

# **City of Charlotte**

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



## **Meeting Agenda**

**Monday, November 24, 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 20 through 32 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 are called for a separate vote.

## AWARDS AND RECOGNITIONS

### 3. Prematurity Awareness Month and Prematurity Awareness Day

**Action:**

**Mayor Lyles will read a proclamation recognizing November as Prematurity Awareness Month and November 17, 2025, as Prematurity Awareness Day.**

## **PUBLIC FORUM**

### **4. Public Forum**

## PUBLIC HEARING

### 5. Public Hearing and Decision on the Kelly M. and Margaret G. A. Alexander House Historic Landmark Designation

#### Action:

- A. **Conduct a public hearing to consider historic landmark designation for the property known as the "Kelly M. and Margaret G. A. Alexander House" (parcel identification number 069-171-03), and**
  
- B. **Adopt an ordinance with an effective date of November 24, 2025, designating the property known as the "Kelly M. and Margaret G. A. Alexander House" (parcel identification number 069-171-03) as a historic landmark.**

#### **Charlotte-Mecklenburg Historic Landmarks Commission Representative(s):**

Tommy Warlick, Historic Preservation Specialist

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

Erin Chantry, Planning, Design, and Development

#### **Explanation**

- The city has received a recommendation from the Charlotte-Mecklenburg Historic Landmarks Commission (HLC) to designate the Kelly M. and Margaret G. A. Alexander House as a local historic landmark.
- Public hearings are required prior to City Council action on designation requests.
- The Kelly M. and Margaret G. A. Alexander House is located at 2128 Senior Drive in Council District 2.
- Designation of this property could significantly contribute to its long-term preservation.
- The Kelly M. and Margaret G. A. Alexander House is listed under parcel identification number 069-171-03, and the recommended designation would include the interior and exterior of the house and the land listed under tax parcel number 069-171-03.
- The property is zoned N1-C (Neighborhood 1-C) which allows for primarily residential uses and supportive neighborhood commercial and institutional uses, as well as open space.
- The property is owned by the Helen and Alfred Alexander Living Trust, who is in agreement with the proposed designation.
- Based on the current value, the potential amount of deferrable taxes would be approximately \$412.53 for the City of Charlotte taxes and \$741.52 for Mecklenburg County taxes.

#### **Attachment(s)**

Ordinance

Information Sheet

Designation Report

[Ordinance - Alexander House HLD](#)

[Information Sheet - Alexander House HLD](#)

[Designation Report - Alexander House HLD](#)

## 6. Public Hearing on a Resolution to Close a Portion of Alleyway between Liggett Street and Bullard Street

**Action:**

- A. **Conduct a public hearing to close a portion of alleyway between Liggett Street and Bullard Street, and**
- B. **Adopt a resolution and close a portion of alleyway between Liggett Street and Bullard Street.**

**Staff Resource(s):**

Debbie Smith, Transportation  
Matt Mahony, 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 T. Drakeford

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

Portion of alleyway between Liggett Street and Bullard Street

**Reason**

Per the petition submitted by Robert T. Drakeford, 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 Section 160A-299, CDOT submitted this abandonment petition for review by the public and city departments.

**Adjoining property owner(s)**

Michael Conner - No objections  
Dennis Stradford - No objections  
Troy M. Bowie - No objections  
Stephan A. Allen - No objections

**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; or
  - Be contrary to the adopted policy to preserve existing rights-of-way for connectivity.

**Attachment(s)**

Map  
Resolution

[2024-005791A - Abandonment Map](#)

[2024-005791A Resolution to Close 11.24.2025](#)

## 7. Public Hearing and Decision on Emerson Pond Voluntary Annexation

**Action:**

- A. **Conduct a public hearing for Emerson Pond voluntary annexation, and**
- B. **Adopt an annexation ordinance with an effective date of November 24, 2025, to extend the corporate limits to include this property and assign it to the adjacent City Council District 5.**

**Staff Resource(s):**

Monica Holmes, Planning, Design, and Development  
Holly Cramer, Planning, Design, and Development  
Emma Knauerhase, Planning, Design, and Development

**Explanation**

- Public hearings to obtain community input are required prior to City Council taking action on annexation requests.
- A petition has been received from the owners of this 32.3-acre "Emerson Pond" site in eastern Mecklenburg County. The property is located along the south and east sides of Faires Road, north of Plaza Road Extension.
- The property is owned by Michael S. Williams and Karen M. Williams.
- The site is currently undeveloped and has existing structures that will be demolished prior to redevelopment.
- The annexation area is zoned N1-A (Neighborhood 1 - A) which allows for single-family detached residential uses as well as duplexes, triplexes, and a limited number of other uses.
- The petitioned area consists of three parcels: parcel identification numbers 105-222-29, 105-222-11, and 105-222-30.
- The property is located within Charlotte's extraterritorial jurisdiction and shares a boundary with current city limits.
- The intent of the annexation is to extend municipal services to facilitate the development of 120 duplex and triplex units.
- In the evaluation of this annexation area, Charlotte-Mecklenburg Stormwater Services, Charlotte-Mecklenburg Police Department, Charlotte Department of Transportation, and Charlotte Solid Waste Services noted that this annexation area would have minimal to no impacts to the departments' resources.
- In reviewing the area's current and future uses, the Charlotte Fire Department noted that the site is within the Effective Response Force travel time standards.
- The potential revenue generated from this annexation area is projected to exceed the estimated cost of extending municipal services to the site.

**Consistent with City Council Policies**

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

**Attachment(s)**

Map (GIS)  
Map (Survey)  
Annexation Ordinance

[Map - Emerson Pond Voluntary Annexation](#)

[Survey - Emerson Pond Voluntary Annexation](#)

[Ordinance - Emerson Pond Voluntary Annexation](#)

## 8. Public Hearing and Decision on Garrison Industrial Phase 2 Voluntary Annexation

### **Action:**

- A. **Conduct a public hearing for Garrison Industrial Phase 2 voluntary annexation, and**
- B. **Adopt an annexation ordinance with an effective date of November 24, 2025, to extend the corporate limits to include this property and assign it to the adjacent City Council District 3.**

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

Monica Holmes, Planning, Design, and Development  
Holly Cramer, Planning, Design, and Development  
Emma Knauerhase, Planning, Design, and Development

### **Explanation**

- Public hearings to obtain community input are required prior to City Council taking action on annexation requests.
- A petition has been received from the owners of this 1.9917-acre "Garrison Industrial Phase 2" site in western Mecklenburg County. The property is located along the east side of Garrison Road, west of Interstate 485, and south of West Boulevard.
- The property is owned by Garrison Road Holding, LLC.
- The site is currently occupied by one dwelling unit that will be removed prior to redevelopment.
- The annexation area is zoned I-1(CD) ANDO (light industrial, conditional, airport noise disclosure overlay) which allows for activities like manufacturing, processing, assembly, and warehousing of goods, with conditional standards.
  - Rezoning Petition 2019-173 rezoned this site and a larger area in February 2021 from R-3 AIR (single family residential, airport noise overlay) to I-1(CD) AIR (light industrial, conditional, airport noise overlay). The site's entitlements under the approved conditional plan allow 1,450,000 square feet gross floor area of light industrial uses.
- The petitioned area consists of two parcels: parcel identification numbers 141-181-19 and 141-291-07.
- The property is located within Charlotte's extraterritorial jurisdiction and shares boundaries with current city limits.
- The intent of the annexation is to extend municipal services to the site to facilitate the development of approximately 20,000 square feet of light industrial uses.
- In the evaluation of this annexation area, Charlotte-Mecklenburg Stormwater Services, Charlotte-Mecklenburg Police Department, Charlotte Department of Transportation, and Charlotte Solid Waste Services noted that this annexation area would have minimal to no impacts to the departments' resources.
- In reviewing the area's future industrial uses, the Charlotte Fire Department noted that the site is within the Effective Response Force travel time standards and provided additional advisory considerations regarding industrial developments.
- 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)

Annexation Ordinance

Rezoning Petition 2019-173 Approved Site Plan

[Map - Garrison Industrial Phase 2 Voluntary Annexation](#)

[Survey - Garrison Industrial Phase 2 Voluntary Annexation](#)

[Ordinance - Garrison Industrial Phase 2 Voluntary Annexation](#)

[RZP 2019-173 Approved Site Plan](#)

## 9. Public Hearing and Decision on River South Voluntary Annexation

**Action:**

- A. **Conduct a public hearing for River South voluntary annexation, and**
- B. **Adopt an annexation ordinance with an effective date of November 24, 2025, to extend the corporate limits to include this property and assign it to the adjacent City Council District 3.**

**Staff Resource(s):**

Monica Holmes, Planning, Design, and Development  
Holly Cramer, Planning, Design, and Development  
Emma Knauerhase, Planning, Design, and Development

**Explanation**

- Public hearings to obtain community input are required prior to City Council taking action on annexation requests.
- A petition has been received from the owners of this 119.397-acre "River South" site in western Mecklenburg County. The property is located along the Catawba River, on both the east and west sides of Dixie River Road near Garrison Road.
- The property is owned by DRB Group North Carolina LLC.
- The site is currently vacant.
- The annexation area is zoned MX-2 INNOV (mixed use, innovative), which allows for a mixture of residential uses.
  - Rezoning Petition 2016-056 for the River District rezoned this site and larger area in November of 2016 from R-3, R-5, R-3 (MH-O), and I-1 to MUDD-O and MX-2 INNOV. The site's entitlements under the approved conditional plan allow development of a master planned community. The proposed development in its entirety includes office, commercial, multi-family residential, single-family residential, and institutional uses.
- The petitioned area consists of three parcels: parcel identification numbers 141-281-01, 113-321-01, and 113-291-08.
- The property is located within Charlotte's extraterritorial jurisdiction and shares boundaries with current city limits.
- The intent of the annexation is to extend municipal services to facilitate the development of 241 residential units, including 100 attached townhouses and 141 detached single-family dwellings.
- In the evaluation of this annexation area, Charlotte-Mecklenburg Stormwater Services, Charlotte-Mecklenburg Police Department, Charlotte Department of Transportation, and Charlotte Solid Waste Services noted that this annexation area would have minimal to no impacts to the departments' resources.
- In reviewing the area's current and future uses, the Charlotte Fire Department noted that the site is within the Effective Response Force travel time standards.
- The potential revenue generated from this annexation area is projected to exceed the estimated cost of extending municipal services to the site.

**Consistent with City Council Policies**

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

**Attachment(s)**

Map (GIS)

Map (Survey)

Annexation Ordinance

Rezoning Petition 2016-056 Approved Site Plan

[Map - River South Voluntary Annexation](#)

[Survey - River South Voluntary Annexation](#)

[Ordinance - River South Voluntary Annexation](#)

[RZP 2016-056 Approved Site Plan](#)

## **POLICY**

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

[Community Area Plans](#)

## BUSINESS

### 11. Bridge Inspection Services

**Action:**

- A. **Approve a two-year contract for \$1,219,254.30 with WSP USA, Inc. to inspect bridges that qualify for federal funds administered by the North Carolina Department of Transportation, and**
  
- B. **Adopt a budget ordinance appropriating \$1,219,254.30 from the North Carolina Department of Transportation to the General Capital Projects Fund.**

**Staff Resource(s):**

Debbie Smith, Transportation  
David Smith, Transportation

**Explanation**

- The city maintains 197 bridges and culverts greater than 20 feet in length that are required by the Federal Highway Administration (FHWA) to be inspected every two years.
- Bridges are inspected for structural adequacy, safety, and functionality.
- These bridges and culverts qualify for federal reimbursement of 100 percent of the cost of inspections.
- The North Carolina Department of Transportation (NCDOT) administers the reimbursement process on behalf of FHWA.
- On February 12, 2024, the city entered into a 10-year municipal agreement with the NCDOT to inspect all city-maintained culverts and bridges eligible for reimbursement.
- Funding is appropriated every two years to comply with FHWA requirements, and the solicitation of inspection contracts aligns with this two-year cycle.
  - \$1,044,756 was appropriated for fiscal year (FY) 2024 and FY 2025.
  - \$1,219,254.30 will be appropriated for FY 2026 and FY 2027.
- On August 26, 2025, the city issued a Request for Qualifications (RFQ); two responses were received.
- WSP USA, Inc. best meets the city's needs in terms of qualifications, experience, cost, and responsiveness to RFQ requirements.

**Small Professional Services Firm (SPSF) Opportunity**

For FHWA projects, NCDOT does not mandate a goal through the State's SPSF program.

**Fiscal Note**

Funding: General Capital Investment Plan and Federal Highway Administration funding

**Attachments**

List of Qualifying Bridges

Budget Ordinance

[2026 NBI Bridge List](#)

[Budget Ordinance - Bridge Inspection Services](#)

## 12. Drones as First Responders Program

**Action:**

- A. **Approve a contract with Motorola Solutions, Inc. to provide, implement, and maintain drones and related systems for the Drones as First Responders Program for a term of five 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 negotiate, execute and 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,**
- D. **Accept a donation from the Charlotte-Mecklenburg Police Foundation in the amount of \$1,000,000 for the Drones as First Responders Program, and**
- E. **Adopt a budget ordinance appropriating \$1,000,000 from the Charlotte-Mecklenburg Police Foundation to the General Grants Fund.**

**Staff Resource(s):**

Johnny Jennings, Police  
Jacquelyn Bryley, Police

**Explanation**

- To enhance public safety, improve response times, and optimize situational awareness during critical incidents within the city, the Charlotte-Mecklenburg Police Department (CMPD) will implement a Drones as First Responders Program using small, unmanned aircraft systems, commonly referred to as "drones."
- This program aims to improve response times, help officers de-escalate situations, and enhance officer and community safety by providing real-time video and information to the police command center.
- Drones will be used for rapid deployment for emergency situations, search and rescue, traffic management, and crime scene monitoring.
- On May 30, 2025, the city issued a Request for Proposals (RFP); three responses were received.
- Motorola Solutions, Inc. best meets the city's needs in terms of qualifications, experience, cost, and responsiveness to RFP requirements.
- At renewal, potential price adjustments may be considered based on legitimate and justified increases in the cost of doing business. The ability to consider price adjustments also allows the city to accept decreases, if warranted.
- Annual expenditures are estimated to be \$2,500,000.
- The Charlotte-Mecklenburg Police Foundation (CMPPF) is donating \$1,000,000 to fund a portion of the Drones as First Responders Program costs.
- CMPPF is a non-profit, volunteer organization dedicated to strengthening CMPD services and promoting public safety in the Charlotte-Mecklenburg area.
- The Drones as First Responders Program furthers CMPPF's mission to create a safer community by supporting efforts to pilot new strategies and improve officer safety and effectiveness.

**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. Motorola Solutions, Inc. 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: Private donation and General Grants Fund

**Attachment(s)**

Budget Ordinance

[Budget Ordinance - CMPF Donation](#)

## **13. National Register Nominations Grant for McCrorey Heights and Oaklawn Park**

**Action:**

- A. Accept a grant in the amount of \$21,500 from the U.S. Department of the Interior for National Register Nominations for McCrorey Heights and Oaklawn Park, and**
  
- B. Adopt a budget ordinance appropriating \$21,500 from the U.S. Department of the Interior to the General Capital Projects Fund.**

**Staff Resource(s):**

Monica Holmes, Planning, Design, and Development

Erin Chantry, Planning, Design, and Development

**Explanation**

- On April 12, 2024, the City of Charlotte Planning, Design, and Development Department entered into a grant agreement with the United States Department of The Interior National Park Service for National Register Nominations for McCrorey Heights and Oaklawn Park: African American Civil Rights Leadership.
- These nominations seek to recognize and honor the significance of these historically African American communities and the people who shaped the Civil Rights movement locally, regionally, and nationally.
- The residents of McCrorey Heights and Oaklawn Park are stewards of this history, and a National Register listing will make state and federal historic preservation tax incentives available to property owners to defray costs associated with maintaining these historic resources for future generations.
- The grant funding will be used to pay for expenses associated with producing National Register Nominations for the neighborhoods.
- McCrorey Heights and Oaklawn Park are located in Council Districts 1 and 2.

**Fiscal Note**

Funding: Federal funding

**Attachment(s)**

Budget Ordinance

[Budget Ordinance - National Register Nominations Grant](#)

## 14. NASCAR Hall of Fame Improvement Project

**Action:**

- A. **Approve up to \$25,000,000 in capital improvements for the NASCAR Hall of Fame,**
- B. **Approve an interlocal agreement to reimburse the Charlotte Regional Visitors Authority for an amount up to \$1,300,000 for NASCAR Hall of Fame design/development phase costs, and**
- C. **Adopt a budget ordinance appropriating \$25,000,000 in proceeds from installment financing to the NASCAR Hall of Fame Capital Projects Fund.**

**Staff Resource(s):**

Kathleen Cishek, General Services

Matt Hastedt, Finance

Holly Eskridge, Economic Development

**Explanation**

- The NASCAR Hall of Fame welcomes more than 200,000 visitors each year, 65 percent of whom stay overnight, and engages approximately 21,000 students annually through its education program.
- At the June 2 and August 4, 2025, Jobs and Economic Development Committee meetings the Charlotte Regional Visitors Authority (CRVA) briefed City Council on the need for capital improvements to the NASCAR Hall of Fame.
- Objectives of the planned improvements to the 22-year-old facility include:
  - Integration of NASCAR studio space into operations,
  - Expansion of dedicated education program space,
  - Modernized and functional learning environments,
  - Increased scholarship capacity,
  - Additional event rental spaces,
  - Improved acoustical separation to enhance visitor experiences, and
  - Enhanced entry and guest flow.
- The estimated total project cost for improvements to the NASCAR Hall of Fame is \$25,000,000.
- The city intends to issue up to \$25,000,000 in installment financing to fund the improvements. The approval of the installment financing will come back to City Council as part of a future action.
- The installment financing will be repaid from the NASCAR Hall of Fame Tax Fund, which is supported by Hospitality Tax revenues (two percent of the eight percent Occupancy Tax). Eligible uses of these funds include construction and maintenance of the NASCAR Hall of Fame, the NASCAR Hall of Fame/Convention Center Crown Ballroom, and parking facilities, as permitted by the State of North Carolina.
- On August 4, 2025, the Jobs and Economic Development Committee voted unanimously to recommend the funding for the NASCAR Hall of Fame Improvement Project be advanced to full Council for consideration of approval.
- Action to approve the construction contract will be brought to Council for consideration in 2026.

**Fiscal Note**

Funding: NASCAR Hall of Fame Tax Fund

**Attachment(s)**

Interlocal Agreement

Budget Ordinance

[Interlocal Agreement - CRVA NASCAR Hall of Fame Reimbursement](#)

[Budget Ordinance - NASCAR Hall of Fame Improvement Project](#)

## 15. Charlotte Future 2040 Community Area Plans and Revised Policy Map

**Action:**

- A. Adopt the proposed Charlotte Future 2040 Community Area Plan for East Inner (Volume I - Program Guide and Volume II - Community Area Plan Policy);
- B. Adopt the proposed Charlotte Future 2040 Community Area Plans for East Middle and Outer (Volume I - Program Guide and Volume II - Community Area Plan Policy);
- C. Adopt the proposed Charlotte Future 2040 Community Area Plans for North Inner (Volume I - Program Guide and Volume II - Community Area Plan Policy);
- D. Adopt the proposed Charlotte Future 2040 Community Area Plans for North Middle and Outer (Volume I - Program Guide and Volume II - Community Area Plan Policy);
- E. Adopt the proposed Charlotte Future 2040 Community Area Plans for Northeast Inner (Volume I - Program Guide and Volume II - Community Area Plan Policy);
- F. Adopt the proposed Charlotte Future 2040 Community Area Plans for Northeast Middle and Outer (Volume I - Program Guide and Volume II - Community Area Plan Policy);
- G. Adopt the proposed Charlotte Future 2040 Community Area Plans for South Inner (Volume I - Program Guide and Volume II - Community Area Plan Policy);
- H. Adopt the proposed Charlotte Future 2040 Community Area Plans for South Middle (Volume I - Program Guide and Volume II - Community Area Plan Policy);
- I. Adopt the proposed Charlotte Future 2040 Community Area Plans for South Outer (Volume I - Program Guide and Volume II - Community Area Plan Policy);
- J. Adopt the proposed Charlotte Future 2040 Community Area Plans for Southwest Middle (Volume I - Program Guide and Volume II - Community Area Plan Policy);
- K. Adopt the proposed Charlotte Future 2040 Community Area Plans for Southwest Outer (Volume I - Program Guide and Volume II - Community Area Plan Policy);
- L. Adopt the proposed Charlotte Future 2040 Community Area Plans for West Inner (Volume I - Program Guide and Volume II - Community Area Plan Policy);
- M. Adopt the proposed Charlotte Future 2040 Community Area Plans for West Middle (Volume I - Program Guide and Volume II - Community Area Plan Policy);
- N. Adopt the proposed Charlotte Future 2040 Community Area Plans for West Outer (Volume I - Program Guide and Volume II - Community Area Plan Policy); and
- O. Adopt the Revised Policy Map.

**Staff Resource(s):**

Monica Holmes, Planning, Design, and Development  
Kathy Cornett, Planning, Design, and Development  
Catherine Mahoney, Planning, Design, and Development

**Explanation**

- On April 3, 2025, the City of Charlotte released fourteen draft Charlotte Future 2040 Community Area Plans (CAPs) and a Revised Future 2040 Policy Map for public review and comment.
- The CAPs are the second major implementation item of the Charlotte Future 2040 Comprehensive Plan (adopted by City Council in June 2021), following the Charlotte Future 2040 Policy Map (adopted by City Council in March 2022).
- The CAPs are an important level of policy guidance that build upon the vision and goals of the Comprehensive Plan. These plans detail how each area can contribute to Charlotte's future vision, offering specific guidance on land use, urban design, transportation, open space, and infrastructure.
- The CAPs contain four components: Volume I - Program Guide; Volume II - CAP Policy; Volume III - Implementation; and the Revised Charlotte Future 2040 Policy Map.
  - The Program Guide provides an overview of the plans' purpose, including how they affect different users, and addresses additional policies related to the built environment that apply to all plan geographies. It also includes policy guidance for modifying the citywide Policy Map.
  - The CAP Policy is considered the main body of the 14 CAPs and addresses each geography's profile, needs, goals, recommended development pattern, and supporting projects and programs.
  - The Implementation chapter includes an Implementation Guide, which assigns staff leads and potential time frames for advancing each policy recommendation. The Charlotte City Council will not be asked to adopt Volume III - Implementation.
  - The Revised Charlotte Future 2040 Policy Map was updated through the CAP planning process.

**Background**

- In winter 2023, the first phase of the Community Area Planning process began with an analysis of each plan area's profile, greatest needs, and prioritized goals from the Comprehensive Plan. The findings of this phase were published in 14 Community Reports, available on the project website.
- The second phase of the Community Area Planning process (spring-fall 2023) focused on refining the Charlotte Future 2040 Policy Map to ensure its recommendations for future development addressed each plan area's greatest needs and goals. The outcome of this phase, a Revised Policy Map, was first published on the project website and open for public comment from March to June 2024. A second revised draft was published and open for public comment from September to November 2024.
- The third phase (spring-fall 2024) identified planned infrastructure projects and existing programs that will support future growth. The community was also asked for input on additional projects and programs needed in the future.
- In the fourth phase (fall 2024), the various components of the planning process were compiled into 14 draft documents.
- On April 7, 2025, Planning, Design, and Development Department staff presented the plans to the Transportation, Planning and Development Council Committee.
- On April 14, 2025, staff presented the plans to the Planning Commission.
- On April 15, 2025, staff presented the plans to the Planning Committee of the Planning Commission.
- On April 28, 2025, staff presented the plans to City Council during their regular business meeting.
- On May 12, 2025, City Council held a public hearing on the plans and Revised Policy Map.
- On June 9, 2025, staff provided an update to City Council during their regular business meeting on public engagement efforts, which reached 491,000 people and received 2,520 comments throughout the planning process.
- On June 17, 2025, the Planning Committee of the Planning Commission unanimously recommended adoption, with proposed changes, of the Charlotte Future 2040 Community Area Plans and the Revised Policy Map.
- On July 14 and 15, 2025, staff hosted two public webinars, at City Council's request, to provide additional opportunities for community engagement.

- On August 4, 2025, staff presented the final proposed changes based on community feedback to the Transportation, Planning and Development Council Committee. The Committee voted 4 to 1 (Council Members Driggs, Molina, Graham, and Watlington voting for; Council Member Johnson voting against) in support of staff's recommended timeline for adoption for September 22, 2025. On September 22, 2025, Council deferred action to the November 24, 2025, meeting.
- On November 6, 2025, staff hosted the Your Neighborhood, Your Plan: Charlotte Future 2040 Community Area Plans Explained Webinar, at Council's request, as an additional public engagement opportunity.
- On November 10, 2025, staff presented an update to Council on the draft Community Area Plans and the Revised Policy Map, focusing on how public feedback has shaped the proposed plans.
- Department staff held several one-on-one engagement meetings with several neighborhoods including but not limited to Steeleberry Acres, Dilworth, Cherry, and North End Partners.
- The Revised Policy Map and additional information can be found on the Charlotte Future 2040 Comprehensive Plan website: <https://www.cltfuture2040.com>.

**Attachment(s)**

Community Area Plan Proposed Changes for Final Documents

Community Area Plan Volume I - Program Guide

Community Area Plan Volume II - Policy (each of the 14 CAPs attached individually)

Appendix

Ordinances

[FINAL\\_NOVACTION\\_ProposedChanges\\_CommunityAreaPlans\\_11242025](#)

[Community Area Plan - Program Guide](#)

[Community Area Plan - East Inner](#)

[Community Area Plan - East Middle and Outer](#)

[Community Area Plan - North Inner](#)

[Community Area Plan - North Middle and Outer](#)

[Community Area Plan - Northeast Inner](#)

[Community Area Plan - Northeast Middle and Outer](#)

[Community Area Plan - South Inner](#)

[Community Area Plan - South Middle](#)

[Community Area Plan - South Outer](#)

[Community Area Plan - Southwest Middle](#)

[Community Area Plan - Southwest Outer](#)

[Community Area Plan - West Inner](#)

[Community Area Plan - West Middle](#)

[Community Area Plan - West Outer](#)

[Community Area Plans - Appendix](#)

[Ordinance - East Inner Area Plan](#)

[Ordinance - East Middle and Outer Plan](#)

[Ordinance - North Inner Plan](#)

[Ordinance - North Middle and Outer Plan](#)

[Ordinance - Northeast Inner Plan](#)

[Ordinance - Northeast Middle Outer Plan](#)

[Ordinance - South Inner Plan](#)

[Ordinance - South Middle Plan](#)

[Ordinance - South Outer Plan](#)

[Ordinance - Southwest Middle Plan](#)

[Ordinance - Southwest Outer Plan](#)

[Ordinance - West Inner Plan](#)

[Ordinance - West Middle Plan](#)

[Ordinance - West Outer Plan](#)

[Ordinance - Revised Policy Map](#)

## 16. Remaining Appointments to Metropolitan Public Transportation Authority Board

**Action:**

**Adopt a resolution appointing the remaining three members to the Metropolitan Public Transportation Authority Board as required by the PAVE Act.**

**Council Resource**

James Mitchell, Committee Chair, Ad Hoc Work Group

**Staff Resource(s):**

Marcus Jones, City Manager  
Andrea Leslie-Fite, City Attorney  
Stephanie Kelly, City Clerk's Office

**Explanation**

- Three additional appointments are necessary to complete the city's appointments to the Metropolitan Public Transportation Authority (MPTA) Board.
- The following individuals are nominated for appointment:
  - Emma Allen, nominated by Council members Ajmera, Brown, Johnson, and Watlington.
  - Juan Euvin, nominated by Council members Ajmera, Brown, and Johnson.
  - Colette Forrest, nominated by Council members Brown and Johnson.
  - Scott Harris, nominated by Council members Driggs and Peacock.
  - Robert Hillman, nominated by Council members Anderson, Driggs, Mayfield, and Mitchell.
  - Corine Mack, nominated by Council members Brown, Graham, and Johnson.
  - William Cameron Pruette, nominated by Council members Ajmera, Anderson, and Brown.
  - Sagar Rathie, nominated by Council members Ajmera and Peacock.
  - James Scruggs, nominated by Council members Ajmera and Watlington.
  - Tim Sittema, nominated by Council members Anderson, Brown, Driggs, Mitchell, and Peacock.
  - Katrina Young, nominated by Council members Anderson, Graham, Mayfield, Mitchell, and Watlington.

**Background**

- On July 1, 2025, the PAVE Act was enacted by the North Carolina General Assembly.
- The PAVE Act authorizes Mecklenburg County to obtain an additional source of revenue to expand and improve roadway systems and public transportation for the Mecklenburg County region by assessing a one-cent sales and use tax subject to approval of ballot referendum and establishing the MPTA.
- The PAVE Act requires a governing body for the MPTA consisting of a 27-member board of trustees to be appointed before January 1, 2026. As the largest municipality in Mecklenburg County, the City of Charlotte has 12 appointments.
- A Memorandum of Understanding (MOU) was entered between Mecklenburg County, the City of Charlotte, the Towns of Cornelius, Davidson, Huntersville, Matthews, Mint Hill, and Pineville outlining a process for appointment of members to the MPTA board.
- Based on the framework set forth in the MOU, on September 26, 2025, the Mayor appointed an Ad Hoc Work Group to define a process and create an outline for City Council's review and approval of nominations and recommendations for appointment to the MPTA board, pending voter approval of a ballot referendum.
- On November 4, 2025, Mecklenburg County's ballot referendum for a one-cent sales tax under the PAVE Act was approved by voters, authorizing the city to proceed with its 12 appointments to the MPTA board.
- Under the Projects for Advancing Vehicle-Infrastructure Enhancements (PAVE) Act, the city must make 12 appointments to the MPTA.

- At least three of these appointments must be made upon the recommendation of an entity that represents business interests in the county.
- City Council has agreed to divide appointment powers for its appointments to the MPTA as follows:
  - Council shall appoint two members based upon the recommendation of the Charlotte Regional Business Alliance;
  - Council shall appoint one member based upon the recommendation of the Foundation for the Carolinas; and
  - Council shall appoint seven additional members:
    - One shall have experience owning or operating a small business as defined in the PAVE Act;
    - One shall be an individual who is otherwise qualified to serve on the MPTA board and who is also an active user of the current Charlotte Area Transit System with demonstrated public transportation system experience; and
  - Council shall appoint two members based upon the recommendation of the Mayor.
- On October 14, 2025, City Council received a list of all interested applicants for the city's appointments to the MPTA board.
- On October 20, 2025, Council requested recommendations from two other entities as required by the PAVE Act and outlined its proposed process, including questions and interviews of eligible candidates.
- On November 17, 2025, Council made the following nine appointments to the MPTA Board:
  - Five appointments to the MPTA board which represented the appointments based upon the recommendation of the Charlotte Regional Business Alliance, the Foundation for the Carolinas, and the Mayor; and
  - Four appointments by City Council.

**Attachment(s)**

Resolution

Metropolitan Public Transportation Authority Applications

[Resolution - MPTA Board Appointments](#)

## 17. 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 partial term beginning upon appointment and ending April 28, 2027.
  - Sary Chakra, nominated by Council members Ajmera, Driggs and Peacock.
  - Clifford McClain, nominated by Council members Brown and Mitchell.
  - Nixonette Wright, nominated by Council members Johnson and Mayfield.

**Attachment(s)**

Business Advisory Committee Applications

**18. Mayor and City Council Topics**

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

**19. Closed Session (as necessary)**

## CONSENT

### 20. Mint Museum Randolph Roof Repair Project Phase 1

**Action:**

- A. **Reject the low bid submitted by Benton Roofing, Inc. for Mint Museum Randolph Roof Repair Project Phase 1, and**
- B. **Approve a contract in the amount of \$1,065,880 to the lowest responsive, responsible bidder Interstate Roofing Company, Inc. for the Mint Museum Randolph Roof Repair Project Phase 1.**

**Staff Resource(s):**

Phil Reiger, General Services  
David Wolfe, General Services

**Explanation**

- The existing roof of the Mint Museum Randolph, located at 2730 Randolph Road in Council District 6, needs repair to preserve the roofing system and protect the building envelope.
- Phase 1 will include repairing and replacing sections of the roof, improving drainage, and addressing skylight issues to prevent future leaks.
- On August 14, 2025, the city issued an Invitation to Bid; five bids were received.
- Interstate Roofing Company, Inc. was selected as the lowest responsive, responsible bidder.
- The project is anticipated to be complete by the second quarter of 2026.

**Reject Low-Bid Explanation**

The low bid from Benton Roofing, Inc. in the amount of \$878,295 was found to be non-responsible/non-responsive for failure to meet the required  $\leq 0.9$  experience modification rating.

**Charlotte Business INclusion**

Contract goals were not established for this contract because the scope of work required does not present viable subcontracting opportunities. Interstate Roofing Company, Inc. 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: Tourism Capital Projects Fund

## 21. Professional Engineering and Consulting Services

**Action:**

A. **Approve contracts for professional engineering and consulting services for a term of three years with the following:**

- **AECOM Technical Services,**
- **Bolton Menk, Inc.,**
- **Dewberry Engineers Inc.,**
- **Exult Engineering (SBE),**
- **Freese and Nichols,**
- **HDR,**
- **Kimley-Horn,**
- **Kisinger Campo and Associates,**
- **Kittleson Associates, Inc.,**
- **LaBella Associates PC,**
- **McAdams,**
- **NV5,**
- **Pond and Company,**
- **RKK,**
- **RSH, Inc.,**
- **STV Inc.,**
- **Timmons Group, Inc.,**
- **Three Oaks Engineering (WBE),**
- **TranSystems,**
- **VIAS Infrastructure (MBE),**
- **Volkert,**
- **Wetherill Engineering (WBE), 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  
Kathleen Cishek, General Services  
Keith Bryant, General Services

**Explanation**

- These on-call contracts will provide a flexible way for the city to meet consultant needs as they arise for Capital Investment Plan transportation projects, including planning tasks, multi-dimensional engineering, and project management.
- On June 10, 2025, the city issued a Request for Qualification (RFQ); 34 responses were received.
- The companies selected best meet the city's needs in terms of qualifications, experience, availability and responsiveness to RFQ 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 \$18,000,000.

**Charlotte Business INclusion**

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

AECOM Technical Services of North Carolina, Inc.

- CES Group Engineers, LLP (WBE) (survey, utility coordination)
- Neighboring Concepts, PLLC (MBE) (graphics, visual)
- Vivid Earth Design (SBE) (alternative analysis, community outreach)

Bolton & Menk, Inc.

- Carolinas Geotechnical Group PLLC (SBE) (geotechnical engineering)
- Carolina Wetlands Services, Inc. (WBE, SBE) (environmental permitting)
- CES Group Engineers, LLP (WBE) (design, survey, utility coordination)
- Hinde Engineering, Inc. (SBE) (design, utility coordination)
- Vivid Earth Design (SBE) (community engagement, multimodal planning)
- Wetherill Engineering, Inc. (WBE) (roadway design, retaining walls, survey, utility coordination)
- Zaja PR LLC (MBE, SBE) (communications, public involvement)

Dewberry Engineers Inc.

- Exult Engineering, PC (SBE) (traffic and transportation engineering)
- Froehling & Robertson, Inc. (MBE) (geotechnical investigations, material testing)
- Hinde Engineering, Inc. (SBE) (design, utility coordination)

Exult Engineering, PC (SBE)

- Wetherill Engineering, Inc. (WBE) (utility coordination)

Freese and Nichols

- CES Group Engineers, LLP (WBE) (plat production, surveying)
- Civility Localized (MBE, SBE) (public engagement)
- Froehling & Robertson, Inc. (MBE) (geotechnical investigations, material testing)
- Stewart Engineering, Inc. (MBE) (plat production, surveying)

HDR

- Carolinas Geotechnical Group PLLC (SBE) (geotechnical services)
- Carolina Wetlands Services, Inc. (WBE, SBE) (environmental field work, permitting)
- CES Group Engineers, LLP (WBE) (survey and subsurface utility engineering, utility coordination/assessment)
- Civility Localized (MBE, SBE) (public involvement)
- Critek Engineering Group, PC. (MBE, SBE) (utility coordination, water/sewer assessment)

Kimley-Horn

- ACRO Development (SBE) (survey)
- Boyle Consulting Engineers, PLLC (SBE) (geotechnical investigation, design)
- CES Group Engineers, LLP (WBE) (survey)
- Pride Communications, Inc. (MBE, SBE) (public involvement)
- VIAS Infrastructure, PLLC (MBE) (construction administration)
- Wetherill Engineering, Inc. (WBE) (utility coordination)

Kisinger Campo and Associates

- Exult Engineering, PC (SBE) (traffic engineering, signal design support)
- Froehling & Robertson, Inc. (MBE) (geotechnical services)
- Jarrett Engineering PLLC (WBE, SBE) (utility coordination)
- Vivid Earth Design (SBE) (community engagement, streetscape design services)
- Survey & Mapping Control, Inc. (SBE) (survey)

Kittleson Associates, Inc.

- Exult Engineering, PC (SBE) (design, general engineering consulting, traffic signal planning)

LaBella Associates PC

- Accelerate Engineering, PLLC (MBE) (traffic analysis, traffic signal design)
- Barry Lambert Engineering, PC (SBE) (structural engineering)
- Center Line Locating, LLC (WBE, SBE) (utility locating)
- Richa Graphics (MBE, SBE) (reproductions, presentation graphics)

McAdams

- Wetherill Engineering, Inc. (WBE) (utility coordination)
- Carolina Wetlands Services, Inc. (WBE, SBE) (environmental engineering)
- Carolinas Geotechnical Group PLLC (SBE) (geotechnical engineering)

NV5

- Hinde Engineering, Inc. (SBE) (engineering services)
- VIAS Infrastructure, PLLC (MBE) (transportation consulting, traffic and transportation engineering)

Pond and Company

- Neighboring Concepts, PLLC (MBE) (graphics, visual, placemaking, urban planning)

RS&H, Inc.

- Carolinas Geotechnical Group PLLC (SBE) (geotechnical engineering)
- Hinde Engineering, Inc. (SBE) (wet utility design)
- Three Oaks Engineering Inc. (WBE) (environmental, permitting)

Rummel, Klepper & Kahl, LLP

- Froehling & Robertson, Inc. (MBE) (geotechnical services)
- Hinde Engineering, Inc. (SBE) (utility coordination)
- Wetherill Engineering, Inc. (WBE) (survey)

STV, Inc.

- Jarrett Engineering PLLC (WBE, SBE) (engineering services)
- Neighboring Concepts, PLLC (MBE) (transportation consulting)
- Wetherill Engineering, Inc. (WBE) (engineering services)

Three Oaks Engineering Inc (WBE)

- Civility Localized (MBE, SBE) (public/stakeholder engagement)
- Enigma Engineering, PLLC (WBE) (design)
- Vivid Earth Design (SBE) (design, public/stakeholder engagement)

Timmons Group, Inc.

- Froehling & Robertson, Inc. (MBE) (supplemental geotechnical and environmental services)

TranSystems

- Froehling & Robertson, Inc. (MBE) (geotechnical and material testing)

VIAS Infrastructure PLLC (MBE)

- Accelerate Engineering, PLLC (MBE) (capacity analysis, signal design)
- Carolinas Geotechnical Group PLLC (SBE) (geotechnical services)
- Three Oaks Engineering Inc. (WBE) (natural resources, planning)
- Wetherill Engineering, Inc. (WBE) (erosion control, surveys, utilities)

Volkert, Inc.

- CES Group Engineers, LLP (WBE) (engineering services support, survey, utility coordination)
- Three Oaks Engineering Inc. (WBE) (engineering services support, environmental, traffic engineering, permitting)

Wetherill Engineering, Inc. (WBE)

- Carolinas Geotechnical Group PLLC (SBE) (geotechnical engineering)
- Exult Engineering, PC (SBE) (traffic engineering)
- Goins Sweitzer Engineers and Consultants PLLC (WBE) (construction administration, construction engineering inspections)

**Fiscal Note**

Funding: General Capital Investment Plan

## 22. Real Estate Appraisals and Appraisal Reviews

**Action:****A. Approve contracts for real estate appraisals for a term of three years with the following:**

- **AAA Valuations, LLC (MBE, SBE),**
- **BBG, Inc.,**
- **Colliers International Holding (US) Inc.,**
- **Cooper McCain, LLC (WBE),**
- **Cushman & Wakefield of North Carolina, Inc.,**
- **Fortenberry Lambert, Inc. (MBE),**
- **Integra Realty Resources (WBE),**
- **Curran, Reich & Associates, Inc. dba T.B. Harris, Jr.,**

**B. Approve contracts for real estate appraisal reviews for a term of three years with the following:**

- **Fortenberry Lambert, Inc.,**
- **Hopkins Consulting and Review, LLC (WBE),**
- **J.D. Parker & Associates, Inc.,**
- **Kack Consulting Group, LLC,**
- **The Hanes Group, Inc. (WBE),**
- **John Bosworth & Associates, LLC dba Valbridge Property Advisors,**
- **William R Morgan Company, and**

**C. 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

Greg Crawford, General Services

**Explanation**

- Real estate appraisal and appraisal review services are required for all Capital Investment Plan projects and are typically conducted during the real estate acquisition phase to determine project-related impacts to real property.
- Certified, independent real estate appraisers provide the specialized expertise necessary for eminent domain appraisal disciplines
- These services are essential to accurately determine market value and establish fair and just compensation for property owners.
- On August 19, 2025, the city issued a Request for Proposals (RFP); 15 responses were received.
- The selected firms best meet the city's needs based on their qualifications, experience, cost, and responsiveness to RFP requirements.
- Assignments for appraisal and appraisal review services will be made based on each firm's capacity, technical specialization, and alignment with the scope and complexity of the individual project.
- At renewal, potential price adjustments may be considered based on legitimate and justified increases in the price of doing business. The ability to consider price adjustments also allows the city to accept decreases, if warranted.
- Aggregate annual expenditures are estimated to be \$2,995,000.

**Charlotte Business INclusion**

The city negotiates contract participation after the proposal selection process. The following Prime(s) are city certified M/W/SBE; their self-performance will be counted toward the established goal.

- AAA Valuations, LLC (MBE, SBE)

- Hopkins Consulting and Review, LLC (WBE)
- The Hanes Group, Inc. (WBE)
- Cooper McCain, LLC (WBE)

The following Prime(s) have elected to self-perform 100% of the work on this contract and have provided the required documentation to demonstrate that they can perform all scopes of work on this contract with their own forces.

- BBG, Inc.
- Colliers International Holding (US) Inc.
- Cushman & Wakefield of North Carolina, Inc.
- Fortenberry Lambert, Inc.
- Integra Realty Resources
- J.D. Parker & Associates, Inc.
- Kack Consulting Group, LLC
- Curran, Reich & Associates, Inc. dba T.B. Harris, Jr.
- John Bosworth & Associates, LLC dba Valbridge Property Advisors
- William R Morgan Company

**Fiscal Note**

Funding: General Capital Investment Plan

## 23. CATS Marketing and Communications Services

**Action:**

- A. **Approve a contract with Sherry Matthews Group for marketing and communications services for a term of three years, and**
- B. **Authorize the City Manager to renew the contract for up to three, 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  
Catherine Kummer, CATS

**Explanation**

- The Charlotte Area Transit System (CATS) seeks to engage firms that can supplement CATS's internal resources by providing specialized expertise in areas such as general marketing and advertising, branding, public relations, public affairs, digital communications, community engagement, media planning, event planning, and crisis communications.
- The services are aimed at promoting CATS's services, engaging with the community, and enhancing the public's perception and use of public transit in the Charlotte-Mecklenburg area.
- On September 11, 2025, the city issued a Request for Proposals; 18 responses were received.
- Sherry Matthews Group best meets CATS'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.
- Total contract expenditures are estimated to be \$5,000,000.

**Disadvantaged Business Enterprise (DBE)**

In accordance with the USDOT Interim Final Rule, this is a federal contract exempt from DBE goals.

**Fiscal Note**

Funding: CATS Operating Budget

## 24. Scaleybark Station Drainage Repairs

**Action:**

**Approve a contract in the amount of \$713,487.50 to the lowest responsive bidder Efficient Developments, LLC for the Scaleybark Station Drainage Repairs project.**

**Staff Resource(s):**

Brent Cagle, CATS

Kelly Goforth, CATS

Jill Brim, CATS

**Explanation**

- This project will improve drainage and reduce flooding along the Blue Line south of Scaleybark Station in Council District 3.
- On September 2, 2025, the city issued an Invitation to Bid (ITB); zero bids were received.
  - NC General Statute 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 October 14, 2025, the city reissued the ITB; two bids were received.
- Efficient Developments, LLC was selected as the lowest responsive, responsible bidder.
- The project is anticipated to be complete by the end of December 2025.

**Disadvantaged Business Enterprise (DBE)**

In accordance with the USDOT Interim Final Rule, this is a federal contract exempt from DBE goals.

**Fiscal Note**

Funding: CATS Capital Investment Plan

**Attachment(s)**

Map

[Map - Scaleybark Station Drainage Repairs](#)

## 25. Airport Building Automation and Security Systems

**Action:**

- A. **Approve the purchase of building automation and security systems services from cooperative contracts,**
- B. **Approve a unit price contract with Johnson Controls Inc. for the purchase of building automation and security systems services for a term of three years under Sourcewell contracts #121024-JHN and #080824-JHN, and**
- C. **Authorize the City Manager to extend the contract for additional terms as long as the cooperative contracts are in effect at prices and terms that are the same or more favorable than those offered under the cooperative contacts.**

**Staff Resource(s):**

Haley Gentry, Aviation  
Jack Christine, Aviation  
Jerome Woodard, Aviation

**Explanation**

- Aviation requires enhanced building automation and security system services to assist in monitoring and maintaining HVAC, fire detection, and security systems throughout the airport campus.
- 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 are able to 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 \$13,000,000.

**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. However, Aviation is tracking MWSBE subcontractor participation for this purchase:

- Besco Electrical (MBE) (\$90,000) (fire and alarm system testing)
- Carolina Cable Line (SBE) (\$89,295) (camera cleaning)

**Fiscal Note**

Funding: Aviation Operating Budget and Aviation Capital Investment Plan

## 26. Airport Flooring Services

**Action:**

- A. **Approve a unit price contract with Queen City Commercial Floor Services, LLC for flooring services 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):**

Haley Gentry, Aviation

Jack Christine, Aviation

**Explanation:**

- Aviation requires flooring services for the Airport terminal and auxiliary support buildings.
- This contract will provide for demolition, removal, repair, and installation of carpet, tile, and other types of flooring.
- On August 7, 2025, the city issued a Request for Proposals (RFP); one response was received.
- Queen City Commercial Floor Services, LLC meets the city's needs in terms of qualifications, experience, cost, and responsiveness to RFP requirements.
- At renewal, potential price adjustments may be considered based on legitimate and justified increases in the cost of doing business. The ability to consider price adjustments also allows the city to accept decreases, if warranted.
- Annual expenditures are estimated to be \$150,000.

**Charlotte Business INclusion**

The city negotiates contract participation after the proposal selection process. The specific tasks and contract opportunities associated with this contract are undefined; however, Queen City Commercial Floor Services, LLC has identified the following certified firm(s) to be utilized:

- Kelby Construction (MBE) (flooring demolition)

**Fiscal Note**

Funding: Aviation Operating Budget

## 27. Airport Program Management Support and Advisory Services

**Action:**

- A. **Approve a contract with HNTB Corporation for program management support and advisory services for a term of five 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):**

Haley Gentry, Aviation  
Jack Chrisine, Aviation

**Explanation**

- Aviation requires a qualified consultant to provide program management support and advisory services for the Aviation Capital Investment Plan (CIP), which encompasses numerous projects that will increase capacity and improve operational efficiency to accommodate anticipated growth.
- Services will include assisting the Airport's planning and engineering teams in the planning, design, execution, and monitoring of CIP projects to ensure they are developed and delivered efficiently, within budget, and in compliance with strategic goals and regulatory requirements.
- On July 1, 2025, the city issued a Request for Qualifications (RFQ); three responses were received.
- HNTB Corporation 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.
- 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 \$8,000,000.

**Charlotte Business INclusion**

The city negotiates contract participation after the proposal selection process. HNTB Corporation has committed 10.00% (\$4,000,000) of the total contact amount to the following certified firm(s).

- Hana Engineers & Consultants (SBE) (\$1,000,000) (project controls support)
- Jarrett Engineering (SBE, WBE) (\$1,000,000) (airside utility design review)
- Rohadfox (MBE) (\$1,000,000) (project controls support)
- Vias Infrastructure, PLLC (MBE) (\$1,000,000) (construction support)

**Fiscal Note**

Funding: Aviation Capital Investment Plan

## 28. Airport Taxiway Shoulder Pavement Replacement

**Action:**

**Approve a contract in the amount of \$5,353,933.75 to the lowest responsive bidder Blythe Brothers Asphalt Company for the Taxiway Shoulder Pavement Replacement project.**

**Staff Resource(s):**

Haley Gentry, Aviation  
Jack Christine, Aviation

**Explanation**

- This contract will provide for the rehabilitation and replacement of taxiway and runway asphalt shoulders throughout the airfield.
- On July 7, 2025, the city issued an Invitation to Bid (ITB); one bid was received.
  - NC General Statute 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 August 5, 2025, the city reissued the ITB; one bid was received.
- Blythe Brothers Asphalt Company was selected as the lowest responsive, responsible bidder.
- The project is anticipated to be complete by the second quarter of fiscal year 2027.

**Charlotte Business INclusion**

Established MBE Goal: 6.00%

Committed MBE Goal: 6.01%

Blythe Brothers Asphalt Company exceeded the established subcontracting goal and has committed 6.01% (\$322,000) of the total contract amount to the following certified firm(s):

- Express Logistics (MBE) (\$322,000) (hauling)

Established SWBE Goal: 8.00%

Committed SWBE Goal: 8.01%

Blythe Brothers Asphalt Company exceeded the established subcontracting goal and has committed 8.01% (\$429,000) of the total contract amount to the following certified firm(s):

- B&N Grading (WBE) (\$329,000) (milling)
- Southeastern Public (SBE) (\$100,000) (security)

**Fiscal Note**

Funding: Aviation Capital Investment Plan

## 29. Meeting Minutes

**Action:**

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

- October 6, 2025, Council Committee Discussions,
- October 13, 2025, Business Meeting,
- October 20, 2025, Zoning Meeting, and
- October 27, 2025, Business 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>

**CONSENT - PROPERTY TRANSACTIONS****30. In Rem Remedy: 326 Kirby Drive**

**Action:** Adopt an ordinance authorizing the use of In Rem Remedy to demolish and remove a dwelling and accessory buildings at 326 Kirby Drive.

**Property Address:** 326 Kirby Drive

**Parcel Identification Number:** 055-041-12

<https://polaris3g.mecklenburgcountync.gov/pid/05504112>

**Council District:** 3

**Public Purpose:**

- Eliminate a blighting influence
- Remedy substandard, dilapidated or dangerous housing and/or accessory structures
- Support public safety initiatives
- Uphold the Minimum Housing Code

**Council Priorities:** Great Neighborhoods and Safe Communities

**Attachment(s):** In Rem Packet

[In Rem Packet - 326 Kirby Dr](#)

**31. In Rem Remedy: 215 Orange Street**

**Action:** Adopt an ordinance authorizing the use of In Rem Remedy to demolish and remove a dwelling at 215 Orange Street.

**Property Address:** 215 Orange Street

**Parcel Identification Number:** 057-013-05

<https://polaris3g.mecklenburgcountync.gov/pid/15701305>

**Council District:** 1

**Public Purpose:**

- Eliminate a blighting influence
- Remedy substandard, dilapidated or dangerous housing and/or accessory structures
- Support public safety initiatives
- Uphold the Minimum Housing Code

**Council Priorities:** Great Neighborhoods and Safe Communities

**Attachment(s):** In Rem Packet

[In Rem Packet - 215 Orange Street](#)

## 32. Property Transactions - Kuykendall Road Improvements, Parcel # 28

**Action:** **Approve the following condemnation: Kuykendall Road Improvements, Parcel # 28**

**Project:** Kuykendall Road Improvements

**Program:** Neighborhood Reinvestment

**Owner(s):** Heirs and descendants of F. O. Hartis (Fetner Odell Hartis)

**Property Address:** 3629 McKee Road

**Total Parcel Area:** 37,096 sq. ft. (0.852 ac.)

**Property to be acquired by Easements:** 1,457 sq. ft. (0.033 ac.) sidewalk utility easement, 950 sq. ft. (0.022 ac.) storm drainage easement and 757 sq. ft. (0.017 ac.) temporary construction easement

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

**Landscaping to be impacted:** None

**Zoned:** N1-A

**Use:** Neighborhood 1-A

**Parcel Identification Number(s):** 231-054-08

<https://polaris3g.mecklenburgcountync.gov/pid/23105408>

**Appraised Value:** \$10,000

**Property Owner's Concerns:** The property has outstanding title issues. Additionally, there are several dozen known heirs, and not all are in agreement with the project.

**City's Response to Property Owner's Concerns:** The city has been unable to reach an agreement or resolve outstanding title issues at this time.

**Recommendation:** To obtain clear title, recommendation is to proceed to condemnation.

**Council District:** 7

**Attachment(s):** Map

[Map - Kuykendall Rd Improvements, Parcel #28](#)

## **Adjournment**

## REFERENCES

### 33. 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.

## 34. 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.

## 35. 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.