



**CITY COUNCIL  
BUSINESS MEETING AGENDA  
KANNAPOLIS CITY HALL  
401 LAUREATE WAY, KANNAPOLIS, NC  
MARCH 23, 2026  
6:00 PM**

**Please Turn off Cell Phones or Place on Silent Mode.**

**APPROVED MINUTES**

A. March 23, 2026 ( )

**CALL TO ORDER AND WELCOME**

**MOMENT OF SILENT PRAYER AND PLEDGE OF ALLEGIANCE**

**ADOPTION OF AGENDA - Motion to Adopt Agenda or make revisions**

**SPEAKERS FROM THE FLOOR**

**CONSENT AGENDA - Motion to Adopt Consent Agenda or make revisions**

- A. **REPORT** - Monthly Wastewater Allocations Report **RECEIVED** (Alex Anderson, Director of Water Resources, Gerald Faulkner, Water Treatment Manager)
- B. **VOLUNTARY ANNEXATION** - (A-2026-04) 109.166 +/- acres of noncontiguous property located at 6304 and 6320 Mooresville Road, and 6165 Pagemont Road **UNANIMOUSLY APPROVED** (Richard Smith, Planning Director)
- C. **ORDINANCE** - Budget Amendment #26-32 appropriating Home Program Funds **UNANIMOUSLY APPROVED** (Kristin Jones, Assistant City Manager)
- D. **CONTRACT** - Fiscal Year 2026 Audit **UNANIMOUSLY APPROVED** (Brian Roberts, Finance Director)
- E. **RESOLUTION**- Restoration of the City of Kannapolis Passenger Rail Stops **UNANIMOUSLY APPROVED** (Richard Smith, Planning Director)
- F. **MINUTES** - February 7, 2026 (Retreat Day 1); February 23, 2026 (Open & Closed Session); March 9, 2026 (Open & Closed Session) **UNANIMOUSLY APPROVED** (Pam Scaggs, City Clerk)

**BUSINESS AGENDA**

- A. **APPOINTMENT** - Parks & Recreation Commission Appointment **UNANIMOUSLY**

**TABLED UNTIL JUNE** (Gary Mills, Parks & Recreation Director)

- B. **PUBLIC HEARING** - Use of FY 2026-27 CDBG & HOME Funds (July 1, 2026 - June 30, 2027) **UNANIMOUSLY APPROVED** (Sherry Gordon, Community Development Program Administrator)
- C. **ORDINANCE** - Relinquishment of Extra Territorial Jurisdiction (ETJ) **UNANIMOUSLY APPROVED** (Richard Smith, Planning Director)
- D. **RESOLUTION** - Adoption of Invocation Policy **UNANIMOUSLY APPROVED** (Andrew Kelly, City Attorney)
- E. **AUTHORIZATION** - Revised Public Transit Interlocal Agreement **APPROVED 6 TO 1 WITH COUNCIL MEMBER DIXON DISSENTING** (Eddie Smith, Deputy City Manager)

### **CITY MANAGER REPORT**

### **CITY COUNCIL COMMENTS**

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

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**CITY OF KANNAPOLIS**  
**CITY COUNCIL MEETING MINUTES**  
**Work Session**  
**March 23, 2026**

9 A meeting of the Kannapolis City Council was held on Monday, March 23, 2026, at 6:00 PM,  
10 Kannapolis City Hall located at 401 Laureate Way, Kannapolis, NC.

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**CITY COUNCIL MEMBERS PRESENT:**

18 Council Members: Doug Wilson, Mayor  
19 Ryan Dayvault, Mayor Pro Tem  
20 Darrell Jackson  
21 Dianne Berry  
22 Isaiah Payne  
23 Jeanne Dixon  
24 Naomi Hatchell

25 Council Members Absent: None

26 City Manager: Wilmer Melton

27 Deputy City Manager: Eddie Smith

28 Assistant City Manager: Tina Cline

29 Assistant City Manager: Kristin Jones

30 City Attorney: Andrew Kelly

31 Staff Present: Michael Dodge Richard Smith  
32 Terry Spry Gerald Faulkner  
33 Kirk Beard Annette Privette Keller  
34 Betsy Barnette Tracy Winecoff  
35 Michael Rattler Alex Anderson  
36 Gary Mills Irene Wong  
37 Mark Spitzer

38 Visitors Present: Dylan Horne Terri Clark  
39 Joe Hatley Phil Goodman  
40 Barbi Jones Ron Flanders  
41 Gloria Talbert Kelvin Wilkerson  
42 Shelia Pinkston Zach Erwin  
43 Cate Davis Erika Steinbacher  
44 Sara Newell Tanya Noel  
45 Bill Joyce Pam Smith  
46 Tecola Patterson Kevin Crutchfield  
47  
48

1 **CALL TO ORDER AND WELCOME**

2 Mayor Wilson called the meeting to order and welcomed all in attendance. City Manager, Wilmer  
3 Melton, recognized several audience members including Cabarrus County Commissioners Ian Patrick  
4 and Laura Linsy; Dr. Sara Newell of Kannapolis City Schools; Erin Shoe of Cabarrus Health Alliance  
5 and Barbi Jones of the Cabarrus Chamber. There was a moment of silent prayer followed by the  
6 Pledge of Allegiance by Mayor Pro Tem Dayvault.

7  
8 **ADOPTION OF AGENDA**

9 Mayor Wilson called for a motion regarding the Agenda. Councilmember Dixon made the motion to  
10 approve, second by Mayor Pro Tem Dayvault and unanimously approved.

11  
12 **SPEAKERS FROM THE FLOOR**

13 Dylan Horne spoke in support of restoring the Piedmont/Amtrak rail service to Kannapolis, describing  
14 it as a vital, efficient, and environmentally friendly transportation option that provides equitable  
15 access for non-drivers. He explained that 2023 schedule changes by the NCDOT Rail Division  
16 eliminated key morning and afternoon stops in smaller cities to achieve minimal time savings for  
17 larger markets, negatively impacting access to work and education. Drawing from personal  
18 experience, he shared that he previously commuted car-free by train and bicycle to Salisbury but was  
19 forced to purchase a car after return service was removed, despite the train still passing through  
20 Kannapolis without stopping. He noted the rail trip takes about 15 minutes compared to 25–30  
21 minutes by car, with additional fuel costs. Mr. Horne emphasized that restoring service would not  
22 require new infrastructure, only schedule adjustment and expressed concern that a planned 2025  
23 ridership survey may continue to prioritize larger cities. He criticized the lack of public input and the  
24 tendency to attribute decisions to Amtrak, noting that the NCDOT Rail Division is the primary  
25 operator. He urged Council to adopt a resolution directed to state leadership, advocated for greater  
26 engagement such as riding the service, and highlighted rail as a valuable asset that distinguishes  
27 Kannapolis and supports sustainable growth.

28  
29 Terri Clark raised concerns regarding the Baker Creek Park building replacement project and the  
30 City’s transit system. She asked whether Baker Creek Park would remain open and accessible during  
31 planned demolition and reconstruction and suggested delaying the project until the East Side Park is  
32 completed to ensure residents have a space for recreation in the interim. Ms. Clark also expressed  
33 concern about the City’s transit system, stating that it needs to be revamped to better serve the  
34 community. She noted that current bus routes require some residents, including older individuals, to  
35 walk long distances or cross major highways to access service, and advocated for expanding routes  
36 deeper into neighborhoods to improve accessibility for those without reliable transportation.

37  
38 Barbi Jones, President and CEO of the Cabarrus Chamber, talked about a recent transit simulation  
39 conducted for board and council members to better understand the rider experience. She emphasized  
40 that for many daily users, public transit is not a convenience but a lifeline. She noted that a full debrief  
41 of the simulation will be presented at the April meeting. Ms. Jones expressed concern about potential  
42 changes, including elimination of the Brown route and adjustments to Blue and Green routes,  
43 stressing that these services represent vital connections for riders. She highlighted that transit accounts  
44 for less than one percent of the City’s annual budget but has a significant impact, warning of potential  
45 negative ripple effects from service reductions. While acknowledging microtransit as a growing trend,  
46 she encouraged careful evaluation of its long-term costs and urged Council to postpone major transit

1 changes until thorough due diligence is completed, particularly considering impacts on residents and  
2 businesses.

3  
4 Gloria Talbert, representing the Pearls of Wisdom community engagement initiative, raised concerns  
5 about the prolonged delay of a sidewalk project in the Little Texas community. While acknowledging  
6 that such projects require time and process, she expressed concern that similar improvements in  
7 higher-income areas are often completed more quickly. She urged Council to provide clear timelines,  
8 including key milestones and an anticipated completion date, and to move forward with greater  
9 urgency to ensure equitable treatment for the community.

10  
11 Ron Flanders spoke about the potential impacts of transit cuts on the Little Texas community, noting  
12 that while he personally does not ride the bus, many residents rely on it for essential travel. He  
13 emphasized that reductions in funding, routes, hours, or service would disproportionately affect low-  
14 income riders, essential workers, seniors, students, and families without alternative transportation.  
15 Mr. Flanders illustrated the financial burden of replacing bus trips with ride-sharing services, noting  
16 that costs could reach several hundred dollars per week. He highlighted the bus system's vital role in  
17 providing access to healthcare, shopping, employment, education, and local businesses, and urged  
18 Council to consider the human impact of decisions rather than focusing solely on cost. He also  
19 stressed the importance of maintaining bus shelters to protect riders from the elements and encouraged  
20 empathy for those who depend on public transit.

21  
22 Shelia Pinkston, Chairperson of Center View Community Cares, addressed Council to report on the  
23 "Sound the Alarm" event conducted in collaboration with the Kannapolis Fire Department and the  
24 American Red Cross. During the event, volunteers installed 39 free smoke detectors in 30 homes,  
25 reaching 61 residents, and provided education on fire safety and local hazards such as winds and  
26 hurricanes. Ms. Kingston highlighted the importance of changing batteries at least twice a year and  
27 noted that the smoke detectors have a ten-year lifespan. She thanked Lee Goodman of the Kannapolis  
28 Fire Department for his time and education, Will Cannon of the American Red Cross for facilitating  
29 the collaboration, Marble Memorial AME Zion Church for hosting the event, and Councilmember  
30 Dixon for volunteering and connecting with residents. Ms. Kingston emphasized that the event not  
31 only enhanced community safety but also fostered neighborhood connections. She encouraged other  
32 communities in Kannapolis to participate in future "Sound the Alarm" initiatives.

33  
34 Kelvin Wilkerson, Sr. addressed Council regarding two financial concerns. First, he criticized the  
35 City's potential additional funding to CareMoore for a food bank, noting that the organization has not  
36 yet fulfilled its obligations for the \$3 million previously donated by the city. He urged Council to  
37 ensure funds are spent responsibly and to withhold additional allocations until prior commitments are  
38 met. Second, Mr. Wilkerson raised concerns about the City's transit system, arguing that buses should  
39 not operate for free given rising fuel costs and operational expenses, and suggested increasing fares  
40 to ensure financial sustainability. He emphasized the importance of fiscal responsibility and careful  
41 stewardship of public funds.

42  
43 Zach Erwin addressed Council with concerns regarding the proposed invocation policy, expressing  
44 support for religious freedom while cautioning about potential legal risks under the First  
45 Amendment's Establishment Clause. He provided documentation to Council members and cited  
46 relevant case law. While noting that the policy's intent to solemnize meetings is appropriate, he  
47 cautioned that its implementation could unintentionally favor one religion. He raised concerns that

1 the identified consulting groups are Christian organizations, which may create the appearance of  
2 endorsement, and pointed out that the policy does not address whether participants would be  
3 compensated with public funds. Referencing past scrutiny of similar practices in Rowan County, he  
4 recommended clarifying the selection process, specifying compensation details, ensuring inclusivity  
5 of diverse faiths, and considering private invocations if the purpose is solely ceremonial. He  
6 encouraged Council to review the materials provided and adopt safeguards to minimize legal risk.

7  
8 Erika Steinbacher, a Concord resident and longtime family physician in Kannapolis, addressed  
9 Council regarding public transportation. She emphasized that while fiscal responsibility is important,  
10 reductions to the current transit system could exacerbate barriers to health and essential services. She  
11 shared an example of an elderly patient who struggled to reach her office in extreme heat, illustrating  
12 the real-world impacts of limited transit access on medical care and daily needs, including commuting  
13 to work. Dr. Steinbacher urged Council to explore solutions that address community needs in a fiscally  
14 responsible manner and to develop a plan before any service reductions, stressing that premature cuts  
15 could have serious consequences for residents' health and well-being.

16  
17 Mark Spitzer addressed Council by commending the strong public participation and Council's  
18 transparency in addressing community issues. He encouraged residents to review the detailed online  
19 agenda and supporting reports to promote greater understanding and engagement. He also highlighted  
20 the work of CCM and suggested that Council consider a presentation on its community initiatives.  
21 Mr. Spitzer raised a concern regarding vehicles parking in the grassy area across from the ballpark,  
22 noting that headlights have affected visibility for batters during Cannon Ballers games; he added that  
23 a solution to use temporary fencing has been coordinated with the general manager to prevent future  
24 disruptions. He also commented on the proposed invocation policy, praising its thoroughness and  
25 focus on chaplain responsibilities, and recommended including occasional guest chaplains to better  
26 reflect the community's diverse faith traditions.

27  
28 **CONSENT AGENDA**

29 Mayor Wilson called for a motion regarding the Consent Agenda. Councilmember Jackson made the  
30 motion to approve, second by Councilmember Dixon and unanimously approved.

31  
32 Report – Monthly Wastewater Allocations Report (Alex Anderson, Director of Water Resources and  
33 Gerald Faulkner, Water Treatment Manager) (Copy included as Agenda Item E.A)

34  
35 Voluntary Annexation – (A-2026-04) 109.166 +/- acres of noncontiguous property located at 6304  
36 and 6320 Mooresville Road, and 6165 Pagemont Road (Richard Smith, Planning Director) (Copy  
37 included as Agenda Item E.B.)

38  
39 Ordinance – Budget Amendment #26-32 appropriating Home Program Funds (Kristin Jones,  
40 Assistant City Manager) (Copy included as Agenda Item E.C.)

41  
42 Contract – Fiscal Year 2026 Audit (Brian Roberts, Finance Director) (Copy included as Agenda Item  
43 E.D.)

44  
45 Resolution – Restoration of the City of Kannapolis Passenger Rail Stops (Richard Smith, Planning  
46 Director) (Copy included as Agenda Item E.E.)

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2 Minutes – February 7, 2026 (Retreat Day 1); February 23, 2026 (Open and Closed); and March 9,  
3 2026 (Open and Closed) (Draft copies attached)

4  
5 **BUSINESS AGENDA**

6 **Appointment – Parks & Recreation Commission Appointment (Gary Mills, Parks & Recreation**  
7 **Director) (Copy included as Agenda Item F.A.)**

8 Mr. Mills stated that the Parks and Recreation Commission has an existing vacancy which was created  
9 when a previous member had to step away from the advisory board. The Parks and Recreation  
10 Commission decided they wanted to go ahead and fill the vacancy even though the term would be  
11 expiring in June. The Commission reviewed the applications at their March meeting and  
12 recommended Cindy Griggs to fill the unexpired term.

13  
14 Councilmember Hatchell requested confirmation that the term in question would expire in June of the  
15 current year. Upon confirmation, she made a motion to table the matter until June. The motion was  
16 seconded by Councilmember Payne and approved unanimously.

17  
18 **Public Hearing – Use of FY 2026-27 CDBG & HOME Funds (Sherry Gordon, Community**  
19 **Development Program Administrator) (Copy included as Agenda Item F.B.)**

20 Ms. Gordon presented the annual action plan for the Community Development Block Grant (CDBG)  
21 and HOME programs, detailing the proposed funding allocations. She noted that the plan has been  
22 properly advertised, with a public comment period open through April 30, 2026, and submission to  
23 HUD required by May 15, 2026. She added that the plan will also be reviewed by the Community  
24 Improvement Commission on April 21, 2026. While FY 2026–2027 funding levels have not yet been  
25 finalized, projections are based on FY 2025–2026 allocations. The CDBG program is expected to  
26 receive approximately \$380,894, with proposed allocations including \$148,716 for housing repairs,  
27 up to \$10,000 per household and including support for transitional housing, \$100,000 for  
28 infrastructure improvements, \$56,000 for nonprofit grants supporting public services (capped at 15%  
29 of total funds), and \$76,178 for program administration to ensure HUD compliance. The HOME  
30 program, which is restricted to housing activities, includes proposed allocations of \$170,747.82 for  
31 rehabilitation of one to two homes to full HUD standards, including major systems and lead  
32 abatement, \$40,000 for new construction in partnership with a developer such as Habitat for  
33 Humanity, and \$11,444.87 for administration. Mrs. Gordon requested Council approval following the  
34 comment period to allow timely submission to HUD.

35  
36 Councilmember Dixon asked for clarification regarding funding for urgent home repairs. Mrs.  
37 Gordon confirmed that all eligible requests from residents are addressed, provided applicants meet  
38 program qualifications. Councilmember Dixon expressed appreciation that resources are available  
39 and accessible to residents in need.

40  
41 Mayor Pro Tem Dayvault shared that many residents have consistently expressed appreciation for  
42 Mrs. Gordon’s service and extended sincere thanks for her contributions.

43  
44 Councilmember Berry asked how urgent repair requests are handled if program funds are depleted.  
45 Mrs. Gordon responded that, to date, available funding, including carryover from prior years, has  
46 been sufficient to meet demand. When needed, the City has sought additional funding through sources  
47 such as the North Carolina Housing Finance Agency, and partners like Habitat for Humanity also

1 pursue supplemental funding. In cases where City funds are insufficient, residents are referred to other  
2 agencies that can assist.

3  
4 Mayor Wilson opened the Public Hearing, which was then closed with no public comment made. He  
5 then called for a motion regarding the use of FY 2026-27 CDBG & Home Funds. Councilmember  
6 Dixon made the motion to approve, second by Councilmember Hatchell and unanimously approved.

7  
8 **Ordinance – Relinquishment of the Extra Territorial Jurisdiction (ETJ) (Richard Smith,**  
9 **Planning Director) (Copy includes as Agenda Item F.C.)**

10 Mr. Smith presented a follow-up to the March 9, 2026, Council discussion regarding relinquishment  
11 of the ETJ area and introduced an Ordinance with a proposed effective date of June 30, 2026. He  
12 stated that the timeline allows property owner notification in April, zoning map revision by the  
13 Planning and Zoning Commission in May, and that an informational meeting will be held to ensure  
14 residents are aware of the changes.

15  
16 There being no further questions or comments, Mayor Wilson called for a motion regarding the  
17 Ordinance to relinquish the ETJ. Motion to approve was made by Councilmember Payne, second by  
18 Mayor Pro Tem Dayvault and unanimously approved.

19  
20 **Resolution – Adoption of Invocation Policy (Andrew Kelly, City Attorney) (Copy includes as**  
21 **Agenda Item F.D.)**

22 Mr. Kelly stated that, following Council’s guidance during Closed Session discussions on  
23 implementing an Invocation Policy, two organizations, Capitol Ministries and the Community Bridge  
24 Project, were selected to provide invocations at Council meetings, as both groups are known to  
25 Council and actively engaged in the community. He noted that both organizations have agreed to  
26 provide these services at no cost to the City. Mr. Kelly added that the proposed Invocation Policy has  
27 been submitted for Council’s review and consideration.

28  
29 Councilmember Hatchell thanked Mr. Kelly for his work in developing the Invocation Policy, noting  
30 the effort to ensure it is legally sound. She explained that the intent of the policy is to reflect a posture  
31 of humility and a recognition that Council decisions carry significant impact on the community. While  
32 acknowledging that not all may agree with the policy, Councilmember Hatchell emphasized it is  
33 meant to support thoughtful and responsible governance.

34  
35 Mayor Pro Tem Dayvault asked for clarification regarding whether chaplains or participating  
36 organizations would receive compensation and whether the policy aligns with those of other local  
37 governments. Mr. Kelly responded that the proposed policy was informed by prior county policies  
38 and updated to reflect more recent case law. He also confirmed that no compensation, monetary or  
39 otherwise, will be provided to participating groups, as both have agreed to serve voluntarily. Mr. Kelly  
40 also noted that the organizations were selected based on their established relationships with Council  
41 and their demonstrated community involvement.

42  
43 There being no additional questions or comments, Mayor Wilson called for a motion regarding the  
44 Resolution to adopt the Invocation Policy. Motion to approve was made by Councilmember Hatchell,  
45 second by Mayor Pro Tem Dayvault and unanimously approved. Mayor Pro Tem Dayvault made the  
46 motion to authorize the City Manager to execute the service contracts in conformity with the policy,  
47 second by Councilmember Hatchell and unanimously approved.

1  
2 **Authorization – Revised Public Transit Interlocal Agreement (Eddie Smith, Deputy City**  
3 **Manager) (Copy includes as Agenda Item F.E.)**

4 Mr. Smith explained that Council identified public transit as a primary focus following a two-day  
5 retreat to review key expenses and operational priorities. He noted that the purpose of tonight’s  
6 meeting is to formalize Council’s direction so that staff could continue discussions with the City of  
7 Concord. He further explained that the public transit system, established in 2004 through an interlocal  
8 agreement with Concord, includes eight routes, three of which serve Kannapolis (Brown, Blue, and  
9 Green). He talked about the average monthly ridership and stated that the Blue route is the most  
10 utilized locally and second overall system-wide, followed by Green (fourth) and Brown (seventh).  
11 Mr. Smith stated that the Transit Commission recently completed a four-month RFP process and  
12 recommended a new service provider, We Drive You, for a three-year contract with two optional one-  
13 year extensions, pending Concord’s approval.

14  
15 Based on retreat outcomes, Council directed staff to maintain public transit services but to evaluate  
16 routes for efficiency and cost reduction, as well as to explore micro-transit options like on-demand  
17 models like Uber. Mr. Smith explained that the current hub-and-spoke system, where buses originate  
18 from the Concord transit center and operate on 60–75-minute loops, remains functional but may not  
19 be the most efficient model moving forward. The proposed action authorizes the City Manager to  
20 revise the interlocal agreement by adjusting the funding split from 65/35 to 79/21  
21 (Concord/Kannapolis respectively), resulting in an estimated Kannapolis transit budget of  
22 approximately \$733,000, subject to final adjustments. Additional directives include continued  
23 evaluation of routes and implementation of administrative updates effective July 1, 2026. Any route  
24 changes will require a federally mandated two-week public input period, during which transit staff  
25 will collect feedback from riders at the transit center as well as via phone and email, ensuring  
26 community input informs future service modifications.

27  
28 Councilmember Dixon emphasized that Council’s priority, as established during the retreat, is to  
29 maintain public transit services while reducing costs in a fiscally responsible manner for the  
30 community. She shared insights from participating in a recent simulation exercise, where she assumed  
31 the role of a 62-year-old resident with limited income, no insurance, no personal vehicle, and mobility  
32 challenges. Through this experience, she relied entirely on the bus system to access medical care,  
33 highlighting both its accessibility, such as lift-equipped buses and designated seating, and its  
34 challenges, including the need to transfer routes and extended travel times. She also noted  
35 infrastructure gaps, such as the lack of sidewalks connecting bus stops to key destinations like the  
36 hospital and the absence of shelters at many stops, requiring riders to wait in adverse weather  
37 conditions. Councilmember Dixon stated that many residents depend on public transit as their sole  
38 means of transportation for essential needs, including accessing healthcare, groceries, and other  
39 services. While acknowledging the importance of fiscal responsibility, she urged Council to carefully  
40 consider the real-life impact of transit decisions on those who rely on the system daily and have no  
41 alternative transportation options.

42  
43 Councilmember Berry reminded Council of the Cabarrus County Transportation System as an  
44 important resource for residents with medical needs, providing door-to-door service for hospital  
45 visits, pharmacy trips, and doctor appointments. She encouraged staff to better promote this service  
46 so residents are aware of this alternative, emphasizing that public transit is not the only available  
47 option.

1 Mayor Pro Tem Dayvault also emphasized the importance of increasing public awareness of  
2 transportation options beyond the existing bus system and expressed support for improving route  
3 efficiency by eliminating underutilized stops and better serving current riders. He also advocated for  
4 exploring microtransit and other modern approaches, noting that while the current system serves  
5 many residents, it is somewhat outdated and could be enhanced to reach and better serve a broader  
6 portion of the community.

7  
8 Councilmember Payne clarified that the City’s current \$1.5 million cost reflects an annual expense,  
9 not a three-year total, to provide transit services.

10  
11 While acknowledging the City’s obligation to provide public transportation, Councilmember Jackson  
12 stressed the need to evaluate how budget reductions may impact service routes and suggested that  
13 Council monitor service quality and performance over time and revisit the system in the future to  
14 determine if further adjustments are necessary.

15  
16 There being no additional questions or comments, Mayor Wilson called for a motion to authorize the  
17 City Manager to revise the Public Transit Interlocal Agreement, which was made by Councilmember  
18 Jackson, second by Councilmember Payne. The motion was approved 6 to 1 with Councilmember  
19 Dixon dissenting.

20  
21 **CITY MANAGER REPORT**

22 Mr. Melton provided updates on various boards and commissions noting that the CK Rider update  
23 aligned with the transit Interlocal Agreement provided by Mr. Smith. He reported that WSACC met  
24 on March 19, 2026, to review the proposed FY 2026–27 budget and received updates on ongoing  
25 projects. The Planning Board met on March 17, 2026 to rezone two parcels that were approved for  
26 annexation at Council’s February 9, 2026 meeting. He noted that the Board of Adjustment did not  
27 meet due to a lack of business. Mr. Melton also announced that the new adaptive response vehicle  
28 (ARV), approved at the recent Council retreat, has been delivered and is being outfitted, with service  
29 expected within 30 days at Fire Station Number Two. He added that the ARV will enhance medical  
30 response while preserving larger fire apparatus for major emergencies. He concluded with reminders  
31 about upcoming Council-related events and noted that City offices will be closed on Friday, April 3,  
32 2026, in observance of Good Friday.

33  
34 **CITY COUNCIL COMMENTS**

35 Councilmember Dixon asked staff to invite Cabarrus Chamber to present their findings regarding the  
36 transit simulation at a future Council meeting.

37  
38 Mayor Pro Tem Dayvault asked staff to address Ms. Talbert’s concerns regarding the Little Texas  
39 Road sidewalk project. Mr. Melton responded that staff is diligently working to secure right-of-way  
40 acquisition, which are often the most challenging phase of large projects, but that once that phase is  
41 complete, construction can begin. He noted that the project is expected to be completed this year but  
42 will reach out directly to Ms. Talbert and provide anticipated completion dates.

43  
44 Councilmember Jackson proposed that staff explore developing a golf cart ordinance, noting that  
45 while some carts are properly registered through the NCDMV, others are currently operating without  
46 clear regulation due to the absence of a local ordinance. He suggested modeling the ordinance after  
47 state laws to establish a formal registration and oversight program. He also noted that such a program

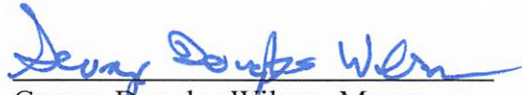
1 could benefit residents, particularly those living downtown, by providing a convenient transportation  
2 option and potentially reducing vehicle traffic.

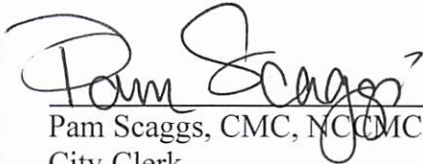
3  
4 Councilmember Hatchell expressed appreciation to several City departments, including the Police  
5 Department, for hosting her on a ride-along that provided greater insight into their work, and the  
6 Customer Service team for their role as the primary point of contact for residents, handling  
7 approximately 4,000 calls per month. She emphasized the importance of residents utilizing the City's  
8 customer service line to report concerns or ask questions, noting that staff are committed to serving  
9 the community but rely on public communication to address issues effectively.

10  
11 **MOTION TO ADJOURN**

12 There being no further business, Councilmember Dixon motion to adjourn, second by Mayor Pro Tem  
13 Dayvault, and the motion was unanimously approved.

14  
15 The meeting adjourned at 7:15 P.M. on Monday, March 23, 2026.

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19 \_\_\_\_\_  
20 George Douglas Wilson, Mayor  
21 City of Kannapolis

22   
23 \_\_\_\_\_  
24 Pam Scaggs, CMC, NCCMC  
25 City Clerk



## Kannapolis City Council

City Council Agenda Staff Report

March 23, 2026

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**To:** Mayor and City Council  
**From:** Alex Anderson, Director of Water Resources, Gerald Faulkner, Water Treatment Manager  
**Subject:** **REPORT** - Monthly Wastewater Allocations Report **RECEIVED**

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### **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. Table to a future meeting.
2. Take no action.

### **Attachments**

1. 2026 03 Update

**City of Kannapolis**  
**Monthly Wastewater Allocations Update**  
**March 2026**

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

Total Restricted and Previously Committed Reserves: 1,015,099

WSACC Distributions this month: 0

Pending Projects Approved by Policy: 0

Remaining Non-Restricted Reserves: 894,815

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

---

Pending Projects under Review:

- A commercial project at Odell School Road and HWY 73 is pursuing a development agreement. 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.
  - Cabarrus County Schools has informed staff that they are considering the construction of a new elementary school in the northwest service area. This school would need sewer capacity, which is likely to be between 10,000 and 15,000 GPD out of the 2027 allocation.
  - City is reviewing a request for medical office building within the previously approved geographic location at Rogers Lake Road and Kannapolis Parkway. The requested capacity is approximately 2,000 GPD. Development agreement is recommended to be presented to City Council in an upcoming meeting.
  - Staff has released the City Council approved call for non-residential projects.
  - Staff has received WSACC distribution #14 and is reviewing the documentation.
-

**Update Summary:**

1. 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.
2. 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.
3. Metro 63 reserves will be released in a future 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:	(1,014,424)
Remaining Non-Restricted Reserves:	(895,490)
WSACC Distributions this month: None	0
Pending Projects Approved by Policy:	0
<b>Summary Remaining for post-2027 Sewer Allocation (approximate):</b>	<b>~109,000</b>

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### **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
October Adjustment (Cannon Manor and Summerlyn)	17,345
Corriher Sewer (exempt plat)	675
Total Restricted and Previously Committed Reserve	1,015,099

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	69,585
Total Non-Restricted and Previously Committed Reserve	894,815

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

- Kannapolis Crossing

Current Reserve	316,000
• Ashton Subdivision (tentative)	(77,775)
• Industrial Building 100 & 200	(12,000)
Remaining Original Kannapolis Crossing Reserve	226,225

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**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
○ WSACC Dist #14	Pending review
○ 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

March 23, 2026

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**To:** Mayor and City Council  
**From:** Richard Smith, Planning Director  
**Subject:** **VOLUNTARY ANNEXATION - (A-2026-04) 109.166 +/- acres of noncontiguous property located at 6304 and 6320 Mooresville Road, and 6165 Pagemont Road**  
**UNANIMOUSLY APPROVED**

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### **Recommended Action Requested by City Council**

1. Motion to adopt Resolution Directing the Clerk to Investigate an Intent to Annex and to Certify the Sufficiency of the Petition to Annex; and
2. Motion to adopt a Resolution of Intent to Annex and Fix Date of Public Hearing for April 13, 2026.

### **Required Votes to Pass Required Action**

Majority Present at Meeting

### **Background**

Scott Hamel of High Side Golf Club has submitted an application for voluntary annexation of approximately 109.166 +/- acres of noncontiguous property located at 6304 and 6320 Mooresville Road, and 6165 Pagemont Road. The property is further identified as Cabarrus County Parcel Identification Numbers 46938748690000, 46938826390000, and 46938947570000. The plan for the property is a golf course and related amenities.

### **Fiscal Implications**

None

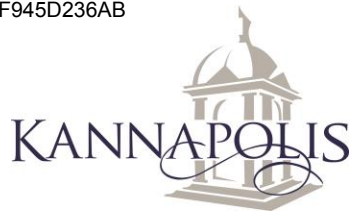
### **Alternate Courses of Action**

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

### **Attachments**

1. Annexation Application
2. Certificate of Sufficiency A-2026-04
3. 2026-10 Resolution Directing Clerk to Investigate Intent to Annex
4. 2026-09 Resolution of Intent to Annex and to set a public hearing A-2026-04 6304 & 6320 Mooresville Rd and 6165 Pagemont Rd





Planning Department  
401 Laureate Way  
Kannapolis, NC 28081  
704.920.4350

## PETITION REQUESTING A NON-CONTIGUOUS ANNEXATION

Approval authority – City of Kannapolis City Council

3/11/2026

DATE: \_\_\_\_\_

To the City Council of the City of Kannapolis, North Carolina:

1. We, the undersigned owners of real property respectfully request that the area described in paragraph 2 below be annexed to the City of Kannapolis.
2. The area to be annexed, located at See attached, further identified as Cabarrus County Parcel Identification Number See attached, is non-contiguous to the primary limits of the City of Kannapolis, is approximately 109 acres, and the boundaries of such territory are as follows:

### See Attached Signed, Stamped Survey Map and Metes and Bounds Description

3. This petition is signed by all property owners of the area to be annexed.
4.  The undersigned owners acknowledge that the following City service(s) is (are) not presently available for immediate taps upon annexation: water  sewer ; and, subsequently agree that the City shall not provide water and sewer service to the area to be annexed except in accordance with the City's standard water and sewer policy.
5. Please check ONE box below:
  - The undersigned owners declare that zoning vested rights have been established on the area to be annexed under G.S. 160D-108 or G.S. 160D-108.1 and provide proof of such rights by attachment hereto.
  - The undersigned owners hereby declare that no such vested rights have been established and that any vested rights previously acquired are hereby terminated.

	<u>Name</u> (print or type)	<u>Address</u>	<u>Signature*</u>
1.	High Side Golf Club, Inc. - Scott Hamel, COO	17516 Gillican Overlook, Davidson, NC 28036	Signed by: <i>Scott Hamel</i> 2FC8DD06B4D344D...
2.	_____	_____	_____
3.	_____	_____	_____
4.	_____	_____	_____

\*Family members (e.g., husbands and wives) need to sign separately. Signatures for corporations, institutions, etc., are by those with the authority to sign legal documents.

Addresses & Parcel PINs:

- 6304 Mooresville Rd, Kannapolis, NC 28081
  - PIN 46938748690000
- 6320 Mooresville Rd, Kannapolis, NC 28081
  - PIN 46938826390000
- 6165 Pagemont Rd, Kannapolis, NC 28081
  - PIN 46938947570000
- Parcel containing approximately 0.0955 acres to be provided with a Parcel ID

Prepared by:	Hamilton Stephens Steele & Martin, PLLC 525 N. Tryon Street, Ste 1400, Charlotte, NC 28202
Brief description for the Index:	approximately 109.13 acres located in Kannapolis, North Carolina, commonly identified with Cabarrus County Parcel IDs 46938748690000, 46938826390000, 46938947570000, and parcel containing approximately 0.0955 acres to be provided with Parcel ID

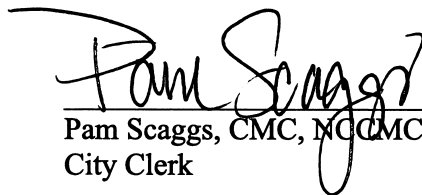
THIS GENERAL WARRANTY DEED ("Deed") is made on the 10<sup>th</sup> day of March 2026, by and between:

**CERTIFICATE OF SUFFICIENCY**  
**A-2026-04**

To City Council of the City of Kannapolis, North Carolina.

I, Pam Scaggs, City Clerk, do hereby certify that pursuant to NCGS Chapter 160A-58 *et seq.*, I have investigated the petition attached hereto and have found as a fact that said petition is signed by all owners of real property lying in the area described therein.

In Witness Whereof, I have hereunto set my hand and affixed the seal of the City of Kannapolis, North Carolina, this the 23th day of March 2026.

  
Pam Scaggs, CMC, NCCMC  
City Clerk

**RESOLUTION DIRECTING THE CLERK TO  
INVESTIGATE AN INTENT TO ANNEX**

**A-2026-04 – 6304 & 6320 Mooresville Road and  
6165 Pagemont Road**

**WHEREAS**, City Council may initiate annexation of noncontiguous property owned by the petitioners by adopting a resolution stating its intent to annex the property of the area described herein; and

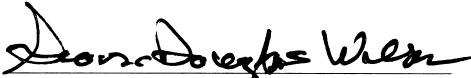
**WHEREAS**, N.C.G.S Chapter 160A-58 *et seq.*, provide that the sufficiency of the petition shall be investigated by the City Clerk of the City of Kannapolis, North Carolina before further annexation proceedings consistent within the intent to annex can take place; and

**WHEREAS**, City Council of the City of Kannapolis, North Carolina deems it advisable to direct the City Clerk to investigate the sufficiency of the intent to annex.

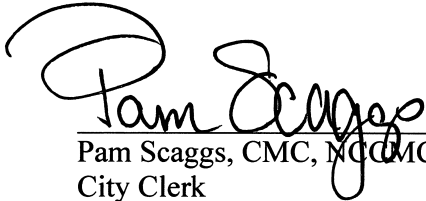
**NOW, THEREFORE, BE IT RESOLVED** by City Council of the City of Kannapolis, North Carolina that:

The City Clerk is hereby directed to investigate the sufficiency of the above-described intent to annex under N.C.G.S. Chapter 160A-58 *et seq* and to certify as soon as possible to the City Council the result of the investigation.

**ADOPTED** this the 23rd day of March 2026.

  
George Douglas Wilson, Mayor  
City of Kannapolis

**ATTEST:**

  
Pam Scaggs, CMC, MCMC  
City Clerk

**RESOLUTION OF INTENT TO ANNEX AND FIX DATE OF PUBLIC HEARING  
ON QUESTION OF ANNEXATION**

**A-2026-04 – 6304 & 6320 Mooresville Road and  
6165 Pagemont Road**

**WHEREAS**, pursuant to N.C.G.S Chapter 160A-58 *et seq.*, City Council may initiate annexation of real property noncontiguous to the City's boundary pursuant to a Petition for Annexation by all property owners located therein by adopting a Resolution stating its intent to annex the property described.

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of Kannapolis, North Carolina that:

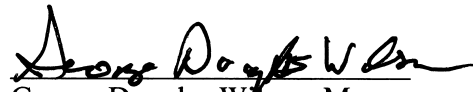
Section 1. A public hearing on the question of annexation of the area described herein will be held at the Laureate Center, 401 Laureate Way, Kannapolis, NC at 6:00 PM on the 13th day of April 2026.

Section 2. The area proposed for annexation is described as follows:


See attached Metes and Bounds Description and Annexation Survey.

Section 3. Notice of public hearing shall be published in the Independent Tribune on Thursday, April 2 and Thursday, April 9, 2026

**ADOPTED this the 23rd day of March 2026.**

  
George Douglas Wilson, Mayor  
City of Kannapolis

ATTEST:

  
Pam Scaggs, CMC, NCCMC  
City Clerk

## DESCRIPTION OF FOUR TRACTS ON MOORESVILLE ROAD FOR CITY OF KANNAPOLIS ANNEXATION

Being a metes and bounds description of the total extents of four separate parcels, described in aggregate for the purpose of defining a proposed area for City of Kannapolis Annexation, situated and lying in the state of North Carolina, Rowan County, Kannapolis Township, parcels being Tract II, Tract IV, Tract V, and Tract VI of Deed Book 1643, Page 270, (all references to map and deed books refer to the records of the Cabarrus County Register of Deeds) to Janet M. Whitfield, more particularly described by metes and bounds as follows:

**BEGINNING** at a 1/2-inch iron rod found, having North Carolina State Plane Coordinate system position of Northing: 638,426.38', Easting: 1,499,389.28', being a south corner of the tract to La Rue S. Credle and Clifton M. Credle, Jr., in Deed Book 14898, Page 21, same being a north corner of Tract 1, Minor Subdivision for Robert & Bridget Rosser / Andrew & Samantha Riddle, Map Book 88, Page 34, to Robert Rosser and Bridgett Rosser, in Deed Book 11671, Page 182, for the **POINT OF BEGINNING**;

**THENCE**, South 14°48'57" West, a total distance of 1,338.15 feet, passing a 5/8-inch iron rod (measured at nail) at 1,304.25'; with the west line of said Tract 1, to a point within the margin of Mooresville Rd;

**THENCE**, South 72°44'17" West, a distance of 927.25 feet, within the margin of Mooresville Road, to a point within the margin of Mooresville Rd;

**THENCE**, North 13°57'53 West, a distance of 295.82 feet, passing a found 5/8-inch iron rod at 49.36 feet, with the east line of the tract to Patrick Meeuwissen and Janet Meeuwissen, in Deed Book 16446, Page 87, to a found axle, being the north corner of said Meeuwisen tract, same being the southeast corner of a portion of Lot 5, Cedarcroft, Map Book 16, Page 36, to Barry F. Love and Linda Louise Vernon, in Deed Book 2121, Page 271;

**THENCE** North 14°14'02" West, a distance of 203.82 feet, with the east line of said Vernon lot, to a 5/8-inch iron rod found, being an east corner of said Vernon lot;

**THENCE** North 49°48'37" West, a total distance of 2,267.61 feet, with the northeast line of said Vernon lot, and the northeast line of Lots 34 through 44 inclusive of said Cedarcroft, passing the following lot corners, all from said Cedarcroft:

- 1) At 264.94 feet, a found 1/2-inch iron rod, the north corner of Lot 5, same being the east corner of Lot 34;
- 2) At 425.93 feet a found 1/2-inch iron rod, the north corner of Lot 34, same being the east corner of Lot 36;
- 3) At 1,043.41 feet, a found 1/2-inch iron rod, the north corner of Lot 37, same being the east corner of Lot 38;
- 4) At 1,218.34 feet, a found 1/2-inch iron rod, the north corner of Lot 38, same being the east corner of Lot 39;
- 5) At 1,917.98 feet, a found 1/2-inch iron rod, the north corner of Lot 42, same being the east corner of Lot 43;
- 6) At 2,092.78 feet, a found 1/2-inch iron rod, the north corner of Lot 43, same being the east corner of Lot 44;

to a found 1/2-inch iron rod, being the north corner of Lot 44, same being the east corner a Lot titled "7.02 Acres", of said Cedarcroft, to Jerry R. Goodson and Sibyl R. Goodson, in Deed Book 477, Page 201;

**THENCE** North 49°47'42" West, a distance of 568.41 feet, crossing a stream, with the northeast line of said 7.02 acres, to a 1/2-inch iron pipe found, being the northeast corner of said 7.02 acres, same being on the south line of a tract to Walter Gipson Rumble, III, and Lee Ellen Brock, titled "Tract 1" in Deed Book 13134, Page 216;

**THENCE** North 89°08'22" East, a distance of 2,264.60 feet, crossing two branches, with the south line of said Rumble tract, to a set 5/8-inch iron rod, being the southeast corner of said Rumble tract;

**THENCE** North 01°48'38" West, a distance of 85.23 feet, with the east line of said Rumble tract, to a found 1-inch iron pipe, being on the east line of said Rumble tract;

**THENCE** North 01°38'44" West, a distance of 1,152.57 feet, with the east line of said Rumble tract, to a found stone (measured at nail), being an east corner of said Rumble tract, same being the west corner of Lot 2, Property of Walter G. Rumble III and Lee Ellen Brock, Map Book 79, Page 83, to Walter Gipson Rumble, III, and Lee Ellen Brock, titled "Tract 2" in Deed Book 13134, Page 216;

**THENCE** South 61°26'24" East, a distance of 474.19 feet, with the southwest line of said Lot 2, to a found axle, being the south corner of said Lot 2, same being a west corner of a tract to The Rumble Family Trust in Deed Book 16086, Page 226;

**THENCE** South 60°59'22" East, a distance of 424.64 feet, crossing a stream, with the southwest line of said Rumble Family Trust tract, to a found 1/2-inch iron pipe, being a southeast corner of said Rumble Family Trust tract, same being a west corner of another tract to The Rumble Family Trust in Deed Book 15525, Page 106;

**THENCE** South 60°58'31" East, a distance of 251.55 feet, with the southwest line of said Rumble Family Trust Tract (DB. 15525, PG. 106), to a found 1.5-inch iron rod adjacent to a stone, being the south corner of said Rumble Family Trust Tract (DB. 15525, PG. 106), same being a west corner of Lot 2, Property of Rebecca B. Thigpen, Map Book 73, Page 28, to David Thigpen and Sharon Seabolt Thigpen in Deed Book 16998, Page 313;

**THENCE** South 56°28'00" West, a distance of 1,125.98 feet, with a northwest line of said Lot 2, to a found 1/2-inch iron pipe, being a west corner of said Lot 2;

**THENCE** South 56°13'00 East, a distance of 46.43 feet, with a southwest line of said Lot 2, to a found 1/2-inch iron pipe, being a west corner of said Lot 2;

**THENCE** South 27°19'53" West, a distance of 38.20 feet, with a northwest line of said Lot 2, to a found 1/2-inch iron pipe, being a west corner of said Lot 2;

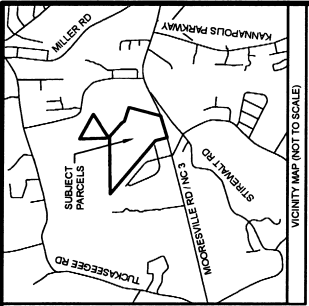
**THENCE** South 49°03'37" East, a distance of 722.85 feet, crossing a stream, with the southwest line of said Lot 2, to a found 1-inch iron pipe, being the south corner of said Lot 2, being a west corner of said Credle tract;

**THENCE** South 36°40'43" East, a distance of 35.07 feet, with a southwest line of said Credle tract, to a found 1-inch iron pipe, being a southwest corner of said Credle tract;

**THENCE** South 35°06'15" East, a distance of 123.29 feet, with a southwest line of said Credle tract, to a found 5/8-inch iron rod, being a southwest corner of said Credle tract;

**THENCE** South 72°18'21" East, a distance of 586.55 feet, with a southwest line of said Credle tract, to the **POINT OF BEGINNING**, containing ±109.166 acres, as shown on a survey by Whitehall Land Survey, PLLC titled "RETRACEMENT SURVEY OF FOUR WHITFIELD TRACTS ON MOORESVILLE RD", said map incorporated by reference and considered an integral part of this description.

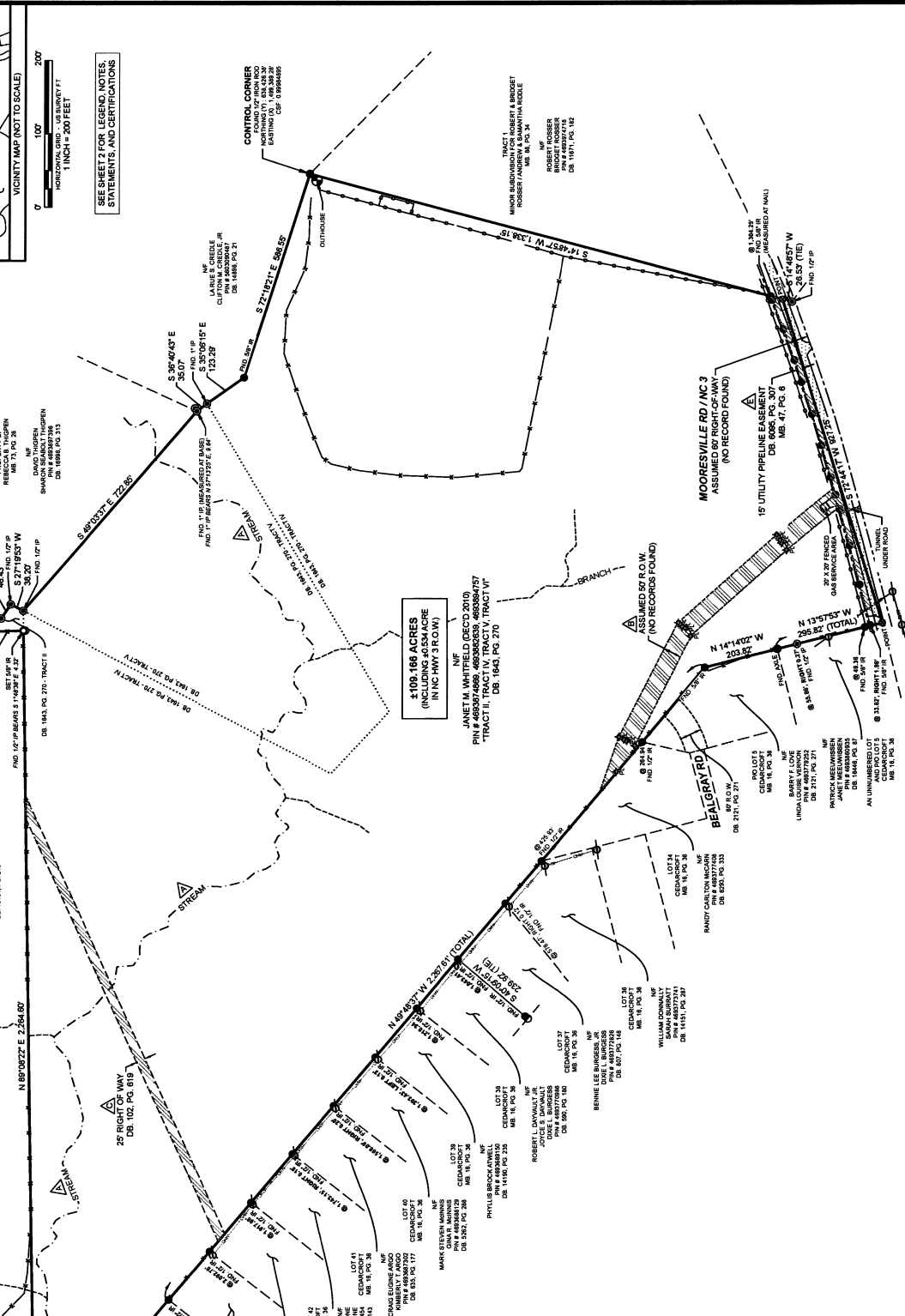
*The basis of bearings and distances for this description is the North Carolina State Plane Coordinate System, NAD83 (2011). Ground distances may be obtained by multiplying the distances shown hereon by grid-to-ground scale factor of 1.00015107.*



SEE SHEET 2 FOR LEGEND, NOTES, STATEMENTS, AND CERTIFICATIONS

200  
100  
0  
VICINITY MAP (NOT TO SCALE)  
1 INCH = 200 FEET

**N**  
BASIS OF BEARING  
NCSPC GRID - NAD83 (2011)



40.53 ACRES  
(IN NC HWY 3 ROW)



SEE SHEET 2 FOR FULL CERTIFICATION

DATE: 11/11/2024  
PROJECT NO.: 24-08-004

TYLER F. WIETHORN, PLS  
NORTH CAROLINA REGISTRATION NUMBER L-6482

**RETRACEMENT SURVEY OF FOUR WHITFIELD TRACTS ON MOOREVILLE RD. PROVIDED FOR: HIGH SIDE GOLF CLUB, INC.**

4109.188 ACRES  
(INCLUDING 40.53 ACRE IN MOOREVILLE RD R.O.W.)

BEING FOUR CONTIGUOUS PARCELS SHOWN IN AGGREGATE, BEING PART OF THE SURVEY OF THE WHITFIELD RUMBLE SINKS ESTATE, MAP BOOK 13, PAGE 14; TRACT V, AND TRACT VI, TO JANET M. WHITFIELD, DEED BOOK 1643, PAGE 270

TOWNSHIP 4, KANNAFOX  
CABARRUS COUNTY, NORTH CAROLINA

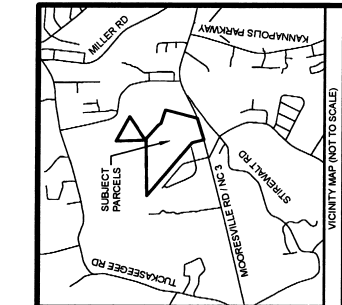
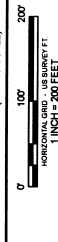
**WHITEHALL**  
LAND SURVEY

1110 S. Main St. Ste. 202 | China Grove, NC 28603  
704-245-4135 | info@whitehallsurvey.com | whitehallsurvey.com  
White Hall Land Survey, PLLC (NCLEIS Registered Firm P-247)

DRAWN BY: TW PROJECT NO.: 24-08-004 SHEET 1 OF 2

**LEGEND:**

- FOUND IRON ROD (IR) PIN
- FOUND IRON PIPE
- FOUND IRON ROD
- FOUND AXLE
- UTILITY POLE
- PIPELINE MARKER
- CSF
- NOT-SURVEYED LINE (S)
- SURVEYED LINE
- SUBJECT BOUNDARY (S)
- ADJONER BOUNDARY (S)
- ADJONER BOUNDARY (N/S)
- EASEMENTS
- SETBACKS
- RIGHT-OF-WAY
- WOOD FENCE
- WIRE FENCE
- EDGE OF PAVING
- CULVERT
- ON WIRE
- CENTERLINE OF CREEK
- BRANCH
- ASPHALT
- EASEMENT



**SURVEY NOTES:**

- THIS SURVEY WAS CONDUCTED WITHOUT THE BENEFIT OF A PROFESSIONAL SURVEYOR. THE SURVEYOR HAS REVIEWED THE DOCUMENTS EXPRESSLY REFERENCED, WHICH WERE LOCATED BY THE SURVEYOR IN THE NORMAL COURSE OF WORK. PROPERTY IS SUBJECT TO ANY ITEMS OF RECORD, AGREEMENTS, RIGHTS-OF-WAY OR RESTRICTIONS THAT MAY HAVE BEEN DISCLOSED BY A COMPLETE AND CURRENT TITLE SEARCH AND STATEMENT AS TO LAND GRANT RIGHTS, OR IMPLY ANY DEDICATION, EASEMENTS AND REFERENCED DOCUMENTS, AND REPRESENTS THE PROFESSIONAL OPINION OF THE SURVEYOR. THE SURVEY FOOT REPORTED BEARINGS ARE BASED ON GRID NORTH, NAD 83 (2011).
- THIS SURVEY TAKES NO STATEMENT AS TO LAND GRANT RIGHTS, OR IMPLY ANY DEDICATION, EASEMENTS AND REFERENCED DOCUMENTS, AND REPRESENTS THE PROFESSIONAL OPINION OF THE SURVEYOR. THE SURVEY FOOT REPORTED BEARINGS ARE BASED ON GRID NORTH, NAD 83 (2011).
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**PURPOSE STATEMENT:**

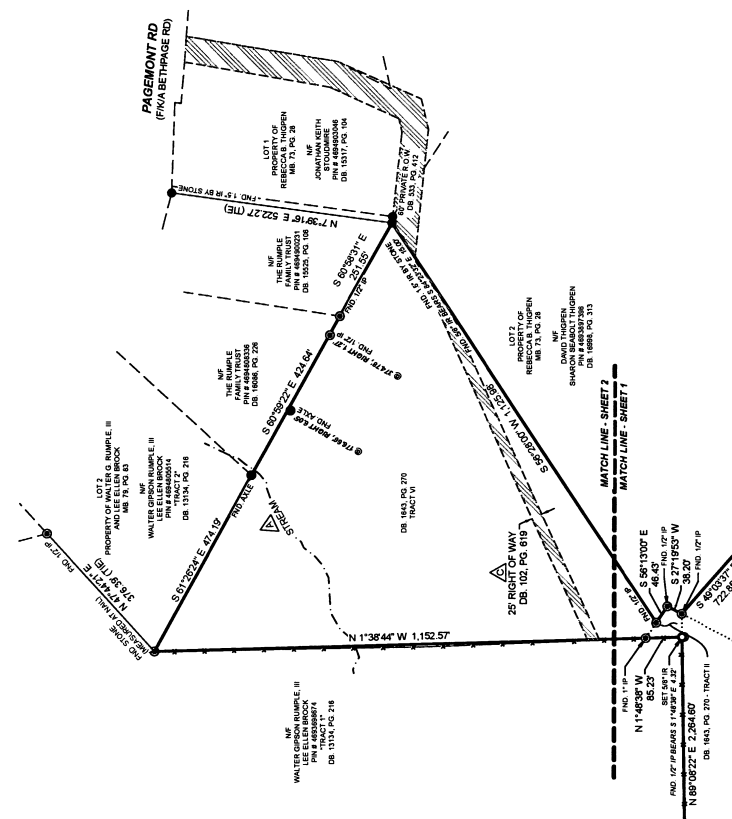
THE PURPOSE OF THIS SURVEY IS TO RETRACE AND DESCRIBE FOUR CONTIGUOUS PARCELS IN AGGREGATE FOR THE PURPOSE OF ANNEXATION.

**RETRACEMENT SURVEY OF FOUR WHITFIELD TRACTS ON MOORESVILLE RD**

PROVIDED FOR: HIGH-SIDE GOLF CLUB, INC.  
 4109.488 ACRES  
 (INCLUDING 40.534 ACRE IN MOORESVILLE RD R.O.W.)  
 BEING FOUR CONTIGUOUS PARCELS SHOWN IN AGGREGATE, RUMPLE SIMS ESTATE, MAP BOOK 13, PAGE 14, TRACT V, AND TRACT VI, TO JANET M. WHITFIELD, DEED BOOK 1643, PAGE 270  
 TOWNSHIP 4, KANNAPOUS  
 CABARRUS COUNTY, NORTH CAROLINA

**WHITEHALL**  
 LAND SURVEY  
 1110 S. Main St. Ste. 202 | China Grove, NC 28603  
 704-245-4135 | info@whitehallsurvey.com | WhiteHallSurvey.com  
 White Hall Land Survey, PLLC (NC) is Registered Firm # 2474

DRAWN BY: TW PROJECT NO.: 20-09-04 SHEET 2 OF 2



**ADDITIONAL NOTES:**

- STREAMS SHOWN ON THIS SURVEY ARE IDENTIFIED AS INTERMITTENT ON THE CURRENT U.S.G.S. QUADRANGLE MAP. STREAM BUFFERS AND OTHER DEVELOPMENT RESTRICTIONS MAY APPLY.
- INCLUDING OBSERVED MARKERS AT THE APPARENT EASEMENT LIMITS AND OTHER SUPPORTING REFERENCES.
- AND EXISTENCE BASED ON VISIBLE FIELD EVIDENCE AND OTHER SUPPORTING REFERENCES.
- PAGE 6 REFERENCES 5' IRON RODS SET AT EASEMENT CORNERS. MONUMENTS WERE FOUND AS SHOWN.
- THE CENTERS OF STREAMS AND BRANCHES DEPICTED ON THIS SURVEY APPROXIMATE AND NOT RELIED UPON FOR DESIGN OR DEVELOPMENT GENERAL INFORMATION ONLY. THEIR LOCATIONS SHOULD BE CONSIDERED APPROXIMATE AND NOT RELIED UPON FOR DESIGN OR DEVELOPMENT PORTIONS OF THE SUBJECT PARCEL WERE OBSERVED TO BE HEAVILY COVERED WITH KUDZU AND OTHER DENSE VEGETATION. ADDITIONAL FEATURES OR IMPROVEMENTS NOT VISIBLE AT THE TIME OF SURVEY MAY BE FENCES SHOWN ON THIS SURVEY VARY IN TYPE AND CONDITION.

**ZONING AND SETBACKS:**

- PER CABARRUS COUNTY GIS, SUBJECT PARCELS IS IN CABARRUS COUNTY PLANNING JURISDICTION, MINIMUM BUILDING SETBACKS:
 

PRINCIPAL	75
FRONT	75
REAR	30
SIDE	20
- 75' ON MINOR COLLECTOR 5' ON LOCAL ROAD.
- ALWAYS CONTACT THE PRESENTING JURISDICTIONS PLANNING OFFICE PRIOR TO ANY FURTHER IMPROVEMENTS OR DEVELOPMENT.

**FLOOD AND WATERSHED NOTES:**

- PER US FLOOD RISK INFORMATION SYSTEM, THIS PARCEL IS LOCATED WITHIN ZONE "X" AREAS DETERMINED TO HAVE MINIMAL FLOOD RISK, AS EFFECTIVE DATE OF FIRM NO. 371068000 WITH AN EFFECTIVE DATE OF 08/01/2009.
- THE CLASSIFICATION OF LANDS AS BEING WITHIN OR OUTSIDE A FEMA DESIGNATED FLOOD HAZARD AREA DOES NOT BE INTERPRETTED AS A DEFINITIVE STATEMENT THAT FLOODED CONDITIONS WILL OR WILL NOT OCCUR IN THE FUTURE. FEMA DESIGNATED FLOOD HAZARD AREAS ARE SUPPLIED WATERED. ADDITIONAL DEVELOPMENT RESTRICTIONS MAY APPLY.



TYLER F. WETHORN, DO HEREBY CERTIFY THAT THIS PLAT WAS DRAWN UNDER MY SUPERVISION FROM AN ACTUAL SURVEY MADE UNDER MY SUPERVISION USING REFERENCES TO THE ORIGINAL SURVEY RECORDS. THE SURVEY DATA ARE SHOWN AS BROKEN LINES PLOTTED FROM INFORMATION SHOWN HEREON. THAT THE RATIO OF PRECISION AS CALCULATED EXCEEDS 17,500. THAT THIS SURVEY WAS CONDUCTED IN ACCORDANCE WITH THE STANDARD METHODS AND THAT THE FOLLOWING DATA WAS UTILIZED IN THE GNSS SURVEY:  
 CLASS OF SURVEY: B  
 POSITIONAL ACCURACY: 3.017 + 90PPM  
 TYPE OF GPS FIELD PROCEDURE: NC VRS AND RTK  
 DATUM: NAD 83 (2011)  
 DATUM EPOCH: NA03 (2011)  
 PUBLISHED/DEFINED-CONTROL USE: NC03 CORS RTN  
 GEODETIC SCALE FACTOR: 0.9999984685  
 CORRECTED SCALE FACTOR: 0.9999984685  
 UNITS: US SURVEY FEET  
 THIS MAP MEETS THE REQUIREMENTS OF THE STANDARDS OF PRACTICE FOR LAND SURVEYING IN NORTH CAROLINA (21 NCAC 56.1800) AS CERTIFIED ON INDICATED DATE.  
 Tyler Wethorn  
 tyler@whitehallsurvey.com  
 2025-12-12 10:40:00  
 TYLER F. WETHORN, L.S. DATE  
 NORTH CAROLINA REGISTRATION NUMBER: L-6432



# Kannapolis City Council

City Council Agenda Staff Report

March 23, 2026

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**To:** Mayor and City Council  
**From:** Kristin Jones, Assistant City Manager  
**Subject:** **ORDINANCE** - Budget Amendment #26-32 appropriating Home Program Funds  
**UNANIMOUSLY APPROVED**

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### **Recommended Action Requested by City Council**

Motion to adopt an Ordinance for Budget Amendment #26-32 appropriating Home Program Funds

### **Required Votes to Pass Required Action**

Majority Present at Meeting

### **Background**

The City is receiving an additional \$53,509 in projects and \$3,211 in administration (\$56,720 total) in HOME funds due to Cabarrus County rescinding its allotted funds back to the consortium.

### **Fiscal Implications**

A budget amendment is needed to appropriate the revenue and expense associated with this grant funding.

### **Alternate Courses of Action**

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

### **Attachments**

1. 2026-13 Ordinance for Budget Amendment #26-32 Home Grand Program

**ORDINANCE FOR BUDGET AMENDMENT FOR THE  
CITY OF KANNAPOLIS, NORTH CAROLINA  
HOME GRANT PROGRAM  
FY 2025-2026 (BA #26-32)**

**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 Home Program Grant Funding.

**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) and the budget contained herein.

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

75000-33300-HOM24 Home Program Grant	\$56,720
<b>Total Revenues:</b>	<b>\$56,720</b>

**Section 4.** The following amount is appropriated for the project:

75000-51950-HOM24: Rehabilitation Expenses	\$53,509
75000-51910-HOM24: Admin Costs	\$3,211
<b>Total Expenditures:</b>	<b>\$56,720</b>

**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.

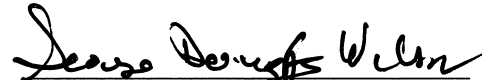
**Section 8.** The City Manager is hereby authorized to transfer funds from one line item to another line item without further approval by the City Council.

**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 23<sup>rd</sup> day of March.

ATTEST:

  
\_\_\_\_\_  
Pam Scaggs, CMC, NCCMC  
City Clerk

  
\_\_\_\_\_  
George Douglas Wilson, Mayor  
City of Kannapolis



# Kannapolis City Council

City Council Agenda Staff Report

March 23, 2026

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**To:** Mayor and City Council  
**From:** Brian Roberts, Finance Director  
**Subject:** **CONTRACT** - Fiscal Year 2026 Audit **UNANIMOUSLY APPROVED**

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## **Recommended Action Requested by City Council**

Motion to authorize City Manager to negotiate and execute the Fiscal Year 2026 Audit Contract with Martin, Starnes & Associates, CPAs.

## **Required Votes to Pass Required Action**

Majority Present at Meeting

## **Background**

Each year as required by NC Statute 159-34 the City is audited. The State requires board approval of the audit contract. Staff is requesting that City Council authorize the City Manager to award the audit contract to Martin Starnes & Associates, CPAs, P.A. for the Fiscal Year Ended June 30, 2026.

Martin Starnes has conducted the City's audit for several years and this will continue the relationship. This contract will be for the third year of a five-year audit proposal based upon an RFP conducted in Fiscal Year 2024.

Attached are the Audit Contract and Audit Engagement Letter from Martin, Starnes & Associates, CPAs.

## **Fiscal Implications**

The Fiscal Year 2026 audit will cost \$64,410.

## **Alternate Courses of Action**

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

## **Attachments**

1. City of Kannapolis - 2026 Audit Contract
2. City of Kannapolis - 2026 Single Audit Engagement Letter

The	Governing Board City Council
of	Primary Government Unit City of Kannapolis, NC
and	Discretely Presented Component Unit (DPCU) (if applicable) N/A

*Primary Government Unit, together with DPCU (if applicable), hereinafter referred to as Governmental Unit(s)*

and	Auditor Name Martin Starnes & Associates, CPAs. P.A.
	Auditor Address 730 13th Avenue Drive SE, Hickory NC 28602

*Hereinafter referred to as Auditor*

for	Fiscal Year Ending 06/30/26	Date Audit Will Be Submitted to LGC 12/31/26
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*Must be within six months of FYE*

hereby agree as follows:

1. The Auditor shall audit all statements and disclosures required by “U.S. Auditing Standards – AICPA (Clarified),” referred to as generally accepted auditing standards (GAAS) and additional required legal statements and disclosures of all funds and/or divisions of the Governmental Unit(s). The non-major combining, and individual fund statements and schedules shall be subjected to the auditing procedures applied in the audit of the basic financial statements and an opinion shall be rendered in relation to (as applicable) the governmental activities, the business-type activities, the aggregate DPCUs, each major governmental and enterprise fund, and the aggregate remaining fund information (non-major government and enterprise funds, the internal service fund type, and the fiduciary fund types). Budgetary comparison information shall be prepared in accordance with applicable GASB standards. Budget-to-actual comparisons at the level of the legally adopted budget ordinance shall be presented as required supplementary information and shall not be included in the basic financial statements. Any other budgetary comparison information shall be presented only as supplementary information for funds required to be budgeted under NCGS Chapter 159, Article 3.

2. At a minimum, the Auditor shall conduct the audit and render the report in accordance with GAAS. If the Governmental Unit expended \$100,000 or more in combined Federal and State financial assistance during the reporting period, the Auditor shall perform the audit in accordance with *Generally Accepted Government Auditing Standards* (GAGAS). The Governmental Unit is subject to federal single audit requirements in accordance with Title 2 US Code of Federal Regulations Part 200 *Uniform Administration Requirements, Cost Principles, and Audit Requirements for Federal Awards*, Subpart F (*Uniform Guidance*) and the State Single Audit Implementation Act. Currently the threshold is \$1,000,000 for federal and state single audits, or such other threshold as applicable for the fiscal year under audit. This audit and all associated audit documentation may be subject to review by federal and State agencies in accordance with federal and State laws, including the staff of the Office of State Auditor (OSA) and the Local Government Commission (LGC). If the audit requires a federal single audit in accordance with the Uniform Guidance (§200.501) the Auditor and Governmental Unit(s) should discuss, in advance of the execution of this contract, the responsibility for submission of the audit and the accompanying data collection form (form SF-FAC) to the Federal Audit Clearinghouse as required under the Uniform Guidance (§200.512) to ensure proper submission.

If the audit and Auditor communication are found in this review to be substandard, the results of the review may be forwarded to the North Carolina State Board of CPA Examiners (NC State Board).

3. If an entity is determined to be a component of another government as defined by the group audit standards, the entity's auditor shall make a good faith effort to comply in a timely manner with the requests of the group auditor in accordance with AU-6 §600.41 - §600.42.
4. This contract contemplates an unmodified opinion being rendered. If during the process of conducting the audit, the Auditor determines that it will not be possible to render an unmodified opinion on the financial statements of the unit, the Auditor shall contact the LGC Staff to discuss the circumstances leading to that conclusion as soon as is practical and before the final report is issued. The audit shall include such tests of the accounting records and such other auditing procedures as are considered by the Auditor to be necessary in the circumstances. Any limitations or restrictions in scope which would lead to a qualification should be fully explained in an attachment to this contract.
5. If this audit engagement is subject to the standards for audit as defined in *Government Auditing Standards* (2018 revision or subsequent revisions, as applicable) issued by the Comptroller General of the United States, then by accepting this engagement, the Auditor warrants that he or she has met the requirements for a peer review and continuing education as specified in *Government Auditing Standards*. The Auditor agrees to provide a copy of the most recent peer review report to the Governmental Unit(s) and to the Secretary of the LGC prior to the execution of an audit contract. Subsequent submissions of the report are required only upon report expiration or upon the Auditor's receipt of an updated peer review report. If the audit firm receives a peer review rating other than pass, the Auditor shall not contract with the Governmental Unit(s) without first contacting the Secretary of the LGC for a peer review analysis that may result in additional contractual requirements.

If the audit engagement is not subject to *Government Auditing Standards* or if financial statements are not prepared in accordance with U.S. generally accepted accounting principles (GAAP) and fail to include all disclosures required by GAAP, the Auditor shall provide an explanation as to why in an attachment to this contract or in an amendment.

6. It is agreed that time is of the essence in this contract. All audits are to be performed, and the report of audit submitted to LGC Staff, within six months of fiscal year end. At the time of the execution of this contract, if the parties know that the anticipated submission date of the audit exceeds six months after fiscal year end, a written explanation shall be provided to the Secretary of the LGC on this contract form (see the space provided on Page 7). If it becomes necessary to amend the audit fee or the date that the audit report will be submitted to the LGC, an amended contract along with a written explanation of the change shall be submitted to the Secretary of the LGC for approval.
7. It is agreed that GAAS include a review of the Governmental Unit's (Units') systems of internal control and accounting as they relate to accountability of funds and adherence to budget and law requirements applicable thereto; that the Auditor shall make a written report, which may or may not be a part of the written report of audit, to the Governing Board setting forth the Auditor's findings, together with his or her recommendations for improvement. That written report shall include all matters determined to be "significant deficiencies and material weaknesses" in accordance with AU-C §265 "Communicating Internal Control Related Matters Identified in an Audit" of GAAS. The Auditor shall file a copy of that report with the Secretary of the LGC.

For GAAS or *Government Auditing Standards* audits, if an Auditor issues an AU-C §260 report, "Auditor's Communication With Those Charged With Governance," commonly referred to as a "Governance Letter," LGC staff does not require the report to be submitted unless the Auditor cites significant findings or issues from the audit, as defined in AU-C §260 paragraphs 12 - 14. This would include issues such as difficulties encountered during the audit, significant or unusual transactions, uncorrected misstatements, matters that are difficult or contentious for which the Auditor consulted outside the engagement team and, in the Auditor's judgment, are significant and relevant to those charged with governance, and other findings or issues that the Auditor believes are significant and relevant. If matters identified during the audit were required to be reported as described in AU-C §260 paragraphs 12 - 14 and were communicated in a method other than an AU-C §260 letter, the written documentation must be submitted.

8. All local government and public authority contracts for audit or audit-related work require the approval of the Secretary of the LGC. This includes annual or special audits, agreed upon procedures related to internal controls, bookkeeping or other assistance necessary to prepare the Governmental Unit's records for audit, financial statement preparation, any finance-related investigations, or any other audit-related work in the State of North Carolina. Approval is also required for the Alternative Compliance Examination Engagement for auditing the Coronavirus State and Local Fiscal Recovery Funds expenditures as allowed by US Treasury. Approval is not required on audit contracts and invoices for system improvements and similar services of a non-auditing nature.
9. Invoices for services rendered under these contracts shall not be paid by the Governmental Unit(s) until the invoice has been approved by the Secretary of the LGC. This also includes any progress billings [G.S. 159-34 and 115C-447]. All invoices for audit work shall be submitted in PDF format to the Secretary of the LGC for approval. The invoice marked 'approved' with approval date shall be returned to the Auditor to present to the Governmental Unit(s) for payment. This paragraph is not applicable to contracts for audits of hospitals.
10. In consideration of the satisfactory performance of the provisions of this contract, the Governmental Unit(s) shall pay to the Auditor, upon approval by the Secretary of the LGC if required, the fee, which includes any costs the Auditor may incur from work paper or peer reviews or any other quality assurance program required by third parties (federal and state grantor and oversight agencies or other organizations) as required under the Federal Single Audit Act and the State Single Audit Act. This does not include fees for any pre-issuance reviews that may be required by the North Carolina Association of Certified Public Accountants (NCACPA) Peer Review Committee or North Carolina State Board of CPA Examiners (see Paragraph 13).
11. If the Governmental Unit(s) has/have outstanding revenue bonds, the Auditor shall submit to LGC Staff, either in the notes to the audited financial statements or as a separate report, a calculation demonstrating compliance with the revenue bond rate covenant. Additionally, the Auditor shall submit to LGC Staff simultaneously with the Governmental Unit's (Units') audited financial statements any other bond compliance statements or additional reports required by the authorizing bond documents, unless otherwise specified in the bond documents.
12. After completing the audit, the Auditor shall submit to the Governing Board a written report of audit. This report shall include, but not be limited to, the following information: (a) Management's Discussion and Analysis, (b) the financial statements and notes of the Governmental Unit(s) and all of its component units prepared in accordance with GAAP, (c) supplementary information requested by the Governmental Unit(s) or required for full disclosure under the law, and (d) the Auditor's opinion on the material presented. The Auditor shall furnish the required number of copies of the report of audit to the Governing Board upon completion.
13. If the audit firm is required by the Secretary of the Local Government Commission to obtain a pre-issuance review or take corrective action as a result of peer review findings or quality control deficiencies, such corrective action shall be consistent with the authority and requirements of the North Carolina State Board of Certified Public Accountant Examiners, the AICPA Peer Review Program, and established Local Government Commission practice, including the use of report addenda or other remedial measures, as appropriate.

14. In accordance with G.S. 159-34, the Finance Officer of the Unit is responsible for filing the audited financial statements with the Secretary of the Local Government Commission.

The Auditor may upload the audit report and related documents through the LGC's electronic submission system; however, submission shall not be deemed complete until the Finance Officer has reviewed and certified the submission.

The Auditor, Finance Officer, other Unit staff member designated by the Finance Officer, or a third party approved by the Unit may enter all Data Input Report information except the information on the "transmittal doc info" tab. The "transmittal doc info" tab must be completed by the Auditor.

The Finance Officer shall review, approve, and certify the accuracy and completeness of the Data Input Report (DIR) in the LGC's LOGOS system prior to LGC review, regardless of whether the DIR is prepared by the Auditor or the Unit.

Finance Officer certification is required for any corrected or revised submissions.

Finance Officer certification of the DIR shall be completed in a timely manner following notification that the DIR is ready for review and within time frames prescribed by the LGC. Failure to complete certification in a timely manner may result in the audit being considered late due to unit action rather than auditor performance.

The Auditor shall conduct the audit in accordance with generally accepted auditing standards and shall ensure that the financial statements are prepared in accordance with generally accepted accounting principles as of the fiscal year end. Budget-to-actual comparisons at the level of the legally adopted budget ordinance shall be presented in required supplementary information, separate from the basic financial statements, and shall not be included in the audit opinion. The Auditor shall confirm that such information reconciles to the financial statements and is consistent with applicable accounting guidance and any LGC reporting requirements.

The Finance Officer shall certify in a timely manner that all data inputted in LOGOS used for preparation of the financial statements and required supplementary information is complete and accurate.

For audits of units other than hospitals, the audit report should be submitted when (or prior to) submitting the final invoice for services rendered. The report of audit, as filed with the Secretary of the LGC, becomes a matter of public record for inspection, review and copy in the offices of the LGC by any interested parties. Any subsequent revisions to these reports shall be sent to the Secretary of the LGC. These audited financial statements, excluding the Auditors' opinion, may be used in the preparation of official statements for debt offerings by municipal bond rating services to fulfill secondary market disclosure requirements of the Securities and Exchange Commission and for other lawful purposes of the Governmental Unit(s) without requiring consent of the Auditor. If the LGC Staff determines that corrections need to be made to the Governmental Unit's (Units') financial statements and/or the compliance section, those corrections shall be provided within three business days of notification unless another deadline is agreed to by LGC Staff.

15. Should circumstances disclosed by the audit call for a more detailed investigation by the Auditor than necessary under ordinary circumstances, the Auditor shall inform the Governing Board in writing of the need for such additional investigation and the additional compensation required therefore. Upon approval by the Secretary of the LGC, this contract may be modified or amended to include the increased time, compensation, or both as may be agreed upon by the Governing Board and the Auditor.
16. If an approved contract needs to be modified or amended for any reason, the change shall be made in writing and preaudited if the change includes a change in audit fee (preaudit requirement does not apply to hospitals). This amended contract shall be completed in full, including a written explanation of the change, signed and dated by all original parties to the contract. It shall then be submitted to the Secretary of the LGC for approval. No change to the audit contract shall be effective unless approved by the Secretary of the LGC.
17. A copy of the engagement letter, issued by the Auditor and signed by both the Auditor and the Governmental Unit(s), shall be attached to this contract, and except for fees, work, and terms not related to audit services, shall be incorporated by reference as if fully set forth herein as part of this contract. In case of conflict between the terms of the engagement letter and the terms of this contract, the terms of this contract shall take precedence. Engagement letter terms that conflict with the contract are deemed to be void unless the conflicting terms of this contract are specifically deleted in Paragraph 30 of this contract. Engagement letters containing indemnification clauses shall not be accepted by LGC Staff.
18. Special provisions should be limited. Please list any special provisions in an attachment.
19. A separate contract should not be made for each division to be audited or report to be submitted. If a DPCU is subject to the audit requirements detailed in The Local Government Budget and Fiscal Control Act and a separate audit report is issued, a separate audit contract is required. If a separate report is not to be issued and the DPCU is included in the primary government audit, the DPCU shall be named along with the primary government on this audit contract. DPCU Board approval date, signatures from the DPCU Board chairman and Finance Officer also shall be included on this contract.
20. The contract shall be executed, preaudited (preaudit requirement does not apply to hospitals) and physically signed by all parties including Governmental Unit(s) and the Auditor, then submitted in PDF format to the Secretary of the LGC.
21. The contract is not valid until it is approved by the Secretary of the LGC. The staff of the LGC shall notify the Governmental Unit and Auditor of contract approval by email. The audit should not be started before the contract is approved.
22. Retention of Client Records: Auditors are subject to the NC State Board of CPA Examiners' Retention of Client Records Rule 21 NCAC 08N .0305 as it relates to the provision of audit and other attest services, as well as non-attest services. Clients and former clients should be familiar with the requirements of this rule prior to requesting the return of records.

23. This contract may be terminated at any time by mutual consent and agreement of the Governmental Unit(s) and the Auditor, provided that (a) the consent to terminate is in writing and signed by both parties, (b) the parties have agreed on the fee amount which shall be paid to the Auditor (if applicable), and (c) no termination shall be effective until approved in writing by the Secretary of the LGC.

24. The Governmental Unit's (Units') failure or forbearance to enforce, or waiver of, any right or an event of breach or default on one occasion or instance shall not constitute the waiver of such right, breach or default on any subsequent occasion or instance.

25. There are no other agreements between the parties hereto and no other agreements relative hereto that shall be enforceable unless entered into in accordance with the procedure set out herein and approved by the Secretary of the LGC.

26. E-Verify. The Auditor shall comply with the requirements of NCGS Chapter 64 Article 2. Further, if the Auditor utilizes any subcontractor(s), Auditor shall require such subcontractor(s) to comply with the requirements of NCGS Chapter 64, Article 2.

27. For all non-attest services, the Auditor shall adhere to the independence rules of the AICPA Professional Code of Conduct and *Government Auditing Standards, 2018 or 2024 Revision* (as applicable). Preparing financial statements in their entirety shall be deemed a "significant threat" requiring the Auditor to apply safeguards sufficient to reduce the threat to an acceptable level. If the Auditor cannot reduce the threats to an acceptable level, the Auditor cannot complete the audit. If the Auditor is able to reduce the threats to an acceptable level, the documentation of this determination, including the safeguards applied, must be included in the audit workpapers.

All non-attest service(s) being performed by the Auditor that are necessary to perform the audit must be identified and included in this contract. The Governmental Unit shall designate an individual with the suitable skills, knowledge, and/or experience (SKE) necessary to oversee the services and accept responsibility for the results of the services performed. If the Auditor is able to identify an individual with the appropriate SKE, the Auditor must document and include in the audit workpapers how the Auditor reached that conclusion. If the Auditor determines that an individual with the appropriate SKE cannot be identified, the Auditor cannot perform both the non-attest service(s) and the audit. See "Fees for Audit Services" page of this contract to disclose the person identified as having the appropriate SKE for the Governmental Unit.

28. **Applicable to audits with fiscal year ends of June 30, 2021 and later.** The Auditor shall present the audited financial statements including any compliance reports to the Government Unit's Governing Board or audit committee in an official meeting in open session as soon as the audited financial statements are available but not later than 45 days after the submission of the audit report to the Secretary of the LGC. The Auditor's presentation to the Governing Board or audit committee shall include:

- a) the description of each finding, including all material weaknesses and significant deficiencies, as found by the Auditor, and any other issues related to the internal controls or fiscal health of the Government Unit as disclosed in the management letter, the Single Audit or Yellow Book reports, or any other communications from the Auditor regarding internal controls as required by current auditing standards;
- b) the status of the prior year audit findings;
- c) the values of Financial Performance Indicators based on information presented in the audited financial statements; and
- d) notification to the Governing Board that the Governing Board shall develop a "Response to the Auditor's Findings, Recommendations, and Fiscal Matters," if required under Rule 20 NCAC 03 .0508.

29. Information based on the audited financial statements shall be submitted to the Secretary of the LGC through the LGC's LOGOS system, including completion of the Data Input Report (DIR). Submission is not complete and shall not be accepted by the LGC until the Finance Officer has reviewed and certified the DIR in accordance with Paragraph 14 of this contract.

30. All of the above paragraphs are understood and shall apply to this contract, except the following numbered paragraphs shall be deleted (See Paragraph 17 for clarification).

31. The process for submitting contracts, audit reports and invoices is subject to change. Auditors and Units should use the submission process and instructions in effect at the time of submission. Refer to the N.C. Department of State Treasurer website at <https://www.nctreasurer.com/state-and-local-government-finance-division/local-government-commission/submitting-your-audit>.

32. All communications regarding audit contract requests for modification or official approvals will be sent to the email addresses provided on the signature pages that follow.

33. **Applicable to audits with fiscal year ends of June 30, 2025, and later.** The Unit authorizes the LGC to grant access to the LGC's LOGOS system, including the Data Input Report (DIR), to employees of the contracted audit firm who are associated with and acting on behalf of the firm for purposes of performing audit and reporting services under this contract. Such access shall be limited to the scope necessary to perform contracted services and shall not relieve the Auditor or the Unit of their respective responsibilities under this contract.

34. Changes or edits to the text of this contract form are not permitted, except for the Secretary's authority to revise or update this contract form pursuant to LGC Rule 20 NCAC 03. 0502.

**For contracts with an anticipated audit submission date exceeding six months after fiscal year end, please use this space to explain the reason for the late submission, as required by Paragraph 6 of this contract form:**

**FEEES FOR AUDIT SERVICES**

1. For all non-attest services, the Auditor shall adhere to the independence rules of the AICPA Professional Code of Conduct (as applicable) and *Government Auditing Standards, 2018 Revision*. Refer to Paragraph 27 of this contract for specific requirements. The following information must be provided by the Auditor; contracts presented to the LGC without this information will be not be approved.

Financial statements were prepared by:  Auditor  Governmental Unit  Third Party

If applicable: The individual at the Governmental Unit designated to have the suitable skills, knowledge, and/or experience (SKE) necessary to oversee the non-attest services and accept responsibility for the results of these services:

<b>Name:</b>	<b>Title and Unit / Company:</b>	<b>Email Address:</b>
Brian Roberts	Finance Director, City of Kannapolis	broberts@kannapolisnc.gov

**OR Not Applicable**  (Identification of SKE Individual on the LGC-205 Contract is not applicable for GAAS-only audits or audits with FYEs prior to June 30, 2020.)

2. Fees may not be included in this contract for work performed on Annual Financial Information Reports (AFIRs), Form 990s, or other services not associated with audit fees and costs. Such fees may be included in the engagement letter but may not be included in this contract or in any invoices requiring approval of the LGC. See Paragraphs 8 and 13 for details on other allowable and excluded fees.

3. The audit fee information included in the table below for both the Primary Government Fees and the DPCU Fees (if applicable) should be reported as a specific dollar amount of audit fees for the year under this contract. If any language other than an amount is included here, the contract will be returned to the audit firm for correction.

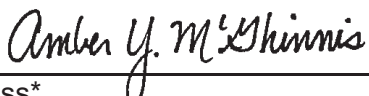
4. Prior to the submission of the completed audited financial report and applicable compliance reports subject to this contract, or to an amendment to this contract (if required) the Auditor may submit interim invoices for approval for services rendered under this contract to the Secretary of the LGC, not to exceed 75% of the billings for the Unit's last annual audit that was submitted to the Secretary of the LGC. All invoices for services rendered in an audit engagement as defined in Rule 20 NCAC .0503 shall be submitted to the Secretary of the LGC for approval before any payment is made. Payment before approval is a violation of law. (This paragraph not applicable to contracts and invoices associated with audits of hospitals).

<b>Primary Government Unit</b>	City of Kannapolis, NC
Audit Fee (financial and compliance if applicable)	\$ 50,760 (includes single audit for up to 2 programs)
Fee per Major Program (if not included above)	\$ 4,000 per major program in excess of 2
<b>Additional Fees Not Included Above (if applicable):</b>	
Financial Statement Preparation (incl. notes and RSI)	\$ 9,650
All Other Non-Attest Services	\$
<b>TOTAL AMOUNT NOT TO EXCEED</b>	<b>\$ 64,410 (includes 3 major programs)</b>

<b>Discretely Presented Component Unit</b>	N/A
Audit Fee (financial and compliance if applicable)	\$
Fee per Major Program (if not included above)	\$
<b>Additional Fees Not Included Above (if applicable):</b>	
Financial Statement Preparation (incl. notes and RSI)	\$
All Other Non-Attest Services	\$
<b>TOTAL AMOUNT NOT TO EXCEED</b>	<b>\$</b>

## SIGNATURE PAGE

## AUDIT FIRM

Audit Firm* Martin Starnes & Associates, CPAs. P.A.	
Authorized Firm Representative (typed or printed)* Amber Y. McGhinnis	Signature* 
Date* 03/11/26	Email Address* amcghinnis@msa.cpa

## GOVERNMENTAL UNIT

Governmental Unit* City of Kannapolis, NC	
Date Governing Board Approved Audit Contract* <b>(Enter date in box to right)</b>	
Mayor/Chairperson (typed or printed)* Mr. Doug Wilson, Mayor	Signature*
Date	Email Address* dwilson@kannapolisnc.gov

Chair of Audit Committee (typed or printed, or "NA") N/A	Signature
Date	Email Address

## GOVERNMENTAL UNIT – PREAUDIT CERTIFICATE

Required by G.S. 159-28(a1) or G.S. 115C-441(a1). Not applicable to hospital contracts.

*This instrument has been preaudited in the manner required by The Local Government Budget and Fiscal Control Act or by The School Budget and Fiscal Control Act.*

Sum Obligated by This Transaction:	\$ 64,410 (includes 3 major programs)
Primary Governmental Unit Finance Officer* (typed or printed) Brian Roberts, Finance Director	Signature*
Date of Preaudit Certificate*	Email Address* broberts@kannapolisnc.gov

**SIGNATURE PAGE – DPCU**  
(complete only if applicable)

**DISCRETELY PRESENTED COMPONENT UNIT**

DPCU*	
N/A	
Date DPCU Governing Board Approved Audit Contract* (Enter date in box to right)	
DPCU Chairperson (typed or printed)*	Signature*
Date*	Email Address*

Chair of Audit Committee (typed or printed, or "NA")	Signature
N/A	
Date	Email Address

**DPCU – PREAUDIT CERTIFICATE**

Required by G.S. 159-28(a1) or G.S. 115C-441(a1). Not applicable to hospital contracts.

*This instrument has been preaudited in the manner required by The Local Government Budget and Fiscal Control Act or by The School Budget and Fiscal Control Act.*

Sum Obligated by this Transaction:	\$
DPCU Finance Officer (typed or printed)*	Signature*
N/A	
Date of Preaudit Certificate*	Email Address*

Remember to print this form, and obtain all  
required signatures prior to submission.

PRINT



## Report on the Firm's System of Quality Control

To the Shareholders of Martin Starnes & Associates, CPAs, P.A. and the Peer Review Committee, Coastal Peer Review, Inc.

We have reviewed the system of quality control for the accounting and auditing practice of Martin Starnes & Associates, CPAs, P.A. (the firm) in effect for the year ended December 31, 2023. Our peer review was conducted in accordance with the Standards for Performing and Reporting on Peer Reviews established by the Peer Review Board of the American Institute of Certified Public Accountants (Standards).

A summary of the nature, objectives, scope, limitations of, and the procedures performed in a System Review as described in the Standards may be found at [www.aicpa.org/prsummary](http://www.aicpa.org/prsummary). The summary also includes an explanation of how engagements identified as not performed or reported in conformity with applicable professional standards, if any, are evaluated by a peer reviewer to determine a peer review rating.

### Firm's Responsibility

The firm is responsible for designing a system of quality control and complying with it to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. The firm is also responsible for evaluating actions to promptly remediate engagements deemed as not performed or reported in conformity with professional standards, when appropriate, and for remediating weaknesses in its system of quality control, if any.

### Peer Reviewer's Responsibility

Our responsibility is to express an opinion on the design of the system of quality control and the firm's compliance therewith based on our review.

### Required Selections and Considerations

Engagements selected for review included engagements performed under Government Auditing Standards, including compliance audits under the Single Audit Act and an audit of an employee benefit plan.

As part of our peer review, we considered reviews by regulatory entities as communicated by the firm, if applicable, in determining the nature and extent of our procedures.

### Opinion

In our opinion, the system of quality control for the accounting and auditing practice of Martin Starnes & Associates, CPAs, P.A. in effect for the year ended December 31, 2023, has been suitably designed and complied with to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. Firms can receive a rating of *pass*, *pass with deficiency(ies)* or *fail*. Martin Starnes & Associates, CPAs, P.A. has received a peer review rating of *pass*.

*Dean Dorton Allen Ford, PLLC*

Dean Dorton Allen Ford, PLLC

May 10, 2024

# MARTIN STARNES

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## & ASSOCIATES, CPAs, P.A.

*“A Professional Association of Certified Public Accountants and Management Consultants”*

March 11, 2026

Brian Roberts, Finance Director  
City of Kannapolis  
PO Box 1199  
Kannapolis, NC 28082

Martin Starnes & Associates, CPAs, P.A. (“we”) are pleased to provide the City of Kannapolis (the “City,” “you” or “your”) with the professional services described below. Please read this letter, and any other attachments incorporated herein (collectively, “Agreement”). This Agreement details the nature and limitations of the services we will provide, the terms of our engagement and each party’s responsibilities.

### **Engagement Objective and Scope**

We will audit the financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the City of Kannapolis, NC, as of June 30, 2026, and for the year then ended, and the related notes to the financial statements, which collectively comprise the City of Kannapolis’ basic financial statements as listed in the table of contents.

In addition, we will audit the entity’s compliance over major federal and state award programs for the period ended June 30, 2026. We are pleased to confirm our acceptance and our understanding of this audit engagement by means of this letter. Our audits will be conducted with the objectives of our expressing an opinion on each opinion unit and an opinion on compliance regarding the entity’s major federal and state award programs. The objectives of our audit of the financial statements are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor’s report that includes our opinion. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with auditing standards generally accepted in the United States of America (GAAS) and in accordance with *Government Auditing Standards* will always detect a material misstatement when it exists. Misstatements, including omissions, can arise from fraud or error and are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

The objectives of our compliance audit are to obtain sufficient appropriate audit evidence to form an opinion and report at the level specified in the governmental audit requirement about whether the entity complied in all material respects with the applicable compliance requirements and identify audit and reporting requirements specified in the governmental audit requirement that are supplementary to GAAS and *Government Auditing Standards*, if any, and perform procedures to address those requirements.

Accounting principles generally accepted in the United States of America require that certain supplementary information be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. As part of our engagement, we will apply certain limited procedures to the required supplementary information (RSI) in accordance with auditing standards generally accepted in the United States of America. These limited procedures will consist primarily of inquiries of management regarding their methods of measurement and presentation, and comparing the information for consistency with management's responses to our inquiries. We will not express an opinion or provide any form of assurance on the RSI. The following RSI is required by accounting principles generally accepted in the United States of America. This RSI will be subjected to certain limited procedures but will not be audited:

- Management's Discussion and Analysis
- Budgetary comparison info and related notes to RSI
- Special Separation Allowance schedules
- Other Post-Employment Benefits' schedules
- Local Governmental Employees' Retirement System's schedules

Supplementary information other than RSI will accompany the City of Kannapolis' basic financial statements. We will subject the following supplementary information to the auditing procedures applied in our audit of the basic financial statements and certain additional procedures, including comparing and reconciling the supplementary information to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and additional procedures in accordance with auditing standards generally accepted in the United States of America. We intend to provide an opinion on the following supplementary information in relation to the financial statements as a whole:

- Combining and individual fund financial statements
- Budgetary schedules
- Other schedules
- Schedule of Expenditures of Federal and State Awards

We will read the introductory section and statistical section accompanying the financial statements and consider whether a material inconsistency exists between the other information and the basic financial statements. In addition, we will remain alert for indications that a material inconsistency exists between the other information and knowledge obtained in the audit, or if such information contains a material misstatement of fact or is otherwise misleading. If based on the work performed, we conclude that an uncorrected material misstatement of the other information exists, we are required to describe it in our report.

This engagement letter documents the agreed-upon terms of the audit in accordance with AU-C section 210. In accordance with AU-C section 935, the provisions of AU-C section 210 have been adapted and applied to meet the objectives of a compliance audit under the Uniform Guidance.

### **Schedule of Expenditures of Federal and State Awards**

We will subject the Schedule of Expenditures of Federal and State Awards to the auditing procedures applied in our audit of the basic financial statements and certain additional procedures, including comparing and reconciling the schedule to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and additional procedures in accordance with auditing standards generally accepted in the United States of America. We intend to provide an opinion on whether

the Schedule of Expenditures of Federal and State Awards is presented fairly in all material respects in relation to the financial statements as a whole.

### **Data Collection Form (if applicable)**

Prior to the completion of our engagement, we will complete the sections of the Data Collection Form that are our responsibility. The form will summarize our audit findings, amounts and conclusions. It is management's responsibility to submit a reporting package including financial statements, Schedule of Expenditures of Federal and State Awards, summary schedule of prior audit findings and corrective action plan along with the Data Collection Form to the Federal Audit Clearinghouse. The financial reporting package must be text searchable, unencrypted, and unlocked. Otherwise, the reporting package will not be accepted by the Federal Audit Clearinghouse. We will assist you in the electronic submission and certification. You may request from us copies of our report for you to include with the reporting package submitted to pass-through entities.

The Data Collection Form is required to be submitted within the *earlier* of 30 days after receipt of our auditors' reports or nine months after the end of the audit period, unless specifically waived by a federal cognizant or oversight agency for audits. Data Collection Forms submitted untimely are one of the factors in assessing programs at a higher risk.

### **Audit of the Financial Statements**

We will conduct our audit in accordance with auditing standards generally accepted in the United States of America (U.S. GAAS), the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States of America; the audit requirements of Title 2 U.S. Code of Federal Regulations (CFR) Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance) and the State Single Audit Implementation Act. As part of an audit of financial statements in accordance with GAAS and in accordance with *Government Auditing Standards*, we exercise professional judgment and maintain professional skepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal controls.
- May include tests of documentary evidence supporting the transactions recorded in the accounts, tests of the physical existence of inventories, and direct confirmation of receivables and certain other assets and liabilities by correspondence with selected customers, creditors, financial institutions, and other third parties as part of our audit procedures. We also may request written representations from your attorneys on litigation, claims, and assessments as part of the engagement, and they may bill you for responding to our inquiries. At the conclusion of our audit, we also will require certain written representations from management made during the audit about the financial statements and related matters.
- Obtain an understanding of internal control in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. However, we will communicate to you in writing concerning any significant deficiencies or material weaknesses in internal control relevant to the audit of the financial statements that we have identified during the audit.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the

financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

- Conclude, based on the audit evidence obtained, whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the City of Kannapolis' ability to continue as a going concern for a reasonable period of time.

We may advise management about appropriate accounting principles and their application, and we may assist in the assembly of your financial statements. However, management has the final responsibility for the selection and application of accounting policies and the fair presentation of financial statements that reflect the nature and operation of the City of Kannapolis.

Although we are currently in the planning stage of our audit, we have identified the following significant risks during our audit to date that require special audit consideration:

- Improper revenue recognition is considered a fraud and significant risk according to GAAS
- Management override of controls (including journal entries and budget amendments) is considered a fraud and significant risk according to GAAS

Because of the inherent limitations of an audit, combined with the inherent limitations of internal control, and because we will not perform a detailed examination of all transactions, there is an unavoidable risk that some material misstatements or noncompliance may not be detected by us, even though the audit is properly planned and performed in accordance with GAAS and *Government Auditing Standards*. In addition, an audit is not designed to detect immaterial misstatements or violations of laws or governmental regulations that do not have a direct and material effect on the financial statements or on major programs. However, we will inform the appropriate level of management of any material errors, any fraudulent financial reporting or misappropriation of assets that come to our attention. We will also inform the appropriate level of management of any violations of laws or governmental regulations that come to our attention, unless clearly inconsequential. We will include such matters in the reports required for a Single Audit. Our responsibility as auditors is limited to the period covered by our audit and does not extend to any later periods for which we are not engaged as auditors.

### **Audit of Major Program Compliance**

Our audit of the City of Kannapolis' major federal and state award program(s) compliance will be conducted in accordance with the requirements of the Single Audit Act, as amended, the Uniform Guidance, and the State Single Audit Implementation Act, and will include tests of accounting records, a determination of major programs in accordance with the Uniform Guidance and the State Single Audit Implementation Act and other procedures we consider necessary to enable us to express such an opinion on major federal and state award program compliance and to render the required reports. We cannot provide assurance that an unmodified opinion on compliance will be expressed. Circumstances may arise in which it is necessary for us to modify our opinion or withdraw from the engagement.

The objective of a compliance audit under the Uniform Guidance and the State Single Audit Implementation Act is to obtain reasonable assurance about whether the entity complied in all material respects with the applicable compliance requirements for each of its major federal programs and to express an opinion on the entity's compliance based on the audit.

The Uniform Guidance and the State Single Audit Implementation Act require that we also plan and perform the audit to obtain reasonable assurance about whether material noncompliance with applicable laws and regulations, the provisions of contracts and grant agreements applicable to major federal and state award programs, and the applicable compliance requirements occurred, whether due to fraud or error, and express an opinion on the entity's compliance based on the audit. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in

accordance with GAAS, *Government Auditing Standards*, the Uniform Guidance, and the State Single Audit Implementation Act will always detect material noncompliance when it exists. The risk of not detecting material noncompliance resulting from fraud is higher than for that resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Noncompliance with the compliance requirements is considered material if there is a substantial likelihood that, individually or in the aggregate, it would influence the judgment made by a reasonable user of the report on compliance about the entity's compliance with the requirements of the federal or state programs as a whole.

As part of a compliance audit in accordance with GAAS and *Government Auditing Standards*, we exercise professional judgment and maintain professional skepticism throughout the audit. We also identify and assess the risks of material noncompliance, whether due to fraud or error, and design and perform audit procedures responsive to those risks.

Our procedures will consist of determining major federal and state programs and, performing the applicable procedures described in the U.S. Office of Management and Budget *OMB Compliance Supplement* for the types of compliance requirements that could have a direct and material effect on each of the entity's major programs, and performing such other procedures as we consider necessary in the circumstances. The purpose of those procedures will be to express an opinion on the entity's compliance with requirements applicable to each of its major programs in our report on compliance issued pursuant to the Uniform Guidance and the State Single Audit Implementation Act.

Also, as required by the Uniform Guidance and the State Single Audit Implementation Act, we will obtain an understanding of the entity's internal control over compliance relevant to the audit in order to design and perform tests of controls to evaluate the effectiveness of the design and operation of controls that we consider relevant to preventing or detecting material noncompliance with compliance requirements applicable to each of the entity's major federal and state award programs. Our tests will be less in scope than would be necessary to render an opinion on these controls and, accordingly, no opinion will be expressed in our report. However, we will communicate to management and those charged with governance, regarding, among other matters, the planned scope and timing of the compliance audit and any significant deficiencies and material weaknesses in internal control over compliance that we have identified during the audit.

We will issue a report on compliance that will include an opinion or disclaimer of opinion regarding the entity's major federal and state award programs, and a report on internal controls over compliance that will report any significant deficiencies and material weaknesses identified; however, such report will not express an opinion on internal control.

### **Management's Responsibilities**

Our audit will be conducted on the basis that management and, when appropriate, those charged with governance, acknowledge and understand that they have responsibility:

1. For the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America;
2. For the design, implementation, and maintenance of the system of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error;
3. For the prevention and detection of fraud, including the design and implementation of programs and controls to prevent and detect fraud;
4. For identifying, in its accounts, all federal and state awards received and expended during the period and the federal and State programs under which they were received;

5. For maintaining records that adequately identify the source and application of funds for federal and state funded activities;
6. For preparing the Schedule of Expenditures of Federal and State Awards (including notes and noncash assistance received) in accordance with the Uniform Guidance and State Single Audit Implementation Act;
7. For designing, implementing, and maintaining effective internal control over federal and state awards that provides reasonable assurance that the entity is managing federal and state awards in compliance with federal and state statutes, regulations, and the terms and conditions of the federal and state awards;
8. For identifying and ensuring that the entity complies with federal and state laws, statutes, regulations, rules, provisions of contracts or grant agreements, and the terms and conditions of federal and state award programs, and implementing systems designed to achieve compliance with applicable federal and state statutes, regulations and the terms and conditions of federal and state award programs;
9. For disclosing accurately, currently and completely the financial results of each federal and state award in accordance with the requirements of the award;
10. For identifying and providing report copies of previous audits, attestation engagements, or other studies that directly relate to the objectives of the audit, including whether related recommendations have been implemented;
11. For taking prompt action when instances of noncompliance are identified;
12. For addressing the findings and recommendations of auditors, for establishing and maintaining a process to track the status of such findings and recommendations and taking corrective action on reported audit findings from prior periods and preparing a summary schedule of prior audit findings;
13. For following up and taking corrective action on current year audit findings and preparing a corrective action plan for such findings;
14. For submitting the reporting package and data collection form to the appropriate parties;
15. For making the auditor aware of any significant contractor relationships where the contractor is responsible for program compliance;
16. To provide us with:
  - a. Access to all information of which management is aware that is relevant to the preparation and fair presentation of the financial statements including the disclosures, and relevant to federal and state award programs, such as records, documentation, and other matters;
  - b. Additional information that we may request from management for the purpose of the audit;
  - c. Unrestricted access to persons within the entity from whom we determine it necessary to obtain audit evidence.
  - d. A written acknowledgement of all the documents that management expects to issue that will be included in the annual report and the planned timing and method of issuance of that annual report (if applicable); and
  - e. A final version of the annual report (including all the documents that, together, comprise the annual report) in a timely manner prior to the date of the auditor's report (if applicable).
17. For adjusting the financial statements to correct material misstatements and confirming to us in the management representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the current year or period(s) under audit are immaterial, both individually and in the aggregate, to the financial statements as a whole;
18. For acceptance of nonattest services, including identifying the proper party to oversee nonattest work;
19. For maintaining adequate records, selecting and applying accounting principles, and safeguarding assets;
20. For informing us of any known or suspected fraud affecting the entity involving management, employees with significant roles in the system of internal control and others where fraud could have a material effect on the financials and/or compliance;
21. For the accuracy and completeness of all information provided;

22. For taking reasonable measures to safeguard protected personally identifiable and other sensitive information, records and documentation;
23. For informing us of any events encountered subsequent to the period under audit that may require adjustment to or note disclosure in the financial statements; and
24. For confirming your understanding of your responsibilities as defined in this letter to us in your management representation letter.

With regard to the supplementary information referred to above, you acknowledge and understand your responsibility (a) for the preparation of the supplementary information in accordance with the applicable criteria, (b) to provide us with the appropriate written representations regarding supplementary information, (c) to include our report on the supplementary information in any document that contains the supplementary information and that indicates that we have reported on such supplementary information, and (d) to present the supplementary information with the audited basic financial statements, or if the supplementary information will not be presented with the audited basic financial statements, to make the audited basic financial statements readily available to the intended users of the supplementary information no later than the date of issuance by you of the supplementary information and our report thereon.

With regard to the Schedule of Expenditures of Federal and State Awards referred to above, you acknowledge and understand your responsibility (a) for the preparation of the Schedule of Expenditures of Federal and State Awards in accordance with the Uniform Guidance and the State Single Audit Implementation Act, (b) to provide us with the appropriate written representations regarding the Schedule of Expenditures of Federal and State Awards, (c) to include our report on the Schedule of Expenditures of Federal and State Awards in any document that contains the Schedule of Expenditures of Federal and State Awards and that indicates that we have reported on such schedule, and (d) to present the Schedule of Expenditures of Federal and State Awards with the audited financial statements, or if the schedule will not be presented with the audited financial statements, to make the audited basic financial statements readily available to the intended users of the Schedule of Expenditures of Federal and State Awards no later than the date of issuance by you of the schedule and our report thereon.

As part of our audit process, we will request from management and, when appropriate, those charged with governance, written confirmation concerning representations made to us in connection with the audit.

We understand that your employees will prepare all confirmations we request and will locate any documents or invoices selected by us for testing.

You agree to inform us of facts that may affect the financial statements of which you may become aware during the period from the date of the auditor's report to the date the financial statements are issued.

### **Limitations of the Audit Report**

Should the City wish to include or incorporate by reference these financial statements and our report thereon into any other document at some future date, we will consider granting permission to include our report into another such document at the time of the request. However, we may be required by generally accepted auditing standards (GAAS) to perform certain procedures before we can give our permission to include our report in another document such as an annual report, private placement, regulator filing, official statement, offering of debt securities, etc. You agree that the City will not include or incorporate by reference these financial statements and our report thereon, or our report into any other document without our prior written permission. In addition, to avoid unnecessary delay or misunderstandings, it is important to provide us with timely notice of your intention to issue any such document.

## **Nonattest Services**

We will perform the following nonattest services:

- Draft of financial statements and footnotes
- GASB 34 conversion entries
- Preparation of auditor portions of Data Collection Form
- Preparation of the LGC's data input report
- Clerical services

We will not assume management responsibilities on behalf of the City of Kannapolis. However, we will provide advice and recommendations to assist management of the City of Kannapolis in performing its responsibilities.

The City of Kannapolis' management is responsible for (a) making all management decisions and performing all management functions; (b) assigning a competent individual to oversee the services; (c) evaluating the adequacy of the services performed; (d) evaluating and accepting responsibility for the results of the services performed; and (e) designing, implementing, and maintaining the system of internal control, including the process used to monitor the system of internal control.

Our responsibilities and limitations of the nonattest services are as follows:

- We will perform the services in accordance with applicable professional standards.
- The nonattest services are limited to the services previously outlined. Our firm, in its sole professional judgment, reserves the right to refuse to do any procedure or take any action that could be construed as making management decisions or assuming management responsibilities, including determining account coding and approving journal entries.

*Government Auditing Standards* require that we document an assessment of the skills, knowledge, and experience of management, should we participate in any form of preparation of the basic financial statements and related schedules or disclosures as these actions are deemed a non-audit service.

You may request that we perform additional services not contemplated in this engagement letter. If this occurs, we will communicate with you regarding the scope and estimated cost of these additional services. Engagements for additional services may necessitate that we amend the Agreement or issue a separate agreement to reflect the obligations of all parties. In the absence of any other written communications from us documenting additional services, our services will be limited to and governed by the terms of this Agreement.

## **Reporting**

We will issue a written report upon completion of our audit of the City of Kannapolis' basic financial statements. Our report will be addressed to the governing body of the City of Kannapolis. Circumstances may arise in which our report may differ from its expected form and content based on the results of our audit. Depending on the nature of these circumstances, it may be necessary for us to modify our opinions, add an emphasis-of-matter or other-matter paragraph(s) to our auditor's report, or if necessary, withdraw from the engagement. If our opinions on the basic financial statements are other than unmodified, we will discuss the reasons with you in advance. If, for any reason, we are unable to complete the audit or are unable to form or have not formed opinions, we may decline to express opinions or to issue a report as a result of this engagement.

In accordance with the requirements of *Government Auditing Standards*, we will also issue a written report describing the scope of our testing over internal control over financial reporting and over compliance with laws, regulations, and provisions of grants and contracts, including the results of that testing. However,

providing an opinion on internal control and compliance over financial reporting will not be an objective of the audit and, therefore, no such opinion will be expressed.

In accordance with the Uniform Guidance, we will issue (1) a report on compliance for each major program and (2) a report on internal control over compliance. These reports are intended solely for the information and use of management, those charged with governance, federal awarding agencies, pass-through entities, and oversight bodies, and are not intended to be used by anyone other than these specified parties.

We will provide copies of our reports to the City. However, management is responsible for distribution of the reports and financial statements. Unless restricted by law or regulation, or containing privileged and confidential information, copies of our reports are to be made available for public inspection.

We also are responsible for communicating with the City's management or those charged with governance our audit responsibility under GAAS, an overview of the planned scope and timing of the audit including significant risks identified by us, significant issues or findings from the audit, including our views about the qualitative aspects of the City of Kannapolis' significant accounting practices, significant unusual transactions, significant difficulties encountered during the audit, disagreements with management, difficult or contentious matters for which we consulted outside the engagement team and that are, in our professional judgment, relevant to those charged with governance, uncorrected and corrected misstatements, and other findings or issues arising from the audit that are, in our professional judgment, significant and relevant to those charged with governance.

During the course of the audit, we may observe opportunities for economy in, or improved controls over, your operations. We will bring such matters to the attention of the appropriate level of management, either orally or in writing.

### **Electronic Transmittals**

During the course of the engagement, we may communicate with you or your personnel via fax or e-mail, and you should be aware that communication in those mediums contains a risk of misdirected or intercepted communications.

If you intend to publish or otherwise reproduce the basic financial statements and make reference to our firm, you agree to provide us with printers' proofs or masters for our review and approval before printing. You also agree to provide us with a copy of the final reproduced material for our approval before it is distributed.

Regarding the electronic dissemination of audited financial statements, including financial statements published electronically on your Internet website, you understand that electronic sites are a means to distribute information and, therefore, we are not required to read the information contained in these sites or to consider the consistency of other information in the electronic site with the original document.

Professional standards prohibit us from being the sole host and/or the sole storage for your financial and non-financial data. As such, it is your responsibility to maintain your original data and records and we cannot be responsible to maintain such original information. By signing this engagement letter, you affirm that you have all the data and records required to make your books and records complete.

During the course of the engagement, a portal will be in place for information to be shared, but not stored. Our policy is to terminate access to this portal after one year. The City is responsible for data backup for business continuity and disaster recovery, and our workpaper documentation is not to be used for these purposes.

If you decide to transmit your confidential information to us in a manner other than a secure portal, you accept responsibility for any and all unauthorized access to your confidential information. If you request that we transmit confidential information to you in a manner other than a secure portal, you agree that we are not responsible for any liability, including but not limited to, (a) any loss or damage of any nature, whether direct or indirect, that may arise as a result of our sending confidential information in a manner other than a secure portal, and (b) any loss arising as a result of any virus being passed on or with, or arising from any alteration of, any email message.

**Timing of Engagement**

We expect to begin our services at a time mutually determined by you and Martin Starnes & Associates, CPAs, P.A. and after receipt of this executed Agreement and all documents requested by our office. The timing of our work is dependent upon the timely receipt of the information we request from you, including timely responses to any questions we may ask.

Our services under this Agreement will conclude at the earlier of:

- issuance of the deliverable outlined in this Agreement;
- written notification by either party that the Agreement is terminated

**Provisions of Engagement Administration and Fees**

Tonya Coffey is the engagement partner for the audit services specified in this letter. The engagement partner’s responsibilities include supervising Martin Starnes & Associates, CPAs, P.A.’s services performed as part of this engagement and signing or authorizing another qualified firm representative to sign the audit report. To ensure that our independence is not impaired under the AICPA Code of Professional Conduct, you agree to inform the engagement partner before entering into any substantive employment discussions with any of our personnel.

The audit documentation for this engagement is the property of Martin Starnes & Associates, CPAs, P.A. and constitutes confidential information. However, we may be requested to make certain audit documentation available to the Local Government Commission, Office of the State Auditor, federal or state agencies and the U.S. Government Accountability Office pursuant to authority given to it by law or regulation, or to peer reviewers. If requested, access to such audit documentation will be provided under the supervision of Martin Starnes & Associates, CPAs, P.A.’s personnel. Furthermore, upon request, we may provide copies of selected audit documentation to these agencies and regulators. The regulators and agencies may intend, or decide, to distribute the copies of information contained therein to others, including other governmental agencies.

Our fees for these services are as follows:

Audit Fee (includes up to 2 major programs)	\$ 50,760
Financial Statement Drafting	<u>9,650</u>
	<u>\$ 60,410</u>
<b>Additional Fees:</b>	
Charge per major program in excess of 2	<u>\$ 4,000</u>

Please note that the fees above include up to 2 major programs, as indicated. The “total amount not to exceed” listed on the audit contract includes up to 3 major programs. If the total number of major programs

exceeds 3 and the “total amount not to exceed” needs to be increased, we will prepare an amended contract to include the fees necessary based on the per program amount listed as additional fees above.

As part of the base audit fee above, we will provide 10 printed copies of the final audit report and related documents. Additional printed copies may be requested. However, such requests will incur a supplemental fee at our standard reproduction and handling rate in effect at the time of the request.

In addition, the preparation of the LGC’s data input report is considered an additional service outside the scope of the audit engagement. Fees for this service will be billed at our standard hourly rates for the personnel assigned to the engagement. We will notify you if we anticipate the need for significant additional time in excess of normal preparation requirements.

Our invoices for these fees will be rendered in four installments as work progresses and are payable upon presentation. The City agrees to pay all cost of collection (including reasonable attorney fees) that the Firm may incur in connection with the collection of unpaid invoices. In accordance with our firm policies, work may be suspended if your account becomes overdue and may not be resumed until your account is paid in full. If we elect to terminate our services for non-payment, our engagement will be deemed to have been completed upon written notification of termination, even if we have not completed our reports. You will be obligated to compensate us for all time expended and to reimburse us for all out-of-pocket costs through the date of termination. In the event that work is discontinued, either temporarily or permanently, as a result of delinquent or non-payment, we shall not be liable for any loss you may incur as a result of the work stoppage, including penalties and interest. In such cases, you assume all risk associated with your failure to meet any governmental or other deadlines.

We will notify you immediately of any circumstances we encounter that could significantly affect this initial fee estimate. Whenever possible, we will attempt to use the City of Kannapolis’ personnel to assist in the preparation of schedules and analyses of accounts. This effort could substantially reduce our time requirements and facilitate the timely conclusion of the audit. Further, we will be available during the year to consult with you on financial management and accounting matters of a routine nature.

We want our clients to receive the maximum value for our professional services and to perceive that our fees are reasonable and fair. In working to provide you with such value, we find there are certain circumstances that can cause us to perform work in excess of that contemplated in our fee estimate.

Following are some of the more common reasons for potential supplemental billings:

#### *Changing Laws and Regulations*

There are many governmental and rule-making boards that regularly add or change their requirements. Although we attempt to plan our work to anticipate the requirements that will affect our engagement, there are times when this is not possible. We will discuss these situations with you at the earliest possible time in order to make the necessary adjustments and amendments in our engagement.

The estimated fees are based on auditing and accounting standards effective as of the date of this engagement letter and known to apply to the City at this time. Unless otherwise indicated, estimated fees do not include any time related to the application of new auditing or accounting standards that impact the City for the first time.

#### *Incorrect Accounting Methods or Errors in Client Records*

We base our fee estimates on the expectation that client accounting records are in order so that our work can be completed using our standard testing and accounting procedures. However, should we find numerous errors, incomplete records, or the application of incorrect accounting methods, we will have to perform

additional work to make the corrections and reflect those changes in the financial statements. If, for any reason, the City is unable to provide such schedules, information, and assistance, the Firm and the City will mutually revise the fee to reflect additional services, if any, required of us to achieve these objectives.

#### *Failure to Prepare for the Engagement*

In an effort to minimize your fees, we assign you the responsibility for the preparation of schedules and documents needed for the engagement. We also discuss matters such as availability of your key personnel, deadlines, and work space. If your personnel are unable, for whatever reasons, to provide these items as previously agreed upon, it might substantially increase the work we must do to complete the engagement within the scheduled time.

#### *Starting and Stopping Our Work*

If we must withdraw our staff or accommodate the City's requested scheduling change because of the condition of the client's records, or the failure to provide agreed upon items within the established timeline for the engagement, we will not be able to perform our work in a timely, efficient manner, as established by our engagement plan. This will result in additional fees, as we must reschedule our personnel and incur additional start-up costs.

Our fees are based on anticipated cooperation from your personnel and the assumption that unexpected circumstances will not be encountered during the audit. If significant additional time is necessary, we will discuss it with you and arrive at a new fee estimate before we incur the additional costs. Our fees for such services range from \$90-\$450 per hour.

#### *Non-Solicitation of Employees and Independent Contractors*

During the term of this engagement and for a period of eighteen (18) months after the end of this engagement, for whatever reason, you agree that you shall not, directly or indirectly: (i) solicit or attempt to solicit for employment or for engagement as an independent contractor, any of our employees or independent contractors; or (ii) solicit, encourage, or induce, or attempt to solicit, encourage, or induce, any of our employees or independent contractors to leave the employment of Martin Starnes & Associates, CPAs, P.A. or terminate their relationship with Martin Starnes & Associates, CPAs, P.A. For the avoidance of doubt, general advertisements for employment shall not be deemed a violation of this paragraph.

You agree that we invest a large amount of capital and resources to ensure that our employees and independent contractors deliver the highest level of service in our industry. You also agree that the cost of recruiting and hiring qualified individuals to replace our employees or independent contractors would be a lengthy and expensive process. You therefore agree that your violation of the non-solicitation provision above will result in economic damages that are difficult to ascertain and that, in the event of a breach of the non-solicitation provision above, you will pay to Martin Starnes & Associates, CPAs, P.A. a fee equal to One Hundred Percent (100%) of the employee's or independent contractor's annual rate of compensation at the time their relationship with us ends.

You further agree that your breach or threatened breach of the non-solicitation provision above would result in irreparable loss and injury to us. You agree that, in addition to all other remedies provided at law or equity, we shall be entitled to a temporary restraining order and preliminary and permanent injunctive relief in the event of a breach or threatened breach of the non-solicitation provision above, and you hereby waive any requirement that we post any bond in connection with obtaining such restraining order and/or injunctive relief. We shall be entitled to a restraining order and/or injunctive relief without regard to whether we can demonstrate that we have suffered actual damages or economic loss as a result of the breach or threatened breach of the non-solicitation provision.

### ***Termination and Withdrawal***

Either party may terminate this Agreement at any time and for any reason. If this Agreement is terminated before services are completed, you agree to pay all fees and expenses we incur through the effective date of termination.

### ***Proprietary Information***

You acknowledge that proprietary information, documents, materials, management techniques and other intellectual property are a material source of the services we perform and were developed prior to our association with you. Any new forms, software, documents or intellectual property we develop during this engagement for your use shall belong to us, and you shall have the limited right to use them solely within your business. All reports, templates, manuals, forms, checklists, questionnaires, letters, agreements and other documents which we make available to you are confidential and proprietary to us. Neither you, nor any of your agents, will copy, electronically store, reproduce or make available to anyone other than your personnel, any such documents. This provision will apply to all materials whether in digital, "hard copy" format or other medium.

### ***Conflicts of Interest***

If we, in our sole discretion, believe a conflict of interest has arisen affecting our ability to deliver services to you in accordance with either the ethical standards of our firm or the ethical standards of our profession, we may be required to terminate our services without issuing our work product.

### ***Third-Party Service Providers or Subcontractors***

We may use third-party service providers, subcontractors, commercially available artificial intelligence, or software tools, some of which may utilize or offer artificial intelligence capabilities (collectively, "external party" or "external parties"), to assist us where necessary to help provide professional services to you or support the needs of our firm. You consent to our use of external parties. Our firm remains responsible for exercising reasonable care in providing our services, and our services and work product will be subjected to our firm's customary quality control procedures.

We may provide your confidential information to external parties in support of our services. You consent to the disclosure of your confidential information to those external parties. We take reasonably prudent business care consistent with our professional standards to prevent the unauthorized release of your confidential information.

In certain circumstances, we may require a separate, written consent from you before your information is transmitted to an external party or parties.

### ***Records Management***

We will return any original records and documents you provide to us. Our copies of your records and documents are solely for our documentation purposes and are not a substitute for your own record-keeping obligations under any applicable laws or regulations. You are responsible for maintaining complete and accurate books and records, which may include financial statements, schedules, tax returns and other deliverables provided to you by us. If we provide deliverables or other records to you via an information portal, you must download this information within 60 days. Professional standards may preclude us from being the sole repository of your original data, records, or information.

Workpapers and other items created by us to support the delivery of our services are our property and will remain in our control. We will consider requests for copies of workpapers and other items created by us in

accordance with the AICPA Code of Professional Conduct. Our workpapers will be maintained by us in accordance with our firm's record retention policy and any applicable legal and regulatory requirements.

We agree to retain our audit documentation or work papers for a period of at least five years from the date of our report. Catastrophic events or physical deterioration may result in damage to or destruction of our firm's records, causing the records to be unavailable before the expiration of the retention period, as stated in our record retention policy.

### ***Summons or Subpoenas***

All information you provide to us in connection with this engagement will be maintained by us on a confidential basis.

If we receive a summons or subpoena which our legal counsel determines requires us to produce documents from this engagement or testify about this engagement, provided that we are not prohibited from doing so by applicable laws or regulations, we agree to inform you of such summons or subpoena as soon as practicable. You may, within the time permitted for our firm to respond to any request, initiate such legal action as you deem appropriate, at your sole expense, to attempt to limit discovery. If you take no action within the time permitted for us to respond, or if your action does not result in a judicial order protecting us from supplying requested information, we may construe your inaction or failure as consent to comply with the request.

If we are not a party to the proceeding in which the information is sought, you agree to reimburse us for our professional time and expenses, as well as the fees and expenses of our legal counsel, incurred in responding to such requests.

### ***Confidentiality***

In providing services to you, we may require information that is considered confidential and may include Personally Identifiable Information (PII), i.e. information that can be used to distinguish or trace an individual's identity such as address, bank account and social security information. We will maintain all client information, including PII, on a confidential basis and have a duty to do so based on the standards promulgated by the American Institute of Certified Public Accountants as well as applicable laws and regulations. You assume the risk of loss if you provide us with information, including PII, which differs from the information we request in order to provide services to you in accordance with the Agreement.

### ***Referrals***

In the course of providing services to you, you may request referrals to products or professionals such as attorneys, brokers, or investment advisors. As a courtesy, we may identify professional(s) or product(s) for your consideration. However, you are responsible for evaluating, selecting, and retaining any professional or product and determining if the professional or product meets your needs. You agree that we will not oversee the activities of and have no responsibility for the work product of any professional or suitability of any product we refer to you or that you separately retain.

### ***Limitations on Oral and Email Communications***

We may discuss with you our views regarding the treatment of certain items or decisions you may encounter. We may also provide you with information in an email. Any advice or information delivered orally or in an email (rather than through a memorandum delivered as an email attachment) will be based upon limited research and a limited discussion and analysis of the underlying facts. Additional research or a more complete review of the facts may affect our analysis and conclusions.

Due to these limitations and the related risks, it may not be appropriate to proceed with a decision solely on the basis of any oral or email communication from us. You accept all responsibility for any liability, including but not limited to additional tax, penalties or interest resulting from your decision (i) not to have us perform the research and analysis necessary to reach a more definitive conclusion and (ii) to instead rely on an oral or email communication. The limitation in this paragraph will not apply to an item of written advice that is a deliverable of a separate engagement. If you wish to engage us to provide formal advice on a matter on which we have communicated orally or by email, we will confirm this service in a separate agreement.

### ***Disclaimer of Legal and Investment Advice***

Our services under this Agreement do not constitute investment advice unless specifically engaged in the *Engagement Objective and Scope* section of this Agreement. Our services under this Agreement do not constitute legal advice.

### ***Electronic Data Communication and Storage***

In the interest of facilitating our services to you, we may send data over the Internet, temporarily store electronic data via computer software applications hosted remotely on the Internet, or utilize cloud-based storage. Your confidential electronic data may be transmitted or stored using these methods. In using these data communication and storage methods, our firm employs measures designed to maintain data security. We use reasonable efforts to keep such communications and electronic data secure in accordance with our obligations under applicable laws, regulations, and professional standards.

You recognize and accept that we have no control over the unauthorized interception or breach of any communications or electronic data once it has been transmitted or if it has been subject to unauthorized access while stored, notwithstanding all reasonable security measures employed by us. You consent to our use of these electronic devices and applications during this engagement.

### ***Marketing and Educational Communications***

If we send you newsletters, updates, explanations of technical developments or similar communications, it is strictly for marketing or general educational purposes and should not be construed as professional advice on which you may rely. These communications, by themselves, do not create a contractual relationship between us and you, a binding obligation for us to provide services to you, nor a requirement on our part to monitor issues for you.

### ***Independent Contractor***

When providing services to your company, we will function as an independent contractor and in no event will we or any of our employees be an officer of you, nor will our relationship be that of joint venturers, partners, employer and employee, principal and agent, or any similar relationship giving rise to a fiduciary duty to you.

Our obligations under this Agreement are solely obligations of Martin Starnes & Associates, CPAs, P.A., and no Martin Starnes & Associates, CPAs, P.A. stakeholder shall be subjected to any personal liability whatsoever to you or any person or entity.

### ***Severability***

If any portion of this Agreement is deemed invalid or unenforceable, said finding shall not operate to invalidate the remainder of the terms set forth in this Agreement.

### ***Survivability***

The following sections of this Agreement shall survive termination of the Agreement: Limitation of Liability and Statute of Limitations.

### ***Assignment, No Third-Party Beneficiaries***

All parties acknowledge and agree that the obligations and responsibilities of this Agreement cannot be assigned to any third party except as agreed to in writing. This Agreement has been entered into solely between you and Martin Starnes & Associates, CPAs, P.A., and no third-party beneficiaries are created hereby.

### ***Force Majeure***

Neither party shall be held liable for any delays resulting from circumstances or causes beyond our reasonable control, including, without limitation, fire or other casualty, act of God, strike or labor dispute, war or other violence, epidemics or pandemics as defined by The Centers for Disease Control and Prevention, or any law, order or requirement of any governmental agency or authority. However, no Force Majeure event shall excuse you of any obligation to pay any outstanding invoice or fee or from any indemnification obligation under this Agreement.

### ***Electronic Signatures and Counterparts***

Each party hereto agrees that any electronic signature intended to replicate a written signature, shall be presumed valid, and we may reasonably rely upon it. For purposes hereof, "electronic signature" includes, but is not limited to, a scanned copy of a manual signature, an electronic copy of a manual signature affixed to a document, a signature incorporated into a document utilizing touchscreen capabilities, or a digital signature. Documents may be executed in one or more counterparts, each of which shall be considered an original instrument, but all of which shall be considered one and the same agreement.

### ***Entire Agreement***

This Agreement, including the LGC-205 Contract to Audit Accounts, represents the entire agreement of the parties and supersedes all previous oral, written or other understandings and agreements between the parties. Any modification to the terms of this Agreement must be made in writing and signed by both parties.

### ***Statute of Limitations***

You agree that any claim or legal action arising out of or related to this contract and the services provided hereunder shall be commenced no more than one (1) year from the date of delivery of the work product to You or the termination of the services described herein (whichever is earlier), regardless of any statute of limitations prescribing a longer period of time for commencing such a claim under law. This time limitation shall apply regardless of whether Martin Starnes & Associates, CPAs, P.A. performs other or subsequent services for You. A claim is understood to be a demand for money or services, demand for mediation, or the service of suit based on a breach of this contract or the acts or omissions of Martin Starnes & Associates, CPAs, P.A. in performing the services provided herein. This provision shall not apply if enforcement is disallowed by applicable law or professional standards.

### ***Limitation of Liability***

You agree that Martin Starnes & Associates, CPAs, P.A.'s liability, if any, arising out of or related to this contract and the services provided hereunder, shall be limited to the amount of the fees paid by You for

services rendered under this contract. In no event shall Martin Starnes & Associates, CPAs, P.A. be liable to You or a third party for any indirect, special, consequential, punitive, or exemplary damages, including but not limited to lost profits, loss of revenue, interruption, loss of use, damage to goodwill or reputation, regardless of whether You were advised of the possibility of such damages, regardless of whether such damages were reasonably foreseeable, and regardless of whether such damages arise under a theory of contract, tort, strict liability, or otherwise. The foregoing limitations shall not apply to the extent it is finally, judicially determined that the liability resulted from gross negligence or fraud of Martin Starnes & Associates, CPAs, P.A. or if enforcement of this provision is disallowed by applicable law or professional standards.

### ***Mediation***

If a timely dispute arises out of or relates to this Agreement, including the scope of services contained herein, or the breach thereof, and if the dispute cannot be settled through negotiation, the parties agree first to try to settle the dispute by mediation administered by the American Arbitration Association (“AAA”) under the *AAA Accounting and Related Services Arbitration Rules and Mediation Procedures* before resorting to arbitration, litigation, or any other dispute resolution procedure. The mediator will be selected by mutual agreement of the parties. If the parties cannot agree on a mediator, a mediator shall be designated by the AAA. The mediation will be conducted in North Carolina.

The mediation will be treated as a settlement discussion and, therefore, all discussions during the mediation will be confidential. The mediator may not testify for either party in any later proceeding related to the dispute. No recording or transcript shall be made of the mediation proceedings. The costs of any mediation proceedings shall be shared equally by all parties. Any costs of legal representation shall be borne by the hiring party.

This provision shall not apply to any dispute of fees owed, billed or due.

### ***Arbitration Procedures***

If a dispute has not been resolved within 90 days after the effective date of the written notice beginning the mediation process (or such longer period, if the parties so agree in writing), the mediation shall terminate and the dispute shall be settled by binding arbitration to be held at a mutually agreeable location. The arbitration shall be conducted in accordance with the CPR Rules for Non-Administered Arbitration that are in effect at the time of the commencement of the arbitration, except to the extent modified by this Dispute Resolution Provision (the rules). The arbitration shall be conducted before a panel of three arbitrators. Each of the City and firm shall designate one arbitrator in accordance with the “screened” appointment procedure provided in the Rules, and the two party-designated arbitrators shall jointly select the third in accordance with the Rules. No arbitrator may serve on the panel unless he or she has agreed in writing to enforce the terms of the engagement letter and to abide by the terms of the Rules. Except with respect to the interpretation and enforcement of these arbitration procedures (which shall be governed by the Federal Arbitration Act), the arbitrators shall apply the laws of the state of North Carolina (without giving effect to its choice of law principles) in connection with the dispute. The arbitrators may render a summary disposition relative to all or some of the issues, provided that the responding party has had an adequate opportunity to respond to any such application for such disposition. Any discovery shall be conducted in accordance with the Rules. The result of the arbitration shall be binding on the parties, and judgment on the arbitration award may be entered in any court having jurisdiction.

### ***Costs***

Each party shall bear its own costs in both the mediation and the arbitration; however, the parties shall share the fees and expenses of both the mediators and the arbitrators equally.

In accordance with the requirements of *Government Auditing Standards*, we have attached a copy of our latest external peer review report of our firm to the Contract to Audit Accounts for your consideration and files.

Please sign and return a copy of this letter to indicate your acknowledgment of, and agreement with, the arrangements for our audit of the financial statements and compliance over major federal and state award programs, including our respective responsibilities.

We appreciate the opportunity to be your financial statement auditors and look forward to working with you and your staff.

Respectfully,

*Martin Starnes & Associates, CPAs, P.A.*

Martin Starnes & Associates, CPAs, P.A.  
Hickory, North Carolina

RESPONSE:

This letter correctly sets forth our understanding.

Acknowledged and agreed on behalf of the City of Kannapolis by:

Signature: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_



## Kannapolis City Council

City Council Agenda Staff Report

March 23, 2026

**To:** Mayor and City Council  
**From:** Richard Smith, Planning Director  
**Subject:** **RESOLUTION-** Restoration of the City of Kannapolis Passenger Rail Stops  
**UNANIMOUSLY APPROVED**

### Recommended Action Requested by City Council

Motion to approve a Resolution requesting passenger rail stops in Kannapolis be fully restored

### Required Votes to Pass Required Action

Majority Present at Meeting

### Background

On July 10, 2023, the North Carolina Department of Transportation (NCDOT) Rail Division implemented a new timetable for the Piedmont and Carolinian passenger train service. This service connects nine cities along NC's Piedmont corridor between Charlotte and Raleigh. This change added a fourth Piedmont round-trip representing a 33% increase in service. Unfortunately, in order to achieve a Charlotte to Raleigh travel time of under three hours on certain trains, the Kannapolis and Salisbury stops were dropped. There are concerns that this has caused some passengers to be turned away due to lack of convenience and availability of services.

Two trains (Piedmont #77 and #78) do not stop in Kannapolis even though they pass the station daily. There is no train for passengers who wish to arrive in Kannapolis from Raleigh (and all points between) in the 6pm timeframe. Passengers can only choose to arrive in Kannapolis at 3:27pm or wait for the Carolinian from New York at 8:23pm, which is a five-hour gap of service. This also leaves limited options for late afternoon travel to Charlotte from Kannapolis.

Passenger train stations along the rail line from Raleigh to Charlotte include Cary, Durham, Burlington, Greensboro, High Point, Salisbury, and Kannapolis. There is only one evening option for a Kannapolis to Raleigh route and that is at 5:25pm. A later option would be available if Piedmont #78 stopped in Kannapolis (8:15pm). This would be beneficial in particular for anyone working at the North Carolina Research Campus (NCRC).

Staff has reached out to NC Rail, to no avail. It appears that our best recourse is to 1) adopt a resolution against this skipping of scheduled stops, and 2) make our state legislative delegation aware that we are disappointed in this change of service and would like to have it restored immediately.

The group that spoke to Council at a recent meeting (All Aboard Carolinas) has spoken at other public meetings promoting the restoration of these passenger rail services as well.

### Fiscal Implications

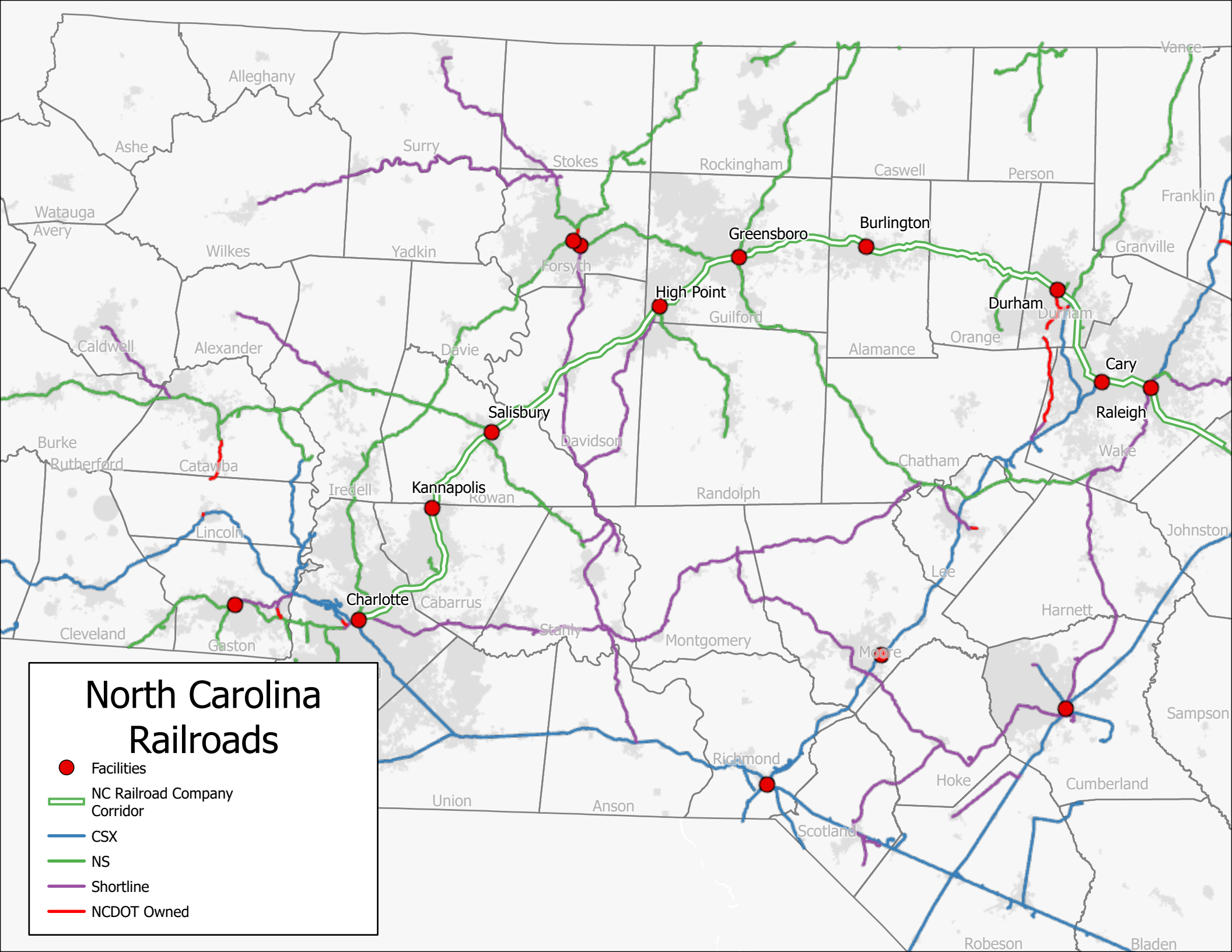
N/A

### Alternate Courses of Action

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

**Attachments**

1. NC Railroad Company Corridor 2026-03-18
2. Trains list
3. 2026-11 Resolution Requesting Reinstatement of Passenger Train Stops



# North Carolina Railroads

- Facilities
- ▬ NC Railroad Company Corridor
- ▬ CSX
- ▬ NS
- ▬ Shortline
- ▬ NCDOT Owned



**RESOLUTION REQUESTING THE NORTH CAROLINA DEPARTMENT OF TRANSPORTION RAIL DIVISION AND AMTRAK REINSTATE PASSENGER TRAIN STOPS BETWEEN RALEIGH AND CHARLOTTE**

**WHEREAS**, passenger rail service between Raleigh and Charlotte is a vital transportation corridor supporting economic development, regional mobility, and environmental sustainability across central North Carolina; and

**WHEREAS**, the City of Kannapolis is strategically located along this corridor and has invested in infrastructure, including a modern passenger rail station, to support intercity rail service; and

**WHEREAS**, previous and existing service operated by Amtrak in partnership with the North Carolina Department of Transportation Rail Division has demonstrated strong demand for reliable and frequent passenger rail connections in this region; and

**WHEREAS**, reductions or inconsistencies in scheduled stops between Raleigh and Charlotte have limited access for residents, workers, students, and visitors, particularly in mid-sized and growing communities such as Kannapolis; and


**WHEREAS**, reinstating and expanding passenger rail stops would:

- Improve regional connectivity and commuter options;
- Support local economic development and tourism;
- Reduce highway congestion along Interstate 85 and other regional roadways; and
- Advance statewide goals for sustainable and multimodal transportation; and

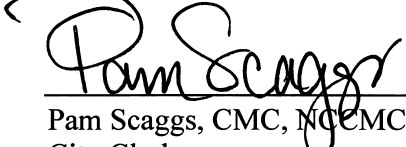
**WHEREAS**, the growth of the Piedmont region underscores the need for equitable access to transportation infrastructure, including regular and dependable rail service stops in Kannapolis.

**NOW, THEREFORE, BE IT RESOLVED** by the Kannapolis City Council that the City of Kannapolis formally requests that the North Carolina Department of Transportation Rail Division and Amtrak reinstate and maintain regular passenger train stops along the Raleigh–Charlotte corridor, including Kannapolis.

**Adopted this the 23rd day of March 2026**

  
George Douglas Wilson, Mayor  
City of Kannapolis

**ATTEST:**

  
Pam Scaggs, CMC, NCCMC  
City Clerk

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**CITY OF KANNAPOLIS  
CITY COUNCIL MEETING MINUTES  
Retreat Day 1  
February 7, 2026**

10 The City of Kannapolis City Council held their first Council Retreat meeting on Saturday, February  
11 7, 2026, at 9:00 AM, Kannapolis City Hall located at 401 Laureate Way, Kannapolis, NC.

12  
13  
14  
15  
16  
17

**CITY COUNCIL MEMBERS PRESENT:**

18 Council Members: Doug Wilson, Mayor  
19 Ryan Dayvault, Mayor Pro Tem  
20 Darrell Jackson  
21 Dianne Berry  
22 Isaiah Payne  
23 Jeanne Dixon  
24 Naomi Hatchell

25 Council Members Absent: None

26 City Manager: Wilmer Melton

27 Deputy City Manager: Eddie Smith

28 Assistant City Manager: Tina Cline

29 Assistant City Manager: Kristin Jones

30 Economic Consultant: Mike Legg

31 City Attorney: Andrew Kelly

32 Staff Present: Brian Roberts Richard Smith  
33 Terry Spry Annette Privette-Keller  
34 Irene Wong Tony Eury  
35 DJ Jordon Tracy Winecoff  
36 Gary Mills Laura Wolf  
37 George Hall Heather James  
38 Becky Tolle Pam Scaggs

39  
40 Visitors Present: Ken Lingafelt  
41 Grant Rader  
42

43 **CALL TO ORDER AND WELCOME**

44 Mayor Wilson called the meeting to order

45  
46 City Manager, Wilmer Melton and Economic Development and Management Consultant, Mike Legg  
47 welcomed everyone in attendance and provided a brief overview of the agenda and explained the  
48 voting process.  
49  
50

1 **Financial Position and Taxes**

2 Assistant City Manager, Kristin Jones and Finance Director, Brian Roberts provided an overview of  
3 the City’s current and projected financial background stating that five-year plan assumes a constant  
4 tax rate of 55.95 cents and no use of fund balance, with property taxes (60%) and sales taxes (20%)  
5 comprising the majority of revenues. Property tax growth is expected to moderate in FY26–FY27,  
6 with Cabarrus County (89% of the tax base) projecting a 2.6% increase in overall values but a 15%  
7 decline in personal property, while Rowan County (11% of the base) anticipates a 5.5% overall  
8 increase and a significant rise in personal property values. These projections remain preliminary.  
9 Development-related revenues are trending downward due to delayed or slowed projects, reducing  
10 planning, development, and water/sewer connection revenues. Sales tax growth is estimated at 5.5%  
11 in FY27 and 3.5% thereafter, while other revenues are generally projected conservatively, with some  
12 decreases in facility-related income.

13  
14 Expenditures are driven primarily by rising personnel costs, including annual retirement increases of  
15 about \$1 million and higher employer contribution rates, as well as significant health insurance  
16 increases estimated at \$2,200 per employee annually. Inflation continues to raise the cost of  
17 operations and capital projects, while demand for maintaining service levels adds pressure. The plan  
18 assumes largely status quo spending, with minimal operational growth, no new positions, no salary  
19 or cost-of-living adjustments, and no additional debt beyond existing obligations, some of which will  
20 roll off over time.

21  
22 Under these assumptions, the city projects annual surpluses beginning at approximately \$1.3 million  
23 in FY27 and growing in later years due to steady revenue growth, debt reduction, and future  
24 revaluations. However, these projections reflect a baseline scenario and do not account for new  
25 initiatives, expanded services, or additional capital investments, which could significantly impact the  
26 financial outlook.

27  
28 Discussion clarified that the \$30 vehicle fee is currently at the statutory maximum, with \$10 allocated  
29 to transit and \$20 supporting general fund street maintenance. Of the \$10, half is mandated for public  
30 transit, while the remaining portion is discretionary. Total transit funding includes approximately  
31 \$444,000 from this fee and about \$1.4 million from the general fund, bringing the total contribution  
32 to roughly \$1.8 million annually to support the CK Rider system operated through City of Concord.  
33 The projected increase in costs—about \$400,000—is largely driven by a new service provider  
34 contract, reflecting inflation, higher labor costs, and initial “ramp-up” expenses in the first year, with  
35 smaller increases expected in later years. While a lower bid was received, it was not recommended  
36 due to poor service performance, emphasizing the importance of selecting a responsible provider over  
37 the lowest cost. Additional cost pressures include potential vehicle replacements, though grant  
38 funding can offset a significant portion of those expenses.

39  
40 For the environmental fund, it was noted that achieving full cost recovery through user fees has been  
41 a long-term policy goal set by Council over a decade ago. While the current fee is \$23.10 per month,  
42 an additional \$5–\$10 increase would likely be required for the fund to become self-sustaining without  
43 general fund support. However, concerns were raised about the timing of any fee increase, particularly  
44 given recent service reductions (e.g., loose leaf collection), which may impact public acceptance.  
45 Broader concerns were also expressed about public awareness and equity, particularly regarding the  
46 vehicle fee, as some residents may not realize they are contributing to transit services they do not use.

1 Overall, the discussion highlighted the tension between rising service costs, policy goals for self-  
2 sufficiency, and community sensitivity to fee increases.  
3

#### 4 **Transit System**

5 Mr. Melton shared that the City of Concord is currently reviewing its transit contract with the existing  
6 provider and exploring potential changes to the service. Council members expressed concerns about  
7 the efficiency and effectiveness of the current system, citing low ridership on some routes,  
8 underutilized buses, and what they perceived as an inequitable cost-sharing arrangement between  
9 Concord and Kannapolis. The discussion highlighted key financial and contractual considerations,  
10 including the timing of decisions necessary to ensure uninterrupted service and the risks associated  
11 with committing to long-term contracts. Council also noted the complexities involved in separating  
12 Kannapolis from the regional transit system, including potential impacts on shared ridership, the need  
13 for transfers, and residents' access to critical destinations such as healthcare providers, social services,  
14 and employment centers.  
15

16 Deputy City Manager, Eddie Smith provided financial context, explaining that the system is funded  
17 through contributions from both Concord and Kannapolis, supplemented by approximately \$3 million  
18 in federal funding administered by Concord. While Kannapolis could argue for a share of these federal  
19 funds if it withdraws from the system, Concord is not legally obligated to allocate them. City Attorney  
20 Andrew Kelly added that any withdrawal by Kannapolis could still leave the City responsible for a  
21 portion of existing contractual obligations, depending on the terms of the agreement.  
22

23 Council explored several potential paths forward, including negotiating shorter contract terms,  
24 adjusting cost-sharing arrangements with Concord, or issuing a termination notice to allow time for  
25 further study. Microtransit was discussed as a possible alternative or complement to the fixed-route  
26 system; it was described as an Uber-like, on-demand service that could provide door-to-door or virtual  
27 stop service, enhancing access to employment, healthcare, and other essential services. However, it  
28 was acknowledged that microtransit costs could fluctuate significantly as demand changes, and  
29 careful planning would be required to manage service efficiency and budget impacts.  
30

31 Overall, the discussion emphasized the importance of balancing fiscal responsibility, contractual  
32 obligations, and service quality, while ensuring that Kannapolis residents continue to have reliable,  
33 accessible, and effective transportation options. Council members agreed on the need for further  
34 analysis, including evaluating microtransit and hybrid models, understanding financial implications,  
35 and engaging with regional partners before making long-term commitments.  
36

#### 37 **Summer Concert Series**

38 Parks and Recreation Director, Gary Mills, highlighted a community programming survey conducted  
39 the previous summer, which revealed that residents' top priorities were concerts and live music,  
40 followed by cultural arts programming with 75% of respondents willing to pay additional funds for  
41 enhanced facilities and programs. This aligns with findings from the Parks and Recreation  
42 Comprehensive Master Plan adopted by Council two years ago, which asked residents about the  
43 maximum additional amount they would be willing to pay monthly to fund new parks, facilities, and  
44 programs and the insights underscore the community's support for enhancing Parks and Recreation  
45 offerings. Mr. Mills reported that the Summer Concert Series, entering its 26th season, has  
46 demonstrated consistent growth in participation and attendance and has received multiple awards,  
47 including Best Live Music in Cabarrus County. He noted that Council previously approved increased

1 funding for the series and the addition of the Green Room at the amphitheater and added that data  
2 shows that approximately 10% of concert attendees patronize local businesses.

3  
4 Council discussion focused on funding options for the concerts and included eliminating the program,  
5 maintaining current funding, or reducing funding, with the understanding that lower funding levels  
6 could result in some program or service reductions. They discussed the feasibility of a hybrid  
7 approach that included maintaining free concerts for most events while using ticketed venues for  
8 higher-profile acts but concluded that logistical challenges, including fencing, staffing, and protecting  
9 playing fields at alternative venues like the Cannon Baller stadium, make this difficult. Council  
10 members inquired about sponsorship opportunities, noting that while several consistent sponsors  
11 support the series, additional outreach could provide more fiscal support. Mr. Mills explained that  
12 sponsorship efforts include ongoing marketing to local businesses and leveraging social media, but  
13 securing new sponsors has become increasingly challenging. He reported that attendance is roughly  
14 balanced between residents and non-residents, with data showing that most attendees live within a  
15 10-mile radius. Concessions were recognized as an additional revenue source, with opportunities to  
16 improve offerings and maximize income from food trucks. When asked about production costs, Mr.  
17 Mills responded that it varies depending on the venue and the band, ranging from \$3,000–\$25,000  
18 per event. It was suggested that the series include more local bands and less high-profile bands.

19  
20 While the Summer Concert Series was recognized as a valuable community asset that fosters  
21 connection, supports local businesses, and enhances quality of life, Council emphasized the  
22 importance of maintaining diverse, high-quality programming while continuing to evaluate funding  
23 strategies, sponsorship opportunities, and venue options.

### 24 25 **Gem Theatre Operations**

26 Mr. Mills reported that the Gem Theatre remains a cornerstone of the community and a key downtown  
27 asset. Since reopening after renovations in May 2024, it has sold more than 162,000 tickets and  
28 generated approximately \$700,000 in its first year, with current projections slightly above \$600,000.  
29 As a designated first-run, single-screen theatre with 700 seats and a historic balcony, its performance  
30 is closely tied to the availability and quality of film releases. The projected revenue decline reflect  
31 the impact of the actors’ and writers’ strike, which limited film production and reduced box office  
32 draw but as the industry recovers, stronger film lineups are expected in 2027. Despite this, the Gem  
33 continues to attract strong attendance, including multiple sellouts, with patrons often choosing it over  
34 other theatres for its affordability, atmosphere, and enhanced viewing experience.

35  
36 Renovations have successfully combined historic character with modern upgrades, including 4K laser  
37 projection, Dolby sound, improved seating, and upgraded concessions. The theatre’s importance is  
38 further underscored by its ranking as the top asset in prior downtown revitalization surveys.  
39 Concessions remain the primary opportunity to enhance overall performance, as ticket pricing offers  
40 limited flexibility. Small adjustments to concession pricing, such as modest increases to popcorn,  
41 drinks, and combo items, could increase revenue, though pricing must remain competitive to ensure  
42 continued customer satisfaction and sales.

43  
44 Mr. Legg advised that Council has six potential options for the Gem Theatre. These options included:  
45 maintaining current operations with reduced subsidy, further reducing support, transitioning  
46 management to a nonprofit board while maintaining some City subsidy, converting the facility to a  
47 community theatre model, changing the business model entirely (such as second-run films), or selling  
48 either the business or the property.

1 Discussion highlighted philosophical differences, with some members expressing concern about  
2 government operating a business and advocating for a self-sustaining model or divestment, while  
3 others emphasized the Gem’s cultural, historical, and community value. The theatre’s historic  
4 designation and role in downtown identity were noted as key considerations, with several members  
5 supporting long-term protections to preserve the facility.  
6

7 Mr. Mills explained that the current first-run model is critical to maintain attendance, as shifting to  
8 second-run films would reduce film costs but significantly decrease audience turnout and overall  
9 revenue and suggested that a hybrid model is not feasible due to studio requirements. He reiterated  
10 that the theatre continues to draw strong attendance, with over 162,000 tickets sold since reopening  
11 and operating nearly year-round.  
12

13 Council generally agreed that raising ticket prices would have minimal impact, while modest  
14 increases to concession pricing were viewed as a more effective way to improve cost recovery without  
15 discouraging attendance. The importance of maintaining affordability to attract visitors was  
16 emphasized, particularly given the theatre’s competitive pricing compared to regional cinemas.  
17 Council also noted the Gem’s broader economic and social impact, including drawing visitors  
18 downtown, supporting nearby businesses, and serving as a community gathering space. Public  
19 investment and past community fundraising support were cited as evidence of its local importance.  
20 Overall, there was no consensus on major structural changes such as selling the facility. Instead,  
21 discussion leaned toward incremental adjustments, particularly concessions pricing and operational  
22 efficiencies, while preserving the theatre’s historic character, community role, and long-term  
23 sustainability.  
24

### 25 Swanee

26 Council discussion on the Swanee Theatre emphasized its value as a unique community and cultural  
27 asset, while also exploring opportunities to improve sustainability and utilization. Council members  
28 highlighted the Swanee’s role in creating a distinct downtown experience with events that often  
29 coincide with other activities, such as concerts, ballgames, and fireworks, creating a vibrant  
30 atmosphere that draws residents and visitors and supports nearby businesses. The venue was  
31 described as a gathering place that enhances the overall appeal of downtown and contributes to local  
32 economic activity.  
33

34 Mr. Mills clarified that “sold out” shows vary based on seating configurations, as the theatre uses  
35 multiple layouts depending on the type of performance. Recent changes, such as increasing seated  
36 options, have improved ticket sales, with many events selling out seated sections while leaving only  
37 limited standing-room capacity. Some shows have recently generated modest operating surpluses,  
38 largely driven by concessions and alcohol sales.  
39

40 Council discussed programming strategy, noting the importance of booking higher-quality,  
41 differentiated acts that do not directly compete with smaller local venues. There was support for  
42 refining the event mix, potentially reducing the number of shows while focusing on higher performing  
43 events, to further lower operating costs while maintaining community benefit. Differing perspectives  
44 emerged regarding financial sustainability. Some Council members emphasized the need to  
45 significantly reduce or eliminate public subsidy, while others supported continued investment given  
46 the Swanee’s cultural, historical, and economic impact.  
47

1 Additional ideas included repurposing portions of the facility to maximize use, such as incorporating  
2 a visitor center, expanding partnerships with local history organizations, and creating a centralized  
3 space to promote the City's assets. Enhanced regional marketing was strongly encouraged to attract  
4 more visitors and increase daytime activity downtown.  
5

6 Council recessed for lunch at 12:19 PM and reconvened at 12:45 PM.  
7

### 8 **Curbside recycling**

9 Director of Transportation and Environmental Services, Michael Rattler presented an overview of the  
10 City's recycling program, noting that while it provides environmental benefits, it is significantly more  
11 expensive than solid waste disposal. Recycling costs approximately \$124 per ton compared to \$46.50  
12 per ton for garbage, making disposal the primary cost driver. The City currently collects about 3,000  
13 tons of recycling annually versus 19,000–20,000 tons of solid waste. Eliminating curbside recycling  
14 would result in an estimated annual savings of approximately \$405,000, though near-term savings are  
15 limited due to contractual obligations, with only about \$85,000 in immediate reductions. Mr. Melton  
16 cautioned that discontinuing recycling could lead to long-term cost impacts, as increased landfill use  
17 would shorten landfill lifespan and eventually require more expensive transport to distant facilities.  
18

19 Discussion focused on alternative approaches, including reducing collection frequency, offering opt-  
20 in services, or shifting from single-stream to dual-stream recycling. Mr. Melton noted that these  
21 options would provide limited savings and could be difficult to implement under current contracts. It  
22 was also explained that market conditions have changed significantly; unlike in the past, recycled  
23 materials no longer generate revenue and instead incur processing costs. Council members expressed  
24 concern regarding public perception and environmental impact if recycling services were eliminated,  
25 as well as potential behavioral impacts such as increased strain on garbage capacity. Some noted that  
26 private recycling options would likely be significantly more expensive for residents.  
27

### 28 **Downtown Business Support**

29 Director of Economic and Community Development, Irene Wong and Director of Communications,  
30 Annette Privette Kelly, provided an overview of downtown business support efforts. Ms. Wong stated  
31 that the City has invested heavily in downtown Kannapolis, yielding benefits that extend beyond the  
32 downtown area to the broader community. Recently, however, there has been a decline in foot traffic,  
33 a trend seen in other cities statewide and nationally, partially due to economic factors. Maintaining a  
34 vibrant downtown economy requires ongoing marketing efforts and conversations with local  
35 businesses over the past few months reveal concerns about this decline and its impact on their  
36 operations. While previous plans to engage with Downtown Kannapolis Incorporated (DKI) for  
37 marketing fell through, the City utilizes social media and the discoverkannapolis.com website to  
38 promote downtown events, including the summer concerts and the Gem Theatre.  
39

40 Since Kannapolis is not a county seat and lacks a large daytime workforce, downtown relies primarily  
41 on tourism and visitors from outside the area. Partnerships with organizations such as the Cabarrus  
42 Chamber and Cabarrus Economic Development have helped market downtown, particularly during  
43 the racing season, using cost-effective digital platforms. Based on these experiences, the  
44 recommendation is for a modest, ongoing marketing budget to support promotions and events, similar  
45 to practices in other downtowns. Funding could be considered through a municipal service district  
46 (MSD) tax targeted to the downtown area.  
47

1 Mrs. Privette Keller added that the businesses have emphasized that while they are responsible for  
2 marketing their individual operations, they lack the resources to promote downtown as a whole. A  
3 structured MSD-funded marketing program would allow the City to consistently attract visitors,  
4 support local businesses, and sustain downtown vitality. Past initiatives, such as partnering with NC  
5 Rail to bring visitor groups, demonstrate the potential impact of focused marketing efforts.  
6

7 Council members emphasized that while developing a downtown brand is important, a broader city-  
8 wide rebrand highlighting safety, lifestyle, and city assets is also needed. The discussion addressed  
9 downtown promotion, the proposed Municipal Service District (MSD), and related marketing  
10 initiatives. It was noted that property owners may request exclusion from the MSD if their properties  
11 are uniquely situated, with the City Council determining eligibility, and that collaboration among  
12 business owners is essential. Mr. Kelly explained that contracts for MSD-funded services would  
13 require public outreach and hearings to ensure property owners and residents have input on how the  
14 funds are used, as outlined by statute. Council members highlighted that consistent police presence  
15 during peak times is critical for public perception, and businesses should understand that MSD  
16 program costs may be reflected in rental rates. The city's role was clarified as limited to promotion  
17 and facilitation, such as permitting street closures or providing infrastructure support for events, while  
18 businesses remain responsible for planning and funding activities. Small-scale events could be  
19 supported through MSD funds, but large festivals would remain outside the scope. Mr. Legg  
20 suggested that the Miller Davis firm could provide guidance on marketing strategies and coordination  
21 efforts.  
22

### 23 **Employee Support**

24 Director of Human Resources, Heather James, provided an overview of the *Pay for Performance*  
25 adjustments and reported that the City launched a new performance evaluation system, initially merit-  
26 based, but shifted to a flat pay system due to challenges with the software, cultural adjustments, and  
27 training. Full-time employees received a 5% flat increase, part-time employees up to 1,500 hours  
28 received 2%. She emphasized that the changes were communicated to staff multiple times. Phase two  
29 of the system will be implemented in March with refresher training and feedback sessions for  
30 department heads to ensure alignment and understanding. F  
31

32 Council members reviewed options for this year's flat pay adjustment, noting that a 5% increase  
33 fulfills prior commitments to employees. While alternative options could reduce budget costs, they  
34 would not meet expectations. Discussion included the potential impact on the upcoming salary and  
35 compensation study, ensuring adjustments align with cost-of-living increases and regional  
36 benchmarks. It was clarified that next year's evaluation system will return to merit-based increases,  
37 combining cost-of-living adjustments with performance-based pay, with supervisors responsible for  
38 individual allocations. Members agreed that maintaining competitive compensation is critical for staff  
39 retention and emphasized the importance of clear communication regarding merit and cost-of-living  
40 components.  
41

### 42 **Compensation Study**

43 Mrs. James reviewed the results of the October 2024 compensation study, noting that the study is  
44 conducted every three to four years to ensure alignment with comparable municipalities. Adjustments  
45 have been made to account for inflation, and four implementation strategies were presented: an eight-  
46 year time-in-position model, a six-year time-in-position model, an eight-year hybrid model  
47 combining time in position with total years of service, and a six-year hybrid model. The impact of  
48 each option was reviewed, with the six-year and hybrid models affecting a greater number of

1 employees, particularly in public safety departments. Under the eight-year model, 70% of police  
2 officers and 47% of firefighters would receive increases, while the six-year model would affect 73%  
3 of police and 57% of firefighters.  
4

5 Council discussion emphasized the importance of competitive compensation for recruitment and  
6 retention, with several members noting that the six-year model would better position employees in  
7 public safety roles relative to regional peers. It was acknowledged that some employees already at or  
8 above market rates may not benefit immediately, and transparent communication regarding eligibility  
9 and implementation would be critical. The hybrid models were noted to have higher costs due to  
10 inclusion of total years of service but provide broader adjustments for long-tenured employees.  
11 Council consensus indicated a preference for the six-year or six-year hybrid model to ensure  
12 competitive pay and retention of key staff.  
13

### 14 **Health Insurance**

15 Mrs. James discussed the City’s self-funded health insurance program, noting that costs are driven by  
16 claims from employees, spouses, and dependents and are influenced by the overall health of the  
17 workforce. Total annual costs are approximately \$1 million, with stop-loss coverage providing  
18 savings for claims exceeding \$150,000. The city’s clinic, recently relaunched to provide primary care,  
19 acute care, occupational medicine, and drug testing, is projected to operate at approximately \$300,000  
20 annually and now includes required firefighter physicals and access for retirees beginning January 1,  
21 2026. Outlined options to manage costs, including maintaining current premiums and subsidizing  
22 shortfalls through the general fund, increasing employee contributions, adjusting plan design, and  
23 encouraging clinic utilization to reduce claims. Benchmarking against peer municipalities shows that  
24 employee health coverage in Kannapolis remains competitive, with most employees paying little or  
25 nothing for premiums, and any increase in contributions could reduce competitiveness. Council  
26 discussed the impact of the insurance program on the budget, noting a projected shortfall of at least  
27 \$1 million through July and limited remaining funds, emphasizing the need to balance cost  
28 containment with competitive benefits, workforce satisfaction, and transparent communication with  
29 employees regarding potential plan changes.  
30

### 31 **Western Area Fire Protection**

32 Fire Chief Tracy Winecoff provided an overview of fire service coverage and long-term planning for  
33 the City’s western area. Since development began, the City has contracted with the Odell Fire  
34 Department at an annual cost of approximately \$500,000, with increases tied to rising property values  
35 over the past 20 years. While Odell is considered one of the county’s stronger volunteer departments  
36 and maintains a positive relationship with the City, its part-time staffing model can lead to delays  
37 when personnel are committed elsewhere or assisting neighboring districts. A recent incident  
38 resulting in the loss of a home, when both the local Odell unit and a Concord ladder truck were  
39 unavailable, highlighted the limitations of relying on volunteer coverage in a rapidly growing, high-  
40 value residential area. Call volume in the Farms development has risen from 154 in 2022 to 240 in  
41 2025, further underscoring the need for more reliable service, especially given limited reciprocal  
42 mutual aid.  
43

44 Discussion focused on establishing a City-operated presence to improve response times and reduce  
45 dependence on contracted service. Chief Winecoff proposed a “community firehouse” as a cost-  
46 effective, flexible interim solution, either by leasing an existing home or constructing a small  
47 residential-style facility to house personnel and equipment. Potential sites include City-owned land  
48 near Wayne Brothers or the water tower. This approach allows the City to adapt as growth continues

1 while avoiding the higher cost of a traditional station. Staffing and training are expected to take six  
2 to nine months.

3  
4 Additional considerations included the challenges posed by leadership turnover and political  
5 dynamics within Odell, which have complicated past collaboration efforts, though co-location  
6 remains a possibility. The City is also evaluating long-term strategies such as selling underutilized  
7 properties to “land bank” future sites for joint police and fire facilities. Coordination with neighboring  
8 jurisdictions, including Concord and Davidson, was recommended to support consistent coverage in  
9 high-growth areas.

### 10 11 **Adaptive Response**

12 Chief Winecoff provided an update on the proposed Quick Response Vehicle (QRV) program, noting  
13 that it was initially presented in 2023 and remains a priority for improving efficiency and service for  
14 residents. The program is designed to handle medical, low-acuity, and routine service calls without  
15 deploying larger fire apparatus, thereby keeping engines available for higher-priority incidents. Three  
16 staffing and coverage options were outlined: the full program with 12 personnel providing 24-hour  
17 coverage and two QRVs, a mid-level option with 6 personnel and one QRV, and a limited option  
18 using part-time staff for 12-hour coverage. Vehicles would be roving units, primarily assigned to  
19 medical calls, but flexible to respond to other incidents as needed. Initial housing would be at Stations  
20 1 and 2, with deployment based on demand. Mr. Mills noted the program reduces wear on primary  
21 engines, decreases firefighter workload, and has shown positive results during limited trial runs.  
22 Estimated costs for fully outfitted vehicles are approximately \$150,000 each. The program also aligns  
23 with long-term goals for potential city-operated EMS services. Council expressed support while  
24 noting budget considerations and the importance of maintaining flexibility in staffing and  
25 deployment.

### 26 27 **Eastside Park**

28 Mr. Mills stated that Eastside Park will be a 44-acre facility located off Midlake Road, providing  
29 recreational space on the east side of Main Street, where no parks currently exist. The city purchased  
30 the initial 33 acres in 2017, with the City of Concord contributing an additional 11 acres, including  
31 lake access. The park’s design reflects resident priorities identified in the master plan, meeting four  
32 of the top six requests: lake access, walking trails, a dog park, and preservation of open space. He  
33 noted that the city applied for and was awarded a \$500,000 grant, and that the park’s design and  
34 layout are complete, including modifications to convert a private water line to a public line.  
35 Construction is expected to take 9 to 12 months, with a goal of opening before summer to maximize  
36 use.

37  
38 Discussion focused on the implications of returning the grant funds if the project is delayed and  
39 clarification that the City of Concord is providing lake access under a nominal lease for the proposed  
40 paddle boat amenity. Council also discussed the Midlake Road sidewalk project and received  
41 confirmation that, while complementary, it is a separate initiative. Annual operating costs are  
42 projected to include a park manager, maintenance staff, and part-time personnel for concessions and  
43 seasonal activities. While the project is ready to be bid, Council emphasized careful consideration of  
44 budget constraints, noting that delays or cost overruns could significantly impact city finances.

### 45 46 **Historic Preservation**

47 Mr. Legg stated that discussions regarding the establishment of a Historic Preservation Program have  
48 been ongoing for approximately a year. He noted that the program will be administered through the

1 Parks & Recreation Department and will encompass multiple initiatives aimed at preserving the  
2 City's historic and cultural assets. He then turned the discussion over to Mr. Mills, Ms. Wong, and  
3 Mrs. Privette Keller, who explained that the program's primary focus includes stabilizing historic  
4 structures, such as the North Carolina Music Hall of Fame, promoting arts and cultural activities, and  
5 creating educational opportunities, including fee-based music lessons for children and additional  
6 concerts in partnership with local organizations such as the Salisbury Symphony. A key first step is  
7 the creation of a Historic Preservation Advisory Board, which will guide the program's priorities,  
8 coordinate with existing local history organizations, and help determine which initiatives are most  
9 relevant to the community, without assuming control of assets held by groups such as History  
10 Associates.

11  
12 Discussion regarding potential initiatives included the development of a digital map and mobile app  
13 to identify historic sites throughout the city. The app would incorporate QR codes and augmented  
14 reality technology to allow users to view buildings and landmarks as they appeared historically. These  
15 tools are intended to make local history accessible to residents and visitors, particularly those  
16 unfamiliar with the city's past, while also stimulating tourism and downtown visitation. The program  
17 will further focus on community engagement by gathering input from residents on preservation  
18 priorities and encouraging participation in cultural activities.

19  
20 Funding for the initial position to oversee the program, including administrative tasks, coordination  
21 with existing organizations, and program implementation, is already included in the city's budget.  
22 Additional projects, such as reprinting a local history book, may be partially funded through  
23 community contributions and sales, allowing the program to be partially self-sustaining. The  
24 discussion emphasized the importance of moving forward promptly, given strong public interest and  
25 frustration over delays, and ensuring that Advisory Board members include knowledgeable local  
26 stakeholders. The program is considered a critical step in preserving the city's history, integrating arts  
27 and cultural initiatives, and providing both educational and economic benefits to the community.

### 28 29 **Midway & North Kannapolis**

30 Planning Director, Richard Smith, stated that the 2030 Comprehensive Plan, adopted in 2018,  
31 identified nine activity centers, including North Main and South Main Street (Midway) as areas  
32 needing redevelopment. While redevelopment is planned for both areas, with funding in place for  
33 Midway, further direction from Council is needed. Mr. Smith added that North Main has an ongoing  
34 NCDOT streetscape project that can be built upon, but funding would need to be allocated and asked  
35 for approval to proceed with developing area plans for both areas. Ms. Wong noted that unlike  
36 downtown, the City does not control any properties in Midway or North Main, which makes  
37 implementing redevelopment plans more challenging and will require extensive stakeholder  
38 engagement.

39  
40 Mr. Smith confirmed that the funds for Midway have already been approved and are included in the  
41 existing budget, so moving forward will not require additional City resources. He noted that previous  
42 studies in Midway identified potential improvements and partnerships, including possible NCDOT  
43 funding for roadway enhancements, though many opportunities remain unrealized due to limited  
44 property control. The allocated funding is intended to support the creation of urban redevelopment  
45 areas and area plans, guiding streetscape enhancements, capital investments, and private property  
46 revitalization. While building consensus among property owners will be critical, Council agreed that  
47 targeted, cost-effective actions, potentially leveraging grants, could catalyze improvements without

1 fully spending the existing budgeted funds. Mr. Smith confirmed that business owners have expressed  
2 interest in assistance, indicating strong potential community support for these efforts.

3  
4 Mr. Legg reminded Council members to complete their straw voting packets and return as soon as  
5 possible.

6  
7 **MOTION TO ADJOURN**

8 There being no further business, Mayor Pro Tem Dayvault made motion to adjourn, second by  
9 Councilmember Dixon, and the motion was unanimously approved.

10  
11 The meeting adjourned at 4:08 PM on Saturday, February 7, 2026.

12  
13  
14  
15  
16 \_\_\_\_\_  
17 George Douglas Wilson, Mayor  
18 City of Kannapolis

19  
20 \_\_\_\_\_  
21 Pam Scaggs, CMC, NCCMC  
City Clerk

**CITY OF KANNAPOLIS  
CITY COUNCIL MEETING MINUTES  
Work Session  
February 23, 2026**

A business meeting of the Kannapolis City Council was held on Monday, February 23, 2026, at 6:00 PM, Kannapolis City Hall located at 401 Laureate Way, Kannapolis, NC.

**CITY COUNCIL MEMBERS PRESENT:**

Council Members: Doug Wilson, Mayor  
Ryan Dayvault, Mayor Pro Tem  
Darrell Jackson  
Dianne Berry  
Isaiah Payne  
Jeanne Dixon  
Naomi Hatchell

Council Members Absent: None

City Manager: Wilmer Melton

Assistant City Manager: Tina Cline

Assistant City Manager: Kristin Jones

City Attorney: Andrew Kelly

Staff Present: Annette Privette Keller      Alex Anderson  
Richard Smith      Kirk Beard  
Terry Spry      Gerald Faulkner  
Michael Rattler      Irene Wong  
Sherry Gordon      Toby Eury  
David Jordon      Pam Scaggs

Visitors Present: Martin Wheeler      Phil Goodman  
Kelvin Wilkerson      Justin Lewter  
Tracy McGinnis      Judy Hosack  
Ed Hosack      Joe Hatley  
Tanya Noel      Sara Newell  
Sophia Wilkerson      Pam Smith  
Sanaiah Wade      Jaben Starnes  
Kevin Moffitt      Gavin Murfitt  
Danetta Greenidge      Sandra Nichols  
Tim Haley      Ron Flanders  
Bill Joyce

1 **CALL TO ORDER AND WELCOME**

2 Mayor Wilson 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 Payne.

4  
5 Mayor Wilson recognized Kannapolis City Schools Superintendent, Dr. Sara Newell and  
6 Councilmember Dixon recognized Sanaiah Wade, a Cabarrus College of Life Sciences student who  
7 is interested in municipal government.

8  
9 **ADOPTION OF AGENDA**

10 Mayor Wilson called for a motion regarding the Agenda. Councilmember Jackson made the motion  
11 to approve, second by Mayor Pro Tem Dayvault and unanimously approved.

12  
13 **SPEAKERS FROM THE FLOOR**

14 Martin Wheeler, President of the All Aboard Carolinas Group and member of the Carolinas  
15 Association for Passenger Trains, addressed Council about train stop reductions along the Piedmont  
16 corridor. He explained that on July 10, 2023, the NCDOT Rail Division added a fourth Piedmont train  
17 between Charlotte and Raleigh and removed stops in Kannapolis, Salisbury, High Point, and  
18 Burlington from some routes to reduce travel time to under three hours. While the change only saves  
19 about 12 minutes, Wheeler said it has limited travel options for residents, including workers at the  
20 North Carolina Research Campus and commuting college students, and has reduced convenient day-  
21 trip opportunities. He asked local representatives to contact state legislators and NCDOT to reconsider  
22 restoring the stops and noted that another train is proposed in the future. He also provided  
23 documentation for Council’s review (Exhibit A).

24  
25 Phil Goodman thanked Michael Rattler and his team for quickly addressing road conditions at the  
26 intersection of Brantley Road and Ruth Avenue. He also commended City Council for the teamwork,  
27 respect, and collaboration shown during the recent retreat meetings and expressed appreciation on  
28 behalf of the community for the work being done for the city.

29  
30 Kelvin Wilkerson expressed opposition to city bus funding, arguing that the cost to taxpayers exceeds  
31 what riders pay, making the service inequitable for non-users. He also criticized spending on free  
32 concerts at the park, emphasizing that nothing is truly free and that taxpayers bear these costs  
33 regardless of their attendance. Mr. Wilkerson concluded by congratulating re-elected and newly  
34 elected Council members and expressed hope that they would make positive changes.

35  
36 Justin Lewter asked Council to consider dedicating a centrally located parcel of public land, up to an  
37 acre, for community gardens. Mr. Lewter explained that doing so would provide residents without  
38 space to grow food, an opportunity to garden, build community, and access to fresh food.

39  
40 Tracy McGinnis stated that many government regulations, like fishing licenses, car registration, and  
41 taxes, violate constitutional rights, particularly the 14th Amendment’s protections of life, liberty, and  
42 property. He provided a couple examples and suggested that most people lack understanding of the  
43 Constitution, and that citizens are forced to pay for basic rights. Mr. McGinnis claims to have  
44 successfully challenged such issues in court and invited Council to discuss the matter further in  
45 private, offering to share detailed research and documentation.

1 **CONSENT AGENDA**

2 Mayor Wilson called for a motion regarding the Consent Agenda. Councilmember Payne asked to  
3 move Agenda Item E.C. - Ordinance for Budget Amendment #26-31 to the Business Agenda for  
4 further discussion. Second my Councilmember Hatchell and unanimously approved. Mayor Wilson  
5 then called for a motion regarding the amended Agenda. Councilmember Dixon made the motion  
6 approve, second by Mayor Pro Tem Dayvault and unanimously approved.  
7

8 Code Enforcement – Minimum Housing Code Violation – 2009 Independence Square (Richard  
9 Smith, Planning Director) (Copy included as Agenda Item E.A.)  
10

11 Code Enforcement – Minimum Housing Code Violation – 914 Aggie Street (Richard Smith, Planning  
12 Director) (Copy included as Agenda Item E.B.)  
13

14 Ordinance – Budget Amendment #26-31 to Close Out Capital Project Funds (Kristin Jones, Assistant  
15 City Manager) (Copy included as Agenda Item E.C.) Unanimously approved to move to Business  
16 Agenda Item F.C.  
17

18 Report – Monthly Wastewater Allocations Report (Alex Anderson, Director of Water Resources and  
19 Gerald Faulkner, Water Treatment Manager) (Copy included as Agenda Item E.D.).  
20

21 Minutes – February 9, 2026 (Work and Closed Session) (Pam Scaggs, City Clerk) (Draft copies  
22 included)  
23

24 **BUSINESS AGENDA**

25 **Public Hearing – Voluntary Annexation – (A-2026-03) 0.344 +/- acres of noncontiguous**  
26 **property located at 110 & 120 Homestead Avenue (Richard Smith, Planning Director) (Copy**  
27 **included as Agenda Item F.A.)**

28 Mr. Smith stated that the requested annexation involves two lots in the Extra Territorial Jurisdiction  
29 (ETJ) and identified the property owner as the applicant. He directed attention to several maps to  
30 illustrate location of the subject property. He reminded Council of the action requested and made  
31 himself available for questions.  
32

33 There being no further comments or questions, Mayor Wilson opened the Public Hearing which was  
34 then closed with public comment. He then called for a motion regarding the Ordinance to extend the  
35 Corporate Limits to 110 and 120 Homestead Avenue. Councilmember Payne made the motion to  
36 approve, second by Mayor Pro Tem Dayvault and unanimously approved.  
37

38 **Presentation – Cooperative Christian Ministry Update (Irene Wong, Economic & Community**  
39 **Development Director) (Copy included as Agenda Item F.B.).**

40 Ms. Wong introduced Ed Hosack to provide an annual report on the Cooperative Christian Ministry's  
41 (CCM) progress with the transitional housing program at the former Caremoor facility. Ms. Wong  
42 noted that in December 2023, Council approved a grant to CCM for purchasing the facility for  
43 conversion to transitional housing, with an agreement requiring annual progress reports.  
44

45 Mr. Hosack, Executive Director of CCM, thanked Council for the long-standing partnership between  
46 CCM and the City of Kannapolis. He highlighted CCM's role to the community since 1987, including  
47 its leadership during the 2003 Cannon Mills plant closure, and detailed the ongoing conversion of a  
48 5.3-acre former retirement campus into transitional housing for families. Mr. Hosack stated that the

1 project is two years into a five-year plan noting that due to regulatory requirements that prohibit  
2 mixing families and seniors in licensed care within the same building, the transition must occur one  
3 building at a time. Converting facilities originally designed for senior living into spaces suitable for  
4 families requires significant upgrades, including improvements to bathrooms, kitchens, hot water  
5 systems, security, and infrastructure. He added that CCM has upgraded the kitchen and staff, replaced  
6 aging septic systems by connecting to the city sewer system, and made other infrastructure  
7 improvements.  
8

9 Mr. Hosack reported that the first conversion created the Grace Place Apartments, a six-unit space  
10 where the first two families moved in during June 2025, six months ahead of schedule. Since then,  
11 three families have participated in the program, with a fourth scheduled to move in soon. One family  
12 has already graduated from the program after securing full-time employment and stable housing. He  
13 noted that additional expansion is underway with the renovation of the Carriage House, which will  
14 open by the end of March and provide six additional beds for women and children. He directed  
15 Council's attention to a map illustrating location of the Carriage House as well as a proposed  
16 playground.  
17

18 Mr. Hosack stated that the property was originally purchased for \$5 million, supported by \$3 million  
19 in city grant funding and a \$2 million promissory note from CCM, which was fully repaid in  
20 December 2025. Since then, CCM has invested an additional \$572,000 in improvements to prepare  
21 the campus for families, including infrastructure upgrades and the installation of a new playground  
22 that will be completed by the end of March. Additional investments, such as inline generators, are  
23 planned and will bring CCM's total capital contribution to a level exceeding the city's investment. He  
24 noted that early program outcomes have been encouraging, with participating families improving  
25 their financial stability, paying off debt, addressing medical needs, and working toward long-term  
26 housing independence.  
27

28 Mr. Hosack reported that as the campus continues transitioning, CCM plans to maintain licensed  
29 assisted living services in the main building to support seniors and provide long-term sustainability  
30 for the operation. This is particularly important given the recent loss of more than 150 assisted living  
31 beds in Cabarrus County. CCM also continues to expand supportive programs such as the Corine  
32 Cannon Scholarship, established in honor of Corine Cannon on her 105th birthday, which now helps  
33 three residents receive assisted living care they otherwise could not afford.  
34

35 Councilmember Dixon asked whether adult residents are employed prior to arriving at Caremoor. Mr.  
36 Hosack explained that Grace Place represents the third stage in CCM's housing program. Families  
37 typically enter through "My Father's Place," which serves as the initial entry point. Mothers may then  
38 transition to the Mothers and Children's facility for approximately one year to build stability before  
39 moving to Grace Place, the final step before independent living. He noted that this step-based model  
40 has proven to be very successful. In response to a second question from Councilmember Dixon  
41 regarding transportation, Mr. Hosack stated that most current residents have their own vehicles,  
42 although some individuals entering the program initially rely on transportation assistance, particularly  
43 for specialized or emergency needs. He emphasized that securing employment is a key priority once  
44 participants enter the program, and maintaining employment, paying down debt, and improving credit  
45 are important requirements for progressing through each stage. He added that while vehicle ownership  
46 can present challenges, including costs related to time, fuel, and maintenance, it remains an important  
47 milestone, and the program provides education and support to help residents work toward that goal.

1 He also noted that CCM has also explored the potential for micro-transit solutions in partnership with  
2 local transit authorities as part of broader community transportation options.  
3

4 Councilmember Hatchell thanked CCM for their work and asked whether the sense of community  
5 has supported single moms, especially those with medical needs. Mr. Hosack responded that Grace  
6 Place is their third congregate-style program, but the first where families have their own apartments  
7 rather than shared rooms and bathrooms. He added that community support is essential because moms  
8 share their stories, hold weekly check-ins, watch each other's children, and build one another up.  
9 Independent-living seniors also share a dining space with the families, which help to create  
10 meaningful, intergenerational relationships. Councilmember Hatchell noted that many people ask  
11 how they can help and emphasized that what the public sees is only a small part of the overall need.  
12 Mr. Hosack directed people to the Cooperative Christian Ministry website for donation and volunteer  
13 information and encouraged anyone to visit a site and ask how to get involved. He added that many  
14 local churches also contribute and noted that loneliness is a major challenge in assisted living, and  
15 there is a strong community of volunteers eager to serve. He believes Caremoore will become a highly  
16 sought-after assisted living option.  
17

18 Mr. Hosack also reported that CCM's contract for the current food pantry located in Concord will  
19 soon be expiring and asked Council to consider providing city-owned space at College Station. He  
20 stated that the site offers suitable infrastructure for a high-volume pantry, including parking, traffic  
21 flow, and public transit access. Mr. Hosack proposed that if the City provides the space, CCM would  
22 manage, cover utilities, and renovate the space which would function like a small grocery store-style  
23 pantry and also provide access to CCM's financial assistance programs, including rental and utility  
24 assistance for residents across Cabarrus and surrounding counties. He expressed hope to partner with  
25 the City again and open as early as this year and invited conversation about the proposal.  
26

27 Councilmember Jackson asked about the size of the current facility and Mayor Wilson asked if the  
28 proposed space could double as a warming center. Mr. Hosack responded that the current space is  
29 8,300 square feet which includes 3,300 square feet of warehouse space which will be moved to a new  
30 food warehouse on Cabarrus Avenue. The proposed College Station space is 4,200 square feet and  
31 would function like a small grocery store, with food delivered from the warehouse two to three times  
32 per week and already includes the necessary rear access to stock shelves effectively. Mr. Hosack  
33 acknowledged recent weather events and agreed that while warming centers are needed, did not think  
34 that the proposed space could accommodate such a use and suggested that there are additional spaces  
35 available at College Station that could be used for both warming centers in the winter months as well  
36 as cooling centers during summer months. He also suggested that College Station could serve as a  
37 broader nonprofit service hub where multiple organizations that assist residents in need could operate.  
38 While he could not formally commit on behalf of the CCM board, he stated that the organization  
39 would likely be open to collaborating with other nonprofits to create a shared community resource.  
40 Such a space could also be used at other times of the year for public meetings, community gatherings,  
41 or additional public services, expanding the overall benefit to residents of Kannapolis.  
42

43 Councilmember Dixon expressed support for the City conducting feasibility and due diligence  
44 regarding the proposal. Mayor Pro Tem Dayvault thanked Mr. Hosack for the services provided to the  
45 community by CCM and, while noting concern that previous efforts to establish a similar service at  
46 the former Target building had not materialized, also supported the City evaluating the feasibility of  
47 the proposal.  
48

1 Mr. Hosack reaffirmed his commitment to establish a food pantry and financial crisis center but that  
2 CCM could not commit to operating a warming center at this time. He reiterated that CCM is open to  
3 collaborating with other partners to support additional community services where possible.  
4

5 Mayor Wilson asked Council for consensus to proceed with evaluating the food pantry project, and  
6 Council affirmed their support.  
7

8 **Ordinance – Budget Amendment #26-31 to Close Out Capital Project Funds (Kristin Jones,**  
9 **Assistant City Manager) (Copy included as Agenda Item E.C.) Unanimously approved to move**  
10 **from Consent to Business Agenda Item F.C.**

11 Councilmember Payne stated that after reviewing the staff report on the requested budget amendment,  
12 it appears there are excess funds remaining from the fire station remodel capital project. Referring to  
13 discussion at the recent retreat regarding upcoming one-time expenditures, particularly for public  
14 safety, he requested that the amendment be revised to transfer the remaining funds to the public safety  
15 budget line, specifically the fire department, to help offset anticipated one-time costs. Mrs. Jones  
16 confirmed that the ordinance had been amended as requested by Councilmember Payne and is ready  
17 for signature should Council approve the change.  
18

19 Mayor Wilson called for a motion regarding the amended Ordinance. Councilmember Payne made  
20 the motion to approve, second by Mayor Pro Tem Dayvault and unanimously approved.  
21

22 **CITY MANAGER REPORT**

23 City Manager Wilmer Melton reported that the North Carolina Department of Transportation  
24 (NCDOT) will begin nightly closures of U.S. Highway 29 [Cannon Boulevard] between  
25 approximately 8:00 and 9:00 PM, with the roadway reopening around 6:00 AM the following  
26 morning. The closures are necessary to facilitate replacement of the bridge crossing over Highway  
27 29, with work occurring in phases that will first affect northbound lanes and then southbound lanes.  
28

29 **CITY COUNCIL COMMENTS**

30 Mayor Pro Tem Dayvault noted that the City’s website can be difficult to navigate when attempting  
31 to access meeting agendas and suggested reviewing the current system and process to improve  
32 usability and ease of access. He also recommended re-engaging with the North Carolina Main Street  
33 Program to support continued downtown progression and invited staff to bring program  
34 representatives back to discuss potential opportunities.  
35

36 Councilmember Payne expressed support for Mayor Pro Tem Dayvault’s comments and noted that a  
37 recent ride-along with the City’s fire and police departments left him “absolutely amazed.” He  
38 highlighted the dedication, professionalism, and heart that first responders bring to their work,  
39 emphasizing the long hours, unpredictable calls, and calm under pressure that are best understood  
40 firsthand. He expressed gratitude for the men and women who serve and protect the community and  
41 encouraged the rest of Council to participate in a ride-along, noting that the experience provides  
42 invaluable perspective and helps strengthen leadership.  
43

44 Councilmember Berry requested a future update on crime in Kannapolis, noting observations from  
45 the police blog regarding problem areas, particularly along Lane Street down to I-85. She asked for  
46 information on current conditions downtown, and the status of any decisions regarding curfews or  
47 other measures for youth in the area.  
48

1 Councilmember Hatchell reported representing Kannapolis in both regional and local settings over  
2 the past few weeks. As the City’s delegate, she attended the Centralina Delegates Meeting, where  
3 regional priorities were set and a placeholder budget for FY 2027 was discussed, emphasizing the  
4 importance of engagement in regional conversations on transportation funding and long-term  
5 planning to protect local interests. She also talked about participating with Councilmember Dixon in  
6 training provided by the North Carolina League of Municipalities on ethics and government practices  
7 and expressed appreciation for the recent budget retreat, praising staff preparation and Council’s  
8 thoughtful discussion as a valuable exercise in responsible fiscal stewardship. She thanked Council  
9 for signing a thank-you card to Congressman Addison McDowell regarding federal funding for the  
10 Rogers Lake Road and Oakwood Avenue intersection project, which was well received.  
11 Councilmember Hatchell also shared that she attended a crossover service with local pastors and  
12 churches involved in the Bridge Project, highlighting the importance of faith-based partnerships  
13 alongside federal and state collaboration in serving the community, and reaffirmed her commitment  
14 to continuing efforts that benefit the people of Kannapolis.

15  
16 **CLOSED SESSION**

17 Mayor Pro Tem Dayvault made the motion to go into Closed Session in accordance with G.S. 143-  
18 318.11 (a) (3) to consult with an attorney in order to preserve the attorney-client privilege. Second by  
19 Councilmember Dixon and unanimously approved.

20  
21 Council entered Closed Session at 7:04 P.M.

22  
23 Council resumed Open Session at 9:11 PM.

24  
25 Mayor Wilson informed Council Members that, due to the successes and camaraderie between  
26 Council and Department Heads achieved during the Council Work Sessions on February 7 and  
27 February 21, he recommends continuing these meetings on a quarterly basis moving forward. He  
28 suggested a potential timeframe of 3:00 p.m. to 7:00 p.m. The group discussed various timelines and  
29 scenarios for how this could best be implemented. All members concurred that continuing the  
30 meetings on a quarterly basis is a positive step to maintain the progress being made.

31  
32 **MOTION TO ADJOURN**

33 There being no further business, Mayor Pro Tem Dayvault made motion to adjourn, second by  
34 Councilmember Jackson, and the motion was unanimously approved.

35  
36 The meeting adjourned at 9:17 P.M. on Monday, February 23, 2026.

37  
38  
39  
40 \_\_\_\_\_  
41 George Douglas Wilson, Mayor  
42 City of Kannapolis

43  
44 \_\_\_\_\_  
45 Pam Scaggs, CMC, NCCMC  
City Clerk

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**CITY OF KANNAPOLIS  
CITY COUNCIL MEETING MINUTES  
Work Session  
March 9, 2026**

6 A meeting of the Kannapolis City Council was held on Monday, March 9, 2026, at 4:30 PM,  
7 Kannapolis City Hall located at 401 Laureate Way, Kannapolis, NC.  
8

9 **CITY COUNCIL MEMBERS PRESENT:**

10 Council Members: Doug Wilson, Mayor  
11 Ryan Dayvault, Mayor Pro Tem  
12 Darrell Jackson  
13 Dianne Berry  
14 Isaiah Payne  
15 Jeanne Dixon  
16 Naomi Hatchell  
17

18 Council Members Absent: None  
19

20 City Manager: Wilmer Melton  
21

22 Deputy City Manager: Eddie Smith  
23

24 Assistant City Manager: Kristin Jones  
25

26 City Attorney: Andrew Kelly  
27

28 Staff Present: Tony Eury David Jordan  
29 Irene Wong Richard Smith  
30 Alex Anderson Terry Spry  
31 Michael Rattler Elizabeth McCarty  
32 Gerald Faulkner Gary Mills  
33 Sherry Gordon Annette Privette-Keller  
34 Kirk Beard Pam Scaggs  
35

36 Visitors Present: Zach Erwin Phil Goodman  
37 Pam Smith Debbie Vavra  
38 Joe Hatley Josh Teague  
39 Judy Hammett Tracy Caskey  
40 Amelia Caskey Sophia Wilkerson  
41 Ron Flanders  
42

43 **CALL TO ORDER AND WELCOME**

44 Mayor Wilson called the meeting to order and welcomed all in attendance. He led a moment of silent  
45 prayer, followed by the Pledge of Allegiance by Councilmember Berry.  
46

47 **ADOPTION OF AGENDA**

48 Mayor Wilson called for a motion regarding the Agenda. Mayor Pro Tem Dayvault the motion to  
49 approve, second by Councilmember Dixon and unanimously approved.

1 **SPEAKERS FROM THE FLOOR**

2 Former Mayor Darrell Hinnant expressed concern regarding Council’s decision not to continue with  
3 developing Eastside Park and to return state grant funds. Mr. Hinnant warned that doing so could  
4 affect the City’s ability to receive future funding. He reminded Council that the park had been  
5 promised to surrounding neighborhoods and that many community members have expressed feelings  
6 of being overlooked in favor of downtown investment. He urged Council to reconsider their decision.  
7 Mr. Hinnant also asked Council to move Item B from the Consent Agenda to the Business Agenda to  
8 allow public discussion of the Welcome Center and History Museum project. He questioned the use  
9 of the former Wells Fargo bank building and suggested that vacant space next to the Gem Theatre  
10 would be a better location. Mr. Hinnant suggested that Council redirect funds from the renovation of  
11 the Wells Fargo building to support development of Eastside Park. He also recommended establishing  
12 a historic preservation commission before pursuing a history museum, raising questions about who  
13 would operate it, what would be included, and how it would attract repeat visitors.  
14

15 Debbie Vavra spoke in favor of developing an east side park, noting that there is currently no park on  
16 the east side of town despite several nearby subdivisions within walking distance of the proposed site.  
17 Ms. Vavra stated that parks are vital for physical and mental health and are an important part of a  
18 vibrant, family-oriented community, adding that the park is already long overdue.  
19

20 **CONSENT AGENDA**

21 Mayor Wilson called for a motion regarding the Consent Agenda. Councilmember Hatchell asked to  
22 amend the agenda by moving Item A (Lease Authorization) to the Business Agenda. Councilmember  
23 Dixon also requested that Item B be moved to Business Agenda. Mayor Wilson called for a motion  
24 regarding the requested amendments. Motion to approve was made by Councilmember Hatchell,  
25 second by Councilmember Dixon and unanimously approved. Mayor Wilson then called for a motion  
26 to approve the amended Consent Agenda which was made by Councilmember Payne, second by  
27 Mayor Pro Tem Dayvault and unanimously approved.  
28

29 Authorization – Execute lease for 471 N Cannon Blvd. (Irene Wong, Economic & Community  
30 Development Director) (Copy included as Agenda Item D.A.) – Unanimously moved to the Business  
31 Agenda as Item E.F.  
32

33 Authorization – Welcome Center and History Museum (Wilmer Melton, City Manager) (Copy  
34 included as Agenda Item D.B.) – Unanimously moved to the Business Agenda as Item E.G.  
35

36 **BUSINESS AGENDA**

37 **Ordinance – Private Use Zone Amendment) (Richard Smith, Planning Director) (Copy**  
38 **included as Agenda Item E.A.)**

39 Mr. Smith stated that staff received a request from the Local Patriot Roasting Company to establish a  
40 private use zone near their business for outdoor dining purposes. He provided a map further detailing  
41 the requested area and stated it was not included in the previously adopted Private Use Zone  
42 provisions which prompted the requested amendment. Mr. Smith added that the request included two  
43 parking spaces immediately in front of the business but they would be handled on the next agenda  
44 item.  
45

1 There being no questions or comments, Mayor Wilson asked for a motion regarding the proposed  
2 amendment. Councilmember Payne made the motion to approve, second by Councilmember Berry  
3 and unanimously approved.  
4

5 **Ordinance – Amendment to the Traffic Control Schedule (Michael Rattler, Director of**  
6 **Transportation & Environmental Services) (Copy included as Agenda Item E.B.).**

7 Mr. Rattler directed Council’s attention to a map detailing the requested parking spaces as indicated  
8 by Mr. Smith in the previous agenda item. He stated that the parking will be designated as “30-minute  
9 parking” and is intended to encourage regular turnover and ensure availability for short-term visits.  
10 He noted that the requested amendment to the Traffic Control Schedule was needed to make the  
11 parking restrictions enforceable. He reminded Council of the actions requested and made himself  
12 available for questions.  
13

14 There being no questions or comments, Mayor Wilson called for a motion regarding the requested  
15 Ordinance. Councilmember Jackson made the motion to approve, second by Councilmember Hatchell  
16 and unanimously approved.  
17

18 **Discussion – Extra Territorial Jurisdiction (ETJ) (Richard Smith, Planning Director) (Copy**  
19 **includes as Agenda Item E.C.)**

20 Mr. Smith directed Council’s attention to the City map and provided an overview of the city’s Extra  
21 Territorial Jurisdiction (ETJ), which covers approximately 2.3 square miles and includes about 1,280  
22 residents. He explained that the ETJ was originally established to guide development in areas outside  
23 city limits and to support potential future annexation. Mr. Smith noted that while the City can enforce  
24 zoning and development regulations within the ETJ, residents in the area do not live within the city  
25 limits and therefore cannot vote in municipal elections. He added that while removing the ETJ would  
26 eliminate the City’s zoning and development authority, existing vested rights would remain in place.  
27

28 Mr. Smith stated that there is no specific statutory process for removing an ETJ and that Council  
29 would simply adopt an ordinance and update the boundary map to reflect the change. Additionally,  
30 although a public hearing is not required, staff would notify all affected property owners and send  
31 courtesy notice to Rowan County. He noted that if Council decides to remove the ETJ, representation  
32 on the Planning and Zoning Commission and Board of Adjustment would no longer be required, and  
33 those seats would later be filled by City residents.  
34

35 Councilmembers Hatchell, Dixon and Jackson asked about future development, changes in City  
36 limits, zoning, and annexations. Mr. Smith stated that he is not aware of any development proposals  
37 located within the ETJ and confirmed that City limits will not change. With regard to zoning, he  
38 responded that zoning on properties currently located in the ETJ would revert to Rowan County  
39 zoning and that annexations are completely voluntary. Mr. Smith also confirmed to Mayor Pro Tem  
40 Dayvault that, although no formal Council action is required at this time, he would need Council  
41 consensus to proceed with the ETJ relinquishment. Council expressed unanimous consensus.  
42

43 **Discussion – Historic Preservation (Richard Smith, Planning Director) (Copy includes as**  
44 **Agenda Item E.D.)**

45 Mr. Smith presented information on historic preservation based on prior discussions at Council retreat  
46 meetings and outlined options to protect significant structures and areas within the city. He explained  
47 that preservation can occur through individual landmark designations, such as the previously

1 designated Gem Theatre, or through the establishment of historic districts, which are typically created  
2 at the local level to preserve areas of historical, architectural, or cultural significance and maintain  
3 the integrity of their design and character. He noted that while national historic registration follows a  
4 formal nomination process, local designation would require the creation of a Council appointed  
5 Historic Preservation Commission, adoption of an ordinance, and coordination with the State Historic  
6 Preservation Office. The commission, consisting of at least three members with relevant expertise,  
7 would oversee the review and regulation of changes to both residential and non-residential properties.  
8 Mr. Smith noted that while historic districts can help maintain community character, they also  
9 introduce stricter oversight, requiring property owners to obtain approval for exterior changes.

10  
11 Mr. Smith highlighted recent state legislative changes limiting zoning authority, including restrictions  
12 on down-zoning, which may complicate implementation of historic districts. He directed Council's  
13 attention to several maps which identified older residential areas of the City as potential areas for  
14 consideration. Financial and operational considerations include the potential need for a consultant and  
15 dedicated staff resources. Examples from other municipalities demonstrate both the long-term  
16 commitment required and the potential for political challenges due to the level of regulatory control  
17 involved. Locally, interest has been expressed in applying preservation tools to downtown and former  
18 mill housing areas; however, Mr. Smith noted that similar outcomes could potentially be achieved by  
19 expanding existing downtown covenants, conditions, and restrictions (CCRs) with less administrative  
20 complexity.

21  
22 Councilmember Dixon asked about the ownership status of the older mill homes, specifically how  
23 many are individually owned versus rented. Mr. Smith indicated that he did not have exact figures  
24 but believed many are individually owned. Councilmember Hatchell asked for clarification regarding  
25 qualifications for Historic Preservation Commission members as well as specific areas of designation.  
26 Mr. Smith responded that while certain areas of expertise (such as architecture, history, or related  
27 fields) are recommended, Council would have discretion to determine appropriate qualifications. He  
28 also confirmed that historic designation would apply to defined areas, such as downtown or mill  
29 homes, rather than scattered individual properties.

30  
31 Mayor Pro Tem Dayvault expressed support for using existing CCRs as a more practical starting point  
32 instead of establishing a full historic district. He referenced past discussions with the North Carolina  
33 Main Street group and suggested that they be re-engaged as a resource to help guide preservation  
34 efforts and provide input on potential strategies for downtown.

35  
36 Councilmember Jackson expressed concern that historic designation could negatively impact  
37 residential property sales. Mr. Smith acknowledged that such considerations are commonly part of  
38 the broader discussion and debate surrounding historic preservation efforts.

39  
40 **Resolution – Amending City Council Meeting Schedule (Wilmer Melton, City Manager) (Copy**  
41 **includes as Agenda Item E.E.)**

42 Mr. Melton presented a Resolution to amend the Council meeting schedule, following prior discussion  
43 regarding the structure and naming of meetings. He noted that historically, Council held a monthly  
44 4:30 PM Work Session meeting for presentations and non-action items, and a 6:00 PM Business  
45 Meeting. However, as action items have increasingly been included in both meetings, the proposed  
46 change would rename both meetings as “Council meetings” and standardize the start time to 6:00 PM  
47 for each.

1 There being no questions or comments, Mayor Wilson called for a motion to approve the requested  
2 changes which was made by Councilmember Payne, second by Councilmember Dixon and  
3 unanimously approved.  
4

5 **Authorization – Execute lease for 471 N Cannon Blvd. (Irene Wong, Economic & Community**  
6 **Development Director) (Copy included as Agenda Item E.F.)**

7 Councilmember Hatchell asked Ms. Wong to explain the process that led to the proposed lease  
8 agreement and how the tenant was identified. Ms. Wong stated that although the prospective tenant  
9 was brought forward by an outside broker, the space in the College Station shopping center is  
10 marketed through the City’s commercial real estate broker. The space, formerly a Latino candy and  
11 piñata store, has been vacant for approximately 18 months or longer. Ms. Wong further explained that  
12 lease rates are negotiated through a Letter of Intent, with guidance from the broker and that current  
13 rates in the center range from \$12 to \$20 per square foot. She noted that more visible centers with  
14 anchor tenants typically lease in the upper teens to mid-\$20 range per square foot. Ms. Wong indicated  
15 that the College Station center is more difficult to lease due to limited road frontage and lack of an  
16 anchor tenant. In response to a question from Councilmember Berry about the previously approved  
17 chiropractor tenant, Ms. Wong reported that although the tenant has signed a lease and continues to  
18 pay rent, no construction plans have been submitted and no upfit work has begun, making the situation  
19 unusual.  
20

21 Mayor Wilson called for a motion regarding the lease agreement. Mayor Pro Tem Dayvault made the  
22 motion to authorize the City Manager to execute the lease, second by Councilmember Berry and  
23 unanimously approved.  
24

25 **Authorization – Welcome Center and History Museum (Wilmer Melton, City Manager) (Copy**  
26 **included as Agenda Item E.G.)**

27 Councilmember Dixon asked for more information regarding the welcome center prior to acting on  
28 the issue. City Manager Wilmer Melton stated that following retreat discussions regarding Council’s  
29 desire to establish a welcome center and history museum, staff identified the previous Wells Fargo  
30 bank building as the best location due to the ample space, condition of the building and proximity to  
31 parking. Mr. Melton noted that the space near the GEM Theatre is much smaller and questioned  
32 whether it was big enough to accommodate both uses. He noted that the authorization request is to  
33 simply get the process started with a conceptual design process. Mr. Melton added that a potential  
34 “steering committee” could be comprised of business owners, stakeholders and Council members.  
35

36 Councilmember Jackson noted that a lot of information needs to be discovered such as daily  
37 operations, tenant participation and recurring expenses to understand the site’s full potential and  
38 agreed that it appears to be a suitable site. Mr. Melton reiterated that Council authorization is the first  
39 step; without it, funding discussions with potential partners cannot proceed.  
40

41 Mayor Pro Tem Dayvault agreed with Councilmember Jackson and made the motion to authorize the  
42 City Manager to proceed with the conceptual design process. Second by Councilmember Payne and  
43 unanimously approved.  
44

45 **CITY MANAGER REPORT**

46 No report  
47

1 **CITY COUNCIL COMMENTS**

2 Councilmember Dixon asked Staff to identify available funds for critical home repairs to support  
3 more residents. She also asked for periodic updates regarding location of warming and cooling centers  
4 as well as to include RCCC in those updates if College Station is selected. Mayor Pro Tem Dayvault  
5 added that a group running a warming center in Concord is interested in partnering with Kannapolis  
6 in this endeavor.  
7

8 Councilmember Hatchell reported that she, along with Councilmember Dixon and Mr. Melton  
9 attended the Cabarrus Chamber Legislative Breakfast as well as the Town & State Dinner hosted by  
10 the North Carolina League of Municipalities. She talked about the importance of attending these  
11 events to build relationships with state representatives to better serve the citizens of Kannapolis. She  
12 thanked Mayor Wilson for his encouragement to engage these types of opportunities.  
13

14 Councilmember Payne reported that he has seen questions and concerns from residents via social  
15 media and stated that the City’s website contains contact information for each Council member. He  
16 encouraged residents to contact members directly and not to rely on social media since some Council  
17 member may not see their question or comment. Councilmember Payne assured residents that Council  
18 members value their input and are happy to hear from them.  
19

20 Mayor Wilson suggested that staff consider seeking assistance from Councilmember Jackson to help  
21 market the welcome center, given his extensive experience as a business owner.  
22

23 **CLOSED SESSION**

24 Mayor Pro Tem Dayvault made the motion to go into Closed Session in accordance with G.S. 143-  
25 318.11 (a) (3) to consult with an attorney in order to preserve the attorney-client privilege. Second by  
26 Councilmember Berry and unanimously approved.  
27

28 Council entered Closed Session at 5:23 P.M.  
29

30 **MOTION TO ADJOURN**

31 There being no further business, Councilmember Dixon made motion to adjourn, second by Mayor  
32 Pro Tem Dayvault, and the motion was unanimously approved.  
33

34 The meeting adjourned at 6:36 P.M. on Monday, March 9, 2026.  
35  
36  
37  
38

39 \_\_\_\_\_  
George Douglas Wilson, Mayor  
City of Kannapolis

40  
41  
42 \_\_\_\_\_  
43 Pam Scaggs, CMC, NCCMC  
44 City Clerk



## Kannapolis City Council

City Council Agenda Staff Report

March 23, 2026

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**To:** Mayor and City Council  
**From:** Gary Mills, Parks & Recreation Director  
**Subject:** **APPOINTMENT** - Parks & Recreation Commission Appointment **UNANIMOUSLY**  
**TABLED UNTIL JUNE**

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### **Recommended Action Requested by City Council**

Motion to appoint Cindy Griggs to the Parks and Recreation Commission

### **Required Votes to Pass Required Action**

Majority Present at Meeting

### **Background**

The Parks and Recreation Commission has an existing vacancy which was created when Olivia Linkel had to step away from the advisory board. The P&R Commission decided they wanted to go ahead and fill the vacancy even though the term would be expiring in June. The P&R Commission reviewed the applications at their March meeting and recommended Cindy Griggs to fill the unexpired term.

Applications are attached for review.

### **Fiscal Implications**

None

### **Alternate Courses of Action**

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

### **Attachments**

1. Boards Commissions Applications as of March 2026

**Date Applied:** 3/5/2026 3:00 PM

**Name:** Alexys Carrasquillo

**Address:** 1520 Lawnside Place  
Kannapolis, NC 28083

**Daytime Phone:** Home- (980) 6216575 Work/Cell- (980) 6216575

**Email:** [alexys.carrasquillo@gmail.com](mailto:alexys.carrasquillo@gmail.com)

**County of Residence:** Cabarrus

**Current Employer:** City of Charlotte

**Occupation/Professional Background:** Website Developer

**Educational Background:** Associate Degree

**Civic Background: Community & Civic Involvement:** Graduate from the Civility Localized Civic Impact Academy Graduate from the City of Concord Citizens Academy

**Other Boards, Commissions, or Committees on which you are currently serving:** none

**List three people who are not related to you:** Lea Hilton, Natalie Bouchard, Brittany Laferriere

**Boards/Commissions applied for:**

**PLANNING & ZONING COMMISSION (Choice - 5)**

**Please explain why you want to be a member of this commission.**

**Briefly explain what you believe are the three most important issues facing our community at this time and how you believe this commission can play a role in addressing each issue.**

**What is your vision for the City of Kannapolis and what do you consider this commission's role to be in accomplishing that vision?**

**BOARD OF ADJUSTMENT (Choice - 3)**

**Please explain why you want to be a member of this commission.**

**Briefly explain what you believe are the three most important issues facing our community at this time and how you believe this commission can play a role in addressing each issue.**

**What is your vision for the City of Kannapolis and what do you consider this commission's role to be in accomplishing that vision?**

**PARKS AND RECREATION COMMISSION (Choice - 4)**

**Please explain why you want to be a member of this commission.**

**Why do you believe parks and recreation is important to the City of Kannapolis?**

**What are three parks and recreation priorities you believe the City should address?**

**COMMUNITY DEVELOPMENT COMMISSION (Choice - 6)**

**Please explain why you want to be a member of this commission.**

**This Commission will primarily deal with two areas: 1) allocation of HUD funding to projects and organizations that support low-to-moderate income households, and 2) review and recommendation of code enforcement cases to demolish or remove dilapidated structures. What experience or perspective do you bring to serve the Commission in these roles?**

**What do you consider to be three major neighborhood or housing issues for our City?**

**PERSONNEL ADVISORY BOARD (Choice - )**

**Please explain why you want to be a member of this Board.**

**What experience or education have you had relative to this Board?**

**ABC BOARD (Choice - )**

**Other Questions:**

**Boards/Commissions applied for ratings:**

Planning & Zoning - 5

Board of Adjustment - 3

Parks & Recreation Commission - 4

Personnel Advisory Board -

Community Improvement Commission - 6

ABC Board -

ETJ Seat - Planning & Zoning

**Do you reside within the City limits of Kannapolis? - Yes**

**Are you within the City's Extraterritorial Jurisdiction? (ETJ - Rowan Only) - No**

**References:**

1. Lea Hilton, Consultant, Charlotte, NC, (704) 9200774
2. Natalie Bouchard, Public Information Specialist, Charlotte, NC, (919) 8277756
3. Brittany Laferriere, Autoparts Specialist, Salisbruy, NC, (727) 4886670

**Date Applied:** 2/27/2026 7:01 AM

**Name:** Mitchell Johnson

**Address:** 1406 Shepard St.  
Kannapolis, NC 28083

**Daytime Phone:** Home- (704) 2249747 Work/Cell- (704) 2249747

**Email:** [mitchelljohnson1976@gmail.com](mailto:mitchelljohnson1976@gmail.com)

**County of Residence:** Cabarrus

**Current Employer:** Eggs Up Grill

**Occupation/Professional Background:** Kitchen Manager

**Educational Background:** Business Management

**Civic Background: Community & Civic Involvement:** Board of Elections Chief Judge and Rover

**Other Boards, Commissions, or Committees on which you are currently serving:** Little Texas Community

**List three people who are not related to you:** Cletus Robinson, Nap Puih, Susan Siup

**Boards/Commissions applied for:**

**PLANNING & ZONING COMMISSION (Choice - 2)**

**Please explain why you want to be a member of this commission.** To bring an open minded and selfless approach to the table. This approach would create fairness and accountability at the highest level!

**Briefly explain what you believe are the three most important issues facing our community at this time and how you believe this commission can play a role in addressing each issue.** Rezoning, Data Center locations, Infrastructure and Utilities This board needs to hear the consensus of our citizens on major and minor issues and make fair, logical, and well forecasted decisions which parallels with future growth.

**What is your vision for the City of Kannapolis and what do you consider this commission's role to be in accomplishing that vision?** Growth will define my vision of Kannapolis. This commission has to make decisions that will make this Growth transition beneficial to our residents and to the city as a whole.

**BOARD OF ADJUSTMENT (Choice - 3)**

**Please explain why you want to be a member of this commission.**

**Briefly explain what you believe are the three most important issues facing our community at this time and how you believe this commission can play a role in addressing each issue.**

**What is your vision for the City of Kannapolis and what do you consider this commission's role to be in accomplishing that vision?**

**PARKS AND RECREATION COMMISSION (Choice - 3)**

**Please explain why you want to be a member of this commission.**

**Why do you believe parks and recreation is important to the City of Kannapolis?**

**What are three parks and recreation priorities you believe the City should address?**

**COMMUNITY DEVELOPMENT COMMISSION (Choice - 1)**

**Please explain why you want to be a member of this commission.** To assist and lead in the positive direction of community development.

**This Commission will primarily deal with two areas: 1) allocation of HUD funding to projects and organizations that support low-to-moderate income households, and 2) review and recommendation of code enforcement cases to demolish or remove dilapidated structures. What experience or perspective do you bring to serve the Commission in these roles?** Fairness and an open minded leadership approach that is conducive to our citizens needs and our city as a whole!

**What do you consider to be three major neighborhood or housing issues for our City?** Affordable Housing Mental Health Access Early Childhood Development

**PERSONNEL ADVISORY BOARD (Choice - )**

**Please explain why you want to be a member of this Board.**

**What experience or education have you had relative to this Board?**

**ABC BOARD (Choice - )**

**Other Questions:**

**Boards/Commissions applied for ratings:**

Planning & Zoning - 2

Board of Adjustment - 3

Parks & Recreation Commission - 3

Personnel Advisory Board -

Community Improvement Commission - 1

ABC Board -

ETJ Seat -

**Do you reside within the City limits of Kannapolis? - Yes**

**Are you within the City's Extraterritorial Jurisdiction? (ETJ - Rowan Only) - No**

**References:**

1. Cletus Robinson, Retired , 104 S. Little Texas Rd., (704) 2136492
2. Nap Puih, Horticulture , 1406 Shepard St., (704) 2415511
3. Susan Siup, Child Care, 410 Jackson St, (980) 4400940

**Date Applied:** 1/5/2026 2:30 PM

**Name:** Cynthia S. Griggs

**Address:** 213 Idlewood Dr  
Kannapolis, NC 28083

**Daytime Phone:** Home- (704) 2394734 Work/Cell- (704) 2394734

**Email:** [cgriggs654@gmail.com](mailto:cgriggs654@gmail.com)

**County of Residence:** Cabarrus

**Current Employer:** Owner: Griggs Properties , teach water aerobics part time

**Occupation/Professional Background:** Recreation & Parks/ Special Event management 30+ years

**Educational Background:** BS RECREATION PARKS MANAGEMENT, concentration in Special Populations Kannapolis

**Civic Background: Community & Civic Involvement:** Kannapolis Parks & Recreation Commission 20+ years; March Of Dimes Regional Coordinator( 3 yrs); Special Olympics Coordinator for Cabarrus Co.; American Legion Auxiliary past President & current Chaplain. Chamber of Commerce past member & Leadership Cabarrus Coordinator. Teach Sunday School & coordinate Bible studies & assist with Feed Kannapolis Hunger. NC Notary Public

**Other Boards, Commissions, or Committees on which you are currently serving:** None ( was out of state & took the required break)

**List three people who are not related to you:** Gary Mills, Becky Tolle, Jim and Nancy Rutledge

#### **Boards/Commissions applied for:**

##### **PLANNING & ZONING COMMISSION (Choice - 6)**

**Please explain why you want to be a member of this commission.**

**Briefly explain what you believe are the three most important issues facing our community at this time and how you believe this commission can play a role in addressing each issue.**

**What is your vision for the City of Kannapolis and what do you consider this commission's role to be in accomplishing that vision?**

##### **BOARD OF ADJUSTMENT (Choice - 6)**

**Please explain why you want to be a member of this commission.**

**Briefly explain what you believe are the three most important issues facing our community at this time and how you believe this commission can play a role in addressing each issue.**

**What is your vision for the City of Kannapolis and what do you consider this commission's role to be in accomplishing that vision?**

##### **PARKS AND RECREATION COMMISSION (Choice - 1)**

**Please explain why you want to be a member of this commission.** Maintaining active involvement in my city and county has always been a priority since moving to NC over 33 years ago. Serving on the P & R Commission has been an honor, as well as a way to use my expertise here in my chosen hometown. Watching and working with our city fathers though the changes in Kannapolis from the Mill closing, the development of the NCRC and the redefining of our city through the participation of many partners and visionaries has been exciting and hard work. Assisting with several 10 year plans, interaction with community members while helping the KPRD reach its recognition on a national scale has been a lay professional's joy. There is ongoing change in our community and being actively involved remains a personal goal.

**Why do you believe parks and recreation is important to the City of Kannapolis?** Parks and Recreation is vital to all communities especially one like Kannapolis with the diversity of people and businesses. Continuing to serve our community is vital to the wise growth and survival of Kannapolis. With the wise planning and growth of our parks, greenways, programs, sports, and cultural opportunities Kannapolis has evolved into a regional destination drawing visitors, new business and new residents of all ages - a real plus for all who live and work here. Maintaining a wise growth vision is key as Kannapolis gains importance across our state

**What are three parks and recreation priorities you believe the City should address?** 1. Green space to match development. 2. Continued development of Sports and healthy lifestyle activities for folks of all ages and economic levels 3. Seek and develop wise partnerships to help with the various financial aspects of top level programming and cultural events

##### **COMMUNITY DEVELOPMENT COMMISSION (Choice - 6)**

**Please explain why you want to be a member of this commission.**

**This Commission will primarily deal with two areas: 1) allocation of HUD funding to projects and organizations that support low-to-moderate income households, and 2) review and recommendation of code enforcement cases to demolish or remove dilapidated structures. What experience or perspective do you bring to serve the Commission in these roles?**

**What do you consider to be three major neighborhood or housing issues for our City?**

##### **PERSONNEL ADVISORY BOARD (Choice - )**

**Please explain why you want to be a member of this Board.**

**What experience or education have you had relative to this Board?**

##### **ABC BOARD (Choice - )**

**Other Questions:**

**Boards/Commissions applied for ratings:**

Planning & Zoning - 6

Board of Adjustment - 6

Parks & Recreation Commission - 1

Personnel Advisory Board -

Community Improvement Commission - 6

ABC Board -

ETJ Seat -

**Do you reside within the City limits of Kannapolis? - Yes**

**Are you within the City's Extraterritorial Jurisdiction? (ETJ - Rowan Only) - No**

**References:**

1. Gary Mills, Director Kannapolis Parks and Recreation Dept., 401 Laureate Way, Kannapolis NC. 28081, (704) 9204343

2. Becky Tolle, Assistant Parks and Recreation Director, 401 Laureate Way, Kannapolis. NC 28081, (704) 9204343

3. Jim and Nancy Rutledge, retired Owners Kannapolis Real Estate KREA, 1615 Eastwood Dr., Kannapolis, NC 28083, (704) 4677026

**Date Applied:** 12/31/2025 10:20 AM

**Name:** Darrell Lipe

**Address:** 6111 Pierce Lane  
Kannapolis, NC 28081

**Daytime Phone:** Home- (704) 4914748 Work/Cell- (704) 4914748

**Email:** [darrell.lipe@gmail.com](mailto:darrell.lipe@gmail.com)

**County of Residence:** Cabarrus

**Current Employer:** Retired from Duke Energy

**Occupation/Professional Background:** Senior IT Manager

**Educational Background:** Computer Science & Business

**Civic Background: Community & Civic Involvement:** Lake Forest Church - Volunteer in Student & Youth Ministry, Elder Caterpillar Ministries - Event Volunteer Mecklenburg County Board of Elections - Regional Coordinator China Grove Elementary Volunteer Kannapolis Middle School Volunteer

**Other Boards, Commissions, or Committees on which you are currently serving:** Lake Forest Church Session (Leadership Board)

**List three people who are not related to you:** Mike Moses, Wendy Bengel, Mark Tornberg

### **Boards/Commissions applied for:**

#### **PLANNING & ZONING COMMISSION (Choice - 1)**

**Please explain why you want to be a member of this commission.** As a citizen of Kannapolis, I want to get involved in my community and apply my skillset to help with this commission. I have recently retired from Duke Energy after 40 years and now have the time to devote to this commission if there is a need. At Duke, I was in senior management leading large groups and projects. I believe this project management skillset and knowledge can help with the planning and zoning needs of our city.

**Briefly explain what you believe are the three most important issues facing our community at this time and how you believe this commission can play a role in addressing each issue.** I believe we are at a critical time in planning and zoning for our city. Growth needs to continue to provide the services needed as new residents call Kannapolis home. At the same time, we need to care for our long time residents where change can seem to be happening so fast. It's a balance of protecting the past and planning for the future.

**What is your vision for the City of Kannapolis and what do you consider this commission's role to be in accomplishing that vision?** I want a community that all people want to call home. Taking advantage of our history and new opportunities to provide a place where people want to live and are excited to call home.

#### **BOARD OF ADJUSTMENT (Choice - 3)**

**Please explain why you want to be a member of this commission.**

**Briefly explain what you believe are the three most important issues facing our community at this time and how you believe this commission can play a role in addressing each issue.**

**What is your vision for the City of Kannapolis and what do you consider this commission's role to be in accomplishing that vision?**

#### **PARKS AND RECREATION COMMISSION (Choice - 2)**

**Please explain why you want to be a member of this commission.** I would like to be part of the commission to provide exciting opportunities for our community to grow healthier, have fun, and grow closer through our parks and recreation. My background as a planner and project manager may be a skillset that would be of benefit to this commission as we plan for the future.

**Why do you believe parks and recreation is important to the City of Kannapolis?** Our parks, recreation opportunities and events provide opportunities for our community to come together. It's important that we plan and provide for all ages to enjoy this benefit.

**What are three parks and recreation priorities you believe the City should address?** 1-Children and youth recreation especially for our teenager populations. 2-Activities for all physical abilities - off the couch to the sports minded. 3-Senior activities for our older population

#### **COMMUNITY DEVELOPMENT COMMISSION (Choice - 4)**

**Please explain why you want to be a member of this commission.**

**This Commission will primarily deal with two areas: 1) allocation of HUD funding to projects and organizations that support low-to-moderate income households, and 2) review and recommendation of code enforcement cases to demolish or remove dilapidated structures. What experience or perspective do you bring to serve the Commission in these roles?**

**What do you consider to be three major neighborhood or housing issues for our City?**

#### **PERSONNEL ADVISORY BOARD (Choice - )**

**Please explain why you want to be a member of this Board.**

**What experience or education have you had relative to this Board?**

#### **ABC BOARD (Choice - )**

**Other Questions:**

**Boards/Commissions applied for ratings:**

Planning & Zoning - 1

Board of Adjustment - 3

Parks & Recreation Commission - 2

Personnel Advisory Board -

Community Improvement Commission - 4

ABC Board -

ETJ Seat -

**Do you reside within the City limits of Kannapolis? - Yes**

**Are you within the City's Extraterritorial Jurisdiction? (ETJ - Rowan Only) - No**

**References:**

1. Mike Moses, Lead Pastor, 9316 Gilead Hill Court, Huntersville, NC 28078, (704) 5823486

2. Wendy Bengel, Office Manager, 5221 Grey Hawk Court, Concord, NC 28025, (704) 5494104

3. Mark Tornberg, Manager, 16035 Wynfield Creek Pkwy, Huntersville, NC 28078, (704) 5791302

**Date Applied:** 10/13/2025 12:36 PM

**Name:** Justin Knoll

**Address:** 409 Fisher Street  
Concord, NC 28027

**Daytime Phone:** Home- (607) 7420252 Work/Cell- (607) 7420252

**Email:** [jknoll2028@gmail.com](mailto:jknoll2028@gmail.com)

**County of Residence:** Cabarrus

**Current Employer:** Obama Foundation

**Occupation/Professional Background:** Non-profit/Leadership Development

**Educational Background:** Master's in Higher Education Leadership - Appalachian State

**Civic Background: Community & Civic Involvement:** -Kannapolis 101 -Managed and scheduled Service-learning opportunities at Rowan-Cabarrus Community College when I worked there

**Other Boards, Commissions, or Committees on which you are currently serving:** None currently. Formerly served on a youth baseball league board in New York state, as well as many professional intra-college boards as a students and staff member.

**List three people who are not related to you:** Barb Meidl, Dr. Tracy Moore, Lilach Shafir

**Boards/Commissions applied for:**

**PLANNING & ZONING COMMISSION (Choice - 3)**

**Please explain why you want to be a member of this commission.**

**Briefly explain what you believe are the three most important issues facing our community at this time and how you believe this commission can play a role in addressing each issue.**

**What is your vision for the City of Kannapolis and what do you consider this commission's role to be in accomplishing that vision?**

**BOARD OF ADJUSTMENT (Choice - 4)**

**Please explain why you want to be a member of this commission.**

**Briefly explain what you believe are the three most important issues facing our community at this time and how you believe this commission can play a role in addressing each issue.**

**What is your vision for the City of Kannapolis and what do you consider this commission's role to be in accomplishing that vision?**

**PARKS AND RECREATION COMMISSION (Choice - 1)**

**Please explain why you want to be a member of this commission.** I want to be a member of the Parks and Recreation Commission because I have experience in recreation and programming, and know how to connect with communities. My time leading recreation and programming opportunities at various higher education institutions has provided me a significant amount of experience planning, implementing, assessing, and improving offerings. Kannapolis has beautiful parks and recreation space that I think can be further utilized to promote a healthy Kannapolis, and provide fun and impactful opportunities for community members.

**Why do you believe parks and recreation is important to the City of Kannapolis?** Parks and Recreation is important to the City of Kannapolis as it is a vital way of promoting healthier lifestyles; bot physically and mentally. Physically, by beautifying, maintaining, and growing the number of parks that the City manages. Mentally, by providing fun events for all community members to come together to share in learning, fun, or coming together around a shared interest. I see the Parks and Recreation department being the most vital piece of city government in creating the tremendous feeling of community that I have felt here while living in Kannapolis.

**What are three parks and recreation priorities you believe the City should address?** Three priorities I believe the City should address include: -ensuring that even through the growth in population and infrastructure the city continues to see, availability and accessibility to green/recreational space is protected and advocated for. -The city of Kannapolis is only going to grow in the coming years and decades, and now is a great time to become a regional hub outside of Charlotte for entertainment and community building. -Continue being a regional leader in the services Parks and Recreation provides, while leaning towards creating and engaging opportunities to grow and foster a shared sense of community throughout the city, for all residents.

**COMMUNITY DEVELOPMENT COMMISSION (Choice - 2)**

**Please explain why you want to be a member of this commission.** I want to be a member of the Community Improvement Commission because I have fallen in love with the City of Kannapolis, and want it to be where I start my family. My wife and I have lived in Kannapolis going on two years now, and the community atmosphere and feel is so important to us. I want to be serve and ensure that feeling of community continues. I want to serve to provide input and have a voice in resource allocation to maintain the vibrant and supportive community for future generations.

**This Commission will primarily deal with two areas: 1) allocation of HUD funding to projects and organizations that support low-to-moderate income households, and 2) review and recommendation of code enforcement cases to demolish or remove dilapidated structures. What experience or perspective do you bring to serve the Commission in these roles?** -Through my personal work, I have worked with many non-profit, Public, and Private-sector Leaders making an impact in their communities, especially in low-to-moderate income households. In my career in higher education, specifically in higher education, I worked with students all along the economic spectrum. Working with and supporting the community members that need it the most has been a passion of mine throughout my life, and

I am a supporter of the idea that your community is only as good as your "weakest" members. I also am interested in the concepts of community wealth building and inclusive capitalism, benefitting the community at large. -For the code enforcement cases, while I do not have any tangible experience, I do believe that beautifying the City and our community is important for ensuring Kannapolis keeps that strong sense of community. While there is a balance between history, and improving eye-sores, safety and what is in the best interests of the community should always be first on our list of concerns. Removing dilapidated structures can help create safer communities, provide opportunities for new builds to bring in affordable housing, single-family housing, green/recreational space, or economic development opportunities. I will bring my analytical and curious nature to ask the tough questions, and advocate to always improve our community. **What do you consider to be three major neighborhood or housing issues for our City?** -Affordable housing is important to ensure equitable access to living in and contributing to Kannapolis and the community at large. -Single-family homes to attract families to the area that will grow and build legacy of Kannapolis-grown community members. -Safe neighborhoods so that our community members can enjoy all Kannapolis has to offer without fear or worrying. Kids being able to play at parks or in their yard without their parents worrying. A community without crime might not be possible, but we can investigate the safety opportunities we do have and can control to make Kannapolis a safer place that all can enjoy and be proud of.

**PERSONNEL ADVISORY BOARD (Choice - )**

**Please explain why you want to be a member of this Board.**

**What experience or education have you had relative to this Board?**

**ABC BOARD (Choice - )**

**Other Questions:**

**Boards/Commissions applied for ratings:**

Planning & Zoning - 3

Board of Adjustment - 4

Parks & Recreation Commission - 1

Personnel Advisory Board -

Community Improvement Commission - 2

ABC Board -

ETJ Seat -

**Do you reside within the City limits of Kannapolis? - Yes**

**Are you within the City's Extraterritorial Jurisdiction? (ETJ - Rowan Only) - No**

**References:**

1. Barb Meidl, Legal Administration, 710 Willow Drive, Kannapolis, NC 28083, (704) 7969069
2. Dr. Tracy Moore, Higher Education (Retired), 9701 Dalphon Jones Dr., Charlotte NC 28213, (704) 4009740
3. Lilach Shafir, Non-profit Leadership, 337 Lincoln Road, Apt. 1L, Brooklyn, NY 11225, (602) 3345579

**Date Applied:** 9/10/2025 11:21 AM

**Name:** Felicia Victoria Mitchell

**Address:** 2618 Millardfullerway  
Concord, North Carolina 28027

**Daytime Phone:** Home- (704) 8867839 Work/Cell- (704) 8867839

**Email:** [mrs.perry1977@gmail.com](mailto:mrs.perry1977@gmail.com)

**County of Residence:** Cabarrus

**Current Employer:** Mooresville Manor NC Housing

**Occupation/Professional Background:** Service Coordinator/ I provide general service management which includes intake, education (services available and application procedures) and referral of residents to service providers in the general community. These social services may include meals-on-wheels, transportation, home health aides, homemakers, financial assistance, counseling, preventative, health screening, and other services needed

**Educational Background:** I have three college degrees and graduated with honors on all of them. Associates degree in Business Administration, Bachelor's degree in Criminal Justice Administration, and Master's degree in Public Administration from Strayer University

**Civic Background: Community & Civic Involvement:** Mooresville, NC, community as a Service Coordinator, I meet a lot of residents and business partners, some have come out to my facility to educate the residents.

**Other Boards, Commissions, or Committees on which you are currently serving:** None

**List three people who are not related to you:** Dawanna Brown, Linda Williams, Kizzi Harrington

**Boards/Commissions applied for:**

**PLANNING & ZONING COMMISSION (Choice - 3)**

**Please explain why you want to be a member of this commission.**

**Briefly explain what you believe are the three most important issues facing our community at this time and how you believe this commission can play a role in addressing each issue.**

**What is your vision for the City of Kannapolis and what do you consider this commission's role to be in accomplishing that vision?**

**BOARD OF ADJUSTMENT (Choice - 5)**

**Please explain why you want to be a member of this commission.**

**Briefly explain what you believe are the three most important issues facing our community at this time and how you believe this commission can play a role in addressing each issue.**

**What is your vision for the City of Kannapolis and what do you consider this commission's role to be in accomplishing that vision?**

**PARKS AND RECREATION COMMISSION (Choice - 6)**

**Please explain why you want to be a member of this commission.**

**Why do you believe parks and recreation is important to the City of Kannapolis?**

**What are three parks and recreation priorities you believe the City should address?**

**COMMUNITY DEVELOPMENT COMMISSION (Choice - 5)**

**Please explain why you want to be a member of this commission.**

**This Commission will primarily deal with two areas: 1) allocation of HUD funding to projects and organizations that support low-to-moderate income households, and 2) review and recommendation of code enforcement cases to demolish or remove dilapidated structures. What experience or perspective do you bring to serve the Commission in these roles?**

**What do you consider to be three major neighborhood or housing issues for our City?**

**PERSONNEL ADVISORY BOARD (Choice - )**

**Please explain why you want to be a member of this Board.**

**What experience or education have you had relative to this Board?**

**ABC BOARD (Choice - )**

**Other Questions:**

**Boards/Commissions applied for ratings:**

Planning & Zoning - 3

Board of Adjustment - 5

Parks & Recreation Commission - 6

Personnel Advisory Board -

Community Improvement Commission - 5

ABC Board -  
ETJ Seat - Planning & Zoning

**Do you reside within the City limits of Kannapolis? - No**

**Are you within the City's Extraterritorial Jurisdiction? (ETJ - Rowan Only) - No**

**References:**

1. Dawanna Brown, Scheduler for Charlotte Radiologist, 2539 hickory Ave Concorxd NC 28027, (704) 2243273
2. Linda Williams , city of Meckleburg County Park and RecreationCoordinator (retired), 7144 Ludwig Dr 28125, (704) 2999465
3. Kizzi Harrington, works at Perdue Farm and Food lion, 408 South Hampton Dr. Concord NC 28027, (845) 5408773

**Date Applied:** 9/10/2025 9:59 AM

**Name:** Kenneth Matthews

**Address:** 1207 Jackson St  
Kannapolis, NC 28083

**Daytime Phone:** Home- (980) 8666777 Work/Cell- (980) 8666777

**Email:** [kenneth.m.matthews@gmail.com](mailto:kenneth.m.matthews@gmail.com)

**County of Residence:** Rowan

**Current Employer:** WEX Inc. – a global financial technology company that provides innovative payment solutions across mobility, fleet, corporate, and healthcare industries.

**Occupation/Professional Background:** I bring over 15 years of professional experience in both design and financial technology. For 10 years, I served as Director of Design at SCC Interiors, leading client projects, managing design teams, and overseeing operations to deliver high-quality results. For the past five years, I have worked with WEX Inc., where I currently serve as Strategic Partnership Operations Manager. In this role, I lead cross-functional projects, improve operational efficiency, and partner with internal teams and external organizations to deliver innovative payment solutions. My career reflects a unique combination of creativity, strategic thinking, and operations leadership.

**Educational Background:** While I do not hold a formal degree, my qualifications come from over 15 years of direct leadership experience in business operations, project management, design, and financial technology. My career path has provided me with practical expertise in managing teams, building processes, and leading high-impact initiatives.

**Civic Background: Community & Civic Involvement:** I have a long-standing commitment to service through both personal and community initiatives. I have volunteered with local organizations to provide disaster relief, supported underserved families, and led fundraising efforts. Recently, I coordinated donations and delivered generators to families impacted by flooding and mudslides in North Carolina, ensuring access to power for individuals with medical needs. In addition, I serve as a foster parent, providing stability and care for children with special needs. These experiences reflect my dedication to helping others and strengthening my community.

**Other Boards, Commissions, or Committees on which you are currently serving:** At present, I am not serving on other boards or commissions, allowing me to fully dedicate my time and energy to supporting the work of Kannapolis through this opportunity.

**List three people who are not related to you:** Dr. James Litaker, Wesley Kirk, Chad Stilwell

**Boards/Commissions applied for:**

**PLANNING & ZONING COMMISSION (Choice - 3)**

**Please explain why you want to be a member of this commission.**

**Briefly explain what you believe are the three most important issues facing our community at this time and how you believe this commission can play a role in addressing each issue.**

**What is your vision for the City of Kannapolis and what do you consider this commission's role to be in accomplishing that vision?**

**BOARD OF ADJUSTMENT (Choice - 2)**

**Please explain why you want to be a member of this commission.** I want to serve on the Board of Adjustment to contribute my leadership and operational experience to decisions that directly impact the growth and quality of life in Kannapolis. Having spent my career in roles that require balancing structure with flexibility, I understand the importance of applying policy fairly while also ensuring residents and businesses feel supported. Serving in this capacity would allow me to use my problem-solving skills to support responsible development and maintain trust in local government processes.

**Briefly explain what you believe are the three most important issues facing our community at this time and how you believe this commission can play a role in addressing each issue.** 1. Growth and Development – Kannapolis is experiencing rapid growth, and it is critical to ensure that zoning adjustments balance economic opportunity with maintaining neighborhood character. The Board of Adjustment can provide fair oversight to protect both residents and future development. 2. Housing Affordability – As growth continues, affordability for working families is a concern. The commission can play a role by carefully reviewing variances or special exceptions that might increase housing supply while keeping community standards in place. 3. Community Trust in Government – Residents need to feel that decisions are transparent and fair. The commission can build that trust by ensuring consistent application of zoning ordinances and open communication about decisions.

**What is your vision for the City of Kannapolis and what do you consider this commission's role to be in accomplishing that vision?** My vision for Kannapolis is a city that continues to grow while preserving its sense of community and accessibility for all residents. The Board of Adjustment plays a key role in achieving this by making thoughtful, impartial decisions that keep growth responsible, protect residents, and encourage opportunities for both businesses and families.

**PARKS AND RECREATION COMMISSION (Choice - 1)**

**Please explain why you want to be a member of this commission.** I would like to serve on the Parks and Recreation Commission because I believe that strong recreational spaces are the backbone of healthy, connected communities. With a young family and active community involvement, I have seen firsthand how parks bring people together, support wellness, and create lasting pride in a city. I want to help ensure Kannapolis continues to invest in spaces that benefit residents today and for generations to come.

**Why do you believe parks and recreation is important to the City of Kannapolis?** Parks and recreation are essential to building community identity, fostering public health, and supporting economic vitality. High-quality recreational spaces attract families, encourage active lifestyles, and provide gathering places that make Kannapolis a more welcoming and vibrant city.

**What are three parks and recreation priorities you believe the City should address?** 1. Accessibility and Inclusivity – Ensure parks and facilities are accessible to people of all abilities, including children with special needs. 2. Maintenance and Safety – Maintain existing parks and equipment to ensure safe and enjoyable use by all residents. 3. Community Programming – Expand recreational programs and events that strengthen community ties, such as family activities, outdoor fitness, and cultural celebrations.

**COMMUNITY DEVELOPMENT COMMISSION (Choice - 4)**

**Please explain why you want to be a member of this commission.**

**This Commission will primarily deal with two areas: 1) allocation of HUD funding to projects and organizations that support low-to-moderate income households, and 2) review and recommendation of code enforcement cases to demolish or remove dilapidated structures. What experience or perspective do you bring to serve the Commission in these roles?**

**What do you consider to be three major neighborhood or housing issues for our City?**

**PERSONNEL ADVISORY BOARD (Choice - )**

**Please explain why you want to be a member of this Board.**

**What experience or education have you had relative to this Board?**

**ABC BOARD (Choice - )**

**Other Questions:**

**Boards/Commissions applied for ratings:**

Planning & Zoning - 3

Board of Adjustment - 2

Parks & Recreation Commission - 1

Personnel Advisory Board -

Community Improvement Commission - 4

ABC Board -

ETJ Seat -

**Do you reside within the City limits of Kannapolis? - Yes**

**Are you within the City's Extraterritorial Jurisdiction? (ETJ - Rowan Only) - No**

**References:**

1. Dr. James Litaker, Chiropractor, Kannapolis, NC, (704) 4674808
2. Wesley Kirk, Owner - Kirk's Lube & Brake, Kannapolis, NC, (704) 9996415
3. Chad Stilwell, Owner - Fig Tree Properties, Concord, NC, (704) 3090114

**Date Applied:** 8/15/2025 9:46 AM

**Name:** Erin Haynie

**Address:** 1125 Zettie Avenue  
Kannapolis, NC 28083

**Daytime Phone:** Home- (980) 2410366 Work/Cell- (980) 2410366

**Email:** [erinbhaynie@gmail.com](mailto:erinbhaynie@gmail.com)

**County of Residence:** Rowan

**Current Employer:** Compass Group USA

**Occupation/Professional Background:** Senior Category Development Manager

**Educational Background:** Bachelor of Science – Foodservice Management

**Civic Background: Community & Civic Involvement:** Church Service Volunteer – The Refuge

**Other Boards, Commissions, or Committees on which you are currently serving:** Provided volunteer services at the café operated by The Refuge, where all proceeds are dedicated to supporting youth programs, community outreach initiatives, and mission projects.

**List three people who are not related to you:** Janelle Sroka, Larry Mason, Kelsey Bassett

#### **Boards/Commissions applied for:**

##### **PLANNING & ZONING COMMISSION (Choice - 1)**

**Please explain why you want to be a member of this commission.** I am interested in joining the Planning and Zoning Commission to participate in guiding the community's development while maintaining a balance between growth and preservation. Developmental decisions influence how people live, work, and interact over time, so it is important to address them with objectivity, transparency, and careful consideration. I support responsible land use, maintaining neighborhood character, and ensuring that zoning decisions consider both economic potential and quality of life. My intention is to listen to residents, evaluate the long-term effects of each proposal, and make decisions that align with the broader vision of the community as well as future needs.

**Briefly explain what you believe are the three most important issues facing our community at this time and how you believe this commission can play a role in addressing each issue.** Responsible Growth: Ensure that new development and redevelopment align with the community's long-term vision. This includes preserving the character of existing neighborhoods and encouraging land use that balances residential, commercial, and recreational needs. Thoughtful growth helps prevent overcrowding, strain on public services, and loss of community identity. Infrastructure: Guide developments to include adequate roads, utilities and public services. Encourage responsible planning to protect natural resources, reduce long-term costs, and maintain the community's livability. Traffic: Prioritize growth strategies that prevent traffic congestion by ensuring new development is planned with mobility in mind. By integrating thoughtful transportation planning from the outset, we can help residents move safely and efficiently while avoiding the pitfalls of overcrowded roads.

**What is your vision for the City of Kannapolis and what do you consider this commission's role to be in accomplishing that vision?** Vision for the City: My vision is for a community that grows thoughtfully - where neighborhoods retain their character, businesses thrive, housing is accessible, and residents feel safe and put down long term roots for new generational growth. I envision a city that balances progress with preservation and offers opportunities for all generations to thrive as they once did. Role of the Commission: The Planning and Zoning Commission is essential in turning this vision into reality. By carefully reviewing development proposals, updating zoning regulations, and ensuring alignment with the comprehensive plan, the commission guides growth in a way that protects the community's character and quality of life. Additionally, the commission serves as a bridge between residents and city leadership, promoting transparency and making informed, long-term decisions that reflect both current needs and future priorities.

##### **BOARD OF ADJUSTMENT (Choice - 2)**

**Please explain why you want to be a member of this commission.** I am interested in serving on the Board of Adjustment to support decision-making that influences community growth and quality of life. The board is responsible for overseeing development and land use policies to promote fairness, equity, and consistency with established long-term planning objectives. My goal is to contribute to the work of the board by helping guide the city's growth, addressing property rights, and maintaining relationships among residents, developers, and local government.

**Briefly explain what you believe are the three most important issues facing our community at this time and how you believe this commission can play a role in addressing each issue.** I believe our community is currently facing several important issues, and the Board of Adjustment can play a key role in addressing each of them. First, responsible development and growth is critical. As our community continues to grow, new development can strain infrastructure and impact neighborhoods. The board ensures that projects comply with zoning regulations while considering traffic, environmental effects, and neighborhood compatibility, helping balance economic growth with quality of life. Second, property rights and fairness are central to maintaining trust in local government. Residents expect consistent, transparent decisions regarding variances, special exceptions, and appeals. By carefully reviewing each request, the board protects property rights while ensuring impartiality and fairness for all parties. Third, economic vitality and housing access is another consideration. By providing zoning flexibility where appropriate, the board can support small businesses, affordable housing, and mixed-use projects, balancing opportunity with livability. Finally, community engagement and trust are critical. Transparent decision-making, clear communication, and active listening ensure that residents feel heard and involved in shaping the community's future. The board's role in fostering this trust strengthens connections between residents, developers, and local government.

**What is your vision for the City of Kannapolis and what do you consider this commission's role to be in accomplishing that**

**vision?** My vision for the city is one of balanced growth, where development supports opportunity while preserving neighborhood character, safety, and quality of life. Our community currently faces several key challenges, and I believe the Board of Adjustment can have a meaningful impact in addressing them. Responsible development and growth is critical, as new projects can strain infrastructure and impact existing neighborhoods. Property rights and fairness are also central; residents need confidence that variances and appeals are handled transparently and impartially, protecting both individual property rights and public trust. Preservation of neighborhood character ensures that new development complements the aesthetic, historical, and social fabric of our community, maintaining livability and property values.

**PARKS AND RECREATION COMMISSION (Choice - 3)**

**Please explain why you want to be a member of this commission.**

**Why do you believe parks and recreation is important to the City of Kannapolis?**

**What are three parks and recreation priorities you believe the City should address?**

**COMMUNITY DEVELOPMENT COMMISSION (Choice - 4)**

**Please explain why you want to be a member of this commission.**

**This Commission will primarily deal with two areas: 1) allocation of HUD funding to projects and organizations that support low-to-moderate income households, and 2) review and recommendation of code enforcement cases to demolish or remove dilapidated structures. What experience or perspective do you bring to serve the Commission in these roles?**

**What do you consider to be three major neighborhood or housing issues for our City?**

**PERSONNEL ADVISORY BOARD (Choice - )**

**Please explain why you want to be a member of this Board.**

**What experience or education have you had relative to this Board?**

**ABC BOARD (Choice - )**

**Other Questions:**

**Boards/Commissions applied for ratings:**

Planning & Zoning - 1

Board of Adjustment - 2

Parks & Recreation Commission - 3

Personnel Advisory Board -

Community Improvement Commission - 4

ABC Board -

ETJ Seat - Planning & Zoning

Board of Adjustment

**Do you reside within the City limits of Kannapolis? - Yes**

**Are you within the City's Extraterritorial Jurisdiction? (ETJ - Rowan Only) - No**

**References:**

1. Janelle Sroka, Director - Category Development, 13720 Sunrise View Drive Charlotte NC, 28278, (540) 9089444

2. Larry Mason, Retired - Fire Chief, 4235 Mills Circle Concord, NC 28025, (980) 5213109

3. Kelsey Bassett, Teacher, 387 Lucky Drive NW Concord, NC 8027, (704) 3518106

**Date Applied:** 7/14/2025 9:43 AM

**Name:** Nadia Price

**Address:** 210 S Main St.  
Kannapolis, NC 28081

**Daytime Phone:** Home- (681) 9453897 Work/Cell- (000) 0000000

**Email:** [nadiap.wv@gmail.com](mailto:nadiap.wv@gmail.com)

**County of Residence:** Cabarrus

**Current Employer:** Catawba College

**Occupation/Professional Background:** Library Employee

**Educational Background:** Bachelor's in Political Science/History

**Civic Background: Community & Civic Involvement:** I have been involved with many campaigns, volunteer projects, and more in my home state before moving here.

**Other Boards, Commissions, or Committees on which you are currently serving:** N/A

**List three people who are not related to you:** Angel Wallace, Nathan Sims, N/A

**Boards/Commissions applied for:**

**PLANNING & ZONING COMMISSION (Choice - 4)**

**Please explain why you want to be a member of this commission.**

**Briefly explain what you believe are the three most important issues facing our community at this time and how you believe this commission can play a role in addressing each issue.**

**What is your vision for the City of Kannapolis and what do you consider this commission's role to be in accomplishing that vision?**

**BOARD OF ADJUSTMENT (Choice - 3)**

**Please explain why you want to be a member of this commission.**

**Briefly explain what you believe are the three most important issues facing our community at this time and how you believe this commission can play a role in addressing each issue.**

**What is your vision for the City of Kannapolis and what do you consider this commission's role to be in accomplishing that vision?**

**PARKS AND RECREATION COMMISSION (Choice - 2)**

**Please explain why you want to be a member of this commission.** I'm interested in learning more about Kannapolis and how it functions, I want to contribute to the success of the city I have chosen as my home.

**Why do you believe parks and recreation is important to the City of Kannapolis?** It is an often overlooked piece of city planning that facilitates community and enjoyment for citizens of any place.

**What are three parks and recreation priorities you believe the City should address?** Focusing on healthy lifestyle choices, improving accessibility, and community engagement.

**COMMUNITY DEVELOPMENT COMMISSION (Choice - 1)**

**Please explain why you want to be a member of this commission.** I'm interested in learning more about Kannapolis and how it functions, I want to contribute to the success of the city I have chosen as my home.

**This Commission will primarily deal with two areas: 1) allocation of HUD funding to projects and organizations that support low-to-moderate income households, and 2) review and recommendation of code enforcement cases to demolish or remove dilapidated structures. What experience or perspective do you bring to serve the Commission in these roles?** I am from a low income state, West Virginia, and am familiar with handling HUD funds as well as demolition.

**What do you consider to be three major neighborhood or housing issues for our City?** Housing availability and affordability as well as housing conditions.

**PERSONNEL ADVISORY BOARD (Choice - )**

**Please explain why you want to be a member of this Board.**

**What experience or education have you had relative to this Board?**

**ABC BOARD (Choice - )**

**Other Questions:**

**Boards/Commissions applied for ratings:**

Planning & Zoning - 4

Board of Adjustment - 3

Parks & Recreation Commission - 2

Personnel Advisory Board -

Community Improvement Commission - 1

ABC Board -  
ETJ Seat -

**Do you reside within the City limits of Kannapolis? - Yes**

**Are you within the City's Extraterritorial Jurisdiction? (ETJ - Rowan Only) - No**

**References:**

1. Angel Wallace, Assistant Director of Corporate Engagement, 210 S Main St. Kannapolis, (304) 5213974
2. Nathan Sims, Receiving Tech., 210 S Main St. Kannapolis, (423) 8132383
3. N/A, N/A, N/A, (000) 0000000

**Date Applied:** 7/10/2025 12:13 PM

**Name:** Laytoa Mckinney

**Address:** 513 villa st  
kannapolis, nc 28083

**Daytime Phone:** Home- (704) 9182727 Work/Cell- (704) 9182727

**Email:** [laytoamckinney99@gmail.com](mailto:laytoamckinney99@gmail.com)

**County of Residence:** Cabarrus

**Current Employer:** unemployed

**Occupation/Professional Background:** Delivery Driver /Warehouse associate

**Educational Background:** High School Diploma

**Civic Background: Community & Civic Involvement:** N/A

**Other Boards, Commissions, or Committees on which you are currently serving:** N/A

**List three people who are not related to you:** Jamie Newman, Tony Norris, Savannah Johnson

**Boards/Commissions applied for:**

**PLANNING & ZONING COMMISSION (Choice - 4)**

**Please explain why you want to be a member of this commission.**

**Briefly explain what you believe are the three most important issues facing our community at this time and how you believe this commission can play a role in addressing each issue.**

**What is your vision for the City of Kannapolis and what do you consider this commission's role to be in accomplishing that vision?**

**BOARD OF ADJUSTMENT (Choice - 3)**

**Please explain why you want to be a member of this commission.**

**Briefly explain what you believe are the three most important issues facing our community at this time and how you believe this commission can play a role in addressing each issue.**

**What is your vision for the City of Kannapolis and what do you consider this commission's role to be in accomplishing that vision?**

**PARKS AND RECREATION COMMISSION (Choice - 5)**

**Please explain why you want to be a member of this commission.**

**Why do you believe parks and recreation is important to the City of Kannapolis?**

**What are three parks and recreation priorities you believe the City should address?**

**COMMUNITY DEVELOPMENT COMMISSION (Choice - 6)**

**Please explain why you want to be a member of this commission.**

**This Commission will primarily deal with two areas: 1) allocation of HUD funding to projects and organizations that support low-to-moderate income households, and 2) review and recommendation of code enforcement cases to demolish or remove dilapidated structures. What experience or perspective do you bring to serve the Commission in these roles?**

**What do you consider to be three major neighborhood or housing issues for our City?**

**PERSONNEL ADVISORY BOARD (Choice - )**

**Please explain why you want to be a member of this Board.**

**What experience or education have you had relative to this Board?**

**ABC BOARD (Choice - )**

**Other Questions:**

**Boards/Commissions applied for ratings:**

**Planning & Zoning - 4**

**Board of Adjustment - 3**

**Parks & Recreation Commission - 5**

**Personnel Advisory Board -**

**Community Improvement Commission - 6**

**ABC Board -**

**ETJ Seat - Planning & Zoning**

**Do you reside within the City limits of Kannapolis? - Yes**

**Are you within the City's Extraterritorial Jurisdiction? (ETJ - Rowan Only) - No**

**References:**

1. Jamie Newman, HR CHA, Oakdale, (704) 6057503
2. Tony Norris, Manger, kannapolis, (704) 7330234
3. Savannah Johnson, Warehouse associate, virginia, (704) 7909219

**Date Applied:** 7/7/2025 5:45 PM

**Name:** Daniel Helms

**Address:** 2698 Stonewood Vw  
Kannapolis, NC 28081

**Daytime Phone:** Home- (704) 2244705 Work/Cell- (704) 2244705

**Email:** [kcs\\_helms@yahoo.com](mailto:kcs_helms@yahoo.com)

**County of Residence:** Cabarrus

**Current Employer:** Cabarrus County Schools

**Occupation/Professional Background:** High School Teacher

**Educational Background:** Masters in Political Science (Virginia Tech), Bachelors in History and Philosophy (UNC Charlotte)

**Civic Background: Community & Civic Involvement:** As a teacher in Cabarrus County Schools, I have taken an active role in advocating for our students, families, and school personnel, including speaking at School Board meetings. I have also served as my neighborhood's Homeowners Association president in the past.

**Other Boards, Commissions, or Committees on which you are currently serving:** None

**List three people who are not related to you:** Tom Cabaniss, Keith Rhoney, Ashleigh Parker

**Boards/Commissions applied for:**

**PLANNING & ZONING COMMISSION (Choice - 6)**

**Please explain why you want to be a member of this commission.**

**Briefly explain what you believe are the three most important issues facing our community at this time and how you believe this commission can play a role in addressing each issue.**

**What is your vision for the City of Kannapolis and what do you consider this commission's role to be in accomplishing that vision?**

**BOARD OF ADJUSTMENT (Choice - 5)**

**Please explain why you want to be a member of this commission.**

**Briefly explain what you believe are the three most important issues facing our community at this time and how you believe this commission can play a role in addressing each issue.**

**What is your vision for the City of Kannapolis and what do you consider this commission's role to be in accomplishing that vision?**

**PARKS AND RECREATION COMMISSION (Choice - 1)**

**Please explain why you want to be a member of this commission.** I love being part of organizations that encourage healthy and active living. I have coached, enjoyed the parks as my children have gotten older, and take advantage of many of the summer concert programs. As a citizen of Kannapolis for most of my life, I love the direction that Kannapolis is moving towards. I want to do my part to be active in the community and help to continue the fantastic work that Kannapolis has already done. I also have some thoughts about ways to continue to improve our sports programs that I would like to try to help implement.

**Why do you believe parks and recreation is important to the City of Kannapolis?** I have participated in sports since I was 6 years old, and have coached at some level and sport for 21 years. Sports are a way for the participants to be active, and learn crucial skills such as teamwork and grit. I would like to be a part of an organization that I have seen grow over the last several years and help to shepherd it further. In addition, parks and family related programs are important for a thriving city, especially in being open for new growth.

**What are three parks and recreation priorities you believe the City should address?** 1- Continue to expand existing the sports programs to improve the facilities, add in offseason clinics, and recruit high quality and capable coaches. 2- Continue to find ways to increase green space and walkability/active living, either through walking trails and routes or community based active living programs. 3- Increase opportunities and active spaces for teenagers.

**COMMUNITY DEVELOPMENT COMMISSION (Choice - 3)**

**Please explain why you want to be a member of this commission.**

**This Commission will primarily deal with two areas: 1) allocation of HUD funding to projects and organizations that support low-to-moderate income households, and 2) review and recommendation of code enforcement cases to demolish or remove dilapidated structures. What experience or perspective do you bring to serve the Commission in these roles?**

**What do you consider to be three major neighborhood or housing issues for our City?**

**ABC BOARD (Choice - )**

**Other Questions:**

**Boards/Commissions applied for ratings:**

Planning & Zoning - 6

Board of Adjustment - 5

Parks & Recreation Commission - 1

Personnel Advisory Board -  
Community Improvement Commission - 3  
ABC Board -  
ETJ Seat -

**Do you reside within the City limits of Kannapolis? - Yes**

**Are you within the City's Extraterritorial Jurisdiction? (ETJ - Rowan Only) - No**

**References:**

1. Tom Cabaniss, Pastor, First Baptist Church, 2974 Donegal Dr, Kannapolis, (704) 4670049
2. Keith Rhoney, Teacher/Coach, 6236 Twining Vine Ct, Kannapolis, (704) 6992071
3. Ashleigh Parker, Children's Minister, First Baptist Kannapolis, 211 S Rose Ave, Kannapolis, (336) 9728550

**Date Applied:** 6/23/2025 6:57 PM

**Name:** Angie McClain **APPOINTED TO BOA BY ROWAN – ETJ REP 9/2/2025**

**Address:** 2040 Rollingwood Dr

Kannapolis, North Carolina 28081-8843

**Daytime Phone:** Home- (704) 6521786 Work/Cell- (704) 6521786

**Email:** [angiemcclain04@gmail.com](mailto:angiemcclain04@gmail.com)

**County of Residence:** Rowan

**Current Employer:** Cabarrus County Schools

**Occupation/Professional Background:** Teacher Support Coordinator

**Educational Background:** Bachelors Degree in Elementary Education

**Civic Background: Community & Civic Involvement:** Church Volunteer, Elementary Education Residency Licensure Advisory Board for CPCC, RCCC Education Programs Advisory Committee (Fall 2025), 22-23 Teacher Liaison for Cabarrus County School Board

**Other Boards, Commissions, or Committees on which you are currently serving:** Elementary Education Residency Licensure Advisory Board for CPCC, RCCC Education Programs Advisory Committee (Fall 2025)

**List three people who are not related to you:** Dr. Michael Williams , Bryron O'Daniel , Christy Caputo

#### **Boards/Commissions applied for:**

##### **PLANNING & ZONING COMMISSION (Choice - 1)**

**Please explain why you want to be a member of this commission.** I would love to contribute to the city that I have called home for the past twenty-four years. Serving on this commission is an impactful way to give back to our thriving city. As a resident who cares deeply about our community's development and long-term sustainability, I want to bring my time, skills, and perspective to help shape decisions that will positively impact our city's future. I would be honored to play a role in ensuring that these developments reflect the values, needs, and aspirations of our residents.

**Briefly explain what you believe are the three most important issues facing our community at this time and how you believe this commission can play a role in addressing each issue.** Managed Growth and Development Kannapolis is experiencing significant growth, and it's critical to balance new development with preserving the character of our community. This commission can help ensure that development aligns with our long-term vision by reviewing plans and gathering community input that benefits both new and long-term residents. Infrastructure and Public Services As city continues to grows, demands on infrastructure—roads, public transportation, utilities, and public safety—increase. The commission can advocate for forward-thinking planning and prioritize infrastructure projects that serve current needs while anticipating future challenges. Community Engagement Ensuring that all voices are heard is essential to equitable decision-making. This commission can play a key role by creating transparent processes, encouraging public participation, and fostering a sense of ownership and connection among residents.

**What is your vision for the City of Kannapolis and what do you consider this commission's role to be in accomplishing that vision?** My vision for Kannapolis is a thriving, inclusive, and forward-thinking city that honors its history while embracing innovation and sustainable growth. I envision a community where residents feel connected, safe, and proud to call Kannapolis home! This commission plays a vital role in achieving that vision by serving as a bridge between city leadership and the community. Its responsibilities, whether related to planning, development, preservation, or public program directly shape the city's character and quality of life.

##### **BOARD OF ADJUSTMENT (Choice - 6)**

**Please explain why you want to be a member of this commission.**

**Briefly explain what you believe are the three most important issues facing our community at this time and how you believe this commission can play a role in addressing each issue.**

**What is your vision for the City of Kannapolis and what do you consider this commission's role to be in accomplishing that vision?**

##### **PARKS AND RECREATION COMMISSION (Choice - 5)**

**Please explain why you want to be a member of this commission.**

**Why do you believe parks and recreation is important to the City of Kannapolis?**

**What are three parks and recreation priorities you believe the City should address?**

##### **COMMUNITY DEVELOPMENT COMMISSION (Choice - 5)**

**Please explain why you want to be a member of this commission.**

**This Commission will primarily deal with two areas: 1) allocation of HUD funding to projects and organizations that support low-to-moderate income households, and 2) review and recommendation of code enforcement cases to demolish or remove dilapidated structures. What experience or perspective do you bring to serve the Commission in these roles?**

**What do you consider to be three major neighborhood or housing issues for our City?**

##### **ABC BOARD (Choice - )**

**Other Questions:**

**Boards/Commissions applied for ratings:**

Planning & Zoning - 1

Board of Adjustment - 6

Parks & Recreation Commission - 5

Personnel Advisory Board -

Community Improvement Commission - 5

ABC Board -

ETJ Seat - Board of Adjustment

**Do you reside within the City limits of Kannapolis? - No**

**Are you within the City's Extraterritorial Jurisdiction? (ETJ - Rowan Only) - Yes**

**References:**

1. Dr. Michael Williams , Chief Human Resources , 4401 Old Airport Road, Concord NC 28025, (704) 2606450
2. Bryron O'Daniel , Retired- Music Director- Parkwood Baptist, 4600 Fieldbrook Drive, Kannapolis, NC 28081 , (980) 5210657
3. Christy Caputo , Teacher Leadership Specialist , 4401 Old Airport Road, Concord, NC 28025 , (704) 2605740

**Date Applied:** 6/22/2025 1:56 PM

**Name:** Kramer Lowe

**Address:** 300 Cook St  
Kannapolis, NC 28083

**Daytime Phone:** Home- (704) 4505663 Work/Cell- (704) 2194327

**Email:** [Kramerlowe@gmail.com](mailto:Kramerlowe@gmail.com)

**County of Residence:** Cabarrus

**Current Employer:** Xylem Tree Care

**Occupation/Professional Background:** Plant Health Care Manager/Past Tour Manager & Professional in Music Industry

**Educational Background:** Mooresville Senior High

**Civic Background: Community & Civic Involvement:** City of Kannapolis Tree Service Vendor/Consultant

**Other Boards, Commissions, or Committees on which you are currently serving:** N/A

**List three people who are not related to you:** Justin Gage, Chase Kepley, Mike Hosey

#### **Boards/Commissions applied for:**

##### **PLANNING & ZONING COMMISSION (Choice - 5)**

**Please explain why you want to be a member of this commission.**

**Briefly explain what you believe are the three most important issues facing our community at this time and how you believe this commission can play a role in addressing each issue.**

**What is your vision for the City of Kannapolis and what do you consider this commission's role to be in accomplishing that vision?**

##### **BOARD OF ADJUSTMENT (Choice - 6)**

**Please explain why you want to be a member of this commission.**

**Briefly explain what you believe are the three most important issues facing our community at this time and how you believe this commission can play a role in addressing each issue.**

**What is your vision for the City of Kannapolis and what do you consider this commission's role to be in accomplishing that vision?**

##### **PARKS AND RECREATION COMMISSION (Choice - 1)**

**Please explain why you want to be a member of this commission.** I utilize the parks frequently with my family and young children. I believe in the safety, sustainability on the landscape and trees. I see the growth of the community and would love to contribute. I have a professional touring music industry background for 10 years and value the logistics in the free concert series and would be happy to be involved in that aspect as well.

**Why do you believe parks and recreation is important to the City of Kannapolis?** Greenways and environmental protection play a major part in a park settings. Not only for safety, but for controlling the habitat for invasive species and shade in the summer. Great parks make for great memories and vital to the growth of the community. Safe parks and things to do for families are a major reason for what makes Kannapolis stand out. With the atrium ball park, village park offerings from summer concerts to ceremony of lights, and all the greenways and new park near lake fisher being built makes Kannapolis a destination city. I believe and am excited for improvement of a skatepark, and midway area to be revitalized to have Kannapolis downtown start expanding outside Main St and Ridge.

**What are three parks and recreation priorities you believe the City should address?** Greenway safety/tree health, more Parking and travel for concerts, more concessions and free clean drinking water access

##### **COMMUNITY DEVELOPMENT COMMISSION (Choice - 4)**

**Please explain why you want to be a member of this commission.**

**This Commission will primarily deal with two areas: 1) allocation of HUD funding to projects and organizations that support low-to-moderate income households, and 2) review and recommendation of code enforcement cases to demolish or remove dilapidated structures. What experience or perspective do you bring to serve the Commission in these roles?**

**What do you consider to be three major neighborhood or housing issues for our City?**

##### **ABC BOARD (Choice - )**

##### **Other Questions:**

**Boards/Commissions applied for ratings:**

Planning & Zoning - 5

Board of Adjustment - 6

Parks & Recreation Commission - 1

Personnel Advisory Board -

Community Improvement Commission - 4

ABC Board -

ETJ Seat -

**Do you reside within the City limits of Kannapolis? - Yes**

**Are you within the City's Extraterritorial Jurisdiction? (ETJ - Rowan Only) - No**

**References:**

1. Justin Gage, Senior Director Operations, Reynolds America, Greensboro, NC, (336) 2592496
2. Chase Kepley, Business Development, Xylem Tree, Lexington, NC, (980) 2160453
3. Mike Hosey, Owner/Broker, Trade & Tryon Realty, Charlotte, NC, (828) 3010114

**Date Applied:** 6/13/2025 10:05 AM

**Name:** Gregory Freeman

**Address:** 1191 Nunnery Ln  
Kannapolis, NC 28081

**Daytime Phone:** Home- (980) 6133641 Work/Cell- (980) 6133641

**Email:** [GregoryFreeman28@yahoo.com](mailto:GregoryFreeman28@yahoo.com)

**County of Residence:** Rowan

**Current Employer:** Retired

**Occupation/Professional Background:** Project Management

**Educational Background:** BA Business Administration

**Civic Background: Community & Civic Involvement:** Volunteer youth league coach (9 years)

**Other Boards, Commissions, or Committees on which you are currently serving:** None

**List three people who are not related to you:** Ryan/Dawn Hoisington, Dorien Albritten, Traci Cuthbertson

**Boards/Commissions applied for:**

**PLANNING & ZONING COMMISSION (Choice - 3)**

**Please explain why you want to be a member of this commission.**

**Briefly explain what you believe are the three most important issues facing our community at this time and how you believe this commission can play a role in addressing each issue.**

**What is your vision for the City of Kannapolis and what do you consider this commission's role to be in accomplishing that vision?**

**BOARD OF ADJUSTMENT (Choice - 4)**

**Please explain why you want to be a member of this commission.**

**Briefly explain what you believe are the three most important issues facing our community at this time and how you believe this commission can play a role in addressing each issue.**

**What is your vision for the City of Kannapolis and what do you consider this commission's role to be in accomplishing that vision?**

**PARKS AND RECREATION COMMISSION (Choice - 5)**

**Please explain why you want to be a member of this commission.**

**Why do you believe parks and recreation is important to the City of Kannapolis?**

**What are three parks and recreation priorities you believe the City should address?**

**COMMUNITY DEVELOPMENT COMMISSION (Choice - 6)**

**Please explain why you want to be a member of this commission.**

**This Commission will primarily deal with two areas: 1) allocation of HUD funding to projects and organizations that support low-to-moderate income households, and 2) review and recommendation of code enforcement cases to demolish or remove dilapidated structures. What experience or perspective do you bring to serve the Commission in these roles?**

**What do you consider to be three major neighborhood or housing issues for our City?**

**ABC BOARD (Choice - )**

**Other Questions:**

**Boards/Commissions applied for ratings:**

Planning & Zoning - 3

Board of Adjustment - 4

Parks & Recreation Commission - 5

Personnel Advisory Board -

Community Improvement Commission - 6

ABC Board -

ETJ Seat - Planning & Zoning

Board of Adjustment

**Do you reside within the City limits of Kannapolis? - Yes**

**Are you within the City's Extraterritorial Jurisdiction? (ETJ - Rowan Only) - Yes**

**References:**

1. Ryan/Dawn Hoisington, Parts Manager, 1201 Nunery lane, (802) 7388430

2. Dorien Albritten, Project Manager, 111 Steeplechase Ave, (704) 7466200

3. Traci Cuthbertson, Busniess owner, 20586 Harbor View drive, (704) 6401103

**Date Applied:** 5/29/2025 3:36 PM

**Name:** Nonya Brown-Chesney

**Address:** 1304 Browdis Avenue  
Kannapolis , NC 28083

**Daytime Phone:** Home- (919) 7752725 Work/Cell- (919) 3566321

**Email:** [nonya.brown@gmail.com](mailto:nonya.brown@gmail.com)

**County of Residence:** Cabarrus

**Current Employer:** I currently work for Harnett County Schools but I will be moving to Kannapolis in July 2025 and I will work at Cabarrus county schools.

**Occupation/Professional Background:** Teacher

**Educational Background:** Masters in Middle Grades Education

**Civic Background: Community & Civic Involvement:** I served on the board of Appearances in Sanford NC for one year, I would like to serve on a board in Kannapolis and be involved in my new community. We have purchased a home in Kannapolis and we look forward to becoming a part of this community.

**Other Boards, Commissions, or Committees on which you are currently serving:** N/A

**List three people who are not related to you:** Debra Bradley , Valentina Cubillos , Rebecca Wells

**Boards/Commissions applied for:**

**PLANNING & ZONING COMMISSION (Choice - 6)**

**Please explain why you want to be a member of this commission.**

**Briefly explain what you believe are the three most important issues facing our community at this time and how you believe this commission can play a role in addressing each issue.**

**What is your vision for the City of Kannapolis and what do you consider this commission's role to be in accomplishing that vision?**

**BOARD OF ADJUSTMENT (Choice - 6)**

**Please explain why you want to be a member of this commission.**

**Briefly explain what you believe are the three most important issues facing our community at this time and how you believe this commission can play a role in addressing each issue.**

**What is your vision for the City of Kannapolis and what do you consider this commission's role to be in accomplishing that vision?**

**PARKS AND RECREATION COMMISSION (Choice - 1)**

**Please explain why you want to be a member of this commission.** One of the things that sold us on Kannapolis was the beautiful and diverse parks systems. On our first visit to the city we went to Village Park and we quickly fell in love with the area.

**Why do you believe parks and recreation is important to the City of Kannapolis?** The parks are the eyes of a community. They show how invested a town is in the lives of its citizens because these are areas that are free and open to all citizens. I think it would be fantastic to serve on this board and learn more about my new community in the process.

**What are three parks and recreation priorities you believe the City should address?** 1. Holiday celebrations involving the parks and recreation department 2. Senior citizens activities 3. Field trips for area school children.

**COMMUNITY DEVELOPMENT COMMISSION (Choice - 6)**

**Please explain why you want to be a member of this commission.**

**This Commission will primarily deal with two areas: 1) allocation of HUD funding to projects and organizations that support low-to-moderate income households, and 2) review and recommendation of code enforcement cases to demolish or remove dilapidated structures. What experience or perspective do you bring to serve the Commission in these roles?**

**What do you consider to be three major neighborhood or housing issues for our City?**

**PERSONNEL ADVISORY BOARD (Choice - )**

**Please explain why you want to be a member of this Board.**

**What experience or education have you had relative to this Board?**

**ABC BOARD (Choice - )**

**Other Questions:**

**Boards/Commissions applied for ratings:**

Planning & Zoning - 6

Board of Adjustment - 6

Parks & Recreation Commission - 1

Personnel Advisory Board -

Community Improvement Commission - 6

ABC Board -  
ETJ Seat -

**Do you reside within the City limits of Kannapolis? - Yes**

**Are you within the City's Extraterritorial Jurisdiction? (ETJ - Rowan Only) - No**

**References:**

1. Debra Bradley , Retired Teacher , 140 Kerr Lake road Aberdeen NC 28315, (912) 6590997
2. Valentina Cubillos , Teacher , 302 Jackson street Jamestown NC 27282, (919) 5971662
3. Rebecca Wells , Teacher , 368 Chatham Forest Drive Pittsboro NC 27312, (910) 3227905

**Date Applied:** 5/29/2025 4:38 PM

**Name:** Michelle Steeley

**Address:** 2607 Lane Street  
KANNAPOLIS, NC 28083

**Daytime Phone:** Home- (704) 7913974 Work/Cell- (704) 7913974

**Email:** [michellesteeley@gmail.com](mailto:michellesteeley@gmail.com)

**County of Residence:** Cabarrus

**Current Employer:** Premier Real Estate Team

**Occupation/Professional Background:** REALTOR

**Educational Background:** some college

**Civic Background:** Community & Civic Involvement: BOD for Habitat Cabarrus, Previous BOD for Central Carolina Association of Realtors

**Other Boards, Commissions, or Committees on which you are currently serving:** none for the city

**List three people who are not related to you:** Chris Puckett, Lori Allerton, Morgan Harper

**Boards/Commissions applied for:**

**PLANNING & ZONING COMMISSION (Choice - 1)**

**Please explain why you want to be a member of this commission.** I would like to be involved in my local community and city and have an impact on the decision being made

**Briefly explain what you believe are the three most important issues facing our community at this time and how you believe this commission can play a role in addressing each issue.** Affordable housing Infrastructure parking for the downtown area

**What is your vision for the City of Kannapolis and what do you consider this commission's role to be in accomplishing that vision?** Kannapolis is my hometown. Born, raised and lived all of my life. I want to see our City grow and be the very best that it can be. With growth comes growing pains and I believe that with the right plan of actions some of those pains can be minimal

**BOARD OF ADJUSTMENT (Choice - 6)**

**Please explain why you want to be a member of this commission.**

**Briefly explain what you believe are the three most important issues facing our community at this time and how you believe this commission can play a role in addressing each issue.**

**What is your vision for the City of Kannapolis and what do you consider this commission's role to be in accomplishing that vision?**

**PARKS AND RECREATION COMMISSION (Choice - 3)**

**Please explain why you want to be a member of this commission.**

**Why do you believe parks and recreation is important to the City of Kannapolis?**

**What are three parks and recreation priorities you believe the City should address?**

**COMMUNITY DEVELOPMENT COMMISSION (Choice - 3)**

**Please explain why you want to be a member of this commission.**

**This Commission will primarily deal with two areas: 1) allocation of HUD funding to projects and organizations that support low-to-moderate income households, and 2) review and recommendation of code enforcement cases to demolish or remove dilapidated structures. What experience or perspective do you bring to serve the Commission in these roles?**

**What do you consider to be three major neighborhood or housing issues for our City?**

**PERSONNEL ADVISORY BOARD (Choice - )**

**Please explain why you want to be a member of this Board.**

**What experience or education have you had relative to this Board?**

**ABC BOARD (Choice - )**

**Other Questions:**

**Boards/Commissions applied for ratings:**

**Planning & Zoning - 1**

**Board of Adjustment - 6**

**Parks & Recreation Commission - 3**

**Personnel Advisory Board -**

**Community Improvement Commission - 3**

**ABC Board -**

**ETJ Seat -**

**Do you reside within the City limits of Kannapolis? - Yes**

**Are you within the City's Extraterritorial Jurisdiction? (ETJ - Rowan Only) - No**

**References:**

1. Chris Puckett, Realtor, 122 S Main St Kannapolis, NC 28081, (704) 2985872
2. Lori Allerton, Mortgage Lender, 1705 Kenton Dr Suite 207 C Cornelius, NC 28031, (704) 7541599
3. Morgan Harper, CFO Central Carolina Association of Realtors, 250 Branchview Dr NE Concord, NC 28025, (704) 7865512

**Date Applied: 5/12/2025 12:01 PM REAPPOINTED TO P&R 6/23/2025**

**Name: Michael Whitney**

**Address: 603 Old Centergrove Rd  
Kannapolis, NC 28083**

**Daytime Phone:** Home- (704) 9607789 **Work/Cell-** (704) 9253000

**Email:** [MWHITNEY2007@GMAIL.COM](mailto:MWHITNEY2007@GMAIL.COM)

**County of Residence:** Cabarrus

**Current Employer:** Whitney Automotive and Diagnostics

**Occupation/Professional Background:** ASE Certified Mechanic with over 28 years experience

**Educational Background:** Trade School

**Civic Background: Community & Civic Involvement:** Kannapolis Parks & Rec Committee Youth Sports Coach CCYA and City of Kannapolis (Former) PTO Support - Forest Park Elementary Cub Scout Leader Support - Pack 254 (Former) Connect Group Leader - Fusion City Church

**Other Boards, Commissions, or Committees on which you are currently serving:** Parks and Recreation

**List three people who are not related to you:** Quentin Long, Brian Duncan, Ryan French

**Boards/Commissions applied for:**

**PLANNING & ZONING COMMISSION (Choice - 4)**

Please explain why you want to be a member of this commission.

Briefly explain what you believe are the three most important issues facing our community at this time and how you believe this commission can play a role in addressing each issue.

What is your vision for the City of Kannapolis and what do you consider this commission's role to be in accomplishing that vision?

**BOARD OF ADJUSTMENT (Choice - 3)**

Please explain why you want to be a member of this commission.

Briefly explain what you believe are the three most important issues facing our community at this time and how you believe this commission can play a role in addressing each issue.

What is your vision for the City of Kannapolis and what do you consider this commission's role to be in accomplishing that vision?

**PARKS AND RECREATION COMMISSION (Choice - 1)**

Please explain why you want to be a member of this commission. I have thoroughly enjoyed my involvement in P&R over the past several years. Having my voice heard and being on the forefront of upcoming events and expansions to the City of Kannapolis has been a wonderfully eye-opening and thought-provoking experience of which I would like to continue.

Why do you believe parks and recreation is important to the City of Kannapolis? Providing spaces and events for people to come together and see and enjoy all that the City of Kannapolis has to offer is such an incredibly important part of keeping with the vision of a growing and welcoming Kannapolis City.

What are three parks and recreation priorities you believe the City should address? 1. Community Center 2. Community Theater 3.

Outdoor festivals

**COMMUNITY DEVELOPMENT COMMISSION (Choice - 2)**

Please explain why you want to be a member of this commission. To help improve the visual and overall appeal of the City of Kannapolis.

This Commission will primarily deal with two areas: 1) allocation of HUD funding to projects and organizations that support low-to-moderate income households, and 2) review and recommendation of code enforcement cases to demolish or remove dilapidated structures. What experience or perspective do you bring to serve the Commission in these roles? As a resident of Kannapolis, residing in a 100+ year home and a business owner, currently situated in a 90+ year building, I feel the city has lots of history to preserve and also at the same time, move forward into the future. I feel both can be done if thoughtfully designed.

What do you consider to be three major neighborhood or housing issues for our City? 1. Too many new builds. 2. Midway area 3. North Kannapolis area 4. We need a Chick-fil-a in Kannapolis

**PERSONNEL ADVISORY BOARD (Choice - )**

Please explain why you want to be a member of this Board.

What experience or education have you had relative to this Board?

**ABC BOARD (Choice - )**

Other Questions:

Boards/Commissions applied for ratings:

Planning & Zoning - 4

Board of Adjustment - 3

Parks & Recreation Commission - 1

Personnel Advisory Board -

Community Improvement Commission - 2

ABC Board -

ETJ Seat - Board of Adjustment

Do you reside within the City limits of Kannapolis? - Yes

Are you within the City's Extraterritorial Jurisdiction? (ETJ - Rowan Only) - No

References:

1. Quentin Long, Pastor, Salisbury, NC, (704) 9189885

2. Brian Duncan, Pastor, Enochville, NC, (980) 5218997

3. Ryan French, Owner - French Express Coffee, Kannapolis, NC, (252) 5217967

907 Lee Ave  
Kannapolis, NC 28081  
Home: (704) 773-9582  
Work/Cell: (704) 773-9582  
Email: [eric.purvis@kcs.k12.nc.us](mailto:eric.purvis@kcs.k12.nc.us)

**Submission Date:** 5/7/2025 11:42 AM

**Do you reside within the City limits of Kannapolis?** Yes

**County Residence:** Cabarrus

**Are you within the City's ETJ?** No

**Current Employer:** Kannapolis City Schools

**Occupation/Professional Background:** Teacher

**Education Background:** BS Criminal Justice

**Community and Civic Involvement:** Kannapolis Parks and Recreation Board Member.

**Other Boards, Commissions, or Committees on which you are currently serving?** Mentoring through Kannapolis City Schools

**To which Board are you applying (Rate 1-4):** Planning & Zoning:  
Board of Adjustment:  
Parks & Recreation Commission: 1  
Community Improvement Commission:

**Please explain why you want to be a part of the Parks & Recreation Commission:** I am currently a Board member and wish to continue to serve this community.

**Why do you believe parks and recreation is important to the City of Kannapolis?** The growth of parks and rec continues to support the communities healthy lifestyle initiatives and provide great entertainment venues for it's citizens

**What are three parks and recreation priorities you believe the City should address?** Extension of the Irish Creek Greenway Downtown Recreation Center Eastside Park

**List 3 people not related to you:**

Gary Andersen  
Teacher  
415 Martin Luther Kin Jr. Ave., Kannapolis, NC  
(704) 932-6125

Richard Cheney  
Retired  
1101 S Windsor Dr  
(704) 938-5479

Tom Cabaniss  
Pastor  
101 N Main St. Kannapolis  
(704) 938-4697

**Nytsa Saayfan APPOINTED TO P&Z 6/25/2025**

210 S Main St., Apt. 601  
Kannapolis, NC 28081  
Home: (904) 687-6706  
Work/Cell: (813) 326-4121  
Email: [Nsaayfan@imagefirst.com](mailto:Nsaayfan@imagefirst.com)

**Submission Date:** 4/27/2025 6:26:00 AM

**Do you reside within the City limits of Kannapolis?** Yes

**County Residence:** Cabarrus

**Are you within the City's ETJ?** No

**Current Employer:** ImageFIRST

**Occupation/Professional Background:** General Manager

**Education Background:** Bachelors degree in hospitality management, business and psychology

**Community and Civic Involvement:** Founder of KannapolisGirlsWhoWalk, a growing community with over 2,100 active members, including partnerships with 25+ local businesses in Kannapolis.

**Other Boards, Commissions, or Committees on which you are currently serving?** Big brothers Big sisters partner; Ronald McDonald partner; Atrium & Novant partner

**To which Board are you applying (Rate 1-4):**

Planning & Zoning:	1
Board of Adjustment:	2
Parks & Recreation Commission:	3
Community Improvement Commission:	4

**List 3 people not related to you:**

Kevin Ramaekers  
Vice President  
4411 Bankers Circle, STE E, Atlanta, GA 30360  
(404) 938-3433

Cesar Acevedo  
Regional VP of Sales Southeast & South-Central  
7776 NW 73 Court Medley, FL 33166  
(786) 774-0423

Jennifer Creech  
CEO  
2808 2<sup>nd</sup> St South  
(617) 842-5390

1675 Barbara Ann Circle  
Kannapolis, NC 28083  
Home: (508) 6120828  
Work/Cell: (508) 6120828  
Email: [flamborff@aol.com](mailto:flamborff@aol.com)

**Submission Date:** 12/3/2024 6:24:00 PM

**Do you reside within the City limits of Kannapolis?** Yes

**County Residence:** Cabarrus

**Are you within the City’s ETJ?** No

**Current Employer:** Retired

**Occupation/Professional Background:** Medical Health Customer Service

**Education Background:** Business

**Community and Civic Involvement:** Kannapolis 101 Academy Graduate 2024

**Other Boards, Commissions, or Committees on which you are currently serving?** Little Texas Community Watch Group, The Community Bridge Project of Kannapolis, Senior Games Ambassador and Silver Arts

**To which Board are you applying (Rate 1-4):**  
Planning & Zoning: 1  
Board of Adjustment: 4  
Parks & Recreation Commission: 2  
Community Improvement Commission: 3

**Please explain why you want to be a part of the Planning & Zoning Commission:** To learn more about my city government inter working on how they do planning and analyzing for growth for companies and community.

**Briefly explain what you believe are the three most important issues facing our community at this time and how you believe this commission can play a role in addressing each issue:**  
Housing cost, Infrastructure roads planning, Cost of Living 1. Tackling housing cost on national, state and local governments can implement strategies like increasing affordable housing developments through funding and zoning, providing house assistance programs for low income programs, foster public -private partnership and incentivizing constructions. 2.Need to work on traffic from out dated roads and growth with city and NCDOT Widening ,Kannapolis Parkway to Dale Earnhardt Boulevard. 3.Cost of living and paying for taxes, food , gas with the stressed assistance Programs pushed to the max.

**What is your vision for the City of Kannapolis and what do you consider this commissions role to be in accomplishing that vision?** The City of Kannapolis have an array of great programs and a good vision plan for the growth and just need to follow and make adjustment when they come up.

**Please explain why you want to be a part of the Parks & Recreation Commission:** The city of Kannapolis have a excellent Park and recreation facilities available for their residency. I am a runner and have enjoyed the number of trails and bike lanes , Veterans Park, Village Park, and the new Pickleball courts at Baker Creek, and last but not least the open Kannapolis Middle School Track that I use to train for Senior Games Track and Fields events.

**Why do you believe parks and recreation is important to the City of Kannapolis?** I believe that a city that is healthy is a city that is fun. The world is full of stress and just doing a walk in the park can help with Body, Mind, and Soul.

**What are three parks and recreation priorities you believe the City should address?**

I have no suggestion on that except more people need to take more advantage of the facilities that City, and Gray Mills provide for our health and well-being.

**List 3 people not related to you:**

Jeanne A. Dixon  
City Councilwoman  
1840 Enochville Rd, Kannapolis, NC 28081-8343  
(704) 699-6016

Kenneth Geather  
Retired  
1545 Steepleton Dr, Kannapolis, NC, 28083  
(704) 224-7959

Gloria Talbert  
Retired  
1430 El Paso Street Kannapolis NC 28083  
(704) 222-7484

**Tanya Greene**

3443 Camp Julia Rd (NOT LOCATED WITHIN CITY LIMITS)  
Kannapolis, NC 28083  
Home: 919-600-9938  
Work/Cell: 980-616-3498  
Email: [tanyagreene@gmail.com](mailto:tanyagreene@gmail.com)

**Submission Date:** 1/27/2025 9:06:00 PM

**Do you reside within the City limits of Kannapolis?** Yes

**County Residence:** Cabarrus

**Are you within the City’s ETJ?** No

**Current Employer:** BHC

**Occupation/Professional Background:** Senior Director of Sales

**Education Background:** 4 year degree – Business Administration

**Community and Civic Involvement:** I have children in the community visit for free to spend therapeutic time with our goats. We also have some adult groups who visit with special needs. Children with autism, homeschoolers, you name it, they are here! I donate vegetable plants every year and teach children in the community how to grow their own. I also harp on the fact that you don't need a home to grow your lettuce because many of the kids are inner city and could be living in an apartment. I work with other farmers and small businesses to collect donations for my backpack drive. I hope to expand in 2025 and make an even bigger community impact.

**Other Boards, Commissions, or Committees on which you are currently serving?** Piedmont Farmers Market board in Concord

**To which Board are you applying (Rate 1-4):**

Planning & Zoning:	2
Board of Adjustment:	3
Parks & Recreation Commission:	4
Community Improvement Commission:	1

**Please explain why you want to be a member of the Community Improvement Commission:** I care about the community. I want to give back to the community. I want to make a difference in our community. I do it on a much smaller scale right now and it is very fulfilling.

**This Commission will primarily deal with two areas: 1) allocation of HUD funding to projects and organizations that support low-to-moderate income households, and 2) review and recommendation of code enforcement cases to demolish or remove dilapidated structures. What experience or perspective do you bring to serve the Commission in these roles?**

Currently I am the treasurer of the board at the Piedmont Farmers Market. The reason I was elected is because I am very meticulous about spending, I pay attention to detail and I always participate in fair decision making with my fellow board members. We all get along, we respect one another's feedback and we enforce rules. Some of the decisions are tougher because I am also a vendor so having a board that has vendors and non-vendors is helpful. On your board, I would be fair and also give input that I believe would bring value.

**What do you consider to be three major neighborhood or housing issues for our City?**

Affordability and availability are the first two things that come to mind. The third challenge would be infrastructure. I am seeing a lot of building but we have less resources in schools. We also have more congested traffic. While I can't fix all of those things, I can definitely do my best to help with being on the committee/board.

**List 3 people not related to you:**

Alicia Hammel  
Realtor  
142 Spencer Dr. Concord, NC  
704-699-7843

Robert Miller  
Farmer & Owner of Miller Farms  
2198 Miller Rd., China Grove, NC  
704-433-6376

Charlene Bright  
Legal Assistant  
4082 NC HWY 43 N Greenville, NC  
(704) 701-0093

**Jeffrey D. Gray II, CC, CSC, CEC, CMC, CPC**

416 N Ridge Ave.  
Kannapolis, NC 28083  
Home: 704-787-0484  
Work/Cell: 704-932-2215  
Email: [Jeffgray4729@yahoo.com](mailto:Jeffgray4729@yahoo.com)

**Submission Date:** 2/16/2025 2:24:00 AM

**Do you reside within the City limits of Kannapolis?** Yes

**County Residence:** Cabarrus

**Are you within the City's ETJ?** No

**Current Employer:** Classic Design

**Occupation/Professional Background:** Draftsman/Architect (Residential & Commercial)

**Education Background:** HS Grad. 2007 (AL Brown), AS Culinary Arts 2009 (Johnson & Wales), Certificate BA 2010/Certificate PA 2011 (RCCC/CPCC), BA Business/Communications 2012 (Johnson & Wales), MBA 2015 (Strayer), Currently in a PhD Program (2027)

**Community and Civic Involvement:** (Political participation) Voting, contributing to campaigns via donations / promotions. (Community service) Volunteering, helping others, food drives (2006 - 2024) and rebuilding after our recent Western NC disasters. (Advocacy) Organizing protests, raising awareness, and advocating for legislation. (Education) Helping students build reading skills and educating others about government and history (history is my favorite subject). (Social responsibility) Filling needs in the community when and where needed. Promoting the quality of life in a community where no one was helping and ensuring wheelchair access was installed. In addition to community gardening, tutoring, donating blood, environmentalism and more from 2004 - present.

**Other Boards, Commissions, or Committees on which you are currently serving?** Not currently serving. I was a weekly visitor in the Rotary Club for 3 years, in which I became a member of Rotary int. for a period of time, until my work forced me to quit. I continued to help at events when time permitted.

**To which Board are you applying (Rate 1-4):**

Planning & Zoning:	2
Board of Adjustment:	1
Parks & Recreation Commission:	4
Community Improvement Commission:	3

**Please explain why you want to be a member of the Board of Adjustment:** I am passionate about contributing to the positive development of our community and believe my experience in urban planning, environmental sustainability, community outreach would be valuable in helping this commission make informed decisions that address the needs of our residents, particularly regarding specific area of focus, revitalizing downtown, promoting green initiatives, improving public safety. I am eager to collaborate with other commission members to identify key issues, develop effective strategies, and implement solutions that create a more vibrant and inclusive community for all.

**Briefly explain what you believe are the three most important issues facing our community at this time and how you believe this commission can play a role in addressing each issue:** The three most critical issues facing our community currently are, economic disparity, infrastructure concerns, and environmental sustainability. This commission can address these by facilitating targeted economic development initiatives, advocating for infrastructure improvements, and promoting environmentally conscious policies and community projects.

**What is your vision for the City of Kannapolis and what do you** A vision for Kannapolis could be a vibrant, health-focused community with a more thriving downtown, excellent quality of life, and a strong emphasis on outdoor recreation, where the commission's role would be to actively guide development

**consider this commissions role to be  
in accomplishing that vision?**

plans, prioritize infrastructure improvements that support walkability and green spaces, and advocate for initiatives promoting wellness and community engagement, all while ensuring responsible economic growth and diverse housing options.

**List 3 people not related to you:**

Jim Bowen, CC, CSC, CED, CMC  
Program Chair of Culinary Arts, CPCC  
1201 Elizabeth Ave., Charlotte, NC 28204  
704-330-2722

Jordan E. Binder, PhD  
Director of Physics  
1505 Fairwood Ave., Gastonia, NC  
704-591-4857

Dr. Darlington Heart, MD  
Medical Director  
7704 England St., Charlotte, NC 28273  
(704) 551-4151

**Melissa Pierre-Louis**

2225 Silver Pine St.  
Concord, NC 28027  
Home: 973-951-9437  
Work/Cell: 973-951-9437  
Email: [pierrelouis.mel@gmail.com](mailto:pierrelouis.mel@gmail.com)

**Submission Date:** 3/19/2025 1:34:00 PM

**Do you reside within the City limits of Kannapolis?** Yes

**County Residence:** Cabarrus

**Are you within the City’s ETJ?** No

**Current Employer:** Raven Percision Group, LLC

**Occupation/Professional Background:** My background in marketing, strategic planning, business development, and community engagement, which has given me the skills necessary to contribute meaningfully to the the board in various ways. Throughout my career, I have worked at the intersection of marketing, policy and growth strategy, which has required me to analyze complex challenges, collaborate with stakeholders, and develop data-driven solutions that support both short-term objectives and long-term sustainability.

**Education Background:** Diversity, Equity & Inclusion in Healthcare Certification, Harvard University Diversity, Equity & Inclusion Certification, Cornell University Master of Business Administration, Fairleigh Dickinson University Bachelor of Arts in Communications, Kean University

**Community and Civic Involvement:** I have been actively engaged in PTO volunteering at my children's local elementary and middle schools, supporting educational efforts that directly impact students and families. I have participated in canvassing and phone banking for the recent national election, ensuring that residents are informed and engaged in the democratic process. Beyond education and civic engagement, I have also attended and volunteered at local health fairs, helping to connect community members with valuable resources that promote well-being.

**Other Boards, Commissions, or Committees on which you are currently serving?** North Carolina Division of Public Health Youth Wellness Community of Practice and Education,

**To which Board are you applying (Rate 1-4):**

Planning & Zoning:	1
Board of Adjustment:	
Parks & Recreation Commission:	3
Community Improvement Commission:	2

**Please explain why you want to be a part of the Planning & Zoning Commission:** I am seeking appointment to the Planning and Zoning Commission of Kannapolis because I believe in thoughtful, responsible, and sustainable community development that aligns with the city's vision for smart growth. With Kannapolis experiencing rapid transformation driven by residential expansion, economic development, and infrastructure improvements I see a great opportunity to lend my strategic expertise and planning acumen to ensure that growth benefits both current and future residents while maintaining the towns unique character.

**Briefly explain what you believe are the three most important issues facing our community at this time and how you believe this commission can play a role in addressing each issue:** After conducting some research, I believe the three most important issues facing Kannapolis at this time are rapid population growth and housing availability, infrastructure and transportation development, and balanced economic expansion. The Planning and Zoning Commission plays a critical role in addressing these challenges by ensuring that development aligns with the city's long-term vision and meets the needs of both residents and businesses. In terms of Managing Population Growth and Housing Availability “ with an increasing population there's an

opportunity to ensure adequate, high-quality housing options, which appears to be essential in the growth of the town. The commission has the ability to guide zoning decisions and residential planning to ensure that housing growth is balanced, sustainable, and does not compromise the character of existing neighborhoods. As for Infrastructure and Transportation Development “ as more residents and businesses move into Kannapolis, road capacity, public utilities, and overall infrastructure has to keep up with the pace. The commission can evaluate land use planning, traffic impact studies, and zoning adjustments to support well-planned growth while minimizing congestion and strain on public resources. And lastly, Balanced Economic Expansion “ like most towns, business growth is vital to Kannapolis, but it must be strategic and complementary to the areas in which residents live in. The commission can play a role in attracting the right mix of businesses, ensuring that commercial development fits within zoning guidelines and supports long-term economic vitality while maintaining the city's small-town charm. By applying data-driven decision-making, strategic planning expertise, and an understanding of real estate and zoning laws, I am committed to ensuring that Kannapolis grows in a way that is sustainable, well-planned, and beneficial for all its residents.

**What is your vision for the City of Kannapolis and what do you consider this commissions role to be in accomplishing that vision?**

My vision for Kannapolis is a city that thrives by building strong, connected communities where people feel seen, valued, respected, and protected. I envision a city where thoughtful planning, responsible growth, and strategic development create opportunities for residents to live, work, and prosper. As Kannapolis continues to evolve, it is essential that businesses not only succeed but also give back to the community, fostering long-term economic vitality and a shared commitment to growth. The Planning and Zoning Commission plays a key role in shaping this vision by ensuring that development is intentional, sustainable, and community-driven. Through zoning regulations, land use planning, and infrastructure oversight, the commission helps guide residential and commercial expansion in ways that enhance quality of life, preserve the city’s character, and support economic opportunity. By fostering a balanced mix of housing, business, and public spaces, the commission ensures that Kannapolis remains a vibrant and welcoming place for generations to come. By serving on this commission, I would bring a strategic, community-focused perspective to decision-making, ensuring that Kannapolis grows in a way that is thoughtful, well-planned, and aligned with the needs of its residents and businesses.

**Please explain why you want to be a member of the Community Improvement Commission:**

I want to serve on the Community Improvement Committee because I am deeply committed to ensuring that Kannapolis continues to grow as a thriving, connected, and well-planned community. My passion for community engagement, strategic planning, and smart development aligns with the committees mission to enhance the quality of life for residents, support local businesses, and create welcoming spaces that reflect the city's values. Through my experience in strategic planning, marketing, and real estate studies, I have developed a strong understanding of community development, infrastructure planning, and business growth strategies. I have also been actively involved in the community through PTO volunteering, election canvassing, and local health fairs, which has given me insight into the needs and priorities of residents. I see this as an opportunity to lend my time and expertise to ensure that Kannapolis remains a place where people feel seen, valued, respected, and protected. By contributing to the committee, I hope to help guide improvements, support sustainable initiatives, and foster a strong sense of community that benefits both current and future generations.

**This Commission will primarily deal with two areas: 1) allocation of HUD funding to projects and organizations that support low-to-moderate income households, and 2) review and recommendation of code enforcement cases to demolish or remove dilapidated structures. What experience or perspective do**

I bring a community-focused and strategic perspective to the Community Improvement Committee, particularly in understanding how housing stability, economic opportunities, and social determinants of health shape the well-being of residents. My experience in community engagement and strategic planning has given me insight into the challenges that low-to-moderate income households face, as well as the importance of ensuring that resources are allocated to projects that have a meaningful and lasting impact. Regarding the allocation of HUD funding, I understand how housing access, economic opportunity, healthcare, and neighborhood conditions are interconnected. My experience in engaging with communities and assessing social needs allows me to evaluate how funding

**you bring to serve the Commission in these roles?**

decisions can support stability, drive local improvements, and enhance quality of life for residents. When addressing code enforcement and the removal of dilapidated structures, I recognize the impact that neglected or unsafe properties have on both individual and community health. However, I also understand the importance of preserving the character of neighborhoods and ensuring that redevelopment efforts align with community needs. My approach would be to balance revitalization efforts with long-term community interests, ensuring that decisions made by the committee contribute to a safer, healthier, and more vibrant Kannapolis.

**What do you consider to be three major neighborhood or housing issues for our City?**

From what I've observed and through research, Kannapolis has been addressing several housing-related challenges in recent years, including affordable housing shortages, homelessness, and neighborhood revitalization efforts.

**What experience or education have you had relative to this Board?**

**List 3 people not related to you:**

Chris Puckett  
Planning and Zoning Board Member and Real Estate Educator  
Kannapolis/Concord  
704-298-5872

Selena Frink  
Sales and Operations Professional  
3604 Courage Ct. SW, Concord, NC  
336-254-4328

Karla Anderson  
Attorney and Inclusion Professional  
14404 Seigle Ave., Charlotte, NC  
205-566-5073

**Nicholas Schwertfager**

3586 Coleraine Ave.  
Kannapolis, NC 28081  
Home: 716-401-9177  
Work/Cell: 716-401-9177  
Email: [Nschwertfager@me.com](mailto:Nschwertfager@me.com)

**Submission Date:** 3/20/2025 1:52:00 PM

**Do you reside within the City limits of Kannapolis?** Yes

**County Residence:** Cabarrus

**Are you within the City's ETJ?** No

**Current Employer:** Disabled

**Occupation/Professional Background:** Veteran/ Highway Patrol Communications/Jail Guard

**Education Background:** Associates in General Studies

**Community and Civic Involvement:** Was a Volunteer Firefighter for several years starting when I was 14

**Other Boards, Commissions, or Committees on which you are currently serving?** None

**To which Board are you applying (Rate 1-4):** Planning & Zoning:  
Board of Adjustment: 1  
Parks & Recreation Commission:  
Community Improvement Commission:

**Please explain why you want to be a member of the Board of Adjustment:**  
  
**Briefly explain what you believe are the three most important issues facing our community at this time and how you believe this commission can play a role in addressing each issue:** Expansion, crime, and infrastructure Able to assist the city with voices from the communities that live in them

**What is your vision for the City of Kannapolis and what do you consider this commissions role to be in accomplishing that vision?** A safe, family oriented community that assists the needs of the residents as best as possible

**List 3 people not related to you:**  
Dr. James Litaker  
Chiropractor  
S. Main St.  
704-467-4808  
  
Jim Kelly  
Retired  
3572 Coleraine Ave., Kannapolis  
704-262-1554  
  
Catherine Doberstein  
Daycare Owner  
320 Russel St., Kannapolis  
704-775-2121

310 Cook St.  
Kannapolis, NC 28083  
Home: 704-425-5105  
Work/Cell: 704-425-5105  
Email: [ebrentzjr@gmail.com](mailto:ebrentzjr@gmail.com)

**Submission Date:** 4/9/2025 2:53:00 PM

**Do you reside within the City limits of Kannapolis?** Yes

**County Residence:** Cabarrus

**Are you within the City's ETJ?** No

**Current Employer:** Retired - Previous Employer Habitat for Humanity Cabarrus County

**Occupation/Professional Background:** Finance Manager/Accountant

**Education Background:** BSBA UNC-Chapel Hill 1976

**Community and Civic Involvement:** Currently serving on Parks and Recreation Committee.

**Other Boards, Commissions, or Committees on which you are currently serving?** Chair of Finance Committee Mt. Olivet UMC, Member of Church Council Mt. Olivet UMC, Member of Finance Committee CCM

**To which Board are you applying (Rate 1-4):**

Planning & Zoning:	3
Board of Adjustment:	4
Parks & Recreation Commission:	1
Community Improvement Commission:	2

**Please explain why you want to be a part of the Parks & Recreation Commission:** Interested in continuing my work on this committee. There are many projects in the works that I would like to offer my input/guidance.

**Why do you believe parks and recreation is important to the City of Kannapolis?** As a lifelong resident of the city, I am excited about the improvements that have been made in the city. All of these improvements contribute to the quality of life. The main driver of this quality of life is parks and recreation through their facilities and program.

**What are three parks and recreation priorities you believe the City should address?** Development of East Side Park. Continue the renovation/programs at the Gem and Swanee theaters. Continue the expansion of youth sports.

**Please explain why you want to be a member of the Community Improvement Commission:** Affordable housing is an issue for many citizens of the city. I believe this committee is instrumental in efficiently allocating resources for affordable housing projects.

**This Commission will primarily deal with two areas: 1) allocation of HUD funding to projects and organizations that support low-to-moderate income households, and 2) review and recommendation of code enforcement cases to demolish or remove dilapidated structures. What experience or perspective do you bring to serve the Commission in these roles?** I have over 20 years of experience in non-profit/affordable housing through my work with Habitat Cabarrus.

**What do you consider to be three major neighborhood or housing issues for our City?**

Affordable housing. Demolition of dilapidated homes/structures. Continue to secure HUD funding for various housing projects.

**What experience or education have you had relative to this Board?**

**List 3 people not related to you:**

Kimberly Jones  
Retired – Habitat for Humanity Cabarrus Co.  
695 Spring St. SW., Concord, NC 28025  
704-618-2460

Heather Kincel  
Executive Director Rufty-Holms Senior Center  
3512 Stockton Ave. NW, Concord, NC 28027  
704-756-6168

Zack Erwin  
Teacher – A.L. Brown High School  
415 Martin Luther King Jr. Ave., Kannapolis, NC 28083  
704-449-4250



# Kannapolis City Council

City Council Agenda Staff Report

March 23, 2026

**To:** Mayor and City Council

**From:** Sherry Gordon, Community Development Program Administrator

**Subject:** **PUBLIC HEARING** - Use of FY 2026-27 CDBG & HOME Funds (July 1, 2026 - June 30, 2027) **UNANIMOUSLY APPROVED**

**Recommended Action Requested by City Council**

- 1. Conduct a public hearing to receive citizen input on the use of FY 2026-27 CDBG & HOME funds
- 2. Motion to approve the use of FY 2067-27 CDBG & HOME funds

**Required Votes to Pass Required Action**

Majority Present at Meeting

**Background**

Each year the City must present within its Annual Action Plan submittal to HUD a defined work program for funding. This plan will be submitted to HUD by May 15th. The plan is being made available to the public for a 30-day comment period which will end on April 30th. (Mar. 23 - Apr. 30)

This public hearing allows the City to receive comments and questions on the use of FY 2026-27 Community Development Block Grant (CDBG) and Home Investment Partnership (HOME) funds. The Community Improvement Commission will review the summary of the Action Plan at its April 21st meeting.

**Fiscal Implications**

The City expects to receive an allocation of \$380,894 in CDBG funds and \$202,192 in HOME funds from the Cabarrus/Iredell/Rowan HOME Consortium in FY 2067-27 (July 1, 2026 - June 30, 2027). Please note that the allocation amounts are estimated based on last year's allocations.

It is recommended that the following activities be undertaken with the FY 2026-27 funds:

**CDBG Proposed Expenditures**

Housing Repairs	\$ 148,716.00
Infrastructure	100,000.00
Non-profit Partnerships	56,000.00
General Administration/Fair Housing	<u>76,178.00</u>
	\$ 380,894.00

**HOME Proposed Expenditures**

Homeowner Rehab	\$ 170,747.82
New Construction	20,000.00
General Administration	<u>11,444.87</u>
	\$ 292,192.69

### **Alternate Courses of Action**

1. Use the funds for alternative activities as directed by City Council.
2. Table action for a future meeting.
3. Take no action.

### **Attachments**

1. In Person Public Input Hearing ad

# NOTICE OF PUBLIC INPUT HEARING FOR HUD ANNUAL ACTION PLAN

As part of its Housing and Urban Development (HUD's) grant planning process, the City of Kannapolis will be providing community public meetings for citizen input for the Annual Action Plans. Your input as community stakeholders will be vital in providing guidance in the use of community development funding in our community. This involves many aspects of community development including affordable housing, adequate infrastructure, housing rehabilitation, fair housing, protection of the environment, enhancement of civic design, and economic growth. Community needs will be based on the following national objectives of Housing and Urban Development (HUD):

1. Benefit low- and moderate-income persons (80% of the local Area Median Family Income)
2. Prevention or elimination of slum and blight (vacant lots, abandoned buildings, and/or houses in dangerous shape with possible environmental contamination)
3. Urgent need (crisis, emergency, and those in risk of homelessness)

The strategy must also provide decent housing, provide a suitable living environment, and expand economic opportunity. All interested citizens are invited to attend one of the in-person public input hearings to be presented on:

**Monday, March 23, 2026**

**11:30 am to 1:00 pm, Kannapolis Train Station, 201 S. Main St., Kannapolis, NC**

**and**

**6:00 pm, Kannapolis City Council meeting, 401 Laureate Way, Kannapolis, NC**

*\*The Comment Period will run from March 23rd thru April 30th, 2026*

The City of Kannapolis will be holding an in-person public input to review proposed community development activities and projects. The public input hearing provides us an opportunity to receive citizen comments, input, and questions about the 2026-27 Annual Action Plan regarding the use of the following respective Community Development Block Grant (CDBG) and HOME Investment Partnership Program (HOME) grant funds: Funding Allocations approximately: HOME - \$202,192.69 and CDBG - \$380,894.00

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](mailto:adacoordinator@kannapolisnc.gov), or in person at Kannapolis City Hall as soon as possible but not later than 48 hours before the scheduled event.

For further information, please contact the Community Development Department at (704) 920-4332. Anyone desiring to comment on needs assessments, may submit written comments to Sherry Gordon, City of Kannapolis, 401 Laureate Way, Kannapolis, NC 28081 or email [sgordon@kannapolisnc.gov](mailto:sgordon@kannapolisnc.gov).



## Kannapolis City Council

City Council Agenda Staff Report

March 23, 2026

**To:** Mayor and City Council  
**From:** Richard Smith, Planning Director  
**Subject:** **ORDINANCE** - Relinquishment of Extra Territorial Jurisdiction (ETJ) **UNANIMOUSLY APPROVED**

### **Recommended Action Requested by City Council**

Motion to adopt Ordinance to move forward with the relinquishment of the City's Extra Territorial Jurisdiction (ETJ)

### **Required Votes to Pass Required Action**

Majority Present at Meeting

### **Background**

As with many North Carolina municipalities, the City of Kannapolis has what is known as an Extra Territorial Jurisdiction (ETJ) area in the properties adjacent to our existing corporate limits in Rowan County. This ETJ area extends up to one mile from the existing city limits in Rowan County. The city does not have an established ETJ area in Cabarrus County.

ETJs were created by the legislature years ago in order to allow municipalities to have some enforcement powers within areas that were considered their future growth areas and overall spheres of influence. Municipalities are authorized to exercise zoning, subdivision, building code, and other development regulations in a defined area just outside of the municipal boundary. The purpose of this statutory authority is rooted in community growth. Development commonly occurs on the outskirts of the city and often just across the formal municipal boundary. The establishment of the ETJ recognized that the city has an interest in the style and pace of growth in its peripheral area, particularly if the area is likely to be annexed or to receive municipal services. However, the ETJ was a stronger growth tool when municipalities exercised involuntary annexation authority. Since that authority no longer exists, some municipalities have decided to relinquish their ETJ area for administrative, financial, political, or other reasons.

At the March 9, 2026 City Council meeting, staff sought direction on whether to maintain the current ETJ boundaries or pursue any modifications moving forward. After Council discussion, it was determined that we should move forward with the relinquishment of the ETJ. As discussed at that meeting, Council will need to adopt an ordinance to amend the boundary, relinquishing the ETJ.

Once Council approves the ordinance to proceed, staff will notify the property owners of the ETJ area in April. This will allow us to get the zoning map revision on the May Planning and Zoning Commission agenda. Staff will also hold an informational meeting for the ETJ property owners to increase awareness of the ETJ being dissolved. Staff recommends an effective date of June 30, 2026 in order to allow Rowan County an opportunity to apply their respective zoning to this area.

### **Fiscal Implications**

Revenue and activity in the ETJ have been limited. Since January 2021, the City has collected just

under \$58,000 from 108 permits issued in the ETJ, and fewer than 20 code enforcement cases have been opened during that time. Staff generally receives more inquiries about the ETJ than actual permitting or enforcement matters. Additionally, enforcement authority in the ETJ is limited to zoning issues, as state law does not allow the City to address public nuisance violations in that area.

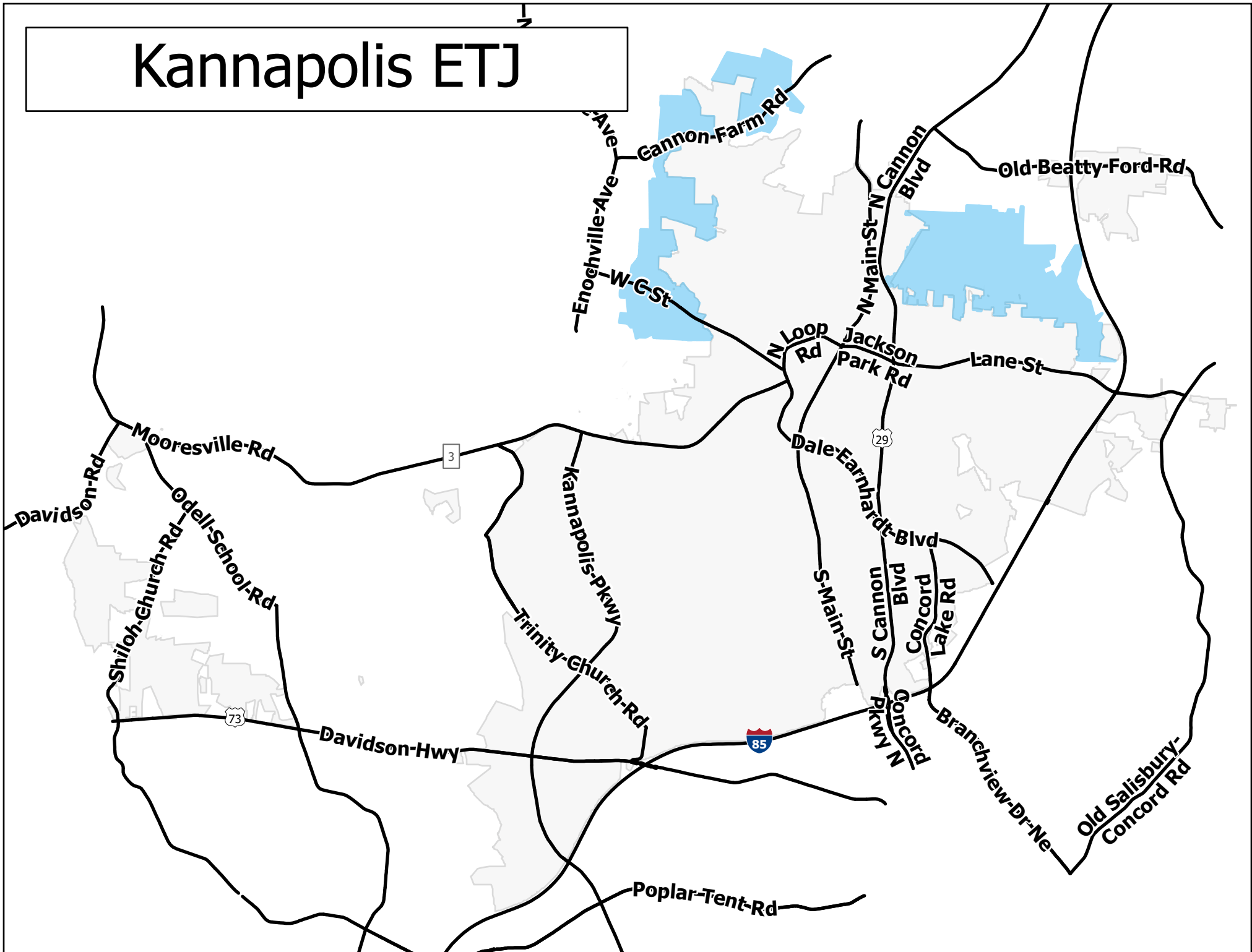
**Alternate Courses of Action**

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

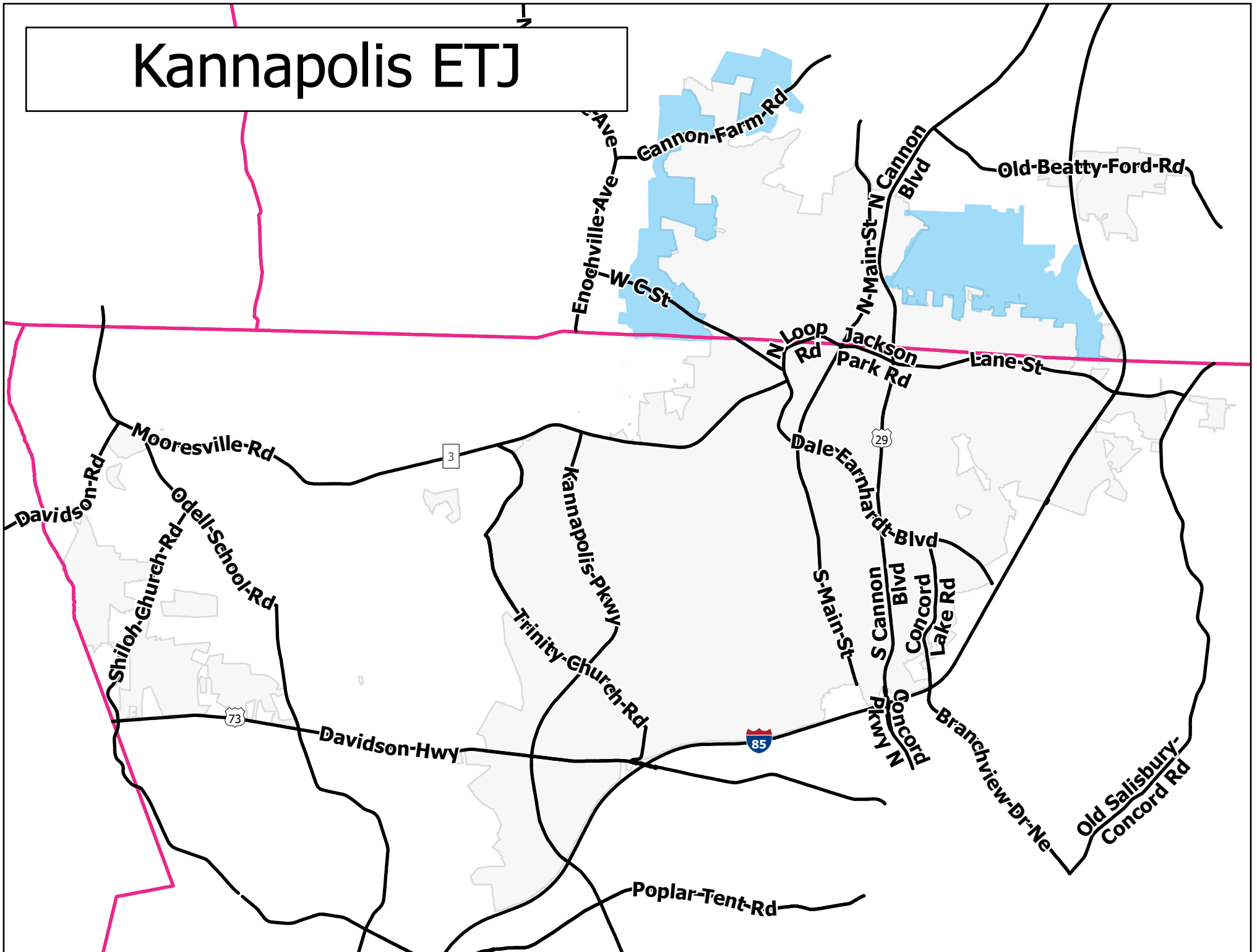
**Attachments**

1. ETJ with city 2026-03-06
2. ETJ with counties 2026-03-06
3. ETJ with info and counties zoomed 2026-03-06
4. 2026-14 Ordinance to Relinquish ETJ

# Kannapolis ETJ

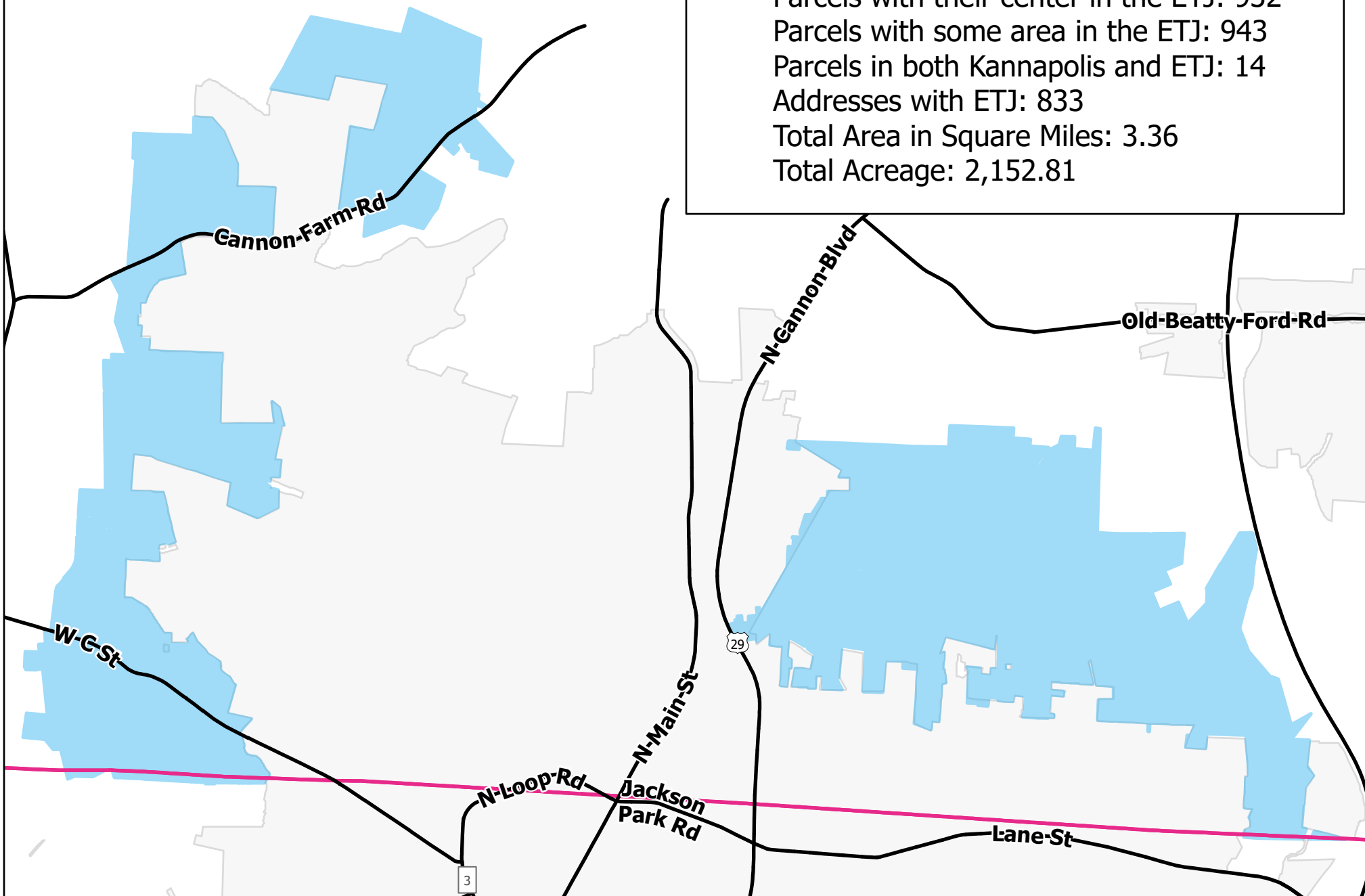


# Kannapolis ETJ



# Kannapolis ETJ

Parcels with their center in the ETJ: 932  
Parcels with some area in the ETJ: 943  
Parcels in both Kannapolis and ETJ: 14  
Addresses with ETJ: 833  
Total Area in Square Miles: 3.36  
Total Acreage: 2,152.81



**ORDINANCE TO RELINQUISH THE CITY OF KANNAPOLIS EXTRA  
TERRITORIAL JURISDICTION (ETJ)**

**WHEREAS**, North Carolina General Statutes 160D-202 authorizes municipalities to establish and exercise regulatory planning and development authority in the Extra Territorial Jurisdiction (ETJ); and

**WHEREAS**, the City of Kannapolis previously established and exercised this authority in the area adjacent to our corporate limits in Rowan County; and

**WHEREAS**, exercising this authority is not mandated, but optional under state statutes; and

**WHEREAS**, City Council has reviewed and determined that relinquishing the ETJ area of Rowan County is in the City's best interest.

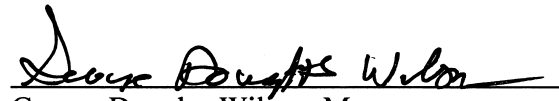
**BE IT ORDAINED** that:

The City of Kannapolis will repeal the previously approved ordinance establishing said ETJ and will relinquish this development authority effective June 30, 2026.

This Ordinance is approved and adopted this the 23rd day of March 2026.

**ATTEST:**

  
Pam Scaggs, CMC, NCCMC  
City Clerk

  
George Douglas Wilson, Mayor  
City of Kannapolis



# Kannapolis City Council

City Council Agenda Staff Report

March 23, 2026

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**To:** Mayor and City Council  
**From:** Andrew Kelly, City Attorney  
**Subject:** **RESOLUTION** - Adoption of Invocation Policy **UNANIMOUSLY APPROVED**

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### **Recommended Action Requested by City Council**

1. Motion to approve Resolution adopting the Invocation Policy; and
2. Motion to authorize City Manager to execute the service contracts in conformity with the policy

### **Required Votes to Pass Required Action**

Majority Present at Meeting

### **Background**

As directed by City Council, staff identified two organizations, Capitol Ministries and the Bridge Project, to provide invocations at Council meetings based on the ministers in said groups being known to Council and engaged in community work. Both groups expressed a willingness to offer these services at no cost to the City.

Following additional direction from Council, an Invocation Policy has been drafted and is attached for Council's review and consideration.

### **Fiscal Implications**

None

### **Alternate Courses of Action**

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

### **Attachments**

1. 2026-12 Resolution Adopting Invocation Policy

**RESOLUTION ADOPTING POLICY REGARDING OPENING INVOCATIONS  
BEFORE MEETINGS OF THE CITY COUNCIL OF THE CITY OF KANNAPOLIS**

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**WHEREAS**, the City Council of the City of Kannapolis (“the Council”) is an elected legislative and deliberative public body, serving the citizens of Kannapolis, NC; and

**WHEREAS**, the Council wishes to solemnize its proceedings by allowing for an opening invocation before each meeting, given by a person or group of persons (the “Chaplain”) other than a member of the Council, for the benefit and blessing of the Council; and

**WHEREAS**, the Council now desires to adopt this formal, written policy to clarify and codify invocation practices; and

**WHEREAS**, the Council intends to adopt a policy that does not proselytize, disparage any faith perspective, or impermissibly advance any particular faith, or show any purposeful preference of one religious view to the exclusion of others; and

**WHEREAS**, the Council intends to adopt a policy that will not show a purposeful preference of one religious view over another by not permitting the faith of the person offering the invocation to be considered when appointing a Chaplain; and

**WHEREAS**, the Council accepts as binding the applicability of general principles of law and all the rights and obligations afforded under the United States and North Carolina Constitutions and Statutes.

**NOW, THEREFORE, BE IT RESOLVED** by the Council, that the Council hereby adopts the following written policy regarding opening invocations before meetings of the Council, to wit:

1. It is the intent of the Council to allow a Chaplain to solemnize the proceedings of the Council. It is the policy of the Council to allow for an invocation, which may include a prayer, a reflective moment of silence, or a short solemnizing message, to be offered before its meetings for the benefit of the Council.
2. Once a year or from time to time, as determined by the Council, members of the Council may nominate a Chaplain for the Council. The Chaplain shall be appointed by a majority vote of Council. The incumbent Chaplain shall continue with present duties until such time as a new Chaplain is elected consistent with this policy. The first chaplain appointee will be shared among the ordained ministers comprising, the Bridge Project, an unincorporated nonprofit group based in Kannapolis, and Capitol Ministries, a California nonprofit religious corporation.
3. No member or employee of the Council or any other person in attendance at the meeting shall be required to participate in any invocation that is offered.

4. The content of the invocation provided by the designated Chaplain shall express his or her private thoughts as governed by the dictates of his or her own conscience.

5. No guidelines or limitations shall be issued regarding an invocation's content, except no invocation should proselytize or advance any faith, or disparage the religious faith or non-religious views of others.

7. No member(s) of the Council shall engage in any prior inquiry regarding, review of, or involvement in, the content of any invocation to be offered by the Chaplain.

8. To clarify the Council's intentions, as stated herein above, the following disclaimer shall be included in at least ten (10) point font at the bottom of any printed program or schedule of events published by the Council and shall be read aloud prior to the introduction of the invocation speaker:

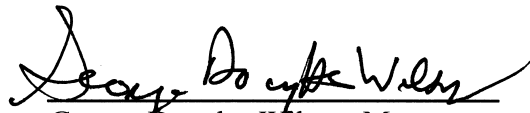
*"Any invocation that may be offered before the official start of the Council meeting are offered by a Chaplain who is expressing private thoughts as governed by his or her own conscience, to and for the benefit of the Council. The views or beliefs expressed by the invocation speaker have not been previously reviewed or approved by the Council and do not necessarily represent the religious beliefs or views of the Council in part or as a whole. No member of the community is required to attend or participate in the invocation and such decision will have no impact on their right to actively participate in the business of the Council."*

9. The Mayor shall introduce the Chaplain and invite only those who wish to show respect for the traditional observances and/or the Council to stand.

10. This policy is not intended, and shall not be implemented or construed in any way, to affiliate the Council with, nor express the Council's preference for, any particular faith or religious denomination.

**NOW, THEREFORE, BE IT FURTHER RESOLVED** that this policy shall become effective immediately upon adoption of this Resolution.

Adopted this the 23 day of March, 2026.

  
George Douglas Wilson, Mayor  
City of Kannapolis

ATTEST:

  
Pam Scaggs, CMC, NCCMC  
City Clerk



## Kannapolis City Council

City Council Agenda Staff Report

March 23, 2026

**To:** Mayor and City Council  
**From:** Eddie Smith, Deputy City Manager  
**Subject:** **AUTHORIZATION** - Revised Public Transit Interlocal Agreement **APPROVED 6 TO 1 WITH COUNCIL MEMBER DIXON DISSENTING**

### **Recommended Action Requested by City Council**

Motion to authorize the City Manager to revise the Public Transit Interlocal Agreement to accomplish the following:

1. Adjust all operational funding ratios proportionately from 65/35 to 79/21, Concord/Kannapolis, respectively; and
2. Based on this new funding ratio, present to City Council a Transit Budget estimated at \$733,820 for the upcoming FY27 budget; and,
3. Continue evaluating current transit routes for opportunities that best reflect efficiency and convenience; and,
4. Make other such changes to the Agreement consistent with the revised funding to be effective July 1.

### **Required Votes to Pass Required Action**

Majority Present at Meeting

### **Background**

The CK Rider Public Transit system has been in operation since 2004 as part of an Interlocal Agreement between the City of Kannapolis and the City of Concord. The transit system consists of 8 routes, of which three are exclusive to Kannapolis (Blue, Green, Brown). The Interlocal Agreement has been amended previously on two occasions in 2008 and 2023.

The current transit system is considered "traditional" with fixed routes that start at the Transit Center. Transit buses pulsate outward covering their respective routes and, theoretically, all the buses return to the Transit Center within an hour. Technological advancements and new methods of providing public transportation have almost rendered this type of system obsolete unless more buses and routes are added to improve convenience, which in turn, could improve ridership. While it's hard to put a price on convenience and necessity, the practical cost-to-benefit ratio under the current system continues to worsen with each successive year.

Throughout the course of the Transit System's existence, an RFP for Service Operators has been solicited every 5-10 years. Total costs to operate the Transit System are federally funded up to 90%, with the remaining costs proportionately shared between Kannapolis and Concord 65/35 or 50/50, respectively, depending on operations or capital expenses.

The Transit System is expected to award a new Service Operator Agreement for FY27 and, based on the current Interlocal Agreement, would increase Kannapolis' contribution to \$1.5M. Balancing the

need for public transit versus rising costs has created an opportunity to review existing routes of our "traditional" fixed route system, and begin the journey exploring other options such as Micro-transit (On-Demand Models) in the future. Two NC communities (City of Wilson and City of Gastonia) have been successful in offering Micro-transit with improved convenience and ridership. However, increased ridership under a Micro-transit model can also lead to increased costs if not structured properly. Over the next two years, staff will be working to gather information and data from those communities, as well as the City of Salisbury, who recently started a pilot program for Micro-transit.

### **Fiscal Implications**

If the recommended motion is approved, Kannapolis would commit \$732,788 +/- in FY27 (Fuel costs and FTA formulas are being finalized). FY28 and FY29 would have incremental cost increases related to inflation, fuel, and personnel costs.

### **Alternate Courses of Action**

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

### **Attachments**

None