



City of Salisbury

North Carolina

COUNCIL MEETING AGENDA

August 15, 2023
6:00 p.m.

The meeting will be held in a hybrid format and will be streamed live at 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 August 15, 2023 by contacting Connie Snyder at 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. Adoption of Agenda.
5. Council to recognize the Rowan Little League softball team for winning the 10U State Championship.
6. Council to recognize Summer Youth Employment Program participants. (*Presenter – Human Resources Business Partner Souwan Kiengkham*)
7. Mayor to proclaim the following observance:

LIBRARY CARD SIGN-UP MONTH

September 2022

8. Council to consider the CONSENT AGENDA:
 - (a) Approve Minutes of the regular meeting of July 18, 2023 and the special meeting of August 1, 2023.
 - (b) Approve a Right-of-Way Use Permit for the use of three parking spaces adjacent to 132 North Main Street from August 14 through September 1, 2023 for roof repairs to the building.
 - (c) Adopt a budget Ordinance amendment to the FY2023-2024 budget in the amount of \$13,500 to appropriate donations and sponsorships to appropriate revenue for the Bell Tower Green Movie and Concert Series and Hurley Park Gazebo repairs.
 - (d) Adopt a budget Ordinance amendment to the FY2023-2024 budget in the amount of \$25,100 to appropriate insurance proceeds for Hurley Park Gazebo repairs.
 - (e) Adopt a budget Ordinance amendment to the FY2023-2024 budget in the amount of \$500 to appropriate a donation from the Civic Federal Credit Union for the 2023 National Night Out and Community Resource Fair.

COUNCIL MEETING AGENDA – PAGE 2 – AUGUST 15, 2023

- (f) Authorize the sale to Lieutenant Andy Efird his sidearm and badge in the amount of \$1.00 in recognition of his retirement from the Salisbury Police Department August 1, 2023.
 - (g) Authorize the City Manager to execute an agreement with LaBella Associates, P.C. in the amount of \$405,000 for engineering services associated with the Spencer Water Main Capacity Upgrades project. Funds for this service were approved in the FY2023-2024 budget.
 - (h) Receive a request for voluntary annexation of 1.558 acres located at 1810 Enon Church Road, Tax Map 329 Parcel 385, and adopt a Resolution instructing the City Clerk to investigate the sufficiency of the request.
9. 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.
10. Council to consider closing an unimproved portion of West “A” Avenue located in the 1500 and 1600 blocks of Second Street: *(Presenters – City Engineer 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 an unimproved portion of West “A” Avenue located in the 1500 and 1600 blocks of Second Street.
11. Council to consider adopting an Ordinance to amend the Land Development District Map of the City of Salisbury to rezone one parcel, approximately 7.91 acres, located along West Richie Road, from Rural Residential to Highway Business in anticipation of future development: *(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.
12. Council to receive a presentation on partnerships, programs, actions and services to assist the unsheltered population and address concerns: *(Presenters – Police Chief Patrick Smith, Homeless Advocate Dennis Rivers, and Code Enforcement Manager Michael Cotilla)*
13. Council to consider approving the purchase of three smaller Transit vehicles to replace the three 25-foot low floor, light-duty vehicles approved in the FY2023-2024 budget for a total cost of \$327,615. *(Presenter – Transit Director Rodney Harrison)*
14. Council to consider an appointment for an unfulfilled vacancy on the Hurley Park Advisory Board.
15. City Attorney’s Report.

COUNCIL MEETING AGENDA – PAGE 3 – AUGUST 15, 2023

16. City Manager's Report.
17. Council's Comments.
18. Mayor Pro Tem's Comments.
19. Mayor's Announcements and Comments.
20. Adjourn.

Salisbury City Council Agenda Item Request Form



Please Select Submission Category: ☐ Public ☐ Council ☐ Manager ☒ Staff

Requested Council Meeting Date: August 15, 2023

Name of Group(s) or Individual(s) Making Request: Kelly Baker

Name of Presenter(s): City Council

Requested Agenda Item: Council to recognize the Rowan Council Little League Softball Team for winning the 10U State Championship.

Description of Requested Agenda Item: The Rowan County Little League Softball Team recently won the 10U State Championship with a 7-2 victory against Pitt Council.

Attachments: ☒ Yes ☐ No

Fiscal Note: *(If fiscal note requires approval by finance department because item exceeds \$100,000 or is related to grant funds, please fill out signature blocks for finance at bottom of form and provide supporting documents)*

Action Requested of Council for Agenda Item: Council to recognize the Rowan Council Little League Softball Team for winning the 10U State Championship. *(Please note if item includes an ordinance, resolution or petition)*

Contact Information for Group or Individual: Kelly Baker 704-638-5233

☐ **Consent Agenda** (item requires no discussion and will be voted on by Council or removed from the consent agenda to the regular agenda)

☒ **Regular Agenda** (item to be discussed and possibly voted on by Council)

FINANCE DEPARTMENT INFORMATION:

Finance Manager Signature

Department Head Signature

Budget Manager Signature

*****All agenda items must be submitted at least 7 days before the requested Council meeting date*****

For Use in Clerk's Office Only

Salisbury City Council Agenda Item Request Form



☐ Approved

☐ Delayed

☐ Declined

Reason:

Salisbury City Council Agenda Item Request Form



Please Select Submission Category: ☐ Public ☐ Council ☐ Manager ☒ Staff

Requested Council Meeting Date: August 15, 2023

Name of Group(s) or Individual(s) Making Request: Souwan Kiengkham, Human Resources Business Partner

Name of Presenter(s): Souwan Kiengkham

Requested Agenda Item: Recognition of Summer Youth Employment Program

Description of Requested Agenda Item:

For the past four weeks, these summer youth employees have been learning valuable insight to real world employment, about themselves and their leadership skills. Some students may find they would like to be future City of Salisbury employees. Summer Youth Program is a grant-funded program, through CDBG funds. It offers high school students, who live within the Salisbury City limits, an opportunity of working for a period time with various City departments. The following 2023 Summer Youth Employment Program students, Bralen Mitchell, Kimberly Turcios and Eva Carter will share their experience and the project they chose to work on.

Attachments: ☐ Yes ☒ No

Fiscal Note: (If fiscal note requires approval by finance department because item exceeds \$100,000 or is related to grant funds, please fill out signature blocks for finance at bottom of form and provide supporting documents)

N/A

Action Requested of Council for Agenda Item: (Please note if item includes an ordinance, resolution or petition)

N/A

Contact Information for Group or Individual:

Souwan Kiengkham – 704-638-2116 – skien@salisburync.gov

☐ **Consent Agenda** (item requires no discussion and will be voted on by Council or removed from the consent agenda to the regular agenda)

☒ **Regular Agenda** (item to be discussed and possibly voted on by Council)

FINANCE DEPARTMENT INFORMATION:

Finance Manager Signature

Department Head Signature

Budget Manager Signature

All agenda items must be submitted at least 7 days before the requested Council meeting date



City of Salisbury

North Carolina

PROCLAMATION

WHEREAS, libraries play a crucial role in the education and development of children and a library card is the most important tool an individual can have; and

WHEREAS, libraries are welcoming and inclusive spaces for people of all backgrounds to learn together and engage with one another across cultural, ethnic, generational, and economic lines, strengthening the social fabric of the communities they serve; and

WHEREAS, libraries strive to develop and maintain programs and collections that are as diverse as the populations they serve and ensure equity of access for all; and

WHEREAS, libraries help people of all ages navigate the complexities of life, providing access to research, information, and government services that allow everyone to lead more productive and fulfilling lives; and

WHEREAS, libraries contribute to a strong local economy by providing access to the technology and training that are critical to the success of job-seekers, entrepreneurs, and students; and

WHEREAS, in times of crisis, libraries and library professionals play an invaluable role in supporting their communities both in person and virtually; and

WHEREAS, the shared resources libraries offer reduce the number of items households buy and dispose of, providing a simple way to save money, conserve resources, and reduce waste; and

WHEREAS, a library card sparks creativity and empowers all people to explore new passions and interests and pursue a path of lifelong learning; and

WHEREAS, libraries are cornerstones of democracy, promoting the free exchange of information and ideas for all; and

WHEREAS, libraries have served the citizens of Salisbury for over a century; and

NOW, THEREFORE, I, Karen K. Alexander, Mayor of the City of Salisbury, North Carolina, do hereby proclaim September 2023 as

LIBRARY CARD SIGN-UP MONTH

in the City of Salisbury, and encourage all citizens to sign-up for their own library card today.

This the 15th day of August 2023.



Karen K. Alexander, Mayor

Salisbury, North Carolina
July 18, 2023

REGULAR MEETING

PRESENT: Mayor Karen K. Alexander, Presiding; Council Members Harry McLaughlin, David Post, and Anthony Smith; City Manager Jim Greene, Jr., City Clerk Connie B. Snyder; and City Attorney J. Graham Corriher.

ABSENT: Mayor Pro Tem Tamara Sheffield.

Salisbury City Council met in Council Chambers in City Hall located at 217 South Main Street. The meeting was called to order by Mayor Alexander at 6:00 p.m. A moment of silence was taken.

PLEDGE OF ALLEGIANCE

Mayor Alexander led participants in the Pledge of Allegiance to the United States flag.

ADOPTION OF THE AGENDA

Thereupon, Councilmember Post made a **motion** to adopt the Agenda as presented. Mayor Alexander and Councilmembers McLaughlin, Post, and Smith voted AYE. (4-0)

OATH OF OFFICE – POLICE CHIEF PATRICK SMITH

City Manager Jim Greene reviewed the hiring process for the Police Chief for the City of Salisbury. He stated the search started in December of 2022, and the top priority was to hire the most qualified individual to lead the police department. He added the search began with an internal survey of the police department. He noted Council prioritized engagement and transparency through the hiring process, and community and stakeholder meetings.

Mr. Greene stated 26 applicants were reviewed by a committee that included community members. He added five finalists participated in full-day assessment panels that included 18 members of the community, police chiefs from the area, and City department directors.

Mr. Greene emphasized after the thorough process Police Captain Patrick Smith was selected to serve as the next Police Chief. He added Captain Smith was the most qualified, with 18 years of progressive service with the Salisbury Police Department, and throughout the process, he demonstrated leadership, experience, and innovation. He stated that Captain Smith is a team-oriented visionary with a history of building collaborative, open, and trusting relationships in the community and the department. He stated Captain Smith is committed to expanding our community policing and crime reduction strategies through partnerships and innovation, and Captain Smith reflects the values of an ethical, trustworthy, approachable, empathetic, and caring leader.

Mayor Alexander then administered the Oath of Office for Police Chief to Patrick “PJ” Smith as Chief Smith’s wife Venise held the Bible. Council welcomed Mr. Smith to his new role as Police Chief.

Chief Smith recognized and thanked his family, Mr. Greene, Council, the Police Department, and staff for the opportunity to serve as Police Chief. He stated he looks forward to building and expanding community relationships.

INTRODUCTION – SUMMER YOUTH EMPLOYEES

Human Resources Business Partner Souwan Kiengkham introduced Summer Youth Employees Bralen Mitchell, Eva Carter, and Kimberly Turcios. He noted the Summer Youth Employment Program is funded through Community Development Block Grant funding. He stated they will work with various departments over the next few weeks.

Council welcomed the Summer Youth Employees to the City.

PROCLAMATIONS

Mayor to proclaim the following observances:

ICE CREAM MONTH
PARKS AND RECREATION MONTH

July 2023
July 2023

CONSENT AGENDA

(a) Minutes

Approve Minutes of the special and regular meetings of June 6, 2023.

(b) Budget Ordinance Amendment – Police Department Controlled Substance Tax Funds

Adopt a budget Ordinance amendment to the FY2023-2024 budget in the amount of \$60,000 to appropriate Police Department Controlled Substance Tax Funds to purchase evidence tracking software and for DNA testing.

ORDINANCE AMENDING THE 2022-2023 BUDGET ORDINANCE OF THE CITY OF SALISBURY, NORTH CAROLINA TO APPROPRIATE POLICE DEPARTMENT CONTROLLED SUBSTANCE TAX.

(The above Ordinance is recorded in full in Ordinance Book No. 31 at Page No. 254, and is known as Ordinance 2023-48.)

(c) Budget Ordinance Amendment – Joint Operations Funds

Adopt a budget Ordinance amendment to the FY2023-2024 budget in the amount of \$7,500 to appropriate Joint Operation Funds from the United States Secret Service to be used for purchasing equipment for criminal investigations.

ORDINANCE AMENDING THE 2022-2023 BUDGET ORDINANCE OF THE CITY OF SALISBURY, NORTH CAROLINA TO APPROPRIATE JOINT OPERATION SECRET SERVICE FUNDS.

(The above Ordinance is recorded in full in Ordinance Book No. 31 at Page No. 255, and is known as Ordinance 2023-49.)

(d) Right-of-Way Use Permit – 221 North Main Street

Approve a Right-of-Way Use Permit for the use of sidewalk adjacent to 221 North Main Street for roof restoration in accordance with Section 22-50 of the City Code. The sidewalk will have scaffolding set up to provide a safe pedestrian walkway.

(e) Parking – Lee Street

Adopt an Ordinance amending Section 13-338 of the City Code to state “parking is prohibited at all times along Lee Street beginning at a point 212 feet north of Fisher Street to Kerr Street” to correct a discrepancy in the Code.

ORDINANCE AMENDING CHAPTER 132, ARTICLE X, OF THE CODE OF THE CITY OF SALISBURY, NORTH CAROLINA RELATING TO PARKING.

(The above Ordinance is recorded in full in Ordinance Book No. 31 at Page No. 256, and is known as Ordinance 2023-50.)

(f) Street Closure – A Avenue

Adopt a Resolution declaring the intent to permanently close an unimproved portion of A Avenue, located off of the 1500 and 1600 blocks of Second Street, and set a public hearing for August 15, 2023.

RESOLUTION PERTAINING TO THE PROPOSED CLOSING OF AN UNIMPROVED PORTION OF WEST “A” AVENUE LOCATED OFF THE 1500 AND 1600 BLOCKS OF SECOND STREET.

(The above Resolution is recorded in full in Resolution Book No. 17 at Page No. 25, and is known as Resolution 2023-18.)

(g) Garbage Truck Purchase

Approve the purchase of a New Way automated sidearm Roto Pac garbage truck in the amount of \$405,410.76 as listed on the state contract. This purchase is included in the FY 2023-2024 budget.

(h) Update – Job Classification

Approve an update to job classifications system based on department re-organizations and to assist with recruitment in our Police Department by increasing sworn officer pay ranges by 5% and adjusting salary grades for sworn officers.

Thereupon, Councilmember Post made a **motion** to adopt the Consent Agenda as presented. Mayor Alexander and Councilmembers McLaughlin, Post, and Smith voted AYE. (4-0)

PUBLIC COMMENT

Mayor Alexander opened the floor to receive public comments.

There being no one to address Council, Mayor Alexander closed the public comment session.

DIVERSITY, EQUITY, AND INCLUSION ANNUAL REPORT

Diversity, Equity, and Inclusion (DEI) Director Anne Little provided a DEI annual report to Council. She noted on July 20, 2021, WPR Consulting presented a comprehensive report on the findings and recommendations from its work with the Salisbury Police Department. She added at the meeting, WPR Consulting recommended designating staff and funding resources for DEI programs across all City departments. She indicated on July 19, 2022, Council received the first comprehensive DEI report outlining inaugural programs, activities, strategies, and goals.

Ms. Little stated the DEI annual report re-affirms the City's commitment to eliminating wrongful disparities and inequities and celebrating its achievements. Ms. Little noted Council established a priority in 2022-2023 to grow the City's DEI Department and focus on integrating DEI into organizational culture. She reviewed DEI highlights from the past year:

- Department funded through Council approved budget
- Human Relations Specialist staff position approved and filled
- Conducted staff DEI training and information sessions
- Assisted with staff engagement initiatives
- Human Relations Commission (HRC) Ordinance updated and codified
- HRC members completed DEI Training
- Council DEI training scheduled for September
- Participated in and helped coordinate police chief selection process including community engagement
- Helped define "Salisbury Housing Umbrella" in partnership and collaboration with Community Planning Department
- Served as partner to help coordinate and participate in diverse community events and festivals like Pride, Juneteenth, National Night Out and the Rowan Chamber's Minority Business Trade Show
- Completed a draft Strategic Action Plan to be finalized fall 2023
- Response and intake process for citizen queries related to the Non-discrimination Ordinance and Fair Housing is in progress

Ms. Little noted 2023-2024 primary goals include:

- Hold next phase of Salisbury Police Department's *Cultivating Community Conversations* with a focus on youth, college students, businesses and targeted communities
- Increase opportunities for community dialogs and engagement; offer community DEI training and information sessions
- Strengthen the structure and work of the HRC
- Continue staff training and information sessions; create programming for specific subject matter education and engagement
- Complete a comprehensive staff demographics report
- Begin a review of City practices and policies to identify and remove equity barriers
- Work with the Finance Department to review and update procurement processes
- Define and initiate a process to identify and celebrate internal and external DEI champions
- Emphasize DEI organizational growth and development as a priority in the City's new strategic plan
- Continue partnerships and support for ongoing internal and external priorities and programs

Ms. Little thanked WPR Consulting Firm consultants Dr. Dennis Wade and Mr. Willie Ratchford for their instrumental support and work in developing the City's DEI program.

Council thanked Ms. Little and staff for their commitment to diversity, equity, and inclusion.

City Manager Jim Greened thanked Ms. Little for her leadership and focus on diversity, equity and inclusion in the City's culture.

RESOLUTION OF SUPPORT – WESTERN NORTH CAROLINA RAIL

City Engineer Wendy Brindle asked Council to adopt a Resolution of Support endorsing the Western North Carolina Rail Service for the Cabarrus-Rowan Metropolitan Planning Organization (CRMPO) priority list.

Ms. Brindle displayed a North Carolina Passenger Rail Opportunities map developed by the North Carolina Rail Division, which shows existing service and future service opportunities for increased passenger rail access across the state. She added staff is focusing on the Western North Carolina Passenger Service, which would connect Salisbury and Asheville. She added the service used to exist but ended in 1975. She stated in 1997, the North Carolina Department of Transportation (NCDOT) started looking at plans and feasibility for restoring the passenger service, and between 1997 and 2020 six plans were considered. She commented service would run along the Salisbury to Asheville alternative line, and the intent would be to restore the 139-mile service in 2045. She noted the anticipation would be 100,000 local trips and an additional 290,000 Western North Carolina trips with Salisbury serving as the hub.

Ms. Brindle added the anticipated cost for this project is \$665 million with a conceptual annual operating cost of \$7.3 million to \$10.9 million.

CRMPO Executive Director Phil Conrad stated Salisbury would benefit from the increased passenger rail access, and once Council has endorsed the project the next steps would include qualifying for federal grants to provide substantial funds.

Mayor Alexander stated the project would not compete with highway funds, and the grants would be specifically for rail passage. She added Council provided a letter of support, and this project would benefit the City.

Thereupon, Councilmember McLaughlin made a **motion** to adopt a Resolution of Support endorsing a new project for Western North Carolina Rail service for the Cabarrus-Rowan Metropolitan Planning Organization Regional Priority List. Mayor Alexander and Councilmembers McLaughlin, Post, and Smith voted AYE. (4-0)

RESOLUTION ENDORSING A NEW PROJECT FOR WESTERN NORTH CAROLINA RAIL SERVICE FOR THE CABARRUS-ROWAN METROPOLITAN PLANNING ORGANIZATION REGIONAL PRIORITY LIST.

(The above Resolution is recorded in full in Resolution Book No. 17 at Page No. 25, and is known as Resolution 2023-18.)

EASEMENT – 124 EAST INNES STREET

City Engineer Wendy Brindle stated staff received a request from Bogle Architecture Firm regarding the property located at 124 East Innes Street. She explained the request is for a 10-foot permanent easement for pedestrian ingress and egress to comply with North Carolina Building Code.

Ms. Brindle displayed images of the property and noted the plan is to add residential units to the building and provide doorway and window openings. She explained the 10-foot easement is needed to satisfy Building Code which states in order to allow opening for residential units there must be access to a public way.

Ms. Brindle noted City Attorney Graham Corriher has determined the easement can be granted for continued public use without monetary compensation from the requester. She stated staff recommends Council approve the 10-foot easement. She added the City owns the parcel beside the building, and if the City redeveloped the property in the future the same 10-foot easement would be used for the redevelopment.

Mayor Alexander stated parking is still available at the side of the building and because there is a sidewalk in place the request would add five additional feet for a future walkaway. Councilmember McLaughlin asked if any parking spaces would be lost. Mayor Alexander stated no parking spaces would be lost.

Councilmember Post asked if an easement is the only legal avenue for granting the 10 feet for public use. Mr. Corriher noted Council could dedicate the additional 10 feet as a public alley, but there are limitations due to Ordinances that restrict parking in alleys. Mr. Corriher stated granting an easement to the building and reserving the right to continue using the space would satisfy the building requirements.

Mayor Alexander asked why the grantee needs 10 feet and not 5 feet. Ms. Brindle stated 5 feet would be sufficient for the percentage of opening but Building Code requires residential units to have a means of egress via a public way.

Councilmember Post noted he is concerned about the City granting a public property right to a private owner. Mr. Corriher noted staff and the property owner can further explore ways to satisfy the Building Code whether it is dedicating the 10 feet as a public alley instead of granting an easement to a private property owner.

Council agreed for staff to look into dedicating the space as a public alley instead of granting an easement and bringing its findings back to Council.

CITY ATTORNEY'S COMMENTS

City Attorney Graham Corriher stated Council has a line item in its budget for special project funding. He explained there is a new state law that requires recusal when Councilmembers serve on the board of directors for nonprofits. He noted the allocations are listed as separate motions so any Councilmember who also serves on one of the boards can recuse themselves from voting on a particular contract.

Mr. Corriher noted the agreements for Council's consideration are for the Salisbury Community Development Corporation (CDC), Rufty Holmes Senior Center, Horizons Unlimited, and the Rowan Arts Council.

Thereupon, Councilmember Post made a **motion** to authorize the City Manager to enter into a funding agreement for the allocation of special project funds for Rowan Economic Development Council. Mayor Alexander and Councilmembers McLaughlin, Post, and Smith voted AYE. (4-0)

Thereupon, Councilmember Smith made a **motion** to authorize the City Manager to enter into a funding agreement for the allocation of special project funds for Salisbury Community Development Corporation. Mayor Alexander and Councilmembers McLaughlin, Post, and Smith voted AYE. (4-0)

Councilmember Post asked to recuse himself from voting on the funding agreement for the Rufty Holmes Senior Center. By consensus, Council agreed.

Thereupon, Councilmember McLaughlin made a **motion** to authorize the City Manager to enter into a funding agreement for the allocation of special project funds for Rufty-Holmes Senior Center. Mayor Alexander and Councilmembers McLaughlin and Smith voted AYE. (3-0)

Thereupon, Councilmember Post made a **motion** to authorize the City Manager to enter into a funding agreement for the allocation of special project funds for Horizon's Unlimited. Mayor Alexander and Councilmembers McLaughlin, Post, and Smith voted AYE. (4-0)

Thereupon, Councilmember McLaughlin made a **motion** to authorize the City Manager to enter into a funding agreement for the allocation of special project funds for Rowan Arts Council. Mayor Alexander and Councilmembers McLaughlin, Post, and Smith voted AYE. (4-0)

COUNCIL COMMENTS

Councilmember Post congratulated Police Chief Smith on his promotion.

Councilmember Smith congratulated Police Chief Smith and said he looks forward to working with him.

MAYOR'S ANNOUNCEMENTS AND COMMENTS

(a) Summer Litter Sweep

Mayor Alexander announced Sustainable Salisbury, a division of the Public Works Department, will host Summer Litter Sweep Saturday, July 22, 2023 from 8:30 a.m. until 10:00 a.m. with a focus on removing litter along North Long Street and East Council Street. To sign up or for more information please call (704) 638-2098.

(b) National Night Out Community Resource Fair

Mayor Alexander announced the City of Salisbury and the Salisbury Police Department will host a National Night Out Event and Community Resource Fair Tuesday, August 1, 2023 beginning at 5:30 p.m. at Bell Tower Green. Students will receive backpacks with a selection of school supplies. The event will feature food and music. Local resource agencies will also be on hand for the event.

(c) August 1, 2023 City Council Meeting

Mayor Alexander announced the August 1, 2023 City Council meeting will begin at 3:00 p.m. to allow Council to participate in National Night Out and the Community Resource Fair.

ADJOURNMENT

Motion to adjourn the meeting was made by Mayor Pro Tem Sheffield. Mayor Alexander and Councilmembers McLaughlin, Post and Smith voted AYE. (4-0)

The meeting was adjourned at 7:12 p.m.

Karen Alexander, Mayor

Connie B. Snyder, City Clerk

Salisbury, North Carolina
August 1, 2023

SPECIAL MEETING

PRESENT: Mayor Karen K. Alexander, Presiding; Mayor Pro Tem Tamara Sheffield, Council Members Harry McLaughlin, David Post, and Anthony Smith; City Manager Jim Greene, Jr., City Clerk Connie B. Snyder; and City Attorney J. Graham Corriher.

ABSENT: None.

Salisbury City Council met in Council Chambers in City Hall located at 217 South Main Street. The meeting was called to order by Mayor Alexander at 2:00 p.m. A moment of silence was taken.

ADOPTION OF THE AGENDA

Thereupon, Mayor Pro Tem Sheffield made a **motion** to adopt the Agenda as presented. Mayor Alexander, Mayor Pro Tem Sheffield, Councilmembers McLaughlin, Post, and Smith voted AYE. (5-0)

CLOSED SESSION

Thereupon, Councilmember Post made a **motion** to go into Closed Session concerning an economic development matter as allowed by NCGS 143-318.11(a)(4) and to consult with an attorney as allowed by NCGS 143-318.11(a)(3). Mayor Alexander, Mayor Pro Tem Sheffield, Councilmembers McLaughlin, Post, and Smith voted AYE. (5-0)

RETURN TO OPEN SESSION

Council returned to open session. Mayor Alexander noted no action was taken in closed session.

ADJOURNMENT

Motion to adjourn the meeting was made by Councilmember Smith. Mayor Alexander, Mayor Pro Tem Sheffield and Councilmembers McLaughlin, Post and Smith voted AYE. (5-0)

The meeting was adjourned at 3:03 p.m.

Karen Alexander, Mayor

Connie B. Snyder, City Clerk

Salisbury City Council Agenda Item Request Form



Please Select Submission Category: ☐ Public ☐ Council ☐ Manager ☒ Staff

Requested Council Meeting Date: August 15, 2023

Name of Group(s) or Individual(s) Making Request: Lin Tucker, Interstate Roofing

Name of Presenter(s): Vickie Eddleman, Traffic Engineering Coordinator

Requested Agenda Item: Council to consider approval of a Right-of-Way Use Permit for the use of parking spaces adjacent to 132 North Main Street, on West Council Street.

Description of Requested Agenda Item:

Engineering has received a request from Lin Tucker for a Right of Way Use Permit beginning August 14, 2023 through September 1, 2023. Three parking spaces adjacent to the side of 132 North Main Street have been requested. These spaces will be used for construction vehicles as they perform roof repairs to this location.

Since the request for use of right-of-way exceeds 14 calendar days, Section 22-50 of the City Code of Ordinances requires Council approval for the time frames requested.

Attachments: ☒ Yes ☐ No

Fiscal Note: (If fiscal note requires approval by finance department because item exceeds \$100,000 or is related to grant funds, please fill out signature blocks for finance at bottom of form and provide supporting documents)

There is no budgetary impact on this item.

Action Requested of Council for Agenda Item: (Please note if item includes an ordinance, resolution or petition)

Recommend that City Council, per Section 22-50 of the City Code of Ordinances, approve a Right-of-Way Use Permit as stated for the work being performed at 132 North Main Street.

Contact Information for Group or Individual:

Vickie Eddleman, City of Salisbury, 704-638-5213

Lin Tucker, Interstate Roofing, 704-525-3143

☒ **Consent Agenda** (item requires no discussion and will be voted on by Council or removed from the consent agenda to the regular agenda)

☐ **Regular Agenda** (item to be discussed and possibly voted on by Council)

FINANCE DEPARTMENT INFORMATION:

Finance Manager Signature

Department Head Signature

Budget Manager Signature

******All agenda items must be submitted at least 7 days before the requested Council meeting date******



Right-of-Way Use Permit Application

LOCATION OF WORK: 132 N Main St

NAME OF APPLICANT: Lin Tucker with Interstate Roofing

ADDRESS: 5616 Old Pineville Rd, Charlotte, NC 28217 PHONE: 704-525-3143

START DATE: 08/14/2023 END DATE: 09/01/2023

PROPOSED USE: Roof repairs

Note: Applications must be approved by the City Traffic Engineer or authorized representative prior to placement of materials or equipment on site.

REQUIREMENTS:

1. Maximum permit period of 14 calendar days.
2. Applicant is responsible for repair of damage to public property.
3. Permit subject to all requirements as specified in the City of Salisbury Code of Ordinances, Section 22-50, Right-of-Way Use for Construction and Maintenance (copy provided with application).
4. By accepting and utilizing this permit, the applicant will indemnify and hold the City of Salisbury and its officials, officers, employees and agents harmless from and against any liability and damages resulting from any negligent acts or omissions in the use of this public right-of-way.
5. A copy of the approved permit must be posted at the site (permit issued upon application approval).

OFFICE USE ONLY

APPROVED: Vickie Eddleman, Traffic Engineering Coordinator (8/14 – 8/28/23)

Council to approve extension at the August 15th meeting.

City Traffic Engineer or Authorized Representative

Parking Spaces Approved: 3 on Council St Width of Sidewalk Approved for Use: No

Minimum 5' Wide Pedestrian Access Required: Yes

Description of approved uses: Parking spaces will be used for construction vehicles. The sidewalk will be closed only when W Council St is closed, which is under a different approval process.

DISTRIBUTION: POLICE FIRE DEVELOPMENT SRVCS. PUBLIC WORKS NCDOT (if applicable)

CITY OF SALISBURY

P.O. BOX 479, SALISBURY, NORTH CAROLINA 28145-0479

Salisbury City Council Agenda Item Request Form



Please Select Submission Category: ☐ Public ☐ Council ☐ Manager ☒ Staff

Requested Council Meeting Date: August 15, 2023

Name of Group(s) or Individual(s) Making Request: Salisbury Parks and Recreation Department

Name of Presenter(s): Nick Aceves

Requested Agenda Item: Adopt a Budget ORDINANCE Amendment Appropriating a Parks & Recreation sponsorship and donation to the FY2023-2024 budget in the amount of \$13,500.00 to help with expenses related to the City of Salisbury Parks & Recreation Bell Tower Green Movie/Concert Series and to the Hurley Park Gazebo Repairs.

Description of Requested Agenda Item. The City has received a sponsorship and donation in the amount of \$13,500.00 for expenses related to the City of Salisbury Parks & Recreation Bell Tower Green Movie/Concert Series and to the Hurley Park Gazebo Repairs. NC General Statutes require that the City appropriate these revenues so that they can be legally spent.

Fiscal Note: *(If fiscal note requires approval by finance department because item exceeds \$100,000 or is related to grant funds, please fill out signature blocks for finance at bottom of form and provide supporting documents)*

Action Requested of Council for Agenda Item: Adopt a Budget Ordinance amending the FY2023-2024 Budget in the General Fund \$13,500.00 for additional revenue. *(Please note if item includes an ordinance, resolution or petition)*

Contact Information for Group or Individual: Nick Aceves 704-638-5299

☒ **Consent Agenda** (item requires no discussion and will be voted on by Council or removed from the consent agenda to the regular agenda)

☐ **Regular Agenda** (item to be discussed and possibly voted on by Council)

FINANCE DEPARTMENT INFORMATION:


Finance Manager Signature

Department Head Signature


Budget Manager Signature

*****All agenda items must be submitted at least 7 days before the requested Council meeting date*****

Salisbury City Council Agenda Item Request Form



For Use in Clerk's Office Only

☐ Approved

☐ Delayed

☐ Declined

Reason:

AN ORDINANCE AMENDING THE 2023-2024 BUDGET ORDINANCE
OF THE CITY OF SALISBURY, NORTH CAROLINA TO
APPROPRIATE PARKS AND RECREATION DONATIONS

Be it ordained by the City Council of the City of Salisbury, North Carolina, as follows:

Section 1. Appropriate insurance claim proceeds received for Hurley Park Gazebo repairs.

Section 2. That the 2023-2024 Budget Ordinance of the City of Salisbury, adopted on June 20, 2023, is hereby amended as follows:

(a) That the following General Fund line items be amended as follows:

- | | | |
|-----|--|----------|
| (1) | Increase line item 010-000-000-4822.02
Hurley Park – Donations | \$ 8,500 |
| (2) | Increase line item 010-000-000-4515.04
Recreation Grants & Donations | 5,000 |
| (3) | Increase line item 010-621-612-5450.00
Hurley Park – Special Projects | 8,500 |
| (4) | Increase line item 010-611-000-5131.05
BTG Recreation Program | 5,000 |

Section 3. That all ordinances, or parts of ordinances in conflict with this ordinance are hereby repealed to the extent of such conflict.

Section 4. That this ordinance shall be effective from and after its passage.

Salisbury City Council Agenda Item Request Form



Please Select Submission Category: ☐ Public ☐ Council ☐ Manager ☒ Staff

Requested Council Meeting Date: August 15, 2023

Name of Group(s) or Individual(s) Making Request: Salisbury Parks and Recreation Department

Name of Presenter(s): Nick Aceves

Requested Agenda Item: Adopt a Budget ORDINANCE Amendment Appropriating an insurance claim proceeds received for Hurley Park to the FY2023-2024 budget in the amount of \$25,150.00 to help with expenses related to the Hurley Park Gazebo Repairs.

Description of Requested Agenda Item. The City has received an insurance claim proceeds received for Hurley Park to the FY2023-2024 budget in the amount of \$25,150.00 to help with expenses related to the Hurley Park Gazebo Repairs. NC General Statutes require that the City appropriate these revenues so that they can be legally spent.

Fiscal Note: *(If fiscal note requires approval by finance department because item exceeds \$100,000 or is related to grant funds, please fill out signature blocks for finance at bottom of form and provide supporting documents)*

Action Requested of Council for Agenda Item: Adopt a Budget Ordinance amending the FY2023-2024 Budget in the General Fund of \$25,150.00 for additional revenue. *(Please note if item includes an ordinance, resolution or petition)*

Contact Information for Group or Individual: Nick Aceves 704-638-5299

☒ **Consent Agenda** (item requires no discussion and will be voted on by Council or removed from the consent agenda to the regular agenda)

☐ **Regular Agenda** (item to be discussed and possibly voted on by Council)

FINANCE DEPARTMENT INFORMATION:

Finance Manager Signature

Department Head Signature

Budget Manager Signature

******All agenda items must be submitted at least 7 days before the requested Council meeting date******

For Use in Clerk's Office Only

Salisbury City Council Agenda Item Request Form



☐ Approved

☐ Delayed

☐ Declined

Reason:

AN ORDINANCE AMENDING THE 2023-2024 BUDGET ORDINANCE
OF THE CITY OF SALISBURY, NORTH CAROLINA TO
APPROPRIATE INSURANCE CLAIM PROCEEDS FOR HURLEY PARK GAZEBO

Be it ordained by the City Council of the City of Salisbury, North Carolina, as follows:

Section 1. Appropriate insurance claim proceeds received for Hurley Park Gazebo repairs.

Section 2. That the 2023-2024 Budget Ordinance of the City of Salisbury, adopted on June 20, 2023, is hereby amended as follows:

(a) That the following General Fund line items be amended as follows:

- | | | |
|-----|--|-----------|
| (1) | Increase line item 010-000-000-4830.00
Insurance Claim Proceeds | \$ 25,150 |
| (2) | Increase line item 010-621-612-5450.00
Hurley Park – Special Projects | \$ 25,150 |

Section 3. That all ordinances, or parts of ordinances in conflict with this ordinance are hereby repealed to the extent of such conflict.

Section 4. That this ordinance shall be effective from and after its passage.

Salisbury City Council Agenda Item Request Form



Please Select Submission Category: ☐ Public ☐ Council ☐ Manager ☒ Staff

Requested Council Meeting Date: 08/15/2023

Name of Group(s) or Individual(s) Making Request: Diversity, Equity and Inclusion Department

Name of Presenter(s): Anne Little, Director

Requested Agenda Item: Adopt a Budget ORDINANCE Amendment to the FY2023-2024 budget in the amount of \$500 to appropriate funds from Civic Federal Credit Union in support of the 2023 National Night Out and Community Resource Fair.

Description of Requested Agenda Item: The Diversity, Equity and Inclusion Department received additional funds from Civic Federal Credit Union to be used in support of the National Night Out/Community Resource Fair celebration on Tuesday, August 1, 2023.

Attachments: ☐ Yes ☒ No

Fiscal Note: (If fiscal note requires approval by finance department because item exceeds \$100,000 or is related to grant funds, please fill out signature blocks for finance at bottom of form and provide supporting documents)

Action Requested of Council for Agenda Item: Adopt a Budget ORDINANCE Amendment to the FY2023-2024 budget in the amount of \$500.00 to appropriate funds in support of National Night Out and Community Resource Fair.

Contact Information for Group or Individual: Anne Little, Director

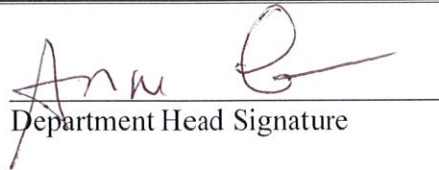
☒ **Consent Agenda** (item requires no discussion and will be voted on by Council or removed from the consent agenda to the regular agenda)

☐ **Regular Agenda** (item to be discussed and possibly voted on by Council)

FINANCE DEPARTMENT INFORMATION:


Finance Manager Signature


Budget Manager Signature


Department Head Signature

******All agenda items must be submitted at least 7 days before the requested Council meeting date******

For Use in Clerk's Office Only

AN ORDINANCE AMENDING THE 2023-2024 BUDGET ORDINANCE
OF THE CITY OF SALISBURY, NORTH CAROLINA TO
APPROPRIATE NATIONAL NIGHT OUT DONATION

Be it ordained by the City Council of the City of Salisbury, North Carolina, as follows:

Section 1. Appropriate national night out donation of \$500 from Civic Federal Credit Union.

Section 2. That the 2023-2024 Budget Ordinance of the City of Salisbury, adopted on June 20, 2023, is hereby amended as follows:

(a) That the following General Fund line items be amended as follows:

- | | | |
|-----|--|--------|
| (1) | Increase line item 010-000-000-4821.10
General Fund Donations | \$ 500 |
| (2) | Increase line item 010-421-202-5399.01
Miscellaneous Expense | \$ 500 |

Section 3. That all ordinances, or parts of ordinances in conflict with this ordinance are hereby repealed to the extent of such conflict.

Section 4. That this ordinance shall be effective from and after its passage.

Salisbury City Council Agenda Item Request Form



Please Select Submission Category: ☐ Public ☐ Council ☐ Manager ☒ Staff

Requested Council Meeting Date: 08/15/2023

Name of Group(s) or Individual(s) Making Request: Salisbury Police Department/ Chief PJ Smith

Name of Presenter(s): City Manager and City Council

Requested Agenda Item:

Authorizing the sale of duty sidearm and distribution of issued duty badge to retiring Police Lieutenant Andy Efird.

Description of Requested Agenda Item:

It is customary to offer a retiring officer his sidearm as a purchase from the city for \$1. I have included the NCGS that authorizes the sale.

Attachments: ☐ Yes ☒ No

Fiscal Note: *(If fiscal note requires approval by finance department because item exceeds \$100,000 or is related to grant funds, please fill out signature blocks for finance at bottom of form and provide supporting documents)*

Action Requested of Council for Agenda Item: *(Please note if item includes an ordinance, resolution or petition)*

Contact Information for Group or Individual: Deputy Chief Brian Stallings, SPD 704-638-5333

☒ **Consent Agenda** (item requires no discussion and will be voted on by Council or removed from the consent agenda to the regular agenda)

☐ **Regular Agenda** (item to be discussed and possibly voted on by Council)

FINANCE DEPARTMENT INFORMATION:

Finance Manager Signature

Department Head Signature

Budget Manager Signature

*****All agenda items must be submitted at least 7 days before the requested Council meeting date*****

For Use in Clerk's Office Only

☐ Approved

☐ Delayed

☐ Declined

Reason:

Salisbury City Council

Agenda Item Request Form



The sidearm of note is the following:
Glock Model 45/9mm
Serial# BKLT348

§ 20-187.2. Badges and service side arms of deceased or retiring members of State, city and county law-enforcement agencies; weapons of active members.

(a) Surviving spouses, or in the event such members die unsurvived by a spouse, surviving children of members of North Carolina State, city and county law-enforcement agencies killed in the line of duty or who are members of such agencies at the time of their deaths, and retiring members of such agencies shall receive upon request and at no cost to them, the badge worn or carried by such deceased or retiring member. The governing body of a law-enforcement agency may, in its discretion, also award to a retiring member or surviving relatives as provided herein, upon request, the service side arm of such deceased or retiring members, at a price determined by such governing body, upon determining that the person receiving the weapon is not ineligible to own, possess, or receive a firearm under the provisions of State or federal law, or if the weapon has been rendered incapable of being fired. Governing body shall mean for county and local alcohol beverage control officers, the county or local board of alcoholic control; for all other law-enforcement officers with jurisdiction limited to a municipality or town, the city or town council; for all other law-enforcement officers with countywide jurisdiction, the board of county commissioners; for all State law-enforcement officers, the head of the department.

(b) Active members of North Carolina State law-enforcement agencies, upon change of type of weapons, may purchase the weapon worn or carried by such member at a price which shall be the average yield to the State from the sale of similar weapons during the preceding year.

(c) For purposes of this section, certified probation and parole officers shall be considered members of a North Carolina State law enforcement agency. (1971, c. 669; 1973, c. 1424; 1975, c. 44; 1977, c. 548; 1979, c. 882; 1987, c. 122; 2013-369, s. 19; 2016-77, s. 9(b).)

Salisbury City Council Agenda Item Request Form



Please Select Submission Category: ☐ Public ☐ Council ☐ Manager ☒ Staff

Requested Council Meeting Date: August 15, 2023

Name of Group(s) or Individual(s) Making Request: Salisbury-Rowan Utilities

Name of Presenter(s): Jason Wilson

Requested Agenda Item: Spencer Water Main Capacity Upgrades - Design & Construction Services

Description of Requested Agenda Item: Salisbury-Rowan Utilities (SRU) needs to complete water main capacity upgrades for existing infrastructure serving the areas in and around the Town of Spencer. The recently completed Water Distribution System Master Plan identified this project as the top priority for needed improvements. The project will involve the installation of a new 16" pipe which will improve pressure stability and increase available fire flows. This project is included in SRU's capital improvement plan (CIP) and also included in the FY24 budget. The proposal from LaBella Associates, P.C. includes field investigations, design, permitting, bidding and CA/CO (construction administration and construction observation) services. Total costs associated with these services are \$405,000. LaBella Associates, P.C. has been pre-qualified as an on-call engineering firm for SRU and has completed numerous projects for SRU in recent years.

Attachments: ☒ Yes ☐ No

Fiscal Note: This project is included in the CIP. Sufficient funds were allocated in SRU's FY24 budget for this project.

Action Requested of Council for Agenda Item: Council to consider authorizing the City Manager to execute an agreement with LaBella Associates, P.C. in the amount of \$405,000 for engineering services associated with the Spencer Water Main Capacity Upgrades project.

Contact Information for Group or Individual: Jason Wilson, Assistant Utilities Director
704-216-7553, jason.wilson@salisburync.gov

☒ **Consent Agenda** (item requires no discussion and will be voted on by Council or removed from the consent agenda to the regular agenda)

☐ **Regular Agenda** (item to be discussed and possibly voted on by Council)

FINANCE DEPARTMENT INFORMATION:

Finance Manager Signature

Department Head Signature

Salisbury City Council Agenda Item Request Form



Tracey Keyes

Budget Manager Signature

******All agenda items must be submitted at least 7 days before the requested Council meeting date******

For Use in Clerk's Office Only

☐ Approved

☐ Delayed

☐ Declined

Reason:



July 12, 2023

Jason Wilson, PE
Salisbury-Rowan Utilities
1 Water Street
Salisbury, NC 28144

SUBJECT: Spencer Area Waterline Replacement – Design and Construction Services

Dear Jason,

LaBella Associates, P.C. (LaBella) appreciates this opportunity to continue our successful partnership with Salisbury-Rowan Utilities (SRU) and the City of Salisbury (the City). We hope to continue to build this relationship as we work with you through your various engineering needs. The purpose of the subject project is to assist SRU's efforts with executing capital improvement projects to improve the water system's reliability and performance.

LaBella previously prepared a Technical Memorandum (dated May 26, 2023) which identified options for improving service to the Spencer area of Salisbury. Two alternatives were evaluated and SRU has indicated preference for Alternative 2, which includes a new 16-inch waterline from US Highway 70, following W 12th Street, N Jackson Street, and S Rowan Avenue, tying in at 11th Street in Spencer.

LaBella's scope will include field Survey and Subsurface Utility Exploration (no Geotechnical Investigation is anticipated); preliminary and final design; routine permitting requirements; bidding support services; construction administration through closeout and record drawings; and full-time construction observation. The following presents LaBella's proposed scope, fee, and anticipated schedule.

Task 1 – Field Investigations: LaBella will perform or secure the services of a subconsultant to perform field work including:

- Subsurface Utility Exploration (SUE): LaBella will obtain Level B (non-excavatory) subsurface utility location information using electromagnetic, sonde, and/or ground-penetrating radar methods. Utilities will be marked with flags and/or paint, to be visually observed and/or located by subsequent field surveys.
- Field Surveys: Design-quality detailed survey will be performed, producing 1-foot contour intervals and locating above-ground physical features and SUE-designated utilities, all within the immediate limits of disturbance corridor of approximately 20-feet of width. Survey will locate the road right-of-way within one foot horizontal wherever required to ensure that limits of disturbance do not infringe on private properties. (No easements are anticipated, so 0.01' accuracy property work is not anticipated.)
- As no structures are anticipated, no geotechnical work is anticipated. As all construction work is anticipated to be within existing public road rights-of-way, no formal wetlands investigation is anticipated.

Task 2 – Preliminary and Final Design: LaBella will prepare Drawings and Specifications for permitting and construction, consisting of the following:

- As field SUE work is being completed, LaBella will identify the recommended alignment for the new waterline $\pm 5'$ and provide sketch maps / exhibits illustrating such alignment for SRU's review and concurrence. Detailed field survey in the corridor of the recommended alignment will commence following SRU's review.
- LaBella will prepare Preliminary (50% \pm) Drawings (plan only) for SRU's review and comment.
- LaBella will prepare Final Drawings (plan and profile) and Technical Specifications, ready for permitting approvals, and submit for SRU's review and comment. Following SRU review, LaBella will adjust as directed before submitting for approvals. The following approvals are anticipated: NCDOT Encroachment, NCDEQ Water System extension, NCDEQ DEMLR Erosion & Sediment Control.
- LaBella will incorporate comments from reviewing agencies and finalize bid-ready Plans and Technical Specifications.
- LaBella will assemble SRU-supplied or LaBella-standard (2013 EJCDC) front-end bidding, contract and associated front-end documents into the Project Manual.



Task 3 – Bidding Support Services: LaBella will support SRU through the bidding and award process, including the following:

- Publishing the bid documents via Duncan Parnell or a similar local service
- Responding to contractor questions during the bid period, including publishing addenda as appropriate
- Conducting a pre-bid meeting
- Conducting the bid opening
- Reviewing bids and making a recommendation of award

Task 4 – Construction Administration: LaBella anticipates a 6-month field construction period, with several months of procurement preceding. LaBella will provide Construction Administration services during this construction contract period, consisting of:

- Reviewing submittals, monthly pay requests, requests for information, and proposed change orders
- Attending monthly progress meetings
- Performing a substantial completion inspection, preparing a punchlist, and performing a final completion inspection
- Preparing record drawings based on contractor field markups of construction drawings
- Submitting regulatory close-out documents

Task 5 – Construction Observation: LaBella will provide a full-time (40-hour per week) construction observer to monitor progress, ensure compliance with the construction drawings and specifications, and oversee testing activities.

Schedule

LaBella anticipates a schedule roughly according to the following. All timeframes assume prompt SRU response times

Design Notice to Proceed (NTP)	July 24, 2023
Alignment Selection	NTP + 3 weeks
Field Investigations Complete	NTP + 6 weeks
SRU Concurrence	1 week
Preliminary Design	8 weeks
SRU Review	2 weeks
Permit-Ready Design / Specifications	8 weeks
SRU Review	2 weeks
Permitting	8 weeks
Bid & Award Process	6 weeks
Construction Administration / Observation	6 to 10 months*

* Material delivery timeframes likely warrant a longer contract period than is necessary for actual construction. Contract times are expected to reflect this, though Construction Observation will only be necessary during the period of actual construction.



Fee

This proposal is submitted as a lump sum for all proposed services except Construction Observation, which is offered on an hourly + expenses basis. LaBella will submit monthly invoices that track the percent complete for each lump sum task, and accounting of hours + expenses actually incurred for Construction Observation. Invoices are payable within 30 days of receipt by SRU.

Reimbursable expenses shall be compensated at cost unless otherwise noted and shall be limited to the actual expenditures made by the Engineer during the performance of the work with respect to travel, postage, courier expenses, copies, printing, plots, permitting fees, photographs, maps, or other miscellaneous project expenses.

A summary of the budget for the scope of work described above is as follows:

<u>Lump Sum Task Description</u>	<u>Fee</u>
Task 1 – Field Investigations	\$80,000
Task 2 – Preliminary & Final Design	\$100,000
Task 3 – Bidding Support Services	\$35,000
Task 4 – Construction Administration	\$60,000
TOTAL PROPOSED Lump Sum Portion of Fee:	\$275,000

<u>Hourly Task Description</u>	<u>Fee</u>
Task 5 – Construction Observation (Hourly @ \$110 / hour – 1040 hrs)	\$114,400
– C.O.-related Expenses (mileage, materials)	\$15,600
TOTAL PROPOSED Hourly + Expenses Portion of Fee:	\$130,000

If this proposal is acceptable to SRU, please sign the attached agreement to authorize the scope defined in this proposal and return one copy to us. We appreciate the opportunity to continue our relationship with Salisbury-Rowan Utilities.

Sincerely,
LaBella Associates, P.C.

Keith Garbrick, PE
Southeast Regional Vice President

Brian Houston, PE
Water/Wastewater Market Leader

Salisbury City Council Agenda Item Request Form



Please Select Submission Category: ☐ Public ☐ Council ☐ Manager ☒ Staff

Requested Council Meeting Date: August 15, 2023

Name of Group(s) or Individual(s) Making Request: Engineering Department

Name of Presenter(s): N/A

Requested Agenda Item: Voluntary Annexation Request – 1810 Enon Church Road

Description of Requested Agenda Item:

The Engineering Department has received a petition from V3 Southeast to annex 1.558 acres, located at 1810 Enon Church Road and identified on Rowan County Tax Map 329 as Parcel 385. In accordance with State Statutes, the annexation request will be discussed at three Council meetings. At the first meeting, Council will receive the request and adopt a resolution instructing the City Clerk to investigate the sufficiency of the request. At the second meeting, staff will certify the statutory requirements have been met, and Council will set a public hearing date. At the third meeting, Council will hold a public hearing and vote on the annexation.

Attachments: ☒ Yes ☐ No

Fiscal Note: *(If fiscal note requires approval by finance department because item exceeds \$100,000 or is related to grant funds, please fill out signature blocks for finance at bottom of form and provide supporting documents)*

Fiscal impact is unknown at this time. This will be investigated and included in future Council correspondence.

Action Requested of Council for Agenda Item: *(Please note if item includes an ordinance, resolution or petition)*

City Council to receive the request for the voluntary annexation of Tax Map 329 Parcel 385, located at 1810 Enon Church Road, and adopt a resolution instructing the City Clerk to investigate the sufficiency of the request

Contact Information for Group or Individual:

Wendy Brindle, City Engineer
704-638-5201/wbrin@salisburync.gov

☒ **Consent Agenda** (item requires no discussion and will be voted on by Council or removed from the consent agenda to the regular agenda)

☐ **Regular Agenda** (item to be discussed and possibly voted on by Council)

FINANCE DEPARTMENT INFORMATION:

Finance Manager Signature

Department Head Signature

Budget Manager Signature

******All agenda items must be submitted at least 7 days before the requested Council meeting date******

For Use in Clerk's Office Only

☐ **Approved**

☐ **Declined**

Reason:

**RESOLUTION DIRECTING THE CITY CLERK TO INVESTIGATE A PETITION
RECEIVED UNDER G.S. 160A-58.1, FOR VOLUNTARY ANNEXATION OF TAX MAP
329 PARCEL 385, 1.558 ACRES LOCATED AT 1810 ENON CHURCH ROAD.**

WHEREAS, a petition requesting annexation of an area described in said petition has been received on August 15th, 2023 by the City Council; and

WHEREAS, G.S. 160A-58.1 provides that the sufficiency of the petition shall be investigated by the City Clerk before further annexation proceedings may take place; and

WHEREAS, the City Council of the City of Salisbury deems it advisable to proceed in response to this request for annexation;

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

That the City Clerk is hereby directed to investigate the sufficiency of the above described petition and to certify as soon as possible to the City Council the result of that investigation.

Karen K. Alexander, Mayor

ATTEST:

Connie B. Snyder, NCCP
City Clerk

Date: 7/27/23



PETITION REQUESTING VOLUNTARY ANNEXATION
FOR 1810 Enon Church Road

We the undersigned owners of real property respectfully request that the area described on the attached documents be annexed into the City of Salisbury. By signing this petition, we understand that the following conditions are the responsibility of the petitioners. Failure to meet the conditions may delay or invalidate the request:

1. The petition must be signed by all owners of real property in the area described and shall contain the address of each property owner.
2. The petition must include a metes and bounds description of the area to be annexed and a preliminary annexation boundary survey prepared by a Registered Land Surveyor. Two original mylars of the final annexation boundary survey shall be completed after consultation with the City.
3. If the area is not contiguous to the primary City limits, the petition shall include documentation that:
 - a) The nearest point of the described area is not more than three miles from the primary City limits.
 - b) No point on the described boundary is closer to another municipality than to the City of Salisbury.
 - c) No subdivision, as defined in GS 160A-376, will be fragmented by the proposed annexation.
4. Upon the effective date of annexation and thereafter, the described citizens and property shall be subject to municipal taxes and to all debts, laws, ordinances and regulations in force in the City of Salisbury and shall be entitled to the same privileges and benefits as other citizens and property in the City of Salisbury.

Property Identification (tax number or street address)	Printed Name (and title if business entity)	Signature	Owner's Address
TM <u>329</u> PCL <u>385</u>	<u>Roger Dale Myers</u>	<u>Roger Dale Myers</u> <small>Roger Dale Myers (Aug 4, 2023 08:21 EDT)</small>	<u>6824 McPherson Clay Rd Liberty, NC 27298</u>
TM <u>329</u> PCL <u>030</u>	<u>Roger Dale Myers</u>	<u>Roger Dale Myers</u> <small>Roger Dale Myers (Aug 4, 2023 08:21 EDT)</small>	<u>6824 McPherson Clay Rd Liberty, NC 27298</u>
TM _____ PCL _____	_____	_____	_____
TM _____ PCL _____	_____	_____	_____
TM _____ PCL _____	_____	_____	_____

(Attach additional petition forms if needed)

Form Revised 2-08

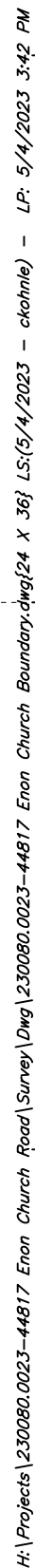
Contact Person Austin Coleman Telephone Number 803-528-6241

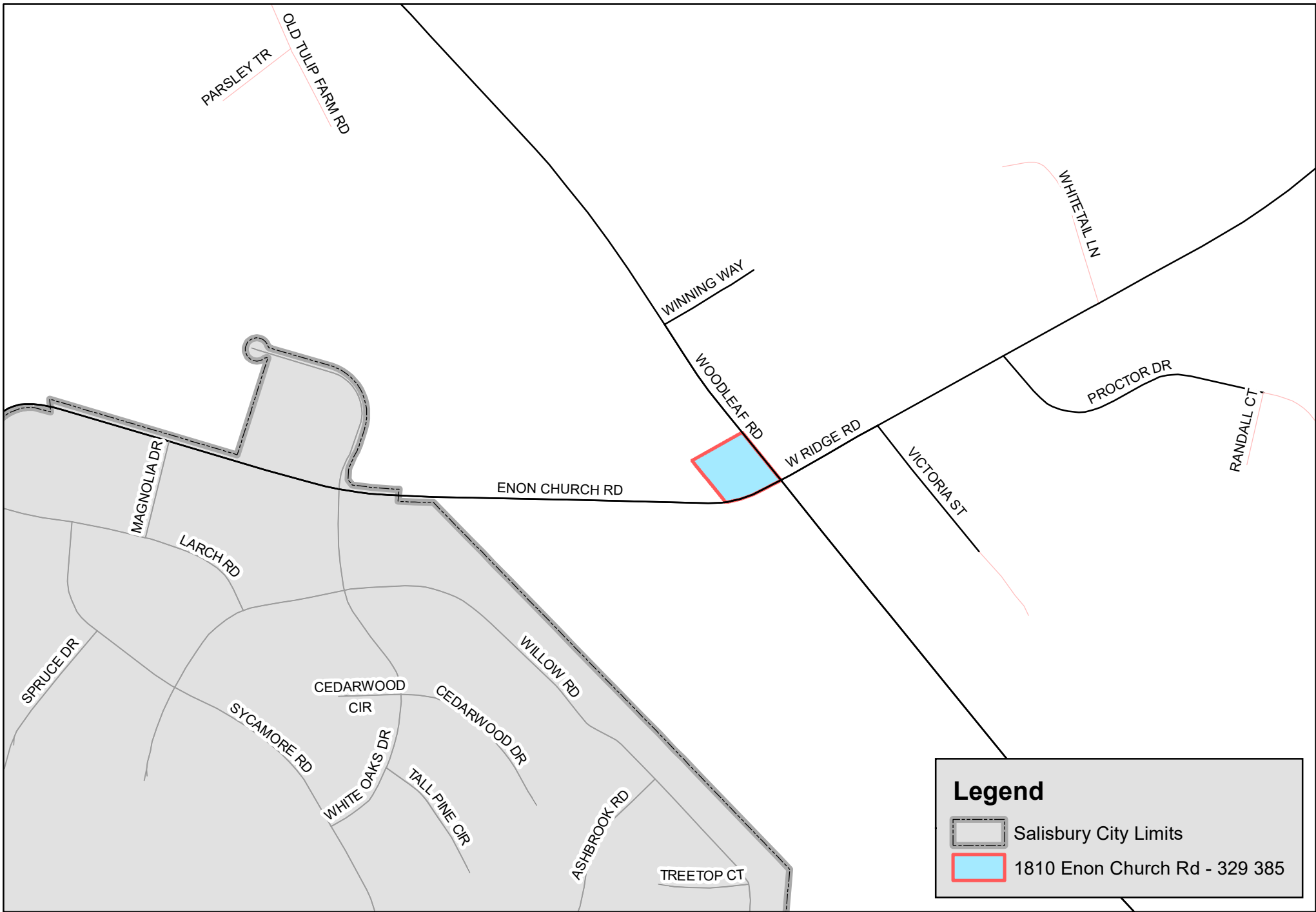
For Office Use Only:

Total number of parcels 2 Number Signed 2 % Signed 100 Date Returned 8/4/23
Contiguous per GS 160A-31 _____ or Non-contiguous "satellite" per GS 160A-58 X (check one)

CITY OF SALISBURY

P.O. BOX 479, SALISBURY, NORTH CAROLINA 28145-0479





Salisbury City Council Agenda Item Request Form



Please Select Submission Category: ☐ Public ☐ Council ☐ Manager ☒ Staff

Requested Council Meeting Date: August 15, 2023

Name of Group(s) or Individual(s) Making Request: Transportation Department

Name of Presenter(s): Wendy Brindle, Transportation Director

Requested Agenda Item: Council to consider permanently closing an unimproved portion of West "A" Avenue located off the 1500/1600 blocks of Second Street in accordance with NCGS 160A-299

Description of Requested Agenda Item:

On July 18, 2023, City Council adopted a resolution of intent to permanently close an unimproved portion of West "A" Avenue, located off the 1500/1600 blocks of Second Street. A public hearing was scheduled for August 15, 2023, and all notifications have been made to the public as required by state statutes.

Street and alley closings are regulated by General Statute 160A-299. In accordance with the statute, closing of a street must not be "contrary to the public interest", and no individual shall be "deprived of reasonable means of ingress and egress to his property" by the closing. Staff believes that these conditions have been satisfied.

Attachments: ☒ Yes ☐ No

Fiscal Note: *(If fiscal note requires approval by finance department because item exceeds \$100,000 or is related to grant funds, please fill out signature blocks for finance at bottom of form and provide supporting documents)*

There will be no fiscal impact regarding this request

Action Requested of Council for Agenda Item: *(Please note if item includes an ordinance, resolution or petition)*

Council to close an unimproved portion of West "A" Avenue, located off the 1500/1600 blocks of Second Street

- 1) Hold a public hearing
- 2) Adopt a Resolution accepting an offer of dedication for the right-of-way
- 3) Adopt an Order to close the unimproved portion of West "A" Avenue

Contact Information for Group or Individual:

Wendy Brindle, Transportation Director
704-638-5201/wbrin@salisburync.gov

☐ **Consent Agenda** (item requires no discussion and will be voted on by Council or removed from the consent agenda to the regular agenda)

☒ **Regular Agenda** (item to be discussed and possibly voted on by Council)

FINANCE DEPARTMENT INFORMATION:

Finance Manager Signature

Department Head Signature

Budget Manager Signature

******All agenda items must be submitted at least 7 days before the requested Council meeting date******

For Use in Clerk's Office Only

☐

Approved

☐

Declined

Reason:

RESOLUTION PERTAINING TO THE PROPOSED CLOSING OF AN UNIMPROVED PORTION OF WEST “A” AVENUE LOCATED OFF THE 1500/1600 BLOCKS OF SECOND STREET

WHEREAS, the City Council of the City of Salisbury is considering a proposal to close the following:

Beginning at a point at the intersection of the right of way of Second Street and West “A” Avenue, said point being the south west corner of Heather Sullivan (deed book 1321 page 486) thence with her line N 27° 04’ 35” W, 149.77’ to an existing ¾” iron pipe in the southern margin of a 10’ alley, thence a new line crossing West “A” Avenue N 62° 33’ 42” E, 39.64’ to a point in the southern margin of a 10’ alley, Timothy E. Safrit’s north west corner, thence with Safrit’s (deed book 1406 page 184) western line, S 27° 18’ 19” E, 149.73’ to a point, in the northern right of way of Second Street, thence continuing with Second Street, S 62° 30’ 25” W, 40.24’ to the point and place of Beginning and Being 5980 square feet as shown on survey and map by Shulenburger Surveying Company, P.A. dated 06/06/2023.

WHEREAS, the City Council of Salisbury has the authority to accept the dedication of the aforementioned right-of-way for public use.

NOW, THEREFORE, be it resolved that the City Council accepts the offer of dedication for public use the aforementioned right-of-way on this 15th day of August, 2023.

This 15th day of August, 2023.

CITY COUNCIL OF THE CITY OF SALISBURY,
NORTH CAROLINA

By: Connie B. Snyder, NCCP
City Clerk

STATE OF NORTH CAROLINA
COUNTY OF ROWAN

BEFORE THE CITY COUNCIL OF
THE CITY OF SALISBURY
NORTH CAROLINA

IN THE MATTER OF:

CLOSING AN UNIMPROVED
PORTION OF WEST “A” AVENUE

**ORDER CLOSING AN UNIMPROVED
PORTION OF WEST “A” AVENUE**

THIS CAUSE, coming on to be heard and being heard before the City Council of the City of Salisbury, Rowan County, North Carolina, at the regular meeting of said Council held on August 15, 2023 at 6:00 p.m., and it appearing to the Council that persons, firms, and corporations owning property adjoining the right-of-way described in the Petition filed in this cause were properly notified of the Petition; and it further appearing that said alley is not maintained by the Department of Transportation; and it further appearing that notice of this hearing was duly published in THE SALISBURY POST on July 27, August 3, 10 and 13, 2023.

And it further appearing to the Council and the Council finding as a fact, that the closing of the right-of-way, as described in the Petition filed in this cause, is not contrary to the public interest or the property rights of any individual, and that no individual owning property in the vicinity of said alley or in the subdivision in which they are located will be deprived of reasonable means of ingress and egress to his property by the closing of said right-of-way; and it further appearing to this Council that the relief prayed in the Petition should be granted.

IT IS NOW, THEREFORE, ORDERED AND DECREED by the City Council of the City of Salisbury, Rowan County, North Carolina, pursuant to and in accordance with the authority vested in this Council by the General Statutes of North Carolina, Section 160A-299, that an unimproved portion of West "A" Avenue located off the 1500/1600 blocks of Second Street, which is more particularly described as follows:

Beginning at a point at the intersection of the right of way of Second Street and West "A" Avenue, said point being the south west corner of Heather Sullivan (deed book 1321 page 486) thence with her line N 27° 04' 35" W, 149.77' to an existing ¾" iron pipe in the southern margin of a 10' alley, thence a new line crossing West "A" Avenue N 62° 33' 42" E, 39.64' to a point in the southern margin of a 10' alley, Timothy E. Safrit's north west corner, thence with Safrit's (deed book 1406 page 184) western line, S 27° 18' 19" E, 149.73' to a point, in the northern right of way of Second Street, thence continuing with Second Street, S 62° 30' 25" W, 40.24' to the point and place of Beginning and Being 5980 square feet as shown on survey and map by Shulenburger Surveying Company, P.A. dated 06/06/2023.

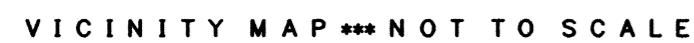
Be and the same is hereby forever **CLOSED**.

This the 15th day of August, 2023.

CITY COUNCIL OF THE CITY OF SALISBURY,
NORTH CAROLINA

BY: _____
Karen K. Alexander, Mayor

Connie B. Snyder, NCCP
City Clerk



N.C. GRID NORTH – NAD 83 (2011)

Line	Bearing	Distance
L1	S 62° 30' 25" W	20.12'
L2	N 62° 33' 42" E	19.82'
L3	S 62° 30' 25" W	20.12'
L4	N 62° 33' 42" E	19.82'

DATE _____


RICHARD L. SHULENBURGER, P.L.S.

6.6.23
DATE

1

- S 62° 45' 00" W 99.7

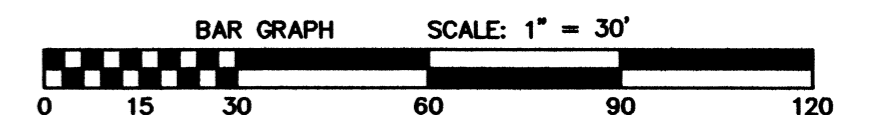
Second Street 40' Public RW

LAURENS (RP.)

West "A" Avenue
40' Public RW

1. Total acreage of portion of W. "A" Avenue 40' RW to be closed is 0.137 acres (5,980 Sq. Ft.).
2. All lot lines are subject to a 10' drainage and/or utility easement on each side.
3. This property is zoned GR6.
4. All building setbacks shall be in accordance with the City of Salisbury Land Development Ordinance.
5. This property is not located within a public water supply watershed.
6. This property lies in designated flood zone "X" (areas determined to be outside the 0.2% annual chance floodplain) (See FIRM 3710565900J).
7. Tract 1 (0.068 Ac.) (2,990 Sq. Ft.) (P\O W. "A" Ave. 40' RW to be closed) is to be recombined by deed with the existing property of Timothy E. Saffrit (0.171 Ac.) (Parcel ID 014 196).
8. Tract 2 (0.068 Ac.) (2,990 Sq. Ft.) (P\O W. "A" Ave. 40' RW to be closed) is to be recombined by deed with the existing property of Heather Sullivan (0.343 Ac.) (Parcel ID 014 199).
9. All distances shown are horizontal.
10. The combined factor for this survey equals 0.99986184.

1. RICHARD L. SHULENBURGER, CERTIFY THAT THIS PLAN WAS
DRAWN UNDER MY SUPERVISION, FROM AN ACTUAL SURVEY
PERFORMED UNDER MY SUPERVISION, DEED DESCRIPTION RECORDED
IN BOOK (see), PAGE (ref.) THAT THE BOUNDARIES NOT SURVEYED
ARE CLEARLY INDICATED AS DRAWN FROM INFORMATION FOUND IN
(SEE PLAN REFERENCES); THAT THE RATIO OF PRECISION AS
CALCULATED IS 1:10,000; THAT THE CLASS OF POSITIONING SYSTEM
(GPS) OPERATIONS WERE PERFORMED TO THE GEOSPATIAL POSITIONING
ACCURACY STANDARDS, PART 2: STANDARDS FOR GEODETIC NETWORKS
AT THE "CLASS A" ACCURACY CLASSIFICATION (95% CONFIDENCE) USING
THE NORTH CAROLINA GEODETIC SURVEYS' VIRTUAL REFERENCE SYSTEM
(VRS), WHICH IS BASED UPON THE CONTINUALLY OPERATING REFERENCE
STATIONS (CORS). THE VRS SURVEY TIE WAS PERFORMED ON 6-5-2023.
2. THAT THE PLAN REFERENCE WITH D.E.S. 47-30 AS
AMENDED, WITNESS MY ORIGINAL SIGNATURE, REGISTRATION NUMBER
AND SEAL THIS 6th DAY OF JUNE, 2023.



Heather Sullivan & Timothy E. Safrit

SCALE: 1" = 30'	1516 & 1600 Second St., City of Salisbury Portion of W. "A" Ave. 40' RW lying between Lot 8, Block 19 & Lot 1, Block 20 of the R.A. Wheeler Property
DATE: 6-6-2023	
SALISBURY TOWNSHIP, ROWAN COUNTY, NORTH CAROLINA	
REFERENCES:	Parcel ID 014 196 & Parcel ID 014 199. Deed Book 1321 Page 486 & Deed Book 1406 Page 184. Book of Maps 9995 Page 92.

SURVEY AND MAP BY SHULENBURGER SURVEYING COMPANY, P.A. (FIRM # C-1858)
614 N. MAIN ST., SUITE A, SALISBURY, N.C. PHONE: 704-637-9623

I, _____, REVIEW OFFICER OF ROWAN COUNTY,
CERTIFY THAT THE MAP OR PLAT TO WHICH THIS CERTIFICATION
IS AFFIXED MEETS ALL STATUTORY REQUIREMENTS FOR RECORDING.

DATE _____



I, RICHARD L. SHULENBURGER, CERTIFY THAT THIS PLAT WAS DRAWN UNDER MY SUPERVISION FROM AN ACTUAL SURVEY MADE UNDER MY SUPERVISION, D.B. (see references); THAT THE BOUNDARIES NOT SURVEYED ARE CLEARLY INDICATED AS DRAWN FROM INFORMATION FOUND IN D.B. (N/A) PG. (N/A); THAT THE RATIO OF PRECISION AS CALCULATED IS 1 : 10,000+ ; THAT THIS PLAT WAS PREPARED IN ACCORDANCE WITH G.S. 47-30 AS AMENDED. WITNESS MY ORIGINAL SIGNATURE, LICENSE NUMBER AND SEAL THIS 6th DAY OF JUNE, 2023.

[Signature] 6.6.22

- | LEGEND | |
|--------|-------------------------|
| ▲ | Ex. Hole in Conc. Dr. |
| ⊙ | Utility Pole |
| ○ | Ex. Iron (as described) |
| ● | New Iron (#5 rebar) |
| △ | Point (not set) |
| ⊕ | New P.K. Nail |
| ⌒ | Centerline |
| RW | Right-of-Way |

Salisbury City Council Agenda Item Request Form



Please Select Submission Category: ☐ Public ☐ Council ☐ Manager ☒ Staff

Requested Council Meeting Date: 08/15/2023

Name of Group(s) or Individual(s) Making Request: Land and Development Services

Name of Presenter(s): Victoria Bailiff, Senior Planner

Requested Agenda Item: Z-01-2023 – 0 W Ritchie Road / Parcel ID 401 030

Description of Requested Agenda Item: Z-01-2023 Request to rezone one (1) parcel located along West Ritchie Road, approximately one half mile from the intersection with Julian Road, (PID 401 030) being approximately 7.91 acres, from Rural Residential (RR) to Highway Business (HB).

Attachments: ☒ Yes ☐ No

Fiscal Note: (If fiscal note requires approval by finance department because item exceeds \$100,000 or is related to grant funds, please fill out signature blocks for finance at bottom of form and provide supporting documents)

Action Requested of Council for Agenda Item: (Please note if item includes an ordinance, resolution or petition)

Council to consider adopting an ordinance to rezone the subject parcel as requested in anticipation of future development.

Contact Information for Group or Individual: Victoria Bailiff, victoria.bailiff@salisburync.gov, 704-638-5212

☐ **Consent Agenda** (item requires no discussion and will be voted on by Council or removed from the consent agenda to the regular agenda)

☒ **Regular Agenda** (item to be discussed and possibly voted on by Council)

FINANCE DEPARTMENT INFORMATION:

Finance Manager Signature

Department Head Signature

Budget Manager Signature

*****All agenda items must be submitted at least 7 days before the requested Council meeting date*****

For Use in Clerk's Office Only

Salisbury City Council Agenda Item Request Form

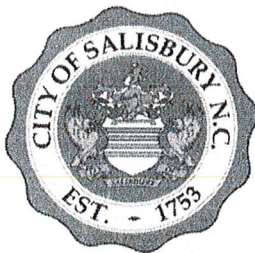


☐ Approved

☐ Delayed

☐ Declined

Reason:



City of Salisbury
Development Services
132 North Main Street
Salisbury, NC 28144
E: 1stop@salisburync.gov
Ph: 704.638.5208

REZONING PETITION

PAID
JUN 23 2023
BY: CKA#1716

SHADED AREAS FOR STAFF USE ONLY

FILING DATE

CASE #

PLAN REVIEW CASE # (IF APPLICABLE):

ZONING MAP AMENDMENT:

GENERAL REZONING

\$ 800

* FEES PER CITY OF SALISBURY BUDGET ORDINANCE

PETITION TYPE

- ☒ General Rezoning (LDO Sec. 15.22)
☒ Petition involves entire parcel(s) as shown on the Rowan County tax map
☐ Petition involves a portion of a parcel(s) as shown on the Rowan County tax map
☐ Petitioner is the property owner of record
☐ Petitioner is an entity requesting a 3rd-party rezoning
☐ City-initiated rezoning

EXISTING DISTRICT(S): RR

PROPOSED DISTRICT(S): H9

REASON AND/OR DEVELOPMENT PROPOSAL FOR THE REZONING REQUEST:

PROPERTY & CONTACT INFORMATION

Rowan County Parcel ID(s): 401 030

Address or Site Location: 0 West Richie Rd Salisbury NC

Subdivision: N/A

Lot(s): N/A

Petitioner: Kevin Smith

Representative: Key Contracting LLC

Address: 314 White Oak Branch Rd Statesville NC 28625

Email: kevin@keycontractingllc.com

Best Phone: 540 771-8302

Owner(s) (if different than petitioner): DW Express Inc.

Address: 1085 CHUCK TAYLOR LN SALISBURY, NC 28147-9811

Email: DWExpress2021@hotmail.com

Daytime Phone: 631 901-9790

SIGNATURE

By signing this petition you understand that this petition will be forwarded to the Planning Board (a City Council-appointed board) who may hear statements from staff, the petitioner, and general public, and will then vote to make a Statement of Consistency and recommendation to City Council. The petition will then be forwarded to City Council who will conduct the official public hearing before casting a deciding vote.

Petitioner (or representative): Kevin Smith

Owner(s) Signature(s): [Signature]



Planning & Zoning Analysis

CASE NO.	Z-01-2023
Petitioner(s)	Kevin Smith
Owner(s)	DW Express Inc.
Representative(s)	Key Contracting LLC
Address	0 W Ritchie Road
Tax Map & Parcel(s)	401 030
Size / Scope	An approximately 7.91 acre parcel
Location	Located along West Ritchie Road, approximately one half mile from the intersection with Julian Road.

PETITIONER REQUEST

Request:	Petition proposes to amend the Land Development Ordinance district map by rezoning one (1) parcel, being approximately 7.91 acres in total, from Rural Residential (RR) to Highway Business (HB).
Staff Comments:	The property is currently in the City of Salisbury's ETJ. The owner will be required to voluntarily annex into the City of Salisbury prior to any development that would require public utilities.
Uses:	This proposal is for general zoning purposes only. This request is not a conditional district zoning request; therefore, all uses of the requested HB zoning will be permitted per the existing Use Matrix.



Planning & Zoning Analysis

CHARACTER OF AREA

Overview:

The parcel identified in this petition is currently undeveloped.

Existing uses in the vicinity include residential and industrial properties. This rezoning may affect some adjoining residential properties.

Surrounding Land Use(s) & Zoning:

<i>Location</i>	<i>Existing Land Uses</i>	<i>Existing Zoning</i>
North of area	Residential	HB
East of area	Undeveloped, Residential, Industrial	HB, RR, LI
South of area	Undeveloped	HB
West of area	Industrial, Residential	HB, RR



Planning & Zoning Analysis

INFRASTRUCTURE & CIVIC/COMMUNITY FACILITIES

Public Schools:

Elementary: Elizabeth Koontz Elementary
Middle: Knox Middle
High: Salisbury High

Fire District:

The parcel is currently within the South Salisbury Fire Station service area.

Utilities

Water & Sewer:

Sewer is within 100 feet of the subject property, however, the nearest water lines are located along Julian Road and across I-85.

Transportation

Transit:

This site is not currently served by Salisbury Public Transit. The nearest transit stop is in the 1300 block of Klumac Road.

Property Access(s):

The parcel has access on West Ritchie Road; this access point will not be affected by rezoning the site.

Public Improvements:

West Ritchie Road is a state maintained road, no public improvements are proposed with this rezoning.

ENVIRONMENT

Topography / Hydrology:

The highest point of the property is located on the western side with a grade that slopes down towards West Ritchie Road. The parcel is heavily wooded with the exception of the cleared area within the utility easement.

Flood Hazard / Streams / Wetlands:

This site is not affected by a USGS blue line stream, floodplain, or wetlands.



Planning & Zoning Analysis

COMPREHENSIVE & AREA PLANS

Applicable Plans:

Policy 7.2.2:

Forward 2040 Comprehensive Plan

Resolve land use constraints within Salisbury's largest employment sectors, including health care services, manufacturing, and retail trade, to allow for growth and expansions of jobs that provide a stable economic base.

Future Land Use Map

This property is designated as an Employment Center; HB is an associated zoning with this place type.

*Staff recommends approval of **Z-01-2023**, determining the request is consistent with the goals, objectives, and policies of the Forward 2040 Comprehensive Plan.*

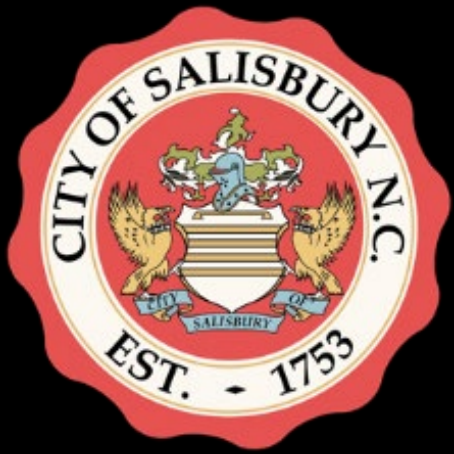


Planning & Zoning Analysis

PLAN REVIEW

Planning Board Recommendation:

This proposal was presented to Planning Board at their courtesy hearing on July 11, 2023. After deliberation, the Planning Board unanimously recommended approval, stating proposal is consistent with the Forward 2040 Comprehensive Plan as submitted.



PETITION TO REZONE

Z-01-2023

CURRENT

ZONING: Rural Residential (RR)

PROPOSED

ZONING: Highway Business (HB)

Z-01-2023: 0 W RITCHIE RD

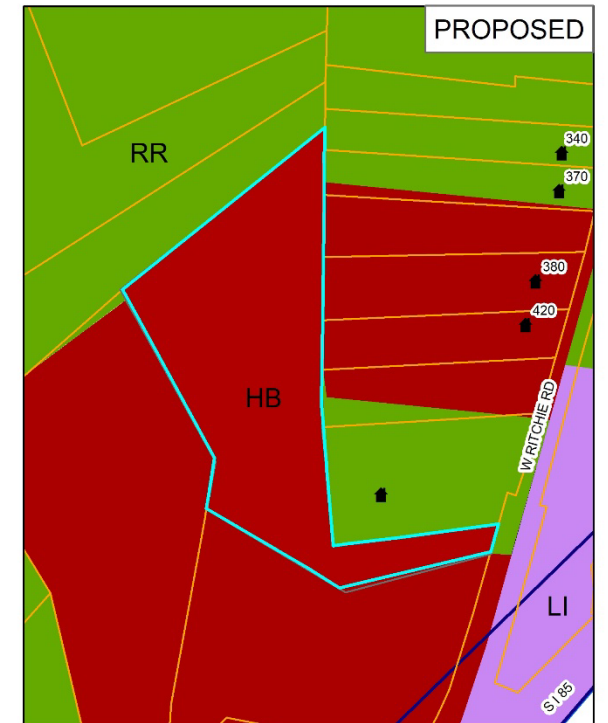
Parcels : 401 030

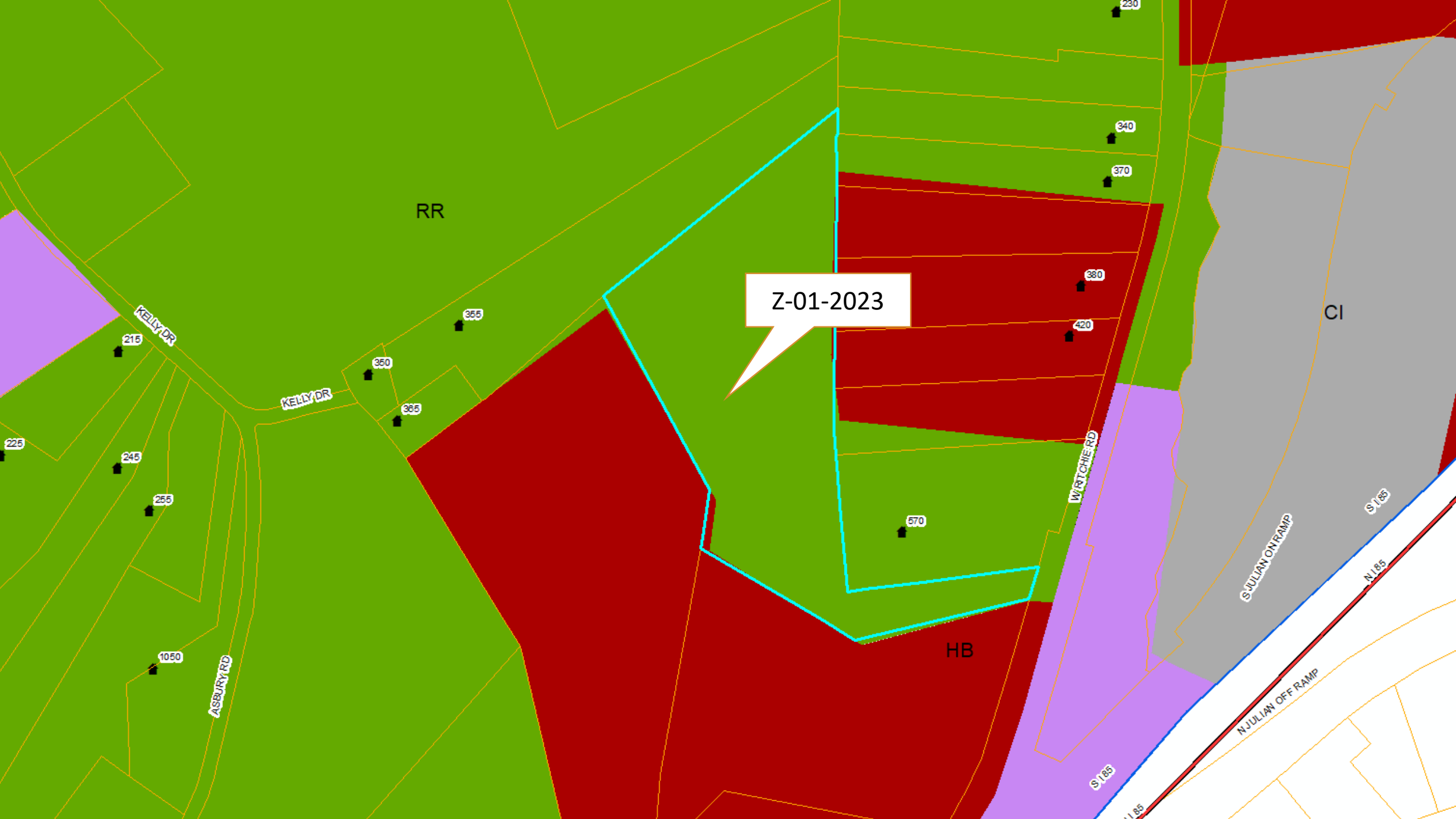
Current Zoning: Rural Residential, RR

Proposed Zoning: Highway Business, HB



410 205 0 410 Feet





Z-01-2023

RR

CI

HB

KELLY DR

KELLY DR

ASBURY RD

WIRTCHIER RD

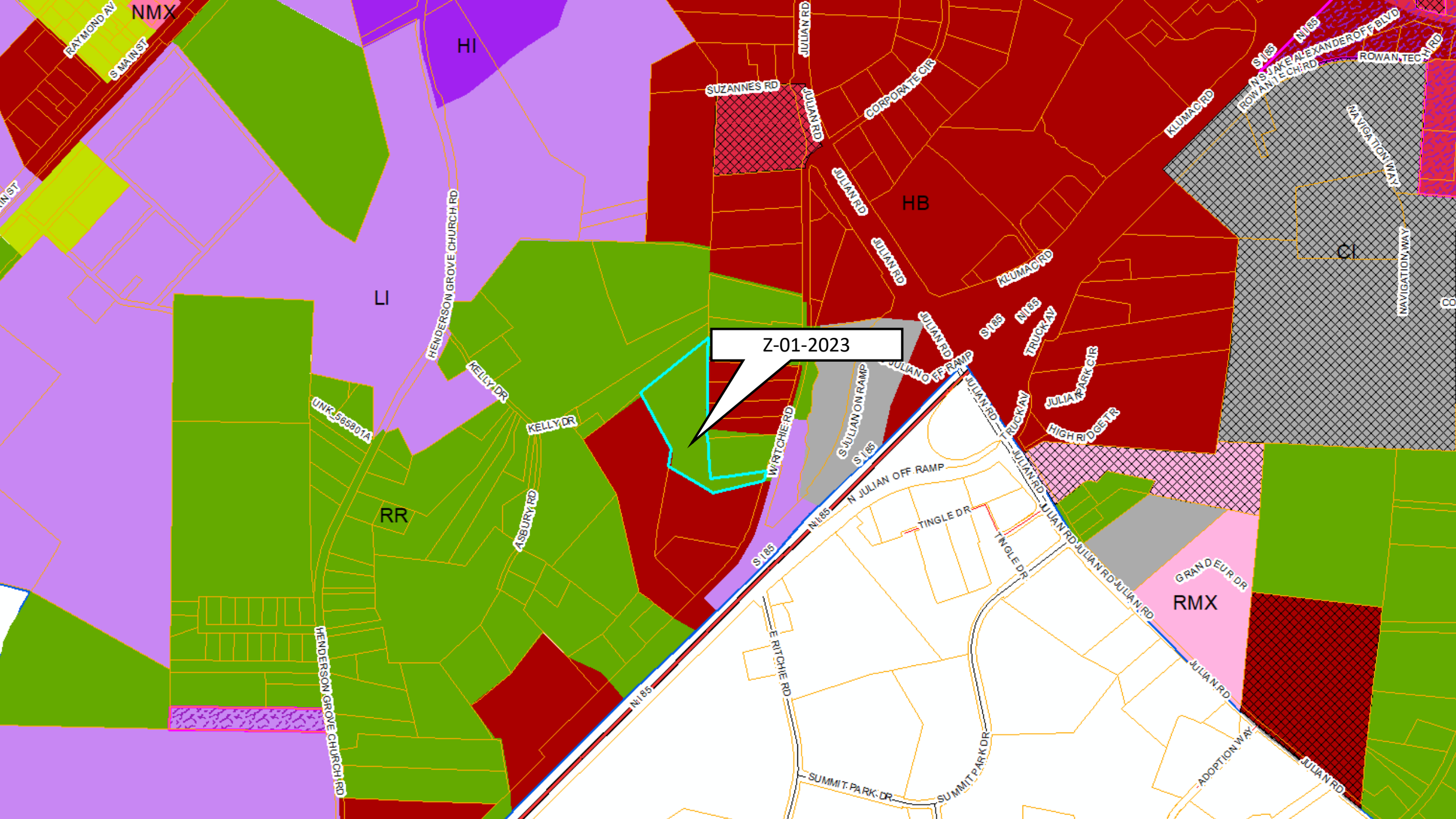
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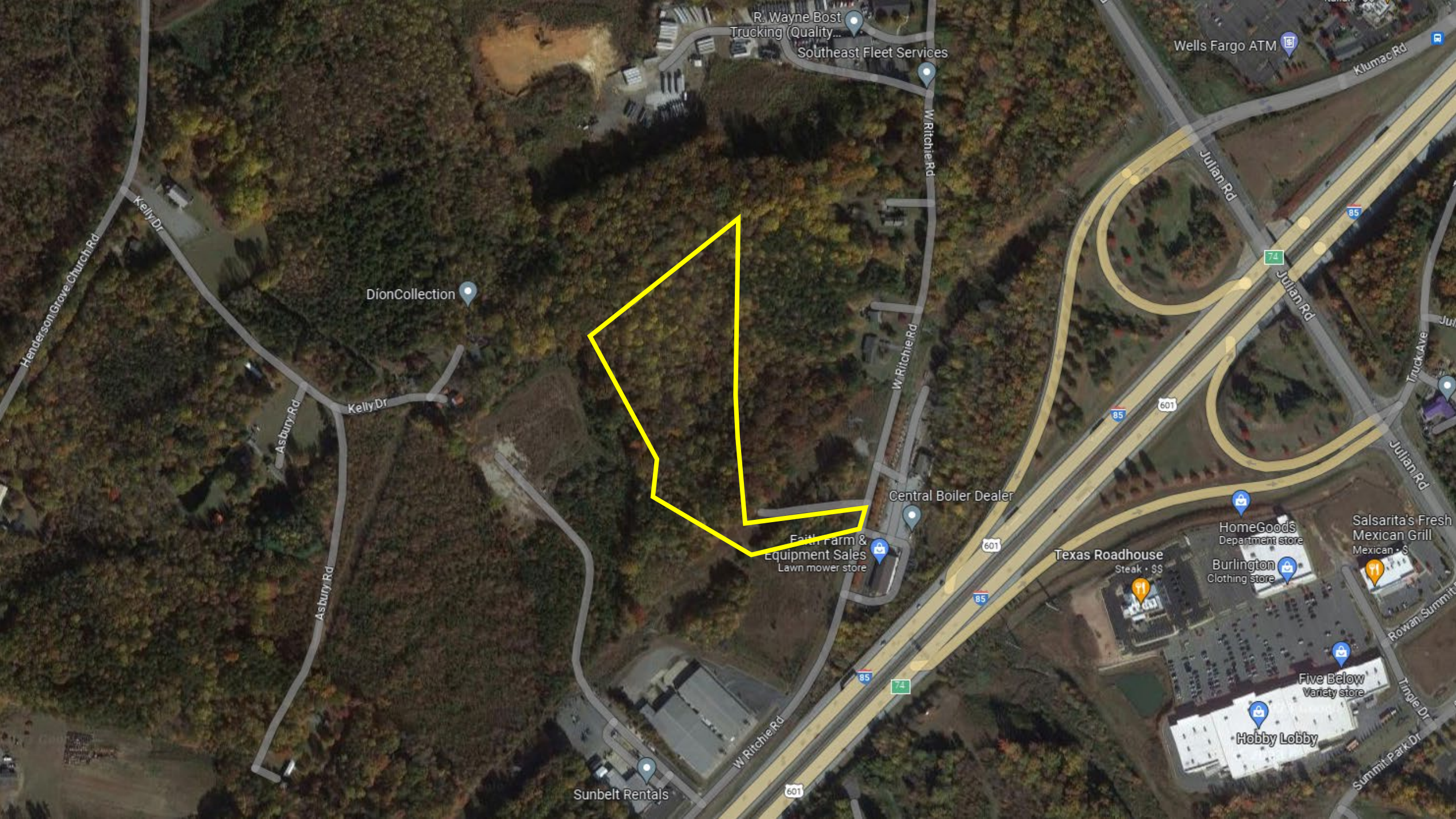
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S 185

S 185

N 185





	T2	
BASE DISTRICT	RR	HB
Residential		
Dwelling-Single Family	P	—
Dwelling-Multifamily 4 units /bldg. or less	—	P
Dwelling-Multifamily more than 4 units/bldg.	—	P
Dwelling-Secondary	SUP/CD	—
Family Care Home (6 or less residents)	P	P
Home Occupation	PS	—
Housing Service for the Elderly	—	P
Live-Work Unit	—	—
Manufactured Housing	PS	—
Lodging		
Bed and Breakfast	P	P
Hotel/Motel/Inn	—	P
Rooming or Boarding House	—	—
Office / Service		
Animal Services	PS	P
Banks, Credit Unions, Financial Services	—	P
Business Support Services	—	P
Child Care Home	PS	PS
Child Care Center in Residence	SUP/CD	PS
Commercial Child Care Center	—	PS
Community Service Organization	—	P
Drive Thru Service	—	P
Equipment Rental	—	P
Funeral Home	—	P
Group Care Facility (More than 6 residents)	—	PS
Government Services	SUP/CD	SUP/CD
Laundry Services	—	P
Medical Clinic	—	P

Permitted Uses

Residential, Lodging, Office/Service Categories

Permitted Uses

Office/Service, Retail, Entertainment Categories

	T2	
BASE DISTRICT	RR	HB
Office / Service (cont.)		
Outdoor Kennels	P	P
Post Office	—	P
Professional Services	—	P
Residential Treatment Facility	SUP/CD	P
Studio: Art, dance, martial arts, music	—	P
Vehicle Services: Minor Maintenance/Repair	—	P
Vehicle Services: Major Repair/Body Work	—	PS
Retail / Restaurant		
Alcoholic Beverage Sales Store	—	P
Auto Parts Sales	—	P
Bar/Tavern/Night Club	—	SUP/CD
Drive-Thru Retail/Restaurant	—	P
Gas Station	—	P
General Retail: 3,500 sf or less	—	P
General Retail: 3,501 sf – 10,000 sf	—	P
General Retail: 10,001 sf – 50,000 sf	—	P
General Retail: Greater than 50,000 sf	—	SUP/CD
Restaurant	—	P
Vehicle or Heavy Equipment Sales	—	P
Entertainment / Recreation		
Adult Establishment	—	PS
Amusements, Indoor	—	P
Amusements, Outdoor	—	P
Cultural or Community Facility	P	P
Internet/Electronic Gaming	—	PS
Meeting Facility	P	P
Recreation Facilities, Indoor	P	P
Recreation Facilities, Outdoor	P	P
Theater, Movie	—	P
Theater, Live Performance	—	P

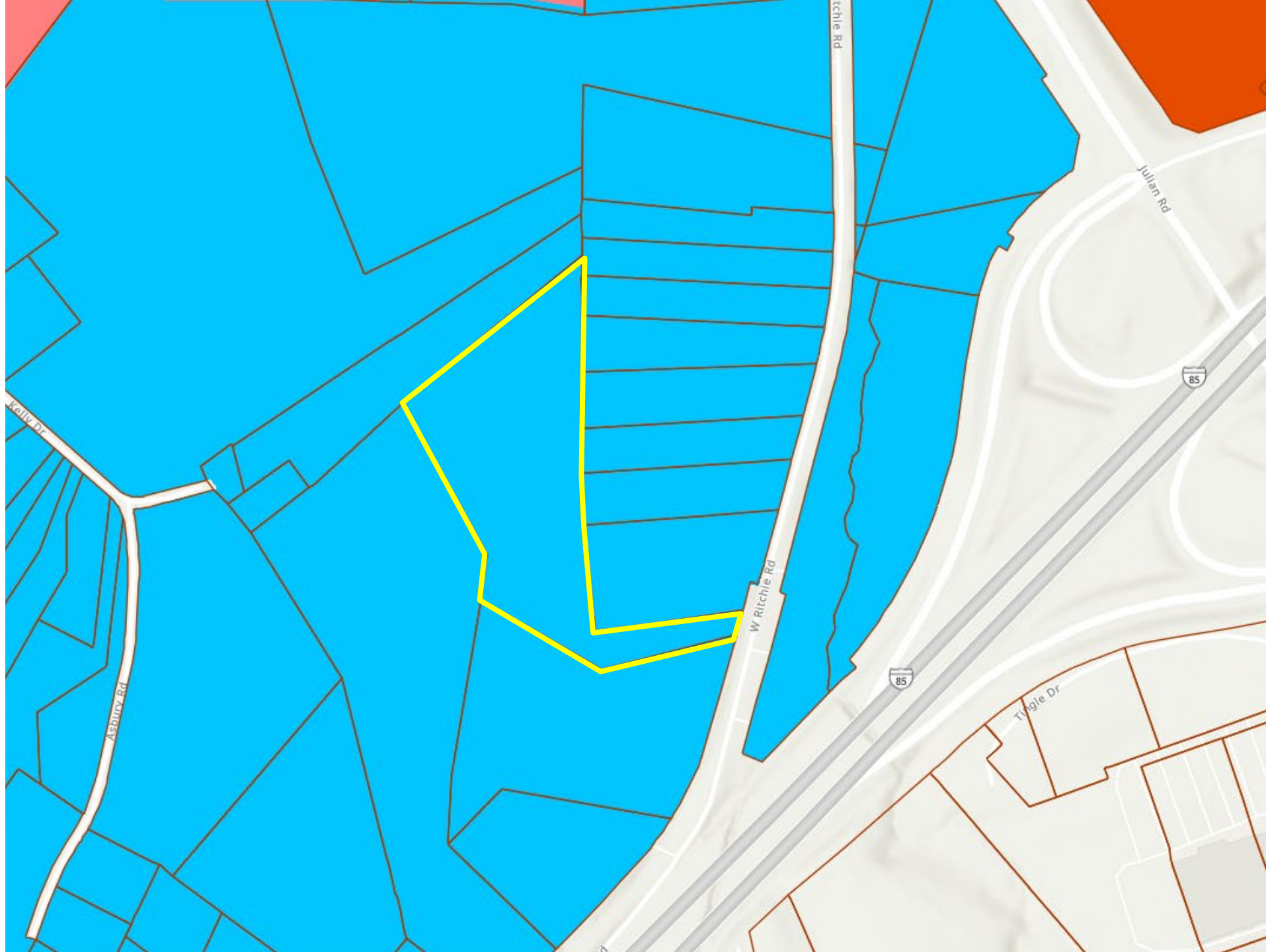
Permitted Uses

Manufacturing, Civic, Infrastructure Categories

	T2	
BASE DISTRICT	RR	HB
Manufacturing / Wholesale		
Agriculture	P	—
Laundry, dry cleaning plant	—	P
Manufacturing, Light	—	P
Manufacturing, Neighborhood	—	P
Manufacturing, Heavy	—	—
Media production	—	P
Metal products fabrication, machine or welding shop	—	P
Mini-Warehouse	—	P
Research and development	—	P
Storage: Outdoor Storage Yard as a primary use	—	—
Storage: Warehouse/Indoor Storage	—	P
Wholesaling and distribution	—	P
Civic / Institutional		
Campground	PS	—
Cemetery	PS	P
College/University	—	—
Hospital	—	—
Public Safety Station	SUP/CD	P
Religious Institution	P	P
School: Elem. & Secondary	P	—
School: Vocational/Technical	—	P
Transportation / Infrastruc		
Air Transportation	SUP/CD	—
Parking Lot (primary use)	—	P
Parking Structure (primary use)	—	SUP/CD
Road/Rail Transit - Passenger	—	P
Road/Rail Freight/Courier/Trucking	—	P
Utilities-Class 1	P	P
Utilities-Class 2	SUP/CD	P
Utilities-Class 3	SUP/CD	SUP/CD
Wireless Telecomm Facility: Stealth	—	PS
Wireless Telecomm Facility: Tower	—	SUP/CD

Future Land Use Map Category

- TN - Traditional Neighborhood
- SN - Suburban Neighborhood
- MFC - Multi-family Community
- EN - Emerging Neighborhood
- FN - Future Neighborhood
- RN - Rural Residential
- OSP - Open Space
- IC - Institutional Center
- EC - Employment Center
- DTC - Downtown Center
- AC - Activity Corridor
- HCC - Highway Commercial Corridor
- RCC - Regional Commercial Center
- CAC - Community Activity Center
- NAC - Neighborhood Activity Center
- POI - Public, Office, and Institutional
- PP - Production and Processing



Future Land Use Map

Place Type: **Employment Center**

Associated Zoning Districts:

- **Light Industrial (LI)**
- **Highway Business (HB)**

Consistent: Yes

Place Type	Associated Zoning Districts
Traditional Neighborhood	Historic Residential (HR), Urban Residential (UR)
Suburban Neighborhood	General Residential (GR), Urban Residential (UR)
Emerging Neighborhood	General Residential (GR), Urban Residential (UR), Manufactured Home Development (MHD)
Future Neighborhood	General Residential (GR), Urban Residential (UR), Community & Institutional (CI), Residential Mixed-Use(RMX), Traditional Neighborhood Design (TND)
Multifamily Community	Urban Residential 12 (UR-12), Residential Mixed Use (RMX), Neighborhood Mixed Use (NMX), Corridor Mixed Use (Corridor Mixed Use)
Conservation Neighborhood	Open Space Preservation (OSP)
Rural Residential	Rural Residential (RR)
Natural Resources & Community Open Space	Open Space Preservation (OSP)
Institutional Center	Community & Institutional (CI), Hospital Services (HS)
Employment Center	Light Industrial (LI), Highway Business (HB)
Downtown Center	Downtown Mixed-Use (DMX)
Activity Corridor	Commercial Mixed-Use (CMX), Neighborhood Mixed Use (NMX), Residential Mixed-Use (RMX)
Highway Commercial Corridor	Highway Business (HB), Commercial Mixed-Use (CMX)
Regional Commercial Center	Commercial Mixed-Use (CMX)
Community Activity Center	Commercial Mixed-Use (CMX), Neighborhood Mixed Use (NMX), Residential Mixed-Use (RMX), Community & Institutional (CI)
Neighborhood Activity Center	Neighborhood Mixed Use (NMX), Residential Mixed-Use (RMX), Community & Institutional (CI)
Public, Office, & Institutional	Community & Institutional (CI), Hospital Services (HS), Neighborhood Mixed-Use (NMX)
Production & Processing	Light Industrial (LI), Heavy Industrial (HI)

Forward 2040 Policies

- **Policy 7.2.2:** Resolve land use constraints within Salisbury's largest employment sectors, including health care services, manufacturing, and retail trade, to allow for growth and expansions of jobs that provide a stable economic base.



Planning Board Courtesy Hearing was held July 11, 2023.

Planning Board voted unanimously to recommend approval as submitted with a motion stating the map amendment is “consistent with the Forward 2040 Comprehensive Plan.”



**Salisbury City Council
Statement of Consistency & Zoning Recommendation**

<u>DISTRICT MAP AMENDMENT:</u>	<u>Z-01-2023</u>
Project Title:	Z-01-2023 W Ritchie Road
Petitioner(s):	Kevin Smith
Owner(s):	DW Express Inc.
Representative(s) or Developer(s)	Key Contracting LLC
Tax Map Parcel(s):	401 030
Size / Scope:	Approximately 7.91 acres encompassing one (1) parcel.
Location:	Located along W Ritchie Road, approximately one half mile from the intersection with Julian Road.

REQUEST:

**Request to amend the Land Development District Map
by rezoning one (1) parcel at 0 W Ritchie Road (PID 401 030) from Rural Residential (RR)
to Highway Business (HB).**

STATEMENT OF CONSISTENCY & RECOMMENDATION:

The Salisbury City Council held a public hearing and reviewed the petition on August 1, 2023. The Council finds that the rezoning petition of the aforementioned parcel is CONSISTENT with the Salisbury Forward 2040 Comprehensive Plan, is reasonable, and in the public interest due to consistency with:

Policy 7.2.2:	Resolve land use constraints within Salisbury's largest employment sectors, including health care services, manufacturing, and retail trade, to allow for growth and expansions of jobs that provide a stable economic base.
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AN ORDINANCE AMENDING THE LAND DEVELOPMENT DISTRICT MAP OF THE CITY OF SALISBURY, NORTH CAROLINA, REZONING TAX MAP 401 PARCEL 030 FROM RURAL RESIDENTIAL (RR) TO HIGHWAY BUSINESS (HB) APPROXIMATELY 7.91 ACRES. (PETITION NO. Z-01-2023)

WHEREAS, a petition to rezone the property described herein was properly filed by the City of Salisbury; and

WHEREAS, the Salisbury Planning Board, an advisory board to the Salisbury City Council, reviewed the rezoning petition on July 11, 2023, unanimously voted to recommend approval as submitted, and stated that the request is consistent with the Forward 2040 Comprehensive Plan; and

WHEREAS, the City Council held a properly-noticed public hearing at the regularly-scheduled City Council meeting on August 1, 2023; and

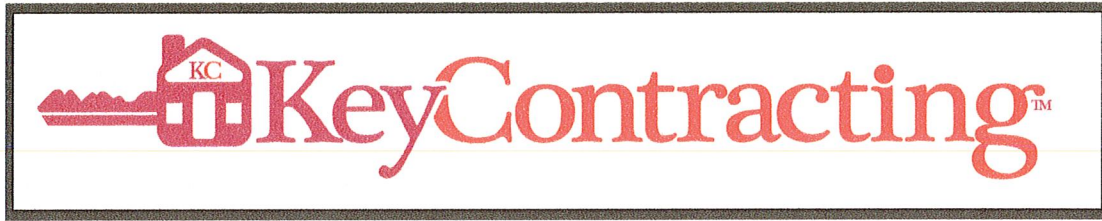
WHEREAS, the City Council hereby finds and determines that adoption of an Ordinance to rezone the property described herein, as requested, is consistent with the goals, objectives, and policies of the Forward 2040 Comprehensive Plan due to the proposed petition, site characteristics, surrounding development pattern, and observations provided by city planning staff, identifying the policies that support the petition.

NOW THEREFORE BE IT ORDAINED by the City Council of the City of Salisbury, North Carolina:

SECTION 1. That properties identified in the City of Salisbury and Rowan County as Tax Map 401 Parcel 030 including those abutting rights-of-way and reaching to the respective centerlines, as designated on the official property identification maps of Rowan County, is hereby rezoned to 'HB' district upon annexation.

SECTION 2. That all Ordinances, or parts of Ordinances, in conflict with this Ordinance are hereby repealed to the extent of such conflict;

SECTION 3. That this Ordinance shall be effective from and after its passage.



**314 White Oak Branch Rd
Statesville NC 28625
Cell: (540) 771-8302**

June 13, 2023

From: Kevin Smith, President, Key Contracting, LLC.
To: City of Salisbury North Carolina, Planning and Zoning
Subject: 0 RITCHIE RD REZONING (PIN: 401 030)

1. Two meetings were conducted on separate dates. The first meeting came at the request of Todd and Tim Wyrick. Todd was leaving for the beach and would not be available on the scheduled date. The topics of discussion addressed 3 lots (400 025, 400 050, 400 051). There were no objections and there was much discussion on listing and selling the lots as a package deal. There seemed to be a bit of excitement due to most of their properties already being Zoned HB-1, and the potential to pass on to their children some generational wealth. The second meeting on 5-30-2023 was with Mr. Richard Bost and his son, who was representing 2 lots (400 021, 400 041). There were no objections and there appeared to be an expectation the HB-1 Zoning request was inevitable. There were no additional attendees or outreach from any of the other surrounding property owners.

2. Should there be any further request for information please feel free to contact me at extension (540) 771-8302.

Respectfully submitted,

Kevin Smith

OBJECTID	PARCEL_ID	OWNNAME	TAXADD1	TAXADD2	CITY	STATE	ZIPCODE	OWN2
48748	400 051	BRADSHAW KERRY LEIGH HEIRS	6775 BRINGLE FERRY RD		SALISBURY	NC	28146	
48742	400 029	LEATHERMAN JOHN F	120 GREGORY RD		SALISBURY	NC	28147-7861	
50208	400 028	PHILLIPS JOHN THOMAS	355 KELLY DR		SALISBURY	NC	28147	
50225	401 030	DW EXPRESS INC	1085 CHUCK TAYLOR LN		SALISBURY	NC	28147-9811	
50226	401 031	MORRISON JAMES P JR & WF	1195 OLD CHARLOTTE RD		CONCORD	NC	28027	MORRISON LINDA P
48740	400 022	SAFRIT DAVID ALLEN	164 MAHALEY AVE APT C		SALISBURY	NC	28144	
49753	401 047	RRT-RITCHIE LLC	300 MCGILL AVE NW STE 20		CONCORD	NC	28027-6150	
49736	400 049	BRADSHAW NELSON M	17 PICKETT AVE		SPENCER	NC	28159	
49341	400 04100	BOST RICHARD WAYNE TRUSTEE	2310 E INNES ST		SALISBURY	NC	28146-6819	
48786	402 027	RITCHIE GEORGE BROWN	652 N PRAIRIE CREEK CT		KECHI	KS	67067-8808	C/O SHARON WILCOX
49731	400 021	BOST RICHARD WAYNE TRUSTEE	2310 E INNES ST		SALISBURY	NC	28146-6819	
49737	400 050	BRADSHAW KERRY LEIGH HEIRS	6775 BRINGLE FERRY RD		SALISBURY	NC	28146	
50206	400 025	WYRICK RICHARD TODD ETAL	6775 BRINGLE FERRY RD		SALISBURY	NC	28146-7143	
48741	400 023	NAILIE DANIEL J &	340 W RITCHIE RD		SALISBURY	NC	28147-0000	NAILIE TAMMY Y
50207	400 026	RAINY DAY INVESTMENTS LLC	585 W RITCHIE RD		SALISBURY	NC	28147	
49732	400 024	EPPERSON CAROL H &	4555 MOORESVILLE RD		SALISBURY	NC	28147	WILKERSON SANDY H
48753	400 070	SAFRIT LARRY WAYNE	570 W RITCHIE RD		SALISBURY	NC	28147-8055	

[illegible]



**314 White Oak Branch Rd
Statesville NC 28625
Ph: 540 771-8302**

15 May 2023

From: DW Express Inc. 1085 Chuck Taylor Lane, Salisbury NC 28147

To: Adjacent Landowners

Subj: REZONING TO HIGHWAY BUSINESS (HB-1) PARCEL ID: 401 030

1. Your presence is requested at 6:00 PM on Monday, May 29th, 2023, in reference to our rezoning application to be reviewed by the town of Salisbury during the month of June. The meeting will take place at the location indicated on the attached GIS Printout. For GPS purposes 570 W Ritchie Rd Salisbury NC 28147 is the neighboring property. Turn into the driveway, stay to the left, once past tower, cleared lot is on the right.

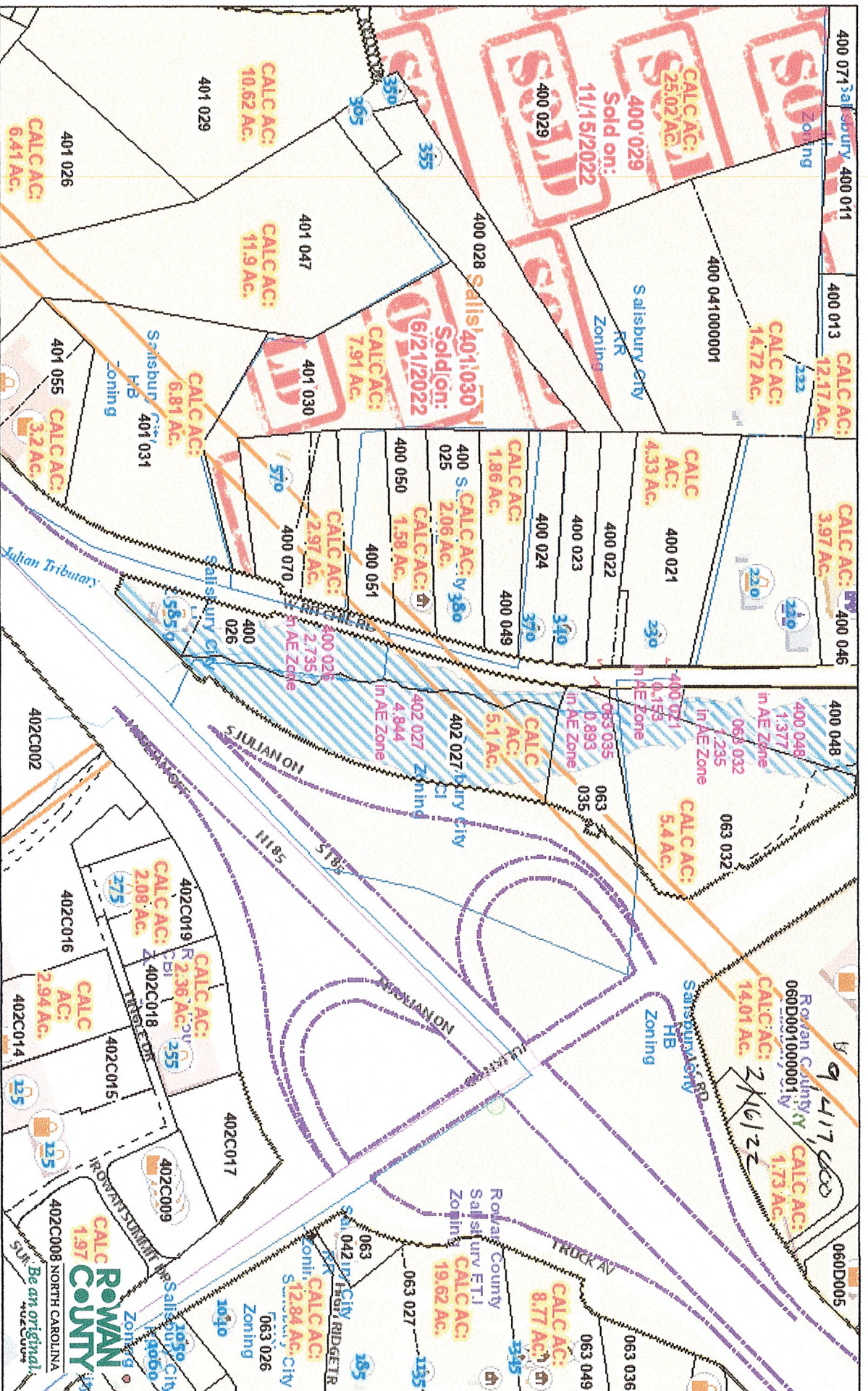
2. As the owner of the 7.91-acre plot, DW Express Inc. has pursued developing a small single family home neighborhood. Due to limited access, the location of a Duke Energy tower, and North Carolina Department of Transportation regulations, there is not enough right-of-way space to allow for a residential project. North Carolina Department of Transportation requires double lane entrance into a residential neighborhood. These are obstacles we have not been able to overcome. Therefore, we are seeking to rezone the property to Highway Business. Highway Business allows for single lane access. We do not have plans to develop the property, for we are not a commercial developer. It is our intent to have the property rezoned to HB-1 and sell.

3. Those unable to attend can reach us via email at kevin@keycontractingllc.com. We are also able to offer the option of a virtual meeting for those unable to attend.

Respectfully Submitted,

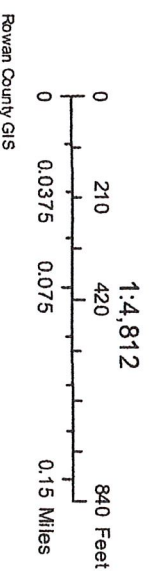
A handwritten signature in black ink, appearing to read "Kevin Smith".

Rowan County



May 25, 2023

Voluntary Agricultural Districts





NOTICE OF PUBLIC HEARING

Salisbury City Council will hold a public hearing Tuesday, August 1, 2023 during its 6:00 p.m. meeting to consider the following general rezoning petition. The regularly scheduled August 1, 2023 City Council meeting will be held in a hybrid format. Anyone who wishes to speak virtually during the hearing regarding the request must sign-up by 5:00 p.m. on Tuesday, August 1, 2023 by contacting Connie Snyder at csnyd@salisburync.gov or 704-638-5234. Information on accessing the meeting will be available on the City's website at www.salisburync.gov. The meeting can also be viewed on the City's livestream at www.salisburync.gov/webcast or the City's Facebook account.

DISTRICT MAP AMENDMENT: Z-01-2023

Project Title:	W Ritchie Road
Petitioner(s):	Kevin Smith
Owner(s):	DW Express Inc.
Representative(s) or Developer(s)	Key Contracting LLC
Address:	0 W Ritchie Road
Tax Map - Parcel(s):	Tax Map: 401 Parcel: 030
Size / Scope:	Approximately 7.91 acres
Location:	Located along W Ritchie Road, approximately one half mile from the intersection with Julian Road.

REQUEST:

Request to amend the Land Development Ordinance and Land Development District Map by rezoning approximately 7.91 acres located on W Ritchie Road from Rural Residential (RR) to Highway Business (HB).

A copy of the above petition is available for public review at Development Services (132 North Main Street). Anyone wishing a copy, or additional information, should call 704-638-5208. Written comments may be submitted by mailing a letter to the City Clerk, P.O. Box 479, Salisbury, NC 28145 or by e-mail to csnyd@salisburync.gov. Written correspondence received before the meeting will be forwarded to the City Council.

Citizens interested in the proposal are invited to attend and participate in the courtesy hearing. Changes may be made in the above proposal as a result of debate, objection, or discussion.

This the 21st day of July 2023.

CITY COUNCIL OF THE CITY OF
SALISBURY, NORTH CAROLINA

BY: Connie Snyder
City Clerk

Z-01-2023: 0 W RITCHIE RD

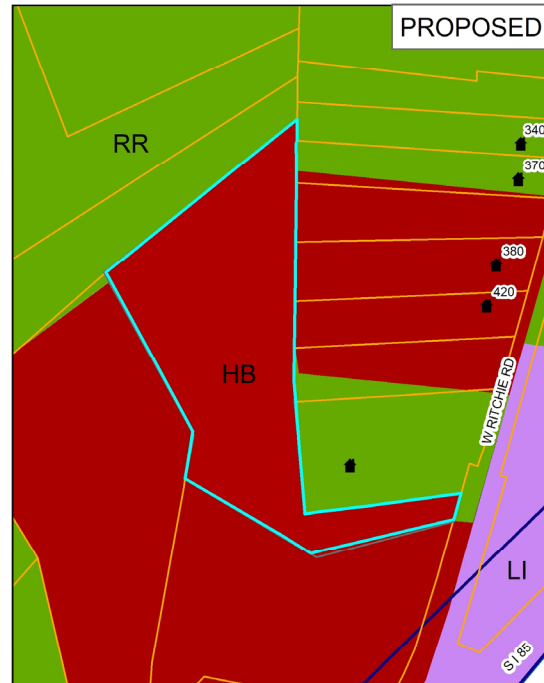
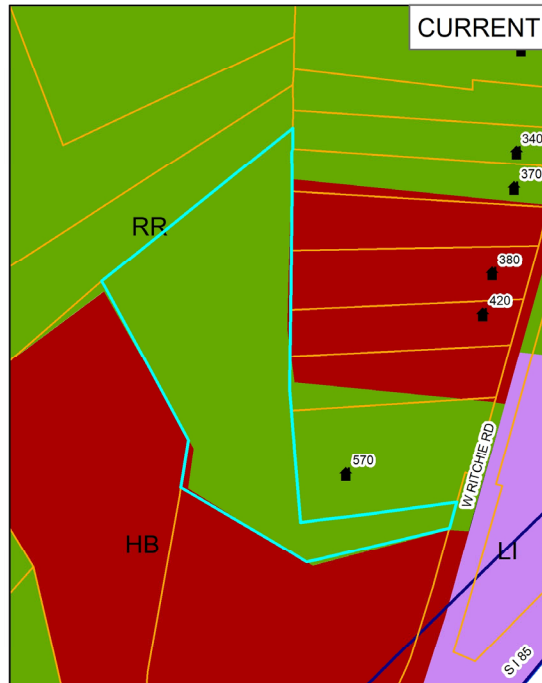
Parcels : 401 030

Current Zoning: Rural Residential, RR

Proposed Zoning: Highway Business, HB



410 205 0 410 Feet



PARCEL_ID	OWNNAME	TAXADD1	CITY	STATE	ZIPCODE
400 023	NAILIE DANIEL J &	340 W RITCHIE RD	SALISBURY	NC	28147-0000
400 022	SAFRIT DAVID ALLEN	164 MAHALEY AVE APT C	SALISBURY	NC	28144
400 028	PHILLIPS JOHN THOMAS	355 KELLY DR	SALISBURY	NC	28147
401 047	RRT-RITCHIE LLC	300 MCGILL AVE NW STE 200	CONCORD	NC	28027-6150
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400 070	SAFRIT LARRY WAYNE	570 W RITCHIE RD	SALISBURY	NC	28147-8055
401 030	DW EXPRESS INC	1085 CHUCK TAYLOR LN	SALISBURY	NC	28147-9811
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400 051	BRADSHAW KERRY LEIGH HEIRS	6775 BRINGLE FERRY RD	SALISBURY	NC	28146
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400 021	BOST RICHARD WAYNE TRUSTEE	2310 E INNES ST	SALISBURY	NC	28146-6819
400 026	RAINY DAY INVESTMENTS LLC	585 W RITCHIE RD	SALISBURY	NC	28147
400 049	BRADSHAW NELSON M	17 PICKETT AVE	SPENCER	NC	28159
400 041000	BOST RICHARD WAYNE TRUSTEE	2310 E INNES ST	SALISBURY	NC	28146-6819
400 029	LEATHERMAN JOHN F	120 GREGORY RD	SALISBURY	NC	28147-7861



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Project Title:	W Ritchie Road
Petitioner(s):	Kevin Smith
Owner(s):	DW Express Inc.
Representative(s) or Developer(s)	Key Contracting LLC
Address:	0 W Ritchie Road
Tax Map - Parcel(s):	Tax Map: 401 Parcel: 030
Size / Scope:	Approximately 7.91 acres
Location:	Located along W Ritchie Road, approximately one half mile from the intersection with Julian Road.

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Citizens interested in the proposal are invited to attend and participate in the courtesy hearing. Changes may be made in the above proposal as a result of debate, objection, or discussion.

This the 14th day of July 2023.

CITY COUNCIL OF THE CITY OF
SALISBURY, NORTH CAROLINA

BY: Connie Snyder
City Clerk



The Salisbury Planning Board held its regular meeting on Tuesday, July 11, 2023, at 4:00 p.m. with the following being present:

PRESENT: Esther Atkins Smith, Larry Cartner, Tim Norris, PJ Ricks, Dennis Rogers, John Schaffer

STAFF: Victoria Bailiff, Senior Planner; Graham Corriher, City Attorney; Jennifer Pfaff, Secretary; Emily Vanek, Long Range Planner; Phillip Lookadoo, Land and Development Services Director

WELCOME GUESTS AND VISITORS

John Schaffer, Chair, called the Planning Board meeting to order at 4:13 p.m, when a quorum was present.

APPROVAL OF MINUTES

Planning Board Minutes of April 25, 2023 were approved with corrections by Members present.

NEW BUSINESS

Z-01-2023, 0 West Ritchie Road; PID: 401 030; Current Zoning: RR; Proposed Zoning: HB; Applicant: DW Express Inc.

Request

To rezone one parcel along West Ritchie Road from RR to HB.

Staff Presentation

Victoria Bailiff presented the request to the Board. She noted that the Future Land Use Map identifies the area as an Employment Center.

The Chair asked if there were any structures located on the property to the east of this one, Ms. Bailiff said there was a mobile home, that appeared to be unoccupied.

The Applicant had no updates or comments for the Board.

Public Comment

Daniel Nailie, lives at 340 W. Ritchie Rd., near this property. He and his wife are concerned about the impact this and recent development will have on traffic. They have noticed an upturn in the number of trucks, as well as increased speeding, since the Sunbelt moved there; safety for their family has become a worry.

Chairman Schaffer explained the purpose of the Planning Board, as their decisions are based on land use requirements within the Land Development Ordinance. He emphasized that Mr. Naley had very valid concerns, and thanked him for bringing them to the Board's attention. He is welcome to express his concerns to City Council, should Planning Board recommend the request.

Ms. Bailiff said the road is state-maintained, and it is located in the ETJ. The NCDOT attends plan review meetings, and would address roadway requirements once a plan is submitted. At present, the applicant has not put forward a site plan.

Deliberation

The applicant, Kevin Smith, was asked to speak to the traffic concern. He said that he does not plan to develop the site, but was asking for the rezoning in anticipation that the owner of the neighboring parcel will build apartments there.

Consistency Statement

PJ Ricks made a motion: "The City of Salisbury Planning Board finds that the map amendment requested in petition Z-01-2023 is consistent with the goals and policies of the adopted Forward 2040 Comprehensive Plan."

Dennis Rogers seconded the motion. All members present voted AYE.

Recommendation to City Council

PJ Ricks made a motion: "Having reviewed the proposed amendment, the Comprehensive Plan, and considered information from City Staff, comments from the applicant and other persons, the City of Salisbury Planning Board finds that the map amendment requested in petition Z-01-2023 is reasonable and in the public interest, therefore, the Planning Board recommends APPROVAL of the request,"

Dennis Rogers seconded the motion. All members present voted AYE.

STAFF UPDATES

Ms. Bailiff introduced Phillip Lookadoo, the new Director of Land and Development Services.

Rowan County will likely soon be preparing a land use update. Ms. Bailiff will update the Board when public information meetings are scheduled.

ADJOURN 4:28 p.m.

John Schaffer, Chair

Jennifer Pfaff, Secretary

DRAFT

Salisbury City Council Agenda Item Request Form



Please Select Submission Category: ☐ Public ☐ Council ☐ Manager ☒ Staff

Requested Council Meeting Date: 08/15/2023

Name of Group(s) or Individual(s) Making Request: Chief P.J. Smith

Name of Presenter(s): Dennis Rivers, Chief Smith & Mike Cotilla

Requested Agenda Item: Presentation on partnerships, programs, actions, and services of City staff to assist the unsheltered population and address concerns.

Description of Requested Agenda Item:

Attachments: ☐ Yes ☒ No

Fiscal Note: *(If fiscal note requires approval by finance department because item exceeds \$100,000 or is related to grant funds, please fill out signature blocks for finance at bottom of form and provide supporting documents)*

Action Requested of Council for Agenda Item: *(NO-Action update only)*

Contact Information for Group or Individual: Chief P.J. Smith 704-216-7581 & Dennis Rivers 704-638-5342

☐ **Consent Agenda** (item requires no discussion and will be voted on by Council or removed from the consent agenda to the regular agenda)

☒ **Regular Agenda** (item to be discussed and possibly voted on by Council)

FINANCE DEPARTMENT INFORMATION:

Finance Manager Signature

Department Head Signature

Budget Manager Signature

******All agenda items must be submitted at least 7 days before the requested Council meeting date******

For Use in Clerk's Office Only

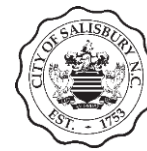
☐ Approved

☐ Delayed

☐ Declined

Reason:

Salisbury City Council Agenda Item Request Form



Please Select Submission Category: ☐ Public ☐ Council ☐ Manager ☒ Staff

Requested Council Meeting Date: August 15, 2023

Name of Group(s) or Individual(s) Making Request: Transit Department

Name of Presenter(s): Rodney Harrison, Transit Director

Requested Agenda Item: Replacing Twenty-Five Foot Low Floor Light Duty Transit Vehicle with Smaller Transit Vehicle

Description of Requested Agenda Item: In the FY 2024 budget, Council approved purchasing three (3) Twenty-Five Foot Low Floor Light Duty Transit Vehicle for a total of \$570,000. Per Creative Bus Sales which was awarded the bid, the purchase order will be cancelled as the result of the lack of available chassis for the vehicles on order. We are requesting replacing Low Floor Light Duty Transit Vehicles with three (3) smaller Transit Vehicles which are more readily available. Replacement vehicle will include related equipment such as camera systems and two-way radios. New Transit Vehicles will improve the quality of life by improving access, reliability of daily operations, help keep fleet of vehicles in a state of good repair while reducing the cost to maintain outdated vehicles, and lower the average age of our fleet. Modern vehicles will support our ultimate goal of improving service in Rowan County and our region. The smaller vehicles can be used to support microtransit, ADA Paratransit, and our fixed route. The replacement cost is approximately \$327,615. Remaining grant funding will be used to purchase Light Transit Vehicles with seating capacity up to 15 passengers.

Attachments: ☐ Yes ☒ No

Fiscal Note: *(If fiscal note requires approval by finance department because item exceeds \$100,000 or is related to grant funds, please fill out signature blocks for finance at bottom of form and provide supporting documents)*

Funding is approved in the current FY 2024 budget. Federal Transit Administration 5339(b) Bus and Bus Facilities Program grant funding has been awarded to purchase Transit Vehicles. Total project expense is \$600,000. The federal share is \$480,000 and the local share is \$120,000.

Action Requested of Council for Agenda Item: *(Please note if item includes an ordinance, resolution or petition)*

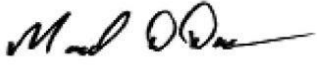
Council to consider approving the purchase of three (3) smaller Transit Vehicles to replace the three (3) Twenty-Five Foot Low Floor Light Duty Transit Vehicle approved in the FY 2024 budget. The total cost of the project is estimated at \$327,615.

Contact Information for Group or Individual: Rodney Harrison, Transit Director, 704-638-5252

☐ **Consent Agenda** (item requires no discussion and will be voted on by Council or removed from the consent agenda to the regular agenda)

☒ **Regular Agenda** (item to be discussed and possibly voted on by Council)

FINANCE DEPARTMENT INFORMATION:



Finance Manager Signature



Department Head Signature



Budget Manager Signature

*****All agenda items must be submitted at least 7 days before the requested Council meeting date*****

For Use in Mayor's Office Only

☐

Approved

☐

Declined

Reason:

Salisbury City Council Agenda Item Request Form



Please Select Submission Category: ☐ Public ☐ Council ☐ Manager ☒ Staff

Requested Council Meeting Date: August 15, 2023

Name of Group(s) or Individual(s) Making Request: Kelly Baker

Name of Presenter(s): City Council

Requested Agenda Item: Council to consider an appointment to the Hurley Park Advisory Board.

Description of Requested Agenda Item: The Hurley Park Advisory Board has had a recent resignation and there is a need to fill the unexpired term ending March 31, 2025. Two applications have been received and both are endorsed by the Hurley Park Board.

Attachments: ☒ Yes ☐ No

Fiscal Note: *(If fiscal note requires approval by finance department because item exceeds \$100,000 or is related to grant funds, please fill out signature blocks for finance at bottom of form and provide supporting documents)*

Action Requested of Council for Agenda Item: Council to consider an appointment to the Hurley Park Advisory Board.

.(Please note if item includes an ordinance, resolution or petition)

Contact Information for Group or Individual: Kelly Baker 704-638-5233

☐ **Consent Agenda** (item requires no discussion and will be voted on by Council or removed from the consent agenda to the regular agenda)

☒ **Regular Agenda** (item to be discussed and possibly voted on by Council)

FINANCE DEPARTMENT INFORMATION:

Finance Manager Signature

Department Head Signature

Budget Manager Signature

*****All agenda items must be submitted at least 7 days before the requested Council meeting date*****

For Use in Clerk's Office Only

Salisbury City Council Agenda Item Request Form



☐ Approved

☐ Delayed

☐ Declined

Reason:

Anne

Cave

Submission Date	Jul 13, 2023 1:30 PM
First Name	Anne
Last Name	Cave
E-mail	caveanne@gmail.com
Home Phone	704-433-9905
Address	300 Confederate Avenue
City	Salisbury
State	NC
ZIP Code	28144
Ethnicity	Caucasian/Non-Hispanic
Gender	Female
Place of Employment	Retired
Do you reside within the City limits of Salisbury?	Yes
Are you within the City's Extraterritorial Jurisdiction (ETJ) area?	Yes

Please indicate your #1 preference:

Hurley Park Advisory Board

Have you served on a board or commission of the City of Salisbury?

No

Why are you interested in serving on the Board or Commission for which you are applying?

I live very near Hurley Park and I love it!

Has any formal charge of professional misconduct ever been sustained against you in any jurisdiction?

No

Is there any possible conflict of interest or other matter that would create problems or prevent you from fairly and impartially discharging your duties as an appointee of the Salisbury City Council?

No

I certify that the facts contained in this application are true and correct to the best of my knowledge. I understand and agree that any misstatement will be cause for my removal from any board or commission.

I agree

Alexandra

Fisher

Submission Date	Aug 3, 2022 1:46 PM
First Name	Alexandra
Last Name	Fisher
E-mail	afisher@mowrowan.org
Home Phone	9196220666
Business Phone	704-633-0352
Address	233 Annandale Ave
City	Salisbury
State	NC
ZIP Code	28144
Ethnicity	Caucasian/Non-Hispanic
Gender	Female
Place of Employment	Meals on Wheels Rowan
Occupation	Fund Development/Marketing Manager

Do you reside within the City limits of Salisbury?

Yes

Are you within the City's Extraterritorial Jurisdiction (ETJ) area?

No

Please indicate your #1 preference:

Bell Tower Green Committee

Please indicate your #2 preference:

Hurley Park Advisory Board

Have you served on a board or commission of the City of Salisbury?

No

Why are you interested in serving on the Board or Commission for which you are applying?

I am interested in serving on the Bell Tower Green Committee because I believe it is one of the biggest assets our City has to offer and has transformed Downtown Salisbury. I believe Bell Tower Green sets us apart from other small towns, and I would like to serve on the Board to keep this wonderful park going so that it can be enjoyed by everyone for years to come.

Interest/Skills/Education/Areas of Expertise/Professional Organizations that you feel would be of assistance to you in your duties as a member of the Board or Commission:

My areas of expertise include non-profit fundraising, marketing, grant writing, donor relations, and event planning. My experience in grant writing includes city, county, state, and federal grants, as well as private, corporate, religious, and local family foundations. I believe my experience in non-profit fund development could be an asset in finding new grant opportunities, writing grants, publicity, and event planning for Bell Tower Green.

Personally, as the mother of a child who frequents Bell Tower Green and other Salisbury City Parks, I can provide insight as to what amenities and activities concerns visitors to the park may be interested in or any concerns they may have.

Has any formal charge of professional misconduct ever been sustained against you in any jurisdiction?

No

Is there any possible conflict of interest or other matter that would create problems or prevent you from fairly and impartially discharging your duties as an appointee of the Salisbury City Council?

No

I certify that the facts contained in this application are true and correct to the best of my knowledge. I understand and agree that any misstatement will be cause for my removal from any board or commission.

I agree
