



City of Concord, New Hampshire

Office of the Mayor

Byron O. Champlin

Report to City Council

DATE: September 3, 2025
TO: City Council
FROM: Mayor Byron O. Champlin
SUBJECT: FY 2026 Supplemental Appropriation for 2050 Vision Facilitation

Recommendation

Approve the attached supplemental appropriation request in the amount of \$5,000 for the 2050 Vision efforts.

Background

As the City embarks on the next Master Plan update project, it is important to gather information from citizens about the community and create a shared vision for Concord's future.

As a part of this effort, the City desires to engage with citizens in a 2050 Vision project.

Discussion

As part of the 2050 Vision efforts, funding in the amount of \$5,000 is requested to contract with a facilitator for a process in which everyone is connected, engaged and heard. This facilitation would bring people together to talk, listen and act so that the community works for everyone.

The process is anticipated to include these steps:

- Convene a group of community leaders, elected officials, city staff and other community members to determine the focus in the discussion(s) and then provide feedback on the framing created based on their input.
- Outreach through all City channels, with members of the planning group serving as ambassadors to reach out to specific areas and groups to personally invite participation.
- Host community discussion event(s). Assuming one, but possibly one in-person and one online—same design but reaching different people.
- Facilitator summarizes and shares back key themes to help shape the master planning process.

This process is expected to be completed by the end of January 2026.

Resolution No. 9779

CITY OF CONCORD

In the year of our Lord two thousand and twenty-five

RESOLUTION APPROPRIATING THE SUM OF FIVE THOUSAND DOLLARS (\$5,000) IN THE CITY COUNCIL GENERAL FUND BUDGET FOR THE 2050 VISION FACILITATION EFFORTS AND AUTHORIZING THE USE OF FIVE THOUSAND DOLLARS (\$5,000) FROM THE ECONOMIC DEVELOPMENT RESERVE FOR THIS PURPOSE

The City of Concord resolves as follows:

WHEREAS, the City desires to support a 2050 Visioning Facilitation process as part of the next Master Plan update; and

WHEREAS it is estimated that this effort will cost approximately \$5,000; and

WHEREAS funding from the Economic Development Reserve has been identified as the funding source for the project; and

WHEREAS, this appropriation is for a purpose for which funding was not included in the Fiscal Year 2026 adopted budget, therefore, Section 37 of the City Charter requires a two-thirds vote of the City Council.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Concord that:

- 1) The sum of\$5,000
be and is hereby appropriated as follows:

General Fund

Outside Services.....\$5,000

- 2) Funding to meet said appropriation shall be provided from the following sources:

General Fund

Transfer in from the Economic Development Reserve.....\$5,000

- 3) Sums as appropriated shall be expended under the direction of the City Manager.

- 4) This resolution shall take effect upon passage.

In City Council
October 14, 2025

Passed


City Clerk



Scope of Work

City of Concord NH

Purpose: Community engagement prior to update to Master Plan

Project dates: September 19, 2025 – January 30, 2026

About NH Listens: We envision a New Hampshire where everyone is connected, engaged, and heard in decisions that impact their lives and where all have equitable access to justice, opportunity, and liberty. We bring people together to talk, listen, and act so communities can work for everyone.

Proposed Activities

1. Facilitate a planning process with a group of Concord leaders, including elected leaders, City staff, and community members. Determine focus and design for community engagement event(s). Onboard ambassadors for outreach process. Event and discussion guide design.

1 day

2. Facilitate, transcribe and theme dialogue to shape future planning process.

2 days

Budget

Personnel	\$3,600.00
Travel	500.00
Overhead 15%	<u>615.00</u>
Flat Fee For Service Contract	\$4,715.00