

City of Charlotte

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



Meeting Agenda

Monday, August 25, 2025

Council Chamber

City Council Business Meeting

*Mayor Vi Lyles
Mayor Pro Tem Danté Anderson
Council Member Dimple Ajmera
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 Edwin Peacock
Council Member Victoria Watlington*

5:30 P.M. CITY COUNCIL BUSINESS MEETING, CHARLOTTE-MECKLENBURG GOVERNMENT CENTER, COUNCIL CHAMBER

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

Call to Order

Introductions

Invocation

Pledge of Allegiance

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 16 through 37 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,
- B. Items with residents signed up to speak to the item, and
- C. Items that have been pulled for a separate vote.

PUBLIC FORUM

3. Public Forum

PUBLIC HEARING

4. Public Hearing and Adopt Bond Order on General Obligation Refunding Bonds

Action:

- A. Conduct a public hearing regarding the issuance of General Obligation Refunding Bonds not to exceed \$201,510,000 to fund transportation and neighborhood improvement projects, and**
- B. Adopt a bond order to provide for the issuance of General Obligation Refunding Bonds not to exceed \$201,510,000.**

Staff Resource(s):

Teresa Smith, Finance

Matthew Hastedt, Finance

Explanation

- This action continues the process of authorizing the issuance of up to \$201,510,000 of General Obligation Refunding Bonds which includes refunding of the Series 2023C General Obligation Bond Anticipation Note (BANs) draw program to convert short-term financing for transportation and neighborhood improvement projects.
- The city will also seek approval in September 2025 for a new short-term General Obligation Bond draw program for up to \$200,000,000 for transportation and neighborhood improvements projects authorized by votes in 2020 and 2022 bond referenda.
- The city issues BANs, which are short-term, variable rate debt, during construction periods for transportation and neighborhood improvement projects with a plan to convert the BANs to permanent debt at the end of a 24- to 36-month construction period. This approach is consistent with financial best practices and results in a lower cost to taxpayers.
- Council will be asked to take the following actions regarding these bonds at the upcoming September 22, 2025, Business Meeting:
 - Adopt a refunding resolution of approximately \$201,510,000, and
 - Adopt a resolution for the new General Obligation draw program approximately \$200,000,000.

Attachment(s)

Bond Order and Extract of minutes

[Bond Order and Extract of minutes - GO Refunding Bonds](#)

5. Public Hearing and Decision on the Dr. Charles W. and Vivian L. Williams House Historic Landmark Designation

Action:

- A. Conduct a public hearing to consider historic landmark designation for the property known as the "Dr. Charles W. and Vivian L. Williams House" (parcel identification number 037-12-312), and
- B. Adopt an ordinance with an effective date of August 25, 2025, designating the property known as the "Dr. Charles W. and Vivian L. Williams House" (parcel identification number 037-12-312) as a historic landmark.

Staff Resource(s):

Monica Holmes, Planning, Design, and Development
Erin Chantry, Planning, Design, and Development

Charlotte-Mecklenburg Historic Landmarks Commission Representative(s):

Stewart Gray, Historic Landmark Commission Director

Explanation

- The city has received a recommendation from the Charlotte-Mecklenburg Historic Landmarks Commission (HLC) to designate the Dr. Charles W. and Vivian L. Williams House as a local historic landmark.
- Public hearings are required prior to City Council action on designation requests.
- The Dr. Charles W. and Vivian L. Williams House is located at 5906 Crestwood Drive in Council District 2.
- Designation of this property could significantly contribute to its long-term preservation.
- The Dr. Charles W. and Vivian L. Williams House is listed under parcel identification number 037-12-312, and the recommended designation would include the exterior of the house and land.
- The property is zoned N1-A.
- The property is owned by Charles L. Assenco and Linda W. Comer, who are in agreement with the proposed designation.
- Based on the current value, the potential amount of deferrable taxes would be approximately \$425.79 for City of Charlotte taxes and \$750.44 for Mecklenburg County taxes.

Attachment(s)

Ordinance
Information Sheet
Designation Report

[Ordinance - Williams House HLD](#)

[Information Sheet - Williams House HLD](#)

[Designation Report - Williams House HLD](#)

6. Public Hearing and Decision on the Ziglar-Bowers House Historic Landmark Designation

Action:

- A. Conduct a public hearing to consider historic landmark designation for the property known as the "Ziglar-Bowers House" (parcel identification number 071-033-05), and
- B. Adopt an ordinance with an effective date of August 25, 2025, designating the property known as the "Ziglar-Bowers House" (parcel identification number 071-033-05) as a historic landmark.

Staff Resource(s):

Monica Holmes, Planning, Design, and Development
Erin Chantry, Planning, Design, and Development

Charlotte-Mecklenburg Historic Landmarks Commission Representative(s):

Stewart Gray, Historic Landmark Commission Director

Explanation

- The city has received a recommendation from the Charlotte-Mecklenburg Historic Landmarks Commission (HLC) to designate the Ziglar-Bowers House as a local historic landmark.
- Public hearings are required prior to City Council action on designation requests.
- The Ziglar-Bowers House is located at 421 Heathcliff Street in Council District 2.
- Designation of this property could significantly contribute to its long-term preservation.
- The Ziglar-Bowers House is listed under parcel identification number 071-033-05, and the recommended designation would include the interior and exterior of the house and land.
- The property is zoned N1-C(HDO).
- The property is owned by Daniel Reach and Nancy Furst, who are in agreement with the proposed designation.
- Based on the current value, the potential amount of deferrable taxes would be approximately \$856.84 for City of Charlotte taxes and \$1,510.17 for Mecklenburg County taxes.

Attachment(s)

Ordinance
Information Sheet
Designation Report

[Ordinance - Ziglar-Bowers House HLD](#)

[Information Sheet - Ziglar-Bowers House HLD](#)

[Designation Report - Ziglar-Bowers House HLD](#)

POLICY

7. City Manager's Report

BUSINESS**8. Affordable Housing General Obligation Bonds****Action:**

Adopt a bond order and resolution to provide for the issuance of General Obligation Bonds for Affordable Housing not to exceed \$75,000,000.

Staff Resource(s):

Teresa Smith, Finance

Matt Hastedt, Finance

Explanation

- This action will authorize the issuance of affordable housing bonds approved by voters in 2022 and a portion of those approved in 2024:
 - 2022: \$50,000,000
 - 2024: \$25,000,000
- This issuance will provide funding for previously authorized Housing Trust Fund projects as well as reimburse the city for funds spent on affordable housing developments.

Fiscal Note

Funding: Municipal Debt Service Fund

Attachment(s)

Resolution

[Bond Resolution - Charlotte 2025A Taxable Housing GOs](#)

9. Youth Diversion Program Interlocal Agreement

Action:

Adopt a resolution authorizing the City Manager, or his designee, to negotiate and execute a revenue interlocal agreement with Mecklenburg County through which the city will receive funding to support youth diversion programming.

Staff Resource(s):

Rebecca Hefner, Housing and Neighborhood Services

Raquisshela Stewart, Housing and Neighborhood Services

Explanation

- The North Carolina General Assembly charges counties with establishing Juvenile Crime Prevention Councils (JCPC) to plan, organize, and evaluate local programs designed to help prevent or mitigate youth involvement in the justice system. These programs focus on prevention, intervention, treatment, and aftercare strategies and programs to support youth, strengthen families, and promote community safety.
- Each year, the Mecklenburg County JCPC receives funds for this purpose from the state of North Carolina. The JCPC partners with local agencies through a Request for Proposals process to provide youth services utilizing these state funds.
- On April 2, 2025, the JCPC proposed allocating \$240,000 of their state funds to support the city's Office of Youth Opportunities fiscal year 2026 Youth Diversion Program (Program), marking the fourteenth year of the city's partnership with Mecklenburg County to provide these services. The JCPC allocation was approved by the Mecklenburg County Board of Commissioners on April 15, 2025.
- Diversion is an alternative to arrest for young people while maintaining accountability for unlawful actions and supporting efforts to redirect behavior.
 - Youth who have committed first time, minor offenses are referred to the Program by school resource officers, patrol officers, and court counselors from the North Carolina Department of Juvenile Justice.
 - After successful completion of the Program, charges are dismissed.
- Program services include interpersonal skill building, conflict resolution, substance awareness, academics, and career development plan workshops. Parental skills training is provided to the parents/guardians of Program participants.
- After completing the Program, the assigned school resource officer provides ongoing, weekly check-ins with the Program participants to reinforce key lessons and ensure continued progress.
- Grant funding supports delivery of the Program to approximately 400 youth annually. To date, the Program has served more than 5,000 youth, over 86 percent of whom did not recidivate within 12 months after program completion.

Fiscal Note

Funding: General Grants Fund

Attachment(s)

Resolution

Draft Interlocal Agreement

[Resolution - Youth Diversion Program Interlocal Agreement](#)

[Draft Interlocal Agreement](#)

10. The Family Residences at Oak Hill Apartments Affordable Housing Support Request

Action:

- A. **Approve a federal Home Investment Partnerships Program allocation for up to \$600,000 to Community Housing Partners Corporation for the development of The Family Residences at Oak Hill Apartments, and**
- B. **Authorize the City Manager to negotiate, execute, amend, extend, and renew contracts as needed to complete this transaction.**

Staff Resource(s):

Rebecca Hefner, Housing and Neighborhood Services

Warren Wooten, Housing and Neighborhood Services

Explanation

- Each year, the city receives Home Investment Partnerships Program (HOME) funds from the U.S. Department of Housing and Urban Development (HUD). These funds are intended to support the development, rehabilitation, and preservation of affordable housing for low-income households. In fiscal year 2026, the city received \$2,976,749 in HOME funds.
- On June 25, 2025, the city and the Charlotte-Mecklenburg Regional Housing Consortium (Consortium) released an open Request for Proposals (RFP) to invite HOME-eligible housing development proposals. The RFP is open to qualified Community Development Housing Organizations and other nonprofit housing organizations, with the goal of increasing the availability and affordability of housing for low-income households in Mecklenburg County. Proposals will be accepted on a rolling basis until all available HOME funds are allocated.
- Community Housing Partners Corporation (Developer), a nonprofit that provides housing for low-income households across the southeast, proposes to develop The Family Residences at Oak Hill Apartments, a 46-unit multi-family affordable housing development located at 818 Blackwelder Drive (parcel identification number 003-282-60) in the Town of Davidson. The total project cost is estimated to be \$14,944,512.
- The Developer has received a Low-Income Housing Tax Credit award from the North Carolina Housing Finance Agency. Town of Davidson has also committed \$500,000 in funding, approved by the town's governing board on July 22, 2025.
- To help fill a financing gap, the Developer requests \$600,000 of HOME funds to support the development which will include:
 - A 30-year deed restriction,
 - 13 units at or below 30 percent area median income (AMI),
 - Eight units at or below 50 percent AMI,
 - 10 units at or below 60 percent AMI, and
 - 15 units at or below 80 percent AMI.
- City support is contingent upon the developer securing full project funding, which may include a funding request to the Mecklenburg County Board of Commissioners, anticipated for consideration in September 2025.

Background

- HUD allows contiguous units of local governments to create consortiums to allow municipalities that would not otherwise qualify for HOME funding to be able to directly participate in the program and thereby collaborate on regional affordable housing initiatives. The current Consortium consists of the City of Charlotte as lead entity, as well as Mecklenburg County and the towns of Cornelius, Davidson, Huntersville, Matthews, Mint Hill, and Pineville.
- On June 23, 2025, City Council adopted the city's HUD Annual Action Plan which was developed in partnership with the Consortium and describes the city's use of federal funding allocations.
- Support of the proposed allocation is consistent with the priorities outlined in the Annual Action

Plan, Housing Charlotte Framework and Affordable Housing Funding Policy.

Fiscal Note

Funding: Federal HOME funding

Attachment(s)

Map

[Map - The Family Residences at Oak Hill Apartments](#)

11. Naturally Occurring Affordable Housing Preservation Support for Nu Wesley Apartments

Action:

- A. Approve an allocation of American Rescue Plan Act ERA 2 funds in the amount of \$2,600,000 to DreamKey Partners, Inc. for the acquisition of Nu Wesley Apartments, and**
- B. 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 Request for Proposals (RFP) for the acquisition and rehabilitation of naturally occurring affordable housing (NOAH), 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.
- DreamKey Partners, Inc., proposes to acquire Nu Wesley Apartments, an existing 58-unit multi-family NOAH development originally constructed in the 1960s and situated on approximately three acres in the Enderly Park community at 3220, 3224, 3300 and 3308 Avalon Avenue (parcel identification numbers 065-083-20, 065-083-21, 065-085-01, and 065-085-03). The property is located in Council District 2 and within the Freedom/Wilkinson Corridor of Opportunity.
- The property meets the city's NOAH preservation criteria which include:
 - Property's age is greater than 15 years;
 - Rents are in the area median income (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 experiencing transformative change and property appreciation.
- DreamKey Partners, Inc., in response to the city's NOAH RFP, is requesting \$2.6 million for the acquisition of the property. The city's support will include a 30-year deed restriction for the preservation of the 58 units at the followign AMI levels:
 - 11 units at 30 percent AMI, and
 - 47 units at or below 60 percent AMI.
- The city investment will be contingent upon a current property appraisal of no less than \$8.6 million and a physical needs assessment of the property.
- Support of the Nu Wesley Apartments aligns with the rolling NOAH RFP criteria and supports City Council's Housing Charlotte Framework, which recommends preserving NOAH properties. It also aligns with the city's Guidelines for Preserving Naturally Occurring Affordable Housing which sets forth guidelines to limit displacement of current residents by preserving existing affordability, and the guidelines in the city's Affordable Housing Funding Policy.

Background

- The Emergency Rental Assistance (ERA2) program provided by the American Rescue Plan Act of 2021 made funding available to state and local governments to help prevent evictions, stabilize housing, and support housing providers.
- Beginning in 2021, the city received multiple allocations of ERA2 funds from the U.S. Department of the Treasury. This included an initial \$28.8 million in 2021, followed by two additional allocations in 2022 and 2023 totaling approximately \$7.7 million. These later funds were allocated to the city from other municipalities that had not obligated their full amounts, as part of the Treasury's recapture process.

- During the height of the pandemic, ERA funds were used to fund rent and utilities through the RAMP CLT program which closed on December 15, 2022, having fully obligated all rental assistance funds and a portion of the available utility assistance funds.
- City Council allocated the remaining ERA2 funds to support anti-displacement initiatives. These funds must be obligated by September 30, 2025.

Fiscal Note

Funding: American Rescue Plan Act funding

Attachment(s)

Map

[Map - Nu Wesley Apartments](#)

12. Appointments to the Business Advisory Committee

Action:

Appoint residents to serve as specified.

Staff Resource(s):

Stephanie Kelly, City Clerk's Office

Explanation

- One appointment for a three-year term beginning April 29, 2025, and ending April 28, 2028.
 - Sary Chakra, nominated by Council members Driggs and Peacock.
 - Perry Joiner, nominated by Council members Ajmera, Graham, and Mayfield.

Attachment(s)

Business Advisory Committee Applications

13. Appointments to the Firefighter's Relief Fund Board of Trustees

Action:

Appoint 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, 2025, and ending June 30, 2028.
 - Thomas Lineberger, nominated by Council members Ajmera, Mayfield, Peacock, and Watlington.
 - Lee Thompson, nominated by Council members Anderson, Driggs, Graham, Johnson, and Molina.

Attachment(s)

Firefighter's Relief Fund Board of Trustees Applications

14. Mayor and City Council Topics

The City Council members may share information and raise topics for discussion.

15. Closed Session (as necessary)

CONSENT

16. Fire Department First Responder Supplies and Equipment

Action:

- A. Approve the purchase of first responder supplies and equipment from a cooperative contract,
- B. Approve a unit price contract with Rhinehart Family Company for the purchase of first responder supplies and equipment for a term of one year under North Carolina Sheriff's Association contract #26-03-0521, and
- C. Authorize the City Manager to renew the contract for additional terms as long as the cooperative contract is in effect, at prices and terms that are the same or more favorable than those under the cooperative contract.

Staff Resource(s):

Reginald Johnson, Fire

Jeff Matthew, Fire

Explanation

- The Charlotte Fire Department purchases miscellaneous fire equipment for new apparatus and life cycle management. This equipment includes, but is not limited to, rope rescue equipment, hand tools, ladders, breathing apparatus parts, and other tools and devices that may be required for emergency response.
- NC General Statute Section 143-129(e)(3) allows local governments to purchase from formally organized cooperative purchasing contracts.
- A cooperative purchasing agreement results from the consolidation and competitive solicitation of multiple public agency requirements. By aggregating common needs, all agencies can leverage economies of scale, such as volume discounts, improved terms and conditions, reduced administrative costs, and access to professional and technical expertise.
- Annual expenditures are estimated to be \$420,000.

Charlotte Business INclusion

Cooperative purchasing contracts leverage contracts established by other governmental agencies and do not involve the city conducting a bidding process and are thus exempt from CBI Program goals. Subcontracting opportunities are typically not feasible under cooperative purchasing arrangements.

Fiscal Note

Funding: Fire Operating Budget

17. Fire Department Records Management System

Action:

- A. Authorize the City Manager to negotiate and execute a contract with Locality Media Inc. dba First Due, to provide, implement, and maintain the fire department's records management system for a term of seven years,**
- B. Authorize the City Manager to renew the contract for up to one, five-year term with possible price adjustments and to amend the contract consistent with the purpose for which the contract was approved,**
- C. Authorize the City Manager to purchase such additional software licenses, services, hardware, maintenance and support as required to maintain the system for as long as the city uses the system.**

Staff Resource(s):

Reginald Johnson, Fire
Jerry Winkles, Fire
Ellen Thomas, Fire

Explanation

- A Records Management system is critical to the Charlotte Fire Department's administrative and technical infrastructure.
- The system is vital in managing department resources, facilitating data collection, ensuring compliance with national and state reporting requirements, and providing valuable insight into daily operations.
- The current system, CentralSquare FDM, will sunset in December 2025.
- A comprehensive, robust, and fully integrated system is critical to enable the advancement of improved processes and functionality within the department.
- On February 13, 2025, the city issued a Request for Proposals (RFP); five responses were received.
- Locality Media Inc. dba First Due best meets the city's needs in terms of qualifications, experience, system performance, cost, and responsiveness to RFP requirements.
- Locality Media Inc. dba First Due Records Management system is a cloud-based solution that adheres to the new federal reporting requirements from the National Emergency Response Information System (NERIS), adds an integrated Electronic Patient Care Report (ePCR), and improves communication between Inspections and Operations.
- Implementation expenditures are estimated to be \$1,000,000.
- Ongoing annual expenditures are estimated to be \$500,000.

Charlotte Business INclusion

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

Fiscal Note

Funding: Fire Operating Budget

18. Program Services for Housing Opportunities for Persons with AIDS

Action:

- A. **Approve a contract in the amount of \$2,308,647 with RAO Community Health for a term of one year to provide programming that supports individuals and families living with HIV/AIDS, and**
- B. **Authorize the City Manager, or his designee, to negotiate, modify, amend, and extend the term of the contract for up to three years consistent with the purpose for which the contract was approved.**

Staff Resource(s):

Rebecca Hefner, Housing and Neighborhood Services

Warren Wooten, Housing and Neighborhood Services

Explanation

- The U.S. Department of Housing and Urban Development's (HUD) Housing Opportunities for Persons with AIDS (HOPWA) program (Program) is the only federal program dedicated to the housing needs of people living with HIV/AIDS.
- The City of Charlotte acts as the HOPWA regional administrator for the Charlotte Metropolitan Statistical Area (Program Area), which includes the counties of Anson, Cabarrus, Gaston, Iredell, Lincoln, Mecklenburg, Rowan, and Union in North Carolina, and the counties of Chester, Lancaster, and York in South Carolina. This required Program Area is determined by HUD.
- In fiscal year (FY) 2026, the city received a HOPWA allocation from HUD in the amount of \$3,858,201 to help low-income persons living in the Program Area with HIV/AIDS and their families, achieve and maintain housing stability and improve their access to and engagement in HIV/AIDS treatment and care. The city must use the FY 2026 allocation for eligible activities within three years.
 - Eligible activities include a wide range of housing and social services including program planning, rental assistance and short-term payments to prevent homelessness, and the coordination and delivery of support services such as housing information, counseling and navigation services, assessment and case management, substance abuse treatment, mental health treatment, nutritional services, job training and placement assistance, and assistance with daily living.
- On June 6, 2025, the city issued a Request for Proposals (RFP) seeking qualified agencies to deliver eligible Program services; 11 responses were received. Agencies were selected based on their ability to meet Program objectives, as well as their qualifications, experience, cost-effectiveness, and responsiveness to the RFP requirements.
- In addition to RAO Community Health, the city's HOPWA allocation will also support other non-profit agencies that provide eligible Program activities for people living with HIV/AIDS including Carolinas CARE Partnership, Hope Haven, House of Mercy, Kintegra Health, Mecklenburg County Health Department, NsideOut Excellence, Quality Comprehensive Health Center, and Roof Above.

Charlotte Business INclusion

This contract is subject to HUD requirements and is exempt from the CBI Program.

Fiscal Note

Funding: HUD HOPWA allocation

19. Allison Transmission Rebuild, Repair, and Replace Services

Action:

- A. **Approve a unit price contract with Dartco Transmission Sales & Service, Inc., an authorized Allison Transmissions service provider, for rebuilding, repairing, and replacement services of transmissions manufactured by Allison Transmissions for a term of one year, and**
- B. **Authorize the City Manager to renew the contract for up to four, 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):

Phil Reiger, General Services
David Wolfe, General Services
Chris Trull, General Services

Explanation

- The city's Fleet Management Division requires a qualified and manufacturer-authorized service provider to service transmissions manufactured by the Allison Transmission company for vehicles and equipment operated by various city departments.
- This contract will include all services related to transmissions manufactured by Allison Transmissions, consisting of replacements, repairs, rebuilds, and warranty services.
- On June 3, 2025, the city issued a Request for Proposals (RFP); five responses were received.
- Dartco Transmission Sales & Service, Inc., best meets the city's needs in terms of qualifications, experience, cost, and responsiveness to the RFP.
- 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 \$300,000.

Charlotte Business INclusion

Contract goals were not established for this contract because there were no certified MWSBEs available within the city's database capable of performing the required work or providing the necessary goods. This determination was made based on a comprehensive search by CBI and relevant departments, utilizing the city's vendor registration system, relevant market research, and an assessment of the work required by the contract.

Fiscal Note

Funding: Various Departments' Operating Budgets

20. Charlotte-Mecklenburg Police Department Hangar Relocation Progressive Design-Build Project

Action:

Approve a contract in the amount of \$1,621,665 with J. E. Dunn Construction Company for Design-Build initial design services for Charlotte-Mecklenburg Police Department Hangar Relocation Progressive Design-Build project.

Staff Resource(s):

Phil Reiger, General Services

Casey Mashburn, General Services

Mary Herington, General Services

Explanation

- In October 2024, the city acquired and successfully rezoned an 11.79-acre site on the north side of Billy Graham Parkway, located in Council District 3, to support the relocation of the Charlotte-Mecklenburg Police Department (CMPD) Aviation Division.
 - The new site will replace the current CMPD Helicopter Hangar, located on Charlotte Douglas International Airport property that conflicts with ongoing and planned airfield development.
 - This project provides CMPD's Aviation Unit with a facility that supports their continued operations and provisions for future growth.
- On February 11, 2025, the city issued a Request for Qualifications (RFQ); nine responses were received.
- J. E. Dunn Construction Company is the best qualified firm to meet the city's needs on the basis of demonstrated competence and qualification of professional services in response to the RFQ requirements.
- Progressive Design-Build projects consist of two phases; the Design Phase delivers the project design, and Construction Phase will provide a guaranteed maximum price to construct the project.
- A future Council Action for an amendment will be requested for the construction phase.

Charlotte Business INclusion

The city negotiates contract participation for Design-Build contracts after the firm is selected, and scopes of work are defined for design and construction services. J. E. Dunn Construction Company has committed (\$512,400) or approximately 31.60% of the contract for design services to the following certified firm(s):

- AME Consulting Engineers, PC (SBE) (\$155,000) (MEP design)
- Avcon, Inc. (MBE) (\$285,000) (civil engineering, FAA design)
- Stewart Engineering Inc. (MBE) (\$72,400) (structural design)

Fiscal Note

Funding: General Capital Investment Plan

Attachment(s)

Map

[Map - CMPD Hangar Relocation](#)

21. Construction Engineering and Inspection Services

Action:

- A. Approve contracts for on-call construction engineering and inspection services for unspecified transportation projects for a term of three years with the following:**
- **A. Morton Thomas and Associates, Inc.,**
 - **Rummel, Klepper & Kahl, LLP,**
 - **TranSystems Corporation,**
 - **Volkert, Inc. (WBE), 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
Kathleen Cishek, General Services
Tonia Wimberly, General Services

Explanation

- Professional Construction Engineering and Inspection (CEI) services are necessary to ensure construction quality and compliance for the city's transportation infrastructure projects.
- These on-call CEI services will include monitoring utility installations, concrete placement, asphalt paving, grading, storm drainage systems, pavement markings, traffic signal installations, and other related construction activities on both locally and federally funded projects.
- On February 13, 2025, the city issued a Request for Qualifications (RFQ); 10 responses were received.
- The companies selected best meet the city's needs in terms of qualifications, experience, cost, and responsiveness to RFQ requirements.
- 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 aggregate expenditures are estimated to be \$16,000,000.

Charlotte Business INclusion

The city negotiates contract participation after the proposal selection process. The specific tasks and contract opportunities associated with these contracts are undefined.

Fiscal Note

Funding: General Capital Investment Plan

22. Demolition and Environmental Services

Action:

- A. Approve unit price contracts for unspecified demolition and environmental services for a term of three years with the following:**
- **A&D Environmental Services, Inc.,**
 - **Contaminant Control, Inc.,**
 - **D.H. Griffin Wrecking Co., Inc.,**
 - **Double D Construction Services, Inc. (WBE),**
 - **HEPACO, LLC,**
 - **Jones Grading & Fencing, Inc. (MBE, SBE),**
 - **W.C. Black and Sons, Inc. (SBE), and**
- B. Authorize the City Manager to renew the contracts for up to one, two-year term 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

Doug Pierotti, General Services

Explanation

- Demolition and environmental services are needed to support various city-owned properties and capital investment plan projects.
- These services may include demolishing structures, conducting environmental assessments, and managing hazardous materials for transportation, utility, storm water, and economic development projects.
- Services may support federal, state, or locally funded projects and include, but are not limited to:
 - Securing structures,
 - Asbestos, lead paint, and mold abatement,
 - Contaminated soil removal,
 - Utility coordination and/or relocation,
 - Demolition, clearing, and grading of specified structures and related improvements,
 - Underground storage tank removal, and
 - Well abandonment.
- On June 16, 2025, the city issued a Request for Proposals (RFP); seven 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, 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 \$1,866,667.

Charlotte Business INclusion

Jones Grading & Fencing, Inc. is a city certified MBE, SBE. W.C. Black and Sons, Inc. is a certified SBE.

Double D Construction, Inc. is city certified WBE.

The city negotiates subcontracting participation after the proposal selection process. On these contracts, the Prime Consultants have each committed 10.00% of the total contract amount to the following certified firm(s):

A&D Environmental Services, Inc.

- CG2 Exploration, LLC (SBE) (well closure)
- Concrete Core Drilling and Sawing, LLC (WBE) (concrete removal/installation)
- Diamond Trucking (MBE, SBE) (hauling)

- Five Boys Trucking, LLC (SBE, MBE) (hauling)
- Hanley Environmental (SBE) (environmental system design)

Contaminant Control, Inc.

- Enviro-Equipment, Inc. (SBE) (equipment/supplies rental)
- Hanley Environmental, PLLC (SBE) (environmental consulting)

D.H. Griffin Wrecking Co., Inc.

- Bergman Brothers Staffing (MBE) (temporary labor)
- Carolina Transportation Engineers & Associates, PC (SBE) (hauling)
- Double D Construction Services, Inc. (WBE) (asbestos abatement)
- Mid Atlantic Erosion (MBE, SBE) (erosion control)

Double D Construction Services, Inc.

- High Heels Trucking, Inc. (MBE) (hauling)
- JWJ Consulting (MBE, SBE) (asbestos, inspections, cleanings)
- Lions Trucking, Inc. (MBE) (hauling)
- W.C. Black and Sons, Inc. (SBE) (hauling)

HEPACO, LLC

- All Points Trucking (WBE) (transportation)

Jones Grading & Fencing, Inc.

- Jones Construction Enterprises, Inc. (SBE) (demolition, sitework)
- Quality Environmental, LLC (MBE) (remediation)
- Silverback Brothers, LLC (MBE, SBE) (sitework, backfill)

W.C. Black and Sons, Inc.

- Double D Construction Services, Inc. (WBE) (excavation)
- Key's Trucking, LLC (WBE) (hauling)

Fiscal Note

Funding: General Capital Investment Plan

23. Heating, Ventilation, Air Conditioning, and Refrigeration Maintenance and Services

Action:

- A. **Approve service contracts for heating, ventilation, air conditioning, and refrigeration maintenance and services for a term of three years with the following:**
- Digitrol, Inc.,
 - Johnson Controls, Inc.,
 - Redblue, LLC, and
- B. **Authorize the City Manager to renew the contracts for up to one, two-year term 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
Brent Cagle, CATS

Explanation

- Facility maintenance divisions within CATS and General Services are responsible for the operations and maintenance of over 200 municipal facilities, structures, and assets, with a range of uses including office, warehouse, storage, parking, vehicle maintenance, communication towers, and public safety.
- Periodic comprehensive preventive maintenance, inspections, installations, and 24-hour emergency repair service for various HVACR systems may be required.
- Services include, but are not limited to:
 - Performing routine HVACR maintenance to ensure the city's air conditioning and heating systems are working correctly;
 - Performing planned and unplanned service and repairs to the city's HVACR systems; and
 - Providing HVACR installation services including the installation of new equipment and replacement HVAC equipment.
- On June 13, 2025, the city issued a Request for Proposals (RFP); three 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, 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 \$645,000.

Charlotte Business INclusion

Contract goals were not established for this contract because the scope of work or goods required does not present viable subcontracting opportunities. The selected companies will be responsible for 100% of the work or goods, and there are no opportunities to include subcontractors. This assessment was confirmed by CBI and the respective department after reviewing the project's scope and potential for division into subcontracting opportunities.

Fiscal Note

Funding: General Services and CATS Operating Budgets

24. Roadway and Construction Services Fiscal Year 2026A

Action:

- A. Reject the low bid submitted by V Salem Development Corporation for Roadway and Construction Services Fiscal Year 2026A, and**
- B. Approve a contract in the amount of \$8,990,840 to the lowest responsive, responsible bidder United of Carolinas, Inc. for the Roadway and Construction Services Fiscal Year 2026A project.**

Staff Resource(s):

Phil Reiger, General Services
Kathleen Cishek, General Services
Tonia Wimberly, General Services

Explanation

- This contract will provide horizontal construction services on an as-needed basis for minor infrastructure projects including but not limited to minor roadway, pedestrian safety, accessible ramps, sidewalk gaps, traffic signals, and other work associated with these features.
- Work will include traffic control, erosion control, clearing and grading, drainage, milling, asphalt paving, retaining wall, concrete curb, driveways, pedestrian refuge island, accessible ramps, traffic signals, pedestrian push buttons, and utility relocations.
- On June 23, 2025, the city issued an Invitation to Bid (ITB); two bids were received.
 - NC General Statutes 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 July 22, 2025, the city reissued the ITB; two bids were received.
- The low bid from V. Salem Development Corporation in the amount of \$7,891,185 was found to be non-responsive.
- United of Carolinas, Inc. was selected as the lowest responsive, responsible bidder.
- The project is anticipated to be complete by the first quarter of 2028.

Charlotte Business INclusion

Established MBE Goal: 5.00%

Committed MBE Goal: 5.01%

United of Carolinas, Inc. exceeded the established subcontracting goal and has committed 5.01% (\$450,000) of the base bid amount to the following certified firm(s):

- Cesar A Leon (MBE, SBE) (\$300,000) (hauling)
- Silverback Brothers, LLC (MBE, SBE) (\$150,000) (hauling)

Established SWBE Goal: 14.00%

Committed SWBE Goal: 14.01%

United of Carolinas, Inc. exceeded the established subcontracting goal and has committed 14.01% (\$1,260,000) of the base bid amount to the following certified firm(s):

- JM Custom Construction LLC (WBE, SBE) (\$400,000) (concrete)
- Parsi Trucking, LLC (WBE) (\$700,000) (hauling, traffic control)
- Striping Concepts, LLC (SBE) (\$160,00) (striping)

Fiscal Note

Funding: General Capital Investment Plan

25. Professional Arborist Services

Action:

- A. **Approve unit price contracts for unspecified professional arborist services for a term of three years with the following:**
- **JM Arbor Care, LLC,**
 - **Schneider Tree Care, and**
- B. **Authorize the City Manager to renew the contracts for one, two-year term 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

- The contracts will cover the performance of arborist services throughout the city. The services will include tree and debris removal, stump grinding, and associated site cleanup.
- On June 18, 2025, the city issued a Request for Proposals (RFP); four 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 \$2,000,000.

Charlotte Business INclusion

Contract goals were not established for this contract because the scope of work or goods required does not present viable subcontracting opportunities. The selected companies will be responsible for 100% of the work or goods, and there are no opportunities to include subcontractors. This assessment was confirmed by CBI and the respective department after reviewing the project's scope and potential for division into subcontracting opportunities.

Fiscal Note

Funding: General Capital Investment Plan

26. Laboratory Microbiology Supplies

Action:

- A. Approve the purchase of laboratory microbiology supplies by the sole source exemption,**
- B. Approve a contract with IDEXX Distribution, Inc. for the purchase of laboratory microbiology supplies for a term of five years, and**
- C. 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
Shawn Coffman, Charlotte Water
Gina Kimble, Charlotte Water

Sole Source Exemption

- NC General Statute Section 143-129(e)(6) provides that formal bidding requirements do not apply when:
 - Performance or price competition are not available;
 - A needed product is available from only one source or supply; or
 - Standardization or compatibility is the overriding consideration.
- Sole sourcing is necessary for this contract because there is only one supply source for the needed commodities.
- City Council approval is required for any purchases made under the sole source exception.

Explanation

- This contract provides supplies which are required to retain the laboratory's regulatory agency certifications that ensure compliance with state and federal mandated water quality standards.
- The laboratory conducts approximately 200,000 water quality tests per year to protect public health and the environment.
- Staff uses a specific set of complex, proprietary, analytical testing equipment and materials from IDEXX Distribution, Inc. to fulfill these responsibilities.
- Annual expenditures are estimated to be \$175,000.

Charlotte Business INclusion

Sole sourcing was required for this contract because there is only one supply source for the needed commodities. Sole source contracts are exempt from CBI Program goals, as these contracts do not involve a competitive bidding process and do not present opportunities for subcontracting. This aligns with what is required by NC General Statute Section 143-129(e)(3).

Fiscal Note

Funding: Charlotte Water Operating Budget

27. Mallard Creek Wastewater Treatment Plant Improvements

Action:

Approve a guaranteed maximum price of \$6,430,159 to PC/Leeper, A Joint Venture for Construction Manager At Risk services for the Mallard Creek Wastewater Treatment Plant Phase 1 Improvements project.

Staff Resource(s):

Angela Charles, Charlotte Water

David Czerr, Charlotte Water

Carl Wilson, Charlotte Water

Explanation

- Charlotte Water has initiated a multi-phased program within the Mallard Creek Basin (Council District 4), which includes the capacity expansion of the Mallard Creek Wastewater Treatment Plant (WWTP) from 13.1 to 16.0 million gallons per day.
- The Mallard Creek WWTP Phase 1 Improvements project is anticipated to be complete by the fourth quarter of 2026.
- The city has selected the Construction Manager at Risk (CMAR) project delivery method to provide more effective coordination and more certainty with project costs, to fast track the schedule, and to mitigate risks during construction.
- PC/Leeper, A Joint Venture has developed a guaranteed maximum price (GMP) to perform demolition of components of the Solids Handling System, yard piping for the influent sewer line, and to support schedule changes to better manage cash flow.
- City Council previously approved a contract related to this project on:
 - June 28, 2021, for \$964,696 for preconstruction services to develop the GPM;
 - July 11, 2022, for \$7,069,069 for equipment procurement and preliminary construction;
 - January 10, 2023, for \$78,210,034 for equipment procurement and preliminary construction; and
 - March 13, 2023, for \$28,211,349 for two new equalization tanks and biosolids building improvements.

Charlotte Business INclusion

The city has established an overall project goal of 10.00% MSBE. Because this is a Construction Manager at Risk project, the Construction Manager has the opportunity to add Minority-owned Business Enterprise (MBE) and Small Business Enterprise (SBE) firms throughout the life of the project.

Fiscal Note

Funding: Charlotte Water Capital Investment Plan

28. McAlpine Creek Wastewater Treatment Plant Preliminary and Primary Treatment Facilities Rehabilitation

Action:

Approve a contract in the amount of \$2,289,927 with Garney Companies, Inc. for Design-Build initial design services for the McAlpine Creek Wastewater Treatment Plant Preliminary and Primary Treatment Facilities Rehabilitation project.

Staff Resource(s):

Angela Charles, Charlotte Water

David Czerr, Charlotte Water

Chuck Bliss, Charlotte Water

Explanation

- This contract will cover initial design services for the McAlpine Creek Wastewater Treatment Plant (WWTP) Preliminary and Primary Treatment Facilities Rehabilitation project, located in the Town of Pineville (adjacent to Council District 7).
- On February 28, 2025, the city issued a Request for Qualifications (RFQ); six responses were received.
- Garney Companies, Inc. is the best-qualified firm to meet the city's needs based on demonstrated competence and qualifications for professional services in response to the RFQ requirements.
- Garney Companies, Inc. will thoroughly assess the condition of the treatment facilities to establish priorities and provide cost proposals for rehabilitation construction.
- Additional phases of design and construction services will be presented to the Council in the future, with the next phase expected in summer 2026.

Charlotte Business INclusion

The city negotiates contract participation for Design-Build contracts after scopes of work are defined for construction services. Garney Companies, Inc. has committed \$90,052 or 3.93% of the total contract for design and construction services to the following certified firm(s):

- East Coast Construction Services, LLC (WBE) (\$55,052) (electrical construction)
- Southeastern Consulting Engineer, Inc. (SBE) (\$35,000) (electrical design services)

Fiscal Note

Funding: Charlotte Water Capital Investment Plan

29. Stowe Regional Solids Conveyance Phase 1A - Force Mains

Action:

Approve a contract in the amount of \$7,047,046 to the lowest responsive bidder State Utility Contractors, Inc. for the Stowe Regional Solids Conveyance Phase 1A - Force Mains project.

Staff Resource(s):

Angela Charles, Charlotte Water

David Czerr, Charlotte Water

Chuck Bliss, Charlotte Water

Explanation

- This project includes approximately 9,500 linear feet of dual 10-inch pipe and appurtenances. These pipelines will convey biosolids from the Stowe Regional Water Resource Recovery Facility (adjacent to Council District 3).
- On July 9, 2025, 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 readvertisements result in fewer than three competitive bids.
- On July 17, 2025, the city reissued the ITB; two bids were received.
- State Utility Contractors, Inc. was selected as the lowest responsive, responsible bidder.
- The project is anticipated to be complete by the fourth quarter of 2026.

Charlotte Business INclusion

Established MWSBE Goal: 6.00%

Committed MWSBE Goal: 3.33%

State Utility Contractors, Inc. failed to meet the established contract goal but earned the required minimum Good Faith Effort Points. State Utility Contractors, Inc. has committed 3.33% (\$235,000) of the total contract amount to the following certified firm(s):

- Diamond Trucking of NC, Inc. (MBE, SBE) (\$50,000) (hauling)
- JM Custom Construction, LLC (WBE, SBE) (\$33,000) (construction survey)
- Lawrence Associates PA (SBE) (\$62,000) (survey)
- Ram Pavement Services, Inc. (SBE) (\$9,000) (paving)
- Sanders Constructors, Inc. (SBE) (\$51,000) (clearing)
- Soggy Bottom Erosion Control, LLC (SBE) (\$30,000) (erosion control)

Fiscal Note

Funding: Charlotte Water Capital Investment Plan

Attachment(s)

Map

[Map - Stowe Regional Solids Conveyance Phase 1A](#)

30. Water Facility On-Call Maintenance and Repair Service

Action:

- A. Approve unit price contracts for on-call maintenance and repair service for a term of two years with the following:**
- **BW Service Solutions, LLC (SBE),**
 - **Harper General Contractors,**
 - **Kemp Construction, Inc., and**
- B. Authorize the City Manager to renew the contracts for up to three, 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):

Angela Charles, Charlotte Water

Joseph Lockler, Charlotte Water

Explanation

- This contract will provide expedited service for the repair of mechanical equipment and systems at all Charlotte Water facilities, treatment plants, tank sites, and pumping stations.
- On July 11, 2025, the city issued a Request for Proposals (RFP); three 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 \$6,000,000.

Charlotte Business INclusion

BW Service Solutions, LLC is a city certified SBE. Contract goals were not established for this contract because the scope of work or goods does not present viable subcontracting opportunities. The selected companies will be responsible 100% of the work or goods, and there are no opportunities to include subcontractors. This assessment was confirmed by CBI and the respective department after reviewing the project's scope and potential for division into subcontracting opportunities.

Fiscal Note

Funding: Charlotte Water Operating Budget and Charlotte Water Capital Investment Plan

31. Design and Construction Administration Services for Manor Storm Drainage Improvement Project

Action:

- A. Approve contract amendment #2 for \$450,000 to the contract with DPR Associates, Inc. for design and construction phase administration services for the Manor Storm Drainage Improvement Project, and**
- B. Authorize the City Manager to amend the contract consistent with the purpose for which the contract and this amendment were approved.**

Staff Resource(s):

Angela Charles, Charlotte Water
Mike Davis, Storm Water Services
Matthew Gustis, Storm Water Services

Explanation

- On July 1, 2020, the city entered into a contract with DPR Associates, Inc. for \$340,000 to provide planning services for the Manor Storm Drainage Improvement Project in Council District 6.
 - Contract amendment #1 modified the contract term and had no impact on the total contract value.
 - As intended upon the successful completion of the planning services, an amendment is needed to add design and construction administration services for the project.
- Specific design and construction administration tasks include, but are not limited to:
 - Design of repairs and/or improvements,
 - Survey and utility locate services,
 - Geotechnical subsurface investigations,
 - Preparation of construction documents, and
 - Construction administration.
- The new total value of the contract including amendment #2 is \$790,000.

Charlotte Business INclusion

The city negotiates contract participation after the proposal selection process. DPR Associates, Inc. has committed 13.14% (\$59,115) of the total contract amendment to the following certified firm(s):

- Center Line Locating, LLC (MBE, SBE) (\$33,300) (soft digs)
- LKN Engineering and Testing, PC (MBE, SBE) (\$11,920) (geotechnical engineering services)
- The Survey Company, Inc. (SBE) (\$13,895) (surveying)

Fiscal Note

Funding: Stormwater Capital Investment Plan

Attachment(s)

Map

[Map - Manor SDIP](#)

32. Thermal Road Storm Drainage Improvement Project

Action:

- A. Approve a contract in the amount of \$3,411,947 to the lowest responsive bidder United of Carolinas, Inc. for the Thermal Road Culverts 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

- This project will reduce flooding and replace aging infrastructure on Thermal Road between Charter Place and Pineburr Road in Council District 6.
- The work includes grading, storm drainage, sanitary sewer, curb and gutter, sidewalk, and asphalt paving.
- On July 2, 2025, the city issued an Invitation to Bid; six bids were received.
- United of Carolinas, Inc. was selected as the lowest responsive, responsible bidder.
- The project is anticipated to be complete by the fourth quarter of 2026.

Charlotte Business INClusion

Established MBE Goal: 9.00%

Committed MBE Goal: 9.09%

United of Carolinas, Inc. exceeded the established contract goal and has committed 9.09% (\$310,000) of the total contract amount to the following certified firm(s):

- Cesar A. Leon (MBE, SBE) (\$210,000) (hauling)
- Silverback Brothers, LLC (MBE, SBE) (\$100,000) (hauling)

Established WBE Goal: 4.00%

Committed WBE Goal: 4.10%

United of Carolinas, Inc. exceeded the established contract goal and has committed 4.10% (\$140,000) of the total contract amount to the following certified firm(s):

- Parsi Trucking, LLC (WBE) (\$140,000) (hauling)

Fiscal Note

Funding: Stormwater Capital Investment Plan

Attachment(s)

Map

[Map - Thermal Road SDIP](#)

33. Waverly-Marlwood Surface Water Quality Enhancement Project

Action:

- A. Approve a contract in the amount of \$3,580,694.05 to the lowest responsive bidder Eagle Wood, Inc. (WBE) for the Waverly-Marlwood Water Quality Enhancement 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 project will improve surface water quality and flood mitigation by removing accumulated sediments from the Waverly and Marlwood ponds. Waverly Pond is located near Albemarle Road and Almond Road, and Marlwood Pond is located near Marlwood Circle and Timber Lake Drive, both in Council District 5.
- The ponds capture, store, and slowly release stormwater runoff from development. Sediment removal will increase storage and detention time to allow for additional pollutant removal.
- On June 23, 2025, the city issued an Invitation to Bid; three bids were received.
- Eagle Wood, Inc. was selected as the lowest responsive, responsible bidder.
- The project is anticipated to be complete by the third quarter of 2027.

Charlotte Business INclusion

Established MWBE Goal: 5.00%

Committed MWBE Goal: 5.03%

Eagle Wood, Inc. is a city WBE and will self-count its participation of 5.03% (\$180,000) of the total contract amount toward the contract goal.

Fiscal Note

Funding: Stormwater Capital Investment Plan

Attachment(s)

Map

[Map - Waverly-Marlwood SWQEP](#)

34. CATS Bus Preventative Maintenance Filters

Action:

- A. Approve a unit price contract with Charlotte Truck Center, Inc. dba Excel Truck Group for the purchase of bus preventative maintenance filters for a term of three years, and**
- B. Authorize the City Manager to renew the contract for up to one, two-year term 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

Tina Hall, CATS

Explanation

- This contract will provide bus preventative maintenance filters, including air, oil, and fuel filters, for the on-going maintenance of CATS's large bus fleet and Special Transportation Services fleet.
- On May 29, 2025, the city issued an Invitation to Bid; five bids were received.
- Charlotte Truck Center, Inc. dba Excel Truck Group was selected as the lowest responsive, responsible bidder.
- 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 \$354,667.

Charlotte Business INclusion

This is a commodity contract for the purchase of filters. Contract goals were not established for this contract because there were no certified MWSBEs available within the city's database capable of providing the necessary goods. This determination was made based on a comprehensive search by CBI and relevant departments, utilizing the city's vendor registration system, relevant market research, and an assessment of the work required by the contract.

Fiscal Note

Funding: CATS Operating Budget

35. CATS Special Transportation Service Vehicle Parts

Action:

- A. **Approve a unit price contract with Capital Ford of Charlotte, Inc. for the purchase of Ford Special Transportation Service Bus Parts 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):

Brent Cagle, CATS

Elizabeth Presutti, CATS

Tina Hall, CATS

Explanation

- Charlotte Area Transit System-Bus Operations Division (CATS-BOD) maintains a fleet of special transportation vehicles, which currently consists of approximately 90 buses.
- CATS-BOD uses original equipment manufacturer (OEM) bus parts in the daily maintenance and repair of fleet vehicles.
- OEM parts meet the required specifications and standards to keep the buses and fleet vehicles in proper operating condition and maintain the vehicles' warranties.
- On June 5, 2025, the city issued an Invitation to Bid; four bids were received.
- Capital Ford of Charlotte, Inc. was selected as the lowest responsive, responsible bidder.
- Annual expenditures are estimated to be \$133,263.

Charlotte Business INClusion

This is a unit price commodity contract to purchase parts. Contract goals were not established for this contract because there were no certified MWSBEs available within the city's database capable of providing the necessary goods. This determination was made based on a comprehensive search by CBI and relevant departments, utilizing the city's vendor registration system, relevant market research, and an assessment of the work required by the contract.

Fiscal Note

Funding: CATS Operating Budget

36. Fiscal Year 2025 Tax Collector's Settlement Statement and Fiscal Year 2026 Order of Collection

Action:

- A. Receive as information and record in full in the minutes the Mecklenburg County Tax Collector's Settlement Statement for Fiscal Year 2025, and**
- B. Adopt an Order of Collection, pursuant to NC General Statute Section 105-321 (b), authorizing the Mecklenburg County Tax Collector to collect taxes for the Fiscal Year 2026.**

Staff Resource(s):

Teresa Smith, Finance
Matt Hastedt, Finance
Stephanie Kelly, City Clerk's Office

Explanation

Action A

- According to NC General Statute Section 105-373:
 - After July 1, and before being charged with collecting taxes for the current fiscal year, the Tax Collector must submit to the governing board an annual report of the amount collected on the preceding fiscal year's taxes with which he/she is charged and the amount remaining uncollected, and The Tax Collector's Settlement Statement must be entered in full into the official record of the governing board.
 - The Tax Collector's Settlement Statement is an informational report on property tax collection activity for the preceding fiscal year (July 1, 2024 - June 30, 2025) and previous fiscal years.

Action B

- According to NC General Statute Section 105-321(b), an order directing the Tax Collector to collect the taxes charged in tax records and receipts must be entered into the official record of the governing board.
- The Order of Collection authorizes the collection of Fiscal Year 2026 real estate and motor vehicle taxes.

Attachment(s)

Fiscal Year 2025 Tax Collector's Settlement Statement and Fiscal Year 2026 Order of Collection

[FY 2025 Tax Collector's Settlement Statement and FY 2026 Order of Collection](#)

37. Meeting Minutes

Action:

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

- May 19, 2025, Budget Adjustment Meeting,
- May 19, 2025, Zoning Meeting,
- May 27, 2025, Business Meeting,
- June 2, 2025, Fiscal Year 2026 Budget Straw Votes Meeting,
- June 9, 2025, Business Meeting,
- June 16, 2025, Zoning Meeting,
- June 23, 2025, Business Meeting, and
- June 30, 2025, Special 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>

Adjournment

REFERENCES

38. 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.

39. 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.

40. 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.