



**CITY COUNCIL
BUSINESS MEETING
KANNAPOLIS CITY HALL
401 LAUREATE WAY, KANNAPOLIS, NC
SEPTEMBER 22, 2025
6:00 PM**

PLEASE TURN OFF CELL PHONES OR PLACE ON SILENT MODE.

APPROVED MINUTES

- A. September 22, 2025 Business Meeting Minutes (Pam Scaggs, City Clerk)

CALL TO ORDER AND WELCOME

MOMENT OF SILENT PRAYER AND PLEDGE OF ALLEGIANCE

PROCLAMATIONS AND RECOGNITIONS

- A. **PROCLAMATION** - National Day of Service and Remembrance (Darrell Hinnant, Mayor)

ADOPTION OF AGENDA - Motion to Adopt Agenda or make revisions

CONSENT AGENDA - Motion to Adopt Consent Agenda or make revisions

- A. **RESOLUTION** - Require fingerprint-based background checks for applicants **APPROVED** (Daniel Jenkins, Assistant Human Resources Director)
- B. **ORDINANCE** - Budget Amendment #26-17 appropriating grant funds for the Police Department **APPROVED** (Chris Hill, Deputy Chief, Kristin Jones, Budget and Strategy Director)
- C. **ORDINANCE** - Budget Amendment #26-09 appropriating settlement funds for HVAC repairs at Fire Station. **APPROVED** (Kirk Beard, Deputy Fire Chief, Kristin Jones, Budget and Strategy Director)
- D. **AGREEMENT** - North Carolina Accessibility Grant Agreement and associated Budget Amendment #26-10 **APPROVED** (Gary Mills, Parks & Recreation Director)
- E. **AGREEMENT** - Great Trails State Grant Agreement and associated Budget Amendment #26-11 **APPROVED** (Gary Mills, Parks & Recreation Director)
- F. **GRANT** - Carolina Thread Trail Grant and associated Budget Amendment #26-12 **APPROVED** (Gary Mills, Parks & Recreation Director)
- G. **ORDINANCE** - Budget Amendment #26-13 appropriating funds from UNC for Fitness Equipment at NCRC. **APPROVED** (Kristin Jones, Budget and Strategy)

Director)

- H. **ORDINANCE**- Budget Amendment #26-14 appropriating FY 26 CDBG Funds **APPROVED** (Kristin Jones, Budget and Strategy Director, Sherry Gordon, Community Development Program Administrator)
- I. **ORDINANCE** - Budget Amendment #26-15 appropriating FY 26 HOME program funds **APPROVED** (Kristin Jones, Budget and Strategy Director, Sherry Gordon, Community Development Program Administrator)
- J. **ORDINANCE** — Budget Amendment #26-16 appropriating debt proceeds for Kannapolis Spillway project. **APPROVED** (Kristin Jones, Budget and Strategy Director, Brian Roberts, Finance Director)
- K. **REPORT** - Agendas and activities for City-appointed or City-represented Boards and Commissions **RECEIVED** (Mike Legg, City Manager)
- L. **REPORT** - Monthly Wastewater Allocations Report **RECEIVED** (Alex Anderson, Director of Water Resources, Gerald Faulkner, Water Treatment Manager)
- M. **MINUTES** - July 28, 2025 Closed Session; August 11, 2025 Work Session **APPROVED** (Pam Scaggs, City Clerk)

BUSINESS AGENDA

- A. **PUBLIC HEARING** - FY 2024-25 Consolidated Annual Performance and Evaluation Report (CAPER) **APPROVED** (Sherry Gordon, Community Development Program Administrator)
- B. **RESOLUTION** - Naming the park on Pleasant Avenue as Barry Lentz Park **APPROVED** (Gary Mills, Parks & Recreation Director)
- C. **DISCUSSION** - Memorials and Tributes for Influential Individuals in Kannapolis's History (Mike Legg, City Manager)
- D. **DISCUSSION** - City Facility Rentals and Fees (Mike Legg, City Manager)

CITY MANAGER REPORT

CITY COUNCIL COMMENTS

SPEAKERS FROM THE FLOOR

MOTION TO ADJOURN

ADA Notice

In accordance with Title II of the Americans with Disabilities Act (ADA), any person requiring an accommodation to participate in a function or program of the City of Kannapolis should contact Daniel Jenkins, Assistant Human Resources Director & ADA Coordinator by phone at 704-920-4312,

email adacoordinator@kannapolisnc.gov, or in person at Kannapolis City Hall as soon as possible, but not later than forty-eight (48) hours prior.

**CITY OF KANNAPOLIS
CITY COUNCIL
BUSINESS MEETING MINUTES
September 22, 2025**

A business meeting of the Kannapolis City Council was held on Monday, September 22, 2025, at 6:00 P.M., Kannapolis City Hall located at 401 Laureate Way, Kannapolis, NC.

CITY COUNCIL MEMBERS PRESENT:

Council Members: Darrell Hinnant, Mayor
Doug Wilson
Jeanne Dixon
Dianne Berry, Mayor Pro tem
Tom Kincaid
Darrell Jackson
Ryan Dayvault

Council Members Absent: None

City Manager: Mike Legg

Deputy City Manager: Eddie Smith

Assistant City Manager: Tina Cline

Assistant City Manager: Wilmer Melton

City Attorney: Andrew Kelly

City Clerk: Pam Scaggs

Staff Present:	Alex Anderson	Kristin Jones
	Richard Smith	Kirk Beard
	Tracy Winecoff	Terry Spry
	Gerald Faulkner	Gary Mills
	Brett Mann	Annette Privette-Keller
	Sherry Gordon	Irene Wong

Visitors Present:	Sara Newell	Joe Hatley
	Zach Erwin	Christopher Allen
	Josh Teague	Naomi Hatchell
	Pam Smith	Sophia Wilkerson
	Grant Rader	Jayne Williams
	Aaron Atkins	Stacey Atkins
	E.B. Lentz	Lisa Lentz
	Ute Lentz	Justin Lewter
	Phillip Aldrete	Dylan Horne
	Emmy Watkins	Harris Watkins

1 **CALL TO ORDER AND WELCOME**

2 Mayor Hinnant called the meeting to order and welcomed all in attendance. He led a moment of silent
3 prayer, followed by the Pledge of Allegiance by Councilmember Dixon.
4

5 **PROCLAMATIONS AND RECOGNITIONS**

6 Mayor Hinnant read a Proclamation recognizing September 11, 2025 as a National Day of Service
7 and Remembrance.
8

9 **ADOPTION OF AGENDA**

10 Mayor Hinnant called for a motion regarding the Agenda. Councilmember Jackson made the motion
11 to approve, second by Councilmember Dayvault and the motion was unanimously approved.
12

13 **CONSENT AGENDA**

14 Mayor Hinnant called for a motion on the Consent Agenda. City Manager Mr. Legg clarified that the
15 original Ordinance for Item E.D. has been revised to remove a previously included fund balance
16 appropriation, which is not needed, and that the updated Ordinance now incorporates the grant
17 revenue. Councilmember Kincaid made the motion to approve all items on the Consent Agenda,
18 second by Councilmember Dixon and the motion was unanimously approved.
19

20 Resolution requiring fingerprint-based background checks for applicants (Daniel Jenkins, Assistant
21 Human Resources Director) (Copy included as Agenda Item: E.A.).
22

23 Ordinance for Budget Amendment #26-17 appropriating grant funds for the Police Department (Chris
24 Hill, Deputy Chief; Kristin Jones, Budget and Strategy Director) (Copy included as Agenda Item:
25 E.B.).
26

27 Ordinance for Budget Amendment #26-09 appropriating settlement funds for HVAC repairs at Fire
28 Station (Kirk Beard, Deputy Fire Chief; Kristin Jones, Budget and Strategy Director) (Copy included
29 as Agenda Item E.C.).
30

31 North Carolina Accessibility Grant Agreement and associated Budget Amendment #26-10 (Gary
32 Mills, Parks & Recreation Director) (Copy included as Agenda Item E.D.).
33

34 Great Trails State Grant Agreement and associated Budget Amendment #26-11 (Gary Mills, Parks &
35 Recreation Director) (Copy included as Agenda Item E.E.).
36

37 Carolina Thread Trail Grant and associated Budget Amendment #26-12 (Gary Mills, Parks and
38 Recreation Director) (Copy included as Agenda Item E.F.).
39

40 Ordinance for Budget Amendment #26-13 appropriating funds from UNC for Fitness Equipment at
41 NCRC (Kristin Jones, Budget and Strategy Director) (Copy included as Agenda Item E.G.)
42

43 Ordinance for Budget Amendment #26-14 appropriating FY 26 CDBG Funds (Kristin Jones, Budget
44 and Strategy Director; Sherry Gordon, Community Development Program Administrator) (Copy
45 included as Agenda Item E.H.)
46

Ordinance for Budget Amendment #26-15 appropriating FY 26 HOME program funds (Kristin Jones, Budget and Strategy Director; Sherry Gordon, Community Development Program Administrator) (Copy included as Agenda Item E.I.)

Ordinance for Budget Amendment #26-16 appropriating debt proceeds for Kannapolis Spillway project (Kristin Jones, Budget and Strategy Director; Brian Roberts, Finance Director) (Copy included as Agenda Item E.J.)

Agendas and activities for City-appointed or City-represented Boards and Commissions (Mike Legg, City Manager) (Copy included as Agenda Item E.K.)

Monthly Wastewater Allocations Report (Alex Anderson, Director of Water Resources; Gerald Faulkner, Water Treatment Manager) (Copy included as Agenda Item E.L.)

July 28, 2025 Closed Session and August 11, 2025 Work Session Minutes (Pam Scaggs, City Clerk) (Work Session Minutes included as Agenda Item E.M.)

BUSINESS AGENDA

Public Hearing – FY 2024-25 Consolidated Annual Performance and Evaluation Report (CAPER) (Sherry Gordon, Community Development Program Administrator) (Copy included as Agenda Item F.A.).

Ms. Gordon presented the Consolidated Annual Performance and Evaluation Report (CAPER) that is required to be submitted to the Department of Housing and Urban Development (HUD) by September 30, 2025 and outlines how Community Development Block Grant (CDBG) funds are spent during the fiscal year.

Ms. Gordon stated that the City was awarded \$376,394 in CDBG funds and generated \$1,310,179 in program income from parcel sales in the Gateway Business Park. Funds were allocated to the following:

- \$56, 664 used in partnership with 17 local nonprofits to provide public services such as after-school programs, homeless feeding initiatives, and rental/utility assistance;
- 206,305 supported urgent repairs for 27 homeowners;
- \$97,538 spent on infrastructure improvements in Rose Hill (flooding mitigation) and Opal Street upgrades; and
- \$127,332 used for program administration.

Ms. Gordon added that the City was also allocated \$178,486 for homeowner rehabilitation as part of the HOME Program and spent \$126,975 to rehab two homes. Rehab included HVAC, plumbing, electrical, flooring, windows, handicap-accessible bathroom upgrades and a handicap-accessible ramp. An additional \$19,500 was received in program income from prior loan repayments (Prosperity Ridge, Phillips Forest Field and Forest Park).

Mayor Hinnant opened the Public Hearing which was then closed without comment. A motion to approve the CAPER was made by Councilmember Jackson, second by Pro tem Berry and unanimously approved by Council.

1 **Resolution – Naming the park on Pleasant Avenue as Barry Lentz Park (Gary Mills, Parks &**
2 **Recreation Director) (Copy included as Agenda Item F.B.).**

3 Mr. Mills provided a brief background on the history of the unnamed park on Pleasant Avenue stating
4 that it was commonly referred to as the “Dixie Youth” fields. He stated that at their August meeting,
5 the Parks and Recreation Committee unanimously recommended that Council approve a Resolution
6 to formally name the park facility located on Pleasant Avenue in honor of Barry Lentz, who was a
7 long-time community volunteer and advocate for youth sports in Kannapolis. He added that Mr. Lentz
8 was especially known for his decades of service to the Dixie Youth Baseball program and his broader
9 involvement in youth athletics and community service in Kannapolis.

10
11 Councilmember Dayvault referenced an email that Council received regarding the naming of a facility
12 within the same park to be named for Ralph Smith. Mayor Hinnant clarified that the current
13 Resolution applies only to the naming of the park itself and does not cover any internal facilities. He
14 suggested that the item be part of the broader discussion regarding memorials and tributes.

15
16 There being no further questions or comments, Mayor Hinnant called for a motion regarding the
17 Resolution. Councilmember Wilson made the motion to approve, second by Councilmember
18 Dayvault and unanimously approved.

19
20 Mayor Hinnant read the Resolution and presented it to Mr. Lentz’s family members.

21
22 **Discussion – Memorials and Tributes for Influential Individuals in Kannapolis’s History (Mike**
23 **Legg, City Manager) (Copy included as Agenda Item F.C.).**

24 Mr. Legg noted that City Council has received multiple proposals to honor residents who have made
25 significant contributions to Kannapolis and emphasized the need for a formal policy to guide such
26 decisions. He recommended that the policy clearly define the “Who,” “What,” “Where,” “When,”
27 and “Why” of naming public facilities and establishing memorials. Discussion also included forming
28 a citizen advisory group to review proposals, with additional input from historic preservation groups,
29 local historians, and civic organizations. Mr. Legg said he would keep Council updated on the policy’s
30 development and the status of any advisory group.

31
32 **Discussing – City Facility Rentals and Fees (Mike Legg, City Manager) (Copy included as**
33 **Agenda Item F.D.).**

34 In response to a request for reduced rental fees for City-owned facilities, Mr. Legg noted that the City
35 already offers resident discounts for most locations, including park shelters, buildings, and youth
36 athletic programs. The Laureate Center and the Train Station are the only facilities without such
37 discounts. He added that City facilities are in high demand and often booked months in advance, and
38 that strong usage may reflect rental rates that are already lower than comparable venues.

39
40 During Council discussion, members suggested exploring off-peak discounts to boost use during
41 slower periods. They also asked about weekday rentals and how revenue compares to operating costs.
42 Mr. Legg explained that weekday use is common, especially by nonprofits, schools, and businesses,
43 and said he would provide Council with a breakdown of costs and revenue, along with updated
44 comparisons of rental rates for similar facilities.

1 **City Manager Report**

2 Addressing a concern raised at a previous meeting, Mr. Legg confirmed that the effort to broadcast City
3 Council meetings continues to have the full support of all Councilmembers. However, it was suggested
4 that implementation be postponed until after the upcoming election. Following an informal poll of
5 Councilmembers, there was unanimous agreement to delay the launch until that time.
6

7 Mr. Legg noted that City Attorney Andrew Kelly is currently updating the Public Comment Policy and
8 is expected to present a draft for Council review in late October or November. He also provided an
9 updated timeline, stating that the first official live broadcast is scheduled for January 12, 2026. This
10 launch will follow Council training on the new policy, and a series of trial runs to fine-tune technical
11 elements such as audio, video, and broadcast procedures.
12

13 **Council Comments**

14 Councilmember Dayvault reflected on the September 11 proclamation, calling it a meaningful
15 recognition of a pivotal moment in the nation's history with lasting national and local significance.
16 He also addressed the recent death of Charlie Kirk, noting its personal impact on the community,
17 including a local resident who had been employed by Mr. Kirk. He emphasized that such events,
18 while national in scope, can have direct and personal consequences for local residents, urging the
19 community to remain mindful of those connections.
20

21 Mayor Hinnant agreed with Mr. Dayvault and condemned political violence. He expressed sympathy
22 for Mr. Kirk's family, calling the attack senseless and tragic.
23

24 **Speakers from the Floor**

25 Stacey Atkins reported persistent stormwater problems at her Lyla Avenue property, despite significant
26 spending on drainage repairs and landscaping. She believes past street work left drain grates too high
27 and failed to include proper crowning and ditches. Having documented the issue, she stated she should
28 not be responsible for the fixes and asked the City to address the problem.
29

30 Dylan Horn advocated for protecting pollinator plants, noting that rapid neighborhood development has
31 reduced green space and wildlife habitat. He described allowing native plants like dandelions and
32 milkweed to grow to support biodiversity but recently received a City weed ordinance violation.
33 Concerned that beneficial pollinator plants are at risk under current rules, he asked the Council to amend
34 the ordinance to exempt them, as is done for trees and decorative plants. He emphasized the value of
35 natural vegetation for community wellbeing and closed with a reference to Genesis 1:29-31.
36

37 Zack Erwin thanked the Parks and Recreation Commission and City Council for naming Barry Lentz
38 Park, calling Mr. Lentz a father figure and expressing appreciation for the recognition. He then urged
39 the creation of a permanent historical preservation committee, noting that the Imagine Kannapolis focus
40 group he served on recommended a standing body to review requests for monuments, recognitions, and
41 other ways to honor local history. He emphasized the value of preserving community heritage and
42 involving residents and stakeholders in that work. Mr. Erwin also echoed Councilmember Dayvault's
43 comments about Ralph Smith, a longtime mentor in the Kannapolis Dixie Youth program, and asked
44 that Mr. Smith be recognized alongside the recent naming of Barry Lentz Park
45

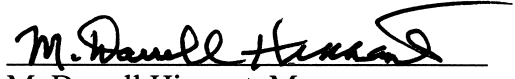
1 Councilmember Dixon acknowledged that Kannapolis City Schools Superintendent, Dr. Sara Newell
2 was present and thanked her for being in attendance.

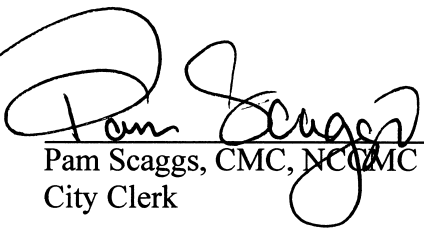
3
4 Councilmember Dayvault asked that Council be provided information regarding Lyla Avenue.
5

6 **MOTION TO ADJOURN**

7 There being no further business, Councilmember Dixon made motion to adjourn, second by
8 Councilmember Dayvault, and the motion was unanimously approved.
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10 The meeting adjourned at 7:07 P.M. on Monday, September 22, 2025.
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M. Darrell Hinnant, Mayor
City of Kannapolis


Pam Scaggs, CMC, NCCMC
City Clerk



Office of the Mayor

KANNAPOLIS, NORTH CAROLINA

PROCLAMATION

“National Day of Service and Remembrance”

WHEREAS, on September 11, 2001, the United States of America endured an unprovoked and unprecedented attack on our homeland that resulted in the tragic loss of nearly 3,000 innocent lives at the World Trade Center in New York City, the Pentagon in Arlington, Virginia, and in a field near Shanksville, Pennsylvania; and

WHEREAS, in the face of unimaginable tragedy, Americans responded with courage, selflessness, and unity, as first responders, firefighters, police officers, and countless ordinary citizens risked—and in many cases gave—their lives to aid and protect others; and

WHEREAS, September 11th will forever be etched in our national memory as a day of great sorrow, but also one of heroism, resilience, and the enduring strength of the American spirit; and

WHEREAS, the people of the City of Kannapolis join the nation in honoring the victims of this tragedy, as well as the survivors, the families forever impacted, and the heroes who responded without hesitation; and

WHEREAS, the National Day of Service and Remembrance is an opportunity to reflect, to honor, and to renew our commitment to unity, service, and the values that define us as a nation.

NOW, THEREFORE, I, MILTON DARRELL HINNANT, Mayor of the City of Kannapolis, North Carolina by virtue of the authority vested in me as Mayor together with the Kannapolis City Council, do recognize and hereby proclaim September 11, 2025 as

National Day of Service and Remembrance

and encourage all citizens to observe this day with solemn remembrance, reflection, and acts of community service in tribute to those we lost and in honor of those who continue to serve and protect.



IN WITNESS WHEREOF I have set my hand and caused the Great Seal of the City of Kannapolis to be affixed this 8th day of September 2025.

Milton D. Hinnant



Kannapolis City Council

City Council Agenda Staff Report
September 22, 2025

To: Mayor and City Council
From: Daniel Jenkins, Assistant Human Resources Director
Subject: **RESOLUTION** - Require fingerprint-based background checks for applicants
APPROVED

Recommended Action Requested by City Council

Motion to approve the resolution requiring fingerprint-based background checks for applicants in compliance with the new state statute.

Required Votes to Pass Required Action

Majority Present at Meeting

Background

G.S. 160A-164.2(a) has historically allowed City Council the **option** to require fingerprint-based background checks for employment candidates. However, a recent amendment to this statute, enacted through Session Law 2025-16, added subsection 160A-164.2(b), which now **requires** fingerprint-based background checks for any applicant seeking a position that involves working with children in any capacity.

Given the nature of local government operations, where employees may interact with or work in proximity to children at any time during their employment, staff recommend incorporating this requirement into the standard background check process for all applicants moving forward.

The amended statute applies to employment offers made on or after October 1, 2025. It does not retroactively apply to current employees, and compliance is only required for new hires from that date onward.

Fiscal Implications

The NC State Bureau of Investigation is the agency that completes these inquiries and assesses a charge of \$38 per inquiry.

Alternate Courses of Action

Attachments

1. 2025-69 Resolution for SBI Background Checks

**RESOLUTION TO ADOPT FINGERPRINT-BASED
BACKGROUND CHECKS FOR ALL NEW EMPLOYEES
PROMOTING A SAFE WORKFORCE AND EXCELLENT SERVICE DELIVERY**

WHEREAS, N.C.G.S. § 160A-164.2(a) grants authority to the Council to adopt a resolution concerning a requirement that any applicant for employment be subject to a criminal history record check of State and National Repositories of Criminal Histories conducted by the State Bureau of Investigation in accordance with N.C.G.S. § 143B-1209.26; and

WHEREAS, Session Law 2025-16 enacted an amendment to N.C.G.S. § 160A-164.2 which is effective on October 1, 2025, and is not retroactive; and

WHEREAS, N.C.G.S. § 160A-164.2(b) mandates that the Council shall require a criminal history record check in accordance with N.C.G.S. § 143B-1209.26 for all positions which require an employee to work with children in any capacity; and

WHEREAS, all positions of employment in the City of Kannapolis are subject to interaction with children at any given time during the scope of employment; and

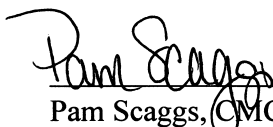
WHEREAS, the Council seeks to comply with the general statutes of the State of North Carolina.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF KANNAPOLIS, THAT:

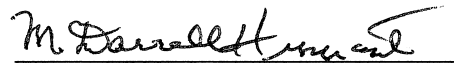
1. All applicants of employment with the City of Kannapolis who have received and accepted a written conditional offer of employment will be subject to fingerprint-based background checks pursuant to N.C.G.S. § 160A-164.2(a) and in accordance with N.C.G.S. § 143B-1209.26; and
2. The City Manager, and his designee(s), are authorized to execute all documents necessary to administer the employment screening required hereby.

Adopted this 22nd day of September, 2025.

ATTEST:



Pam Scaggs, CMC, NCCMC
City Clerk



M. Darrell Hinnant, Mayor
City of Kannapolis



Kannapolis City Council

City Council Agenda Staff Report
September 22, 2025

To: Mayor and City Council
From: Chris Hill, Deputy Chief, Kristin Jones, Budget and Strategy Director
Subject: **ORDINANCE** - Budget Amendment #26-17 appropriating grant funds for the Police Department **APPROVED**

Recommended Action Requested by City Council

Motion to approve an Ordinance for Budget Amendment #26-17 which appropriates grant funds received from the North Carolina Association of Chiefs of Police (NCACP) for a Performance and Wellness Grant.

Required Votes to Pass Required Action

Majority Present at Meeting

Background

In 2021, the North Carolina General Assembly passed Session Law 2021-138, introducing significant reforms to improve policing and criminal justice throughout the state. As part of this initiative, the General Assembly allocated funding to be distributed as grants, administered by the North Carolina Association of Chiefs of Police (NCACP), to support the performance and wellness of law enforcement agencies and their officers.

The City received this grant for the first time last year and has been awarded funding again this year. The grant enables the acquisition of specialized software that tracks critical incidents involving personnel, enhancing our ability to monitor and support officer mental health. The software also includes an Early Warning System that flags patterns of involvement in high-liability actions, helping prevent potential issues before they escalate. Additionally, it serves as a comprehensive tool for tracking officer certifications, training, and awards.

Requirements for agencies who accept the grant:

1. Adopt Early Intervention software solution
2. Adopt software solution to track and analyze performance and wellness data
3. Establish and train a Peer Support Team
4. Establish a Chaplain program
5. Establish a Health, Wellness & Safety program and policy
6. Establish a Performance Development program and policy.

Fiscal Implications

A budget amendment is needed to appropriate the grant revenue and expense.

Alternate Courses of Action

1. Table action to a future meeting.

2. Take no action.

Attachments

1. 2025-64 Ordinance Amending Budget #26-17 KPD Grant thru NCACP

**ORDINANCE AMENDING BUDGET FOR THE
CITY OF KANNAPOLIS, NORTH CAROLINA
FOR THE FISCAL YEAR BEGINNING JULY 1, 2025, AND ENDING JUNE 30, 2026
Amendment # 26-17**

BE IT ORDAINED by the City Council of the City of Kannapolis, North Carolina meeting in open session this 22nd day of September that the following amendment to the Budget Ordinance for the City of Kannapolis, North Carolina for the Fiscal Year beginning July 1, 2025, and ending June 30, 2026, is hereby adopted:

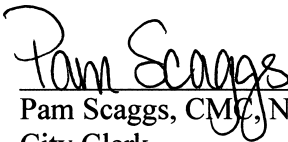
Description: The Kannapolis Police Department was awarded a grant through the NCACP for Performance and Wellness in the amount of \$16,620.

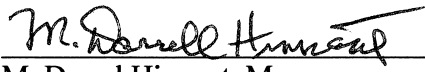
SECTION I – GENERAL FUND

Revenue:	Increase: Police Admin: State Grants Revenue: 12010-34000-NCACP	\$16,620
Expenditure:	Increase: Police Admin: Contracted Services Expenditure: 12010-48000-NCACP	\$16,620

This ordinance is approved and adopted on this 22nd day of September.

ATTEST:


Pam Scaggs, CMC, NCCMC
City Clerk


M. Darrel Hinnant, Mayor
City of Kannapolis



Kannapolis City Council

City Council Agenda Staff Report
September 22, 2025

To: Mayor and City Council
From: Kirk Beard, Deputy Fire Chief, Kristin Jones, Budget and Strategy Director
Subject: **ORDINANCE** - Budget Amendment #26-09 appropriating settlement funds for HVAC repairs at Fire Station. **APPROVED**

Recommended Action Requested by City Council

Motion to approve an Ordinance for Budget Amendment #26-09 which appropriates settlement funds received to make repairs to necessary HVAC systems at Fire Stations.

Required Votes to Pass Required Action

Majority Present at Meeting

Background

The City received a settlement check from a past construction company for work on the HVAC systems. This budget amendment appropriates the settlement check funding in the amount of \$115,000 to be used towards future HVAC repairs at necessary Fire Stations. These funds will be used to support ongoing HVAC repair and maintenance efforts at designated Fire Stations. Specifically, the following work is planned at Fire Station #4:

- Installation of an automatic, temperature-controlled roof ventilation fan;
- Sealing the grid around the drop ceiling in the kitchen/day room, including around the window adjacent to the workout area;
- Adding blown-in or foam insulation above the drop ceiling;
- Sealing the bottoms of exterior doors; and
- Inspecting and ensuring all duct work is properly sealed around the air exchangers.

These improvements are intended to enhance energy efficiency, indoor comfort, and overall HVAC system performance at the station.

Fiscal Implications

A budget amendment is needed to budget the revenue received and then estimated expenses for the repairs.

Alternate Courses of Action

1. Table action to a future meeting.
2. Take no action.

Attachments

1. 2025-65 Ordinance Amending Budget #26-09 HVAC Work

**ORDINANCE AMENDING BUDGET FOR THE
CITY OF KANNAPOLIS, NORTH CAROLINA
FOR THE FISCAL YEAR BEGINNING JULY 1, 2025, AND ENDING JUNE 30, 2026
Amendment # 26-09**

BE IT ORDAINED by the City Council of the City of Kannapolis, North Carolina meeting in open session this 22nd day of September that the following amendment to the Budget Ordinance for the City of Kannapolis, North Carolina for the Fiscal Year beginning July 1, 2025, and ending June 30, 2026, is hereby adopted:

Description: This budget amendment appropriates the settlement funds received from the construction company working on HVAC units at the fire stations. This funding is to be used for further repair and maintenance efforts of HVAC units at necessary Fire Stations. The following is work to be completed, in particular, at FS #4:

- Install an automatic, temperature-controlled roof ventilation fan.
- Seal the grid around the drop ceiling in the kitchen/day room area, including sealing around the window adjacent to the workout area.
- Add additional blown or foam insulation to the area above the drop ceiling.
- Seal the door bottoms on all exterior doors.
- Confirm that all the ducting is sealed properly around the air exchangers.

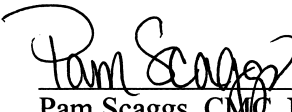
SECTION I – GENERAL FUND

Revenue:	Increase: Settlement Fees	\$115,000
	Revenue: 10000-48450	
Expenditure:	Increase: General Services: Repair and Maintenance	\$115,000
	Expenditure: 11600-44300-FS4	

This ordinance is approved and adopted on this 22nd day of September.


M. Darrell Hinnant, Mayor
City of Kannapolis

ATTEST:


Pam Scaggs, CMC, NCCMC
City Clerk



Kannapolis City Council

City Council Agenda Staff Report
September 22, 2025

To: Mayor and City Council
From: Gary Mills, Parks & Recreation Director
Subject: **AGREEMENT** - North Carolina Accessibility Grant Agreement and associated Budget Amendment #26-10 **APPROVED**

Recommended Action Requested by City Council

1. Motion to approve the \$500,000 NC Accessibility Grant Agreement; and
2. Motion to approve the Ordinance for Budget Amendment #26-10 for replacement of the Bakers Creek Park restroom/concession building

Required Votes to Pass Required Action

Majority Present at Meeting

Background

The existing restroom, concession, and office building at Bakers Creek Park was constructed around 1982, prior to the implementation of ADA accessibility guidelines. As a result, many aspects of the facility are not accessible. While some modifications have been made over the years, the building is now nearly 43 years old and showing significant signs of age. In recent years, the facility has seen increased usage due to the addition of new pickleball courts and expanded use of the athletic field for youth sports. This increased demand has further highlighted the need for an updated, accessible facility. The building has been identified for replacement in Capital Improvement Plan discussions since 2006.

With City Council's approval on February 24, 2025, the City applied earlier this year for the NC Accessibility Grant to support the facility's replacement. In June, Kannapolis was awarded the grant—one of only seven recipients selected from a pool of thirty applicants.

The total estimated cost for sitework and construction of the new facility is \$1.2 million. The NC Accessible Parks Grant will provide \$500,000, with the City's share estimated at \$700,000. The grant allows a three-year timeline for project completion.

Attached are the grant agreement, the budget amendment and a few images of the preliminary building design and site plan.

The project will be part of budget discussions in FY 27 and/or FY 28.

Fiscal Implications

This budget amendment appropriates funding for the Parks and Recreation Accessibility Grant for Bakers Creek Park for the restroom/concession/office building.

Alternate Courses of Action

1. Table action to a future meeting.
2. Take no action and return the funds to the state

Attachments

1. Accessible Parks Grant Contract_2025-1136 Kannapolis (Bakers Creek)
2. BCP-New building design - exterior
3. BCP-New building design-concession side
4. BCP-New building design-night view
5. 2025-66 Ordinance Amending Budget #26-10 Accessibility Grant Bakers Creek

N.C. Parks and Recreation Trust Fund Accessible Parks Project Agreement

STATE OF NORTH CAROLINA

GRANTEE'S FEDERAL TAX I.D.# _____

COUNTY OF WAKE

N.C. Parks and Recreation Trust Fund Accessible Parks Project Agreement

Grantee: City of Kannapolis

Grantee Address and Contact Information:

Gary Mills, Parks and Recreation Director
401 Laureate Way, Kannapolis, NC 28081
704-920-4343
gmills1@kannapolisnc.gov

Grantee Fiscal Year End Date: June 30

Grant Award Date: June 6, 2025

Project Number: 2025-1136

Project Title: Bakers Creek Park Restroom Building

Period Covered by This Agreement: September 1, 2025 through August 31, 2028

Project Scope (Description of Project): Development includes Demolition & mobilization, Grading & erosion control, Plaza, parking & sidewalk, Park structures & amenities, Utilities, Landscaping, Planning Costs, and Contingency

Project Costs: **AP Grant Award Amount \$500,000**

Local Government Match \$700,000

The North Carolina Department of Natural and Cultural Resources (hereinafter called the "Department") and the City of Kannapolis (hereinafter referred to as "Grantee") do hereby enter into this project agreement (the "Agreement"), effective as of the date of the last signature to this Agreement (the "Effective Date"), for the purpose of providing grant funding to the Grantee for the construction of new facilities or adaptation of existing facilities that meet the unique needs of persons with disabilities or that enable them to participate in recreational and sporting activities, regardless of their abilities. The Parties agree to comply with the terms, requirements, promises, conditions, plans, specifications, estimates, procedures, project proposals, maps, and assurances described in the North Carolina Parks and Recreation Trust Fund ("PARTF") statute (N.C.G.S. 143B-135.56) and administrative rules (07 NCAC 13K), Section 14.4 of N.C. Session Law 2023-134 authorizing the Accessible Parks ("AP") grant program and funding, and the AP grant application, which are hereby incorporated by reference into this Agreement and which are on file with the North Carolina Division of Parks and Recreation.

Now, therefore, the parties hereto do mutually agree as follows:

Upon execution of this Agreement, the Department hereby promises, in consideration of the promises by the Grantee herein, to provide to the Grantee the grant amount shown above. The Grantee hereby promises to efficiently and effectively manage the funds in accordance with the approved budget, to promptly complete grant assisted activities described above in a diligent and professional manner within the project period, and to monitor and report work performance.

N.C. Parks and Recreation Trust Fund Accessible Parks Project Agreement

Section I. Eligible Project Costs, Fiscal Management, and Recordkeeping

1. The AP grant amount must be matched on the basis of at least one dollar of funding provided by the Grantee for every five dollars of funding provided by the State. To be eligible, project costs must be incurred during the period covered by this Agreement, be documented in the grant application, described in the project scope of this Agreement, and initiated and/or undertaken after execution of this Agreement by the Grantee and the Department. The Department shall only pay or reimburse the Grantee for reasonable, eligible costs actually incurred by the Grantee that do not exceed the AP grant award amount for the Project outlined on page 1 of this Agreement.
2. Payment shall be made in accordance with this Agreement, the Scope of Work (Attachment B), and PARTF statutes and rules. Payment for work performed will be made upon receipt and approval of invoice(s) from the Grantee documenting the costs incurred in the performance of work under this Agreement. Invoices may be submitted to the Contract Administrator quarterly. Final invoices, including accounting records that document all expenditures and request for reimbursement, must be received by the Department for approval prior to or at the time of the close-out inspection. Accounting records should be based on generally accepted local government accounting standards and principles. All accounting records and supporting documents will clearly show the Project Number and Project Title to which they are applicable.
3. Records created or obtained under this Agreement shall not be destroyed, purged or disposed of without the express written consent of the Department. State basic records retention policy requires all grant records to be retained for a minimum of five (5) years or until all audit exceptions have been resolved, whichever is longer. Also, if any litigation, claim, negotiation, audit, disallowance action, or other action involving this Agreement has been started before expiration of the five-year retention period described above, the records must be retained until completion of the action and resolution of all issues which arise from it, or until the end of the regular five-year period described above, whichever is later.
4. All authorized State entities, including the Department's internal auditors, shall have access to persons and records as a result of all contracts and grants entered into by state agencies and or political subdivisions in accordance with N.C.G.S. §§ 143-49 and 147-64.7. Additionally, as the State funding authority, the Department shall have access to persons and records as a result of all contracts or grants entered into by State agencies or political subdivisions.
5. The Grantee agrees to refund to the Department, subsequent to an audit of the project's financial records, any costs disallowed or required to be refunded to the Department on account of audit exceptions. The Grantee agrees that any unused State-awarded funds remaining after the completion of the project or termination of this Agreement shall revert back to the Department to be deposited into PARTF for distribution by the PARTF Authority.
6. The Parties agree and understand that the payment of the sums specified in this Agreement is dependent and contingent upon and subject to the appropriation, allocation and availability of funds for this purpose to the Department.

Section II. Project Execution

1. The Grantee may not deviate from the Scope of Work outlined in Attachment B without the prior written approval of the Department. When the Grantee seeks to change an element of the project, including, but not limited to, the project scope, a revised estimate of costs, a deletion or additions of project deliverables, or an extension of the Agreement period, the Grantee must submit in writing a request to the Department for approval.
2. The Grantee agrees to permit periodic audits and site inspections by the Department to ensure work progress

N.C. Parks and Recreation Trust Fund Accessible Parks Project Agreement

in accordance with the approved project, including a required close-out inspection upon project completion. After project completion, the Grantee agrees to conduct compliance inspections at least once every five (5) years and to submit a Department-provided inspection report to the Department.

3. The Grantee shall not subgrant any of the work contemplated under this Agreement without prior written approval from the Department. The Department shall not be obligated to pay for any work performed by any unapproved subgrantee or subrecipient. The Grantee or subrecipient is not relieved of any of the duties and responsibilities of this Agreement. Furthermore, any subrecipient must agree to abide by the standards contained in this Agreement and to provide all information to allow the Grantee to comply with these standards.
4. The Grantee shall be wholly responsible for the work to be performed and for the supervision of its employees. The Grantee represents that it has, or will secure at its own expense, all personnel required in performing the services under this Agreement. Such employees shall not be employees of or have any individual contractual relationship with the Department.
5. In the event the Grantee subcontracts for any or all of the services covered by this Agreement:
 - a. The Grantee is not relieved of any of the duties and responsibilities provided in this Agreement;
 - b. The Grantee's contract with the subcontractor must provide that the subcontractor agrees to abide by the standards contained in this Agreement or to provide such information as to allow the Grantee to comply with these standards; and
 - c. The Grantee's contract with the subcontractor must provide that the subcontractor agrees to allow state and federal authorized representatives access to any records pertinent to its role as a subcontractor.
6. The Grantee agrees to comply with all applicable reporting requirements for grant recipients at the designated reporting level as outlined in 09 NCAC 03M .0205, including providing a certification that State financial assistance received was used for the purposes for which it was awarded.
7. The Grantee agrees to maintain and manage AP-assisted development/renovation projects for public recreation use for a minimum period of twenty-five (25) years after project completion.
8. The Grantee agrees to operate and maintain the project site so as to appear attractive and inviting to the public, kept in reasonably safe repair and condition, and open for public use at reasonable hours and times of the year, according to the type of facility and area.
9. The Grantee shall agree to place utility lines developed with PARTF assistance underground.
10. The Grantee shall, in the landscaping of all PARTF-funded projects, only use seeds and plants classified by the U.S. Department of Agriculture as native to the Southeastern United States, including cultivars and varieties thereof that were not bred to have reduced reproductive structures, with a strong preference for plants the U.S. Department of Agriculture has classified as native to North Carolina. The "Southeastern United States" shall be defined as the states of Alabama, Georgia, North Carolina, South Carolina, Tennessee, Virginia, and the following counties in Florida: Bay Calhoun, Escambia, Gulf, Holmes, Jackson, Okaloosa, Santa Rosa, Walton, and Washington. The following non-native plants shall be exempted from this requirement:
 - a. Non-native plants incorporated as part of a PARTF-funded project that are already existing at the time that the grant is approved;
 - b. Non-native turf grass; and
 - c. Non-native seeds and plants where the primary purpose is:
 - i. crop cultivation;
 - ii. scientific research;
 - iii. botanical or historical gardens; or
 - iv. plantings for wildlife.

N.C. Parks and Recreation Trust Fund Accessible Parks Project Agreement

11. If the project site is rendered unusable for any reason whatsoever, the Grantee agrees to immediately notify the Department of said conditions and to make repairs, at its own expense, in order to restore use and enjoyment of the project by the public.

Section III. Project Termination and Applicant Eligibility

1. The Grantee may terminate this Agreement at any time prior to the expenditure of funds by the State on the project described in this Agreement by written notice to the Department.
2. Termination by Mutual Consent: The Parties may terminate this Agreement by mutual consent with sixty (60) days' written notice to the other Party, or as otherwise provided by law.
3. Termination for Cause: If, through any cause, the Grantee shall fail to fulfill its obligations under this Agreement in a timely and proper manner, the Department shall have the right to terminate this Agreement by giving written notice to the Grantee and specifying the effective date thereof.
In addition, in the event of default by the Grantee under this Agreement, the State may immediately cease doing business with the Grantee, immediately terminate for cause all existing contracts the State has with the Grantee, and de-bar the Grantee from doing future business with the State.

Upon the Grantee filing a petition for bankruptcy or the entering of a judgment of bankruptcy by or against the Grantee, the State may immediately terminate, for cause, this Agreement and all other existing contracts the Grantee has with the State, and de-bar the Grantee from doing future business.

4. Effect of Termination:
 - a. In the event the Agreement is terminated by either party, the Grantee will be paid for work that is satisfactorily completed under the terms of this Agreement, as determined by the Agency and under the terms herein, minus any payment or compensation previously made. Notwithstanding the foregoing provision, the Grantee shall not be relieved of liability to the Department for damages sustained by the Department by virtue of the Grantee's breach of this Agreement, and the Department may withhold any payment due the Grantee for the purpose of setoff until such time as the exact amount of damages due the Department from such breach can be determined.
 - b. The Grantee will not incur new obligations for the terminated portion of the Agreement and will cancel as many outstanding obligations as possible, immediately after receiving the notification of termination from the Agency or providing the Agency with the same if the Grantee is terminating the Agreement. Costs incurred after receipt or provision of termination notice will be disallowed.
 - c. The Grantee shall not be relieved of any liability owed to the Agency because of any breach of the Agreement by the Subgrantee. The Agency may, to the extent authorized by law, withhold payments to the Subgrantee for the purpose of set-off until the exact amount of damages due the Agency from the Subgrantee is determined.
5. A failure of either party to insist upon strict enforcement of any term or provision or to exercise any right, option, or remedy of this Agreement, or to require, at any time, performance of any provision hereof, shall not be construed as a waiver of any such term or provision. No waiver by either Party of any term or provision hereof shall be binding unless made in writing and signed by the other, approving party.
6. Neither party shall be deemed to be in default of its obligations hereunder if and so long as it is prevented from performing such obligations by any act of war, hostile foreign action, nuclear explosion, riot, strikes, civil insurrection, earthquake, hurricane, tornado, or other catastrophic natural event or act of God.

N.C. Parks and Recreation Trust Fund Accessible Parks Project Agreement

Section IV. General Terms

1. This Agreement is subject to the reporting requirements described in the Notice of Certain Reporting and Audit Requirements (Attachment A).
2. The Grantee must ensure that grant funds dispersed under this Agreement are audited in compliance with State and federal audit requirements for local governments and public authorities, institutions of higher education, and nonprofit organizations, and, as applicable, according to the standards of the federal Single Audit Act and Circular A-133 "Audits of States, Local Governments, and Nonprofit Organizations" as supplied by the Executive Office of the President, Office of Management and Budget, Washington, DC.
3. The Grantee may only use the grant funds disbursed hereto in the manner allowed under this Agreement. Failure by the Grantee to comply with the provisions and conditions set forth in the formal application, PARTF administrative rules, Section 14.8 of N.C. Session Law 2021-180, and this Agreement may result in the Department declaring the Grantee ineligible for further participation in future PARTF or AP grant cycles, in addition to any other remedies provided by law, until such time as compliance has been obtained to the satisfaction of the Department.
4. No assignment of the Grantee's obligations or the Grantee's right to receive payment hereunder shall be permitted. However, upon written request approved by the Department, the Department may:
 - a. Forward the Grantee's payment check(s) directly to any person or entity designated by the Grantee, or
 - b. Include any person or entity designated by Grantee as a joint payee on the Grantee's payment check(s). In no event shall such approval and action obligate the Department to anyone other than the Grantee and the Grantee shall remain responsible for fulfillment of all Agreement obligations.
5. Except as otherwise provided herein, this Agreement shall inure to the benefit of and be binding upon the Parties hereto and their respective successors. It is expressly understood and agreed that the enforcement of the terms and conditions of this Agreement, and all rights of action relating to such enforcement, shall be strictly reserved to the Department and the named Grantee. Nothing contained in this document shall give or allow any claim or right of action whatsoever by any other third person. It is the express intention of the Department and Grantee that any such person or entity, other than the Department or the Grantee, receiving services or benefits under this Agreement shall be deemed an incidental beneficiary only.
6. To the extent allowed by law, the Grantee shall hold and save the State, its officers, agents, and employees, harmless from liability of any kind, including all claims and losses accruing or resulting to any other person, firm, or corporation furnishing or supplying work, services, materials, or supplies in connection with the performance of this Agreement, and from any and all claims and losses accruing or resulting to any person, firm, or corporation that may be injured or damaged by the Grantee in the performance of this Agreement and that are attributable to the negligence or intentionally tortious acts of the Grantee.
7. All notices permitted or required to be given by one party to the other and all questions about the Agreement from one party to the other shall be addressed and delivered to the other party's Contract Administrator. The name, post office address, street address, telephone number, fax number, and email address of the Parties' respective initial Contract Administrators are set out below. Either party may change the post office address, street address, telephone number, fax number, or email address of its Contract Administrator by giving written notice to the other party within thirty (30) calendar days of such change. The Grantee shall not substitute key personnel assigned to the performance of this Agreement, as outlined below, without prior written approval by the Department's Contract Administrator.

N.C. Parks and Recreation Trust Fund Accessible Parks Project Agreement

Department Contract Administrator	Grantee Contract Administrator
NC Department of Natural and Cultural Resources Division of Parks and Recreation Attention: Vonda Martin, Manager Grants and Outreach 1615 Mail Service Center Raleigh, NC 27699-1615 Telephone 919-707-9338 Email: Vonda.Martin@ncparks.gov	Gary Mills, Parks and Recreation Director 401 Laureate Way Kannapolis, NC 28081 704-920-4343 gmills1@kannapolisnc.gov

8. The Grantee agrees to comply with all applicable federal, state and local laws, ordinances, codes, rules, regulations, and licensing requirements that are applicable to this Agreement and the conduct of its normal operations, including, but not limited to, purchasing, construction, land acquisition, fiscal management, equal employment opportunity, accessibility, and the environment.
9. The Grantee shall comply with all federal and State laws relating to equal employment opportunity. The Grantee shall take affirmative action in complying with all Federal and State requirements concerning fair employment and employment of people with disabilities and concerning the treatment of all employees without regard to discrimination by reason of race, color, religion, sex, national origin, or disability.
10. In accordance with Executive Order 24 (signed October 18, 2017), the Grantee agrees not to discriminate against any person on the basis of race, color, ethnicity, national origin, age, disability, sex, pregnancy, religion, National Guard or veteran status, sexual orientation, gender identity or expression in the use of any property or facility acquired or developed pursuant to this Agreement.
11. Grantees shall have on file with the Department a copy of the Grantee's policy addressing conflicts of interest that may arise involving the Grantee's management employees and the members of its governing body as set forth in N.C.G.S. § 143C-6-23(b). The policy shall address situations in which any of these individuals may directly or indirectly benefit, except as the Grantee's employees or members of its board or other governing body, from the Grantee's disbursing of state funds and local matching funds and shall include actions to be taken by the Grantee or the individual, or both to avoid conflicts of interest and the appearance of impropriety. The policy shall be filed before the Department may disburse the grant funds, unless the Grantee is covered by the provisions of N.C.G.S. 160A-479.11 and/ or 14-234. [N.C.G.S. 143C-6-23(b)(2007)]. Grantee shall at all times comply with the Grantee's conflict of interest policy.
12. The Grantee is and shall be wholly responsible for the performance of this Agreement, and as such, shall be wholly responsible for the work to be performed and for the supervision of its employees in the performance of this Agreement. The Grantee's performance of this Agreement does not create or establish any employment relationship, joint venture, or partnership between the Grantee and the State or the Agency. The Grantee represents that it has, or shall secure at its own expense, all personnel required to perform the services under this Agreement. Such personnel of Grantee shall not be employees of, or have any individual contractual relationship with, the State or the Agency.
13. The Grantee certifies that it:
 - a. Has neither used nor will use any appropriated funds for payment to lobbyists;
 - b. Will disclose the name, address, payment details, and purposes of any agreement with lobbyists whom Grantee or its sub-tier contractor(s) or sub-grantee(s) will pay with profits or non-appropriated funds on or after December 22, 1989; and,
 - c. Will file quarterly updates about the use of lobbyists if material changes occur in their use.
14. Under N.C.G.S. §133-32 and Executive Order 24, it is unlawful for any vendor or contractor (i.e. architect, bidder, contractor, construction manager, design professional, engineer, landlord, offeror, seller,

N.C. Parks and Recreation Trust Fund Accessible Parks Project Agreement

subcontractor, supplier, or vendor) to make gifts or to give favors to any State employee of the Governor's Cabinet Agencies. This prohibition covers those vendors and contractors who:

- a. have a contract with a government agency; or
- b. have performed under such a contract within the past year; or
- c. anticipate bidding on such a contract in the future.

The requirements of N.C.G.S. § 133-32 are hereby incorporated by reference, including any subsequent amendments thereto, and shall apply to all vendors and subcontractors under this Agreement.

15. Except as otherwise provided herein or unless superseded by applicable federal or State statute of limitations, all promises, indemnifications, requirements, terms conditions, provisions, representations, guarantees, and warranties contained herein shall survive the Agreement expiration or termination date.
16. This Agreement may not be amended orally or by performance. Amendments shall be made in writing on a form prepared by the Department and duly executed by an authorized representative of the Department and the Grantee.
17. If any provisions of this Agreement are held to be invalid, illegal, or unenforceable, the remaining provisions shall remain in full force and effect.
18. If eligible, the Grantee and all subrecipients shall: (a) ask the North Carolina Department of Revenue for a refund of all sales and use taxes paid by them in the performance of this Agreement, pursuant to N.C.G.S. § 105-164.14; and (b) exclude all refundable sales and use taxes from all reportable expenditures before the expenses are entered in their reimbursement reports.
19. Travel expenses shall not be reimbursed in the performance of this Agreement. If travel is necessary in the performance of this Agreement, it shall be included in the approved project budget and narrative.
20. The validity of this Agreement and any of its terms or provisions, as well as the rights and duties of the Parties to this Agreement, are governed by the laws of North Carolina. The Grantee, by signing this Agreement, agrees and submits, solely for matters concerning this Agreement, to the exclusive jurisdiction of the courts of North Carolina and agrees, solely for such purpose, that the exclusive venue for any legal proceedings shall be Wake County, North Carolina. The place of this Agreement and all transactions and understandings relating to it, and their situs and forum, shall be Wake County, North Carolina, where all matters shall be determined.
21. This Agreement and any documents incorporated specifically by reference represent the entire agreement between the Parties and supersede all prior oral or written statements or agreements. This Agreement and any addenda thereto, are incorporated herein by reference as though set forth verbatim. All promises, requirements, terms, conditions, provisions, representations, guarantees, and warranties contained herein shall survive the Agreement expiration or termination date unless specifically provided otherwise herein, or unless superseded by applicable Federal or State statutes of limitation.

[REMAINDER OF THIS PAGE INTENTIONALLY LEFT BLANK – SIGNATURE PAGES FOLLOWS]

N.C. Parks and Recreation Trust Fund Accessible Parks Project Agreement

In witness whereof, the Department and the Grantee have executed this Agreement in duplicate originals, one of which is retained by each of the parties.

Name of Grantee (Local Government)	Signature of Grantee (Chief Elected Official)
Typed or Printed Name of Official	Title of Official
Date	

(Notary Public Completes)

State of North Carolina

County of

On this _____ day of _____, 20____, _____

personally appeared before me the said named _____, in their capacity as _____ for Grantee, to me known and known to me to be the person described in and who executed the foregoing instrument, and he (or she) acknowledged that he (or she) executed the same and being duly sworn by me, made oath that the statements in the foregoing instrument are true.

My commission expires: _____, 20____.

Signature of Notary Public

(Seal Here)



**North Carolina Department of Natural and Cultural Resources
Pamela B. Cashwell, Secretary**

By:

**Director, NC Division of
Parks & Recreation**

Department Head or Authorized Agent
for Secretary Cashwell

Title

Date

N.C. Parks and Recreation Trust Fund Accessible Parks Project Agreement

Attachment A

Notice of Certain Reporting and Audit Requirements

The Grantee shall comply with all rules and reporting requirements established by State statute or administrative rules. For convenience, the requirements are set forth in this Attachment.

Reporting Thresholds.

There are three reporting levels established for grantees and subrecipients receiving State financial assistance. Reporting levels are based on the level of State financial assistance from all funding sources. The reporting levels are:

- (1) Level I – A grantee or subrecipient that receives, holds, uses, or expends State financial assistance in an amount less than twenty-five thousand dollars (\$25,000) within its fiscal year.
- (2) Level II - A grantee or subrecipient that receives, holds, uses, or expends State financial assistance in an amount of at least twenty-five thousand (\$25,000) or greater, but less than five hundred thousand dollars (\$500,000) within its fiscal year.
- (3) Level III – A grantee or subrecipient that receives, holds, uses, or expends State financial assistance in an amount equal to or greater than five hundred thousand dollars (\$500,000) within its fiscal year.

Reporting requirements for grantees that meet the following reporting standards on an annual basis:

- (1) All grantees and subrecipients shall provide a certification that State financial assistance received or held was used for the purposes for which it was awarded.
- (2) All grantees and subrecipients shall provide an accounting of all State financial assistance received, held, used, or expended.
- (3) Level II and III grantees and subrecipients shall report on activities and accomplishments undertaken by the Grantee, including reporting on any performance measures established in this Agreement.
- (4) Level III grantees and subrecipients shall have a single or program-specific audit prepared and completed in accordance with Generally Accepted Government Auditing Standards, also known as the Yellow Book.

All reports shall be filed with the Department in the format and method specified by the Department no later than three (3) months following the end of the Grantee's fiscal year. Audits must be provided to the Department no later than nine (9) months following the end of the Grantee's fiscal year. The Grantee shall use the reporting package forms provided by the Department in making and submitting reports to the Department.

Unless prohibited by law, the costs of audits made in accordance with the provisions of this Agreement shall be allowable charges to State and Federal awards. The charges may be considered a direct cost or an allocated indirect cost, as determined in accordance with cost principles outlined in the Code of Federal Regulations, 2 CFR Part 200. The cost of any audit not conducted in accordance with this Agreement shall not be charged to State awards.

Notwithstanding the provisions of this Agreement, a grantee may satisfy the reporting requirements of this Agreement by submitting a copy of the report required under federal law with respect to the same funds.

N.C. Parks and Recreation Trust Fund Accessible Parks Project Agreement

Attachment B
Scope of Work

North Carolina Division of Parks and Recreation
Parks and Recreation Trust Fund – AP Grant Program for Local Governments

Grantee: City of Kannapolis

Title of Project: Bakers Creek Park Restroom Building

Project Number: 2025-1136

Contract Number: 2025-1136

Amount of Grant: \$500,000

Amount of Match: \$700,000

Contact Person for Project: Gary Mills

Title: Parks and Recreation Director

Address: 401 Laureate Way, Kannapolis, NC 28081

Telephone: 704-920-4343

Contact email address: gmills1@kannapolisnc.gov

Scope of Project: Development includes Demolition & mobilization, Grading & erosion control, Plaza, parking & sidewalk, Park structures & amenities, Utilities, Landscaping, Planning Costs, and Contingency

Length of Project: September 1, 2025 through August 31, 2028

Schedule for Reimbursements: Grantee may submit bills quarterly after a significant portion of work has been completed on the project element(s). Not more than 90% of the grant will be reimbursed until the grantee completes the project elements specified in the grant (refer to detailed budget submitted with grant application).

The City of Kannapolis grant application and support documentation are, by reference, part of the Agreement. The administrative rules of the N.C. Parks and Recreation Trust Fund are, by reference, a part of the Agreement.







**ORDINANCE AMENDING BUDGET FOR THE
CITY OF KANNAPOLIS, NORTH CAROLINA
FOR THE FISCAL YEAR BEGINNING JULY 1, 2025, AND ENDING JUNE 30, 2026
Amendment # 26-10**

BE IT ORDAINED by the City Council of the City of Kannapolis, North Carolina meeting in open session this 22nd day of September that the following amendment to the Budget Ordinance for the City of Kannapolis, North Carolina for the Fiscal Year beginning July 1, 2025, and ending June 30, 2026, is hereby adopted:

Description: This budget amendment appropriates funding for the Parks and Recreation Accessibility Grant for Bakers Creek Park for the restroom building. This budget amendment only budgets the grant amount. Another budget amendment will be needed for the remainder of the project at the time the project is designed and bids are requested.

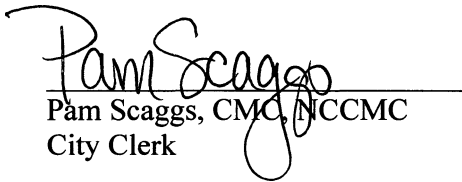
SECTION I – GENERAL FUND

Revenue:	Increase: Parks: Private Grant Revenue: 15010-34800-BCPK	\$500,000
Expenditure:	Increase: Parks and Recreation: Expenditure: 15010-59400-BCPK	\$500,000

This ordinance is approved and adopted on this 22nd day of September.


M. Darrell Hinnant, Mayor
City of Kannapolis

ATTEST:


Pam Scaggs, CMC, NCCMC
City Clerk



Kannapolis City Council

City Council Agenda Staff Report
September 22, 2025

To: Mayor and City Council
From: Gary Mills, Parks & Recreation Director
Subject: **AGREEMENT** - Great Trails State Grant Agreement and associated Budget Amendment #26-11 **APPROVED**

Recommended Action Requested by City Council

1. Motion to accept the NC Great Trails State Grant in the amount of \$145,000 for Phase 2 of the Irish Buffalo Creek Greenway; and
2. Motion to approve the Ordinance for Budget Amendment #26-11 appropriating funding for Phase 2 of the Irish Buffalo Creek Greenway.

Required Votes to Pass Required Action

Majority Present at Meeting

Background

This project involves a ±1.2-mile northern extension of the existing 3.1-mile Irish Buffalo Creek (IBC) Greenway. Currently, the IBC Greenway begins at Vietnam Veterans Park and extends north to the trailhead parking area at Rogers Lake Road. It connects seven residential neighborhoods, serving several thousand residents, to Vietnam Veterans Park, and is part of the 15-county Carolina Thread Trail regional network.

The Kannapolis Greenway Master Plan envisions the IBC Greenway extending further north into downtown Kannapolis. The scenic greenway corridor passes through grassy fields, wooded areas, near schools, and alongside residential neighborhoods. Once fully built out, the IBC Greenway will span more than seven miles. The proposed 1.2-mile segment represents the second phase of this phased development and will extend from Rogers Lake Road northward to Safrit Park, an existing 17-acre City park, and will connect to the Highway 3 sidewalk and bike lane network.

This second phase has already received two planning grants, \$35,000 and \$43,000, from the Cabarrus Health Alliance (CHA), a dedicated project partner since 2008. The CHA strongly supports the greenway due to its health benefits, providing thousands of residents with convenient opportunities for walking, biking, and outdoor recreation and is seen as a vital resource in the fight against childhood and adult obesity in Cabarrus County. The proposed segment is consistent with the approved Kannapolis Greenway Master Plan and has strong public support. In a recent citywide Parks and Recreation survey, greenways and walking trails were among the most requested amenities by residents. Moving forward, implementation of this phase will require easements or right-of-way from five property owners.

The City was fortunate to receive a grant from the Great Trails State Program (GTSP), a one-time funding initiative this year by the State of North Carolina in recognition of the “Year of the Trail.” The state legislature appropriated \$25 million for trail development, including funding for acquisition,

design, and construction. Kannapolis was awarded a \$145,000 acquisition grant, which requires a 1:1 local match, bringing the total to \$290,000.

The formal grant agreement will be provided upon submission of the required environmental review documentation. The grant requires acquisition to occur within three years and development within five years of property acquisition. To help meet the local match requirement, the City will also need to accept a \$100,000 donation from the Carolina Thread Trail. This generous contribution will reduce the City's financial responsibility to \$45,000.

Attached is the grant award letter, the GTSP environmental review submittal, the budget amendment to fund the acquisition, and a map of the preliminary trail location.

Fiscal Implications

A budget amendment is required to record the grant funds and expenditures.

Alternate Courses of Action

1. Table action to a future meeting.
2. Take no action and return the funds to the state

Attachments

1. Irish Buffalo Creek Greenway Ph 2 grant award letter - Kannapolis 2025
2. IBC Greenway Ph 2 GTSP Environmental Review doc 9-25
3. IBCG Overall Phase 2 preliminary trail alignment 10-24
4. 2025-67 Ordinance Amending Budget #26-11 funding Irish Buffalo Creek Greenway Ph 2



July 7, 2025

Mr. Gary Mills
401 Laureate Way
Kannapolis, NC 28081

Dear Mr. Mills:

The Department of Natural and Cultural Resources, Division of Parks and Recreation, Grants and Outreach Program is pleased to announce that your Great Trails State Program application for the Irish Buffalo Creek Greenway Phase 2 project has been approved for funding. You have been awarded a matching grant in the amount of \$145,000.

A grant specialist will contact you with information about how to begin the project. Please do not begin work on your project until you have received guidance from the Grants & Outreach team. If you have any questions, please contact the Grants and Outreach team at grants@ncparks.gov.

The Department of Natural & Cultural Resources is pleased to have the City of Kannapolis partnering with the Division of Parks and Recreation to promote the development and management of North Carolina as the Great Trails State.

Sincerely,

A handwritten signature in black ink that reads "Pamela B. Cashwell".

Pamela B. Cashwell
Secretary

cc: Brian Strong, Director, Division of Parks and Recreation
Dave Head, Deputy Director, Planning and Recreation Resources



Great Trails State Program (GTSP)

Environmental Review Process for Grantees

Each GTSP project is required to go through an environmental review process before the project agreement can be executed. This includes all design + engineering applications, any construction applications, and maintenance applications.

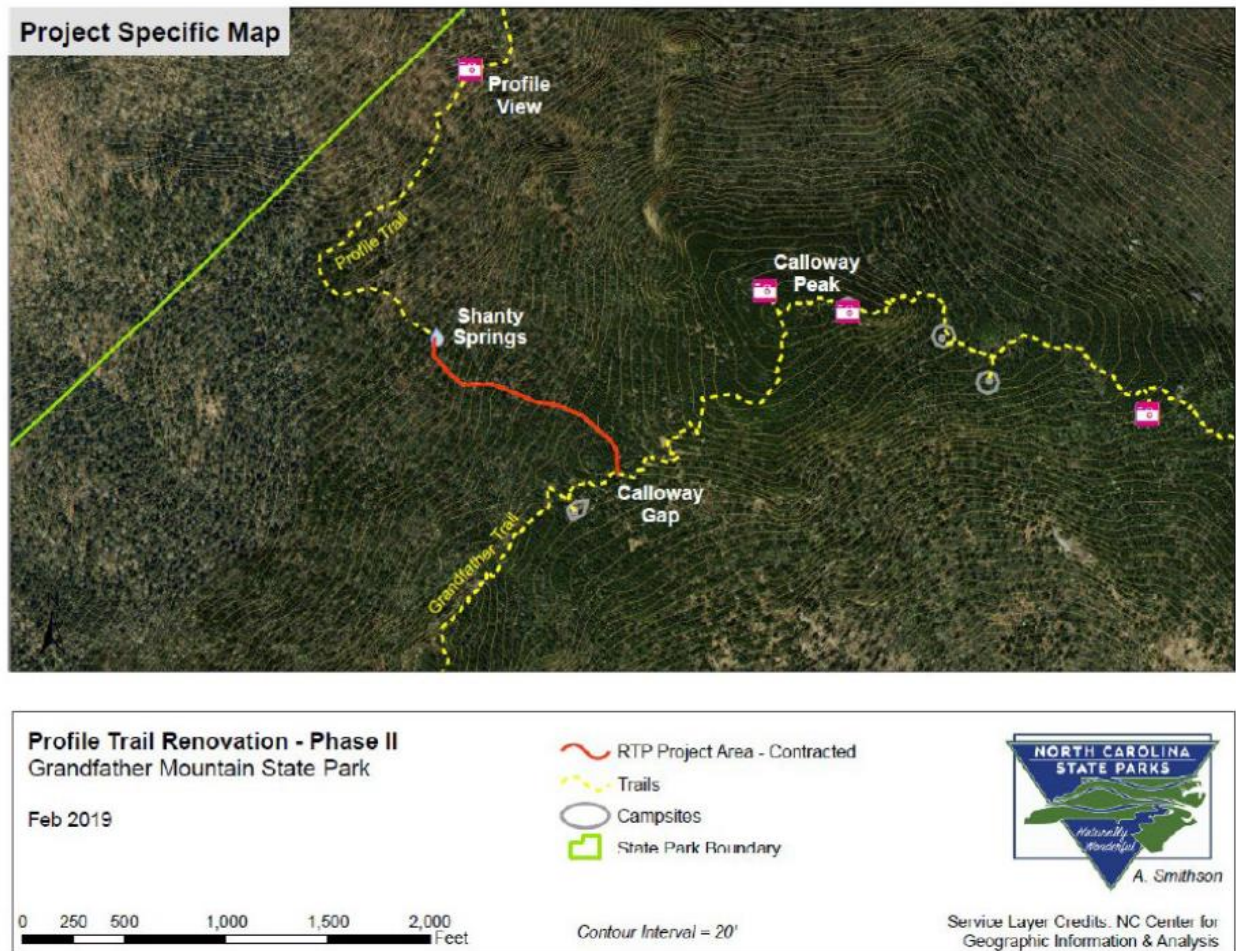
What to include in your submissions to environmental regulatory agencies: Additional or alternate information may be required by an agency depending on the impacts that they are evaluating. Please consider any potential environmental impacts and contact the agency prior to submission.

- Cover letter includes a brief description of the project, contact information and a request to provide comments
- Complete project description: this will serve as the main source of information for the regulatory agencies in their review. Please be as detailed as possible in your description of your project. Details should include:
 - Project address, including town and county
 - Length and width of proposed trail footprint
 - Proposed surfacing material
 - Length and width of any associated facilities (parking lots, etc.)
 - Purpose of the project
 - Construction methods
 - Permanent and/or temporary impacts to natural resources, such as water or vegetation
- Clear and concise maps
 - Overview map: this is a general location reference map. Please include applicable cities and towns surrounding the project area; NCDOT roads; rivers and streams.
 - Project specific map: this is a more detailed map of your project area that clearly shows the location of the trail project. This map focuses on the location of the project and any connections to existing and/or planned trails/greenways/sidewalks, parking areas, roads, accesses, facilities, and points of interest. Property lines should be clearly indicated. Please note all project disturbances on this map. This map should also show all of the deliverables to be completed during the project, including bridges, trail, facilities, trailheads, parking lots and any other deliverables or features referenced in the project description.
 - Topographic map: All projects must also include a topographic map showing the project area. The map must delineate how the project site falls on the land. This includes indicating all bridges or water crossings and known locations of waterbodies and wetlands in relation to all project development.
 - Floodplain map: If your project is in/near a floodplain, please make sure to note it using the mapping service below. You can also include floodplain layers in your project specific map. Floodplain mapping services are offered here: <https://flood.nc.gov/ncflood/>
- Construction Drawings: drawings of structures pertaining to impacts to natural resources such as bridges or boardwalks.



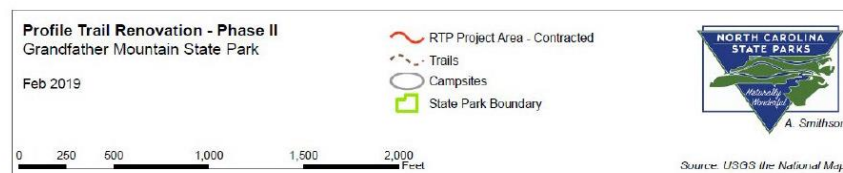
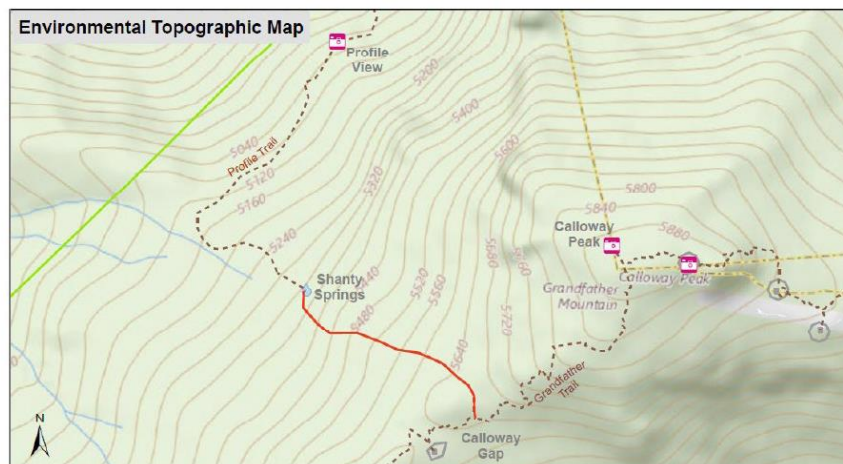
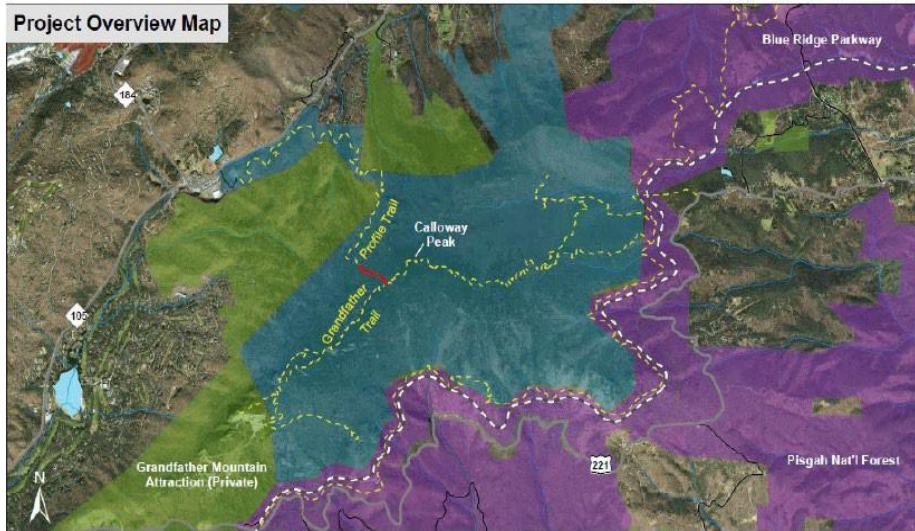
NC Division of Parks & Recreation

Examples of project maps:





NC Division of Parks & Recreation





Where to Send Your Review Requests:

Due to frequent employee turnover, we ask that you contact the agency directly with the numbers/links listed below to determine the optimal person for project submission and review.

State Historic Preservation Office (SHPO)

This office will determine if the project impacts any cultural resources. ***Please allow at least 30 days for this review.***

- Please visit the State Historic Preservation website (<https://www.ncdcr.gov/state-historic-preservation-office>) for a GIS mapping service that provides locations of potential impacts
- If impacts are listed, please consider alternative or avoidance plans to comply with listed structures or sites.
- All projects must be submitted to SHPO for review even if the GIS mapper doesn't present any listed impacts. Look to their website for instructions on submitting projects for review.
- They require photographs of the project location—refer to their website for additional details.

US Fish and Wildlife Service

This agency will determine if your project impacts federally threatened and endangered species. There are two offices serving North Carolina. Please visit their website to determine which office serves your county. ***Please allow at least 30 days for review.***

USFWS Asheville Regional Office
Office 160 Zillicoa Street
Asheville, NC 28801
(828) 258-3939

USFWS Raleigh Regional
PO Box 33726
Raleigh NC 27636-3726
(919) 856-4520

US Army Corps of Engineers

This agency determines the permitting requirements for impacts to wetlands and jurisdictional waters of the United States. ***Please allow at least 45 days for this review.***

Please contact your county USACE permitting specialist. County contacts can be found here: <https://www.saw.usace.army.mil/Missions/Regulatory-Permit-Program/Contact/> .



Department of Environmental Quality Review

DEQ provides a clearinghouse review for several divisions including:

- Division Air Quality
- Division of Coastal Management
- Division of Energy, Mineral and Land Resources
- Division of Water Resources
- Wildlife Resources
- Commission Division of Marine Fisheries

Fortunately, you do not have to contact the DEQ offices individually. Instead, one project review may be submitted to Lyn Hardison in the Washington Regional Office. She will distribute to all the DEQ divisions. ***Please allow at least 60 days for the DEQ review.***

Lyn Hardison
DEQ Environmental Assistance and Customer Service Washington Regional Office
943 Washington Square Mall Washington, NC 27889
Lyn.Hardison@ncdenr.gov
(252) 948-3842

A copy of your environmental regulatory submission packet and all necessary authorizations and environmental review documentation, along with a list of permits needed, must be submitted to the Grants & Outreach office before any trail project agreements are drafted. Please include the Environmental Review Checklist with your information.



Environmental Review Checklist

Name of Project:

Project Sponsor:

The following programs have reviewed the proposed GTSP project:

- ☐ North Carolina State Historic Preservation Office
- ☐ U.S. Fish and Wildlife Service
- ☐ U.S. Army Corps of Engineers
- ☐ North Carolina Department of Environmental Quality (Clearinghouse)

The following permits are required for this project:

The following permits have been obtained:

The following permits are in the application phase:



City of Kannapolis
Irish Buffalo Creek
Greenway Phase 2

Overall Greenway Map
AUG. 26, 2024

PRELIMINARY TRAIL ALIGNMENT



PRELIMINARY
NOT FOR
CONSTRUCTION

Corp. NC License: F-1320

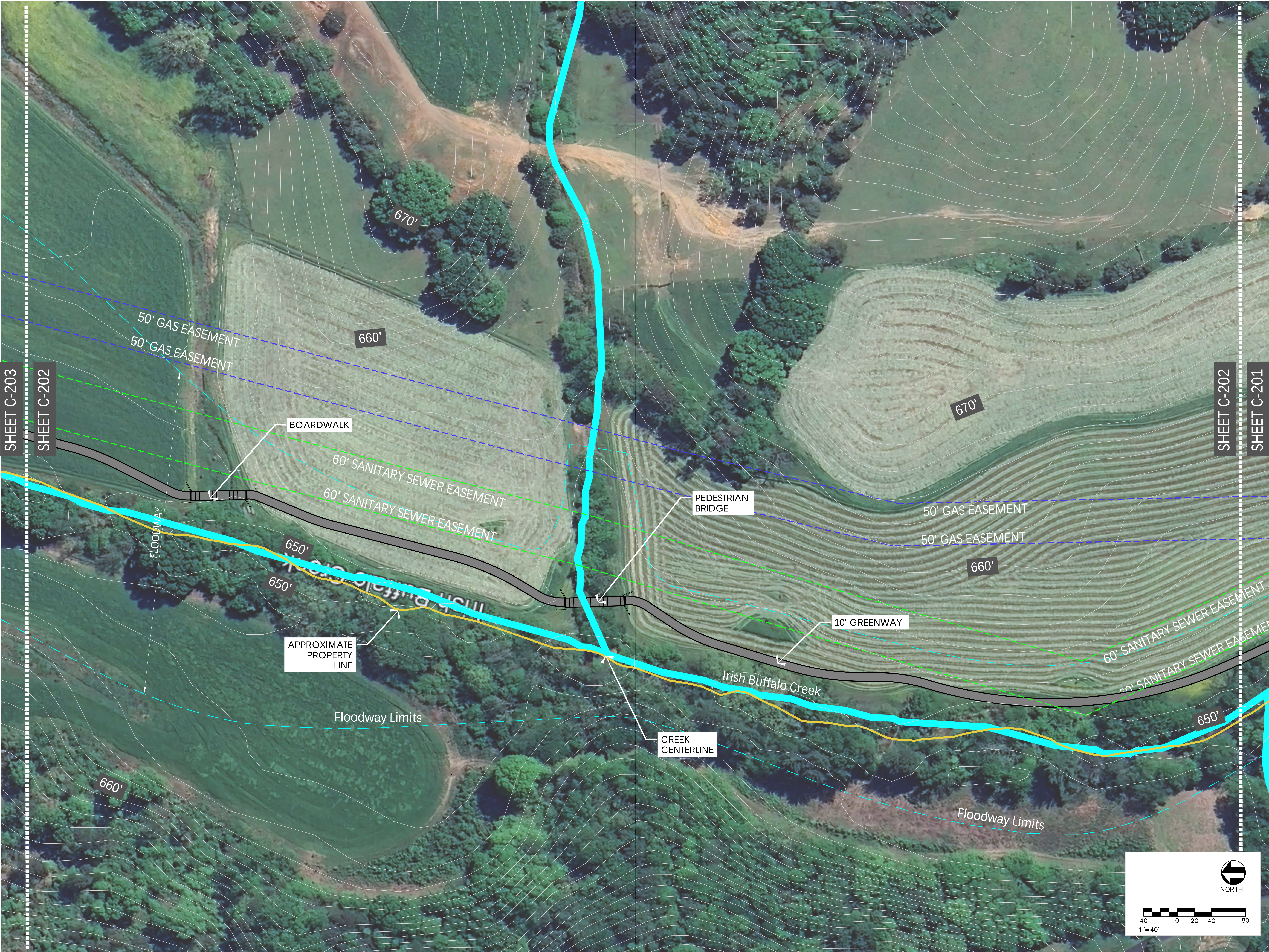
Irish Buffalo Creek Greenway
Phase Two
Kannapolis, North Carolina

Project No: 1725-100671.00
Date: 08.29.24
Revisions:

Sheet Title:
OVERALL SITE
PLAN

Sheet No:
C-200





Irish Buffalo Creek Greenway
Phase Two
Kannapolis, North Carolina

Project No: 1725-100671.00
Date: 08.29.24
Revisions:

Sheet Title:
SITE PLAN

Sheet No:
C-202



Irish Buffalo Creek Greenway
Phase Two
Kannapolis, North Carolina

Project No: 1725-100671.00
Date: 08.29.24
Revisions:

Sheet Title:
SITE PLAN

Sheet No:
C-203

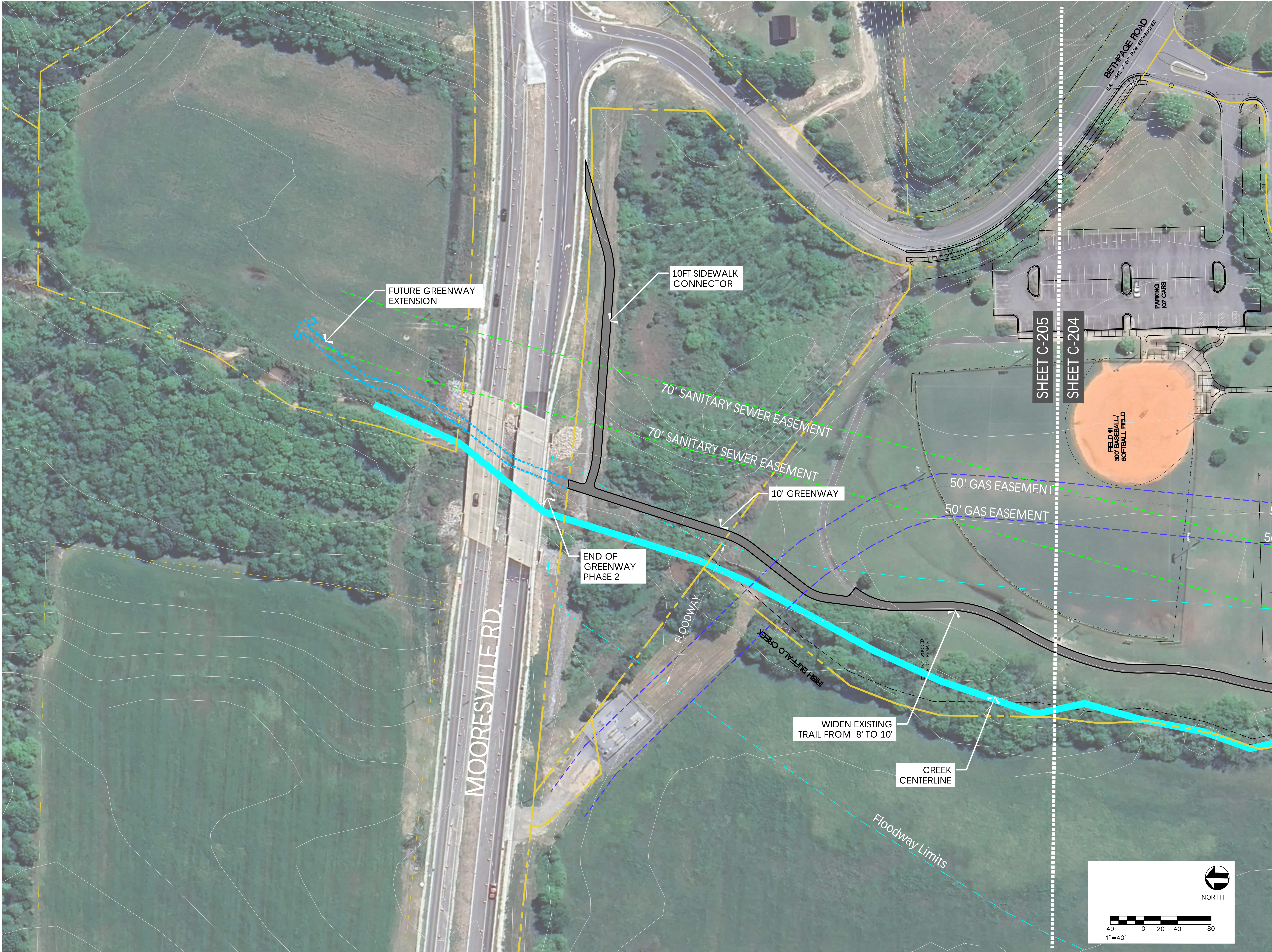


Irish Buffalo Creek Greenway
Phase Two
Kannapolis, North Carolina

Project No: 1725-100671.00
Date: 08.29.24
Revisions:

Sheet Title:
SITE PLAN

Sheet No:
C-204



Irish Buffalo Creek Greenway
Phase Two
Kannapolis, North Carolina

Project No: 1725-100671.00
Date: 08.29.24
Revisions:

Sheet Title:
SITE PLAN

Sheet No:
C-205

**ORDINANCE AMENDING BUDGET FOR THE
CITY OF KANNAPOLIS, NORTH CAROLINA
FOR THE FISCAL YEAR BEGINNING JULY 1, 2025, AND ENDING JUNE 30, 2026
Amendment # 26-11**

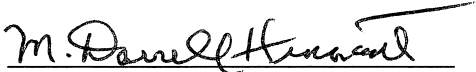
BE IT ORDAINED by the City Council of the City of Kannapolis, North Carolina meeting in open session this 22nd day of September that the following amendment to the Budget Ordinance for the City of Kannapolis, North Carolina for the Fiscal Year beginning July 1, 2025, and ending June 30, 2026, is hereby adopted:

Description: This budget amendment appropriates funding for the Irish Buffalo Creek Greenway Phase 2 via the Great Trails State Program funding.

SECTION I – GENERAL FUND

Revenue:	Increase: Fund Balance Appropriated Revenue: 19900-39900	\$45,000
Revenue:	Increase: Parks: State Grant Revenue: 15010-34000-IBC	\$145,000
Expenditure:	Increase: Parks and Recreation: Capital Improvement Expenditure: 15010-59400-IBC	\$190,000

This ordinance is approved and adopted on this 22nd day of September.


M. Darrell Hinnant, Mayor
City of Kananpolis

ATTEST:


Pam Scaggs, CMC, NCCMC
City Clerk



Kannapolis City Council

City Council Agenda Staff Report
September 22, 2025

To: Mayor and City Council
From: Gary Mills, Parks & Recreation Director
Subject: **GRANT** - Carolina Thread Trail Grant and associated Budget Amendment #26-12
APPROVED

Recommended Action Requested by City Council

1. Motion to approve the \$100,000 Carolina Thread Trail (CTT) grant agreement; and
2. Motion to approve the Ordinance for Budget Amendment #26-12 appropriating funding for the Irish Buffalo Creek Greenway Phase 2

Required Votes to Pass Required Action

Majority Present at Meeting

Background

The Carolina Thread Trail (CTT) is a 15-county regional trail network, and the City of Kannapolis has been a partner since its inception more than 20 years ago. Over the years, CTT has been highly supportive of Kannapolis greenway initiatives, including the Rocky River Greenway, Bakers Creek Greenway, 8th Street Greenway, and Irish Buffalo Creek Greenway.

Earlier this year, the City was contacted by CTT staff regarding a donation made by a Cabarrus County resident. The donor expressed a desire for the funds to support greenway development specifically within Cabarrus County. The Parks & Recreation Director informed CTT staff that the City had applied for a Great Trails State Program (GTSP) grant to assist with the acquisition of easements for Phase 2 of the Irish Buffalo Creek Greenway and that the grant required a local match. He inquired whether the donated funds held by CTT could be applied toward that match, should the City be awarded the GTSP grant.

In late June, the City was notified of its successful award of the GTSP grant. CTT staff recommended that the City formally request use of the donated funds toward the required match, subject to approval by the CTT Board. At its August meeting, the CTT Board approved a \$100,000 grant to the City of Kannapolis to support the acquisition of greenway easements for Phase 2 of the Irish Buffalo Creek Greenway.

Attached are the grant award notification, the CTT grant agreement, and the budget amendment to accept the funds from CTT.

Fiscal Implications

A budget amendment is needed to record the grant revenues and expenses.

Alternate Courses of Action

1. Table action to a future meeting.
2. Take no action and return the funds.

Attachments

1. IBC Greenway ph 2 2025-02 Grant Agreement_CTT-Kannapolis
2. IBCG 2025-02 Kannapolis_IBC Ph2 Aquisition_cover letter
3. 2025-68 Ordinance Amending Budget #26-12 Irish Buffalo Creek Ph 2 Property Acquisition



- CATAWBA -
LANDS CONSERVANCY
LAND | WATER | FARMS | NATURE



CAROLINA
THREAD TRAIL

CAROLINA THREAD TRAIL IMPLEMENTATION GRANT AGREEMENT

Grant Number: 2025-02

Grantor: Catawba Lands Conservancy, a non-profit Section 501(3)(c) organization doing business as Carolina Thread Trail

CTT Director: Bret Baronak
bret@carolinathreadtrail.org
(704) 342-3330, ext. 2216
2400 Park Road, Suite 1
Charlotte, NC 28203

Grant Recipient: City of Kannapolis

Federal Tax ID Number: 56-1452469

Chief Executive: Mike Legg, City Manager

Primary Contact: Gary Mills, Director of Parks & Recreation
gmills1@kannapolisnc.gov
704-920-4340
Kannapolis Parks & Recreation
401 Laureate Way
Kannapolis, NC 28081

Award Date: August 19, 2025

Effective Date: Enter at final execution, 2025

Grant Amount: \$ 100,000

THIS GRANT AGREEMENT (the "Grant Agreement") is made and entered into, as of the Effective Date by and between the Grantor and the Grant Recipient.

Acceptance of this grant, as evidenced by the authorized signature of this Grant Agreement, signifies that City of Kannapolis is a local government entity or non-profit Section 501(c)(3) organization.

- 1. Grant Purpose.** Grant 2025-02 shall be used for Acquisition for Irish Buffalo Creek Greenway, Phase 2, located in the City of Kannapolis, as described in the Grant Recipient's Trail Implementation Grant Program application.

The Grant Recipient understands that uses of grant funds for purposes other than those described above (the “project”), must be authorized in advance in writing by the Grantor.

2. **Disbursement of Grant Proceeds.** The Grantor will send proceeds by ACH payment to the Grant Recipient within thirty (30) days of completion of the following conditions:
 - a. receipt of an executed copy of this Grant Agreement, and
 - b. evidence that all additional funding has been awarded or budgeted to complete the project.
3. **Project Timetable.** The project funded by the grant shall be completed within three (3) years of this grant award. Any requests to extend this time period shall be submitted in writing to the Project Director of the Grantor no less than sixty (60) days prior to the original project completion deadline.
4. **Grant Recipient Responsibilities.** The Grant Recipient is responsible for administering the grant by receiving the grant funds, disbursing funds to project vendors and partners and submitting required grant reports (see below). The Grantor will not be responsible for any agreements between the Grant Recipient and any project vendors. The Grant Recipient will lead the project described in the Grant Purpose.
5. **Remaining and Unused Funds.** Any remaining and unused funds shall be returned to the Grantor within sixty (60) days after either the completion of the project or notification from the Grant Recipient to the Project Director of the Grantor that the project is cancelled or indefinitely postponed.
6. **Reporting Requirements.** If, after one (1) year from receipt of the grant funds, the project is not complete, the Grant Recipient shall submit at that time an interim progress report providing a description of project activities, accomplishments and any setbacks encountered. The report shall also include an updated summary of funds expended, a budget for completion, and a description of actual funding sources, as well as prospective funding sources in the event that any setbacks are of financial nature (see Exhibit A). A final report shall be submitted within sixty (60) days of project completion, but no later than three (3) years of receipt of grant funds, outlining the outcome of the project and a final accounting of funds expended (see Exhibit B). The Grantor reserves the right to conduct an independent evaluation of the progress of the project and all expenditures. The Grant Recipient will cooperate fully by providing information requested.
7. **Project Requirements.** Funding for trail construction must be used on land that has been acquired from willing landowners. Funding from this grant may not be used for any construction related documents or actual trail construction on land that has been acquired through condemnation. If funds are used in an unauthorized manner, all grant funds must be returned to the Grantor.

Funding for land acquisition must be used for properties from willing landowners. Funding from this grant may not be used for any transaction on land that has been acquired through condemnation. If funds are used in an unauthorized manner, all grant funds must be returned to the Grantor.

8. **Post-Implementation Requirements.**
 - a. **Public Access.** All projects supported by grant funding from the Grantor are required to be accessible to the general public. Should, at a future date, the project become permanently unavailable for public access, the Grant Recipient is required to return the full awarded amount of the Carolina Thread Trail Implementation Grant to the Grantor within sixty (60) days of its closure to the public.

- b. **Maintenance.** The Grant Recipient and project partners are responsible for maintaining the project supported by the Carolina Thread Trail Implementation Grant. Should, at a future date, the trail become permanently unavailable for public access due to the project not being properly maintained, the Grant Recipient is required to return the entire awarded amount of the Carolina Thread Trail Implementation Grant to the Grantor within sixty (60) days of its closure to the public.
 - c. **Signage.** The Grant Recipient, when ready to consider branding signage for the funded segment, will coordinate with the Grantor to ensure conformance with the branding standards adopted by the Grantor.
9. **Indemnification.** The Grantor is not responsible for any actions of the Grant Recipient, and furthermore, to the extent permitted by law, the Grant Recipient agrees to indemnify, defend and hold harmless the Grantor and their agents and employees from any liability, loss, cost, injury, damage or other expense that may be incurred by the Grant Recipient or claimed by any third person against it as a result of funding of the project or any action or non-action taken in connection with the project.

SIGNATURES ON THE FOLLOWING PAGES

IN WITNESS WHEREOF, the parties have executed this Grant Agreement on the date set forth above.

GRANTOR:

CATAWBA LANDS CONSERVANCY,
a North Carolina nonprofit corporation doing business
as **CAROLINA THREAD TRAIL**

By: _____
Signature

Name (printed)

Title (printed)

STATE OF _____

COUNTY OF _____

I, _____, a Notary Public of the County and State aforesaid, certify
that _____ personally appeared before me this day and acknowledged that s/he
is _____ of the Catawba Lands Conservancy, a nonprofit corporation
doing business as the Carolina Thread Trail, and that s/he, as _____, being
authorized to do so, executed the foregoing on behalf of the entity.

Witness my hand and notarial seal this the _____ day of _____, 20____.

Notary Public

My commission expires:

GRANT RECIPIENT:

By: _____
Signature

Name (printed)

Title (printed)

Organization (printed)

ATTEST:

STATE OF _____

COUNTY OF _____

I, _____, a Notary Public of the County and State aforesaid, certify that
_____ personally appeared before me this day and acknowledged that s/he
is _____ of the _____, and that s/he, as
_____, being authorized to do so, executed the foregoing on behalf of the entity.

Witness my hand and notarial seal this the _____ day of _____, 20____.

Notary Public

My commission expires:

EXHIBIT A



- CATAWBA -
LANDS CONSERVANCY
LAND | WATER | FARMS | NATURE



CAROLINA
THREAD TRAIL

Carolina Thread Trail Implementation Grant

INTERIM PROGRESS REPORT

Grant # _____

Grant Recipient _____

Project Name _____

Covers the period from _____ to _____

1. Please summarize your primary project activities for the period covered by this report. Include a description of accomplishments and setbacks. How have you addressed any setbacks you have encountered?(500 words or less)
2. Are you on track to accomplish the grant purpose described in your application and Grant Agreement? If not, please explain. Include a discussion of any required adjustments to the anticipated timetable.
3. Please provide an updated list of funding sources and the amount of funding from each. In the event that any project setbacks are of a financial nature, include prospective funding sources and status.
4. Please complete the attached budget worksheet.

EXHIBIT A



- CATAWBA -
LANDS CONSERVANCY
LAND | WATER | FARMS | NATURE



CAROLINA
THREAD TRAIL

Carolina Thread Trail Implementation Grant

INTERIM REPORT

Budget Worksheet

For period from _____ to _____

Interim Project Expense Report				
Itemized Expenses	Thread Grant	Other Funding	Original Budget	Project Expenses to date
	\$	\$	\$	\$
TOTALS	\$	\$	\$	\$

EXHIBIT B



- CATAWBA -
LANDS CONSERVANCY
LAND | WATER | FARMS | NATURE



CAROLINA
THREAD TRAIL

Carolina Thread Trail Implementation Grant

FINAL PROGRESS REPORT

Grant # _____

Grant Recipient _____

Project Name _____

Covers the period from _____ to _____

1. Please summarize your primary project activities and the outcome of your efforts. Include a description of accomplishments and setbacks. How did you address any setbacks you encountered? Did you accomplish the grant purpose described in your application and Grant Agreement? (500 words or less)
2. Please provide an updated list of funding sources and the amount of funding from each.
3. Please complete the attached budget worksheet for the appropriate grant type (Detailed Corridor Planning, Land Acquisition, Trail Project Design, Trail Construction, Canoe/Kayak Launch Construction). **Attach all invoices associated with grant expenditures.**
4. For Detailed Corridor Planning Grants, please provide a copy of plan documents.
5. For Land Acquisition Grants, please provide a copy of the deed.
6. For Trail Project Design Grants, please provide a copy of design documents.
7. For Trail Construction Grants or Canoe/Kayak Launch Construction Grants, please provide a description of the completed project and digital images.

EXHIBIT B



- CATAWBA -
LANDS CONSERVANCY
LAND | WATER | FARMS | NATURE



CAROLINA
THREAD TRAIL

Carolina Thread Trail Implementation Grant

FINAL REPORT

Budget Worksheet

For period from _____ to _____

Land Acquisition				
	Thread Grant	Other Funding*	Final Project Cost	Original Budgeted Project Cost**
Property Acquisition	\$	\$	\$	\$
Appraisal(s)	\$	\$	\$	\$
Surveys & Legal Descriptions	\$	\$	\$	\$
Environmental Studies	\$	\$	\$	\$
Baseline Documentation	\$	\$	\$	\$
Fees, Taxes and Insurance	\$	\$	\$	\$
Stewardship Expenses	\$	\$	\$	\$
Other	\$	\$	\$	\$
TOTALS	\$	\$	\$	\$

Please attach all invoices associated with Thread Grant expenditures.

* List other funding sources with amounts.

**Please attach a description of significant variances to the original budget.

August 28, 2025

Gary Mills, Director of Parks & Recreation
City of Kannapolis, Parks & Recreation Dept
401 Laureate Way
Kannapolis, NC 28081

RE: Carolina Thread Trail Grant Agreement 2025-02

Dear Mr. Mills,

Congratulations again on the Carolina Thread Trail Implementation Grant award! Our Board of Directors approved this award of \$100,000 on August 19, for acquisition for Irish Buffalo Creek Greenway, Phase 2. Please find enclosed the Grant Agreement from the Carolina Thread Trail.

Please have the City Manager sign where indicated and have it notarized. Then you may return the document to Jane Love at jane@carolinathreadtrail.org. Once the agreement is fully executed, you will receive a final copy for your files. Please note that the line for "Effective Date" will be filled in by the party who is last to sign the agreement, at the time of execution.

We encourage the City of Kannapolis to publicize the award through a number of the following communication channels, as applicable: Press releases; e-newsletter or e-alerts; printed newsletters; website articles or posts; social media posts, photograph captions/social posts; email messages; broadcast interviews; newspaper articles; posters, flyers, or direct mail for events or meetings; advertisements, etc.

Please feel free to contact me with any questions at 704.342.3330, Ext. 2216, or bret@carolinathreadtrail.org.

Sincerely,



Bret Baronak
Carolina Thread Trail Director

Enclosure

**ORDINANCE AMENDING BUDGET FOR THE
CITY OF KANNAPOLIS, NORTH CAROLINA
FOR THE FISCAL YEAR BEGINNING JULY 1, 2025, AND ENDING JUNE 30, 2026
Amendment # 26-12**

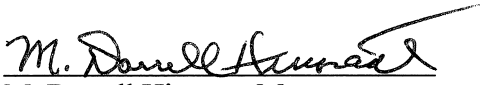
BE IT ORDAINED by the City Council of the City of Kannapolis, North Carolina meeting in open session this 22nd day of September that the following amendment to the Budget Ordinance for the City of Kannapolis, North Carolina for the Fiscal Year beginning July 1, 2025, and ending June 30, 2026, is hereby adopted:

Description: This budget amendment appropriates funding for the Irish Buffalo Creek Greenway Phase 2 property acquisition costs via the Carolina Thread Trail funding.

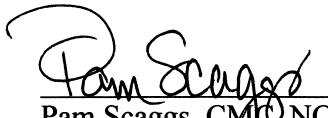
SECTION I – GENERAL FUND

Revenue:	Increase: Parks: Private Grant	\$100,000
	Revenue: 15010-34800-IBC	
Expenditure:	Increase: Parks and Recreation: Capital Improvement	\$100,000
	Expenditure: 15010-59400-IBC	

This ordinance is approved and adopted on this 22nd day of September.


M. Darrell Hinnant, Mayor
City of Kannapolis

ATTEST:


Pam Scaggs, CMC, NCCMC
City Clerk



Kannapolis City Council

City Council Agenda Staff Report
September 22, 2025

To: Mayor and City Council
From: Kristin Jones, Budget and Strategy Director
Subject: **ORDINANCE** - Budget Amendment #26-13 appropriating funds from UNC for Fitness Equipment at NCRC. **APPROVED**

Recommended Action Requested by City Council

Motion to approve an Ordinance for Budget Amendment #26-13 which appropriates funding for fitness equipment to be purchased and placed at the NCRC.

Required Votes to Pass Required Action

Majority Present at Meeting

Background

UNC Chapel Hill awarded the City of Kannapolis \$25,000 to support the installation of fitness equipment at the North Carolina Research Campus. A specific use of these funds is under review by City Staff and representatives from UNC Nutrition Research Institute.

Fiscal Implications

A budget amendment is needed to record the revenues and expenses associated.

Alternate Courses of Action

1. Table action to a future meeting.
2. Take no action.

Attachments

1. 2025-69 Ordinance Amending Budget #26-13 UNC Fitness Equipment

**ORDINANCE AMENDING BUDGET FOR THE
CITY OF KANNAPOLIS, NORTH CAROLINA
FOR THE FISCAL YEAR BEGINNING JULY 1, 2025, AND ENDING JUNE 30, 2026
Amendment # 26-13**

BE IT ORDAINED by the City Council of the City of Kannapolis, North Carolina meeting in open session this 22nd day of September that the following amendment to the Budget Ordinance for the City of Kannapolis, North Carolina for the Fiscal Year beginning July 1, 2025, and ending June 30, 2026, is hereby adopted:

Description: This budget amendment appropriates funding fitness equipment to be placed at the NCRC. This funding came from UNC – Chapel Hill.

SECTION I – GENERAL FUND

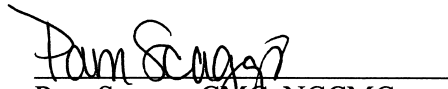
Revenue:	Increase: State Grants	\$25,000
	Revenue: 15010-34000	
Expenditure:	Increase: Parks and Recreation: Capital Equipment	\$25,000
	Expenditure: 15010-59500	

This ordinance is approved and adopted on this 22nd day of September.



M. Darrell Hinnant, Mayor
City of Kannapolis

ATTEST:



Pam Scaggs, CMC, NCCMC
City Clerk



Kannapolis City Council

City Council Agenda Staff Report
September 22, 2025

To: Mayor and City Council

From: Kristin Jones, Budget and Strategy Director, Sherry Gordon, Community Development Program Administrator

Subject: **ORDINANCE-** Budget Amendment #26-14 appropriating FY 26 CDBG Funds
APPROVED

Recommended Action Requested by City Council

Motion to approve an Ordinance for Budget Amendment #26- 14 which appropriates CDBG program funds for FY 26.

Required Votes to Pass Required Action

Majority Present at Meeting

Background

The Kannapolis City Council held a public hearing on Monday, June 23, 2025 at 6:00 p.m. in the Kannapolis City Hall/Police Headquarters, 401 Laureate Way, Kannapolis, NC. The purpose of this hearing was to receive public comments and questions on the use of FY2025-2026 Community Development Block Grant (CDBG) funds.

Each year, the City is required to develop an Annual Action Plan and budget for submission to the U.S. Department of Housing and Urban Development (HUD) outlining the planned use of CDBG funds. For FY2025–2026, the City anticipates receiving approximately \$380,894. All HUD funds must be used to benefit low- and moderate-income individuals, households, or neighborhoods. Specific expenditures are detailed in the FY2025–2026 Annual Action Plan, which is available for public review at City Hall.

This budget amendment appropriates the necessary funding.

Fiscal Implications

A budget amendment is needed to appropriate the necessary revenues and expenses associated with the Community Development Block Grant Funding for FY 26.

Alternate Courses of Action

1. Table action for a future meeting.
2. Take no action.

Attachments

1. 2025-70 Ordinance Amending Budget #26-14 2025-26 CDBG

**CITY OF KANNAPOLIS, NORTH CAROLINA
COMMUNITY DEVELOPMENT BLOCK GRANT ENTITLEMENT PROGRAM
FY 2025-2026 (BA #26-14)**

BE IT ORDAINED by the City Council of the City of Kannapolis, North Carolina that, pursuant to Section 13.2 of Chapter 159 of the General Statutes of North Carolina, the following Grant Project Budget Ordinance is hereby adopted:

Section 1. The project authorized is the Community Development Block Grant Entitlement Program described in the work statement contained in the Grant Agreement #B-20-MC-37-0017 between the City and the U.S. Department of Housing and Urban Development (HUD). The project more familiarly known as the 2025-26 Community Development Block Program.

Section 2. The City Manager is hereby directed to proceed with the Project with the North Carolina General Statutes, the terms of the Grant document(s), the rules and regulations of HUD, and the budget contained herein.

Section 3. The following revenues are anticipated to be available to complete this project:

Community Development Block Grant:
75000-33400-CDB25

Total Revenues:	\$380,894
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Section 4. The following amount is appropriated for the project:

75000-51965-CDB25: Urgent Repair	\$248,716
75000-51945-CDB25: Non-Profit Partnerships	\$56,000
75000-51910-CDB25: General Administration	\$76,178

Total Expenditures:	\$380,894
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Section 5. The Finance Officer is hereby directed to maintain within the Grant Project sufficient specific detailed accounting records to provide for accounting to the City Council grantor agency required by the Grant Agreement(s) and federal and state regulations.

Section 6. The Finance Officer is directed to report quarterly on the financial status of each project element in Section 4 and on total grant revenues received or claimed.

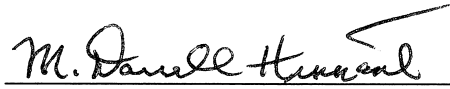
Section 7. The Finance Officer is directed to include a detailed analysis of past and future costs and revenues on this project in every budget submission presented to City Council.

Section 8. The City Manager is hereby authorized to transfer funds from one line item to another

line item without further approval by the City Council.

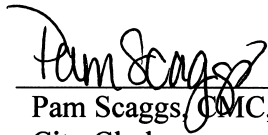
Section 9. Copies of this Grant Project Budget Ordinance shall be made available to the Finance Officer for direction in carrying out this project.

This Ordinance is approved and adopted this 22nd day of September.



M. Darrell Hinnant, Mayor
City of Kannapolis

ATTEST:



Pam Scaggs, CMC, NCCMC
City Clerk



Kannapolis City Council

City Council Agenda Staff Report
September 22, 2025

To: Mayor and City Council

From: Kristin Jones, Budget and Strategy Director, Sherry Gordon, Community Development Program Administrator

Subject: **ORDINANCE** - Budget Amendment #26-15 appropriating FY 26 HOME program funds
APPROVED

Recommended Action Requested by City Council

Motion to approve an Ordinance for Budget Amendment #26-15 which appropriates HOME program funds for FY 26.

Required Votes to Pass Required Action

Majority Present at Meeting

Background

The Kannapolis City Council held a public hearing on Monday, June 23, 2025, at 6:00 p.m. at Kannapolis City Hall/Police Headquarters, located at 401 Laureate Way, Kannapolis, NC. The purpose of the hearing was to receive public comments and questions regarding the proposed use of FY2025–2026 HOME funds from the U.S. Department of Housing and Urban Development (HUD).

Each year, the City is required to develop an Annual Action Plan and budget for submission to (HUD) to outline the use of HOME funds. For FY2025–2026, the City expects to receive approximately \$202,192. All HUD funds must be used to benefit low- and moderate-income individuals, households, or neighborhoods. Specific proposed expenditures are detailed in the FY2025–2026 Annual Action Plan, which is available for public review at City Hall.

Fiscal Implications

A budget amendment is needed to appropriate the necessary revenues and expenses associated with the HOME Funding for FY 26.

Alternate Courses of Action

1. Table action for a future meeting.
2. Take no action.

Attachments

1. 2025-71 Ordinance Amending Budget #26-15 FY 26 HOME funds

**CITY OF KANNAPOLIS, NORTH CAROLINA
HOME CONSORTIUM GRANT PROGRAM PROJECT BUDGET ORDINANCE
FY 2025-2026 (BA #26-15)**

BE IT ORDAINED by the City Council of the City of Kannapolis, North Carolina that, pursuant to Section 13.2 of Chapter 159 of the General Statutes of North Carolina, the following Grant Project Budget Ordinance is hereby adopted:

Section 1. The project authorized is the Cabarrus/Iredell/Rowan HOME Consortium Program and the U.S. Department of Housing and Urban Development (HUD). This project is more familiarly known as the 2025-2026 Consortium Home Program.

Section 2. The City Manager is hereby directed to proceed with the Project with the North Carolina General Statutes, the terms of the Grant document(s), the rules and regulations of HUD, and the budget contained herein.

Section 3. The following revenues are anticipated to be available to complete this project:

75000-33300-HOM25: HOME Program Grant	\$202,193
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Total Revenues:	\$202,193
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Section 4. The following amount is appropriated for the project:

75000-51950-HOM25: Homeowner Rehab	\$170,748
75000-51910-HOM25: General Administration	\$11,445
75000-51915-HOM25: Construction	\$20,000

Total Expenditures:	\$202,193
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Section 5. The Finance Officer is hereby directed to maintain within the Grant Project sufficient specific detailed accounting records to provide for accounting to the City Council grantor agency required by the Grant Agreement(s) and federal and state regulations.

Section 6. The Finance Officer is directed to report quarterly on the financial status of each project element in Section 4 and on total grant revenues received or claimed.

Section 7. The Finance Officer is directed to include a detailed analysis of past and future costs and revenues on this project in every budget submission presented to City Council.

Section 8. The City Manager is hereby authorized to transfer funds from one line item to another line item without further approval by the City Council.

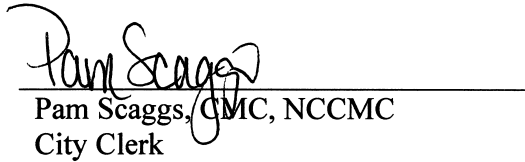
Section 9. Copies of this Grant Project Budget Ordinance shall be made available to the Finance Officer for direction in carrying out this project.

This Ordinance is approved and adopted this 22nd day of September.

A handwritten signature in cursive script, reading "M. Darrell Hinnant", positioned above a horizontal line.

M. Darrell Hinnant, Mayor
City of Kannapolis

ATTEST:

A handwritten signature in cursive script, reading "Pam Scaggs", positioned above a horizontal line.

Pam Scaggs, CMC, NCCMC
City Clerk



Kannapolis City Council

City Council Agenda Staff Report
September 22, 2025

To: Mayor and City Council
From: Kristin Jones, Budget and Strategy Director, Brian Roberts, Finance Director
Subject: **ORDINANCE** — Budget Amendment #26-16 appropriating debt proceeds for Kannapolis Spillway project. **APPROVED**

Recommended Action Requested by City Council

Motion to approve an Ordinance for Budget Amendment #26-16 which appropriates the debt proceeds and capital costs associated with the Kannapolis Spillway project.

Required Votes to Pass Required Action

Majority Present at Meeting

Background

At its August 2025 meeting, City Council awarded the contract for the Kannapolis Spillway project, contingent upon debt approval by the Local Government Commission (LGC). The LGC has since approved the City's application to incur debt in the amount of \$11,965,000 for the project. The financing will be provided by Webster Bank at an interest rate of 4.54%.

This budget amendment allocates the remaining funds necessary to fully budget the total project cost of \$11,965,000.

Fiscal Implications

A budget amendment is needed to record the debt proceeds and capital expenses related to the Kannapolis Spillway project.

Alternate Courses of Action

1. Table for a future meeting.
2. Take no action.

Attachments

1. 2025-72 Ordinance Amending Budget #26-16 Spillway Debt Proceeds

**CITY OF KANNAPOLIS, NORTH CAROLINA
KANNAPOLIS SPILLWAY CAPITAL PROJECT ORDINANCE
FY 2025-2026 (BA #26-16)**

BE IT ORDAINED by the Governing Board of the City of Kannapolis, North Carolina, that pursuant to Section 13.2 of Chapter 159 of the General Statutes of North Carolina, the following capital project ordinance is hereby adopted:

Section 1. The project authorized is for infrastructure construction of the Kannapolis Spillway.

Section 2. The City Manager is hereby directed to proceed with the capital project in compliance with the North Carolina General Statutes and within the budget contained herein.

Section 3. The following revenues are anticipated to be available to complete this project.

Description: This capital project fund budgets the debt proceeds for the Kannapolis Spillway project.

Revenues:

34095-39000- SPILL: Increase – Proceeds from Debt Financing	\$3,525,000
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Total Revenues:	\$3,525,000
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Section 4. The following amount is appropriated for the project:

Expenditure:

34000-59200-SPILL: Increase- Capital – CIP- SPILLWAY	\$3,525,000
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Total Expenditures:	\$3,525,000
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Section 5. The Finance Officer is hereby directed to maintain within the Capital Project. Fund sufficient specific detailed accounting records to provide for accounting to the City Council as required by North Carolina law.

Section 6. The Finance Officer is directed to report quarterly on the financial status of each project element in Section 4 and on total project revenue.

Section 7. The Finance Officer is directed to include a detailed analysis of past and future costs and revenues on this project in every budget submission presented to City Council.

Section 8. The City Manager is hereby authorized to transfer funds from one line item to another line item without further approval by the City Council.

Section 9. Copies of this Capital Project Budget Ordinance shall be made available to the Finance

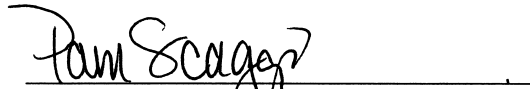
Officer for direction in carrying out this project.

This Ordinance is approved and adopted this 22nd day of September.

A handwritten signature in black ink, reading "M. Darrell Hinnant", written over a horizontal line.

M. Darrell Hinnant, Mayor
City of Kannapolis

ATTEST:

A handwritten signature in black ink, reading "Pam Scaggs", written over a horizontal line.

Pam Scaggs, CMC, NCCMC
City Clerk



Kannapolis City Council

City Council Agenda Staff Report
September 22, 2025

To: Mayor and City Council
From: Mike Legg, City Manager
Subject: **REPORT** - Agendas and activities for City-appointed or City-represented Boards and Commissions **RECEIVED**

Recommended Action Requested by City Council

Motion to accept reports

Required Votes to Pass Required Action

Majority Present at Meeting

Background

Fiscal Implications

Alternate Courses of Action

Attachments

1. WSACC August 20 Agenda
2. Board of Adjustment August 5 2025
3. Board of Adjustment September 2 2025
4. Parks and Recreation Commission August 12 2025
5. Planning & Zoning August 19 2025
6. Planning & Zoning September 16 2025
7. Transportation Advisor Committee August 27 2025



**WATER & SEWER AUTHORITY
OF CABARRUS COUNTY
REGULAR MEETING
AUGUST 20, 2025
5:00 P.M.**

**CALL TO ORDER BY THE CHAIRMAN
ITEMS OF THE AGENDA**

ADOPTION OF THE AGENDA

1. Request for Adoption of the August 20, 2025 Board Meeting Agenda

UNFINISHED BUSINESS

1. Request for Approval of the Minutes of July 16, 2025

NEW BUSINESS

1. Request for Approval to Update WSACC's Personnel Policy Section 6.3 Leave Without Pay (Exclusion of Family Medical Leave) – [Robin Moore](#)
2. Request for Approval of the Resolution of the Water and Sewer Authority of Cabarrus County Authorizing Membership in the Yadkin-Pee Dee Water Management Group – [Chad VonCannon](#)

REPORTS

1. WSACC CIP Update – [Thomas Hahn](#)
2. Wastewater Flow Acceptance Update – [Thomas Hahn](#)

WORK SESSION

1. Discussion as Necessary on the Wastewater Treatment Expansion Alternatives from the WSACC Facilities Plan

GENERAL DISCUSSION

1. Updates from the Executive Director – [Chad VonCannon](#)

PUBLIC COMMENTS

CLOSED SESSION

1. **Closed Session - G.S.143-318.11 (a)(1) - to prevent the disclosure of information that is privileged or confidential pursuant to the law of this State or of the United States, or not considered a public record within the meaning of Chapter 132 of the General Statutes.**
2. **Closed Session - G.S.143-318.11 (a)(6) - to consider the qualifications, competence, performance, character, fitness, conditions or appointment, or conditions of initial employment of an individual public officer or employee or prospective public officer or employee.**

ADJOURN

(The next regular meeting will be held on Wednesday, September 17, 2025, at 5:00 p.m.)

Please note that anyone who needs reasonable accommodation to participate in the meeting should contact the Secretary to the Board at (704) 786-1783, extension 234, at least twenty-four (24) hours prior to the meeting.

WATER AND SEWER AUTHORITY OF CABARRUS COUNTY

July 16, 2025

5:00 P.M.

The Board of Directors (the “Board”) of the Water and Sewer Authority of Cabarrus County (“WSACC”) met in regular session on Wednesday, July 16, 2025, at the Administrative Offices. The meeting was also set up for virtual attendance, administered by Zoom and streamed on YouTube.

The following Board Members were present:

Mr. Rob Donham

Mr. Josh Mendoza (via video conference)

Mr. Mike Legg

Ms. Jennifer Parsley-Hubbard

Mr. Jonathan Marshall

Mr. Bob Ritchie

Mr. Corley, Mr. Hinnant, and Mr. Holloway were unable to attend due to prior commitments.

Also present were Mr. Chad VonCannon, Executive Director; Ms. Shannon Kincaid, Executive Secretary/Secretary to the Board; Ms. Robin Moore, Deputy Executive Director/Administration; Ms. Wendi Heglar, Finance Director; Mr. Thomas Hahn, Engineering Director; Mr. Chris Carpenter, Wastewater Operations Director; Mr. James Sims, Wastewater Treatment Plant Operations Manager; Mr. Thomas Jakubisin, IT Manager; Ms. Erin Burris, Assistant Town Manager and Planning Director for the Town of Mt. Pleasant; and Mr. William Isenhour, Johnston, Allison & Hord, P.A. (“JAH”).

A quorum, consisting of five Board members attending in person, was not present at 5:00 P.M. when Chairman Legg called the meeting to order; therefore, no action was taken to adopt the Agenda for the July 16, 2025, Board meeting. Those present proceeded with the Oath of Office and Special Recognition portions of the meeting and had begun the Work Session when Ms. Parsley-Hubbard arrived at 5:05 P.M., thereby establishing a quorum. At 5:05 P.M., the Board proceeded with the Work Session and the remaining items of business requiring Board action.

OATHS OF OFFICE / ELECTION OF OFFICERS

Oaths of Office

Ms. Kincaid administered the Oath of Office to Mr. Bob Ritchie, a Cabarrus County appointee.

SPECIAL RECOGNITION

Recognition of the 28th Consecutive Certificate of Achievement for Excellence in Financial Reporting

Ms. Heglar presented the Board with the Certificate of Achievement for Excellence in Financial Reporting Award (the “Award”) from the Government of Finance Officers Association, noting that this is WSACC’s twenty-eighth consecutive year to receive the Award.

Ms. Heglar thanked the finance team for their hard work and contribution to making winning the Award possible.

WORK SESSION**Discussion as Necessary on the Wastewater Treatment Expansion Alternatives from the WSACC Facilities Plan**

The Board held a work session during the regular Board meeting on July 16, 2025, to discuss Wastewater Treatment Expansion Alternatives (“Alternatives”) from the WSACC Facilities Plan.

Mr. VonCannon began the work session by reminding the Board that these sessions will be a regular agenda item moving forward. This will enable the Board to continue discussions while each jurisdiction assesses its future capacity needs to support growth within its jurisdiction. Additionally, it will provide WSACC with the information necessary to determine the amount of capacity required to construct to meet the needs of each jurisdiction in the future.

Mr. VonCannon stated that representatives of several member jurisdictions had contacted him following the June 18, 2025 Work Session, with the most common concerns during these discussions being: (1) three months is not enough time for their jurisdiction to analyze the volume of wastewater treatment capacity needed to take them through a 2040 planning horizon, and (2) they would like more information on the financial impacts the capacity will have on their jurisdictions.

Mr. VonCannon reminded the Board that Brown and Caldwell is currently working on the conceptual designs for the Rocky River Wastewater Treatment Plant (“RRRWWTP”), stating that these designs will not be completed until the end of the year or potentially in January 2026. Additionally, he reminded the Board of their previous discussions to expand the RRRWWTP from 34 million gallons per day (“MGD”) to 36 MGD, which cannot occur until the Phase 4 expansion is nearing completion and must be done before any construction begins to take the RRRWWTP beyond 36 MGD. Due to these factors, it is feasible for each member jurisdiction to provide WSACC with its volume of wastewater treatment capacity needed or desired, within an approximate 2040 planning horizon, by the end of 2025.

Next, Mr. VonCannon provided a hard copy of a Capital Cost Spreadsheet (“Spreadsheet”) to each Board member that he and Ms. Heglar had prepared. The Spreadsheet was created based on the 45 MGD Alternative at the RRRWWTP, using a capital cost of \$490 million to expand from 36 MGD to 45 MGD. The calculations showed that one (1) MGD of wastewater treatment capacity would cost approximately \$54.4 million. Mr. VonCannon noted that these numbers did not account for potential nutrient limits, which would inflate these numbers if the North Carolina Division of Environmental Quality were to impose the limits. Additionally, the Spreadsheet indicated the possible impact of the annual debt service to each member jurisdiction’s fixed rate costs per one (1) MGD of wastewater capacity, based on a twenty-five-year borrowing window at both three percent (3%) and five percent (5%) borrowing rates.

Following several brief discussions by the Board during the Work Session, the Board thanked Mr. VonCannon and Ms. Heglar for the Spreadsheet and expressed its appreciation for how helpful it would be during discussions with their respective jurisdictions.

For a copy of the Spreadsheet, contact the Executive Secretary to the Board.

GENERAL DISCUSSION

Updates from the Executive Director

Mr. VonCannon informed the Board that Aeration Basin 5 at the RRRWWTP was brought online the week before the Board meeting, well ahead of schedule, and is performing well. He noted that Aeration Basin 5 is the first of three existing basins to be upfitted and brought online during the Phase 4 expansion.

Next, Mr. VonCannon reminded the Board of the upcoming expiration of the Flow Acceptance Letter issued to the City of Concord for Phase 1 and Phase 2 of the Red Bull project for 584,000 gallons per day (“GPD”). Mr. VonCannon stated that he would like to have the Board’s consensus concerning the issuance of an extension. Following a brief discussion by the Board, the Board unanimously agreed to issue a one-year extension of the Flow Acceptance Letter for Phase 1 and Phase 2 of the Red Bull Project for 584,000 GPD.

UNFINISHED BUSINESS

Request for Approval of the Minutes of June 18, 2025

Mr. Marshall made a motion to approve the minutes of June 18, 2025. Mr. Donham seconded the motion, and the Board approved by unanimous vote.

PUBLIC COMMENTS

There were no public comments.

CLOSED SESSION

At 5:21 P.M., Ms. Parsley-Hubbard made a motion to go into closed session - G.S.143-318.11(a)(1) - to prevent the disclosure of information that is privileged or confidential pursuant to the law of this State or of the United States, or not considered a public record within the meaning of Chapter 132 of the General Statutes. Mr. Ritchie seconded the motion, and the Board approved by unanimous vote.

At 5:23 P.M., Mr. Donham made a motion to come out of the closed session. Ms. Parsley-Hubbard seconded the motion, and the Board approved by unanimous vote.

Also, at 5:23 P.M., Mr. Marshall made a motion to adjourn. Mr. Donham seconded the motion, and the Board approved by unanimous vote.

The meeting adjourned until the next scheduled meeting on August 20, 2025.

AGENDA MEMORANDUM

TO: Chad VonCannon, PE
Executive Director

FROM: Robin Moore *RJM*
Deputy Executive Director/Administration

DATE: August 1, 2025

SUBJECT: Section 6.3 Leave Without Pay (Exclusion of Family and Medical Leave)

BOARD ACTION REQUESTED: Approve the Updates to Section 6.3 Leave Without Pay (Exclusion of Family Medical Leave)

The following updates are needed to Section 6.3 Leave Without Pay (Exclusion of Family and Medical Leave) of WSACC's Personnel Policy. Please see the changes in red and highlighted in yellow.

6.3 Leave Without Pay (Exclusion of Family and Medical Leave)

An employee with at least six (6) months of satisfactory service may be granted leave of absence without pay under certain extenuating circumstances. After using all earned and accumulated sick leave and annual leave, an employee may request additional leave without pay, not to exceed thirty (30) calendar days, by submitting a written request to his/her department director. The department director may grant this leave without pay if the absence of the employee will not severely restrict the mission of the department.

Any additional requests may be approved by the Executive Director upon recommendation by the department director involved. However, at any time during the second term, after five (5) days' notice to the employee, the position involved may be declared vacant and filled by appointment. Any reinstatement of the original employee at the end of the second term will be based on the availability of the original or similar position. WSACC will be under no obligation to reinstate the original employee if the best interest of WSACC requires that the position be filled as stated above and no comparable position is available. (Note: Any employee who is absent due to health problems or illness must provide a health care provider's certification that the employee is fit to return to work.)

When an employee is on approved leave without pay status, no holiday pay will be issued for holidays occurring during the leave period and the employee will no longer accumulate sick leave and annual leave. WSACC continues to pay employee's health, dental and life insurances **as well as long-term disability** and the employer contribution to the 401(k) during the approved leave period, if applicable. Even though the leave without pay is approved, the leave will count as an absence as it relates to performance.

We recommend that the Board approve the changes made to Section 6.3 Leave Without Pay (Exclusion of Family and Medical Leave).

AGENDA MEMORANDUM

TO: WSACC Board of Directors

FROM: Chad VonCannon, PE 
Executive Director

DATE: August 8, 2025

SUBJECT: Resolution of the Water and Sewer Authority of Cabarrus County
Authorizing Membership in the Yadkin-Pee Dee Water Management Group

BOARD ACTION REQUESTED: Approve the resolution as presented.

As a formality, the WSACC Board has been asked to approve the attached resolution with the Yadkin-Pee Dee Water Management Group (YPDWMG). Currently, WSACC is a member and supports the group's efforts.

The YPDWMG is a collaborative effort by a working group of 18 governmental, public water utility, and reservoir operator parties providing service within the Yadkin-Pee Dee Basin.

YPDWMG provides a structure for regional collaboration to coordinate activities and explore mutually beneficial ways to protect and develop our water supply – and save money and time. Regional collaboration by our water supply managers is one step towards our goal of enhancing the welfare of Yadkin-Pee Dee residents by jointly planning for the sustainable use of water from the Yadkin-Pee Dee River Basin.

It is my recommendation that the Board approve the resolution as presented.

RESOLUTION OF THE WATER AND SEWER AUTHORITY OF CABARRUS COUNTY
AUTHORIZING MEMBERSHIP IN THE YADKIN-PEE DEE WATER MANAGEMENT
GROUP

WHEREAS, many local governments in North Carolina who operate public water systems and other governmental and private entities have a vested interest in the Yadkin-Pee Dee Basin (“Basin”); and

WHEREAS, the Yadkin-Pee Dee Water Management Group has been a successful partnership between many of these governmental and private entities, including the Water and Sewer Authority of Cabarrus County, since 2016; and

WHEREAS, the Water Management Group was incorporated as a tax-exempt, non-profit 501(c)(3) corporation on May 8, 2023, to enhance the long-term sustainability of the Group; and

WHEREAS, the Yadkin-Pee Dee Water Management Group Members have recommended that eligible members of the Water Management Group adopt a standard resolution affirming participation in the group in accordance with the approved Articles of Incorporation and Bylaws; and

WHEREAS, the Water and Sewer Authority of Cabarrus County has been an active participant in the Yadkin-Pee Dee Water Management Group but does not currently have a signed resolution on file;

NOW, THEREFORE, BE IT RESOLVED by the governing body of the Water and Sewer Authority of Cabarrus County that:

- The Water and Sewer Authority of Cabarrus County wishes to affirm its continued membership and support of the Yadkin-Pee Dee Water Management Group in accordance with the terms of the Organizational Documents; and
- The Executive Director is hereby designated to select a Member Representative and Alternative to represent Water and Sewer Authority of Cabarrus County’s interests as a member of the Group and the same are hereby authorized and directed to attend meetings of the Group, vote on election of officers and at-large directors of the Group, consider, vote, and take action on such other matters as may come before the Group and discharge the duties and responsibilities of such positions as set forth in the Organizational Documents of the group so long as each shall hold such position.
- The Executive Director is authorized to remove Member Representatives and Alternates and appoint replacement Member Representatives and Alternates at the Executive Director’s discretion.

This, the 20th day of August 2025.

Michael B. Legg, Chairman

ATTEST:

Shannon Kincaid, Secretary to the Board

AGENDA MEMORANDUM

TO: Chad VonCannon, PE
Executive Director

FROM: Thomas Hahn, PE TH
Engineering Director

DATE: August 4, 2025

SUBJECT: WSACC CIP Update

BOARD ACTION REQUESTED: None

Several major studies and construction efforts are currently in progress. I will provide a presentation with a summary of the work to date and a preview of upcoming work for each of the following:

Wastewater Treatment Plant Construction

- Rocky River Regional Wastewater Treatment Plant Expansion

Collection System Construction

- Lower Coddle Creek Parallel Interceptor
- Back Creek Parallel Interceptor

Collection System Rehabilitation

- Rocky River Sewer Rehab

Studies

- Master Plan and NPDES Permitting
- Wastewater Treatment Facilities Plan and Preliminary Engineering Report (PER)

AGENDA MEMORANDUM

TO: Chad VonCannon, PE
Executive Director

FROM: Thomas Hahn, PE *TH*
Engineering Director

DATE: August 4, 2025

SUBJECT: Wastewater Flow Acceptance Update

BOARD ACTION REQUESTED: None

Following coordination with member jurisdiction staff members for project-level updates in June and early July, WSACC issued a memo to member jurisdictions for the thirteenth distribution of flow allocation for the Rocky River Regional Wastewater Treatment Plant (RRRWWTP). The mid-year 2025 project updates from the Cabarrus County jurisdictions result in an estimated additional 219,569 gallons per day (gpd) being available to member jurisdictions in Cabarrus County for allocation to the RRRWWTP. The overall total was distributed among member jurisdictions per the Interlocal Wastewater Capacity Allocation Agreement. Following similar updates for projects in the Midland area, WSACC issued a separate memo confirming that approximately 80,000 gpd remains available for allocation at the Muddy Creek Wastewater Treatment Plant. I will present the results of the thirteenth distribution of flow allocation.



BOARD OF ADJUSTMENT AGENDA

**Kannapolis City Hall
Laureate Center - Kannapolis, N.C.**

**Tuesday, August 5, 2025
6:00 PM**

- 1. Call to Order**
- 2. Roll Call and Recognition of Quorum**
- 3. Approval of Agenda**
- 4. Approval of Minutes – July 1, 2025**
- 5. Swearing In for Testimony**
- 6. Public Hearing:**

a. BOA-2025-10 – Special Use Permit – 403 Alpine St.

Public hearing to consider a request for a Special Use Permit (SUP) to allow a 27-unit pocket neighborhood development on property located at 403 Alpine Street. Pursuant to Table 4.2.B(5) of the Kannapolis Development Ordinance (KDO), a Special Use Permit is required for a pocket neighborhood development in the Residential 8 (R8) zoning district when the number of dwelling units exceeds twelve (12). The subject property is approximately 4.67 ± acres and is identified as Rowan County Parcel Identification Number 159 117.

Note: This agenda item was continued from the July 1st meeting at the request of the Board in order for additional information to be provided at the next meeting.

b. BOA-2025-12 – Variance – 1703 Lane St.

Public hearing to consider a variance request under Section 4.3.D(1)3 for property located at 1703 Lane St. The applicant seeks a variance from the Accessory Dwelling Unit (ADU) dimensional requirements specifically to allow the existing ADU to be located five feet (5') from the rear and side property lines, where the minimum required rear setback is twenty-five feet (25') and the minimum required side setback is ten feet (10'). The subject property was recently rezoned to Residential 4-Conditional Zoning (R4-CZ) under case CZ-2025-03, is approximately ±0.23 acres, and is further identified as Cabarrus County Parcel Identification Number (PIN) 5624418667000.

c. BOA-2025-13 – Certificate of Nonconformity Adjustment – 405 Rogers Lake Rd.

Public hearing to consider a request for a Certificate of Nonconformity Adjustment (CONA) to allow for a personal vehicle service and repair use on a property located at 405 Rogers Lake Rd. Section 2.5.E(4) of the Kannapolis Development Ordinance requires the approval of a CONA prior to any change of use of a structure or land from one nonconforming use to another

nonconforming use. The subject property is zoned Residential 4 (R4) and is approximately 0.42 +/- acres and located at 405 Rogers Lake Rd., further identified as Cabarrus County Parcel Identification Number 56135116580000.

d. BOA-2025-14 – Certificate of Nonconformity Adjustment – 2808 Lane St.

Public hearing to consider a request for a Certificate of Nonconformity Adjustment (CONA) for property located at 2808 Lane St. The requested CONA is to permit a pole sign measuring 90 square feet in area and 65 feet in height, where a maximum sign area of 64 feet and maximum height of 15 feet is allowed. The current pole sign is approximately 137 square feet in area and 65 feet in height. Section 2.5.E(4) of the Kannapolis Development Ordinance requires the approval of a CONA prior to any change of use of a structure or land from one nonconforming use to another nonconforming use. The subject property is zoned General Commercial (GC) and is approximately 1.51 +/- acres located at 2808 Lane St. and further identified as Cabarrus County Parcel Identification Number 56334995000000.

e. BOA-2025-15 – Certificate of Nonconformity Adjustment – 2702 N. Cannon Blvd.

Public hearing to consider a request for a Certificate of Nonconformity Adjustment (CONA) to allow for a contractor's office use on a property located at 2702 N. Cannon Blvd. Section 2.5.E(4) of the Kannapolis Development Ordinance requires the approval of a CONA prior to any change of use of a structure or land from one nonconforming use to another nonconforming use. The subject property is split General Commercial (GC) and Residential-8 (R-8) zoning districts on approximately 3.18 +/- acres of property located at 2702 N. Cannon Blvd. and further identified as Rowan County Parcel Identification Numbers 162 030 and 162 029.

f. BOA-2025-16 – Special Use Permit – 1093 S. Cannon Blvd.

Public hearing to consider a request for a Special Use Permit (SUP) to allow for a tattoo studio on property located at 1093 S. Cannon Blvd. Pursuant to Table 4.2.B(5) of the Kannapolis Development Ordinance, a SUP is required for Tattoo or body-piercing uses in the General Commercial (GC) zoning district. The subject property is a unit located at 1093 S. Cannon Blvd., situated on an approximately ±3.00-acre parcel that contains multiple commercial and residential buildings. The property is more specifically identified as Cabarrus County Parcel Identification Number 56230355880000.

7. Planning Director Updates

8. Other Business

9. Adjourn



BOARD OF ADJUSTMENT AGENDA

**Kannapolis City Hall
Laureate Center - Kannapolis, NC**

(NOTE: The Board of Adjustment will conduct training at 5pm in the same location, just before the regular meeting.)

**Tuesday, September 2, 2025
6:00 PM**

- 1. Call to Order**
- 2. Oath of Office** – Angie McClain
- 3. Roll Call and Recognition of Quorum**
- 4. Approval of Agenda**
- 5. Approval of Minutes** – August 5, 2025
- 6. Swearing In for Testimony**
- 7. Public Hearing:**
 - a. BOA-2025-17 – Special Use Permit – 2204 Summit Ave.**
Public hearing to consider a request for a Special Use Permit (SUP) to allow for a private school use on a portion of property located at 2204 Summit Ave. Pursuant to Table 4.2.B(5) of the Kannapolis Development Ordinance (KDO), issuance of a SUP is required for a private school in the Residential 8 (R8) zoning district. The subject property is approximately 6.93 +/- acres, zoned R8, and is further identified as Rowan County Parcel Identification Number 160 121. The proposal involves the use of an existing building on a church property for a private K–12 school.
 - b. BOA-2025-18 – Appeal of an interpretation of the Kannapolis Development Ordinance**
Public hearing to consider an appeal of the Planning Director’s interpretation of Section 5.9, Sign Standards, Table 5.9.E(1)(a) of the Kannapolis Development Ordinance (KDO). The appeal concerns the area of wall signs permitted in the General Commercial (GC) zoning district. Staff has determined that the requested wall sign must be reduced to no more than one (1) square foot per linear foot of wall. The subject property is zoned GC, contains approximately 1.17 +/- acres, and is located at 2815 N. Cannon Blvd., further identified as Rowan County Parcel Identification Number 133 228.
- 8. Planning Director Updates**
- 9. Other Business**
- 10. Adjourn**

City of Kannapolis
PARKS AND RECREATION COMMISSION
“Discover the Fun!”

AGENDA
REGULAR MEETING
TUESDAY, AUGUST 12, 2025
6:00 P.M.

- I. Call to Order
- II. Approval of Minutes – June 10, 2025
- III. Citizen’s Concerns / Comments
- IV. Old Business
 - Project updates
- V. New Business
 - Park naming discussion
- VI. Program Report
- VII. Director’s Report
- VIII. Commission Member Reports / Comments
- IX. Upcoming Events / Meetings
 - Monday, August 11, 2025 – City Council Mtg. Kannapolis City Hall at 4:30 p.m.
 - Tuesday, August 12, 2025 – P&R Comm. Mtg. Kannapolis City Hall at 6:00 p.m.
 - Thursday, August 14, 2025 – Too Much Sylvia at Veterans Park at 6:00 p.m.
 - Monday, August 25, 2025 – City Council Mtg. Kannapolis City Hall at 6:00 p.m.
 - Monday, September 8, 2025 – City Council Mtg. Kannapolis City Hall at 4:30 p.m.
 - Tuesday, September 9, 2025 – P&R Comm. Mtg. Kannapolis City Hall at 6:00 p.m.
 - Thursday, September 11, 2025 – The Tonez at Veterans Park at 6:00 p.m.
 - Saturday, November 15, 2025 – Christmas Tree Lighting at Village Park at 6:00 p.m.
- X. Adjourn

* Please note, that to speak during Citizen’s Concerns / Comments, please use the sign-up sheet provided prior to the meeting and list your name, address, and topic. Each speaker is limited to 3 – 5 minutes.



**CITY OF KANNAPOLIS
PLANNING & ZONING COMMISSION MEETING**

August 19, 2025, at 6:00 pm

Agenda

1. Call to Order

2. Roll Call and Recognition of Quorum

3. Approval of Agenda

4. Approval of Minutes: July 15, 2025

5. Public Hearing

a. Z-2025-06 – Zoning Map Amendment – 5056 Wig Street

Public Hearing to consider a request to assign City of Kannapolis zoning to recently annexed property located at 5056 Wig Street. The subject property is currently zoned Cabarrus County Low Density Residential (LDR), and the request is to assign City of Kannapolis Residential 8 (R8) zoning district. The subject property is approximately 0.26 +/- acres and furthered identified as Cabarrus County Parcel Identification Number 56034954710000.

b. Z-2025-07 – 5911 Charleston Avenue

Public Hearing to consider a request to assign City of Kannapolis zoning to recently annexed property located at 5911 Charleston Avenue. The subject property is currently zoned Cabarrus County Low Density Residential (LDR), and the request is to assign to City of Kannapolis Residential 8 (R8) zoning district. The subject property is approximately 0.26 +/- acres and furthered identified as Cabarrus County Parcel Identification Number 56035917630000.

6. Recommendation to City Council

a. Text Amendment – TA-2025-06 – KDO Updates

Consider a recommendation to City Council regarding multiple staff proposed text amendments to the Kannapolis Development Ordinance.

7. Planning Director Update

8. Other Business

9. Adjourn



**CITY OF KANNAPOLIS
PLANNING & ZONING COMMISSION MEETING**

September 16, 2025, at 6:00 pm

Agenda

- 1. Call to Order**
- 2. Roll Call and Recognition of Quorum**
- 3. Approval of Agenda**
- 4. Approval of Minutes:** August 19, 2025
- 5. Public Hearing**
 - a. Z-2025-08 – Zoning Map Amendment – 5090 Patterson Road**

Public Hearing to consider a request to rezone property located at 5090 Patterson Road from Cabarrus County Low Density Residential (LDR) zoning district and City of Kannapolis Residential 4 (R4) zoning district to City of Kannapolis Residential 8 (R8) zoning district. The subject property is approximately 0.78 +/- acres and further identified as Cabarrus County Parcel Identification Number 56334501980000.
 - b. Z-2025-09 – Zoning Map Amendment – 5078 Bahama Drive**

Public Hearing to consider a request to assign City of Kannapolis zoning to recently annexed property located at 5078 Bahama Drive. The subject property is currently zoned Cabarrus County Low Density Residential (LDR), and the request is to assign to City of Kannapolis Residential 4 (R4) zoning district. The subject property is approximately 0.91 +/- acres and further identified as Cabarrus County Parcel Identification Number 56044194530000.
- 6. Recommendation to City Council**
 - a. Text Amendment – TA-2025-03 – Tattoo or body piercing establishment in CC District by Special Use Permit (SUP)**

Consider a recommendation to City Council on an amendment to the Kannapolis Development Ordinance (KDO) regarding allowing a tattoo or body-piercing establishment in the Center City (CC) zoning district by Special Use Permit (SUP).
- 7. Planning Director Update**
- 8. Other Business**
- 9. Adjourn**

Cabarrus Rowan Urban Area
Metropolitan Planning Organization
Transportation Advisory Committee

Wednesday August 27, 2025

5:30 pm

Dinner provided by
Town of Faith

PUBLIC WIFI PASSWORD I-Love-Kannapolis!

**NC Research Campus
Kannapolis City Hall
401 Laureate Way
Kannapolis, NC 28081**

Agenda

1) Call to Order TAC Chairman Smith

- Pledge of Allegiance
- Roll Call of Members for Quorum & Introduction of Guests
- List of Eligible TAC Voting Members
- Ethics Reminder
- Legislative or Board of Transportation Updates
- Chamber of Commerce Update
- Speakers from the Floor (3 minutes per speaker)
- Adjustments/Approval to the Agenda including Consent

CONSENT AGENDA

All items on the consent agenda are considered to be routine and may be enacted by one motion. If a TAC member requests discussion on an item, the item will be removed from the consent agenda and considered separately. The following items are presented for TAC consideration on the Consent Agenda:

2) FY 2024-2033 MTIP Modification #11 Phil Conrad

INFORMATION: MPO staff typically brings amendments or modifications from recent NCDOT Board of Transportation agendas to the TCC/TAC for consideration. The first project modifications are statewide project additions: M-0570, C-5702E, HO-0024, and R-5753. The second project modification is to add utilities in FY 25 for Brenner Avenue sidewalk project (C-5603H). The third project modification is to add utilities in FY 25 for the Grants Creek Greenway project (EB-5619B). The fourth project modification is to add utilities in FY 25 to the Brenner Avenue safety project (HL-0049). The fifth project modification is to

increase the cost by more than 25 percent for the Brenner Avenue safety project (HL-0049). The fifth project modification is to delay construction to FY 26 for the track improvements, second platform, and pedestrian underpass (P-5725). The sixth project modification is to increase the cost by more than 25 percent for the station building, waiting space and surface parking (P-5733). The seventh project modification is to modify the scope at the request of the Division for various sidewalks in Concord (BL-0087). The eighth project modification is to delay construction to FY 27 for the NC 49 access management improvements (HL-0062). The ninth project modification is to delay right-of-way to FY 26 for the Winecoff School Road pedestrian improvements (HS-2410A). The tenth project is to delay construction to FY 26 for the Clark Creek Greenway (BL-0060). The eleventh project is to delay construction to FY 26 for the Little Texas Road sidewalk (EB-5844). The twelfth project is to modify the scope of Poplar Tent Rd widening (U-3415A). Attachment 3 is a resolution modifying the MTIP for these projects.

ACTION/RECOMMENDATION: 1) Receive a report on modification #11 to the FY 2024-2033 MTIP; and 2) Consider endorsing modification #11 to the FY 2024-2033 MTIP.

3) Rider Public Transportation Agency Safety Plan Phil Conrad

INFORMATION: The Public Transportation Agency Safety Plan (PTASP) final rule (49 C.F.R. Part 673) requires certain operators of public transportation systems that are recipients or subrecipients of FTA grant funds to develop safety plans that include the processes and procedures necessary for implementing Safety Management Systems (SMS). On 12/16/2019, Concord Kannapolis Area Transit/City of Concord notified NCDOT that they would not be drafting and certifying it's own Public Transportation Agency Safety Plan, choosing to draft and certify their Public Transportation Agency Safety Plan under NCDOT's framework and requirements as they are allowed by FTA to do as a small (less than 100 bus) public transportation provider. The document was approved by the Concord Kannapolis Area Transit Commission on June 26, 2025 and will go to the Concord City Council for approval following action by the MPO. A request for approval by the NCDOT is the last step prior to final certification. The PTASP (311 pages) can be found at: www.ckrider.com/resources/documents/

ACTION/RECOMMENDATION: 1) Receive a report on the Rider Public Transportation Agency Safety Plan; and 2) Consider approving the Rider Public Transportation Agency Safety Plan.

THIS CONCLUDES THE CONSENT AGENDA

4) Approval of May 26, 2025 minutes TAC Chairman Smith

5) FY 2026-2029 TIP Conformity

Phil Conrad

INFORMATION: The Cabarrus-Rowan MPO and the Metrolina Regional Partners are working on an Air Quality Conformity Analysis and Determination Report for the 2026-2029 TIP. A copy of the report will be posted on the MPO website. The TIP Conformity Report demonstrates that the financially constrained MTP's in the Metrolina Region meet national ambient air quality standards. (An explanation of the fiscal constraint prologue will be provided by NCDOT.) The report also certifies that the Transportation Improvement Program is a subset of the 2050 MTP and the Conformity Report is consistent with the State Implementation Plan (SIP). A public comment period will conclude on August 20th. No comments have been received to date. An excerpt from the TIP Conformity Report is provided as attachment 5.

ACTION / RECOMMENDATION: 1) Receive a report on the Air Quality Conformity Analysis and Determination Report; 2) Discuss; and 3) Consider endorsing the Air Quality Conformity Analysis and Determination for the 2026-2029 TIP and financial prologue for the STIP including resolutions 5A and 5B.

6) STBG Program Project Call

Phil Conrad

INFORMATION: The MPO issued a call for project proposals for the STPBG funding source to the MPO. The call concluded on August 8th. Staff received a total of 8 project requests from 6 project sponsors. The total cost of these projects is \$28.5 million. MPO staff would propose using \$24.46 million in federal STPBG funds (80 percent) for all 8 projects. Attachment 6A is the list of project proposals. The associated application and narrative for these projects is attachment 6B.

ACTION/RECOMMENDATION: 1) Receive a report on the proposed STPBG Call for New Projects; 2) Discuss; and 3) Consider endorsing the 8 project requests from the 6 project sponsors.

7) DRAFT 2028-2037 TIP Project Call

Phil Conrad

INFORMATION: With the recent adoption of the 2026-2035 TIP in July, MPO staff prepared a schedule for identifying and adopting the next STI list for the MPO area. The first step was to have a call for *new* projects (all modes) and the deadline for submitting *new* projects was May 9th. There were no new submittals, primarily due to the decrease in submittal slots by mode from 23 to 16 for the MPO area. Attachment 7 includes a list of the holding tank projects to be evaluated in P8 by NCDOT for those limited slots.

ACTION/RECOMMENDATION: 1) Receive a report on any NEW TIP Priority Projects; 2) Discuss; and 3) Consider endorsing the holding tank projects for submittal (16 per mode) to NCDOT for quantitative review.

8) Funding Swap Request

Phil Conrad

INFORMATION: The NCDOT is proposing the swapping of funding sources for several projects within the CRMPO, which could potentially help NCDOT secure additional federal funding for North Carolina. The funding swap involves switching \$12 million of CRMPO's Surface Transportation Block Grant-Direct Attributable (STBG-DA) federal funds for \$6.7 million in other flexible federal funds in the years the STBG-DA funds were programmed. There is no impact to schedules, local matches, or project management requirements resulting from the swap. Attachment 8 is an email from NCDOT staff explaining the request and proposed swap.

ACTION / RECOMMENDATION: 1) Receive a report on a proposed funding swap request from NCDOT; 2) Discuss; and 3) Consider endorsing the request from NCDOT for the fund swap as proposed.

9) Reports / MPO Business

Phil Conrad / TAC Members

- Local Reports – NCDOT Division 9 & 10/TPD
- Functional Classification Update – Alpesh Patel
- 2055 MTP Update and Public Survey
- FY 26 Special Studies
- FY 26 Bike and Ped Demonstration Planning Studies
- CMAQ Priority Submittal and Funding Update

10) Information Items

Phil Conrad

- Rider and Salisbury Transit Ridership

Next meeting: September 24, 2025

- Agenda items for September TAC meeting



Kannapolis City Council

City Council Agenda Staff Report
September 22, 2025

To: Mayor and City Council

From: Alex Anderson, Director of Water Resources, Gerald Faulkner, Water Treatment Manager

Subject: **REPORT** - Monthly Wastewater Allocations Report **RECEIVED**

Recommended Action Requested by City Council

Motion to receive the report.

Required Votes to Pass Required Action

Majority Present at Meeting

Background

Attached is an update of development projects and current wastewater capacity. This update captures all known and allocated projects through our 2027 projected allocation and captures wastewater allocation for all approved development agreements.

Fiscal Implications

None.

Alternate Courses of Action

1. Take no action.

Attachments

1. 2025 09 Update

**City of Kannapolis
Monthly Wastewater Allocations Update
September 2025**

Summary of Available WSACC Sewer Allocation for Kannapolis: 950,514

Total Restricted and Previously Committed Reserves: 971,129

WSACC Distributions this month: 62,626

Pending Projects Approved by Policy: 17,345

Remaining Non-Restricted Reserves: 921,440

Summary Remaining for post-2027 Sewer Allocation: 109,000 (approximately)

Pending Projects under Review:

- Blue Ridge Apartments is required to be allocated, based upon previous submittals the sewer demand is estimated at 70,137 GPD. This amount will be reduced from the Downtown Set Aside in 2024 and 2027.
 - A commercial project at Odell School Road and HWY 73 submitted for wastewater allocation during the last non-residential in-fill call for projects. Staff has previously completed the preliminary review and deemed this project to be within the requirements of the policy. Staff will begin to create the development agreement with the developer for future council consideration. This project will likely be built in two phases with an initial allocation of 5,000 GPD and second phase of 5,000 to 10,000 GPD.
 - Distribution #13 totaling 62,626 has been reviewed and approved.
 - Correction to the Cannon Manor and Summerlyn developments is recommended to occur at 14,720 GPD (196 Bedrooms for Summerlyn) and 2,625 GPD (35 Bedrooms for Cannon Manor). This new sewer allocation is proposed to be used from distribution #13.
-

Update Summary:

1. Staff intend to present an updated Exhibit A for City Council review and adoption in September or October 2025.
2. Staff are preparing to transfer up to 12,500 GPD from Reserves to Wyrick Property as a Priority 1 Project with prior City Commitment. This transfer was always planned but did not

occur in the most recent Exhibit A in 2024 as the project timing was not yet finalized. This action will not reduce the post-2027 sewer allocation total.

3. Staff are preparing to propose a reduction in 2027 Affordable Housing and Plant 4 site reserves of a combined 42,000 GPD to restore Concrescere Business Park to 42,000 GPD. This action will not reduce the post-2027 sewer allocation total. City Council authorization will be requested to amend Exhibit A.

Exhibits and Appendices

All figures are shown in GPD

Executive Summary Calculations

Summary of Available WSACC Sewer Allocation for Kannapolis (current):	950,514
Previous WSACC Distribution #12:	43,485
Current WSACC Distribution #13:	62,626
Projected WSACC 2027 distribution:	962,000
Total Restricted and Previously Committed Reserves:	(997,079)
Remaining Non-Restricted Reserves:	(895,490)
WSACC Distributions this month: None	0
Pending Projects Approved by Policy:	(17,345)
Summary Remaining for post-2027 Sewer Allocation (approximate):	~109,000

General Tracking Based on Adopted Exhibit A

Previously Approved or Otherwise Committed Projects 2024-2025 (as shown in Exhibit A):

Lowes Foods - Kellswater Commons	9,698
Summerlyn Village Subdivision (2024)	12,900
Summerlyn Village Subdivision (2024)	30,600
Summerlyn Village Subdivision (2027)	30,600
Cannon Manor Subdivision	7,650
Emerson Glen Subdivision	12,900
Pace (Medical)	5,000
Coldwater Ridge Phase II apartments	9,100
Trinity Corners	10,125
85 Exchange (Industrial)	24,500
McDonalds – Kellswater Commons	1,280
Bakers Creek Subdivision (2024)	28,125
Bakers Creek Subdivision	28,125
Kannapolis Crossing – Development Agreement	316,000
Kannapolis Gateway Business Park	~5,000
Afton – Childers Cline Building III	~5,000
Downtown Reserves	225,305
• Market at Millstone (16,655) • Millstone Village (48,500) • Crest Field (50,400) • Bainbridge Kannapolis (52,975) • Towns at Millstone (30,375) • Dale Earnhardt Blvd Partners (26,400)	
Loop Yard Phase 1	36,225
Residential In-Fill (2024)	11,213
Hedgecliff Towns	28,856
Evolve-Hawthorne	41,925
Greenview Apartments	14,175
Stanley Drive (existing building) & Phase 2	27,900
Failed Septic System Emergency	4,740
Blue Ridge Apartments	70,137
Total Restricted and Previously Committed Reserve	997,079

Non-Restricted Reserves (between 2024 and 2027 distributions) Total (as shown in Exhibit A):

Block 5 (Mixed Use/Apartments)	16,150
Block 5 (Commercial Reserves)	36,000
Block 6 (Mixed Use/Apartments)	56,250
Afton Ridge Reserves (remaining)	7,000
Lakeshore Reserves	18,000
Kannapolis Crossings Reserves	100,000
Downtown Reserves (remaining)	92,067
Additional Downtown Set-Aside Reserves	29,863
Loop Yard Phase 2 (lift station improvements)	95,000
Non-Residential In-Fill	90,800
Affordable Housing (2024)	21,600
Affordable Housing (2027)	20,000
Metro 63	18,000
85 Exchange Industrial Reserves	28,000
Kannapolis Parkway and Rogers Lake Road Reserves	28,000
Concord Lake Road and Roxie Street Reserves	12,000
Glen Afton and Kannapolis PKWY (Motely Industrial)	42,000
Plant 4 Site	94,500
Concrescere Business Park	0
Community Enhancement (schools and infrastructure)	20,000
Strategic Buffer	70,260
Total Non-Restricted and Previously Committed Reserve	895,490

Waitlist Projects (No current allocation available) (as shown in Exhibit A):

The Farm at Riverpointe Phases 3B, 5, 6	59,588
Riverpointe at Davidson	131,250
Bridges of Cabarrus II	31,500
Abberly (885 Kannapolis Pkwy)	52,650
Lane St Townhomes W of Royce St	42,075
Cavallaro Ridge (Windy Hill Farm) at Boy Scout Camp/Isenhour	20,250
Kannapolis Pkwy Townhomes North of Redwood Apartments	26,100
Stonehaven	2,025
Sudbury Rd Subdivision	18,900
Camp Cabarrus at Kannapolis Pkwy & Dovefield Ln	54,900
Trinity Church Rd Apartments at Northwest Cabarrus High School	21,300
Orphanage Rd Apartments north side	8,100

Exhibit Tracking Calculations:

- Stanley Drive = 19,000 + 8,700 = 27,200 (not to exceed 8,700 GPD total for Building 1)
- Afton Ridge Reserves = 12,000 – ~5,000 = 7,000
- Wyrick (Maple Ridge Calculations) = Twelve 1-bedroom, forty-six 2-bedroom, twelve 3-bedroom and up to 2,000 GPD amenity/clubhouse. Total not to exceed 12,500.
- Downtown Reserves:

Current Reserve	317,372
• Market at Millstone	(16,655)
• Millstone Village	(48,500)
• Crest Field	(50,400)
• Bainbridge Kannapolis	(52,975)
• Towns at Millstone	(30,375)
• Dale Earnhardt Blvd Partners	(26,400)
Remaining Original Downtown Reserves	92,067

Sewer Capacity as of September 1, 2025 Calculations (distribution #13):

○ Start	1,054,306
○ Approved	(123,518)
○ Restricted	(846,002)
○ Unrestricted	(941,267)
○ Strategic Buffer	(75,000)
○ Anticipated by policy	(~28,250)
○ WSACC Dist #12	43,485
○ WSACC Dist \$13	62,626
○ 2027 Addition	<u>962,000</u>

Exhibit A Remaining Capacity in Post 2027: ~**108,380 (within 1%)**



Kannapolis City Council

City Council Agenda Staff Report
September 22, 2025

To: Mayor and City Council
From: Pam Scaggs, City Clerk
Subject: **MINUTES** - July 28, 2025 Closed Session; August 11, 2025 Work Session
APPROVED

Recommended Action Requested by City Council

Motion to approve the Minutes

Required Votes to Pass Required Action

Majority Present at Meeting

Background

Fiscal Implications

Alternate Courses of Action

Attachments

1. August 11, 2025 Work Session Minutes Draft

**CITY OF KANNAPOLIS
CITY COUNCIL
WORK SESSION MINUTES
August 11, 2025**

A work session of the Kannapolis City Council was held on Monday, August 11, 2025, at 4:30 P.M., at Kannapolis City Hall located at 401 Laureate Way, Kannapolis, NC.

CITY COUNCIL MEMBERS PRESENT:

Council Members: Darrell Hinnant, Mayor
Doug Wilson
Jeanne Dixon
Dianne Berry, Mayor Pro tem
Tom Kincaid
Darrell Jackson
Ryan Dayvault

Council Members Absent: None

City Manager: Mike Legg

Deputy City Manager: Eddie Smith

Assistant City Manager: Tina Cline

Assistant City Manager: Wilmer Melton

City Attorney: Andrew Kelly

City Clerk: Pam Scaggs

Staff Present:	Alex Anderson	Terry Spry
	Richard Smith	Gerald Faulkner
	Michael Rattler	Gary Mills
	Kirk Beard	Irene Wong
	Sherry Gordon	Annette Privette-Keller

Visitors Present:	Tracy Caskey	Amelia Caskey
	Fred Caskey	Brenda Trott
	Scott Trott	Jamie Richardson
	Zach Erwin	Sophia Wilkerson
	Joe Hatley	Christine Nelson
	Phil Goodman	Jayne Williams
	Pam Smith	Robert Jenkins
	Harrison Davis	Mark Spitzer
	Gavin Murfitt	

1 **CALL TO ORDER AND WELCOME**

2 Mayor Hinnant called the meeting to order and welcomed all in attendance. He led a moment of silent
3 prayer, followed by the Pledge of Allegiance by Councilmember Wilson.
4

5 **ADOPTION OF AGENDA**

6 Mayor Hinnant called for a motion regarding the Agenda. Councilmember Jackson made the motion
7 to approve, second by Councilmember Dixon and the motion was unanimously approved.
8

9 **PROCLAMATION AND RECOGNITIONS**

10 Mayor Hinnant recognized Scott Trott for his dedicated service to the City of Kannapolis, highlighting
11 his contributions as a member of the Planning and Zoning Commission since 2013 and his prior
12 service on the Parks and Recreation Commission. He presented Mr. Trott with a plaque of
13 appreciation and noted that Mr. Trott and his wife have been life-long Kannapolis residents who
14 played an active role in the City's incorporation efforts.
15

16 **CONSENT AGENDA**

17 Mayor Hinnant called for a motion on the Consent Agenda. Councilmember Dixon made the motion
18 to approve, second by Mayor Pro tem Berry and the motion unanimously approved.
19

20 Ordinance to amend the Traffic Control Schedule (Michael Rattler, Director of Transportation and
21 Environmental Services) (Copy included as Agenda Item: E.A).
22

23 Voluntary Annexation (A-2025-09) 5090 Patterson Road (Richard Smith, Planning Director) (Copy
24 included as Agenda Item: E.B).
25

26 Voluntary Annexation (A-2025-10) 5078 Bahama Drive (Richard Smith, Planning Director) (Copy
27 included as Agenda Item: E.C).
28

29 Ordinance to amend budget for one-time Downtown Improvements (Mike Legg, City Manager)
30 (Copy included as Agenda Item: E.D).
31

32 Amendment to the HOME Annual Action Plan and Budget (Sherry Gordon, Community
33 Development Program Administrator) (Copy included as Agenda Item: E.E)
34

35 Monthly Wastewater Allocations Report (Alex Anderson, Director of Water Resources; Elizabeth
36 Hassenfritz, Director of Engineering) (Copy included as Agenda Item: E.F)
37

38 Agendas and activities report for City appointed or City represented Boards and Commissions (Mike
39 Legg, City Manager) (Copy included as Agenda Item: E.G)
40

41 Minutes: July 14, 2025 Work Session Meeting Minutes (Pam Scaggs, City Clerk) (Copy included as
42 Agenda Item: E.H)
43

44 Minutes: July 28, 2025 Business Meeting Minutes (Pam Scaggs, City Clerk) (Copy included as
45 Agenda Item: E.I)
46

1 **BUSINESS AGENDA**

2 **Discussion – Downtown Covenants, Conditions, and Restrictions (CCRs) discussion and**
3 **potential changes (Richard Smith, Planning Director) (Copy included as Agenda Item: F.A).**

4 Planning Director Richard Smith explained that recent discussion of the Downtown Covenants,
5 Conditions, and Restrictions (CCRs) was prompted by a tenant's request to open a tattoo parlor, which
6 began operating before staff review. This led to a broader analysis of discrepancies between uses
7 permitted under the CCRs and those allowed under the Kannapolis Development Ordinance (KDO).
8 Mr. Smith explained that since 2015, the City has enforced the CCRs in its role as majority downtown
9 property owner and declarant. Unlike zoning laws, which are publicly enforced, CCRs are enforced
10 privately by the City as a landowner and apply to areas such as West Avenue, Oak Avenue, Main Street,
11 and Pennant Square.

12
13 Mr. Smith presented a chart comparing allowable uses, noting 14 mismatches between the CCRs and
14 zoning regulations. Of these, only one use, video game or amusement arcade-type businesses, is allowed
15 under zoning but prohibited under the CCRs. Three such businesses currently operate downtown,
16 having opened before CCR enforcement was fully understood. He also provided updated occupancy
17 data: of 86 commercial addresses downtown, 68 are occupied, yielding a 79% occupancy rate noting
18 that it was well above the 60% target set in 2015. Mr. Smith added that the City still owns several
19 downtown properties, including streetscapes and parking areas, and the CCR district includes 440
20 residential units across 16 buildings, with 86% of the area used for housing.

21
22 Looking ahead, Mr. Smith noted that Block 2 is being sold, which could introduce new private owners
23 under the CCRs, affecting future enforcement and amendments. However, the City retains its role as
24 declarant as long as it remains a property owner. He also reported on a recent meeting with the Pennant
25 Square Homeowners Association (HOA) to discuss CCRs and their continued involvement in that
26 process.

27
28 During the discussion, Council members generally supported reviewing and potentially amending the
29 Downtown CCRs, with Councilmember Dayvault stressing the need to avoid negatively impacting
30 existing businesses. Councilmember Jackson noted that tattoo studios are now mainstream and, if
31 properly licensed, should be permitted. Councilmember Wilson and Mayor Hinnant agreed,
32 emphasizing that compliant businesses should not be excluded. Councilmember Dixon confirmed that
33 Pennant Square was included in the residential unit count, while Councilmember Dayvault inquired
34 about the indoor golf facility planned beneath Vida, which Mr. Smith confirmed would be subject to
35 the CCRs. He also raised questions about the City's unique role as declarant. Mr. Smith explained that
36 while rare, similar models exist, such as in Davidson, and noted that Pennant Square's HOA is
37 considering whether to remain under the CCRs, with a decision expected by August 20. Mr. Legg added
38 that the CCRs were created when the City acquired downtown property from Castle & Cooke, and at
39 that time, downtown was largely undeveloped and acknowledged that the inclusion of residential areas
40 like Pennant Square has since introduced complexities. Council also discussed the need to address
41 inconsistencies in CCR coverage, including parcels like the downtown stadium, and emphasized the
42 importance of ongoing evaluation. Mr. Smith confirmed for Mayor Pro tem Berry that individual
43 property owners still have the right to restrict specific uses within their buildings, even if allowed under
44 CCRs or zoning.

45
46 Mr. Smith stated that while no immediate action is required, Council will eventually need to consider
47 whether to amend the CCRs to better reflect and align with current downtown uses.

1 **Bid Award – Kannapolis Dam Spillway Replacement Project (Alex Anderson, Director of**
2 **Water Resources; Gerald Faulkner, Water Treatment Manager) (Copy included as Agenda**
3 **Item: F.B.).**

4 Alex Anderson, Director of Water Resources, provided information about the Kannapolis Lake
5 Spillway Replacement Project at Pump Station Road and West C Street. Originally built in 1940, the
6 spillway has undergone minor modifications over the years but is now showing signs of significant
7 aging, including concrete deterioration and outdated repairs. Mr. Anderson stated that the spillway
8 has been classified as a medium-sized, high-hazard structure by the North Carolina Department of
9 Environmental Quality (NCDEQ) and is also undersized for the Buffalo Creek watershed.
10 Engineering evaluations have determined that replacement is required to ensure long-term safety and
11 regulatory compliance.

12
13 Mr. Anderson provided pictures of the spillway in its current condition as well as pictures of the repair
14 process, explaining that the new design will be slightly wider, more stable, and include modern
15 features such as an improved weir and baffling blocks to manage stormwater more effectively.
16 Construction, expected to take 15 months, will involve lowering the lake, installing a temporary
17 cofferdam, replacing the spillway, and restoring the lake level. He added that the lowest bid, submitted
18 by Crowder Construction Company, is \$9,437,930. Funding will be secured through new bond
19 issuance, which will be discussed in the next agenda item. Staff recommends awarding the contract
20 to Crowder, contingent upon final funding and budget approvals.

21
22 In response to questions from Councilmembers Jackson and Dixon and Mayor Hinnant regarding
23 project cost, water flow, and pressure, Mr. Anderson explained that limited competition, due to only
24 a few contractors in the state specializing in this type of work, contributed to higher bid amounts.
25 While staff was initially disappointed by the pricing, consultations with the contractor, engineer, and
26 other dam operators confirmed the costs are reasonable given current market conditions. He assured
27 Council that the water plant will remain fully operational during construction, with continuous
28 discharge into Irish Buffalo Creek to meet environmental flow requirements. Mr. Anderson added
29 that residents should not notice any change in water pressure, and water will still be visibly flowing
30 into the creek. Although the lake level will temporarily drop, similar to typical summer lows, it will
31 return to near-normal levels once the cofferdam is in place. He stated that brief periods of significantly
32 lower water levels are expected at the beginning and end of the project, but these will not impact
33 water pressure or supply. The City will utilize alternative raw water sources, such as Cobble Creek
34 and Second Creek, to maintain adequate levels throughout the project.

35
36 Councilmember Wilson made motion to award the bid to Crowder Construction Company, Inc. and
37 to authorize the City Manager to execute the contract. Second by Councilmember Dayvault and
38 unanimously approved.

39
40 **Resolution – Kannapolis Dam Spillway Project Revenue Bonds (Brian Roberts, Finance**
41 **Director; Alex Anderson, Director of Water Resources; Kristin Jones, Budget and Strategy**
42 **Director) (Copy included as Agenda Item: F.C.).**

43 Finance Director Brian Roberts provided an overview of a preliminary resolution authorizing the
44 issuance of revenue bonds to fund the Kannapolis Lake Spillway Replacement project. He explained
45 that the resolution includes ratifying the bond application and selecting a preferred financing source.
46 Based on recent bids received by Mr. Anderson, the financing estimate was increased to a *not-to-*
47 *exceed* \$12 million, covering contingencies, remaining engineering costs, reimbursements, and

1 issuance fees. After issuing an RFP, staff received four proposals from Capital One, First National,
2 Huntington Bank, and Webster Bank, with Webster Bank offering the best terms: a 4.54% interest
3 rate over 20 years, compared to the next best at 4.81%. Mr. Roberts noted that debt service payments
4 are already included in the FY26 budget but cautioned that future water and sewer rate increases may
5 be needed depending on capital and operational demands.

6
7 Mayor Hinnant and Councilmember Jackson asked about the length of the process and whether the
8 rate quoted by Webster Bank is a locked rate. Mr. Roberts responded that if approved, the process
9 should be completed mid-September and that the rate is secured pending approval.

10
11 Councilmember Dayvault made the motion to approve the preliminary Resolution authorizing
12 issuance of Revenue Bonds for the Kannapolis Lake Dam Spillway project. Second by
13 Councilmember Kincaid and unanimously approved.

14
15 **Agreement – Cross Easement for Downtown Block 1 (Andrew Kelly, City Attorney) (Copy**
16 **included as Agenda Item: F.D.).**

17 City Attorney Andrew Kelly explained that during the sale of Block 1, the City entered into a Letter
18 of Agreement with the buyer concerning the area behind the Gem Theater and between Lots 1 and 2,
19 located between Main Street and West Avenue. The Agreement acknowledged that future
20 arrangements would be needed to address access (ingress and egress) to the rear of the buildings for
21 operational and safety purposes, including emergency exits and building equipment. Since then, the
22 City has worked with the current owner of both lots to clarify and formalize these access rights, and
23 the Easement Agreement is now being presented for consideration.

24
25 Regarding financial implications, Mr. Legg noted that the City's main responsibility would be for
26 underground utilities. If drainage issues or potholes arise within the easement, the City would cover
27 17% of repair costs, with the remaining 83% borne by the other property owners based on property
28 size and related factors. Overall, the City's share of potential expenses is expected to be minimal.

29
30 Mayor Hinnant called for a motion regarding the Agreement. Councilmember Jackson made the
31 motion to authorize the City Manager to execute the Cross Easement Agreement for Downtown Block
32 1, second by Councilmember Dayvault and unanimously approved.

33
34 **Resolution – Requesting the Naming of the Rogers Lake Road Bridge in honor of Linda P.**
35 **Johnson (Mike Legg, City Manager) (Copy included as Agenda Item: F.E.).**

36 Mayor Hinnant directed Council's attention to a resolution requesting the naming of the new Rogers
37 Lake Road Bridge in honor of the late State Representative Linda P. Johnson and invited questions.

38
39 Councilmember Dayvault expressed support for the resolution and suggested that Council also
40 formally name the bridge over South Cannon Boulevard (U.S. Hwy 29) at Martin Luther King, Jr.
41 Avenue in honor of Dr. King. While acknowledging this may require a separate resolution, he stressed
42 the importance of resolving the issue decisively. It was agreed that a resolution regarding the bridge
43 would be brought forward at a future meeting. Mayor Pro tem Berry asked if the City had previously
44 made any formal commitments to naming the bridge after Dr. King. Mayor Hinnant indicated that the
45 original petition to rename the street included the assumption that the future bridge would bear Dr.
46 King's name. Councilmember Wilson confirmed no formal request had been submitted but agreed
47 that the matter requires action.

1 Councilmember Dixon moved to name the Rogers Lake Bridge in honor of Linda B. Johnson, second
2 by Councilmember Dayvault, and the motion was unanimously approved.

3
4 Councilmember Dayvault also proposed that staff explore forming a small committee to consider
5 monuments, statues, or similar recognitions for key historical figures such as J.W. Cannon, Charlie
6 Cannon, David Murdock, and George Clinton. He noted ongoing interest in establishing a history
7 museum and emphasized the need to take concrete steps to honor these contributors.

8
9 Councilmember Dixon expressed appreciation for the Police and Parks and Recreation Departments
10 for their efforts in organizing the successful National Night Out event.

11
12 **CLOSED SESSION**

13 Mayor Pro tem Berry made the motion to enter into closed session in accordance with G.S. 143-
14 318.11 (a) (3) to consult with an attorney in order to preserve the attorney-client privilege and G.S.
15 143.318.11 (a) (4) for discussing matters relating to the location or expansion of industries or business
16 in the area. Second by Councilmember Kincaid and unanimously approved.

17
18 Council went into Closed Session at 5:19 PM

19
20 **MOTION TO ADJOURN**

21 There being no further business, Councilmember Dixon made motion to adjourn, second by
22 Councilmember Dayvault, and unanimously approved.

23
24 The meeting adjourned at 6:49 PM on Monday, August 11, 2025.

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34

M. Darrell Hinnant, Mayor
City of Kannapolis

Pam Scaggs, CMC, NCCMC
City Clerk



Kannapolis City Council

City Council Agenda Staff Report
September 22, 2025

To: Mayor and City Council
From: Sherry Gordon, Community Development Program Administrator
Subject: **PUBLIC HEARING** - FY 2024-25 Consolidated Annual Performance and Evaluation Report (CAPER) **APPROVED**

Recommended Action Requested by City Council

Motion to approve the CAPER report and submit it to HUD by September 30, 2025.

Required Votes to Pass Required Action

Majority Present at Meeting

Background

Each year, the City is required to prepare a written summary of the previous year's activities and accomplishments for the CDBG Entitlement Program. This report outlines how the funded programs met HUD's national objectives, specifically by serving the needs of low- to moderate-income residents. It also highlights how these activities supported the goals outlined in the City's Consolidated Plan. Public input is a required component of this reporting process.

The report has been made available for public review at the City office and on the website. This public hearing has also been duly advertised.

During FY 2024-25, the City was awarded \$376,394 in CDBG funds and generated \$1,310,179 in program income from the sale of parcels in the Gateway Business Park. Highlights of the year's activities include:

- \$206,305.91 expended on urgent repairs;
- \$97,538.29 expended on infrastructure (Opal St. & Rose Hill projects);
- \$56,664.42 expended on public services; and
- \$127,322 expended on program administration.

Expenditures of HOME funds will be included in the CAPER report submitted to HUD by the City of Concord. This includes the completion of two homeowner rehabilitation projects totaling \$126,975.

Fiscal Implications

None

Alternate Courses of Action

1. Table action to a future meeting.
2. Take no action.

Attachments

1. FY24 CAPER AD



NOTICE OF PUBLIC HEARING

The Kannapolis City Council will hold a public hearing on Monday, September 22, 2025 at 6:00 p.m. (as soon thereafter as the matter may be heard) in the Kannapolis Administrative Bldg, 401 Laureate Way, Kannapolis, NC. The purpose of this hearing is to receive citizens comments and questions on the use of Fiscal Year 2024-2025 Community Development Block Grant (CDBG) & HOME funds from the US Department of Housing and Urban Development (HUD).

Copies of this Report are available for public inspection at the following location: City of Kannapolis Administrative Bldg., 401 Laureate Way, Kannapolis, NC and from the City's website: www.kannapolisnc.gov

In accordance with Title II of the Americans with Disabilities Act (AD), any person requiring an accommodation to participate in a function or program of the City of Kannapolis, should contact Daniel Jenkins, Assistant Human Resource Director & ADA Coordinator, by phone at 704-920-4312, email adacoordinator@kannapolisnc.gov, or in person at Kannapolis City Hall as soon as possible but not later than 48 hours before the scheduled event.

Questions can be directed to Kannapolis Community Development at 704-920-4332 or sgordon@kannapolisnc.gov. Comment period is September 5-26, 2025.



PUBLICATION DIRECTIONS

Publish in Non-Legal section only with black border.

Please use all logos!

Please publish by September 8, 2025.

Mail invoice and affidavit of publication to the following address:

City of Kannapolis
CDBG Program
401 Laureate Way
Kannapolis, NC 28081
Attn: Sherry Gordon
(704) 920-4332



Kannapolis City Council

City Council Agenda Staff Report
September 22, 2025

To: Mayor and City Council
From: Gary Mills, Parks & Recreation Director
Subject: **RESOLUTION** - Naming the park on Pleasant Avenue as Barry Lentz Park
APPROVED

Recommended Action Requested by City Council

Motion to approve the Resolution naming the park on Pleasant Avenue to "Barry Lentz Park".

Required Votes to Pass Required Action

Majority Present at Meeting

Background

In 2021, Kannapolis City Council approved the transfer of the property known as the Dixie Youth Facility, located on Pleasant Avenue, to the City of Kannapolis to support the continued growth of youth athletics. That fall, the City completed extensive renovations to the park to accommodate both diamond sports and rectangular field sports.

In spring 2022, the Parks and Recreation Department launched its diamond sports program, baseball and girls' softball, serving approximately 290 youth in its first season. Today, that number has grown to more than 450 participants. Since the City assumed operations, the facility has been referred to as either Dixie Youth Park or Pleasant Avenue Park.

At the August 2025 Parks and Recreation Commission meeting, the Director proposed naming the facility in honor of Barry Lentz. Mr. Lentz was a longtime supporter of the Dixie Youth program, a dedicated umpire for over 30 years, and a beloved teacher at his alma mater, A.L. Brown High School. In 2023, he received the Dick Knox Distinguished Service Award for officials from the NC High School Athletic Association. Mr. Letz passed away in June of this year.

The Parks and Recreation Commission unanimously recommended naming the park on Pleasant Avenue "Barry Lentz Park." His family expressed deep appreciation for the recognition and shared that Barry would have been proud of the honor.

The Resolution naming the park after Barry Lentz is attached.

Fiscal Implications

None

Alternate Courses of Action

1. Table action to a future meeting.
2. Take no action.

Attachments

1. 2025-70 Resolution for naming Barry Lentz Park

**RESOLUTION RENAMING “DIXIE YOUTH FACILITY”
TO “BARRY LENTZ PARK”**

WHEREAS, in 2021 the Kannapolis City Council approved the transfer of property known as the Dixie Youth Facility located on Pleasant Avenue to the City of Kannapolis to continue the growth of youth athletics; and

WHEREAS, the City of Kannapolis made extensive renovations to the facility in the fall of 2021; and

WHEREAS, in the spring of 2022, the Kannapolis Parks and Recreation Department began offering youth baseball and girls softball at the facility; and

WHEREAS, Barry Lentz was instrumental in the development of Dixie Youth baseball in Kannapolis; and

WHEREAS, Barry Lentz began his involvement with the Kannapolis Dixie Youth organization and served as a Dixie Youth umpire for 30 years, including 15 years as an umpire for the Dixie Youth World Series, and also served as a high school and college umpire and as a Board Member of the Carolina’s Baseball Umpires Association; and

WHEREAS, in 2023 Barry Lentz was recognized with the Dick Knox Distinguished Service Award by the North Carolina Athletic Officials Association; and

WHEREAS, Barry Lentz was a dedicated educator who taught science subjects at his alma mater, A.L Brown High School, beginning in 2012; and

WHEREAS, Barry Lentz was a lifelong supporter of Kannapolis’ minor league baseball team from the Piedmont Boll Weevils in 1997 to the current Kannapolis Cannon Ballers; and

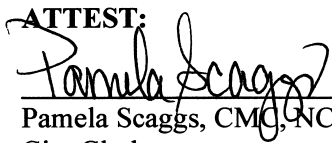
WHEREAS, in 2022, Barry Lentz was honored by the Kannapolis Cannon Ballers as part of their “Hometown Hero” series; and

WHEREAS, in June 2025, Barry Lentz passed away unexpectedly, leaving a profound void in Kannapolis but also a tremendous impact and legacy; and

WHEREAS, in August 2025, the Kannapolis Parks and Recreation Commission unanimously voted to recommend that the Dixie Youth Facility on Pleasant Avenue be formally renamed in honor of Barry Lentz.

NOW, THEREFORE, BE IT RESOLVED, that the Kannapolis City Council hereby renames the Kannapolis Dixie Youth Facility to Barry Lentz Park in recognition of Barry Lentz’s exceptional service, leadership, and lifelong dedication to the youth and citizens of Kannapolis.

Adopted this 22nd day of September 2025

ATTEST:

Pamela Scaggs, CMG, NCCMC
City Clerk


M. Darrell Hinnant, Mayor
City of Kannapolis



Kannapolis City Council

City Council Agenda Staff Report
September 22, 2025

To: Mayor and City Council
From: Mike Legg, City Manager
Subject: **DISCUSSION** - Memorials and Tributes for Influential Individuals in Kannapolis's History

Recommended Action Requested by City Council

None. Discussion only.

Required Votes to Pass Required Action

Presentation Only. No Action Required

Background

In recent City Council meetings, the topic has emerged regarding the possibility of memorials and tributes to contributors shaping Kannapolis' past. Contributors mentioned have included J.W. Cannon, Charles Cannon, David Murdock, Corrine Cannon, and George Clinton.

Over the years, several roads in the City have been named after individuals (Cannon Blvd., Dale Earnhardt Blvd., Martin Luther King, Jr. Ave, Milton L. Taylor St., R.L. Ketchie Blvd, and Roger Dale Carter Blvd).

Two parks that have been named after individuals include Safrit Park and presumably Barry Lentz Park (should this resolution pass at this City Council meeting).

To date, the Dale Earnhardt Tribute is the only significant physical memorial that has been established for any one individual.

A recent proposal was received regarding different tribute ideas for Corrine Cannon (see attached).

A few years ago, a proposal for a Cannon Memorial was provided to the City as an idea (more focused on the company than the individuals). Additionally, a proposal for a mural honoring musician George Clinton appears to be proceeding. See attached for these proposals.

Of course, there has also been plenty of discussion between the City, the Kannapolis History Associates (KHA) and Kannapolis African-American Museum and Cultural Center (KAA-MaCC) about different historic preservation efforts including a potential museum.

Staff will help facilitate a City Council discussion of how to proceed with any or all of these ideas.

Fiscal Implications

None.

Alternate Courses of Action

None. Discussion only.

Attachments

1. Mrs Corrine Cannon Legacy Email
2. NCMM_Kannapolis_a_ George Clinton Proposal
3. Cannon Mills Memorial

September 8, 2025

To: Mayor Hinnant and Members of the Kannapolis City Council
CC: President Chris Rey, Barber-Scotia College, City Manager Mike Legg

Dear Mayor Hinnant and Members of the Kannapolis City Council,

I hope this message finds you well and refreshed following the Labor Day holiday. I'm writing to follow up on the thoughtful and productive conversation we had prior to the holiday regarding the legacy of Mrs. Corine Cannon, one of Kannapolis' most beloved and impactful community members.

First and foremost, I want to sincerely thank you for listening to our recommendation to name the bridge in Mrs. Cannon's honor, and, more importantly, for your openness and commitment to finding a timely and meaningful way to recognize her while she can still see and enjoy it. That gesture meant a great deal to those of us who have been deeply touched by her life and service.

As you may recall, we discussed forming a steering committee to explore long-term recognition options. Now that we are all returning to our regular schedules, I respectfully urge us to move forward on this next step. At 105 years old, Mrs. Cannon is a living testament to resilience, leadership, and grace. The time to act is now.

Mrs. Cannon was one of the first people my family met when we moved to Kannapolis in 2007. I remember seeing her at the YMCA, lacing up her tennis shoes and moving with purpose and joy embodying the kind of quiet power that has long defined her presence in this community.

Our family would be honored to serve on the steering committee, and I would like to formally nominate my mother, Joanne Levy, to be part of this effort. She holds Mrs. Cannon in the highest regard and is eager to support this work with her time, energy, and deep love for Kannapolis.

I would also like to suggest that President Rey nominate a representative from Barber-Scotia College, and that we invite participation from a City Council member, a representative from the NAACP, a member or close friend of the Cannon family, a local historian, and perhaps a student from the Kannapolis Youth Council. Can you imagine how meaningful that experience could be for a young person; learning civic engagement while honoring someone who helped shape their hometown?

To help move this conversation forward, we would like to suggest the following three commemorative opportunities that reflect Mrs. Cannon's values and legacy, and serve as a starting place for our dialogue:

1. The Corine Cannon House for Civic Engagement

A dedicated city space for civic education, intergenerational organizing, and grassroots leadership, carrying forward Mrs. Cannon's lifelong passion for justice, youth mentorship, and community-building. If the city acquires or renovates a property, name it "The Cannon House" as a gathering space for:

- Black-led community organizing
- Women's empowerment programming
- Civic engagement workshops

** Could be tied to local nonprofits or leadership incubators.*

2. Annual Corine Cannon Day & Civic Award

An annual day of reflection and recognition, ideally held during Women's History Month, featuring a community celebration and an award honoring individuals who exemplify Mrs. Cannon's values of service, advocacy, and dignity.

- Establish a local day of recognition (e.g., March or during Women's History Month).
- Launch the Corine Cannon Community Justice Award for young leaders and elders advancing equity.

3. The Corine Cannon Legacy Garden

A beautiful public garden designed as a space for peace, community gathering, and storytelling. It could include a commemorative plaque, storytelling walkway, and artwork reflecting her journey and contributions to the city.

A landscaped public space or courtyard, ideally near the West Avenue District or the Atrium Health Ballpark; central, accessible, and symbolic.

Elements to include:

- A commemorative plaque with her story
- A walkway named "Trailblazer Path"
- A mural or quilt-inspired art wall reflecting her life
✳ *Could partner with Barber-Scotia College students, local artists, and the Cabarrus Arts Council.*

These are just a few ideas that my mother and I have discussed, intended as a starting point for honoring Mrs. Cannon in a way that brings the whole city together.

I'm also including a copy of the letter of support from President Chris Rey of Barber-Scotia College, which highlights Mrs. Cannon's proud history as an alumna and her regional significance as a leader. We are deeply grateful for his partnership and continued encouragement.

Thank you again for your openness, your time, and your commitment to honoring the extraordinary lives that make Kannapolis so special. I look forward to continuing this important conversation and to working together to ensure that Mrs. Corine Cannon's legacy is not only remembered, but celebrated.

Looking forward to next steps and to sharing this progress with the Cannon family.

Thank you!



Veleria M Levy & Joanne F Levy



**NCMM TRAIL PROPOSAL
GEORGE CLINTON – KANNAPOLIS, NC
NCDNCR
1/22/2025**

NC MUSICIAN MURALS TRAIL

North Carolina has the enviable history of producing an undeniable wealth of legendary musical talent. The initiative of the North Carolina Musician's Mural Trail is to recognize these famous performers and artists who were all born in our beloved state. Through the artform of murals we aim to educate, inform and celebrate the history and lives of the many musical trailblazers the state of North Carolina has produced. To date we have completed 26 murals honoring these NC legends. A selected portfolio of work is at the end of the proposal.

PROPOSAL

In partnership with NCDNCR and the NC Music Hall of Fame I am hoping to expand and pursue a long-term expansion of the ongoing NCMM project in the City of Kannapolis, North Carolina by honoring the hometown legend George Clinton. Mr. Clinton happens to be one of my biggest heroes and favorite performers. I have actually seen him no less than 10 times in performance and count myself lucky enough to have met him in person. It is my great wish and ultimate goal to add George Clinton's mural to the NCMM Trail. In fact, I believe the trail is simply incomplete without his presence.



Me and George with a portrait I painted of him

My aim is to continue the trail into perpetuity with the guidance and collaboration of the NCHOF and the support of the NCDNCR. North Carolina has a seemingly endless bounty of musical legends that deserve recognition across the state. **The NCDNCR would fully fund the installation of this mural.**

INSTALLATION

The NCMM project officially began with the painting of the John Coltrane mural in his birthplace of Hamlet, NC in 2020. Since then, we have completed 22 additional murals in towns and cities across North Carolina. Due to the variety in scale and surface of each wall, every NCMM mural installation is unique. Most paintings only require slight preparation while other larger or more distressed locations can sometimes present more formidable challenges. Such variables can affect the project timeline and ultimately the budget. In simple terms, size and preparation are the main factors in mural cost.

CONCEPT

Below are rough concepts based on the area available. These are not to be considered final renderings but merely ideas of how the mural could appear.





PREPARATION

The Mural Shop will determine steps needed to prepare a wall, if necessary, prior to painting. This includes pressure washing, cleaning and any reparation of the wall surface. Examples of conditions that may need repair/maintenance may include but are not limited to loosen brick and mortar, overgrown vegetation, cracks, extraneous wires, non-essential equipment as well as any miscellaneous exterior issues.

After the wall is prepped a high-quality masonry primer will be applied to ensure paint longevity, adherence and brightness. The mural will be painted using premium exterior acrylic water-based paint and the finest aerosol paint. The final step in the process is finishing with a clear coat protectorant to prolong the mural's lifespan.

All painting will be done on-site exclusively by The Mural Shop. Paints will be applied via aerosol, HVLP and airless sprayers, brushes and rollers. All necessary precautions will be taken to ensure safety as well as excessive painting, drips, overspray. The usage of ladders, scaffolding and/or lifts will likely be employed.

BUDGET

The NCDNCR is funding the design and installation of the George Clinton mural. There is no cost to the owner of the building or any involved entities from Kannapolis.

TIMELINE

Each mural typically takes between 3-10 days.

INSURANCE

The Mural Shop is fully insured with 5-Star liability coverage form Erie Insurance Company. COI is available on request.

MAINTANENCE

The Mural Shop guarantees a 10-year lifespan of the mural after proper preparation of the wall and clear-coat sealing. We retain a standing contract to correct any issues that may occur to the mural (graffiti, external damage) within that lifespan which covers up to 3 independent returns for corrections.

LIST OF COMPLETED MURALS

1. John Coltrane – Hamlet
2. Nina Simone – Tryon
3. Roberta Flack – Black Mountain
4. Don Gibson – Shelby
5. Earl Scruggs – Shelby
6. Ronnie Milsap – Robbinsville
7. Del Reeves – Sparta
8. Elizabeth Cotton – Carrboro
9. Floyd Council – Chapel Hill
10. Betty Davis– Durham
11. Jimmy Wayne – Kings Mountain
12. Blind Boy Fuller – Wadesboro
13. Randy Travis – Marshville
14. Ben E. King – Henderson
15. Thelonious Monk – Rocky Mount
16. Link Wray – Dunn
17. Doc & Merle Watson – Boone
18. 9th Wonder. - Winston Salem
19. Darin and Brooke Aldridge – Cherryville
20. Max Roach – Elizabeth City
21. Maceo- Parker -Kinston
22. Loretta Mary Aiken – Brevard
23. Art Wooten – Sparta
24. Darin and Brooke Aldridge – Cherryville
25. Mary Dawson Cardwell - Madison

SELECTED COMPLETED MURALS

















Fieldcrest Cannon Memorial

This memorial aims to honor the legacy that Fieldcrest Cannon Mills had on residents and the city of Kannapolis. With the revitalization of downtown and the progressive nature of the city as of recent, the memorial would serve as a signifier of the city's industrial past, allowing the public, both natives and new comers, to reflect and observe the importance of the textile mill that put Kannapolis on the map. Located on axis with City Hall, Research Campus, and Veteran's Park, the landmark can provide a focal point at the center of the campus while providing connectivity between government, innovation, and the people of the city. Appreciation of Kannapolis' rich history is crucial in maintaining the integrity of the city during this era of growth, and this memorial will function as the appropriate means of recognizing the significance of it's past.

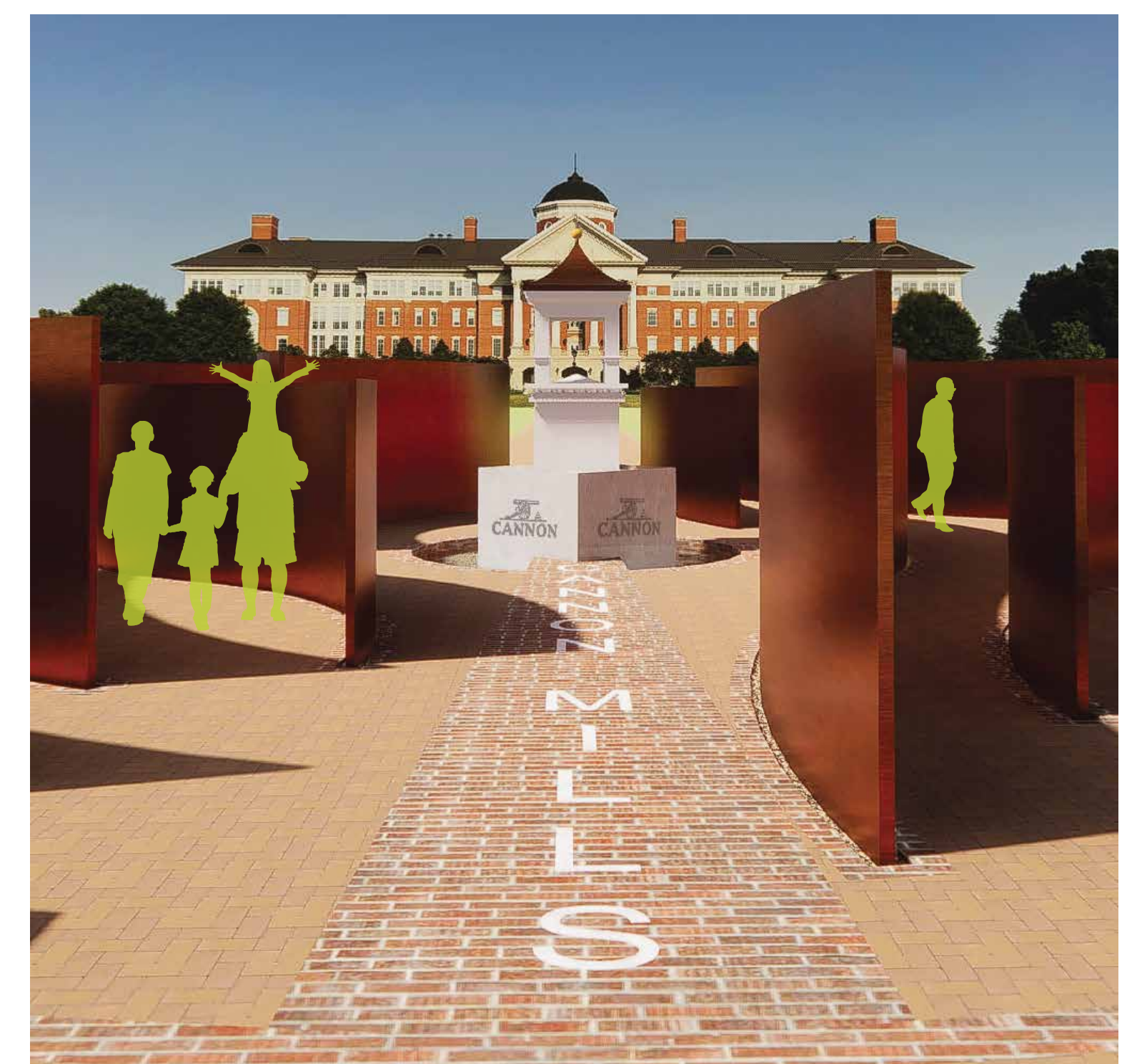
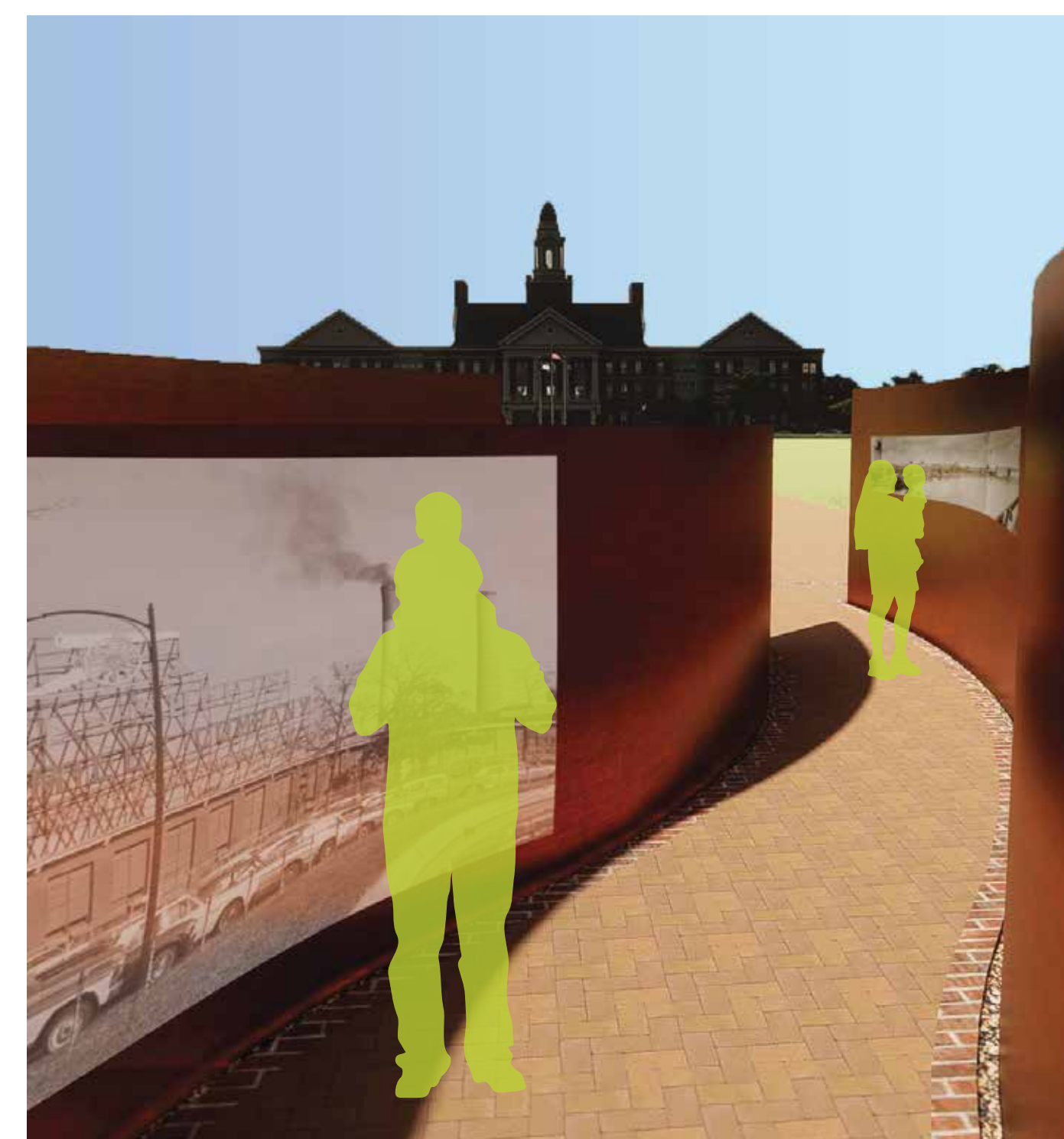
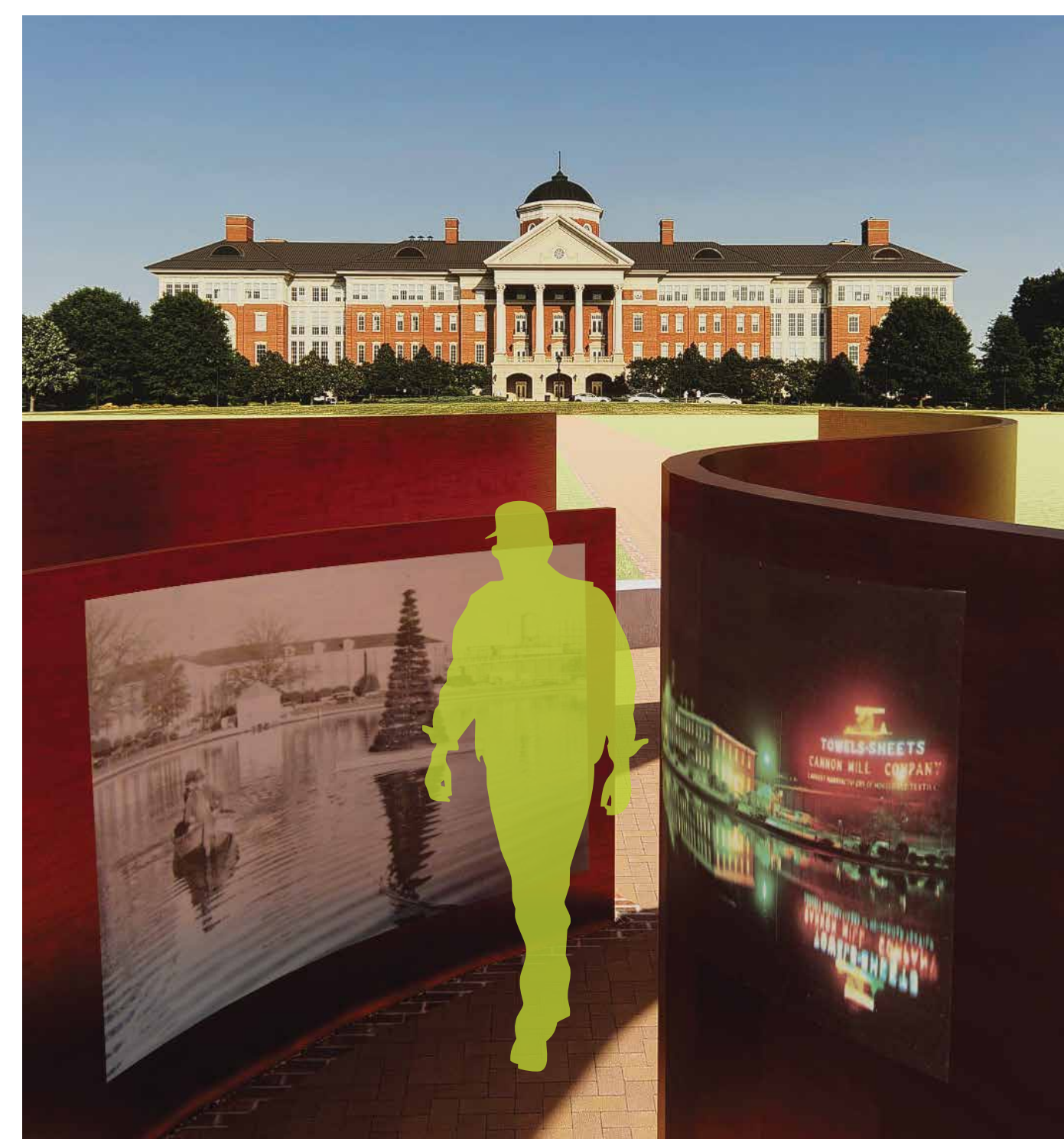
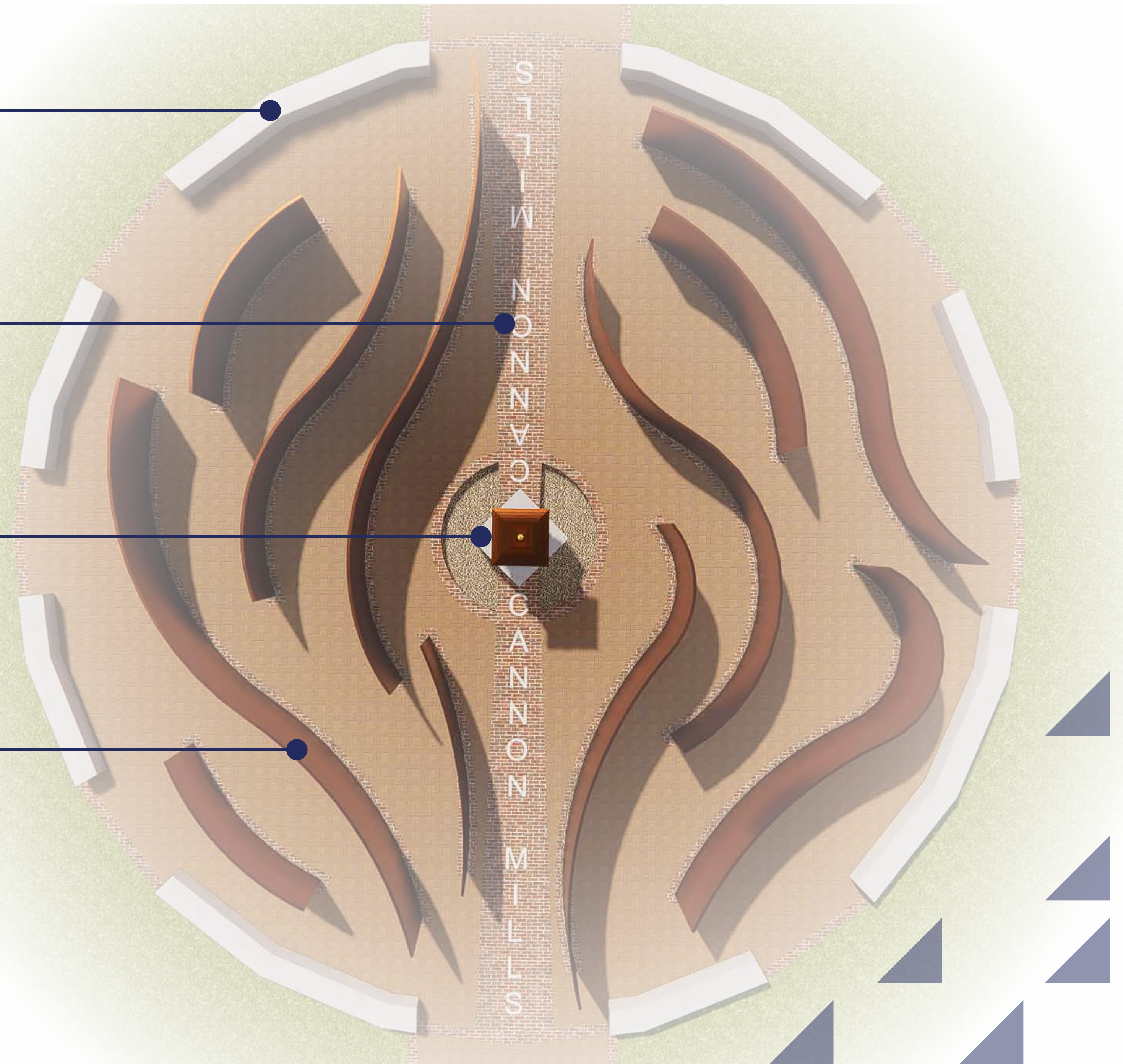


Bench Seating will define the monument's boundary. This will allow for visitors to sit and reflect on the impact the mill had on the city of Kannapolis.

Brick Pavers take the shape of the 2 notorious smoke stacks from the mill. Lettering can be painted on to pay homage to said smoke stacks. This different paver pattern can serve as a vehicle for residents to print their name(s) on the symbolic pavers.

The Cupola serves as the center piece of the memorial and a reference point as to what Kannapolis has always focused on -- tradition. The cupola also functions as a viewport, where visitors can peer through and observe the Research Campus and/or City Hall on axis, a metaphor for using the past to frame the city's future.

Thread Walls will host various images and information about the history of the mill. The walls are shaped to resemble the countless towels and sheets produced by the mill, as it also allows visitors to meander through and experience the space. The narrowing of avenues remind visitors of the tight-knit community that the mill provoked and maintained.





Kannapolis City Council

City Council Agenda Staff Report
September 22, 2025

To: Mayor and City Council
From: Mike Legg, City Manager
Subject: **DISCUSSION** - City Facility Rentals and Fees

Recommended Action Requested by City Council

None. Discussion only.

Required Votes to Pass Required Action

Presentation Only. No Action Required

Background

At a recent meeting a Kannapolis resident made a request to consider establishing a resident discount for rentals of City facilities. As background, the following are some points to consider:

1. All shelters and fields already include resident and non-resident rates.
2. All adult day trip and youth sports programs also offer resident and non-resident rates.
3. Facilities (Laureate, Train Station, etc.) have professional and social rates. We moved away from the resident/non-resident fees a few years ago because many renters were simply using their Kannapolis friends and extended family members' addresses to reserve for them — so, essentially most rentals were already being discounted. However, with the professional and social rates, there isn't much of a difference in fees (see below).
4. The current rental rates are included in the attached Facility Use policy. These fees range from \$15 an hour (Village Park Patio) to \$350/hour for a social event in all three sections of the Laureate Center.

With the last update of the facility policies (10/2023) the following was added as discounts for groups:

1. Extended Stay Time Rental – 15% discount when any room or combinations of spaces are rented for 12+ hours during a single booking.
2. Employee Discount — City Council and City of Kannapolis employees will be charged the professional event hourly rate for non-city business and personal use rentals.
3. Kannapolis School System Rentals: As part of the Joint Use of Facilities Agreement with the Kannapolis City Schools, the school system may use city facilities for nonsocial purposes, such as workshops, conferences, and meetings, at no cost, subject to availability (7:00 a.m. – 6:00 p.m., Monday – Friday; no weekends). Rentals must be by the district office, not individual schools, or third-party vendors. Rentals that fall under the tourism category, such as conferences attracting out-of-county attendees, will be treated as Tourism Impact Rentals (see below).
4. City Partner & Local Government Rentals: Those groups receive one free city facility rental annually, subject to availability. Rentals will be for the use of the partner and not third parties. The free rental will be between 7:00 a.m. – 6:00 p.m., Monday – Friday, no weekends. Rentals that fall under the tourism category, such as conferences attracting out-of-county attendees,

will be treated as Tourism Impact Rentals (see below).

5. Non-Profit N.C. Research Campus Partners: N.C. Research Campus Partners, who are non-profits, will receive two free city facility rentals annually, subject to availability. This includes the universities and community colleges on the campus and Cabarrus Health Alliance.
6. Non-Profit (501c) Organizations: Non-Profit Organizations based in Cabarrus & Rowan Counties will receive 50% off one rental annually, subject to availability. Rentals will be for the use of the organization and not third parties. The free rental will be Monday – Friday, no weekends. Rentals that fall under the tourism category, such as conferences attracting out-of-county attendees, will be treated as Tourism Impact Rentals (see below).
7. Government-Affiliated Organizations: Professional government organizations affiliated with city employees will receive one free city facility rental, subject to availability. Rentals would be for the use of the organization and not third parties. The free rental will be Monday – Friday, no weekends. Rentals that fall under the tourism category, such as conferences attracting out-of-county attendees, will be treated as Tourism Impact Rentals (see below).
8. Tourism Impact Rentals: Rentals related to tourism economic impacts for the City of Kannapolis and Cabarrus/Rowan Counties will be charged a rental fee. However, a discount would apply using a graduated payment scale. Tourism impacts include overnight lodging, food, beverage, and other monies attendees spend for the event/activity. The Cabarrus and Rowan County CVBs use a national formula that calculates approximately \$115 spent by a person attending these tourism activities.
9. 33% discount on the rental for any tourism-related event with an impact of \$5,000.
10. 50% discount on the rental for any non-ticketed tourism-related event with an impact of \$10,000 or more

Fiscal Implications

Periodically, we examine other comparable facilities and ours are usually the lowest. Our facilities also consistently stay booked, so the pricing is not a deterrent to people renting them. We also do not believe that our current fees cover 100% of our costs — although this is always a complicated calculation. The amount of staff time can vary significantly by event. The social events are the most draining on staff resources and result in the most wear and tear on the facilities. We also have ongoing capital costs (replacing the carpet, etc.) and that adds up over time.

Nevertheless, it is not the goal of our facility rental program to make a profit. Getting close to break-even is ideal, but the rentals can be subsidized by the taxpayers as a whole if a reduced rate for residents is the desired outcome. As noted above, it is likely that most of our facilities will be rented at the resident rate if one is established — so an overall reduction in revenues will be the result. This means, going forward, we would need to shift funds from other uses to subsidize the facility rental program.

The resident discount for some of the other rentals ranges from 20% to 50%. A discount in those amounts for the Laureate Center would create a significant budget gap going forward which would need to be addressed.

Alternate Courses of Action

None. Discussion only.

Attachments

1. Facilities Use Policy - APPROVED 10_23_2023



City Facilities Use Policy

Parks and Recreation Commission Approved June 2020

Updated & City Council Approved July 2021

Updated & City Council Approved October 23, 2023

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City Facilities Use Policy

Purpose: The purpose of this Facility Use Policy is to define the applicability of facilities owned and operated by the City of Kannapolis for public use and the requirement for using these facilities. It is the intent of the City to allow the use of specified rooms and related facilities for the benefit of the designated user, provided such use does not interfere with the operations of the City.

Applicability: This Policy applies to City Hall, Train Station, Village Park, Gem Theatre, gymnasiums, Veterans Park, Dale Earnhardt Tribute site, and all of the West Avenue Streetscape.

In general, the following City owned facilities may be requested and used according to this policy through the Parks and Recreation Office:

Capacity and Setup Table					
	Square Footage	Theater # of people	Banquet # of people	Classroom # of people	Reception # of people
CITY HALL & POLICE HEADQUARTERS					
Laureate Center – I	1,590	100	50	50	150
Laureate Center – II	2,120	160	80	85	250
Laureate Center – III	1,590	100	50	50	150
Laureate Center – I & II	3,710	280	150	130	500
Laureate Center – II & III	3,710	280	150	130	500
Laureate Center – I, II, & III	5,300	450	260	215	700
Terrace (<i>outdoors</i>)	250	18	10	6	25
ADDITIONAL FACILITIES					
Train Station Event Room	2,130	168	80	72	300
Village Park Event Room	1,400	120	60	54	175
Village Park Patio	Open	n/a	n/a	n/a	n/a
Gem Theatre Event Room		40	36	36	40
Veterans Park Gazebo	Open	n/a	n/a	n/a	n/a
Dale Earnhardt Plaza	Open	n/a	n/a	n/a	n/a
West Ave. Reading Room	1,606	Outdoor Open Space			
West Ave. Reading Room Terrace	1,600	Outdoor Open Space			
West Ave. Event Lawn	2,425	Outdoor Open Space			
West Ave. Pergola	800	Outdoor Open Space			
West Ave. Pump House Patio	800	Outdoor Open Space			
West Ave. Putting Green	750	Outdoor Open Space			
West Ave. Platform 1	1,200	Platform stage (L-Shaped stage)			
West Ave. Platform 2	1,200	Platform stage (series of three 20 x 20 stages)			



City Facilities Use Policy

Capacity and Setup Table						
<i>Internal Use Only</i>	Square Footage	Theater # of people	Banquet # of people	Classroom # of people	Reception # of people	Pre-Set # of people
CITY HALL & POLICE HEADQUARTERS						
Conference 1233 (Council)	625	n/a	n/a	n/a	n/a	12
Conference 2201 (Executive)	760	n/a	n/a	n/a	n/a	16
Conference 3236 (Magnolia)	300	n/a	n/a	n/a	n/a	8
Conference 3302 (Cherry)	300	n/a	n/a	n/a	n/a	8
Conference 3307 (Oak)	625	n/a	n/a	n/a	n/a	12
EOC/Training – Section 1	630	36	30	45	100	n/a
EOC/Training – Section 2	630	36	30	45	100	n/a
EOC/Training – Sections 1 & 2	1,260	108	50	72	200	n/a

** Capacities are based on allowable limits per N.C. Fire Code, not square footage.*

Rental applicants may request specific areas, but the City Manager or designee reserves the right to place rentals in available and appropriate locations.

Application: To secure a date for any event in a city facility, a completed reservation application must be approved by the City Manager or designee. Reservations are confirmed on a first-come, first-served basis up to two years (24 months) in advance. Only the facilities or room(s) paid for and confirmed through a reservation may be used. A separate reservation form must accompany each request for use. Recurring reservations are permitted for not exceeding twelve months from the date of initial use.

A rental is confirmed when 100% of the security deposit is received. The remaining balance of rental and equipment fees is required ten (10) business days before the event. If the renting party does not pay all fees timely, the contract becomes void. A \$250.00 security deposit is required for all professional events, and a \$500.00 security deposit is required for all social events. Events serving alcohol will be assessed a venue service charge of \$150.00.

The City Manager or designee is authorized to cancel or relocate any reservations due to scheduling conflicts or unforeseen events that make a room or facility unavailable, unsafe, unreasonable, or otherwise not in the City's or the public's best interest. If the City requires a cancellation or relocation of a reservation, the City will notify the applicant as soon as possible of the change and refund any required fees or deposits. Should any groups or entities need to cancel the reservation, they must provide a minimum of a ten (10) business day notice in writing, or this could cause the forfeiture of all paid money.



City Facilities Use Policy

Deposits: Security deposits are due at the time the application is submitted. The City will process refund payments for security deposits immediately following the event and return a full deposit no later than 30 days after the use of the facility, provided guidelines have been adhered to and no damage has resulted from using the facility.

- Damages and extensive cleaning will result in forfeiture of all or a portion of the refundable security deposit.
- If a room, facility, or any of its contents suffers damage due to the actions or neglect of groups or entities that have reserved the room or facility, the renting party will be charged the actual costs to repair or replace the room, facility, or damaged item, in addition to forfeiting the security fee for the use of the room or facility.
- The renting party shall be responsible for all claims, damage, or accidents by any act, omission, default, subcontractor, employees, patrons, guests, or negligence. Upon demand, the renting party will pay the City in cash or credit card a sum equal to the cost of repairing and restoring the facility to its condition as of the beginning of this lease.
- Venue Service Charge: Events serving alcohol will be assessed a \$150.00 service charge.

Rental Fees: Completed applications and security deposits are required to hold a date for a reservation. These are required no earlier than twenty-four (24) months and no later than ten (10) business days before the date the facility is being requested.

- Ten (10) business days before the event date, the rental fee balance is due.
- City Council and City of Kannapolis Employees will be charged the professional event hourly rate for non-city business and personal use rentals.
- Most facilities are assigned basic equipment and included in rental fees. Contact the City Manager or designee for additional information on the equipment in each space.
- Open space and gymnasium rentals do not include any equipment, such as tables or chairs. However, power is available at most sites. This applies to Veterans Park, the Dale Earnhardt Tribute, and all West Avenue spaces.

Additional equipment, packages, and services can be added to a reservation. For further information and pricing on these add-ons, contact the City Manager or designee for additional information and prices.

Under Section 163-99 of the North Carolina General Statutes, the City is authorized and directed to permit the use of space within the City Hall without charge, except custodial and utility fees, by political parties, as defined in G.S. 163-96, for the express purpose of annual or biennial precinct meetings and county and district conventions.



City Facilities Use Policy

Availability of Facilities: The applicable rooms and facilities of the City are available daily between 7:00 a.m. and 12:00 a.m. (midnight). These times are inclusive of setup and cleanup times. Facility reservations will not be scheduled on Easter Sunday, Thanksgiving Day, Christmas Eve, and Christmas Day. All reservations, including uses, dates, and times, are subject to the City Manager or designee's review and approval. Setup and cleanup need to be included in the rental times. These times will need to be listed on the application along with the event time.

To accommodate as many groups or entities as possible during popular meeting dates, unless otherwise approved by the City Manager or designee, applicable rooms and facilities must be reserved for specific periods. Facility Use Applications that do not contain specific or general time periods, such as "all day," will be denied. Also, groups or entities may be asked to alter requested time periods and facility space to accommodate as many groups or entities as possible.

- Professional Events are gatherings where business professionals carry out business-related activities. This includes but is not limited to conferences, trainings, meetings, religious services, networking, political party gatherings, and corporate dinners.
 - Professional Event Rental Minimum – 2 hours
- Social Events are considered an occasion that involves social interactions and behaviors. This includes but is not limited to galas, weddings, birthdays, class reunions, and fundraising or celebratory banquets.
 - Social Event Rental Minimum – 4 hours

Facility Deposits, Fees, and Discounts: See the City of Kannapolis Fee Schedule.

- A venue service charge of \$150.00 will be assessed for all groups serving alcohol.
- Kitchen and Gallery areas cannot be rented unless part of the Laureate Center is rented.
- Outside Terrace and Patio areas cannot be rented unless inside space is rented.
- West Avenue Platform 1 cannot be rented unless the West Avenue Event Lawn is rented.
- West Avenue Reading Room cannot be rented unless West Avenue Reading Room Terrace is rented.

Extended Stay Time Rental – 15% discount when any room or combinations of spaces are rented for 12+ hours during a single booking.

Kannapolis School System Rentals: As part of the Joint Use of Facilities Agreement with the Kannapolis City Schools, the school system may use city facilities for nonsocial purposes, such as workshops, conferences, and meetings, at no cost, subject to availability (7:00 a.m. – 6:00 p.m., Monday – Friday; no weekends). Rentals must be by the district office, not individual schools, or third-party vendors. Rentals that fall under the tourism category, such as conferences attracting out-of-county attendees, will be treated as Tourism Impact Rentals (see below).



City Facilities Use Policy

City Partner & Local Government Rentals: Those groups receive one free city facility rental annually, subject to availability. Rentals will be for the use of the partner and not third parties. The free rental will be between 7:00 a.m. – 6:00 p.m., Monday – Friday, no weekends. Rentals that fall under the tourism category, such as conferences attracting out-of-county attendees, will be treated as Tourism Impact Rentals (see below).

City Partners & Local Government are:

- Cabarrus and Rowan Chamber of Commerces
- Cabarrus and Rowan Economic Development Corporations
- Cabarrus and Rowan Schools
- Cabarrus and Rowan Convention and Visitor Bureaus
- Kannapolis Cannon Ballers
- Cabarrus County and Rowan County Governments

Non-Profit N.C. Research Campus Partners: N.C. Research Campus Partners, who are non-profits, will receive two free city facility rentals annually, subject to availability. This includes the universities and community colleges on the campus and Cabarrus Health Alliance.

Rentals will be for the use of the partner and not third parties. The free rental will be between 7:00 a.m. – 6:00 p.m., Monday – Friday, no weekends. Rentals that fall under the tourism category, such as conferences attracting out-of-county attendees, will be treated as Tourism Impact Rentals (see below).

Non-Profit (501c) Organizations: Non-Profit Organizations based in Cabarrus & Rowan Counties will receive 50% off one rental annually, subject to availability. Rentals will be for the use of the organization and not third parties. The free rental will be Monday – Friday, no weekends. Rentals that fall under the tourism category, such as conferences attracting out-of-county attendees, will be treated as Tourism Impact Rentals (see below).

Government-Affiliated Organizations: Professional government organizations affiliated with city employees will receive one free city facility rental, subject to availability. Rentals would be for the use of the organization and not third parties. The free rental will be Monday – Friday, no weekends. Rentals that fall under the tourism category, such as conferences attracting out-of-county attendees, will be treated as Tourism Impact Rentals (see below).

Tourism Impact Rentals: Rentals related to tourism economic impacts for the City of Kannapolis and Cabarrus/Rowan Counties will be charged a rental fee. However, a discount would apply using a graduated payment scale. Tourism impacts include overnight lodging, food, beverage, and other monies attendees spend for the event/activity. The Cabarrus and Rowan County CVBs use a national formula that calculates approximately \$115 spent by a person attending these tourism activities.

- 33% discount on the rental for any tourism-related event with an impact of \$5,000.
- 50% discount on the rental for any non-ticketed tourism-related event with an impact of \$10,000 or more



City Facilities Use Policy

Cancellations: Cancellations must be provided in writing ten (10) business days before the event. In this case, a full refund shall be given for rent and security fees. Special consideration may be given during a natural disaster or a medical emergency. For cancellations provided less than ten (10) business days in advance, all rent deposits will be forfeited at the discretion of the City. Any cancellation made after the room is set up results in forfeiture of all rent, deposits, and fees. Rescheduling will be considered by the Parks and Recreation Director's Office and is subject to availability.

If the City of Kannapolis is declared closed due to a natural disaster, including weather-related events and medical emergencies, any permission to use the facility is automatically withdrawn during the closure period. Kannapolis government closure information is available on the City's website, City's social media, local radio, and T.V. stations. In such an event, the City shall not provide notice of cancellation. Users shall be solely responsible for notifying event participants. A 100% refund will be granted if this type of closure occurs.

Non-Discrimination Policy: The City of Kannapolis prohibits discrimination against any person for any reason, including age, ancestry, color, disability or handicap, national origin, race, religion, gender, sexual or affectional orientation, gender identity, political affiliation, marital status, veteran status, or any other characteristic protected by law.

Indemnification: The person renting agrees to indemnify and hold the City, its officers, agents, and employees harmless from any loss or liability that may result from claims of injury to persons or property from any cause arising out of or during the use and occupancy of the facility by Renting person and their guests, agents, or employees.

General Rules of Use:

1. All use of rooms and facilities, except incidental use by City staff, must be scheduled in advance through an application filed with the Parks and Recreation Office. All required deposits must accompany the application.
2. To reserve a facility, the renter must be at least 21 years old and present during the event. For events where minors (18 years or younger) will be a majority of the attending guests, 1 adult to every 10 minors must be present. The renting party is responsible for the orderly behavior of guests using the facility and must conform to all departmental policies, facility and City rules, and regulations.
3. Under no circumstances will a group or entity using a room or facility be given a key to access any City facility. City staff will provide access to the room or facility.
4. The Laureate Center and Village Park kitchen spaces may only be used when rented and reserved with the adjoining room. The kitchen can be used for warming, cooling, and plating but is not for preparing raw products. Food must be cooked offsite. The kitchen must be cleaned before leaving the facility within the rental time. Failure to comply may result in forfeiture of the renting party's security deposit. The renting party should furnish all meal-related equipment. Kitchen facilities are not for preparing food for sale.



City Facilities Use Policy

5. The city will provide all rental applicants with recommended caterers at the Laureate Center. These caterers have provided the required information and have received the necessary training on the building/equipment. If a rental applicant wishes to use a different caterer not on the recommended list, the company must comply with all requests and regulations (health department certifications, insurance, etc.). Should one or two events be scheduled for one facility simultaneously, only one approved caterer will be allowed in the area.
6. The renting party shall promptly report all accidents or incidents which result in either personal injury or damage to the property of the City, an employee, or a member of the public, regardless of who is responsible for the damage.
7. The renting party shall immediately report defective equipment or unsafe conditions of any equipment or facilities that may endanger anyone to the City employee in charge of the facility.
8. The City, its officers, agents, and employees shall have the right always to enter the facility during the rental event to confirm the renting party's conformance to this policy. If the City determines, in its sole judgment, that the renting person has breached a term of this policy, the City shall have the right to immediately terminate this rental agreement before the expiration of its period and before the event's conclusion without any refund to the renting person.
9. In the event of an emergency and severe weather, City Manager or designee has the authority to suspend all activity within the facility and evacuate all individuals to the nearest emergency shelter.
10. The use of rooms and facilities does not obligate the City to provide any furnishings or equipment not currently assigned to the area or listed in the rental contract. Furnishings and equipment may not be removed from the room or facility. Additional equipment may be brought into rooms and facilities if noted on the application and pre-approved by the City Manager or designee.
11. City equipment, including furnishings and audio-visual equipment, may not be used unless provided through the rental contract. Additional fees may apply. The use of displays, decorations, or similar items is expressly limited to freestanding elements, tables, or easels. The attachment of displays, decorations, or similar items on walls, doors, windows, or any other surface is prohibited.
12. Helium balloons are prohibited in all facilities unless securely tethered at all times.
13. City facilities are a smoke-free environment. Smoking and vapor are prohibited in/on City property.
14. Serving alcoholic beverages will be allowed with approval and permits when necessary, according to state and federal laws. Please note alcohol is not permitted in gymnasiums or school property. All alcohol must be delivered and removed from the premises during the hours reserved by the renter. The renter assumes all responsibilities and liabilities associated with serving or using alcoholic beverages for their event or use of the facility. Events serving alcohol will be required to pay an additional \$150.00 deposit. (*Alcoholic Beverage Ordinance available upon request*)



City Facilities Use Policy

15. Groups or entities using rooms and facilities will return the rooms and facilities to their pre-event condition per the checklist provided with the application. The renting party is responsible for placing all garbage/recycling in the designated receptacles. City staff will remove all garbage/recycling from the building after the end of the rental. If receptacles become full, City staff must be notified. The security fee will not be refunded if this rule is violated.
16. Parking is available in all parking areas unless otherwise posted. Loading and unloading shall be done from the designated parking areas. Cars are not permitted on sidewalks or grass areas.
17. Any static signage or the facility's electronic signage must be requested on the application and approved by the City Manager or designee.
18. Under no circumstances may a group or entity use the City's insignias, including the City logo, without the express permission of the Director of Communications.
19. Advertising/promotion of events, meetings, programs, etc., for which space within a facility has been reserved must clearly state the sponsor of the event, a local contact person, and a telephone number. Promotional materials, press releases, etc., must be worded so it is clear to the general public that the City of Kannapolis did not sponsor the event. Failure to comply with this policy may lead to immediate cancellation of the event and forfeiture of rental fees and deposit paid.
20. Advertising and promotion of events may not occur until the security deposit is paid.
21. Failure to conclude the use of a room or facility (defined as more than fifteen minutes beyond the time indicated on the application) may result in the forfeiture of the security fee and additional fees assessed.
22. Groups and entities using the rooms and facilities are responsible for their behavior and are expected to comply with all policies, laws, and regulations. Failure to do so could result in dismissal from the facility, the denial of future use applications, and forfeiture of the security fee.
23. The City reserves the right to deny the use of the rooms, spaces, and/or facilities if it is determined the use is not in the best interest of the City and the public. The City also reserves the right to evict any group or entity from any room or facility if deemed in the City's and the public's best interest.
24. The renting party will observe and obey all the Laws of the United States and the State of North Carolina; all applicable ordinances of Cabarrus County and the City of Kannapolis; all rules, regulations, and requirements of the Cabarrus County Health Department; the Kannapolis Police and Fire Departments and other municipal authorities of the City. The renting party will obtain all licenses, permits, and union and trade organization clearances required by any public body or contract at their expense.



City Facilities Use Policy

25. The following require approval of the City Manager or designee:
- Charging for admission, selling tickets, or taking subscriptions or collections. No admission may be charged for gymnasiums or on school property.
 - Dances or Bands; sound level shall not exceed 100 decibels. Any use of amplified sound in outdoor/open spaces will require the renter to obtain a sound permit from the Kannapolis Police Department.
 - Selling or offering of merchandise.
 - Tents and additional outside fixtures.
26. If the rental is being used as part of a parade/march, street fair, trail/greenway, run/walk/bike, festival, etc., a special event application must be submitted and approved for the space rental to be approved. Additional fees may apply.
27. A police officer/security may be required for any social event activity when more than 200 persons are expected or when deemed necessary by the City Manager or designee. Any monetary compensation required for such service shall be the responsibility of the renting party and will be added to the renter's total fee.
28. The City assumes no responsibility for lost, stolen, or damaged personal property. All activities must cease by 12:00 a.m. (midnight) unless previously approved by the City Manager or designee; this requirement includes cleanup of the event.
29. Miscellaneous Provisions:
- Bubbles, glitter, birdseed, and rice are not permitted inside facilities. Confetti is allowed inside the facility. Birdseed and bubbles are allowed outside the facilities.
 - Illegal drugs, gambling, vulgar language, or solicitation are prohibited.
 - Weapons are prohibited, except those carried by law enforcement. Animals are not permitted in indoor facilities, except service animals or those approved by the City Manager or designee.
 - Any game or activity prohibited by North Carolina, federal, or local law. All games require approval by the City Manager or designee; this includes "Casino Night" or "Bingo."
 - No open candlewicks. All candlewicks must be enclosed; votive or hurricane-type containers are recommended and must be approved by the City Manager or designee.
 - Use of the facility for personal gain or moneymaking projects is prohibited.
 - Attaching nails, hooks, tacks, tape, glue, sticky tack, or screws into any part of the facility is prohibited; this includes ceilings, walls, floors, doors, doorframes, and/or tables.
 - Items left overnight are prohibited unless approved by the City Manager or designee.
 - Outside food and drink are prohibited inside all gymnasiums and school sites per the City's agreement with Kannapolis City Schools. No outside concessions can be sold.
 - Fireworks or other explosives are prohibited in the facilities and premises.
 - Any agreement to use the facilities is not assignable to any other person or entity.

Any person or group violating any rules is subject to suspension from the facility and prosecution under the law, where appropriate, and forfeiture of their security deposit and assessment of associated fees. Flagrant misuse of facilities will result in the forfeiture of future reservations.



City Facilities Use Policy

Addendum #1



Adopted Fiscal Year 2024 Fee Schedule

Adopted June 26, 2023

Revised: October 23, 2023



City Facilities Use Policy

Event Space Rentals

RATES ARE PER HOUR	Professional Events	Social Events	Security Fee <i>Refundable</i>	Other Conditions
Laureate Center – Section I	\$100/hr	\$125/hr	\$250 - \$500	Venue Service Charge <i>if applicable</i>
Laureate Center – Section II	\$100/hr	\$125/hr	\$250 - \$500	Venue Service Charge <i>if applicable</i>
Laureate Center – Section III	\$100/hr	\$125/hr	\$250 - \$500	Venue Service Charge <i>if applicable</i>
Laureate Center – Sections I & II	\$200/hr	\$250/hr	\$250 - \$500	Venue Service Charge <i>if applicable</i>
Laureate Center – Sections II & III	\$200/hr	\$250/hr	\$250 - \$500	Venue Service Charge <i>if applicable</i>
Laureate Center – Sections I, II, & III	\$300/hr	\$350/hr	\$250 - \$500	Venue Service Charge <i>if applicable</i>
Kitchen*	\$100 flat rate			
Council Conference	\$50/hr	\$60/hr	\$250 - \$500	
Gallery*	\$100 flat rate			
Outside Terrace **	\$100 flat rate			
Train Station Event Room	\$75/hr	\$100/hr	\$250 - \$500	Venue Service Charge <i>if applicable</i>
Village Park Event Room	\$75/hr	\$100/hr	\$250 - \$500	Venue Service Charge <i>if applicable</i>
Village Park Patio	\$15/hr	\$20/hr	\$250 - \$500	
Public Works Training Room	\$45/hr		\$250 - \$500	
Gem Theatre Event Room	\$40/hr	\$50/hr	\$250 - \$500	Venue Service Charge <i>if applicable</i>
Veterans Park Gazebo	\$50/hr	\$75/hr	\$100	Venue Service Charge <i>if applicable</i>
Dale Earnhardt Plaza	\$20/hr	\$25/hr	\$100	
West Avenue Reading Room***	\$20/hr	\$25/hr	\$100	
West Avenue Reading Room Terrace	\$20/hr	\$25/hr	\$100	
West Avenue Event Lawn	\$25/hr	\$30/hr	\$100	
West Avenue Platform 1 (L-shaped)****	\$25/hr	\$30/hr	\$100	
West Avenue Platform 2 "3 Decks"	\$30/hr	\$30/hr	\$100	
West Avenue Pergola	\$20/hr	\$30/hr	\$100	
West Avenue Pump House Patio	\$25/hr	\$30/hr	\$100	
West Avenue Putting Green	\$20/hr	\$25/hr	\$100	



City Facilities Use Policy

- * Kitchen and Gallery areas cannot be rented unless space in the Laureate Center is rented.
- ** Outside terrace / Patio Areas cannot be rented unless inside space is rented.
- *** West Avenue Reading Room cannot be rented unless West Avenue Reading Room Terrace is rented.
- **** West Avenue Platform 1 cannot be rented unless West Avenue Event Lawn is rented.

Professional Events: These are considered gatherings where business professionals carry out business-related activities. This includes but is not limited to conferences, trainings, meetings, religious services, networking, political party gatherings, and corporate dinners.

- A \$250.00 security deposit is required for all professional events.
- Professional event rental minimum is 2 hours.

Social Events: These are considered an occasion that involves social interactions and behaviors. This includes but is not limited to galas, weddings, birthdays, class reunions, and fundraising or celebratory banquets.

- A \$500.00 security deposit is required for all social events.
- Social event rental minimum – 4 hours

Other Discounts and Charges

- Extended Time Rental: 15% discount when any room or combinations of rooms are rented for 12+ hours during a single booking.
- Dance Floor: \$450; the complete unit consists of 21w X 21d
- Stage: \$450; the complete unit consists of 18w X 12d stage with two sets of steps and skirting
- Excessive Cleaning: (see policy): \$30/hr.
- Police Officer: If required, rate will be provided during application submission



City Facilities Use Policy

VILLAGE PARK

SHELTERS			
		½ Day	Full Day
Shelter A	Resident	\$25	\$40
	Non-Resident	\$32	\$55
Shelter B	Resident	\$45	\$80
	Non-Resident	\$55	\$100
Shelter C	Resident	\$25	\$40
	Non-Resident	\$32	\$55
Shelter D	Resident	\$35	\$60
	Non- Resident	\$45	\$80
Shelter E	Resident	\$25	\$40
	Non-Resident	\$32	55
Shelter C SATURDAYS	Resident	\$15	2-hour rental
	Non-Resident	\$25	
All 4 Shelters	Resident	\$110	\$144
	Non-Resident	\$200	\$270

Village Park Shelter A: Shelter A holds approximately 36 people and has 6 picnic tables. Shelters offer power receptacles and grills. They are located close to the splash pad, carousel, train, and playground. The cost for a resident to reserve Shelter A is \$25 for a half day (9:00am – 2:30pm or 3:00pm – 8:30pm). Cost for a full day (9:00am – 8:30pm) is \$40.

Village Park Shelter B: Shelter B holds approximately 96 people and has 16 picnic tables. Shelter B offers power receptacles and a grill. This shelter is near the splash pad, carousel, train, and playground. The cost for a resident to reserve Shelter B is \$45 for a half day (9:00am – 2:30pm or 3:00pm – 8:30pm). The cost for a full day (9:00am – 8:30pm) is \$80.

Village Park Shelter C: Shelter C holds approximately 36 people and has 6 picnic tables. Shelters offer power receptacles and grills. They are located close to the splash pad, carousel, train, and playground. The cost for a resident to reserve Shelter C is \$25 for a half day (9:00am – 2:30pm or 3:00pm – 8:30pm). The cost for a full day (9:00am – 8:30pm) is \$40.

- **BIRTHDAY PARTY TIME BLOCKS:** On Saturdays, Shelter C may be reserved in 2-hour time blocks. (9:30am – 11:30am, 12:00pm – 2:00pm, 2:30pm – 4:30pm, 5:00pm – 7:00pm). The cost for residents to reserve a 2-hour time block is \$15.00.

Village Park Shelter D: Shelter D holds approximately 60 people and has 10 picnic tables. Shelter D offers power receptacles and a grill. This shelter is near the splash pad, carousel, train, and playground. The cost for a resident to reserve Shelter D is \$35 for a half day (9:00am – 2:30pm or 3:00pm – 8:30pm). The cost for a full day (9:00am – 8:30pm) is \$60.

Village Park Shelter E: Shelter E holds approximately 24 people and has 4 picnic tables. Shelter E offers power receptacles and a grill. This shelter is located adjacent to the playground and close to the splash pad, carousel, and train. The cost for a resident to reserve Shelter E is \$25 for a half day (9:00am – 2:30pm or 3:00pm – 8:30pm). The cost for a full day (9:00am – 8:30pm) is \$40.



City Facilities Use Policy

AMPHITHEATER		
Resident ~ For Profit	\$550	
Resident ~ Non-Profit	\$350	
Non-Resident ~ For Profit	\$1,050	
Non-Resident ~ Non-Profit	\$800	
Staffing	\$25	Per hour 3-hour minimum
Parking	\$12	Per hour/Per staff
Set-Up	\$200	
Clean-Up	\$300	
Sound	\$250	

ACTIVITIES & OTHER ITEMS		
Splash Pad	\$1.50/day	Children 12 months of age and under are free
Train	\$1.50/ride	Children 12 months of age and under are free
Carousel	\$1.50/ride	Children 12 months of age and under are free
Train/Carousel Photo Shoots	\$30	Per hour 1-hour minimum
Youth Athletics	\$40	Resident (per season)
	\$60	Non-Resident (per season)
Fast Pass	\$5	
Senior Trips	Variable	
Sound	\$250	
Gym Rentals <i>Kannapolis City Schools</i>	\$30	Resident (per hour)
	\$40	Non-Resident (per hour)
Transfer of burial rights within a family	\$25	Per plot
Transfer of burial rights outside of immediate family	\$200	Per plot
Transfer of vacant plots to the City of Kannapolis	\$0	
Burial Fee	\$150	Per plot Must be paid prior to burial
Marker Security Deposit	\$280	Per plot Must be paid prior to burial

*10% off for the purchase of 10 tickets or more for the train/carousel

**10% off the purchase of 10 wristbands or more for the splashpad

*** Photo shoots are only permitted during non-operational hours; they can start no earlier than 8:00am and not later than 9:00pm



City Facilities Use Policy

BAKERS CREEK PARK

BAKERS CREEK SHELTERS			
		½ Day	Full Day
Shelter 1, 2, & 3	Resident	\$40	\$65
	Non-Resident	\$47	\$72
Shelter 4	Resident	\$25	\$45
	Non-Resident	\$32	\$52
All 4 Shelters	Resident	\$110	\$144
	Non-Resident	\$200	\$270
Large Picnic Site (#A)	3 tables & 1 grill	\$15	\$30
Small Picnic Site (#B & C)	2 tables & 1 grill	\$10	\$20
Mini Picnic Site (#D)	1 table & 1 grill	\$5	\$10
Mountain Street Shelter	Resident	\$50	
	Non-Resident	\$50	

Bakers Creek Park Large Picnic Shelters (use by reservation only): Shelters 1 & 2 hold up to 90 people, and Shelter 3 holds up to 125 people. These large picnic shelters offer water, lights, receptacles, grills, and horseshoe pits.

Bakers Creek Small Shelter Picnic Site ~ Shelter #4 (use by reservation only): This one-covered picnic site is available and holds up to 30 people. Four large picnic tables and a grill are included. No power, water, or horseshoe pits are available. Located adjacent to the playground.

Mountain Street Park Shelter (use by reservation only): The Expansion Park, located at the corner of 930 West 8th and Mountain Streets, offers four picnic tables, a grill, a playground, two sand volleyball courts, horseshoe pits, and restrooms. Limited parking is available. Good for small groups of under 30 people. For use only daily, no half-day rentals.



City Facilities Use Policy

GEM THEATRE

Movie Tickets	Before 6:00pm: \$4.00 (<i>all tickets</i>) After 6:00pm: Children and Seniors: \$4.00, Adults: \$5.00
Photo Shoots Inside the Theatre	\$30/hr. (1 hour minimum) <i>*Only permitted during non-operational hours</i> <i>*No earlier than 8 am and not later than 6 pm (M-F only)</i>
Special Events for Entire Theater <i>Example: Graduation ceremony/private non-movie event (before show times)</i>	\$1,000 minimum <i>includes 5 hours; each additional hour is \$200.00</i>
Special Events for Entire Theater <i>Example: Private event during a normal showtime</i>	\$3,000 minimum <i>includes 5 hours; each additional hour is \$200.00</i>
Theater for Special Movie Showings <i>(outside normal hours)</i>	\$240 <i>minimum (\$4.00 per person afterward) + applicable licensing fees</i>
School Groups for Special Movie Showing	\$200 <i>minimum (\$2.00 per person afterward) + applicable licensing fees</i>
School Groups Concessions	\$1.50 small drink \$1.50 small popcorn
Special Message on the Marquee	\$50.00 (<i>3 hours for one side</i>)
Birthday Party Packages	\$200.00 includes: • Admission, small popcorn, and medium drinks for 15 guests for the current movie showing at one of the already scheduled movie times. • One hour of use of the party room either before or after the movie. • Use of our fountain drink machine in the party room during that time. • Each additional guest is \$7.75 after the first fifteen. • Parents/Chaperones ratio must be 1:10 for anyone under the age of 18.
Bulk Ticket Pricing: <i>(during normal show times)</i>	\$3.50 per child/senior ticket (25 tickets or more) \$4.50 per adult ticket (25 tickets or more)



City Facilities Use Policy

ATHLETIC FIELDS & COURTS

	Resident/Kannapolis Based	Non-Resident/Non-Kannapolis Based
Softball field without lights	\$10.00 per hour per field	\$15.00 per hour per field
Softball field with lights	\$20.00 per hour per field	\$30.00 per hour per field
*There will also be a \$15.00 per field/per time that fields are lined and dragged		
Soccer field without lights	\$15.00 per hour per field	\$20.00 per hour per field
Soccer field with lights	\$26.00 per hour per field	\$35.00 per hour per field

	Resident/Kannapolis Based	Non-Resident/Non-Kannapolis Based
Tennis court	\$3.00 per hour per court	\$5.00 per hour per court
Tennis court lights	\$4.00 per hour	\$4.00 per hour
*Light fee covers all lights at the tennis complex.		

Rate	Lining	Turf	Additional Fees	Lights	Deposit
\$150/day per field	one free lining then \$15/prep	\$12/bag	\$75 gate 100% concession	\$15/hour per field	\$100

Tournament Cancellations:

- A tournament that is canceled after 5:00pm on Wednesday (non-weather related) will be charged \$100 for the first cancellation, \$100 for a second cancellation, and \$100 for a third cancellation. Aside from the \$100 cancellation fee, all remaining tournaments will be removed if the user has canceled a tournament for a third time.
- A tournament that is canceled after 5:00pm on Wednesday (weather-related) will be credited with the rental fee for a future date. Please note all weather-related cancellations will be subject to approval.
- If the Parks and Recreation Department cancels the tournament due to weather after it has begun, the following format will be used to determine the amount of credit for future field rentals:
 - Less than ½ of the tournament has been played, and 100% of the remaining tournament fees will be credited
 - More than ½ of the tournament has been played, 50 % of the remaining tournament fees will be credited



City Facilities Use Policy

SPECIAL EVENTS

Police: The Special Events Committee, in consultation with the Kannapolis Police Department, shall determine the number of police officers required to appropriately manage street closures and for internal security, as well as the time when such services shall commence and end. Applicants will be invoiced before the event at the rate of \$35.00 per hour per police officer assigned to the event. These fees are due one (1) week before the event.

Fire and EMS: The Special Events Committee, in consultation with the Kannapolis Fire Department, will determine the number of Emergency Medical Personnel required as well as the time when such services shall commence and end. Applicants will be invoiced before the event at the rate of \$35.00 per hour per firefighter/EMS assigned to the event. These fees are due one (1) week before the event.

Street Closure Equipment: The Special Events Committee, in consultation with the Kannapolis Public Works Department, shall determine the need for traffic control equipment to appropriately manage street closures. Applicants will be notified of the recommended controls. The applicant may rent the equipment at the rate of \$175.00 per event. These fees are due one (1) week before the event.

Greenway Event Usage: For events held on a Kannapolis Parks and Recreation maintained, Greenway usage must be pre-approved by the Special Events Committee.

Insurance: If an event requires a street or sidewalk closure, then Comprehensive General Public Liability Insurance is required: \$1,000,000 per person per occurrence with a \$2,000,000 aggregate naming the City of Kannapolis as additionally insured. **Certificate should be specifically worded: "The City of Kannapolis, its officers, employees, and agents are additionally insured." If alcohol is being served at the event, Liquor Liability is required to be included in the Certificate of Insurance. Proof of insurance is required at least 30 days before the event.

Current Special Events Permit Fee Schedule: Fees for special events and neighborhood block parties will utilize the below fee schedule. Permit fees are non-refundable and are subject to change. Fees are not applicable if the event is contained to private property and requires no City resources.

Parade, Walk, or Run	\$125
Festival/Exhibition Shows (Non-Profit)	\$100
Festival/Exhibition Shows (For-Profit)	\$200
Neighborhood Block Parties	\$50