 Sharon Pointe Road, in Council District 5 (parcel identification number 099-231-05) (Property) and meets the city's NOAH preservation criteria which include:
 - Property's age is greater than 15 years;
 - Rents are in the AMI range that are at risk due to surrounding neighborhood dynamics;
 - Property can be rehabilitated to maintain a good quality of life for residents for the next 20 years or more; and
 - Property is located in an area with access to quality jobs, schools, and transportation infrastructure.
- The Property was originally developed in 2001 and has recently undergone a \$2.5 million renovation which replaced the roofs and exterior siding to all of the 15 residential buildings, and bidding for the property was competitive with offers from over ten market-rate bidders.
- The Developer, in response to the city's NOAH RFP, is requesting the following city support for the development:
 - Action A - Acquisition and Rehabilitation:
 - A city funding allocation of \$5,100,000 for the acquisition and rehabilitation of the Property.
 - The city investment will be contingent upon a current Property appraisal of no less than \$34.5 million, and will be used towards acquisition and rehabilitation costs and include a 20-year deed restriction for the preservation of the 190 units at the following AMI levels:
 - 57 units at or below 30 percent AMI,
 - 95 units at or below 60 percent AMI, and
 - 38 units at or below 80 percent AMI.

- The proposed rehabilitation will consist of the following:
 - HVAC renovations,
 - Clubhouse reconfiguration, and
 - Site improvement work.
- Action B - Rental Subsidies:
 - Of the 57 total units set aside for 30 percent AMI households, the Developer has agreed to specifically set aside 28 units for 30 percent AMI households that do not have existing vouchers or other forms of rental assistance for a period of 20 years.
 - To create new, long-term rental subsidies for these 28 units, the city is being asked to commit to annual funding for the length of the property's 20-year deed restriction at an amount not to exceed the development's annual city property tax bill. The maximum amount of the reimbursement will be adjusted each year in correspondence with the actual amount of the current year's property taxes. The development's 2025 city property tax bill is estimated to be approximately \$61,219.
 - The rental subsidies will pay the difference between what the resident household can afford (30 percent of their income) and the lesser of the property's asking rent or fair market rent.
 - Funds will be provided to Housing Collaborative, a local non-profit organization, who will identify eligible tenants and administer the rental subsidy on behalf of the city.
 - Additionally, pursuant to the NOAH Rental Subsidy Program Guidelines, the Developer has agreed to:
 - Allocate a minimum of 80 percent of all units to residents earning 80 percent AMI (currently \$84,800 total annual household income for a family of four) and below, with the majority of units set aside for 60 percent AMI (currently \$63,600 total annual household income for a family of four) and below, through a 20-year long-term deed restriction;
 - Distribute rental subsidies evenly across on-bedroom, two-bedroom and three-bedroom units as applicable; and
 - Commit to housing new residents who qualify for the rental subsidy as units come available through natural turnover to avoid displacement.
 - The city's rental subsidy is contingent on Mecklenburg County's participation for the county's portion of the property taxes for 20 years.
- Support of the Sharon Pointe development aligns with the rolling NOAH RFP criteria and supports City Council's Housing Charlotte Framework, which recommends preserving NOAH properties particularly in areas with strong pathways to opportunity. It also aligns with Guidelines for Preserving Naturally Occurring Affordable Housing which sets forth guidelines to limit displacement of current residents by preserving existing affordability, Guidelines for the NOAH Rental Subsidy Program that expands opportunities for low-income households to live in high-quality NOAH developments through the creation of new long-term rental subsidies, and the city's Affordable Housing Funding Policy.

Fiscal Note

Funding: Housing Trust Fund

Attachment(s)

Map

[Map - Sharon Pointe Apartments NOAH](#)

NOMINATIONS

15. Nominations to the Bicycle Advisory Committee

Action:

Nominate residents to serve as specified.

Staff Resource(s):

Stephanie Kelly, City Clerk's Office

Explanation

- Two appointments for a three-year term beginning January 1, 2025, and ending December 31, 2027.
 - Aaron Cooks is eligible but not interested in reappointment.
 - John Holmes is no longer on the committee.

Attachment(s)

Bicycle Advisory Committee Applications

16. Nominations to the Business Advisory Committee

Action:

Nominate residents to serve as specified.

Staff Resource(s):

Stephanie Kelly, City Clerk's Office

Explanation

- One appointment for a three-year term recommended by the Certified SBE-Hispanic Contractors Association beginning April 29, 2023, and ending April 28, 2026.
 - Domenico Santilli is eligible but not interested in reappointment.
- One appointment for a partial term recommended by the Latin American Chamber of Commerce beginning upon appointment and ending April 28, 2026.
 - Christian Gallardo did not meet attendance requirements.
- One appointment for a partial term recommended by the Metrolina Minority Contractors Association beginning upon appointment and ending April 28, 2026.
 - Melody Compton did not meet attendance requirements.
- One appointment for a partial term recommended by the Metrolina Native American Association beginning upon appointment and ending April 28, 2026.
 - Gregory Bryant did not meet attendance requirements.

Attachment(s)

Business Advisory Committee Applications

17. Nominations to the Charlotte Business INClusion Advisory Committee

Action:

Nominate residents to serve as specified.

Staff Resource(s):

Stephanie Kelly, City Clerk's Office

Explanation

- One appointment for a three-year term beginning March 1, 2025, and ending February 28, 2028.
 - Candice Gaddy is eligible for reappointment.
- One appointment for a three-year term for an At-Large Representing Prime Construction Company category representative beginning March 1, 2025, and ending February 28, 2028.
 - Jason Deans is eligible for reappointment.
- One appointment for a partial term recommended by the Carolinas Asian-American Chamber of Commerce beginning upon appointment and ending February 28, 2027.
 - Monica Kweman has resigned.
- One appointment for a partial term recommended by the Carolinas Association of General Contractors beginning upon appointment and ending February 28, 2025, and a three-year term beginning March 1, 2025, and ending February 28, 2028.
 - Sharon Walters has resigned.
- One appointment for a partial term recommended by the Hispanic Contractors Association of the Carolinas beginning upon appointment and ending February 28, 2026.
 - Carolina Shoffner has resigned.
- One appointment for a partial term recommended by the Metrolina Native American Association beginning upon appointment and ending February 28, 2026.
 - Rebecca LaClaire did not meet attendance requirements.
- One appointment for a three-year term recommended by the National Association of Women Business Owners beginning March 1, 2025, and ending February 28, 2028.
 - Chris Jarrett is eligible for reappointment.

Attachment(s)

Charlotte Business INClusion Advisory Committee Applications

18. Nominations to the Charlotte International Cabinet

Action:

Nominate residents to serve as specified.

Staff Resource(s):

Stephanie Kelly, City Clerk's Office

Explanation

- One appointment for an Airport Staff Member category representative for a partial term beginning upon appointment and ending June 30, 2027.
 - Brittney Portes has resigned.

Attachment(s)

Charlotte International Cabinet Applications

19. Nominations to the Charlotte Mecklenburg Public Access Corporation

Action:

Nominate residents to serve as specified.

Staff Resource(s):

Stephanie Kelly, City Clerk's Office

Explanation

- One appointment for a partial term beginning upon appointment and ending June 30, 2025, and a three-year term beginning July 1, 2025, and ending June 30, 2028.
 - MaeLynn Joyner did not meet attendance requirements.

Attachment(s)

Charlotte Mecklenburg Public Access Corporation Applications

20. Nominations to the Historic District Commission

Action:

Nominate residents to serve as specified.

Staff Resource(s):

Stephanie Kelly, City Clerk's Office

Explanation

- One appointment for a Resident Owner of Hermitage Court for a three-year term beginning July 1, 2024, and ending June 30, 2027.
 - James Jordan has resigned.

Attachment(s)

Historic District Commission Applications

21. Nominations to the Historic Landmarks Commission

Action:

Nominate residents to serve as specified.

Staff Resource(s):

Stephanie Kelly, City Clerk's Office

Explanation

- One appointment for a partial term beginning upon appointment and ending July 16, 2027.
 - Nadine Ford has resigned.

Attachment(s)

Historic Landmarks Commission Applications

22. Nominations to the Passenger Vehicle for Hire Board

Action:

Nominate residents to serve as specified.

Staff Resource(s):

Stephanie Kelly, City Clerk's Office

Explanation

- One appointment for a Hospitality / Tourism Industry category representative for a three-year term beginning July 1, 2024, and ending June 30, 2027.
 - Sheila Etheridge-Boddie has served two terms and is ineligible for reappointment.

Attachment(s)

Passenger Vehicle for Hire Board Applications

23. Nominations to the Public Transit Advisory Committee

Action:

Nominate residents to serve as specified.

Staff Resource(s):

Brent Cagle, CATS

Elizabeth Presutti, CATS

Explanation

- On May 28, 2024, City Council approved the second amended and restated Metropolitan Transit Commission (MTC) interlocal agreement; the MTC ratified the agreement on August 28, 2024.
- As a result of the new interlocal agreement, the existing advisory boards to the MTC, the Citizens Transit Advisory Group (CTAG) and the Transit Services Advisory Committee (TSAC) were dissolved, and the new Public Transit Advisory Committee (PTAC) was established effective January 1, 2025.
- The Charlotte City Council can make two appointments for two-year terms beginning upon appointment and ending December 31, 2026.

Attachment(s)

Public Transit Advisory Committee Applications

24. Nominations to the Storm Water Advisory Committee

Action:

Nominate residents to serve as specified.

Staff Resource(s):

Stephanie Kelly, City Clerk's Office

Explanation

- One appointment for a Financial / Accounting / Legal Professional category representative for a three-year term beginning July 1, 2024, and ending June 30, 2027.
 - Richard Thigpen has served two terms and is ineligible for reappointment.

Attachment(s)

Storm Water Advisory Committee Applications

CONSENT

25. Police Department Community Survey Services

Action:

- A. Approve a unit price contract with Jackson Creative LLC, dba Jackson Insight for community survey services for an initial term of one year, and**
- B. Authorize the City Manager to renew the contract for up to two, two-year renewal terms with possible price adjustments and to amend the contract consistent with the purpose for which the contract was approved.**

Staff Resource(s):

Johnny Jennings, Police
Kellie High-Foster, Police

Explanation

- Since 2002, the Charlotte-Mecklenburg Police Department (CMPD) has conducted jurisdiction-wide community surveys to examine perceptions of crime and safety.
- The surveys allow CMPD to better understand and address the needs of the community it serves.
- On September 5, 2024, the city issued a Request for Proposals (RFP); twelve responses were received.
- Jackson Insight best meets the city's needs in terms of qualifications, experience, cost, and responsiveness to RFP requirements.
- At renewal, potential price adjustments may be considered based on legitimate and justified increases in the cost of doing business. The ability to consider price adjustments also allows the city to accept decreases if warranted.
- Annual expenditures are estimated to be \$200,000.

Charlotte Business INclusion

The city negotiates contract participation after the proposal selection process. Jackson Insight has identified the following certified firm(s) for participation as project scopes are defined:

- Customer Service Solutions, Inc. (SBE) (survey development, report findings)

Fiscal Note

Funding: Police department Operating Budget

26. Asphalt Rejuvenating Application Services

Action:

- A. **Approve a contract for Asphalt Rejuvenating Application Services with Pavement Technology, Inc. for an initial term of three years, and**

- B. **Authorize the City Manager to renew the contracts for up to two, one-year terms with possible price adjustments and to amend the contracts consistent with the purpose for which the contracts were approved.**

Staff Resource(s):

Debbie Smith, Transportation

Stephen Bolt, Transportation

Explanation

- The Charlotte Department of Transportation is responsible for the maintenance of more than 5,500 lane miles of roadway in the City of Charlotte.
- Asphalt rejuvenators play a critical role in preserving and extending the service life of asphalt pavements.
- These advanced products restore essential materials are depleted over time due to prolonged exposure to UV radiation, weather conditions, and regular wear and tear. Rejuvenators help maintain pavement structural integrity and reduce the likelihood of cracks and potholes.
- One of the rejuvenation products being utilized incorporates innovative materials that go beyond traditional pavement preservation. These materials actively reduce ground-level ozone by capturing harmful pollutants, which contributes to improved air quality.
- This product aids in urban heat management by mitigating heat absorption and lowering surface temperatures, which aligns with the city's sustainability and climate resiliency goals.
- The contractor selected for this initiative will supply all necessary labor, materials, and equipment to ensure the successful application of the asphalt rejuvenator on city-maintained streets in the City of Charlotte.
- On October 30, 2024, the city issued a Request for Proposals (RFP); one response was received.
- The company selected demonstrated alignment with the city's requirements in terms of qualifications, experience, cost-effectiveness, and responsiveness to RFP requirements.
- Potential price adjustments may be considered at renewal. These adjustments will be based on verifiable changes in business costs, allowing the city to adapt to economic conditions. The city also retains the ability to accept price decreases if warranted, ensuring fiscal responsibility.
- Annual aggregate expenditures are estimated to be \$503,825.

Charlotte Business INclusion

Pavement Technology, Inc. has elected to self-perform 100% of the work on this Contract and has provided the required documentation to demonstrate that it can perform all scopes of work on this Contract with their own forces.

Fiscal Note

Funding: Powell Bill Fund

27. Roadway Resurfacing

Action:

Approve a contract in the amount of \$31,686,841.30 to the lowest responsive, responsible bidder Blythe Construction, Inc. for multi-year street resurfacing.

Staff Resource(s):

Debbie Smith, Transportation

Stephen Bolt, Transportation

Explanation

- The Charlotte Department of Transportation is responsible for the maintenance of more than 5,500 lane miles of roadway in the City of Charlotte.
- Resurfacing is the most effective treatment to preserve and maintain the condition of streets. Timely resurfacing of streets improves ride quality, reduces the occurrence of potholes, and reduces the need for more costly future repairs.
- The 2025-2026 resurfacing contract will pave an estimated 224 lane miles in the city. The total mileage to be paved is dependent on asphalt price stability throughout the contract.
- Work will include traffic control, asphalt and concrete pavement milling, asphalt paving, base failure repair, asphalt surface treatment, utility adjustments, manhole frame and cover replacements, accessible ramp installation, sidewalk, curb repairs, and pavement markings.
- Streets are selected for repaving based on pavement condition ratings, field evaluations by staff, and information from a computerized pavement management system.
- Notice of resurfacing is provided to motorists through the use of highly visible signs placed on the street at least two weeks prior to the start of construction activities. Paving generally occurs between April and October due to weather and other factors.
- On October 21, 2024, the city issued an Invitation to Bid (ITB); two bids were received.
 - NC General Statute Section 143-132 prohibits municipalities from awarding construction contracts over \$500,000 without receiving at least three competitive bids from the initial advertisement of the contract. The city may subsequently award the contract even if re-advertisement results in fewer than three competitive bids.
- On November 20, 2024, the city reissued the ITB; three bids were received.
- Blythe Construction, Inc. was selected as the lowest responsive, responsible bidder.

Charlotte Business INclusion

Established MBE Goal: 7.00%

Committed MBE Goal: 7.10%

Blythe Construction, Inc. exceeded the established contract goal and has committed 7.10% (\$2,250,000) of the total contract amount to the following certified firm(s):

- Buffkin Trucking, Inc. (MBE, SBE) (\$787,500) (hauling)
- Glaze Independent Trucking (MBE, SBE) (\$787,500) (hauling)
- Silverback Trucking, LLC (MBE, SBE) (\$675,000) (hauling)

Established WBE Goal: 4.00%

Committed WBE Goal: 4.04%

Blythe Construction, Inc. exceeded the established contract goal and has committed 4.04% (\$1,280,000) of the total contract amount to the following certified firm(s):

- Key's Trucking, LLC (WBE, SBE) (\$1,280,000) (hauling)

Fiscal Note

Funding: Powell Bill Fund

Attachment(s)

Street List

Map

[2025 Planned Resurfacing by Council District](#)

[Map - 2025 Street Resurfacing](#)

28. Public Auction for Disposal of Surplus Equipment

Action:

- A. Adopt a resolution declaring specific vehicles, equipment, and other miscellaneous items as surplus,**
- B. Authorize said items for sale by public electronic auction beginning February 24, 2025, and ending March 5, 2025, and**
- C. Authorize the City Manager to approve certain administrative and storage fees as may be required from time to time for auction events.**

Staff Resource(s):

Phil Reiger, General Services

Shelia Anderson, General Services

Explanation

- General Services provides asset recovery and disposal services to city departments, Mecklenburg County, Emergency Management Services, and INLIVIAN.
- Periodic auctions of surplus items are regularly conducted at the city's Asset Recovery and Disposal facility located at 5550 Wilkinson Boulevard in Council District 3.
- Pursuant to North Carolina General Statute 160A-270(c), approval is requested for a public electronic auction to be held annually beginning February 24, 2025, and ending March 5, 2025, to dispose of city-owned property declared as surplus.
- The auction will be conducted virtually by Rogers Realty and Auction Company Inc.
- The auction company will be compensated seven percent of the total gross sale price of rolling stock and miscellaneous items.
- Proceeds from the auction are distributed to the city's General Fund, Enterprise Funds including but not limited to Aviation, Charlotte Water, and Charlotte Area Transit System, and other agencies based on asset ownership.

Attachment(s)

Resolution

Property List

Delegation of Authority

[Resolution - Public Auction for Disposal of Surplus Equipment](#)

[Property List - Public Auction for Disposal of Surplus Equipment](#)

[Delegation of Authority - Public Auction for Disposal of Surplus Equipment](#)

29. Amity Springs Drive 5810 Storm Drainage Improvement Project

Action:

- A. Approve a contract in the amount of \$1,383,431.60 to the lowest responsive bidder Hux Contracting, LLC for the Amity Springs Drive 5810 Storm Drainage Improvement Project, and**
- B. Authorize the City Manager to amend the contract consistent with the purpose for which the contract was approved.**

Staff Resource(s):

Angela Charles, Charlotte Water
Mike Davis, Storm Water Services
Logan Oliver, Storm Water Services

Explanation

- The Amity Springs Drive 5810 Storm Drainage Improvement Project will replace aging drainage infrastructure on Amity Springs Drive near its intersection with Iron Gate Lane in Council District 5.
- On November 20, 2024, the city issued an Invitation to Bid (ITB); two bids were received.
 - N.C. General Statute Section 143-132 prohibits municipalities from awarding construction contracts over \$500,000 without receiving at least three competitive bids from the initial advertisement of the contract. The city may subsequently award the contract even if readvertisements result in fewer than three competitive bids.
- On December 17, 2024, the city reissued the ITB; two bids were received.
- Hux Contracting, LLC was selected as the lowest responsive, responsible bidder.
- The project is anticipated to be complete by the first quarter of 2026.

Charlotte Business INclusion

Established MBE Goal: 6.00%

Committed MBE Goal: 6.14%

Hux Contracting, LLC exceeded the established contract goal and has committed 6.14% (\$85,000) of the total contract amount to the following certified firm(s):

- Better Dayz Trucking, LLC (MBE, SBE) (\$35,000) (hauling)
- Shoreline Trucking (MBE, SBE) (\$50,000) (hauling)

Established WBE Goal: 3.00%

Committed WBE Goal: 3.77%

Hux Contracting, LLC exceeded the established contract goal and has committed 3.77% (\$52,175) of the total contract amount to the following certified firm(s):

- B & N Grading, Inc. (WBE) (\$39,000) (milling)
- Bullington Construction, Inc. (WBE) (\$13,175) (guardrail)

Fiscal Note

Funding: Stormwater Capital Investment Plan

Attachment(s)

Map

[Map - Amity Springs Drive 5810 SDIP](#)

30. Storm Drainage Repair and Improvement Projects - D

Action:

- A. Approve a contract in the amount of \$4,680,575 to the lowest responsive bidder OnSite Development, LLC for the Storm Drainage Repair and Improvement - FY2025-D project, and
- B. Authorize the City Manager to amend the contract consistent with the purpose for which the contract was approved.

Staff Resource(s):

Angela Charles, Charlotte Water
Mike Davis, Storm Water Services
Logan Oliver, Storm Water Services

Explanation

- This contract is part of an ongoing program to provide repairs and improvements to storm drainage systems across the city.
- Approximately 25 projects may be constructed from this contract, within a contract term not to exceed 24 months. The number of projects may vary depending on the nature and extent of the repairs constructed.
- On December 19, 2024, the city issued an Invitation to Bid; four bids were received.
- OnSite Development, LLC was selected as the lowest responsive, responsible bidder.
- The projects are anticipated to be completed by first quarter of 2027.

Charlotte Business INclusion

Established MBE Goal: 7.00%

Committed MBE Goal: 7.00%

Onsite Development, LLC met the established subcontracting goal and has committed approximately 7.00% (\$327,642) of the contract amount to the following certified firm(s):

- LJR Concrete (MBE, SBE) (\$125,000) (concrete)
- Streeter Trucking (MBE, SBE) (\$101,321) (hauling)
- Tony's Trucking (MBE, SBE) (\$101,321) (hauling)

Established WBE Goal: 5.00%

Committed WBE Goal: 5.00%

Onsite Development, LLC met the established subcontracting goal and has committed approximately 5.00% (\$234,029) of the contract amount to the following certified firm(s):

- BirdDog Traffic Control (SBE, WBE) (\$50,000) (traffic control)
- Keys Trucking (SBE, WBE) (\$184,029) (traffic control)

Fiscal Note

Funding: Stormwater Capital Investment Plan

31. Major Bus Repair Services

Action:

- A. **Approve a contract renewal for two years to the contract with ABC Bus, Inc. for major bus repair services, and**

- B. **Authorize the City Manager to renew the contract for up to two additional, one-year terms with possible price adjustments and to amend the contract consistent with the purpose for which the contract was approved.**

Staff Resource(s):

Brent Cagle, CATS

Elizabeth Presutti, CATS

Jennifer Fehribach, CATS

Explanation

- The Charlotte Area Transit System (CATS) has a fleet of approximately 300 buses. While CATS is equipped to repair minor damage in-house, major bus repair service is contracted out to a certified bus rebuild contractor.
- On March 11, 2022, the city entered into a contract with ABC Bus, Inc. based on a competitively solicited RFP process.
- ABC Bus, Inc. provides major bus damage repair services in compliance with Federal Motor Vehicle Safety Standards including body repairs and supplying all parts, labor, and towing related to the repairs.
- The need for major bus repair varies depending how many vehicles are involved in accidents, the extent of damage, and other related factors.
- Updated annual expenditures are estimated to be \$596,000.

Disadvantaged Business Enterprise

No goals shall be established on contracts where: (a) there are no subcontracting opportunities identified for the contract; or (b) there are no DBEs certified to perform the scopes of work that the city regards as realistic opportunities for subcontracting. This contract meets the provisions of (a) no subcontracting opportunities.

Fiscal Note

Funding: CATS Operating Budget

32. On-Call Grant and Urban Design Services

Action:

- A. Authorize the City Manager to negotiate and execute contracts with the following companies for on-call urban design services for three years:**
- Bolton & Menk, Inc.,
 - JDavis Architects,
 - Kimley Horn,
 - Kittelson Associates, Inc.,
 - LandDesign,
 - Pond & Company,
 - Surface 678, PA,
 - The John R. McAdams Company, Inc. dba McAdams,
 - Urban Design Partners,
 - Withers Ravenel,
 - Yellow Duck Marketing (WBE, SBE),
- B. Authorize the City Manager to negotiate and execute contracts with the following companies for on-call grant writing services for three years:**
- Bolton & Menk, Inc.,
 - Kimley Horn,
 - Kittleson Associates, Inc.,
 - Rummel, Klepper & Kahl, LLP dba RK&K,
 - The John R. McAdams Company, Inc. dba McAdams,
 - VHB Engineering NC, P.C., and
- C. Authorize the City Manager to renew the contracts for up to two, one-year terms with possible price adjustments and to amend the contracts consistent with the purpose for which the contracts were approved.**

Staff Resource(s):

Monica Holmes, Planning, Design, and Development

Erin Chantry, Planning, Design, and Development

Explanation

- These contracts will provide on-call urban design and grant writing services for city projects.
- On October 18, 2024, the city issued a Request for Qualifications (RFQ); 17 responses were received.
- The companies selected best meet the city's needs in terms of qualifications, experience, and responsiveness to RFQ requirements.

Action A

- These contracts will support a variety of initiatives in need of urban design services, such as the Charlotte Future 2040 Comprehensive Plan update, the Unified Development Ordinance Alignment Rezoning, and the Corridors of Opportunity.
- These services will vary and include:
 - Architectural design,
 - Branding,
 - Communications,
 - Community engagement,
 - Feasibility studies,
 - General research,
 - Graphic design,
 - Historical district services,
 - Implementation,
 - Land development plan review,

- Landscape architecture,
 - Market studies,
 - Marketing,
 - Master planning,
 - Publishing,
 - Real estate analysis,
 - Site design,
 - Site testing, and
 - Visualization.
- Annual aggregate expenditures are estimated to be \$1,200,000.

Action B

- These contracts will support a variety of services to support grant writing initiatives that enable the city to apply for grant opportunities from an assortment of sources.
- Over the past three years, the city has averaged 12 grant applications annually. This centralized approach to grant writing will streamline existing efforts, increasing efficiency and maximizing our competitiveness for grant funding.
- These services will vary and include:
 - Project management,
 - Narrative development,
 - Readiness documentation,
 - Cost estimating,
 - Data collection,
 - Graphic development,
 - Concept development or refinement,
 - Benefit cost analysis,
 - Application forms, and
 - Other services required for application completion.
- Annual aggregate expenditures are estimated to be \$2,000,000.

Action C

- At renewal, potential price adjustments may be considered based on legitimate and justified increases in the cost of doing business. The ability to consider price adjustments also allows the city to accept decreases, if warranted.

Charlotte Business INClusion

Action A

Each of the following Prime Consultants are MWSBE firms and will self-count participation of the total contract amount:

- Yellow Duck Marketing, LLC (WBE, SBE)

The city negotiates contract participation after the proposal selection process. The specific tasks and contract opportunities associated with these contracts are undefined; however, each of the following Prime consultants has identified MWSBE firm(s) to be utilized:

Bolton & Menk, Inc.

- Rose & Associates SE, Inc. (WBE)
- Vivid Earth Design, PLLC (SBE)

Kimley Horn

- Neighboring Concepts, PLLC (MBE)
- Pride Communications, Inc. dba Pride Public Relations (MBE, SBE)

Kittelson Associates, Inc.

- Neighboring Concepts, PLLC (MBE)
- Zaja PR, LLC (SBE)

LandDesign

- Amplify Consulting, LLC dba Civility Localized (MBE, SBE)

Pond & Company

- Neighboring Concepts, PLLC (MBE)

Surface 678, PA

- Neighboring Concepts, PLLC (MBE)

The John R. McAdam Company, Inc. dba McAdams

- Neighboring Concepts, PLLC (MBE)
- Rose & Associates SE, Inc. (WBE)
- Yellow Duck Marketing, LLC (WBE, SBE)

Urban Design Partners

- Give Impact LLC (WBE)
- Neighboring Concepts, PLLC (MBE)

Withers Ravenel

- Amplify Consulting, LLC dba Civility Localized (MBE, SBE)

Action B

The city negotiates contract participation after the proposal selection process. The specific tasks and contract opportunities associated with these contracts are undefined; however, each of the following Prime consultants has identified MWSBE firm(s) to be utilized:

Bolton & Menk, Inc.

- Rose & Associates SE, Inc. (WBE)
- Vivid Earth Design, PLLC (SBE)

Kimley Horn

- Neighboring Concepts, PLLC (MBE)
- Pride Communications Inc. dba Pride Public Relations (MBE, SBE)

Kittelson Associates, Inc.

- Neighboring Concepts, PLLC (MBE)
- Zaja PR, LLC (SBE)

The John R. McAdam Company, Inc. dba McAdams

- Neighboring Concepts, PLLC (MBE)
- Rose & Associates SE, Inc. (WBE)
- Yellow Duck Marketing, LLC (WBE, SBE)

VHB Engineering NC, P.C.

- Vivid Earth Design, PLLC (SBE)

Fiscal Note

Funding: Various Departments' Operating Budgets

33. Property and Casualty Claims Third Party Administration Services

Action:

- A. Approve unit price contracts with the following companies for Property and Casualty Claims Third Party Administration Services for an initial term of three years:**
- Davies Claims North America, Inc.,
 - Preferred Adjusters of the Carolinas, Inc., dba Preferred Solutions (SBE), and
- B. Authorize the City Manager to renew the contracts for up to two, one-year renewal terms with possible price adjustments and to amend the contracts consistent with the purpose for which the contracts were approved.**

Staff Resource(s):

Teresa Smith, Finance
Matthew Hastedt, Finance
Tammy Wroblewski, Finance

Explanation

- The city's Risk Management division coordinates the investigation and payment of property and casualty claims for the City, Mecklenburg County, and Charlotte-Mecklenburg Schools.
- Property and casualty claims requiring field and after-hours responses and investigations are outsourced to a third-party administrator.
- Third-party administrator services may include:
 - Performing field investigations;
 - Maintaining claim files and records;
 - Coordinating investigations on litigated claims;
 - Investigating and pursuing opportunities for subrogation;
 - Providing loss mitigation services; and
 - Establishing initial reserves.
- On October 22, 2024, the city issued a Request for Proposals (RFP); six responses were received.
- The companies selected best meet the city's needs in terms of qualifications, experience, cost, and responsiveness to the RFP requirements.
- At renewal, potential price adjustments may be considered based on legitimate and justified increases in the cost of doing business. The ability to consider price adjustments also allows the city to accept decreases, if warranted.
- Annual aggregate expenditures are estimated to be \$1,100,000.

Charlotte Business INCLUSION

The following Prime Consultant is an SBE firm and will self-count participation of the total contract amount:

- Preferred Adjusters of the Carolinas, Inc. Solutions (SBE) (consulting)

The city negotiates contract participation after the proposal selection process. Davies Claims North America, Inc. has committed 10.00% of the total contract amount to the following certified firm(s):

- Absolute Staffing & Consulting Solutions (MBE) (personnel, employment consulting)

Fiscal Note

Funding: City of Charlotte Risk Management Fund; Mecklenburg County Risk Management Fund; Charlotte-Mecklenburg Schools Risk Management Fund

34. Meeting Minutes

Action:

Approve the titles, motions, and votes reflected in the Clerk's record as the minutes of:

- June 3, 2024, Council Committee Discussions,
- June 10, 2024, Business Meeting,
- June 17, 2024, Special Meeting,
- June 17, 2024, Zoning Meeting,
- June 24, 2024, Business Meeting,
- August 19, 2024, Zoning Meeting,
- August 26, 2024, Business Meeting,
- September 3, 2024, Council Committee Discussions,
- September 9, 2024, Business Meeting, and
- September 16, 2024, Zoning Meeting.

Staff Resource(s):

Stephanie Kelly, City Clerk's Office

Explanation

- Meeting minutes can be reviewed on the City Clerk's website:
<https://www.charlottenc.gov/City-Government/Departments/City-Clerk/Meeting-Minutes>

35. Resolution of Intent to Abandon a Portion of Right-of-Way off Pawley Drive

Action:

- A. Adopt a Resolution of Intent to abandon a Portion of Right-of-Way off Pawley Drive, and
- B. Set a Public Hearing for March 24, 2025.

Staff Resource(s):

Debbie Smith, Transportation
Casey Mashburn, Transportation

Explanation

- North Carolina General Statute 160A-299 outlines the procedures for permanently closing streets and alleys.
- The Charlotte Department of Transportation received a petition to abandon public right-of-way and requests this City Council action in accordance with the statute.
- The action removes land from public right-of-way status and attaches it to the adjacent property.
- The right-of-way is located in Council District 2.

Petitioners

Olympia & Wright, LLC

Attachment(s)

Map
Resolution

[2024-005946A - Abandonment Map](#)

[2024-005946A Resolution of Intent 02.10.2024](#)

CONSENT - PROPERTY TRANSACTIONS

36. In Rem Remedy: 2313 Vernon Drive

For In Rem Remedy, the public purpose and policy are outlined here.

Public Purpose:

- Eliminate a blighting influence,
- Reduce the proportion of substandard housing,
- Increase tax value of property by making land available for potential infill housing development, and
- Support public safety initiatives.

Policy/Council Priorities:

- Great Neighborhoods and Safe Communities

In Rem Remedy items are initiated from 3 categories:

1. Public Safety - Police and/or Fire Departments
2. Complaint - petition by citizens, tenant complaint, or public agency referral
3. Field Observation - concentrated code enforcement program

The In Rem Remedy item is listed below by category and location.

Field Observation: 2313 Vernon Drive, Council District 6

Action:

Adopt an ordinance authorizing the use of In Rem Remedy to demolish and remove the structure at 2313 Vernon Drive (Neighborhood Profile Area 18).

Attachment(s)

In Rem Packet for 2313 Vernon Drive

[In Rem Packet - 2313 Vernon Dr](#)

37. Charlotte Water Property Transactions - Davidson Eastern Rocky River Sanitary Sewer Outfall, Parcels # 3, 4, and 5

Action: Approve the following Property Condemnation: Davidson Eastern Rocky River Sanitary Sewer Outfall, Parcels # 3, 4, and 5

Project: Davidson Eastern Rocky River Sanitary Sewer Outfall, Parcels # 3, 4, and 5

Owner(s): Christopher W. and Robbie A. Davis

Property Address: 18600, 18630 and 18642 Shearer Road, Davidson, NC 28036

Total Parcel Area: 1,096,569 sq. ft. (25.17 ac.)

Property to be acquired by Easements: 46,669 sq. ft. (1.07 ac.) Permanent Easement and 11,673 sq. ft (0.27 ac.) Temporary Construction Easement

Structures/Improvements to be impacted: None

Landscaping to be impacted: None

Zoned: NE

Use: Agricultural - Commercial Production

Parcel Identification Number(s): 007-491-03, 007-491-09, 007-491-01

<https://polaris3g.mecklenburgcountync.gov/pid/00749103>

<https://polaris3g.mecklenburgcountync.gov/pid/00749109>

<https://polaris3g.mecklenburgcountync.gov/pid/00749101>

Appraised Value: \$27,950

Property Owner's Concerns: The property owner is concerned about the amount of compensation offered.

City's Response to Property Owner's Concerns: The city informed the property owner they could obtain their own appraisal to justify a counteroffer.

Recommendation: To avoid delay in the project schedule, the recommendation is to proceed to condemnation during which time negotiations can continue, mediation is available and if necessary, just compensation can be determined by the court.

Council District: Adjacent to Council District 4

Attachment(s): Map

[Map - Davidson Eastern Rocky River Sanitary Sewer Outfall, Parcels #3, 4, & 5](#)

38. Charlotte Water Property Transactions - Davidson Eastern Rocky River Sanitary Sewer Outfall, Parcel # 6

Action: Approve the following Property Condemnation: Davidson Eastern Rocky River Sanitary Sewer Outfall, Parcel # 6

Project: Davidson Eastern Rocky River Sanitary Sewer Outfall, Parcel # 6

Owner(s): William R. May and Dianne C. May

Property Address: 18650 Shearer Road, Davidson, NC 28036

Total Parcel Area: 260,171.38 sq. ft. (5.97 ac.)

Property to be acquired by Easements: 16,952.16 sq. ft. (0.39 ac.) Permanent Easement and 5,679.95 sq. ft (0.13 ac.) Temporary Construction Easement

Structures/Improvements to be impacted: Storage Shed

Landscaping to be impacted: None

Zoned: NE

Use: Single Family Residential - Acreage

Parcel Identification Number(s): 007-501-07
<https://polaris3g.mecklenburgcountync.gov/pid/00750107>

Appraised Value: \$20,025

Property Owner's Concerns: The property owner is concerned about the amount of compensation offered.

City's Response to Property Owner's Concerns: The city informed the property owner they could obtain their own appraisal in order to justify a counteroffer.

Recommendation: To avoid delay in the project schedule, the recommendation is to proceed to condemnation during which time negotiations can continue, mediation is available and if necessary, just compensation can be determined by the court.

Council District: Adjacent to Council District 4

Attachment(s): Map

[Map - Davidson Eastern Rocky River Sanitary Sewer Outfall, Parcel #6](#)

39. Charlotte Water Property Transactions - Davidson Eastern Rocky River Sanitary Sewer Outfall, Parcel # 7

Action: Approve the following Property Condemnation: Davidson Eastern Rocky River Sanitary Sewer Outfall, Parcel # 7

Project: Davidson Eastern Rocky River Sanitary Sewer Outfall, Parcel # 7

Owner(s): Frederick S. and Lynn B. Hennighausen

Property Address: 18658 Shearer Road, Davidson, NC 28036

Total Parcel Area: 238,180 sq. ft. (5.47 ac.)

Property to be acquired by Easements: 25,388 sq. ft. (0.58 ac.) Permanent Easement and 6,343 sq. ft (0.15 ac.) Temporary Construction Easement

Structures/Improvements to be impacted: None

Landscaping to be impacted: None

Zoned: NE

Use: Single Family Residential - Acreage

Parcel Identification Number(s): 007-501-11
<https://polaris3g.mecklenburgcountync.gov/pid/00750111>

Appraised Value: \$13,950

Property Owner's Concerns: The property owner is concerned about the amount of compensation offered.

City's Response to Property Owner's Concerns: The city informed the property owner they could obtain their own appraisal to justify a counteroffer.

Recommendation: To avoid delay in the project schedule, the recommendation is to proceed to condemnation during which time negotiations can continue, mediation is available and if necessary, just compensation can be determined by the court.

Council District: Adjacent to Council District 4

Attachment(s): Map

[Map - Davidson Eastern Rocky River Sanitary Sewer Outfall, Parcel #7](#)

40. Charlotte Water Property Transactions - Davidson Eastern Rocky River Sanitary Sewer Outfall, Parcel # 8

Action: Approve the following Property Condemnation: Davidson Eastern Rocky River Sanitary Sewer Outfall, Parcel # 8

Project: Davidson Eastern Rocky River Sanitary Sewer Outfall, Parcel # 8

Owner(s): Christopher Nadeau and Natasha Nadeau

Property Address: 18808 Shearer Road, Davidson, NC 28036

Total Parcel Area: 155,661.79 sq. ft. (3.57 ac.)

Property to be acquired by Easements: 1,074.31 sq. ft. (0.03 ac.) Permanent Easement and 268.58 sq. ft (0.01 ac.) Temporary Construction Easement

Structures/Improvements to be impacted: Storage Shed

Landscaping to be impacted: None

Zoned: NE

Use: Single Family Residential - Acreage

Parcel Identification Number(s): 007-501-08
<https://polaris3g.mecklenburgcountync.gov/pid/00750108>

Appraised Value: \$850

Property Owner's Concerns: The property owner is concerned about the amount of compensation offered.

City's Response to Property Owner's Concerns: The city informed the property owner they could obtain their own appraisal in order to justify a counteroffer.

Recommendation: To avoid delay in the project schedule, the recommendation is to proceed to condemnation during which time negotiations can continue, mediation is available and if necessary, just compensation can be determined by the court.

Council District: Adjacent to Council District 4

Attachment(s): Map

[Map - Davidson Eastern Rocky River Sanitary Sewer Outfall, Parcel #8](#)

41. Property Transactions - Blackmon Street Storm Drainage Improvement Project, Parcel # 6

Action: Approve the following Acquisition: Blackmon Street Storm Drainage Improvement Project, Parcel # 6

Project: Blackmon Street Storm Drainage Improvement Project, Parcel # 6

Program: Blackmon Street Storm Drainage Improvement Project

Owner(s): Raymond Anthony Dawkins and Shirley L. Dawkins

Property Address: 4542 Morgan Street

Total Parcel Area: 13,218 sq. ft. (0.303 ac.)

Property to be acquired by Easements: 761 sq. ft. (0.017 ac.) Storm Drainage Easement and 655 sq. ft. (0.015 ac.) Temporary Construction Easement

Structures/Improvements to be impacted: None

Landscaping to be impacted: Various Trees

Zoned: N1-C

Use: Neighborhood 1-C Zoning District

Parcel Identification Number(s): 063-106-05
<https://polaris3g.mecklenburgcountync.gov/xv/1435629.0081.556837.0518>

Purchase Price: \$13,275

Council District: 2

42. Property Transactions - CATS ADA Bus Stop Improvements - Group 1, Parcel # 3

Action: Approve the following Acquisition: CATS ADA Bus Stop Improvements - Group 1, Parcel # 3

Project: CATS ADA Bus Stop Improvements - Group 1, Parcel # 3

Program: CATS ADA Bus Stop Improvements - Group 1

Owner(s): 1120 LLC

Property Address: 1100 Central Avenue

Total Parcel Area: 64,139 sq. ft. (1.472 ac.)

Property to be acquired by Easements: 123 sq. ft. (0.002 ac.) Bus Stop Improvement and 242 sq. ft. (0.006 ac.) Temporary Construction Easement

Structures/Improvements to be impacted: None

Landscaping to be impacted: None

Zoned: NC

Use: Neighborhood Center

Parcel Identification Number(s): 080-214-02
<https://polaris3g.mecklenburgcountync.gov/xv/1456513.9748.540369.0177>

Purchase Price: \$10,364

Council District: 1

43. Property Transactions - Folger Drive 7201, Parcel # 1

Action: Approve the following Acquisition: Folger Drive 7201, Parcel # 1

Project: Folger Drive 7201, Parcel # 1

Program: Folger Drive 7201

Owner(s): Stephanie M.A. Tilman and Charles A. Tilman

Property Address: 7201 Folger Drive

Total Parcel Area: 19,999 sq. ft. (0.459 ac.)

Property to be acquired by Easements: 1,741 sq. ft. (0.040 ac.) Storm Drainage Easement and 2,446 sq. ft. (0.056 ac.) Temporary Construction Easement

Structures/Improvements to be impacted: None

Landscaping to be impacted: None

Zoned: N1-A

Use: Neighborhood 1 Zoning District

Parcel Identification Number(s): 187-221-09
<https://polaris3g.mecklenburgcountync.gov/xy/1467238.8341,511145.0428>

Purchase Price: \$17,250

Council District: 6

44. Property Transactions - Severn Tyndale Avenue Storm Drainage Improvement Project, Parcel # 7

Action: Approve the following Acquisition: Severn Tyndale Avenue Storm Drainage Improvement Project, Parcel # 7

Project: Severn Tyndale Avenue Storm Drainage Improvement Project, Parcel # 7

Program: Severn Tyndale Avenue Storm Drainage Improvement Project

Owner(s): Brenton Bersin and Olivia Bersin

Property Address: 3922 Severn Avenue

Total Parcel Area: 13,902 sq. ft. (0.319 ac.)

Property to be acquired by Easements: 448 sq. ft. (0.010 ac.) Storm Drainage Easement and 1,204 sq. ft. (0.028 ac.) Water Line Easement

Structures/Improvements to be impacted: None

Landscaping to be impacted: Trees

Zoned: N1-A

Use: Neighborhood 1 Zoning District

Parcel Identification Number(s): 179-095-12
<https://polaris3g.mecklenburgcountync.gov/xv/1448724.5540.509344.3436>

Purchase Price: \$19,882

Council District: 6

Adjournment

REFERENCES

45. Reference - Property Acquisitions and Condemnations

- The city has negotiated in good faith to acquire the properties set forth below.
- For acquisitions, the property owner and staff have agreed on a price based on appraisals and/or estimates.
- In the case of condemnations, the value was established by an independent, certified appraisal followed by a third-party appraisal review.
- Real Estate staff diligently attempts to contact all property owners by:
 - Sending introductory letters via regular and certified mail,
 - Making several site visits,
 - Leaving door hangers and business cards,
 - Seeking information from neighbors,
 - Searching the internet,
 - Obtaining title abstracts, and
 - Leaving voice messages.
- For most condemnation cases, the city and the property owner(s) have been unable to reach a settlement. In some cases, condemnation is necessary to ensure a clear title to the property.
- If the City Council approves the resolutions, the City Attorney's office will initiate condemnation proceedings. As part of the condemnation process, real estate staff and the City Attorney's Office will continue to negotiate, including court-mandated mediation, in an attempt to resolve the matter. Most condemnation cases are settled by the parties prior to going to court.
- If a settlement cannot be reached, the case will proceed to a trial before a judge or jury to determine "just compensation."
- Full text of each resolution is on file with the City Clerk's Office.
- The definition of easement is a right created by grant, reservation, agreement, prescription, or necessary implication, which one has in the land of another, it is either for the benefit of land, such as right to cross A to get to B, or "in gross," such as public utility easement.
- The term "fee simple" is a synonym for ownership and is an estate under which the owner is entitled to unrestricted powers to dispose of the property, and which can be left by will or inherited.

46. Reference - Property Transaction Process

Property Transaction Process Following City Council Approval for Condemnation

The following overview is intended to provide further explanation for the process of property transactions that are approved by City Council for condemnation.

Approximately six weeks of preparatory work is required before the condemnation lawsuit is filed. During this time, the City continues to negotiate with the property owner in an effort to reach a mutual settlement.

- If a settlement is reached, the condemnation process is stopped, and the property transaction proceeds to a real estate closing.
- If a settlement cannot be reached, the condemnation lawsuit is filed. Even after filing, negotiations continue between the property owner and the City's legal representative. Filing of the condemnation documents allows:
 - The City to gain access and title to the subject property so the capital project can proceed on schedule.
 - The City to deposit the appraised value of the property in an escrow account with the Clerk of Court. These funds may be withdrawn by the property owner immediately upon filing, and at any time thereafter, with the understanding that additional funds transfer may be required at the time of final settlement or at the conclusion of litigation.
- If a condemnation lawsuit is filed, the final trial may not occur for 18 to 24 months; however, a vast majority of the cases settle prior to final trial. The City's condemnation attorney remains actively engaged with the property owner to continue negotiations throughout litigation.
 - North Carolina law requires that all condemnation cases go through formal non-binding mediation, at which an independent certified mediator attempts to facilitate a successful settlement. For the minority of cases that do not settle, the property owner has the right to a trial by judge or jury in order to determine the amount of compensation the property owner will receive.

47. Reference - Charlotte Business INclusion Program

The following excerpts from the City of Charlotte's Charlotte Business INclusion Administrative Procedures Manual are intended to provide further explanation for those agenda items that reference the Charlotte Business INclusion Program in the business meeting agenda.

Section 7.11 Small Business Market Strategy

Section 7.11: The Business Inclusion Officer may develop a market strategy for SBEs that may consist of setting aside certain classes or sizes of contracts for targeted Solicitations to SBEs.

Section 3.1 Contract Goals

Section 3.1.2: Contract Goals: One or more contract goals may be established for all Contracts of \$100,000 or more.

Section 3.1.3: Types of Contract Goals: A Contract Goal can be a (i) MWSBE Goal, (ii) MBE Goal, (iii) SBE Goal, (iv) WBE Goal, (v) MSBE Goal, (vi) WSBE Goal or (vii) MWBE Goal.

Section 3.1.4: Participation Plan for Specific City Agreements:

3.1.4.1: Participation Plans shall be used for Contracts using the Infrastructure Reimbursements Agreements, Developer Agreements, Financial Partner agreements, design-build construction delivery method, construction manager at-risk delivery method, and public-private partnership construction delivery method. The Business Inclusion Officer may require a Participation Plan for other Contracts not specified in this section.

3.1.4.2: The Business Inclusion Officer shall draft a Participation Plan describing what outreach and other efforts the Contractor will be required to undertake to meet the Contract Goals established for the Contract. Any revisions to a Participation Plan after submission shall be approved in writing by the Business Inclusion Officer.

Section 3.1.5: Negotiated Contract Goals:

3.1.5.1: The City may negotiate with a Business Enterprise regarding prospective MWSBE utilization on a Contract prior to its Solicitation. In such instances, the negotiation regarding any Contract Goals may involve scopes of work that are undefined prior to Solicitation but will consist of an overall City expenditure of funds that is known.

Section 3.1.6: No Contract Goals: Contract Goals will not be established on a Contract if (i) there are no MWSBEs to perform the work for the Contract or (ii) it is an Exempt Contract.

Section 8.0 Definitions

Section 8.15: Contract: Any written agreement between the City and Business Enterprise, or any modification thereof, obligating the Business Enterprise to furnish goods or services to the City or perform construction activities for the City. This term shall not include exempt contracts.

Section 8.21: Exempt Contracts: The following Contracts are exempt from all aspects of the CBI Program unless a Department elects otherwise:

8.21.1 Federal Funded Agreements: Contracts that are subject to the U.S. Department of Transportation Disadvantaged Business Enterprise Program as set forth in 49 CFR Part 26 or any successor legislation.

8.21.2 Financial Partner Agreements: Contracts with a Financial Partner that has an existing MWSBE program or DBE program that the Financial Partner uses regularly and can provide evidence thereof.

8.21.3 Interlocal Agreements: Contracts with other units of federal, state, or local government.

8.21.4 Legal Services: Contracts to provide legal services on behalf of the City or its employees or elected officials.

8.21.5 No Competitive Process: Contracts that are entered into without a competitive process, or entered into based on a competitive process administered by an entity other than the City, including but not limited to agreements that are entered into by sole sourcing, piggybacking, buying off the North Carolina State contract, buying from a competitive bidding group purchasing program

as allowed under North Carolina General Statutes § 143-129(e)(3), or using the emergency procurement procedures established by the North Carolina General Statutes.

8.21.6 Real Estate Leasing and Acquisition: Contracts for the acquisition or lease of real estate.

8.21.7 Special Exemptions: Contracts where the Department and the Business Inclusion Officer agree that there was no discretion to hire an MWSBE including, but not limited to, payments or reimbursements to City employees or the procurement of utilities.

8.21.8 State Funded Agreements. Contracts that are subject to an MWBE Goal set by the State of North Carolina pursuant to North Carolina General Statutes § 143- 128.2

Section 5.0: Responsibilities After Contract Award

Section 5.4: New Subcontracting Opportunities

5.4.1: If a Contract has a previously unidentified opportunity for MWSBE participation or if a scope of work has been enlarged or increased, then the Contractor shall notify the Department Head.

5.4.2 Notice: Contractor shall promptly notify the Department Head of the new opportunity for MWSBE participation and whether existing MWSBE Subcontractors on the Contract can and/or will perform the new work.

5.4.3 Response: Upon receipt of the notice under Section 5.4.2, the Department Head shall notify the Contractor that (i) there will be no Supplemental Goal or (ii) there will be a Supplemental Goal based on MWSBE availability.

Section 7.12: Financial Partners

7.12.1 Exemption: If a Financial Partner currently administers a program for MWSBEs, then the Financial Partner may seek an exemption from the Business Inclusion Officer by communicating an intent to use the Financial Partner's existing program in lieu of adhering to the CBI Program. Determinations are made on a case-by-case basis by Business Inclusion Officer.

7.12.2 Contract Goals: A Financial Partner shall be subject to Section 3 (Goals) and Section 4 (Good Faith Efforts) if the Financial Partner has not been exempted pursuant to Section 7.11.1.