

# **City of Charlotte**

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



## **Meeting Agenda**

**Monday, June 10, 2024**

**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.

### **2. Consent agenda items 27 through 29 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

### Bank of America Stadium Improvements Project

**Staff Resource(s):**

Tracy Dodson, City Manager's Office

**Time:** Presentation - 15 minutes; Discussion - 30 minutes

**Explanation**

- In follow up to June 3 Jobs and Economic Development Council Committee and June 3 Council Committee Discussions on the Bank of America Stadium improvements project, staff will provide an opportunity for the Mayor and City Council to meet with Inner Circle Sports, LLC about the sports/stadium industry perspective, provide an update on public feedback through the website, and provide additional project updates.

### Youth Crime Reduction (Katie Blessing Center)

**Staff Resource(s):**

Shawn Heath, City Manager's Office

Rebecca Hefner, Housing and Neighborhood Services

**Time:** Presentation - 10 minutes; Discussion - 20 minutes

**Explanation**

- Receive an update on the status of youth crime policy referral and funding recommendation for a youth behavioral health care facility (Katie Blessing Center).

[Bank of America Stadium Improvements Project Presentation](#)

[Youth Crime Reduction 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*

## **AWARDS AND RECOGNITIONS**

### **6. Pollinator Week Proclamation**

**Action:**

Mayor Lyles will read a proclamation recognizing June 17-23, 2024, as Pollinator Week.

## **PUBLIC HEARING**

## 7. Public Hearing and Decision on River Point Area Voluntary Annexation

### Action:

- A. Conduct a public hearing for River Point Area voluntary annexation, and
- B. Adopt an annexation ordinance with an effective date of June 10, 2024, to extend the corporate limits to include this property and assign it to the adjacent City Council District 3.

### **Staff Resource(s):**

Alyson Craig, Planning, Design & Development

Holly Cramer, Planning, Design & 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 54.192-acre property located along the west side of Dixie River Road, north of Lynn Parker Lane in western Mecklenburg County.
- The property is owned by Crescent River District, LLC.
- The site is currently vacant and is zoned MUDD-O ANDO (mixed-use development district, optional, airport noise disclosure overlay).
  - Rezoning petition 2016-056 rezoned this site in November of 2016 as part of the larger River District master-planned community.
- The intent of the annexation is to extend municipal services to the site to support the development of 193 single family units.
- The petitioned area consists of one parcel; parcel identification number: 113-291-07.
- The property is located within Charlotte's extraterritorial jurisdiction and does not share boundaries with current city limits.
- 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 this annexation petition, the Charlotte Fire Department noted that the temporary station to service development in the area is expected to be completed in the third quarter of 2025, and will need to be operational prior to granting certificates of occupancy in this area.
- 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; and
  - Will not result in a situation where unincorporated areas will be encompassed by new city limits.

### **Attachment(s)**

Map (GIS)

Map (Survey)

Rezoning Petition 2016-056 Approved Site Plan

Annexation Ordinance

[River Point Area Annexation Map](#)

[River Point Area Annexation Survey](#)

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

[River Point Area Annexation Ordinance](#)



## 8. Public Hearing on a Resolution to Close a Portion of Alleyway Parallel to Ashley Road

### Action:

- A. Conduct a public hearing to close a portion of alleyway parallel to Ashley Road, and
- B. Adopt a resolution and close a portion of alleyway parallel to Ashley Road.

### **Staff Resource(s):**

Debbie Smith, Transportation

Casey Mashburn, Transportation

### **Explanation**

- NC General Statute Section 160A-299 outlines the procedures for permanently closing streets and alleys.
- The Charlotte Department of Transportation (CDOT) 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 and attaches it to the adjacent property.
- The attached Resolution refers to exhibits and metes and bounds descriptions that are available in the city clerk's office.
- The alleyway to be closed is located in Council District 2.

### **Petitioner**

Robert Drakeford

### **Right-of-Way to be Abandoned**

A portion of alleyway parallel to Ashley Road

### **Reason**

Per the petition submitted by Robert Drakeford, the abandonment of the opened right-of-way will facilitate future redevelopment of abutting parcels. The city has no objections.

### **Notification**

As part of the city's notification process, and in compliance with NC General Statute 160A-299, CDOT submitted this abandonment petition for review by the public and city departments.

### Adjoining property owner(s)

None

### City Departments

- Review by city departments identified no apparent reason this closing would:
  - Be contrary to the public interest;
  - Deprive any individual(s) owning property in the vicinity of reasonable means of ingress and egress to their property as outlined in the statutes; and
  - Be contrary to the adopted policy to preserve existing rights-of-way for connectivity.

### **Attachment(s)**

Map

Resolution

[2024-000574A - Abandonment Map](#)

[2024-00574A Resolution to Close 06.10.2024](#)

## 9. Public Hearing on a Resolution to Close a Portion of Opened Right-of-Way off Coker Avenue

### Action:

- A. Conduct a public hearing to close a portion of opened right-of-way off Coker Avenue, and
- B. Adopt a resolution and close a portion of opened right-of-way off Coker Avenue.

### **Staff Resource(s):**

Debbie Smith, Transportation  
Casey Mashburn, Transportation

### **Explanation**

- NC General Statute Section 160A-299 outlines the procedures for permanently closing streets and alleys.
- The Charlotte Department of Transportation (CDOT) 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 and attaches it to the adjacent property.
- The attached Resolution refers to exhibits and metes and bounds descriptions that are available in the city clerk's office.
- The right-of-way to be closed is located in Council District 2.

### **Petitioner**

Mecklenburg County

### **Right-of-Way to be Abandoned**

Portion of Coker Avenue

### **Reason**

Per the petition submitted by Mecklenburg County, the abandonment of the opened right-of-way will facilitate future redevelopment of Enderly Park. The city has no objections.

### **Notification**

As part of the city's notification process, and in compliance with NC General Statute 160A-299, the CDOT submitted this abandonment petition for review by the public and city departments.

### Adjoining property owner(s)

None

### City Departments

- Review by city departments identified no apparent reason this closing would:
  - Be contrary to the public interest;
  - Deprive any individual(s) owning property in the vicinity of reasonable means of ingress and egress to their property as outlined in the statutes; and
  - Be contrary to the adopted policy to preserve existing rights-of-way for connectivity.

### **Attachment(s)**

Map  
Resolution

[2023-006572A - Abandonment Map](#)

[2023-006572A Resolution to Close 06.10.2024](#)

## 10. Public Hearing on a Resolution to Close a Portion of Right-of-Way off Johoy Drive

### Action:

- A. Conduct a public hearing to close a portion of right-of-way off Johoy Drive, and
- B. Adopt a resolution and close a portion of right-of-way off Johoy Drive.

### **Staff Resource(s):**

Debbie Smith, Transportation

Casey Mashburn, Transportation

### **Explanation**

- NC General Statute Section 160A-299 outlines the procedures for permanently closing streets and alleys.
- The Charlotte Department of Transportation (CDOT) 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 and attaches it to the adjacent property.
- The attached Resolution refers to exhibits and metes and bounds descriptions that are available in the city clerk's office.
- The right-of-way to be closed is located in Council District 2.

### **Petitioner**

BV Belk Jr.

### **Right-of-Way to be Abandoned**

Portion of Johoy Drive

### **Reason**

Per the petition submitted by BV Belk Jr., the abandonment of the unopened right-of-way will facilitate future redevelopment of abutting parcels. The city has no objections.

### **Notification**

As part of the city's notification process, and in compliance with NC General Statute 160A-299, the CDOT submitted this abandonment petition for review by the public and city departments.

### Adjoining property owner(s)

None

### City Departments

- Review by city departments identified no apparent reason this closing would:
  - Be contrary to the public interest;
  - Deprive any individual(s) owning property in the vicinity of reasonable means of ingress and egress to their property as outlined in the statutes; and
  - Be contrary to the adopted policy to preserve existing rights-of-way for connectivity.

### **Attachment(s)**

Map

Resolution

[2022-002496A - Abandonment Map](#)

[2022-002496A Resolution to Close 06.10.2024](#)

## **POLICY**

### **11. City Manager's Report**

[06.10.2024 City Manager's Memo](#)

## 12. Fiscal Year 2025 Operating Budget and Fiscal Years 2025-2029 Capital Investment Plan

### **Action:**

**Adopt the Fiscal Year (FY) 2025 Appropriations and Tax Levy Ordinance, the FY 2025 Compensation and Benefits Recommendations, and other items related to the Annual Budget Ordinance adoption:**

- A. The FY 2025 Operating Appropriations and Tax Levy Ordinance,**
- B. The FY 2025 - 2029 Capital Investment Plan,**
- C. The FY 2025 General Solid Waste Fee,**
- D. The FY 2025 Storm Water Services Fees,**
- E. The FY 2025 Transit Operating Budget, FY 2025 Transit Debt Service Budget, and FY 2025 - 2029 Transit Capital Investment Plan which was approved by the Metropolitan Transit Commission on May 29, 2024,**
- F. The FY 2025 Charlotte Water Rates,**
- G. The FY 2025 Compensation and Benefits Plan and associated Human Resources contracts,**
- H. Outside Agency and Municipal Service District contracts,**
- I. Approve American Rescue Plan Act funding,**
- J. Adopt a budget ordinance appropriating \$4,162,450 in interest earnings to the American Rescue Plan Act Fund, and**
- K. Approve other Budget items.**

### **Committee Chair:**

Dimple Ajmera, Budget, Governance and Intergovernmental Relations Committee

### **Staff Resource(s):**

Marcus Jones, City Manager's Office  
Ryan Bergman, Strategy & Budget  
Teresa Smith, Finance

### **Policy**

- As required by Chapter 159 of the NC General Statutes, the City of Charlotte adopts annual appropriations and a tax levy ordinance and considers related actions by July 1 of each fiscal year.
- The annual budget is an instrument that establishes policy. The budget identifies and summarizes programs and services provided by the city and how they are funded. It is the annual plan that coordinates the use of revenues and associated expenditures.

*Note that applicable sections below have been modified to match the substitute motion that was approved at the June 10, 2024 Business Meeting by Council. Red text was added, and strike through text represents items that were changed by the substitute motion.*

### **Background**

- The annual budget ordinance is presented in accordance with the City Manager's Proposed FY 2025

Budget presented on May 6, 2024, and subsequent City Council budget adjustments.

- The FY 2025 Budget is structurally balanced and focuses on five City Council Strategic Priorities: Well-Managed Government, focused on Equity, Engagement, and the Environment; Great Neighborhoods; Safe Communities; Transportation and Planning; and Workforce and Business Development.
- The budget development process includes input from the community, city departments, and the Mayor and City Council. To facilitate input, the city held three Budget, Governance, and Intergovernmental Relations Committee meetings on January 8, February 5, and April 1 and two Budget Workshops on February 12 and March 25. Public budget engagement occurred through: three virtual budget listening sessions occurring on February 13, February 20, and March 20; an in-person listening session on March 14; a budget public input survey that was available from February 1 through April 7; a Public Hearing on the Proposed Budget on May 13; a Budget Adjustments meeting on May 20; and a Straw Votes Meeting on May 30, 2024.
- The Mayor and City Council met on May 20 and May 30, 2024, to discuss budget adjustments for consideration to the Proposed FY 2025 Budget. Fifteen adjustments to the recommended budget were approved by City Council for inclusion in the FY 2025 Budget. Additionally, City Council approved the use of \$427,500 in one-time funding from the American Rescue Plan Act (ARPA) and an additional \$4,162,450 in one-time funding from ARPA interest earnings.
- FY 2025 Operating Budget and FY 2025 General Capital Investment Plan (CIP):
  - Includes 1.37¢ net Property Tax increase, which includes realignment of resources among the General Fund (GF), Municipal Debt Service Fund (MDSF), and the Pay-As-You-Go (PAYGO) Fund:
    - 0.84¢ -increase to GF allocation to increase support for public safety
    - 0.31¢ - increase to GF allocation to increase support for Arts and Culture
    - - 0.06¢ - reduction to PAYGO allocation
    - - 0.02¢ - reduction to GF allocation
    - ~~0.22~~0.30¢ - MDSF to increase support for the five-year CIP, including the 2024 Bond
  - Maintains or enhances core services.
  - Maintains operating reserve levels with no use of one-time revenues such as the General Fund balance.
  - Protects current employees, there are no layoffs or furloughs.
  - Continues to invest in City of Charlotte employees by:
    - Providing a five percent increase for hourly employees: 2.5 percent in July and 2.5 percent in November,
    - Boosting the minimum total increase for general hourly employees to \$3,280, providing more than a seven percent increase to the city's lowest paid employees,
    - Providing a four percent merit pool for salaried employees,
    - Continuing pay incentives - 2.5 percent CDL; 2.5 percent 2nd and 3rd shift (includes Police); All-Access Transit Pass,
    - Providing 5-7.5 percent pay increases (including step) for most Police Pay Plan Employees,
    - Supporting Fire Pay Plan employees with pay increases up to 7.5 percent (including step),
    - Increasing the top pay for Police Officers by five percent resulting in a 16 percent increase over two years,
    - Providing nearly 2.5 times the planned increase in funding for the Firefighters' Retirement System (4.9 percentage points),
    - Establishing employee Emergency Loan Program for hardships,
    - Enhancing home ownership opportunities within House Charlotte Plus,
    - Continuing flexible work options for appropriate administrative positions, and
    - Launching four new apprenticeship roles to citywide apprenticeship program.
  - Continues to be a leader in municipal sustainability led by the Strategic Energy Action Plan through:
    - Sustainable Infrastructure by purchasing 70 electric vehicles and expanding charging

infrastructure.

- Supports Police telecommunications by providing funding for 15 telecommunications positions (this is in addition to \$9 million to support 911 Call Center renovations).
- Adds 72 Fire positions: including 12 additional fire investigators, 54 staff for three new ladder companies, three battalion chiefs to establish Battalion 9, and three administrative/technical staff.
- Supports a sustainable arts ecosystem: \$11 million for Arts and Culture.
- Provides \$500,000 for on-going Alternatives to Violence (ATV) support at Beatties Ford Road and utilizes grant funds to continue Project BOOST with Atrium Health, and ATV at West Boulevard and Nations Ford/Arrowood locations.
- Adds 10 new positions to Animal Care and Control, increasing animal care staffing by 29 percent.
- Collaborates with Charlotte-Mecklenburg Schools (CMS) to hire 17 CMS high school graduates and offer starting pay at \$47,480.
- Provides at least level funding for all current Financial Partners and adds two new Pay-As-You-Go (PAYGO) Fund-supported financial partners, the Housing Collaborative and the United Way of Greater Charlotte.

### **Recommended Changes to the Proposed FY 2025 Budget from the May 30 City Council Budget Workshop**

- During the May 30 Budget Straw Votes Meeting, City Council approved the following adjustments:
  - Reduce the non-public safety General Fund personnel budget,
  - Advance salary increases for Sergeants and top step police officers from January to November.
  - Amend the plan provisions to provide that the city will cover the full healthcare insurance premium for spouses and dependents of city employees killed in the line of duty while they remain eligible for coverage.
  - Reduce the total FY 2025 General CIP amount by decreasing allocations for Strategic Investment Areas, Corridors of Opportunity, Sidewalks, and Center City Transportation Improvements, and
  - Reallocate the future Advanced Planning Capacity in the city's Certificates of Participation debt program to Animal Care and Control.
- One-time ARPA funding specific to workforce development will be used for the following:
  - \$250,000 in addition to the \$250,000 included in the Proposed Budget of PAYGO funding for litter clean up and workforce development for formerly incarcerated individuals, bringing the total amount to \$500,000.
- One-time ARPA interest funds will be appropriated for the following:
  - \$1,000,000 in addition to the \$3,500,000 included in the Proposed Budget of PAYGO funding for programs aimed at reducing juvenile crime, bringing the total amount to \$4,500,000,
  - \$1,000,000 in addition to \$1.5 million unutilized HOMES Program funding included in the Proposed Budget for the Faith in Housing initiative, bringing the total amount to \$2,500,000,
  - Workforce housing partnership with Charlotte-Mecklenburg Schools to construct an affordable housing development for teachers (\$1,000,000),
  - Purchase active shooter kits for Police (\$143,950),
  - Purchase portable ballistic shields for Police (\$97,500)
  - Charlotte Black Film Festival (\$287,000), and
  - Boom Charlotte (\$100,000).
- Additionally, the following non-profit organizations will receive one-time ARPA or ARPA interest funding for FY 2025:
  - ARPA funding specific to workforce development:
    - Carolinas Asian Chamber of Commerce (\$100,000), and
    - Stiletto Boss University (\$77,500).
  - ARPA interest funding:
    - Block Love (\$100,000),

- Carolina Youth Coalition (\$100,000),
- Charlotte Museum of History (\$100,000),
- Hearts for the Invisible (\$100,000),
- Home Again Foundation (\$100,000), and
- Save Our Children Movement (\$34,000).

#### A. Adopt the FY 2025 Operating Appropriations and Tax Levy Ordinance

- The total FY 2025 budget is ~~\$4.11~~ **4.17** billion net of transfers, with \$1.14 billion for personnel expenditures, ~~\$84.5~~ **882.8** million for operating expenditures, ~~\$1.81~~ **1.88** billion for capital expenditures (all funds), and \$273 million for debt service expenditures. The General Fund operating budget totals ~~\$897.3~~ **896.8** million.
  - Including a **\$486,200 reduction in the General Fund cash supplement to street resurfacing.**
- The total budget includes the following key revenues:
  - A property tax rate of 27.41¢ per \$100 of assessed valuation, which is a 1.37¢ increase from FY 2024. The FY 2025 assessed value is estimated at \$226.3 billion, with an estimated collection rate of 99 percent.
  - The FY 2025 Water and Sewer Fee is proposed to increase by 5.75 percent for the typical homeowner, which is an average increase of \$4.37 per month.
  - The FY 2025 Storm Water Services Fee is proposed to increase by 4.9 percent. The typical homeowner would experience a \$0.47 per month increase.
  - Select Aviation non-regulatory fees were adjusted to increase or decrease based on Aviation's cost-recovery model.
  - Charlotte Area Transit System (CATS) base transit fare remains flat from FY 2024 to FY 2025.

#### B. Adopt the FY 2025 - 2029 Capital Investment Plan

##### General CIP

- The General CIP is supported by a portion of the 27.41¢ property tax as follows:
  - ~~5.43~~ **5.51**¢ for the Municipal Debt Service Fund, and
  - ~~1-0.94~~¢ for the PAYGO Fund.
- The FY 2025 - 2029 five-year General CIP totals ~~\$1.11~~ **1.17** billion and includes General Obligation Bonds, other sources, Municipal Debt Service, reappropriation of prior authorization, and PAYGO funds.
- Highlights of the General Capital Investment Plan include:
  - Doubling the previous affordable housing investment with a \$100 million allocation to create and preserve affordable housing,
  - Initiating a new data-driven approach to project identification with ~~\$30~~ **55** million for Strategic Investment Areas,
  - **Increasing previous investment in improving sidewalks from \$20,000,000 to \$50,000,000,**
  - Investing ~~\$20~~ **25** million for infrastructure improvements in the Corridors of Opportunity, in addition to \$5 million in the PAYGO Fund,
  - Increasing Vision Zero from the planned \$4 million to \$20 million,
  - **Implementing Center City Transportation Improvements for \$5,000,000**
  - Continuing the multi-year \$107 million program to construct and renovate Fire facilities, and
  - Expanding the 911 Call Center at Charlotte-Mecklenburg Police Department Headquarters and the Police and Fire Training Academy.

##### Nongeneral CIPs

- Nongeneral programs are financially self-sustaining and do not rely on property tax support.
- The FY 2025 - 2029 five-year nongeneral CIPs include:
  - Aviation totals \$1.90 billion and is funded by \$979.3 million in revenue bonds, \$208.1 million in Aviation PAYGO, \$313.3 million in passenger facility charges, \$313.5 million in federal grants, \$77.0 million in state grants, and \$7.0 million in customer facility charges.
  - CATS totals \$394.4 million and is funded by \$128.1 million in federal and state grants and \$266.3 million in other sources.



- Charlotte Water totals \$2.2 billion and is funded by \$1.1 billion in Charlotte Water PAYGO and \$1.1 billion in water and sewer revenue bonds.
- Storm Water totals \$436.0 million and is funded by \$205.0 million in revenue bonds and \$231.0 million in Storm Water PAYGO and program income.

**C. Amend the General Solid Waste Fee**

- The annual Solid Waste Fee for residential customers changes from \$94.64 to \$104.05 in FY 2025 to help support the increased cost of services.
- These changes become effective on July 1, 2024.
  - The revised fee will be included in the tax bills that will be mailed to property owners by September 2024 and are due by December 31, 2024.

**D. Approve the FY 2025 Storm Water Services Fee**

- In accordance with the Interlocal Agreement on Storm Water Services, this action will inform Mecklenburg County of the amount to be charged for the city's portion of the fee.
- The FY 2025 Storm Water Services Fee changes include:
  - Detached single family homes with less than 2,000 square feet (sf) of impervious area changes from \$6.56 per month to \$6.88 per month in FY 2025,
  - Detached single family homes with 2,000 to less than 3,000 sf of impervious area changes from \$9.68 per month to \$10.15 per month in FY 2025,
  - Detached single family homes with 3,000 to less than 5,000 sf of impervious area changes from \$14.30 per month to \$15 per month in FY 2025,
  - Detached single family homes with 5,000 sf or more of impervious area changes from \$23.65 per month to \$24.81 per month in FY 2025, and
  - Commercial and multi-family per acre of impervious area changes from \$170.71 per month to \$179.07 per month in FY 2025.

**E. Adopt the FY 2025 Transit Operating Budget, FY 2025 Transit Debt Service Budget, and FY 2025 -2029 Transit Capital Investment Plan, which was approved by the Metropolitan Transit Commission on May 29, 2024**

Policy

- The Transit Governance Interlocal Agreement calls for the Metropolitan Transit Commission (MTC) to annually approve a Transit Operating Program and a Transit Capital Program. Following the MTC's approval, the Transit Operating and Capital Programs are forwarded to City Council for approval. Upon approval, City Council shall fund the programs through its budget process and/or project ordinances.

Budget Overview

- The FY 2025 Transit Operating and Debt Service Budgets and the FY 2025 - 2029 Transit CIP have been developed in compliance with CATS Financial Policies, including an annual contribution to the Transit Revenue Reserve Fund, year-end fund balance, debt service coverage ratios, and the transfer of balances to the capital program.
- The FY 2025 Budget includes no proposed fare increases and no proposed new fees.
- The FY 2025 Budget for CATS emphasizes five focus areas: safety and security of riders and operators; well-being and growth for CATS employees; increased maintenance of CATS facilities, buses, and rail vehicles; implementation of microtransit programs; and improved bus service to the region.

**F. Adopt the FY 2025 Charlotte Water Rates**

- Water and sewer fees are necessary to maintain current infrastructure, accommodate growth, and respond to changing regulatory requirements.
- FY 2025 rate changes include:
  - Typical resident water and sanitary sewer availability fees at \$10.92 per month, an increase of \$0.48 from Fiscal Year 2024,
  - Typical resident water and sanitary sewer fixed fees at \$12.32 per month, an increase of

- \$1.28 from Fiscal Year 2024,
- The typical monthly total water and sanitary sewer bill for residential customers is estimated to be \$80.35 in Fiscal Year 2025, an increase of \$4.37 per month, and
- The typical bill assumes 5,236 gallons, or seven Ccf, used each month. Based on the current rate structure, users consuming more than the typical level of consumption are charged a higher rate to encourage conservation and responsible use of this resource.

**G. Adopt the FY 2025 Compensation and Benefits Plan and Associated Human Resources Contracts**

Compensation

- This action authorizes the City Manager to implement the recommendations from the FY 2025 Compensation and Benefits Recommendations and subsequent adjustments by City Council at the May 30 Budget Adjustments meeting including, but not limited to the following items:
- In the Public Safety Pay Plan:
  - All merit steps of the FY 2025 Public Safety Pay Plan to be funded.
  - A market adjustment to the pay steps of 2.5 percent, effective July 6, 2024.
  - Allow for a one-time 2.5 percent lump sum payment in June 2025 for any Firefighter II that does not receive a promotion and is not eligible for a step increase in FY 2025.
  - Update the pay cycle for Police Public Safety Pay Plan employees from a 28 day pay cycle to a 14 day pay cycle on or prior to January 4, 2025.
  - Advance salary increases for Sergeants and top step police officers from January to November.
  - Revisions to Police steps effective November 9, 2025:
    - Increase Senior Police Officer IV from 2.5 percent to five percent above Senior Police Officer III. Enhance eligibility for this classification to include all employees that have been a Senior Police Officer III for at least one year.
    - Eliminate Police Sergeant step one and add a 2.5 percent step to the top of Police Sergeant.
  - Revisions to Fire steps effective November 9, 2024:
    - Add a 5 percent step to the top of Firefighter I.
    - Increase the top step seven for Fire Engineer from 2.5 percent to 5 percent above step six.
    - Eliminate Fire Captain step one and add a 2.5 percent step to the top of Fire Captain.
- In the Salaried Pay Plan:
  - Merit increase pool funded at four percent, and
  - A three percent market adjustment to the Salaried Pay Plan ranges effective July 6, 2024.
- In the Hourly Pay Plan:
  - Two increases each equal to the greater of 2.5 percent or \$1,640 for hourly employees, effective July 6, 2024, and November 2, 2024, for a total increase the greater of five percent or \$3,280,
  - Establish a minimum pay rate of \$47,840 per year for full-time employees, and
  - A three percent market adjustment to the Hourly Pay Plan ranges effective July 6, 2024.

Benefits

- Increase employee medical plan weekly premiums by \$1 to \$5 based on plan and tier.
- Amend the plan provisions to provide that the city will cover the full healthcare insurance premium for spouses and dependents of city employees killed in the line of duty while they remain eligible for coverage.
- Increase non-Medicare-eligible medical plan monthly premium for retirees with 20 years of service by \$4 or \$28 based on plan and tier.
- Provide the City Manager the authority to modify the Shared Sick Leave program to allow the return of all remaining hours in the shared sick leave bank to participants at the end of the plan year.
- Provide the City Manager the authority to create a vacation donation policy to allow employees to donate a limited amount of unused vacation to other employees.
- Provide the City Manager the authority to make medical and prescription drug plan and wellness

incentive changes within the overall health insurance budget.

- Provide the City Manager the authority to approve vendor, rate, plan options and plan design changes for the Medicare-eligible Retiree Health Plans.
- Provide the City Manager the authority to renegotiate the current contracts, or if the contracts are rebid, to select vendors, execute the contracts and future contract amendments and determine plan design within the selected vendors for Medical Coverage, Dental, Health Clinic, Employee Assistance Program, Flexible Spending Accounts, Health Savings Accounts, Health Advocacy, Short-Term and Long-Term Disability, Family Medical Leave Administration, Benefits Administration, Vision, Stop Loss insurance, voluntary benefits, and wellness services.

#### **H. Approve Outside Agency and Municipal Service District Contracts**

- This action authorizes the City Manager to negotiate and execute contracts related to outside agencies and municipal service districts. The outside agency and Municipal Service District contracts are outlined below.

##### Arts and Culture Sector

- Foundation for The Carolinas (FFTC) will administer the city's FY 2025 allocation of arts and culture funding totaling \$11,000,000 from the General Fund. This allocation includes:
  - \$8,850,000 to support the organizations that have historically received annual operating support,
  - \$2,000,000 to be distributed to Charlotte is Creative via FFTC for grantmaking that supports individual artists, creatives, collaboration across the ecosystem, and other activities that support the Arts and Culture Plan, and
  - \$150,000 in an administrative fee to FFTC for their service as the fiscal agent and administrative partner.

##### FY 2025 General Fund Discretionary Financial Partners

- Alliance Center for Education: \$90,000
- The Bengali Women's Forum: \$10,000
- Charlotte Regional Business Alliance: \$171,809
- Community Building Initiative: \$50,000
- Greater Enrichment Program: \$200,000
- Local Initiatives Support Corp: \$200,000
- My Brother's Keeper Charlotte-Mecklenburg: \$50,000
- Race Matters for Juvenile Justice: \$51,468
- Safe Alliance: \$397,038
- Women's Business Center of Charlotte: \$50,000
- TreesCharlotte: \$250,000

##### FY 2025 Dedicated Revenue Sources Financial Partners

- Municipal Service District (MSD) Contracts
  - Charlotte Center City Partners (\$6,850,509)
    - District 1: Center City
      - Tax Rate remained the same, 1.28¢
      - FY 2025 Contract: \$1,884,081
    - District 2: Center City
      - Tax Rate remained the same, 2.18¢
      - FY 2025 Contract: \$1,309,309
    - District 3: Center City
      - Tax Rate remained the same, 3.32¢
      - FY 2025 Contract: \$2,020,237
    - District 4: South End
      - Tax Rate remained the same, 2.80¢
      - FY 2025 Contract: \$1,636,882
  - University City Partners
    - District 5: University City
      - Tax Rate remained the same, 2.62¢

- FY 2025 Contract: \$1,516,054
  - South Park Community Partners
    - District 6: South Park
      - Tax Rate remained the same, 3.81¢
      - FY 2025 Contract: \$1,783,323
- Charlotte Center City Partners: Additional support from Tourism Fund for special events (up to \$500,000)
- Charlotte Regional Visitors Authority (CRVA): \$23,361,809
- CRVA - Film Commission: \$150,000

#### 100 Percent Federal Grant Funded Financial Partners

- Center for Prevention Services: \$230,000
- Latin American Coalition: \$230,000
- OurBridge: \$230,000

#### 100 Percent PAYGO Funded Financial Partners:

- Charlotte Metro Reds: \$50,000
- Crisis Assistance Ministry: \$550,000
- For The Struggle: \$100,000
- Housing Collaborative (New Financial Partner): \$200,000
- The Males Place: \$100,000
- United Way of Greater Charlotte (New Financial Partner): \$130,000

#### General/Federal Share Funded Financial Partners

- DreamKey Partners (formerly Charlotte-Mecklenburg Housing Partnership, Inc.) - Affordable Housing: \$1,690,000
- DreamKey Partners (formerly Charlotte-Mecklenburg Housing Partnership, Inc.) - House Charlotte: \$231,000
  - In FY 2024, \$2 million in funding was dedicated to home ownership assistance for City of Charlotte employees.

#### FY 2025 Public Art Work Plan

- The Arts & Science Council administers the Public Art Program, which is outlined in Chapter 15 Article IX of the Charlotte City Code.
- The FY 2025 CIP Public Art allocations include:
  - General Capital Investment Plan: ~~\$312,700~~ 372,700, and
  - Aviation Capital Investment Plan: \$234,585.

#### School Resource Officer Program for Charlotte-Mecklenburg Schools

- The Charlotte-Mecklenburg Police Department (CMPD), through the School Resource Officer (SRO) Program, has a security presence at Charlotte-Mecklenburg Schools (CMS) middle and high schools in their jurisdiction.
- The SROs provide police services to their respective school communities as their primary assignment.
- CMPD will provide approximately 54 Police Officers and 3 Sergeant to CMS for the 2024 - 2025 school year.
- This action authorizes the City Manager to negotiate and execute the FY 2025 contract with CMS for continued funding for these SRO positions.

### **I. Approve American Rescue Plan Act funding**

- This action authorizes the City Manager to negotiate and execute contracts related to outside agencies funded by the American Rescue Plan Act.
- The American Rescue Plan Act of 2021 (ARPA) provided the city with \$141,618,325 through the State and Local Fiscal Recovery Fund.
- This action authorizes appropriation of ARPA State and Local Fiscal Recovery Funding for the following purposes:
  - \$1.5 million of unutilized HOMES Program funding returned from Mecklenburg County to be utilized for a Faith in Housing initiative, and
  - \$427,500 of previously appropriated HIRE Charlotte ARPA funding will support the following

organizations and initiatives in FY 2025:

- \$250,000 in addition to the \$250,000 in PAYGO funding included in the Proposed Budget for litter clean up and workforce development for formerly incarcerated individuals,
- \$177,500 for the following non-profit organizations:
  - Carolinas Asian Chamber of Commerce (\$100,000), and
  - Stiletto Boss University (\$77,500).

**J. Adopt a budget ordinance appropriating \$4,162,450 in interest earnings to the American Rescue Plan Act Fund**

- The American Rescue Plan Act of 2021 (ARPA) provided the city with \$141,618,325 through the State and Local Fiscal Recovery Fund, which has been accruing interest.
- This action authorizes the City Manager to negotiate and execute contracts related to outside agencies funded by interest earned on funds from the American Rescue Plan Act.
  - \$287,000 for the Charlotte Black Film Festival,
  - \$100,000 for the Boom Charlotte arts festival,
  - \$143,950 for the purchase active shooter kits for Police,
  - \$97,500 for the purchase of portable ballistic shields for Police, and
  - \$534,000 for the following non-profit organizations:
    - Block Love (\$100,000),
    - Carolina Youth Coalition (\$100,000),
    - Charlotte Museum of History (\$100,000),
    - Hearts for the Invisible (\$100,000),
    - Home Again Foundation (\$100,000), and
    - Save Our Children Movement (\$34,000).
- This action authorizes the allocation of ARPA State and Local Fiscal Recovery Funding interest for the following purposes:
  - \$1,000,000 in addition to the \$3,500,000 in PAYGO funding included in the Proposed Budget for programs aimed at reducing juvenile crime,
  - \$1,000,000 in addition to \$1.5 million unutilized HOMES Program funding returned from Mecklenburg County to be utilized for Faith in Housing initiatives, bringing the total amount to \$2,500,000,
  - \$1,000,000 to support Charlotte-Mecklenburg Schools' workforce housing Teacher Village.

**K. Approve other Budget items**

- Various updates to the schedule of regulatory and non-regulatory user fees.
- The budget ordinance included is the city's annual budget operating ordinance. Sections 1 through 14 of this Ordinance reflect the items included in the FY 2025 Budget and all Council adjustments.
- The remainder of the Annual Ordinance (Sections 15 through 96) serves to make budgetary corrections to the current fiscal year for technical, accounting, and other adjustments necessary prior to the fiscal year's end.

**Attachment(s)**

Substitute Motion, Adopted June 10, 2024

Annual Budget Ordinance

ARPA Interest Budget Ordinance

Resolution by MTC

FY 2025 Compensation and Benefits

[June 10 vote- detailed changes and Motion approved](#)

[FY 2025 Annual Ordinance and Windup - Amended and Adopted 6.11.24 revised](#)

[ARPA Interest Budget Ordinance](#)

[MTC CATS Budget Resolution](#)

[FY 2025 Compensation and Benefits](#)

## BUSINESS

### 13. General Obligation Bond Referendum

**Action:**

- A. Introduce each of the three bond orders required for a General Obligation Bond Referendum, which includes \$238,300,000 of Street Bonds, \$61,700,000 of Neighborhood Improvement Bonds, and \$100,000,000 of Housing Bonds, and**
- B. Approve a resolution setting a public hearing on each of the bond orders for June 24, 2024.**

**Staff Resource(s):**

Teresa Smith, Finance

Matthew Hastedt, Finance

**Explanation**

- On June 10, 2024, Council will consider adopting the Fiscal Year (FY) 2025 Budget and FY 2025-2029 Capital Investment Plan, which includes a \$400,000,000 bond referendum on November 5, 2024.
- On May 13, 2024, Council approved resolutions authorizing staff to proceed with actions necessary to conduct a general obligation bond referendum.
- The current action is the second of four City Council actions. This action will specifically:
  - Introduce the bond orders for each of the ballot questions, and
  - Approve a resolution setting a public hearing for each of the bond orders for the June 24, 2024, business meeting.
- In accordance with State law, the Chief Financial Officer will file a statement of estimated interest for each of the ballot questions. The estimates are non-binding. The Chief Financial Officer will also file a sworn statement of debt with the City Clerk.

**Next Steps**

- On June 24, 2024, City Council will be asked to hold a public hearing on each of the bond orders, approve the bond orders (including the form and language of the ballot), and set a special bond referendum for November 5, 2024.
- After November 5, 2024, City Council will be asked to adopt a resolution certifying and declaring the results of the special bond referendum. This action will occur after the Mecklenburg County Board of Elections certifies the results of the vote.

**Fiscal Note**

Funding: Municipal Debt Service Fund

**Attachment(s)**

Bond Orders

Resolution setting Notice of Public Hearing

[Bond Orders - City of Charlotte - 2024 GO Referendum](#)[Resolution setting Public Hearings - City of Charlotte - 2024 GO Referendum \(6-10 action\)](#)

## 14. General Obligation Refunding Bonds

### Action:

- A. Introduce a bond order authorizing the issuance of General Obligation Refunding Bonds not to exceed \$70,000,000,
- B. Adopt the bond order to provide for the issuance of General Obligation Refunding Bonds not to exceed \$70,000,000, and
- C. Adopt a resolution to authorize issuance of General Obligation Refunding Bonds for refunding of General Obligation Bonds, series 2014A.

### **Staff Resource(s):**

Teresa Smith, Finance

Matt Hastedt, Finance

### **Explanation**

- At its May 13, 2024, Business Meeting, City Council authorized the application to the Local Government Commission to refund General Obligation Bonds, series 2014A.
- The city continually evaluates outstanding debt for refunding opportunities to achieve savings, reduce risk, and modernize financing documents.
- This action will:
  - Provide information required for Local Government Commission approval of the financing;
  - Provide approval to the City Manager and the authorized officers named in the Resolution to take necessary actions to complete the financing and related documentation for the life of the debt; and
  - Refund approximately \$70,000,000 of the 2014A General Obligation bonds.
- With Council approval, it is anticipated the Local Government Commission will approve this action at its July meeting.

### **Fiscal Note**

Funding: Municipal Debt Service Fund

### **Attachment(s)**

Bond Order

Resolution

[Bond Order - Charlotte 2024 Refunding GOs \(2014As\)](#)

[Resolution - Charlotte 2024 GOs \(Refunding 2014A Bonds\)](#)



## 15. Storm Water Refunding Revenue Bonds

### Action:

- A. **Adopt initial findings resolution that makes certain Statements of Fact concerning the refunding of Revenue Bond Anticipation Notes and Revenue Bonds,**
- B. **Provide for the issuance of Storm Water Services Refunding Revenue Bonds in an amount not to exceed \$205 million to refund the 2022 Bond Anticipation Note, 2012 Storm Water Revenue Bonds, and 2014 Storm Water Revenue Bonds, and**
- C. **Authorize City Officials to take necessary actions to complete the financing, including making the application to the Local Government Commission.**

### **Staff Resource(s):**

Teresa Smith, Finance

Matt Hastedt, Finance

Mike Davis, Storm Water Services

### **Explanation**

- This action is replacing short-term debt, the 2022 Bond Anticipation Note (BAN), with long-term permanent debt and
  - Refunding approximately \$2 million of the 2012 Storm Water Revenue Bonds and
  - Refunding approximately \$77 million of the 2014 Storm Water Revenue Bonds.
- In 2022, the city obtained a \$125 million BAN to fund projects on an interim basis and planned to convert it to permanent debt at the end of the 24 to 36-month construction period.
- The projects being funded by this refunding are concentrated in two different areas:
  - Storm Drainage Improvement Projects; and
  - Surface Water Quality Projects (pollution control and stream restoration).
- This action will:
  - Provide information required for Local Government Commission approval of the financing and
  - Permit the City Manager and the Authorized Officers named in the Resolution to take necessary actions to complete the financing and related documentation for the life of the debt.
- This action does not require any additional rate increases.

### **Fiscal Note**

Funding: Storm Water Debt Service Fund

### **Attachment(s)**

Resolution

[Initial Findings Resolution - Charlotte Storm Water Fee Revenue Bonds.doc](#)

## NOMINATIONS

### 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.

**Attachment(s)**

Business Advisory Committee Applications

### 17. Nominations to the Charlotte International Cabinet

**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 July 1, 2024, and ending June 30, 2027.
  - Reinhard von Hennigs has served two terms and is ineligible for reappointment.
  - Tenessa Moore is eligible for reappointment.
- One appointment for a three-year term for an Airport Staff Member category representative beginning July 1, 2024, and ending June 30, 2027.
  - Brittney Portes is eligible for reappointment.
- Two appointments for a three-year term for a Cultural / Ethnic category representative beginning July 1, 2024, and ending June 30, 2027.
  - Jeffrey Baldwin is eligible for reappointment.
  - Nalan Mulder has served two terms and is ineligible for reappointment.
- One appointment for a three-year term for an Education / Non-Profit category representation beginning July 1, 2024, and ending June 30, 2027.
  - Rona Chen has served two terms and ineligible for reappointment.
- One appointment for a three-year term for an International Business category representative beginning July 1, 2024, and ending June 30, 2027.
  - Johnelle Causwell has served two terms and is ineligible for reappointment.
  - Chelvy Moe-Mackosso declined the appointment.

**Attachment(s)**

Charlotte International Cabinet Applications

## 18. Nominations to the Charlotte Regional Visitors Authority

**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 July 1, 2024, and ending June 30, 2027.
  - Kimberly Nelson has served two terms and is ineligible for reappointment.
  - Vinay Patel is eligible for reappointment.

**Attachment(s)**

Charlotte Regional Visitors Authority Applications

## 19. Nominations to the Charlotte 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 Expert category representative for a three-year term beginning July 1, 2024, and ending June 30, 2027.
  - Cemental Grayson Rountree is eligible for reappointment.
- One appointment for a Small Town Representative for a three-year term beginning July 1, 2024, and ending June 30, 2027.
  - Gordon Miller is eligible for reappointment.

**Attachment(s)**

Charlotte Water Advisory Committee Applications

## 20. Nominations to the Citizens Transit Advisory Group

**Action:**

**Nominate residents to serve as specified.**

**Staff Resource(s):**

Stephanie Kelly, City Clerk's Office

**Explanation**

- One appointment for a two-year term beginning July 1, 2024, and ending June 30, 2026.
  - Robert Hillman is eligible for reappointment.

**Attachment(s)**

Citizens Transit Advisory Group Applications

## 21. 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 three-year term for a Resident Owner of Dilworth beginning July 1, 2024, and ending June 30, 2027.
  - Jill Walker has served two terms and is ineligible for reappointment.
- One appointment for a partial term for a Resident Owner of Fourth Ward beginning upon appointment and ending June 30, 2025.
  - Noelle Bell resigned.
- One appointment for a partial term for a Resident Owner of Hermitage Court beginning upon appointment and ending June 30, 2024, and a three-year term beginning July 1, 2024, and ending June 30, 2027.
  - James Jordan has resigned.

**Attachment(s)**

Historic District Commission Applications

## 22. Nominations to the Historic Landmarks Commission

**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 July 17, 2024, and ending July 16, 2027.
  - Jonathan Kincheloe is eligible for reappointment.
  - Edwin Wilson has served two terms and is ineligible for reappointment.

**Attachment(s)**

Historic Landmarks Commission Applications

## 23. 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 partial term beginning upon appointment and ending June 30, 2024, and 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

## 24. Nominations to the Planning Commission

**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 July 1, 2024, and ending June 30, 2027.
  - Ronnie Harvey is eligible but not interested in reappointment.

**Attachment(s)**

Planning Commission Applications

## 25. 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

## 26. Nominations to the Transit Services Advisory Committee

**Action:**

**Nominate residents to serve as specified.**

**Staff Resource(s):**

Stephanie Kelly, City Clerk's Office

**Explanation**

- One appointment for a Vanpool Rider category representative for a partial term beginning upon appointment ending January 31, 2025.
  - Parker Cains has resigned.

**Attachment(s)**

Transit Services Advisory Committee Applications

## CONSENT

### 27. Reflective Roadway and Runway Marking Material

**Action:**

- A. Approve a unit price contract with Potters Industries, LLC for the purchase of reflective glass beads for a term of three years, and**
- B. Authorize the City Manager to renew the contract for up to two, 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):**

Debbie Smith, Transportation  
Haley Gentry, Aviation  
Phil Reiger, General Services  
Shelia Anderson, General Services

**Explanation**

- The city uses reflective glass beads to mark roadways and runways for higher visibility.
- On April 1, 2024, the city issued an Invitation to Bid; one bid was received.
- Potters Industries, LLC was selected as the lowest responsive, responsible bidder.
- The contract prices shall remain fixed for the initial three-year term. At renewal, 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 \$155,000.

**Charlotte Business INclusion**

Contract goals were not established on this Contract because there were no MWSBEs available to provide the products for this Contract.

**Fiscal Note**

Funding: Aviation Operating Budget and CDOT Operating Budget

## 28. Marketing and Communication Services for Charlotte's Tree Canopy

### Action:

- A. Approve contracts with the following companies for Landscape Marketing and Communication Services for an initial term of three years:**
- **Humanity Communications Collective Corporation (MBE),**
  - **Kim Brattain Media (WBE, SBE),**
  - **Saturday Brand Communications dba Saturday Creative (SBE),**
  - **Yellow Duck Marketing, LLC (WBE, SBE), 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):**

Phil Reiger, General Services  
David Wolfe, General Services  
Erin Oliverio, General Services

### **Explanation**

- General Services Landscape Management Division will conduct tree canopy, tree maintenance, and pollinator educational campaigns to increase public awareness of the importance of trees, tree maintenance, and the city's Bee City USA status.
- These campaigns will fulfill an objective of the 2040 Comprehensive Plan to develop a comprehensive education and stewardship initiative to teach and equip residents to sustain Charlotte's natural systems and tree canopy.
- The campaigns will be designed to diversify community participation and to connect with the city's historically disadvantaged areas.
- On January 18, 2024, the city issued a Request for Proposals (RFP); 17 responses were received.
- The companies selected best meet 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 aggregate expenditures are estimated to be \$200,000.

### **Charlotte Business INCLUSION**

Contract goals were not established on this Contract as there were no viable subcontracting opportunities. However, Humanity Communications Collective Corporation is a city-certified MBE. Saturday Brand Communications is a city-certified SBE, and Kim Brattain Media and Yellow Duck Marketing, LLC are city-certified WBEs and SBEs.

### **Fiscal Note**

Funding: General Capital Investment Plan



## CONSENT - PROPERTY TRANSACTIONS

### 29. Property Transactions - Severn-Tyndale Avenue Storm Drainage Improvement Project, Parcel # 19

**Action:** Approve the following Acquisition: Severn-Tyndale Avenue Storm Drainage Improvement Project, Parcel # 19

**Project:** Severn-Tyndale Avenue Storm Drainage Improvement Project, Parcel # 19

**Program:** Severn-Tyndale Avenue Storm Drainage Improvement Project

**Owner(s):** Lisa Bayer Carpenter

**Property Address:** 3820 Severn Avenue

**Total Parcel Area:** 14,337 sq. ft. (0.329 ac.)

**Property to be acquired by Easements:** 1,303 sq. ft. (0.030 ac.) Storm Drainage Easement

**Structures/Improvements to be impacted:** Driveway

**Landscaping to be impacted:** Various plantings

**Zoned:** N1-A

**Use:** Neighborhood 1 Zoning District

**Parcel Identification Number:** 179-074-13

<https://polaris3g.mecklenburgcountync.gov/xv/1448985.0914.509790.0040/>

**Purchase Price:** \$12,330

**Council District:** 6

## Adjournment

## REFERENCES

## 30. 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.

### 31. 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.

## 32. 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.