



# *City of Salisbury*

North Carolina

## **COUNCIL MEETING AGENDA**

**December 5, 2023**  
**6:00 p.m.**

*The meeting will be held in a hybrid format and will be streamed live at [salisburync.gov/webcast](https://salisburync.gov/webcast) and on the City's Facebook account.*

*Anyone who wishes to speak via Zoom during public comment must sign-up by 5:00 p.m. on December 5, 2023 by contacting Connie Snyder at [csnyd@salisburync.gov](mailto:csnyd@salisburync.gov). Citizens who wish to speak in person can sign up in Council Chambers.*

1. Call to order.
2. Moment of Silence.
3. Pledge of Allegiance.
4. Retiring Council adjourns.

**OATH OF OFFICE AND**  
**ELECTION OF MAYOR PRO-TEM**

- New Council assembles.
- Administer Oath of office to Mayor.
- Administer Oath to Council Members.
- Mayor to preside over meeting.
- Receive nominations for Mayor Pro Tem.
- Mayor Pro Tem elected.
- Administer Oath of office to Mayor Pro Tem.
- Remarks from Council Members.

**COUNCIL CONVENES - NEW BUSINESS – PAGE 1 – DECEMBER 5, 2023**

1. Adoption of the Agenda.
2. Council to consider the CONSENT AGENDA:
  - (a) Approve Minutes of the special meetings of November 21, 2023 and November 27, 2023, and the regular meeting of November 21, 2023.
  - (b) Adopt the 2024 schedule of regular Council meeting dates.
  - (c) Approve a right-of-way encroachment for the installation of underground fiber optic cable by AT&T within the right-of-way of Jake Alexander Boulevard near 505 West Jake Alexander Boulevard per Section 11-24(27) of the City Code and subject to North Carolina Department of Transportation approval.
  - (d) Authorize the City Manager to execute a contract with Charles R. Underwood, Inc. in the amount of \$248,434 for the Crowell Lift Station upgrades.
  - (e) Authorize the City Manager to execute a contract with Summit Design and Engineering Services, PLLC, in an amount not to exceed \$53,000 for engineering services associated with the Fisher Street Bridge Feasibility Report.
  - (f) Authorize the City Manager to execute a request to amend the current HOME-ARP Grant Agreement type of activity from “Create and Develop Non-Congregate Housing” to the “Development and Support of Affordable Housing” in the amount of \$487,247, and have it submitted to the administering agency.
  - (g) Set a public hearing for January 2, 2024 to receive comments regarding a proposed Annexation Agreement with the Town of Spencer.
  - (h) Receive a request for voluntary annexation of approximately 10.88 acres located on Peach Orchard Lane, Tax Map 407B Parcel 043, and adopt a Resolution instructing the City Clerk to investigate the sufficiency of the request.
3. Council to receive public comment. ***Speakers who wish to speak via Zoom must sign-up before 5:00 p.m. by contacting Connie Snyder at csnyd@salisburync.gov.*** Citizens who wish to speak in person can sign-up in Council Chambers. Citizens who are unable to speak during the meeting may submit written comments to the email above and they will be shared with Council.
4. Council to hold a public hearing and consider adopting a Resolution authorizing the issuance and sale of Multifamily Housing Revenue Bonds for the Ford City Motor Lofts project located at 419 South Main Street: *(Presenters – City Attorney Graham Corriher and Attorney Kristen Kirby)*
  - (a) Receive a presentation from staff
  - (b) Hold a public hearing
  - (c) Adopt a Resolution authorizing the issuance and sale of multi-family housing revenue bonds for the Ford City Motor Lofts project.

**COUNCIL CONVENES - NEW BUSINESS – PAGE 2 – DECEMBER 5, 2023**

5. Council to consider endorsing a letter committing \$200,000 in Community Development Block Grant funds in support of the Ford City Motor Lofts project located at 419 South Main Street. *(Presenter – Planning and Neighborhoods Director Hannah Jacobson)*
6. Council to consider adopting an Ordinance to amend the Land Development District Map of the City of Salisbury to rezone one parcel, approximately .668 acres, located along the intersection of East Council and North Shaver Streets, from Corridor Mixed-Use and Residential Mixed-Use with a Conditional District Overlay to Residential Mixed-Use with a Conditional District Overlay to request an exception to the Land Development Ordinance requirements for an alternate design: *(Presenter – Senior Planner Victoria Bailiff)*
  - (a) Receive a presentation from staff
  - (b) Hold a public hearing
  - (c) Issue a statement of Consistency and Statement of Reasonableness, and consider adopting an Ordinance amending the Land Development Ordinance.
7. Council to consider closing an unimproved portion of Second Street, located off the 100 block of Carolina Boulevard: *(Presenter Transportation Director Wendy Brindle)*
  - (a) Receive a presentation from staff
  - (b) Hold a public hearing
  - (c) Consider adopting a Resolution accepting an offer of dedication of the right-of-way
  - (d) Consider approving an Order closing the unimproved portion of Second Street.
8. Council to receive the June 30, 2023 Annual Comprehensive Financial Report from auditors Martin Starnes, CPAs. *(Presenters —Finance Director Wade Furches and Auditor Elsa Swenson)*
9. Council to consider approval of a right-of-way use permit for the use of four marked parking spaces on Main Street until March 22, 2024 and the intermittent use of Hogan’s Alley until January 5, 2024 for construction taking place at 119 and 121 North Main Street per Section 22-50 of the City Code. *(Presenter Transportation Director Wendy Brindle)*
10. Council to receive a presentation regarding the Byrne Criminal Justice Initiative. *(Presenter – Byrne Criminal Justice Initiative Coordinator Chanel Nestor)*
11. Council to receive the annual report from Downtown Salisbury, Inc. *(Presenter – Downtown Development Director Sada Troutman)*
12. City Attorney’s Report.
13. City Manager’s Report.
14. Council’s Comments.

**COUNCIL CONVENES - NEW BUSINESS – PAGE 3 – DECEMBER 5, 2023**

15. Mayor Pro Tem's Comments.
16. Mayor's Announcements and Comments.
  - (a) Downtown Salisbury, Inc. will host photos with Santa and the Grinch at Bell Tower Green Park Saturday, December 9, 2023 from 10:00 a.m. until 1:00 p.m. Free rides on the antique fire trucks with Santa and the Grinch will take place from 1:30 p.m. until 4:00 p.m.
  - (b) The City of Salisbury will host the New Year's Eve at the Bell Tower celebration Sunday, December 31, 2023 at Bell Tower Green. Festivities begin at 9:00 p.m. and include food trucks, live entertainment, a live video feed from Time's Square, and ringing in the New Year at midnight.
17. Adjourn.