



# City of Salisbury

North Carolina

## COUNCIL MEETING AGENDA

**March 7, 2023**

**6:00 p.m.**

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

*Anyone who wishes to speak via Zoom during public comment must sign-up by 5:00 p.m. on March 7, 2023 by contacting Connie Snyder at [csnyd@salisburync.gov](mailto:csnyd@salisburync.gov). Citizens who wish to speak in person can sign up in Council Chambers.*

1. Call to order.
2. Moment of Silence.
3. Pledge of Allegiance.
4. Adoption of Agenda.
  
5. Council to recognize Finance Manager Mark Drye on becoming a Certified Local Government Finance Officer. (*Presenter – Finance Director Wade Furches*)
  
6. Mayor to proclaim the following observances:

MUSIC IN OUR SCHOOL'S MONTH	March 2023
WOMEN'S HISTORY MONTH	March 2023
WOMEN IN CONSTRUCTION WEEK	March 5-11, 2023
TRANSGENDER DAY OF VISIBILITY	March 31, 2023
  
7. Council to consider the CONSENT AGENDA:
  - (a) Approve Minutes of the special meeting of January 25-26, 2023 and the regular meeting of February 21, 2023.
  - (b) Adopt a budget Ordinance amendment in the amount of \$2 million to appropriate developer fee revenue for engineering services related to the relocation of the raw water pump station outside of the flood hazard area.
  - (c) Adopt a budget Ordinance amendment in the amount of \$150,000 to appropriate additional vehicle tax revenue to be used for street paving.
  - (d) Adopt a Resolution authorizing the execution of opioid settlements and approving the supplemental agreement for additional funds between the state of North Carolina and local governments regarding proceeds relating to the settlement of opioid litigation.
  - (e) Award a contract to Martin Starnes and Associates, CPA in the amount of \$42,700 for auditing services for the fiscal year ending June 30, 2023.

**COUNCIL MEETING AGENDA – PAGE 2 – MARCH 7, 2023**

- (f) Consider adopting 2023 Council Priorities as identified during Council’s annual retreat.
  
- 8. 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.
  
- 9. Council to consider amending the Land Development Ordinance to rezone approximately 1.34 acres located on the eastern side of Donner Drive from Highway Business and General Residential to General Residential (GR-6): (*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.
  
- 10. Council to hold a public hearing regarding the use of Community Development Block Grant and HOME program funds from the United States Department of Housing and Urban Development: (*Presenter – Planning Director Hannah Jacobson*)
  - (a) Receive a presentation from staff
  - (b) Hold a public hearing
  
- 11. Council to consider a public engagement process to receive feedback on the Council election process. (*Presenter – City Attorney Graham Corriher*)
  
- 12. Council to consider appointments to various Boards and Commissions.
  
- 13. City Attorney’s Report
  
- 14. City Manager’s Report.
  
- 15. Council’s Comments.
  
- 16. Mayor Pro Tem’s Comments.
  
- 17. Mayor’s Announcements and Comments.
  
- 18. Adjourn.

# Salisbury City Council Agenda Item Request Form



Please Select Submission Category:  Public  Council  Manager  Staff

Requested Council Meeting Date: March 7, 2023

Name of Group(s) or Individual(s) Making Request: S. Wade Furches, Finance Director

Name of Presenter(s): Mayor Karen Alexander

Requested Agenda Item: Council to recognize Mark Drye, Finance Manager, for obtaining the designation of Certified Local Finance Officer.

Description of Requested Agenda Item: The North Carolina Government Finance Officers Association sponsors the [NC Finance Officers' Certification Program](#). This program is designed to enhance the public finance profession in North Carolina. Certification is achieved through a combination of professional experience, continuing educational requirements, and successful completion of four examinations in the public finance field. Mark Drye completed the exam requirements in November 2022 and was presented with his certificate at the NCGFOA Spring Conference on March 2, 2023. Mark is only the second City employee to receive this designation.

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 Mark Drye, Finance Manager, on becoming a Certified Local Government Finance Officer.

Contact Information for Group or Individual: S. Wade Furches, 704-638-5302

**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

*S. Wade Furches*  
\_\_\_\_\_  
Department Head Signature

\_\_\_\_\_  
Budget Manager Signature



# *City of Salisbury*

*North Carolina*

## PROCLAMATION

**WHEREAS**, for more than 30 years, March has been officially designated by the National Association for Music Education as Music In Our Schools Month encouraging communities across the nation to focus on music education; and

**WHEREAS**, music education is part of a well-rounded education for every student as outlined in the Every Student Succeeds Act; and

**WHEREAS**, the purpose of this celebration is to raise awareness of the lasting positive impact of music education on the academic, personal, and professional growth of our students; and

**WHEREAS**, music education shapes the way our students understand themselves and the world around them, allowing for a deep engagement with learning; and

**WHEREAS**, Music In Our Schools Month reminds us that school is where all children should have access to music; and

**WHEREAS**, music educators, students and communities throughout Salisbury demonstrate the importance of quality music education programs to the lives of young people; and

**WHEREAS**, the City of Salisbury joins our music students, educators and communities in celebrating the power of music education.

**NOW, THEREFORE**, I, Karen K. Alexander, Mayor of the City of Salisbury, North Carolina, on behalf of the Salisbury City Council DO HEREBY PROCLAIM March 2023 as

## MUSIC IN OUR SCHOOLS MONTH

in Salisbury, and encourage all citizens to celebrate and acknowledge everyday but especially in March that Music Education is an essential part of every student's well-rounded education

This the 7<sup>th</sup> day of March 2023.



  
Karen K. Alexander, Mayor



# *City of Salisbury*

*North Carolina*

## **PROCLAMATION**

**WHEREAS**, American women of every race, class, and ethnic background have made historic contributions to the growth and strength of our Nation, state, city and community; and

**WHEREAS**, the contributions of American women have been critical to the growth and development of our economy, our cultural and artistic achievements, and our social advancements and accomplishments; and

**WHEREAS**, American women have played a unique role throughout the history of the Nation and are particularly important in the establishment of early charitable, philanthropic, and cultural institutions; and

**WHEREAS**, American women have served as early leaders in the forefront of every major progressive movement and have served our country courageously in the military; and

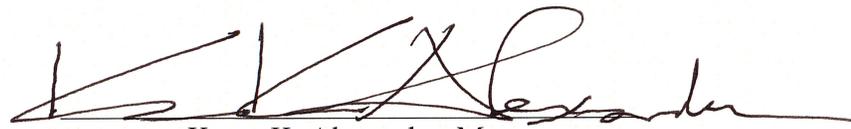
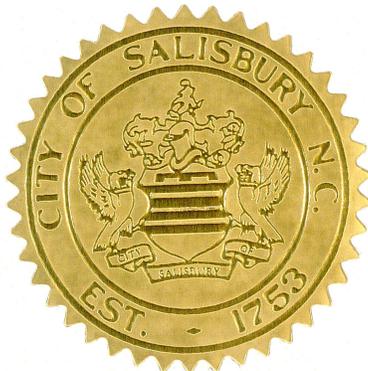
**WHEREAS**, American women are making history every day and will continue to do so in ways that will change our Nation, state, city and community.

**NOW, THEREFORE**, I, Karen K. Alexander, Mayor of the City of Salisbury, North Carolina, DO HEREBY PROCLAIM the month of March 2023 as

### **WOMEN'S HISTORY MONTH**

in Salisbury, and commend this observance to all of our citizens.

This the 7th day of March 2023.



Karen K. Alexander, Mayor



# *City of Salisbury*

North Carolina

## PROCLAMATION

**WHEREAS**, Women in Construction Week celebrates, educates, and promotes the role of women in the construction industry; and

**WHEREAS**, the National Women in Construction Week was first held in 1998 and has expanded each year where various Women in Construction chapters hold week long events by providing presentations to high school classes, job site tours, luncheons, and other virtual events; and

**WHEREAS**, this year's theme, 'Many Paths, One Mission', celebrates the different journeys women have taken toward the same goal by strengthening and amplifying the success of women in the construction industry; and

**WHEREAS**, construction firms of all sizes and types are encouraged to participate in the Women in Construction week and show support for its women employees; and

**WHEREAS**, the Women in Construction Week also recognizes the skill and the expertise exhibited by women in the construction field as a driving force in fostering community development through renovation and beautification projects, promotion of skilled trade careers, and a positive vision of the future.

**NOW, THEREFORE**, I, Karen K. Alexander, Mayor of the City of Salisbury, North Carolina, DO HEREBY PROCLAIM the week of March 5 through March 11, 2023 as

### WOMEN IN CONSTRUCTION WEEK

in Salisbury, and encourage citizens to recognize the positive role women in the construction industry play in our continued economic prosperity.

This the 7<sup>th</sup> day of March 2023.



  
Karen K. Alexander, Mayor



# *City of Salisbury*

*North Carolina*

## PROCLAMATION

**WHEREAS**, Transgender Day of Visibility celebrates equality, representation, and activism for the transgender and gender diverse community; and

**WHEREAS**, it is of crucial importance to continue to build an inclusive and equitable society by raising awareness of and working to eliminate discrimination, hate, and violence; and

**WHEREAS**, the City of Salisbury supports the rights of every person to experience freedom from discrimination and affirms the value and dignity of its transgender residents; and

**WHEREAS**, we honor the courage and achievements of the many transgender individuals who live and work in the City of Salisbury in their authentic gender.

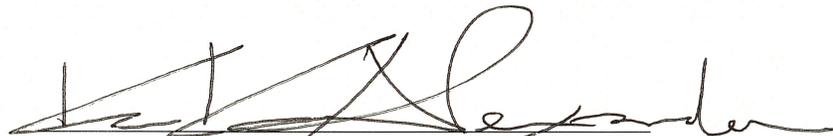
**NOW, THEREFORE**, I, Karen K. Alexander, Mayor of the City of Salisbury, North Carolina, on behalf of the Salisbury City Council DO HEREBY PROCLAIM Friday, March 31, 2023 as

## TRANSGENDER DAY OF VISIBILITY

in Salisbury, to honor and celebrate the contributions and resilience of Salisbury's Transgender Community.

This the 7<sup>th</sup> day of March 2023.



  
Karen K. Alexander, Mayor

Salisbury, North Carolina  
February 21, 2023

## **REGULAR 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 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 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, 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)

## **PROCLAMATIONS**

Mayor to proclaim the following observances:

HUMAN RELATIONS MONTH  
DEE DEE WRIGHT RECOGNITION

February 2023  
February 21, 2023

Mayor Alexander and Council recognized Ms. Dee Dee Wright for her contributions and dedication to the community as a leader and activist whose work has touched the lives of countless people. Mayor Alexander stated Ms. Wright has displayed concern and commitment for the Salisbury community, and worked tirelessly to bring civil rights issues to light.

Ms. Wright thanked Council and City Manager Jim Greene, and she stated it has been an honor to serve the community.

### **CONSENT AGENDA**

(a) Minutes

Approve Minutes of the regular meeting of February 7, 2023.

(b) City Representative – Shelter Ministries of Rowan County

Appoint Ruth Kennerly as the City representative to the Board of Directors for Shelter Ministries of Rowan County.

(c) Resolution – City Manager Contracting Authority

Adopt a revised Resolution regarding City Manager contracting authority.

### **RESOLUTION REGARDING CITY MANAGER CONTRACTING AUTHORITY (REVISED FEBRUARY 21, 2023)**

(The above Resolution is recorded in full in Resolution Book No. 17 at Page No. 4-5, and is known as Resolution 2023-04)

(d) Update – Employee Pay Grade and Classification Schedule

Approve an update to the adopted employee pay grade and classification schedule to allow for reorganization and classification changes.

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

### **PUBLIC COMMENT**

Mayor Alexander opened the floor to receive public comments.

Ms. Anne Browlee asked Council to implement an alert system for nearby residents of Catawba College when emergencies take place on or near the campus.

Ms. Karen South Jones stated more public restroom facilities are needed at City parks and greenways. She asked Council to consider installing call boxes and security cameras in strategic locations to monitor greenway entrances and exits.

Ms. Mary Walker, Representative of Women for Community Justice, emphasized the importance of hiring a new police chief. She added expectations for the new police chief include representing all citizens regardless of race, ethnicity, gender identification, or social and economic status.

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

### **FORWARD 2040: SALISBURY'S FRAMEWORK FOR GROWTH**

Planning Director Hannah Jacobson asked Council to consider adopting Forward 2040: Salisbury's Framework for Growth as the City's comprehensive plan. Ms. Jacobson thanked and recognized the Steering Committee and staff for their work and dedication to the 2040 Comprehensive Plan.

Ms. Jacobson stated since the draft was released in November, staff has worked to collect public comment and feedback. She added that 21 presentations had been made to various boards and commissions, neighborhood associations, civic groups, businesses and non-profit organizations. She noted three community meetings had been held, and staff was available at the Martin Luther King, Jr. Community Resource Fair. She indicated staff held virtual and in-person office hours for one-on-one conversations, and she commented the draft is available on the City website.

Ms. Jacobson provided a summary of draft changes which include fixing grammatical and spelling errors, improving image quality, adding labels in maps to street names, updated Appendix D and added Appendix C. She commented staff removed redundant policies and converted policies to actions. She stated actions were added related to Kesler Mill, a campaign against littering, and the housing strategy.

Ms. Jacobson noted the plan is 334 pages and composed of six different appendices built upon 10 vision themes with 63 goals, 316 policies and 56 actions for short-term action within one to five years. She added the plan includes a Future Land Use Map which serves as geographic policy framework that describes a desired pattern for future growth. She explained that the Future Land Use Map does not alter current zoning maps or regulations but serves as a tool for evaluating rezoning cases.

Ms. Jacobson explained the new process using the Future Land Use Map. She added when reviewing zoning cases to determine if it is consistent with the Forward 2040 Comprehensive Plan or inconsistent, there is now an option to amend the Future Land Use Map by stating the zoning case is inconsistent, but the proposal has public benefit.

Ms. Jacobson noted the plan also includes an evaluation and assessment tool that serves as an annual report to review development patterns from the previous year and anticipate trends within the following year. She added the evaluation and assessment tool allows staff to revise, add, or remove policies and offers an opportunity to amend the Future Land Use Map if necessary.

Ms. Jacobson stated the Steering Committee voted unanimously to advance the plan on February 6, 2023, and the Planning Board held a public hearing on February 14, 2023, and voted unanimously to recommend Council adopt Forward 2040: Salisbury's Framework for Growth as the City's comprehensive plan.

City Manager Jim Greene thanked staff and the Steering Committee for their work and dedication to the Forward 2040 Comprehensive Plan. He added this plan will shape Salisbury's growth and future over the next 20 years.

Mayor Alexander congratulated Ms. Jacobson, staff, and the Steering Committee for completing the Forward 2040 Comprehensive Plan.

Mayor Alexander convened a public hearing after due notice regarding Forward 2040: Salisbury's Framework for Growth.

Ms. Dee Dee Wright, Mr. John Schaffer and Mr. Gene Goetz, members of the Salisbury Steering Committee asked Council to consider adopting the Forward 2040: Salisbury's Framework for Growth as the City's comprehensive plan.

There being no else to address Council, Mayor Alexander closed the public hearing.

Thereupon, Mayor Pro Tem Sheffield made a **motion** to adopt Forward 2040: Salisbury's Framework for Growth as the City's comprehensive plan. Mayor Alexander, Mayor Pro Tem Sheffield, Councilmembers McLaughlin, Post, and Smith voted AYE. (5-0)

## **LAND DEVELOPMENT ORDINANCE TEXT AMENDMENT**

Senior Planner Victoria Bailiff asked Council to consider adopting an Ordinance amending Chapters 1, 4, 5, 7, 8, 10, 11, and 15 of the Land Development Ordinance of the City of Salisbury, North Carolina.

Ms. Bailiff commented revisions to Chapters 4, 5, 7, 8, 10, and 11 include removing references to the Vision 2020 Comprehensive Plan and replacing them with references to the Forward 2040 Plan. She explained that revisions to Chapter 15 include adding processes for amending the Comprehensive Plan text and the Future Land Use Map.

Ms. Bailiff stated the text amendments were reviewed by the Technical Review Committee (TRC) on December 15, 2022 who recommended approval with no requested changes. She added the amendments were sent to the Planning Board on February 14, 2023 and it voted unanimously to recommend approval.

Mayor Alexander convened a public hearing after due notice regarding the proposed text amendment.

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

Councilmember Smith stated the City Council hereby finds and determines that adoption of an Ordinance to amend the Land Development Ordinance of the City of Salisbury as underlined or stricken herein is reasonable, in the public interest and consistent with the Forward 2040 Comprehensive Plan. Thereupon, Mr. Smith made a **motion** to adopt an Ordinance amending Chapter 1 Purpose and Applicability, Chapter 4 Subdivisions and Infrastructure, Chapter 5 Building Types and Standards, Chapter 7 Recreational Open Space, Chapter 8 Landscaping, Chapter 10 Parking, Chapter 11 Lighting on Private Property, and Chapter 15 Development Process of the Land Development Ordinance of the City of Salisbury, North Carolina. Mayor Alexander, Mayor Pro Tem Sheffield, Councilmembers McLaughlin, Post, and Smith voted AYE. (5-0)

ORDINANCE AMENDING CHAPTER 1 PURPOSE AND APPLICABILITY, CHAPTER 4 SUBDIVISIONS AND INFRASTRUCTURE, CHAPTER 5 BUILDING TYPES AND STANDARDS, CHAPTER 7 RECREATIONAL OPEN SPACE, CHAPTER 8 LANDSCAPING, CHAPTER 10 PARKING, CHAPTER 11 LIGHTING ON PRIVATE PROPERTY, AND CHAPTER 15 DEVELOPMENT PROCESS OF THE LAND DEVELOPMENT ORDINANCE OF THE CITY OF SALISBURY, NORTH CAROLINA.

(The above Ordinance is recorded in full in Ordinance Book No. 31 at Page No. 55-, and is known as Ordinance 2023-12.)

### **PROPERTY TAX REVALUATION PROCESS**

Finance Director Wade Furches and Rowan County Tax Assessor Chip Main addressed Council regarding the property tax revaluation process. Mr. Main indicated property tax revaluations are conducted every four years, and he noted County staff has worked on the revaluation process for the last two years. He explained property tax revaluations are required throughout the state every eight years, and Rowan County conducts revaluations every four years. He noted the revaluation will update real property values to reflect fair market value as of January 1, 2023. He stated the Rowan County tax base is derived from 80,632 parcels of which 13,311 are located in the City. He pointed out personal property is also taxed.

Mr. Main explained the objective is to revalue the real estate data base to appraise property at 100% market value. He noted the revised property values will stay in place for the next four years unless changes are made to a property. He reviewed the three approaches to property value:

- Market which abstracts value from the sale of property
- Cost of land
- Material and labor and income approach which is used to value commercial property

Mr. Main indicated there have been 16,706 residential sales since 2019 of which 11,941 were qualified sales and 4,765 were unqualified sales. He explained unqualified sales include foreclosures, bankruptcies, auctions, sales among relatives, and condemnations. He displayed a sales map, and he pointed out the higher volume of sales occurred within the City limits near I-85.

Mr. Main noted the current sales assessment ratio in Rowan County is 73.38%, and he explained a home that sells for \$300,000 currently has an assessed value of \$220,000. He reviewed the preliminary estimate of the City tax base which is \$4 billion with an additional \$94 million for downtown. He explained once the 78,000 notices are mailed, the appeals process will begin. He pointed out Rowan County offers property tax reductions for certain groups with income restrictions including elderly and disabled veterans.

Mr. Furches stated the City's current rate is \$.7196 per \$100 value, and he indicated as part of the budget process staff must compute and disclose a revenue neutral tax rate. He explained the revenue neutral tax rate will provide the same amount of property tax revenue the City had this year with a factor for growth included in the calculation. He indicated the tax rate will probably decrease, and he pointed out the projected values will keep changing until the notices are mailed. He added the City's current tax base is \$3.26 billion and the projection is for approximately \$4.1 billion.

Councilmember Post asked about the valuation for Rowan County. Mr. Main indicated last year the County's tax base was \$13.2 billion and the estimated tax base is \$18.5 billion.

Mayor Alexander thanked Mr. Main for his presentation.

### **BUDGET ORDINANCE AMENDMENT – SALES TAX REVENUE**

Finance Director Wade Furches asked Council to adopt an Ordinance amending the FY2022-2023 budget in the amount of \$500,000 to appropriate additional sales tax revenue. He explained when the FY2022-2023 budget was adopted, staff recommended \$1 million be set aside and if sales tax revenue continued to be strong, then staff would come before Council to request an appropriation of the funds. He added a \$500,000 request came before Council in October and staff is requesting the remaining \$500,000 be allocated for City projects.

Mayor Alexander asked if the City had already received the sales tax revenue funds. Mr. Furches commented the City has received funds from October 2022 through February 2023.

Thereupon, Councilmember McLaughlin made a **motion** to adopt an Ordinance amending the FY2022-2023 budget Ordinance of the City of Salisbury, North Carolina to appropriate additional sales tax revenue. Mayor Alexander, Mayor Pro Tem Sheffield, Councilmembers McLaughlin, Post, and Smith voted AYE. (5-0)

**ORDINANCE AMENDING THE FY2022-2023 BUDGET ORDINANCE OF THE CITY OF SALISBURY, NORTH CAROLINA TO APPROPRIATE ADDITIONAL SALES TAX REVENUE.**

(The above Ordinance is recorded in full in Ordinance Book No. 31 at Page No. 55-, and is known as Ordinance 2023-12.)

## **HUMAN RELATIONS COUNCIL**

Councilmember Smith noted the Human Relations Council (HRC), under the leadership of Human Relations Manager Anne Little and HRC Chair Debra Ellison, have worked to amend the HRC Ordinance. He added the HRC has worked to ensure human rights are honored and celebrated in this community.

Ms. Little thanked Councilmember Smith for serving as Council liaison to the HRC. She recognized HRC members in the audience, and she thanked them for their service to the community. She introduced Human Relations Specialist Cheryl Leverett-Lide who joined the City on January 9, 2023, and will focus on the HRC, fair housing, and the Non-discrimination Ordinance.

Ms. Ellison reviewed the proposed changes which include a name change to the Human Relations Commission. She reviewed the proposed changes to Appendix D, Part 8 Section 1.01 which states the purpose. She noted the goal is to establish consistency with the City's Non-discrimination Policy and Ordinance.

Ms. Ellison noted the proposed changes include a name change, a membership restructure, and changes to the function, powers, and duties of the HRC. She reviewed the priorities of the HRC:

- Strategic recruitment campaign
- Reorganization
- Retreat and training
- Enhanced alignment with City Council and its priorities
- Broadened multicultural community outreach programs and events

Councilmember Post asked if the County has been contacted regarding the proposed changes. Mayor Alexander stated she has spoken to Commission Chair Greg Edds who stated the County is committed to the work of the HRC.

Mayor Pro Tem Sheffield indicated it takes a lot of work to update policies, and she thanked the HRC for putting in the work which sets the template for future growth.

Thereupon, Mayor Pro Tem Sheffield made a **motion** to adopt an Ordinance amending Appendix D Boards, Committees, Commissions etc. of the code of the City of Salisbury, North Carolina relating to the Human Relations Commission. Mayor Alexander, Mayor Pro Tem Sheffield, Councilmembers McLaughlin, Post, and Smith voted AYE. (5-0)

ORDINANCE AMENDING APPENDIX D BOARDS, COMMITTEES, COMMISSIONS ETC.  
OF THE CODE OF THE CITY OF SALISBURY, NORTH CAROLINA RELATING TO THE  
HUMAN RELATIONS COMMISSION.

(The above Ordinance is recorded in full in Ordinance Book No. 31 at Page No. 89-95, and is known as Ordinance 2023-17.)

**CITY ATTORNEY’S REPORT**

City Attorney Graham Corriher stated at its last meeting Council approved a contract for engineering work on a relocated pump station for Salisbury-Rowan Utilities (SRU). He noted the agreement is with Cube Yadkin Generation, LLC to pay up to \$2 million toward the engineering work for the relocated pump station.

Mr. Corriher indicated the City is a finalist for a \$22.5 million Federal Emergency Management Agency (FEMA) grant. He stated the City is eager to proceed with the project, and he noted the current water intake is at risk of flooding and has flooded in the past.

Mr. Corriher stated Cube Yadkin Generation, LLC is the owner of the High Rock Dam, and it has a federal license to operate the dam. He added as a condition of its license Cube is required to make flood protection improvements to the City’s pump station. He noted it is the City's opinion that it needs to relocate the pump station to remove it from the floodplain. He indicated Cube is in agreement and the funds in the contract will be used for the project. He stated the total cost of the relocated pump station is approximately \$31.5 million. He pointed out the City has not been officially awarded that grant, but all indications are positive and staff wants to proceed with the preliminary engineering work with Cube’s support.

Mr. Corriher noted the agreement is for \$2 million, and he pointed out Cube has committed a total \$9 million match required by FEMA.

Thereupon, Councilmember Post made a **motion** to approve an agreement with Cube Yadkin Generation LLC to fund up to \$2 million for preliminary engineering, design, and permitting for the Water Supply Resiliency Project for Salisbury-Rowan Utilities Raw Water Pump Station Project. Mayor Alexander, Mayor Pro Tem Sheffield, Councilmembers McLaughlin, Post, and Smith voted AYE. (5-0)

**CITY MANAGER’S REPORT**

City Manager Jim Greene had nothing to report to Council.

## **COUNCIL COMMENTS**

Councilmember Smith thanked the Communications Department for recognizing Black History Month on social media, and he thanked the Diversity, Equity, and Inclusion Department for working to compose the information.

Councilmember Smith thanked everyone who attended and shared concerns during the West End Neighborhood Town Hall that took place last week.

## **MAYOR PRO TEM'S COMMENTS**

Mayor Pro Tem Sheffield thanked Ms. Dee Dee Wright for her continued service to the community. She then thanked Women for Community Justice for attending the meeting and voicing its concerns.

Mayor Pro Tem Sheffield thanked the 2040 Steering Committee for its hard work on the Comprehensive Plan. She recognized members of the Human Relations Commission for their work in the community.

Mayor Pro Tem Sheffield suggested a discussion take place with Council regarding four-year staggered terms instead of the current two-year terms. She explained she wanted to suggest the conversation take place now so it does not conflict with the November election.

Councilmember Post suggested the discussion include the public just like the previous discussion regarding the separate mayoral election. He also suggested beginning the discussion in January 2024 after the election so there is no perception of personal interest in the outcome.

Mayor Alexander suggested City Attorney Graham Corriher go through the process with Council to determine if there is public interest in four-year staggered terms for Council. Councilmember Post agreed he would like to receive public input.

Mayor Alexander asked Council if it would like to form a committee to engage with the public regarding the Council terms. Mayor Pro Tem Sheffield agreed. She added changes may not apply to the 2023 election, but she wanted to initiate the discussion since the process will take time to complete.

Councilmember Smith pointed out Council serves two-year terms while the Rowan-Salisbury School Board and the Rowan County Commissioners serve four-year terms.

Mayor Alexander asked if Council wants to create a Council Committee or if it wants to take a different approach. City Attorney Graham Corriher explained the process will be lengthy. He noted Council has the authority to change certain items in the Charter such as the length of terms, number of council members, mayoral election, but it cannot change everything. He added Council could make the changes or vote to put it on the ballot like the mayoral election. He pointed out there are timelines to meet if Council has intent to make the change for the 2023 election. He

commented if the intention is to place it on the ballot, there would be more time since the change would not take effect until the 2025 election.

Councilmember Post asked if this item could be placed on the Agenda for the next Council meeting for further discussion. Mr. Greene recommended staff bring information back to Council at its next meeting and Council could provide direction to staff. By consensus, Council agreed to put the item on the next Agenda for discussion.

**MAYOR’S ANNOUNCEMENTS AND COMMENTS**

Mayor Alexander thanked staff for its work on the Council meeting Agenda, and she congratulated Ms. Dee Dee Wright on her recognition.

**ADJOURNMENT**

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

The meeting was adjourned at 8:11 p.m.

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Karen Alexander, Mayor

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Connie B. Snyder, City Clerk

# Salisbury City Council Agenda Item Request Form



Please Select Submission Category:  Public  Council  Manager  Staff

Requested Council Meeting Date: March 7, 2023

Name of Group(s) or Individual(s) Making Request: Finance Director Wade Furches

Name of Presenter(s): Finance Director Wade Furches

**Requested Agenda Item:** Council consider adopting a Budget ORDINANCE Amendment to the FY2022-2023 budget to appropriate develop fee revenues in the amount of \$2,000,000.

**Description of Requested Agenda Item:** At the February 21, 2023 Council meeting, City Council received a presentation related to the relocation of the City's water intake. Council approved moving forward with an initial contract under which Cube Hydro will fund \$2,000,000 for engineering studies related to the relocation. Council needs to appropriate those revenues.

**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)

The initial \$2,000,000 will be used to fund engineering services related to the relocation of the City's water intake.

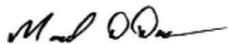
**Action Requested of Council for Agenda Item:** Adopt Budget ORDINANCE Amendment to appropriate developer fee revenue in the amount of \$2,000,000.

**Contact Information for Group or Individual:** Wade Furches, 704-638-5302

**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\*\*\***

"WATER SUPPLY RESILIENCY PROJECT FOR SRU PUMP STATION ALONG YADKIN RIVER

Project ID No. EMA-2021-BR-005-0044  
CAPITAL PROJECT ORDINANCE AMENDMENT

Be it ordained by the City Council of the City of Salisbury, North Carolina, that, pursuant to Section 13.2 of Chapter 159 of the General Statutes of North Carolina, the following Capital Project Ordinance is hereby adopted:

Section 1. The project is for the relocation of the City's raw water facilities outside the flood hazard area.

Section 2. The following revenue is available to the City of Salisbury.

Developer Fees	
032-805-000-487370	\$ 2,000,000

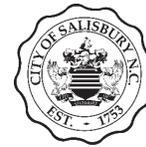
Section 3. The following amounts are appropriated for the project.

Professional Services	
032-805-000-549101	\$ 2,000,000

Section 4. The Finance Officer is hereby directed to maintain a Capital Project with sufficient specific detailed accounting records to allow compliance with G.S. 159-28 Budgetary accounting for appropriations.

Section 5. Copies of this capital project ordinance shall be made available to the City Manager and the Finance Officer for direction in carrying out this project."

# Salisbury City Council Agenda Item Request Form



Please Select Submission Category:  Public  Council  Manager  Staff

Requested Council Meeting Date: March 7, 2023

Name of Group(s) or Individual(s) Making Request: Finance Director Wade Furches

Name of Presenter(s): Finance Director Wade Furches

**Requested Agenda Item:** Council consider adopting a Budget ORDINANCE Amendment to the FY2022-2023 budget to appropriate additional vehicle tax revenues in the amount of \$150,000.

**Description of Requested Agenda Item:** During the FY23 budget process, City Council voted to increase the City's vehicle tax from \$10 to \$30 per vehicle. The original budget was conservative with its projection of how much revenue this increase was expected to bring due to uncertainty of how long it would take for the new fee to be fully implemented. The City now expects to receive \$150,000 more than the original budget anticipated. These funds can be appropriated towards additional paving needs.

**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)*

The City Finance Department is projecting that the City will receive \$150,000 more than the original budget for vehicle tax revenues.

**Action Requested of Council for Agenda Item:** Adopt Budget ORDINANCE Amendment to appropriate additional vehicle tax revenue in the amount of \$150,000.

**Contact Information for Group or Individual:** Wade Furches, 704-638-5302

**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\*\*\***

AN ORDINANCE AMENDING THE 2022-2023 BUDGET ORDINANCE  
OF THE CITY OF SALISBURY, NORTH CAROLINA TO  
APPROPRIATE ADDITIONAL VEHICLE TAX REVENUES

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

Section 1. The City Finance Department anticipates that it will receive vehicle tax revenues in excess of the original budget. This additional revenues need to be property appropriated.

Section 2. That the 2022-2023 Budget Ordinance of the City of Salisbury, adopted on June 21, 2022, is hereby amended as follows:

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

- |     |   |                   |
|-----|---|-------------------|
| (1) | Increase line item 010-000-000-4115.00<br>Auto tax              | <u>\$ 150,000</u> |
| (2) | Increase in line item 010-561-000-5254.01<br>Street maintenance | <u>\$ 150,000</u> |

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: March 7, 2023

Name of Group(s) or Individual(s) Making Request: City Attorney

Name of Presenter(s): Graham Corriher

Requested Agenda Item: Approve North Carolina's Wave Two Opioid Settlement Agreement

**Description of Requested Agenda Item:** North Carolina Attorney General Josh Stein has negotiated a \$21 billion settlement agreement with opioid distributors CVS, Walgreens, Walmart, Allergan and Teva. This is the second settlement agreement in the ongoing opioid litigation. Like the first settlement agreement, Salisbury will not receive direct funding under the proposed settlement agreement. Rather, the funding will go directly to all North Carolina counties, including Rowan County, and certain larger municipalities. In order for North Carolina to receive its full share of funding, all municipalities larger than 30,000, including Salisbury, are required to sign the settlement agreement. This settlement agreement has the support of the Attorney General's Office, the North Carolina Association of County Commissioners, and the North Carolina League of Municipalities.

Attached is a letter from Mr. Stein and a proposed Resolution to approve the agreement.

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)*

None

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

Council to adopt a Resolution Authorizing the Execution of Opioid Settlements and Approving the Supplemental Agreement for Additional Funds Between the State of North Carolina and Local Governments on Proceeds Relating to the Settlement of Opioid Litigation.

Contact Information for Group or Individual: [graham.corriher@salisburync.gov](mailto:graham.corriher@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) City Attorney Report

**FINANCE DEPARTMENT INFORMATION:**

# Salisbury City Council Agenda Item Request Form



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:**

JOSH STEIN  
ATTORNEY GENERAL



February 14, 2023

Dear Municipal Managers, Attorneys, and Clerks:

I am writing with an important update in our collective fight to address the opioid epidemic and save lives – and a request for you to take action to secure additional opioid settlement funds so that North Carolina can continue these important efforts.

As you know, I helped negotiate the \$26 billion national opioid settlements with the “big three” drug distributors plus Johnson & Johnson (“Wave One Settlements”). In 2022 these funds began flowing to the state, all 100 counties, municipalities of over 75,000 people, and municipalities that engaged in litigation against opioid defendants.

We recently negotiated \$21 billion in new settlements with CVS, Walgreens, Walmart, Allergan and Teva (“Wave Two Settlements”). These Wave Two Settlements have the potential to bring significantly greater resources to North Carolina to address the opioid epidemic. North Carolina’s state and local governments receiving opioid settlement funds stand to receive more than \$600 million from the Wave Two Settlements – in addition to the more than \$750 million we are already receiving from the Wave One Settlements.

Although your municipality is not receiving direct payments under the opioid settlements, your residents benefit from the resources going to your county and the state as a whole. In traveling across North Carolina in recent months, I have learned firsthand about the many innovative programs to address the opioid crisis that local governments are funding with money from the Wave One Settlements. I am excited about the many new or expanded programs that can be funded with additional resources from the Wave Two Settlements.

As with the Wave One Settlements, **North Carolina will receive its full share of payments from the Wave Two Settlements only if all local governments of over 30,000 people, including your municipality, sign onto each settlement.** And the defendants will agree to finalize the Wave Two Settlements only if the vast majority of local governments across the nation sign onto them.

In the coming days, your municipal manager or attorney (or other senior staff your municipality identified in the course of approving the Wave One Settlements) will receive an email from the national administrator, Rubris. The email from Rubris will invite your municipality to sign onto each of the five new Wave Two Settlements as well as a supplement to the North Carolina Memorandum of Agreement (“MOA”) on the allocation, use, and reporting of funds from the Wave One settlements.

This supplement to the MOA is called the “Supplemental Agreement for Additional Funds from Additional Settlements of Opioid Litigation” or “SAAF” for short. It provides that the bulk of North Carolina’s money from the Wave Two Settlements will go to counties, municipalities of over 75,000 people, and municipalities that engaged in litigation against opioid defendants to address the opioid crisis. The SAAF extends the basic terms of the MOA governing the Wave One Settlements to the Wave Two Settlements. Like the MOA, the SAAF has the support of my office, the North Carolina Association of County Commissioners (NCACC), and the North Carolina League of Municipalities (NCLM).

**April 18, 2023 is the deadline to sign onto the Wave Two Settlements and the SAAF.** To assist you in meeting this deadline, we are pleased to share a draft resolution template that your governing body may adopt to authorize signing onto the Wave Two Settlements and the SAAF. The draft resolution template is available [HERE](#) on the “Wave Two Settlements” page of DOJ’s [www.MorePowerfulNC.org](http://www.MorePowerfulNC.org) website. I encourage your municipality to adopt its authorizing resolution and execute the settlement documents and SAAF as soon as possible so that North Carolina can help build national momentum in support of the Wave Two Settlements.

I’m proud that the strong partnership between the state and local governments in North Carolina produced 100% local government participation in the Wave One Settlements. This enabled the state and the participating local governments to receive 100% of our collective share of the national settlement funds.

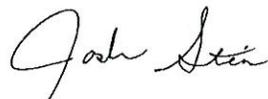
We are hoping to achieve the same unanimous approval of the Wave Two Settlements. Assuming this high level of participation by local governments across North Carolina and the country, which we expect, North Carolina should start receiving money from the Wave Two Settlements during the second half of 2023. These funds will be in addition to the money our state is already projected to receive from the Wave One Settlements. The maximum amount that your county is projected to receive from the Wave Two Settlements (along with a reminder of the amount your county is projected to receive from Wave One Settlements) is available [HERE](#) on the “Wave Two Settlements” page of DOJ’s [www.MorePowerfulNC.org](http://www.MorePowerfulNC.org) website.

For more information, I encourage you to visit the “Opioid Settlements” section of DOJ’s [www.MorePowerfulNC.org](http://www.MorePowerfulNC.org) website. You will find additional tools, resources, and information about the opioid settlements on the Community Opioid Resources Engine for North Carolina (CORE-NC) (<https://ncopioidsettlement.org/>).

We encourage you to consult your municipal attorney regarding the Wave Two Settlements. If you have questions for my team about the Wave Two Settlements or SAAF, please do not hesitate to email us at [opioidsettlement@ncdoj.gov](mailto:opioidsettlement@ncdoj.gov).

Thank you for your consideration and partnership in this ongoing effort to save lives and improve the health and well-being of North Carolina residents impacted by the opioid crisis.

Sincerely,



Josh Stein



*City of Salisbury*  
North Carolina

**RESOLUTION AUTHORIZING THE EXECUTION OF OPIOID SETTLEMENTS AND APPROVING THE SUPPLEMENTAL AGREEMENT FOR ADDITIONAL FUNDS BETWEEN THE STATE OF NORTH CAROLINA AND LOCAL GOVERNMENTS ON PROCEEDS RELATING TO THE SETTLEMENT OF OPIOID LITIGATION**

**WHEREAS**, the opioid overdose epidemic had taken the lives of more than 32,000 North Carolinians between 2000 and 2021; and

**WHEREAS**, the COVID-19 pandemic compounded the opioid overdose crisis, increasing levels of drug misuse, addiction, and overdose deaths; and

**WHEREAS**, the Centers for Disease Control and Prevention estimates the total economic burden of prescription opioid misuse in the United States is \$78.5 billion a year, including the costs of healthcare, lost productivity, addiction treatment, and criminal justice involvement; and

**WHEREAS**, certain counties and municipalities in North Carolina joined with thousands of local governments across the country to file lawsuits against opioid manufacturers, pharmaceutical distribution companies, and chain drug stores to hold those companies accountable for their misconduct; and

**WHEREAS**, settlements have been reached in litigation against Walmart, Inc., Teva Pharmaceutical Industries Ltd., Allergan Finance, LLC, Allergan Limited, CVS Health Corporation, CVS Pharmacy, Inc., and Walgreen Co., as well as their subsidiaries, affiliates, officers, and directors named in the these settlements; and

**WHEREAS**, representatives of local North Carolina governments and the North Carolina Department of Justice have negotiated and prepared a Supplemental Agreement for Additional Funds (SAAF) to provide for the equitable distribution of the proceeds of these settlements; and

**WHEREAS**, by joining the settlements and approving the SAAF, the state and local governments maximize North Carolina's share of opioid settlement funds to ensure the needed resources reach communities, as quickly, effectively, and directly as possible; and

**WHEREAS**, it is advantageous to all North Carolinians for local governments, including the City of Salisbury and its residents, to sign onto the settlements and SAAF to demonstrate solidarity in response to the opioid overdose crisis, and to maximize the share of opioid settlement funds flowing to North Carolina to help abate the harm; and

**WHEREAS**, the SAAF directs substantial resources over multiple years to local governments on the front lines of the opioid overdose epidemic while ensuring that these resources are used in an effective way to address the crisis.

**NOW, THEREFORE BE IT RESOLVED**, that the City of Salisbury hereby authorizes City Attorney Graham Corriher to execute all documents necessary to enter into opioid settlement agreements with Walmart, Walgreens, CVS, Allergan, and Teva, to execute the SAAF, and to provide such documents to Rubris, the Implementation Administrator.

Adopted this the 7<sup>th</sup> day of March 2023.

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Karen K. Alexander, Mayor

ATTEST:

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Connie B. Snyder, City Clerk

# Salisbury City Council Agenda Item Request Form



Please Select Submission Category:  Public  Council  Manager  Staff

Requested Council Meeting Date: March 6, 2023

Name of Group(s) or Individual(s) Making Request: Wade Furches, Finance Director

Name of Presenter(s): Wade Furches, Finance Director

Requested Agenda Item: Award a contract to Martin Starnes and Associates, CPAs for auditing services for the fiscal year ending June 30, 2023.

**Description of Requested Agenda Item:** On March 15, 2022, Council approved a four-year agreement with Martin Starnes and Associates, CPAs to provide audit services for the City after requesting Requests for Proposals. The current fiscal year, ending on June 30, 2023, will be the second year of the four-year agreement. The fee for FY23 is \$39,200, plus \$3,500 for single audit testing of up to three major programs. This represents a \$2,200, or 5.4%, increase from the prior fiscal year, and is in accordance with the original proposal approved in 2022.

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)*

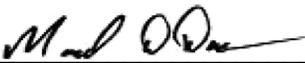
**Action Requested of Council for Agenda Item:** *(Please note if item includes an ordinance, resolution or petition)* Award a contract to Martin Starnes and Associates, CPAs for auditing services for the fiscal year ending June 30, 2023 in the amount of \$42,700.

Contact Information for Group or Individual: Wade Furches 704-638-5302

**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\*\*\***

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

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

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

*Hereinafter referred to as Auditor*

for	Fiscal Year Ending 06/30/23	Date Audit Will Be Submitted to LGC 10/31/23
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*Must be within four months of FYE*

hereby agree as follows:

1. The Auditor shall audit all statements and disclosures required by U.S. generally accepted auditing standards (GAAS) and additional required legal statements and disclosures of all funds and/or divisions of the Governmental Unit(s). The non-major combining, and individual fund statements and schedules shall be subjected to the auditing procedures applied in the audit of the basic financial statements and an opinion shall be rendered in relation to (as applicable) the governmental activities, the business- type activities, the aggregate DPCUs, each major governmental and enterprise fund, and the aggregate remaining fund information (non-major government and enterprise funds, the internal service fund type, and the fiduciary fund types). The basic financial statements shall include budgetary comparison information in a budgetary comparison statement, rather than as RSI, for the General Fund and any annually budgeted Special Revenue funds.

2. At a minimum, the Auditor shall conduct the audit and render the report in accordance with GAAS. The Auditor shall perform the audit in accordance with *Government Auditing Standards (GAGAS)* if the Governmental Unit expended \$100,000 or more in combined Federal and State financial assistance during the reporting period. The auditor shall perform a Single Audit if required by Title 2 US Code of Federal Regulations Part 200 *Uniform Administration Requirements, Cost Principles, and Audit Requirements for Federal Awards, Subpart F* (Uniform Guidance) or the State Single Audit Implementation Act. This audit and all associated audit documentation may be subject to review by Federal and State agencies in accordance with Federal and State laws, including the staffs of the Office of State Auditor (OSA) and the Local Government Commission (LGC). If the audit requires a federal single audit in accordance with the Uniform Guidance (§200.501), it is recommended that the Auditor and Governmental Unit(s) jointly agree, in advance of the execution of this contract, which party is responsible for submission of the audit and the accompanying data collection form to the Federal Audit Clearinghouse as required under the Uniform Guidance (§200.512).

Effective for audits of fiscal years beginning after June 30, 2023, the LGC will allow auditors to consider whether a unit qualifies as a State low-risk auditee based upon federal criteria in the Uniform Guidance §200.520(a), and (b) through (e) as it applies to State awards. In addition to the federal criteria in the Uniform Guidance, audits must have been submitted timely to the LGC. If in the reporting year, or in either of the two previous years, the unit reported a Financial Performance Indicator of Concern that the audit was late, then

the report was not submitted timely for State low-risk auditee status. Please refer to "Discussion of Single Audits in North Carolina" on the LGC's website for more information.

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

3. If an entity is determined to be a component of another government as defined by the group audit standards, the entity's auditor shall make a good faith effort to comply in a timely manner with the requests of the group auditor in accordance with AU-6 §600.41 - §600.42.

4. This contract contemplates an unmodified opinion being rendered. If during the process of conducting the audit, the Auditor determines that it will not be possible to render an unmodified opinion on the financial statements of the unit, the Auditor shall contact the LGC Staff to discuss the circumstances leading to that conclusion as soon as is practical and before the final report is issued. The audit shall include such tests of the accounting records and such other auditing procedures as are considered by the Auditor to be necessary in the circumstances. Any limitations or restrictions in scope which would lead to a qualification should be fully explained in an attachment to this contract.

5. If this audit engagement is subject to the standards for audit as defined in *Government Auditing Standards*, 2018 revision, issued by the Comptroller General of the United States, then by accepting this engagement, the Auditor warrants that he/she has met the requirements for a peer review and continuing education as specified in *Government Auditing Standards*. The Auditor agrees to provide a copy of the most recent peer review report to the Governmental Unit(s) and the Secretary of the LGC prior to the execution of an audit contract. Subsequent submissions of the report are required only upon report expiration or upon auditor's receipt of an updated peer review report. If the audit firm received a peer review rating other than pass, the Auditor shall not contract with the Governmental Unit(s) without first contacting the Secretary of the LGC for a peer review analysis that may result in additional contractual requirements.

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

6. It is agreed that time is of the essence in this contract. All audits are to be performed and the report of audit submitted to LGC Staff within four months of fiscal year end. If it becomes necessary to amend the audit fee or the date that the audit report will be submitted to the LGC, an amended contract along with a written explanation of the change shall be submitted to the Secretary of the LGC for approval.

7. It is agreed that GAAS include a review of the Governmental Unit's (Units') systems of internal control and accounting as same relate to accountability of funds and adherence to budget and law requirements applicable thereto; that the Auditor shall make a written report, which may or may not be a part of the written report of audit, to the Governing Board setting forth his/her findings, together with his recommendations for improvement. That written report shall include all matters defined as "significant deficiencies and material weaknesses" in AU-C 265 of the *AICPA Professional Standards (Clarified)*. The Auditor shall file a copy of that report with the Secretary of the LGC.

For GAAS or *Government Auditing Standards* audits, if an auditor issues an AU-C §260 report, commonly referred to as "Governance Letter," LGC staff does not require the report to be submitted unless the auditor cites significant findings or issues from the audit, as defined in AU-C §260.12 - .14. This would include issues such as difficulties encountered during the audit, significant or unusual transactions, uncorrected misstatements, matters that are difficult or contentious reviewed with those charged with governance, and other significant matters.

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

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

15. Should circumstances disclosed by the audit call for a more detailed investigation by the Auditor than necessary under ordinary circumstances, the Auditor shall inform the Governing Board in writing of the need for such additional investigation and the additional compensation required therefore. Upon approval by the Secretary of the LGC, this contract may be modified or amended to include the increased time, compensation, or both as may be agreed upon by the Governing Board and the Auditor.

16. If an approved contract needs to be modified or amended for any reason, the change shall be made in writing and pre-audited if the change includes a change in audit fee (pre-audit requirement does not apply to hospitals). This amended contract shall be completed in full, including a written explanation of the change, signed and dated by all original parties to the contract. It shall then be submitted to the Secretary of the LGC for approval. No change to the audit contract shall be effective unless approved by the Secretary of the LGC, the Governing Board, and the Auditor.

17. A copy of the engagement letter, issued by the Auditor and signed by both the Auditor and the Governmental Unit(s), shall be attached to this contract, and except for fees, work, and terms not related to audit services, shall be incorporated by reference as if fully set forth herein as part of this contract. In case of conflict between the terms of the engagement letter and the terms of this contract, the terms of this contract shall take precedence. Engagement letter terms that conflict with the contract are deemed to be void unless the conflicting terms of this contract are specifically deleted in Item 30 of this contract. Engagement letters containing indemnification clauses shall not be accepted by LGC Staff.

18. Special provisions should be limited. Please list any special provisions in an attachment.

19. A separate contract should not be made for each division to be audited or report to be submitted. If a DPCU is subject to the audit requirements detailed in the Local Government Budget and Fiscal Control Act and a separate audit report is issued, a separate audit contract is required. If a separate report is not to be issued and the DPCU is included in the primary government audit, the DPCU shall be named along with the primary government on this audit contract. DPCU Board approval date, signatures from the DPCU Board chairman and finance officer also shall be included on this contract.

20. The contract shall be executed, pre-audited (pre-audit requirement does not apply to hospitals), and physically signed by all parties including Governmental Unit(s) and the Auditor, then submitted in PDF format to the Secretary of the LGC.

21. The contract is not valid until it is approved by the Secretary of the LGC. The staff of the LGC shall notify the Governmental Unit and Auditor of contract approval by email. The audit should not be started before the contract is approved.

22. Retention of Client Records: Auditors are subject to the NC State Board of CPA Examiners' Retention of Client Records Rule 21 NCAC 08N .0305 as it relates to the provision of audit and other attest services, as well as non-attest services. Clients and former clients should be familiar with the requirements of this rule prior to requesting the return of records.

23. This contract may be terminated at any time by mutual consent and agreement of the Governmental Unit(s) and the Auditor, provided that (a) the consent to terminate is in writing and signed by both parties, (b) the parties have agreed on the fee amount which shall be paid to the Auditor (if applicable), and (c) no termination shall be effective until approved in writing by the Secretary of the LGC.
24. The Governmental Unit's (Units') failure or forbearance to enforce, or waiver of, any right or an event of breach or default on one occasion or instance shall not constitute the waiver of such right, breach or default on any subsequent occasion or instance.
25. There are no other agreements between the parties hereto and no other agreements relative hereto that shall be enforceable unless entered into in accordance with the procedure set out herein and approved by the Secretary of the LGC.
26. E-Verify. Auditor shall comply with the requirements of NCGS Chapter 64 Article 2. Further, if Auditor utilizes any subcontractor(s), Auditor shall require such subcontractor(s) to comply with the requirements of NCGS Chapter 64, Article 2.
27. **Applicable to audits with fiscal year ends of June 30, 2020 and later.** For all non-attest services, the Auditor shall adhere to the independence rules of the AICPA Professional Code of Conduct and *Government Auditing Standards, 2018 Revision* (as applicable). Financial statement preparation assistance shall be deemed a "significant threat" requiring the Auditor to apply safeguards sufficient to reduce the threat to an acceptable level. If the Auditor cannot reduce the threats to an acceptable level, the Auditor cannot complete the audit. If the Auditor is able to reduce the threats to an acceptable level, the documentation of this determination, including the safeguards applied, must be included in the audit workpapers.
- All non-attest service(s) being performed by the Auditor that are necessary to perform the audit must be identified and included in this contract. The Governmental Unit shall designate an individual with the suitable skills, knowledge, and/or experience (SKE) necessary to oversee the services and accept responsibility for the results of the services performed. If the Auditor is able to identify an individual with the appropriate SKE, s/he must document and include in the audit workpapers how he/she reached that conclusion. If the Auditor determines that an individual with the appropriate SKE cannot be identified, the Auditor cannot perform both the non-attest service(s) and the audit. See "Fees for Audit Services" page of this contract to disclose the person identified as having the appropriate SKE for the Governmental Unit.
28. **Applicable to audits with fiscal year ends of June 30, 2021 and later.** The auditor shall present the audited financial statements including any compliance reports to the government unit's governing body or audit committee in an official meeting in open session as soon as the audited financial statements are available but not later than 45 days after the submission of the audit report to the Secretary. The auditor's presentation to the government unit's governing body or audit committee shall include:
- a) the description of each finding, including all material weaknesses and significant deficiencies, as found by the auditor, and any other issues related to the internal controls or fiscal health of the government unit as disclosed in the management letter, the Single Audit or Yellow Book reports, or any other communications from the auditor regarding internal controls as required by current auditing standards set by the Accounting Standards Board or its successor;
  - b) the status of the prior year audit findings;
  - c) the values of Financial Performance Indicators based on information presented in the audited financial statements; and
  - d) notification to the governing body that the governing body shall develop a "Response to the Auditor's Findings, Recommendations, and Fiscal Matters," if required under 20 NCAC 03 .0508.
29. Information based on the audited financial statements shall be submitted to the Secretary for the purpose of identifying Financial Performance Indicators and Financial Performance Indicators of Concern. See 20 NCAC 03 .0502(c)(6).

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

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

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

33. Modifications to the language and terms contained in this contract form (LGC-205) are not allowed.

**FEEES FOR AUDIT SERVICES**

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

Financial statements were prepared by:  Auditor  Governmental Unit  Third Party

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

<b>Name:</b>	<b>Title and Unit / Company:</b>	<b>Email Address:</b>
Wade Furches	Finance Director, City of Salisbury	wfurc@salisburync.gov

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

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

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

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

**PRIMARY GOVERNMENT FEES**

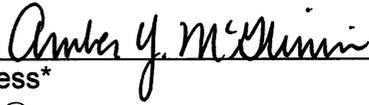
Primary Government Unit	City of Salisbury, NC
Audit Fee	\$ 39,200
<b>Additional Fees Not Included in Audit Fee:</b>	
Fee per Major Program	\$ 3,500 (up to 3 major programs); \$3,500 per major program in excess of 3
Writing Financial Statements	\$
All Other Non-Attest Services	\$

**DPCU FEES (if applicable)**

Discretely Presented Component Unit	N/A
Audit Fee	\$
<b>Additional Fees Not Included in Audit Fee:</b>	
Fee per Major Program	\$
Writing Financial Statements	\$
All Other Non-Attest Services	\$

## SIGNATURE PAGE

## AUDIT FIRM

Audit Firm* Martin Starnes & Associates, CPAs, P.A.	
Authorized Firm Representative (typed or printed)* Amber Y. McGhinnis	Signature* 
Date* 02/20/23	Email Address* amcghinnis@msa.cpa

## GOVERNMENTAL UNIT

Governmental Unit* City of Salisbury, NC	
Date Primary Government Unit Governing Board Approved Audit Contract* (G.S.159-34(a) or G.S.115C-447(a))	
Mayor/Chairperson (typed or printed)* Karen K. Alexander, Mayor	Signature*
Date	Email Address karen.alexander@salisburync.gov

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

## GOVERNMENTAL UNIT – PRE-AUDIT CERTIFICATE

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

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

Primary Governmental Unit Finance Officer* (typed or printed) Wade Furches, Finance Director	Signature*
Date of Pre-Audit Certificate*	Email Address* wfurc@salisburync.gov

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

**DISCRETELY PRESENTED COMPONENT UNIT**

DPCU*	
N/A	
Date DPCU Governing Board Approved Audit Contract* (Ref: G.S. 159-34(a) or G.S. 115C-447(a))	
DPCU Chairperson (typed or printed)*	Signature*
Date*	Email Address*

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

**DPCU – PRE-AUDIT CERTIFICATE**

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

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

DPCU Finance Officer (typed or printed)*	Signature*
N/A	
Date of Pre-Audit Certificate*	Email Address*

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

**PRINT**



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

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

We have reviewed the system of quality control for the accounting and auditing practice of Martin Starnes & Associates, CPAs, P.A. (the firm) in effect for the year ended December 31, 2020. Our peer review was conducted in accordance with the Standards for Performing and Reporting on Peer Reviews established by the Peer Review Board of the American Institute of Certified Public Accountants (Standards).

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

### Firm's Responsibility

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

### Peer Reviewer's Responsibility

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

### Required Selections and Considerations

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

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

### Opinion

In our opinion, the system of quality control for the accounting and auditing practice of Martin Starnes & Associates, CPAs, P.A. in effect for the year ended December 31, 2020, has been suitably designed and complied with to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. Firms can receive a rating of *pass*, *pass with deficiency(ies)* or *fail*. Martin Starnes & Associates, CPAs, P.A. has received a peer review rating of *pass*.

*Koonce, Wooten & Haywood, LLP*

Koonce, Wooten & Haywood, LLP

May 4, 2021

#### Raleigh

4060 Barrett Drive  
Post Office Box 17806  
Raleigh, North Carolina 27619

919 782 9265  
919 783 8937 FAX

#### Durham

3500 Westgate Drive  
Suite 203  
Durham, North Carolina 27707

919 354 2584  
919 489 8183 FAX

#### Pittsboro

579 West Street  
Post Office Box 1399  
Pittsboro, North Carolina 27312

919 542 6000  
919 542 5764 FAX

#### Smithfield

212 East Church Street  
Post Office Box 2348  
Smithfield, North Carolina 27577

919 934 1121  
919 934 1217 FAX

"WATER SUPPLY RESILIENCY PROJECT FOR SRU PUMP STATION ALONG YADKIN RIVER

Project ID No. EMA-2021-BR-005-0044  
CAPITAL PROJECT ORDINANCE AMENDMENT

Be it ordained by the City Council of the City of Salisbury, North Carolina, that, pursuant to Section 13.2 of Chapter 159 of the General Statutes of North Carolina, the following Capital Project Ordinance is hereby adopted:

Section 1. The project is for the relocation of the City's raw water facilities outside the flood hazard area.

Section 2. The following revenue is available to the City of Salisbury.

Developer Fees	
032-805-000-487370	\$ 2,000,000

Section 3. The following amounts are appropriated for the project.

Professional Services	
032-805-000-549101	\$ 2,000,000

Section 4. The Finance Officer is hereby directed to maintain a Capital Project with sufficient specific detailed accounting records to allow compliance with G.S. 159-28 Budgetary accounting for appropriations.

Section 5. Copies of this capital project ordinance shall be made available to the City Manager and the Finance Officer for direction in carrying out this project."

# Salisbury City Council Agenda Item Request Form



Please Select Submission Category:  Public  Council  Manager  Staff

Requested Council Meeting Date: March 7, 2023

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

Name of Presenter(s):

Requested Agenda Item: Council to consider adopting its 2023 Council Priorities.

Description of Requested Agenda Item: During the January 2023 Retreat, Council identified its priorities for 2023. The priorities have been developed from the feedback provided by Council and staff and are attached for approval.

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 adopting its 2023 Council Priorities as identified during Council's annual retreat. *(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**

# 2023 Council Priorities

## A Well Run Government that is Inclusive, Creative and Equitable

### Public Safety

A City that Exceeds Service Standards to Create a safe and Secure Community

- Support expanded Parks and Recreation programming to support youth safety and crime reduction initiatives.
- Promote community-based intervention programs and re-imagine the Project Safe Neighborhoods (PSN) strategy.

### Infrastructure and Human Capital

A City that Maintains Infrastructure to Reduce Waste and Promote Efficiency and that Cares for its Employees in Order to be an Organization of Choice

- Support efforts to grow the City's Diversity, Equity, and Inclusion Department with a focus on integrating DEI into organizational culture through training and education, identification and removal of barriers, and engagement initiatives.
- Support innovative efforts to recognize and value skilled employees in order to remain competitive with other municipalities and the private market. Research efforts that promote sustainable recruitment and retention for all City departments.
- Identify options to increase street division budget to achieve a more efficient repaving cycle that uses a mix of treatments including preservation treatments and cost effective alternatives.
- Identify staffing and infrastructure needs to address past growth issues and new growth opportunities or other best practices.

### Economic Prosperity and Mobility

A City that Leverages Assets for Economic Development to Support a Vibrant Downtown, Livable Neighborhoods and a Healthy, Active Community

- Establish growth area boundaries with nearby municipalities.
- Collaborate with private and non-profit partners to develop a 10-year Comprehensive Housing Strategy that addresses all aspects of housing including affordable housing, cost burdened housing and landlord and tenant rights.
- Evaluate and update the current economic development incentive policy to incorporate a scoring system for proposed projects.

### Community Partnerships

A City that Builds Partnerships and Values Fiscal Responsibility and Creative Solutions

- Partner with Rowan Helping Ministries and other community partners to address homelessness through a holistic approach.
- Complete a Master Plan process to determine feasibility and cost of a new, multi-generational Community Center Complex and pool in partnership with Rufty-Holmes Senior Center.
- Develop a Request for Proposals for the creation of a three to five year city-wide Strategic Plan that emphasizes partnerships, organizational culture and community input to include an evaluation of current branding initiatives.

# Salisbury City Council Agenda Item Request Form



Please Select Submission Category:  Public  Council  Manager  Staff

Requested Council Meeting Date: 03/07/2023

Name of Group(s) or Individual(s) Making Request: Community Planning Services

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

Requested Agenda Item: Z-11-2022 – 0 Donner Drive / Parcel ID 331B08204

**Description of Requested Agenda Item:** Z-11-2022 Request to rezone one (1) parcel located on the eastern side of Donner Drive, just northeast of the intersection with Julia Drive and Calvin Avenue, (PID 331B08204) being approximately 1.34 acres, from Highway Business (HB) and General Residential (GR6) to General Residential (GR6). Concurrent with the rezoning request is the request to amend the Future Land Use Map from Traditional Neighborhood (TN) to Emerging Neighborhood (EN).

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 parcels and revise the Future Land Use Map as requested.

**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\*\*\***



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

**PAID**  
 SEP 01 2022  
 CEH  
 BY: 110104

# REZONING PETITION

SHADED AREAS FOR STAFF USE ONLY

**FILING DATE** 09-01-22  
**CASE #** 2-11-2022  
**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):** GR-64 HB-1 Hwy Bus  
**PROPOSED DISTRICT(S):** RESIDENTIAL

## REASON AND/OR DEVELOPMENT PROPOSAL FOR THE REZONING REQUEST:

\* See Attached Exhibit A

## PROPERTY & CONTACT INFORMATION

Rowan County Parcel ID(s): 331 B 08204  
 Address or Site Location: O DONNER DRIVE PIN 5750-01-09-0570  
 Subdivision: MILFORD TERRACE Lot(s): 10-24  
 Petitioner: MRT-1, LLC Representative: DAN TIMBERLAKE & TIM RAGAN  
 Address: 1714 EAST CENTER STREET / LEXINGTON, N.C. 27292  
 Email: dtimberlake@bdotimberlake.com Best Phone: 336.650-3300 / 336.596-5320  
 Owner(s) (if different than petitioner): SAME  
 Address: \_\_\_\_\_  
 Email: \_\_\_\_\_ Daytime Phone: \_\_\_\_\_

## 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):** MRT-1, LLC by DAN TIMBERLAKE, Member/MANAGER  
**Owner(s) Signature(s):** [Signature]

**DEPARTMENT USE ONLY**

INITIAL PLANNING BOARD DATE: \_\_\_\_ / \_\_\_\_ / 20\_\_

- IF SENT TO LEGISLATIVE COMMITTEE
  - ASSIGNED LEGISLATIVE COMMITTEE: \_\_\_\_\_
  - LEGISLATIVE COMMITTEE MEMBERS: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
  - DATE OF INITIAL COMMITTEE MEETING: \_\_\_\_ / \_\_\_\_ / 20\_\_
  - DATE OF ADDITIONAL MEETINGS: \_\_\_\_ / \_\_\_\_ / 20\_\_  
\_\_\_\_ / \_\_\_\_ / 20\_\_
  - COMMITTEE RECOMMENDATION? \_\_\_\_\_

• PLANNING BOARD STATEMENT OF CONSISTENCY & RECOMMENDATION:

- 
- DATE OF RECOMMENDATION: \_\_\_\_ / \_\_\_\_ / 20\_\_
  - VOTE: ( \_\_\_\_\_ )
  - ADDITIONAL INFORMATION FOR FILE:  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

INITIAL CITY COUNCIL DATE: \_\_\_\_ / \_\_\_\_ / 20\_\_

- IF SENT TO COUNCIL COMMITTEE
  - COUNCIL COMMITTEE MEMBERS: \_\_\_\_\_  
\_\_\_\_\_
  - DATE OF INITIAL COMMITTEE MEETING: \_\_\_\_ / \_\_\_\_ / 20\_\_
  - DATE OF ADDITIONAL MEETINGS: \_\_\_\_ / \_\_\_\_ / 20\_\_  
\_\_\_\_ / \_\_\_\_ / 20\_\_
  - COMMITTEE RECOMMENDATION? \_\_\_\_\_

• CITY COUNCIL STATEMENT OF CONSISTENCY & REASONABLENESS:

---

- DECISION: \_\_\_\_\_
  - DATE OF DECISION: \_\_\_\_ / \_\_\_\_ / 20\_\_
  - VOTE: ( \_\_\_\_\_ )
  - ADDITIONAL INFORMATION FOR FILE:  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

.....\working\skion\_200\_milf\_2022.pdf

**EXHIBIT A:**

**THIS PROPERTY IS KNOWN AS LOTS 10 - 24 ( inclusive ), BLOCK "A" OF " REVISED MAP OF MILFORD TERRACE HOUSING PROJECT " AS SHOWN IN PLAT BOOK 9995, PAGE 844 AND CONVEYED TO PETITIONER IN BOOK 1406 AT PAGE 71, ROWAN COUNTY REGISTER OF DEEDS.**

**PURSUANT TO THE RECORDED PLAT AND RESTRICTIVE COVENANTS APPURTENANT TO ALL APPLICABLE LOTS IN THIS SUBDIVISION, THE LOTS ARE RESTRICTED TO RESIDENTIAL USE WITH A MINIMUM OF THREE (3) 25' LOTS REQUIRED FOR EACH RESIDENTIAL DWELLING.**

**CURRENTLY, ROWAN COUNTY GIS / TAX DEPARTMENT INDICATE THE ZONING FOR LOTS ARE GR-6 & HB.**



## Planning & Zoning Analysis

<b>CASE NO.</b>	<b>Z-11-2022</b>
<b>Petitioner(s)</b>	Dan Timberlake
<b>Owner(s)</b>	MRT-1, LLC
<b>Representative(s)</b>	Dan Timberlake
<b>Address</b>	0 Donner Drive
<b>Tax Map &amp; Parcel(s)</b>	331B08204
<b>Size / Scope</b>	An approximately 1.34 acre parcel
<b>Location</b>	Located on the eastern side of Donner Drive, just northeast of the intersection with Julia Drive and Calvin Avenue.

---

### PETITIONER REQUEST

<b>Request:</b>	Petition proposes to amend the Land Development Ordinance district map by rezoning one (1) parcel, being approximately 1.34 acres in total, from General Residential (GR6) and Highway Business (HB) to General Residential (GR6).
<b>Staff Comments:</b>	The property is currently split-zoned and already located within Salisbury City Limits.
<b>Uses:</b>	This proposal is for general zoning purposes only. This request is not a conditional district zoning request; therefore, all uses of the requested GR6 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, commercial, and undeveloped properties. This rezoning will have little effect on surrounding properties, as most of the immediate area is residential in nature with the exception of the commercial property to the northeast.

**Surrounding Land Use(s) & Zoning:**

<i>Location</i>	<i>Existing Land Uses</i>	<i>Existing Zoning</i>
North of area	Residential, Commercial	HB
East of area	Commercial	HB-CD
South of area	Residential	GR6
West of area	Undeveloped	RMX



**INFRASTRUCUTRE & CIVIC/COMMUNITY FACILITIES**

**Public Schools:**

**Elementary:** Hurley Elementary  
**Middle:** Knox Middle  
**High:** Salisbury High

**Fire District:**

The parcel is currently within the Salisbury City Fire district.

**Utilities**

*Water & Sewer:*

Water and sewer are currently available to the subject parcel.

**Transportation**

*Transit:*

This site is not currently served by Salisbury Public Transit. The nearest transit route is Route 2 which has a stop in the in the 1900 block of W Jake Alexander Blvd.

*Property Access(s):*

The parcel has access on Donner Drive; this access point will not be affected by rezoning the site.

*Public Improvements:*

Donner Drive is maintained by the City of Salisbury.

**ENVIRONMENT**

**Topography / Hydrology:**

The parcel is relatively flat and heavily wooded.

**Flood Hazard / Streams / Wetlands:**

This site is not affected by a USGS blue line stream, wetlands, or the 100 year floodplain.



### COMPREHENSIVE & AREA PLANS

#### Applicable Plans:

#### Policy 3.1.2

#### Policy 6.6.1

#### **Vision 2020 Comprehensive Plan**

*While there are no policies from the Comprehensive Plan which specifically address a map amendment of this nature, staff recommends approval of **Z-11-2022**, upon determining that the request is not inconsistent with the goals, objectives, and policies of the Vision 2020 Comprehensive Plan.*

#### **Forward 2040 Comprehensive Plan**

*Avoid, insofar as possible, patterns of leapfrog or scattered development, especially in Tier 3 of the Growth Strategies Map.*

*Encourage development on infill, vacant, brownfield, and underdeveloped land and deter greenfield development and suburban sprawl.*

#### **Future Land Use Map**

*This property is designated as Traditional Neighborhood. GR is not an associated Zoning District with the Traditional Neighborhood Place Type.*

*Staff recommendation is to change the land use place type from Traditional Neighborhood to Emerging Neighborhood.*



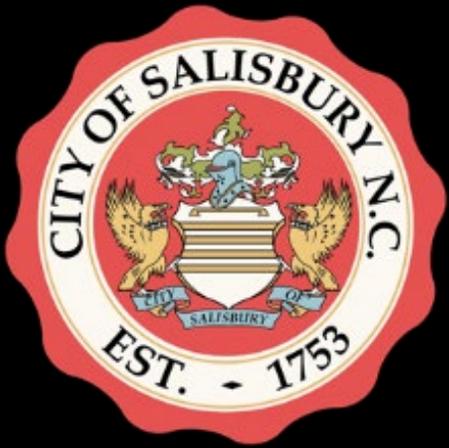
## Planning & Zoning Analysis

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### PLAN REVIEW

#### **Planning Board Recommendation:**

This proposal was presented to Planning Board at their courtesy hearing on February 14, 2023. After deliberation, the Planning Board unanimously recommended approval, stating proposal is consistent with the Vision 2020 Comprehensive Plan as submitted.



# PETITION TO REZONE

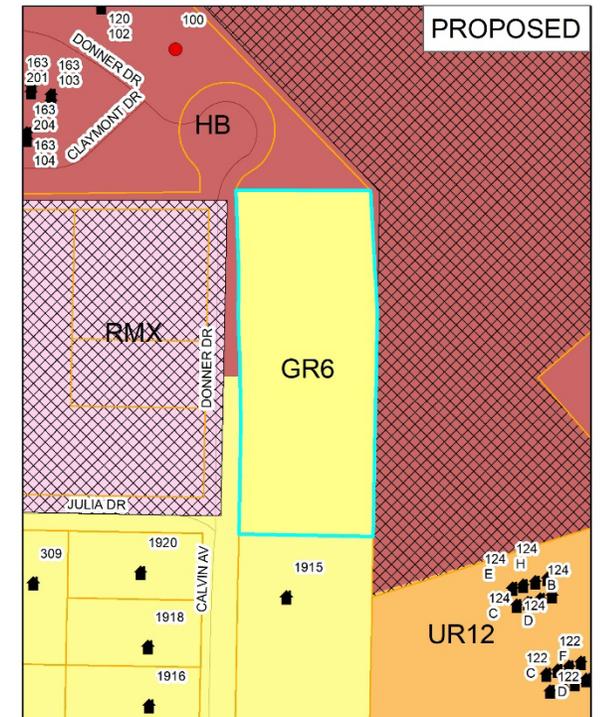
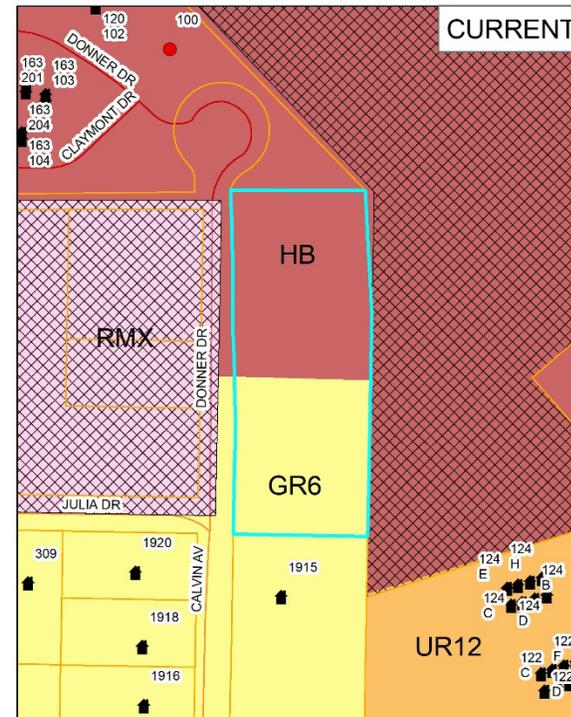
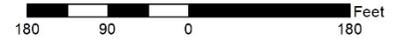
## Z-11-2022

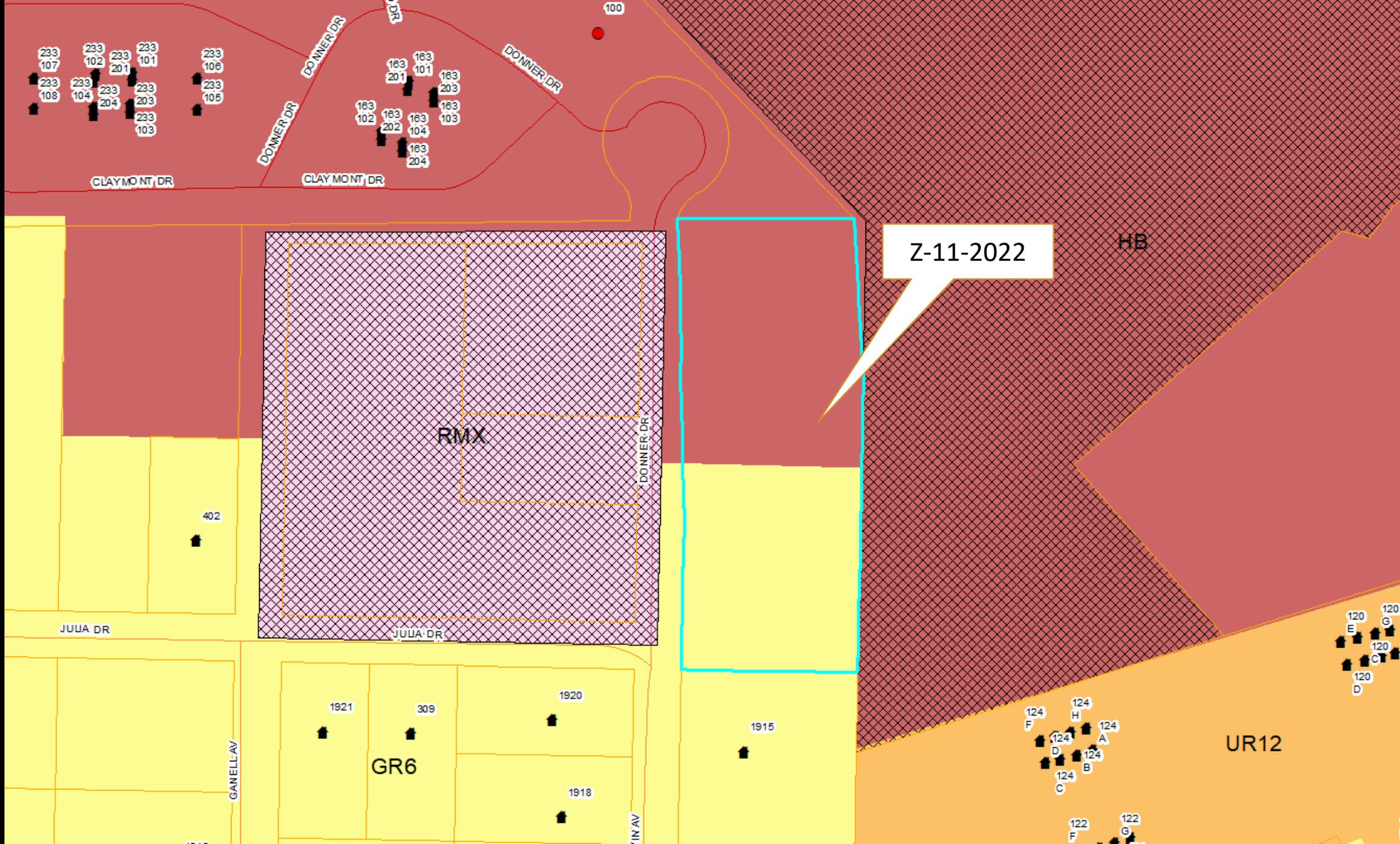
**CURRENT ZONING:** General Residential (GR-6) & Highway Business (HB)

**PROPOSED ZONING:** General Residential (GR-6)

### Z-11-2022: DONNER DR

Parcel : 331B08204  
Current Zoning: GR-6 & HB  
Proposed Zoning: GR-6





Z-11-2022

RMX

HB

UR12

GR6

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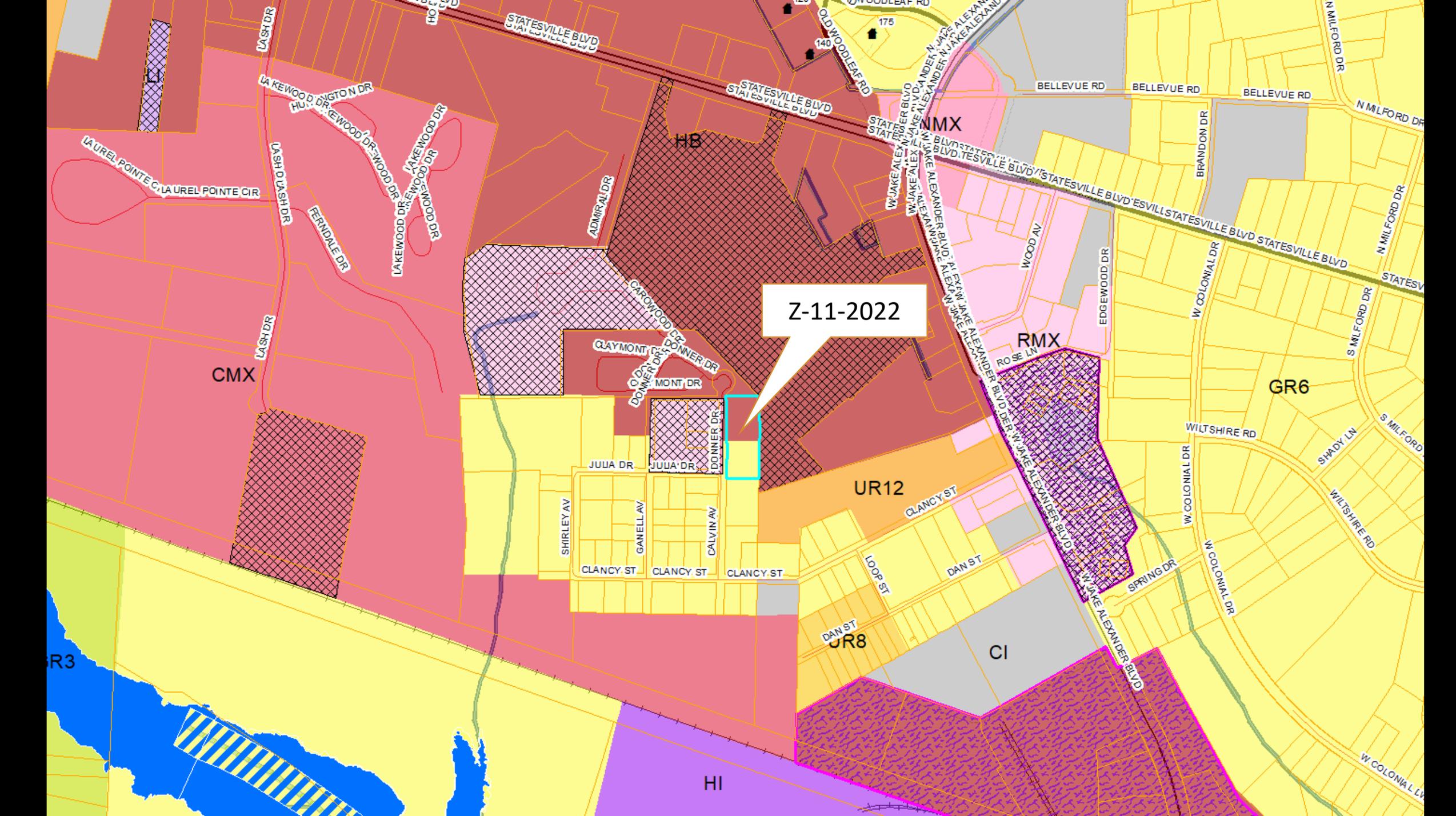
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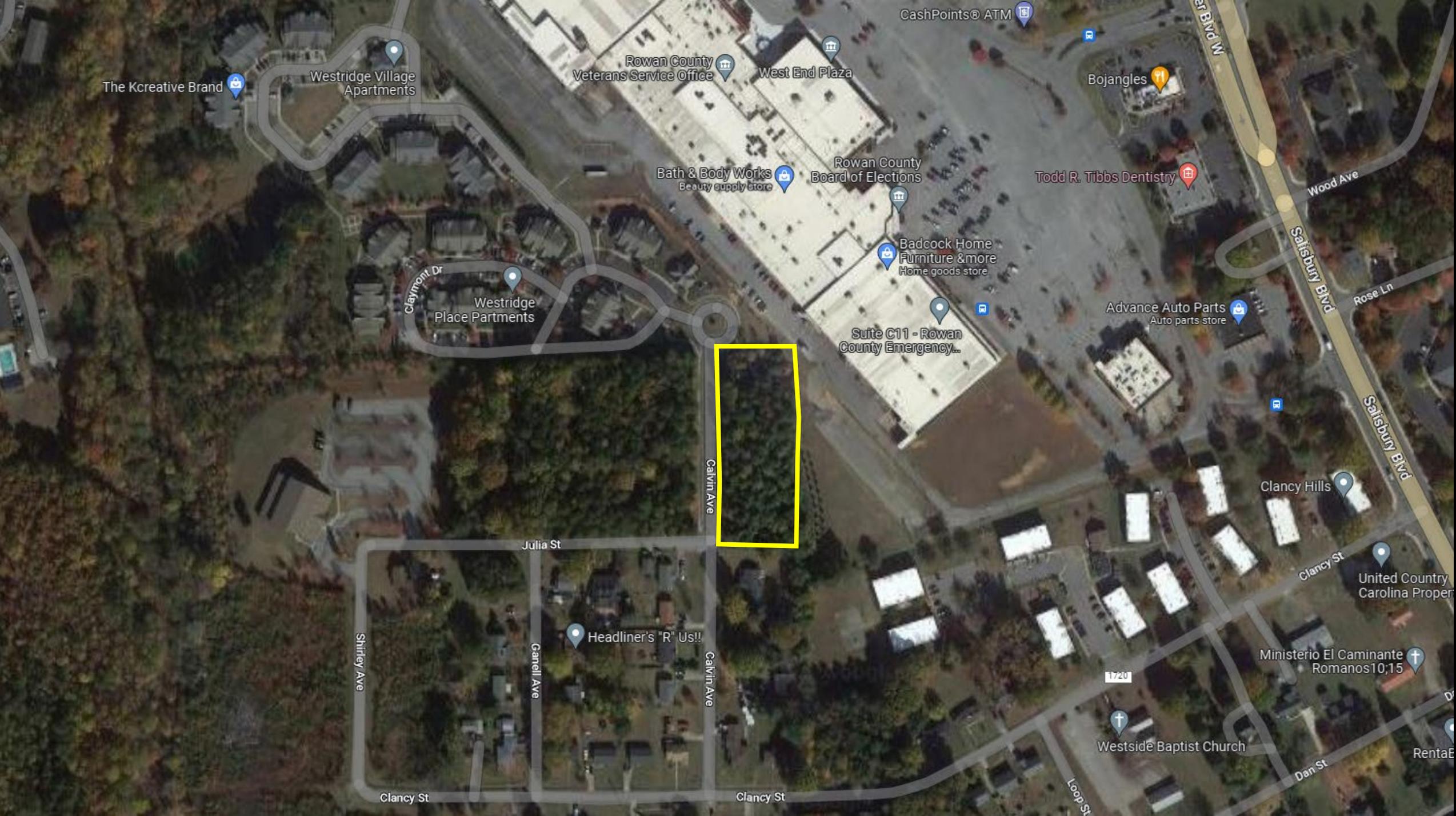
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Z-11-2022



CashPoints® ATM

The Kreative Brand

Westridge Village Apartments

Rowan County Veterans Service Office

West End Plaza

Bojangles

Bath & Body Works  
Beauty supply store

Rowan County Board of Elections

Todd R. Tibbs Dentistry

Claymont Dr  
Westridge Place Partments

Badcock Home Furniture & more  
Home goods store

Advance Auto Parts  
Auto parts store

Suite C11 - Rowan County Emergency...

Calvin Ave

Clancy Hills

Julia St

United Country Carolina Proper

Headliner's "R" Us!!

Ministerio El Caminante Romanos 10,15

Shirley Ave

Garrell Ave

Calvin Ave

Westside Baptist Church

Clancy St

Clancy St

Loop St

Dan St

RentaE

		T3
BASE DISTRICT	HB	GR
<b>Residential</b>		
Dwelling-Single Family	—	P
Dwelling-Multifamily 4 units/bldg. or less	P	PND
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	PS
Live-Work Unit	—	—
Manufactured Housing	—	—
<b>Lodging</b>		
Bed and Breakfast	P	P
Hotel/Motel/Inn	P	—
Rooming or Boarding House	—	—
<b>Office / Service</b>		
Animal Services	P	—
Banks, Credit Unions, Financial Services	P	—
Business Support Services	P	—
Child Care Home	PS	PS
Child Care Center in Residence	PS	SUP/CD
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

		T3
BASE DISTRICT	HB	GR
<b>Office / Service (cont.)</b>		
Outdoor Kennels	P	—
Post Office	P	—
Professional Services	P	—
Residential Treatment Facility	P	—
Studio: Art, dance, martial arts, music	P	—
Vehicle Services: Minor Maintenance/Repair	P	—
Vehicle Services: Major Repair/Body Work	PS	—
<b>Retail / Restaurant</b>		
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	—
<b>Entertainment / Recreation</b>		
Adult Establishment	PS	—
Amusements, Indoor	P	—
Amusements, Outdoor	P	—
Cultural or Community Facility	P	—
Internet/Electronic Gaming	PS	—
Meeting Facility	P	—
Recreation Facilities, Indoor	P	—
Recreation Facilities, Outdoor	P	P
Theater, Movie	P	—
Theater, Live Performance	P	—

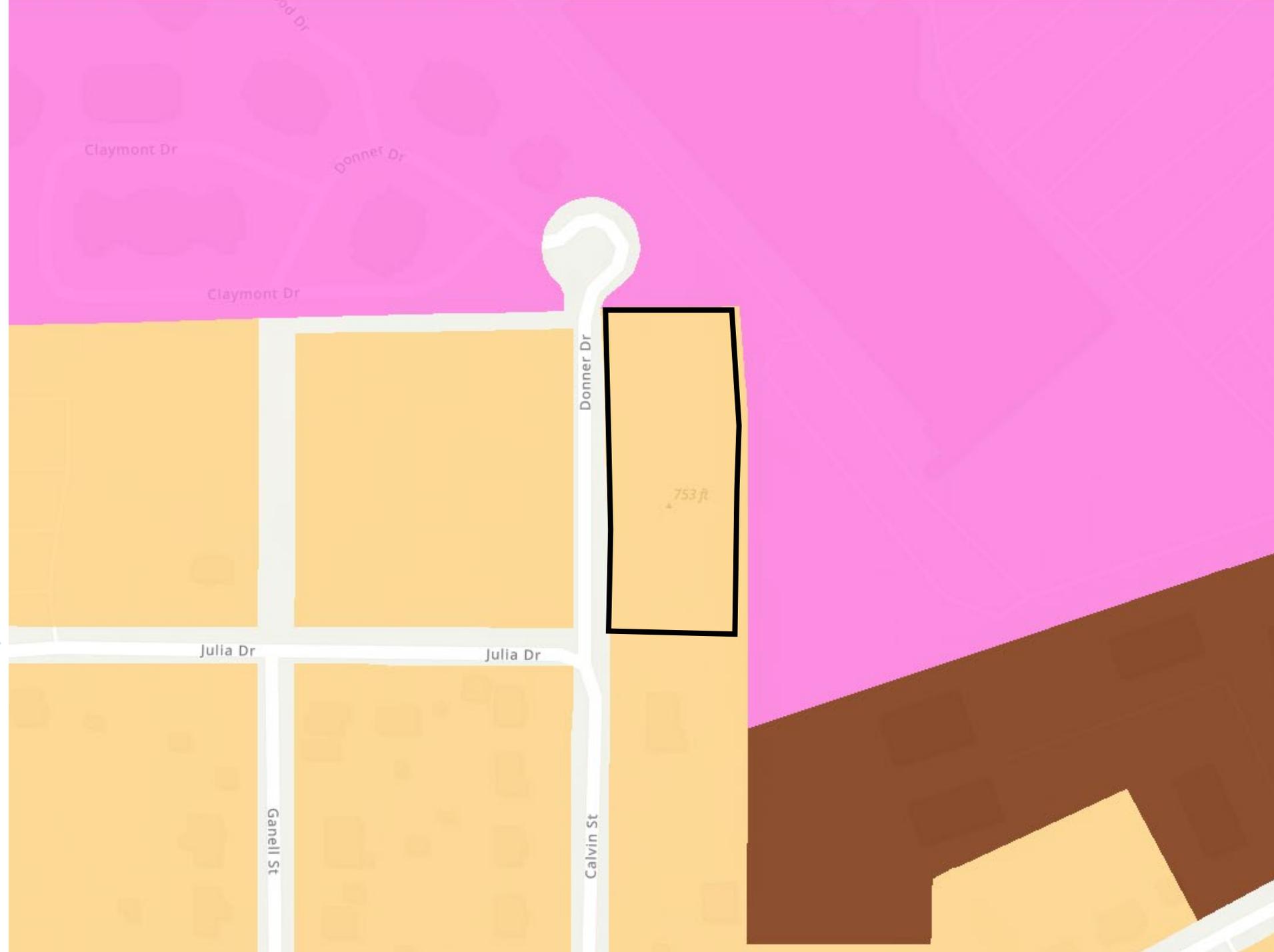
# Permitted Uses

Manufacturing, Civic, Infrastructure Categories

		T3
BASE DISTRICT	HB	GR
<b>Manufacturing / Wholesale</b>		
Agriculture	---	---
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	---
<b>Civic / Institutional</b>		
Campground	---	---
Cemetery	P	---
College/University	---	---
Hospital	---	---
Public Safety Station	P	SUP/CD
Religious Institution	P	P
School: Elem. & Secondary	---	P
School: Vocational/Technical	P	---
<b>Transportation / Infrastruc</b>		
Air Transportation	---	---
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	P	SUP/CD
Utilities-Class 3	SUP/CD	---
Wireless Telecomm Facility: Stealth	PS	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: **Traditional Neighborhood**

Associated Zoning Districts:

- **Historic Residential (HR)**
- **Urban Residential (UR)**

Consistent: **No**

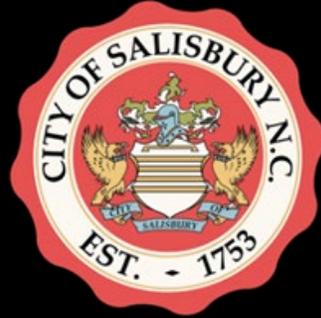
Place Type	Associated Zoning Districts
Traditional Neighborhood	Historic Residential (HR), Urban Residential (UR)
Suburban Neighborhood	General Residential (GR), Urban Residential (UR)
Emerging Neighborhood	General Residential (GR), Urban Residential (UR), Manufactured Home Development (MHD)
Future Neighborhood	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)

# Vision 2020 Policies

**While there are no policies from the Comprehensive Plan which specifically address a map amendment of this nature, staff recommends approval of Z-11-2022, upon determining that the request is not inconsistent with the goals, objectives, and policies of the Vision 2020 Comprehensive Plan**

# Forward 2040 Policies

- **Policy 3.1.2:** Avoid, insofar as possible, patterns of leapfrog or scattered development, especially in Tier 3 of the Growth Strategies Map.
- **Policy 6.6.1:** Encourage development on infill, vacant, brownfield, and underdeveloped land and deter greenfield development and suburban sprawl.



Planning Board Courtesy Hearing was held February 14, 2023.

Planning Board voted unanimously to recommend approval as submitted with a motion stating the map amendment is “consistent with the Vision 2020 Comprehensive Plan.”

# Future Land Use Map Amendment

Place Types permitting GR:  
**Suburban Neighborhood**  
**Emerging Neighborhood**  
**Future Neighborhood**

Recommended Place Type:  
**Emerging Neighborhood**

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)

# Place Type: Emerging Neighborhood

Emerging Neighborhoods are most often solely residential, but can range from single-family, townhouses to multiplexes, and also include planned mobile home communities. Homes can vary in size and design, and parking is accommodated in either garages, driveways, or parking lots. Roads and driveways in Emerging Neighborhoods are often internal to the development, but connect to adjacent development and roadways. Emerging Neighborhoods have dedicated green space and recreation that serve the residents within that neighborhood and are usually managed by a homeowner's association (HOA) or single ownership.

Examples include: Corbin Hills, The Gables

## PREDOMINANT LAND USES

- Single-family residential
- Designated green space or privately-maintained parks

## SUPPORTING LAND USES

- Multi-family residential, including multiplexes and small apartment buildings
- Home occupation
- Small format commercial and office uses
- Childcare and group care

## CHARACTER

- Pedestrian facilities and street trees in planting strips lining both sides of the road
- Setbacks, architectural styles, and residential building types may vary
- Mostly internal roadway network that may stub to other subdivisions or streets



The Gables at Kepley Farms neighborhood



Oakview Commons neighborhood



Corbin Hills neighborhood

## OPPORTUNITIES

- Nearby neighborhood-serving commercial uses
- Connectivity enhancements including bike lanes, greenways, and trails
- Safe connections to new developments and within this Place Type

## CHARACTERISTICS OF URBAN FORM

	<i>Existing</i>	<i>Desired</i>
<b>Buildings Heights</b>	1-2 Stories	1-2 Stories
<b>Setbacks</b>	10-50 feet	10-30 feet
<b>Block Length</b>	300-800 feet	300-800 feet
<b>Street Character</b>	Curvilinear	Curvilinear, pedestrian-friendly
<b>Parking</b>	Driveways and garages	Driveways and garages
<b>Residential Density</b>	3-6 units per acre	3-12 units per acre



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

**DISTRICT MAP AMENDMENT:**                    **Z-11-2022**  
**Project Title:**                                    **Z-11-2022 Donner Drive**  
**Petitioner(s):**                                    Dan Timberlake  
**Owner(s):**                                         MRT-1, LLC  
**Representative(s) or Developer(s)**        Dan Timberlake  
**Tax Map Parcel(s):**                             331B08204  
**Size / Scope:**                                 Approximately 1.34 acres encompassing one (1) parcel.  
**Location:**                                        Located on the eastern side of Donner Drive, just northeast of the intersection with Julia Drive and Calvin Avenue.

**REQUEST:**

**Request to amend the Land Development District Map  
by rezoning one (1) parcel at 0 Donner Drive (PID 331B08204) from General Residential (GR6) and Highway Business (HB) to General Residential (GR6).**

**STATEMENT OF CONSISTENCY & RECOMMENDATION:**

The Salisbury City Council held a public hearing and reviewed the petition on March 7, 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 3.1.2:**                                    Avoid, insofar as possible, patterns of leapfrog or scattered development, especially in Tier 3 of the Growth Strategies Map.

**Policy 6.6.1:**                                    Encourage development on infill, vacant, brownfield, and underdeveloped land and deter greenfield development and suburban sprawl.

AN ORDINANCE AMENDING THE LAND DEVELOPMENT DISTRICT MAP OF THE CITY OF SALISBURY, NORTH CAROLINA, REZONING TAX MAP 331B PARCEL 08204 FROM GENERAL RESIDENTIAL (GR6) AND HIGHWAY BUSINESS (HB) TO GENERAL RESIDENTIAL (GR6) APPROXIMATELY 1.34 ACRES. (PETITION NO. Z-11-2022)

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 February 14, 2023, unanimously voted to recommend approval as submitted, and stated that the request is consistent with the Vision 2020 Comprehensive Plan; and

WHEREAS, the City Council held a properly-noticed public hearing at the regularly-scheduled City Council meeting on March 7, 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 property identified in the City of Salisbury and Rowan County as Tax Map: 331B Parcel: 08204 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 'GR6' district.

SECTION 2. That the property identified in SECTION 1, including those abutting rights-of-way and reaching to the respective centerlines, is hereby revised to the Emerging Neighborhood place type in the City of Salisbury Future Land Use Map.

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.

## **MRT-1 LLC- Developers**

P.O. Box 1234, Lexington, NC 27293

Tim Ragan (336)596-5320 Dan Timberlake (336) 650-3300

---

January 2, 2023

Dear neighbor,

Our company is proposing to develop five single family lots on the east side of Donner Drive (Calvin Ave) between Julia Drive and Westridge Place Apartments. The city of Salisbury requires us to hold a community meeting to provide information and answer any questions you, as neighbors, might have. This is part of the requirements for a rezoning request we have made with the city. We will be extending water and sewer lines north from Julia Dr.

The meeting will be held at 5:00pm on Wednesday, January 18, 2023, at the property. I have attached a preliminary map for you to review prior to the meeting. Should you have any questions in the meantime, please contact me or Dan Timberlake at the numbers above.

We look forward to seeing you then.

With kindest regards,

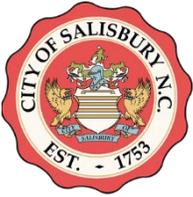
*Tim Ragan*

*Dan Timberlake*



PARCEL_ID	OWNNAME	TAXADD1
331B08203	BELLE REALTY DEVELOPMENT CO	301 N MAIN ST
331B218	BIVINS STEPHEN FOSTER & WF	525 HOLLY AVE
331B08204	MRT-1 LLC	PO BOX 1912
331B212	ELDRIDGE RODNEY B & WF	1914 CALVIN ST
331B169	BLACKWELL SHAWN L TRUSTEE &	309 JULIA DR
331B091	BLACKWELL HARVEY LEE & WF	1917 GANELL AVE
331B09101	HUTCHINS DENNIS JAMES II & WF	
331B080	BROOKER ROBERT LEWIS	1911 CALVIN AVE
331B173	HOTEL GROUP OF SALISBURY INC	301 S MAIN ST STE 162
331B08202	HOTEL GROUP OF SALISBURY INC	301 S MAIN ST STE 162
331 078	ROWAN COUNTY	130 W INNES ST
331A131	CLANCY HILLS LTD PARTNERSHIP	3859 BATTLEGROUND AVE SUITE 100
331B214	GENOVA ASHLYN &	1916 CALVIN ST
331 234	WESTRIDGE PLACE LLC	PO BOX 395
331B08209	AGUIRRE-CASTRO CORNELIO &	1915 CALVIN ST
331 2240001	ROWAN COUNTY	130 W INNES ST

TAXADD2	CITY	STATE	ZIPCODE	OWN2
PO BOX 102	SALISBURY	NC	28145-0102	
	SALISBURY	NC	28147-8148	BIVINS MARY H
	LEXINGTON	NC	27293-1912	
	SALISBURY	NC	28147	ELDRIDGE CATHY B
	SALISBURY	NC	28147-1401	BLACKWELL JOYCE TRUSTEE
	SALISBURY	NC	28147-1148	BLACKWELL DONNA R
1918 CALVIN ST	SALISBURY	NC	28147-1146	HUTCHINS CHANDI GRACE
	SALISBURY	NC	28147	
	SALISBURY	NC	28144-4900	ATTN JASON CORNET
	SALISBURY	NC	28144-4900	ATTN JASON CORNET
	SALISBURY	NC	28144-4375	
	GREENSBORO	NC	27410-0000	
	SALISBURY	NC	28147	MARTEL MICHAEL
	JAMESTOWN	NC	27282	%WYNNEFIELD PROPERTIES
	SALISBURY	NC	28147-1145	RUIZ LEIBY X
	SALISBURY	NC	28144-4375	



## **NOTICE OF PUBLIC HEARING**

Salisbury City Council will hold a public hearing Tuesday, March 7, 2023 during its 6:00 p.m. meeting to consider the following request. The regularly scheduled March 7, 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, March 7, 2023 by contacting Connie Snyder at [csnyd@salisburync.gov](mailto:csnyd@salisburync.gov) or 704-638-5234. Information on accessing the meeting will be available on the City's website at [www.salisburync.gov](http://www.salisburync.gov). The meeting can also be viewed on the City's livestream at [www.salisburync.gov/webcast](http://www.salisburync.gov/webcast) or the City's Facebook account.

**DISTRICT MAP AMENDMENT:**                      **Z-11-2022**

<b>Project Title:</b>	Donner Drive
<b>Petitioner(s):</b>	Dan Timberlake
<b>Owner(s):</b>	MRT-1, LLC
<b>Representative(s) or Developer(s)</b>	Dan Timberlake
<b>Address:</b>	0 Donner Drive
<b>Tax Map - Parcel(s):</b>	Tax Map: 331B Parcel: 08204
<b>Size / Scope:</b>	Approximately 1.34 acres
<b>Location:</b>	Located on the eastern side of Donner Drive, just northeast of the intersection with Julia Drive and Calvin Avenue.

**REQUEST:**

Request to amend the Land Development Ordinance and Land Development District Map by rezoning approximately 1.34 acres located on Donner Drive from General Residential (GR6) and Highway Business (HB) to General Residential (GR6).

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](mailto:csnyd@salisburync.gov). Written correspondence received before the meeting will be forwarded to the City Council.

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

This the 17<sup>th</sup> day of February 2023.

CITY COUNCIL OF THE CITY OF  
SALISBURY, NORTH CAROLINA

BY:    Connie Snyder  
       City Clerk



## **NOTICE OF PUBLIC HEARING**

Salisbury City Council will hold a public hearing Tuesday, March 7, 2023 during its 6:00 p.m. meeting to consider the following request. The regularly scheduled March 7, 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, March 7, 2023 by contacting Connie Snyder at [csnyd@salisburync.gov](mailto:csnyd@salisburync.gov) or 704-638-5234. Information on accessing the meeting will be available on the City's website at [www.salisburync.gov](http://www.salisburync.gov). The meeting can also be viewed on the City's livestream at [www.salisburync.gov/webcast](http://www.salisburync.gov/webcast) or the City's Facebook account.

### **DISTRICT MAP AMENDMENT: Z-11-2022**

<b>Project Title:</b>	Donner Drive
<b>Petitioner(s):</b>	Dan Timberlake
<b>Owner(s):</b>	MRT-1, LLC
<b>Representative(s) or Developer(s)</b>	Dan Timberlake
<b>Address:</b>	0 Donner Drive
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A copy of the above petition is available for public review at Development Services (132 N. Main Street). Persons wishing a copy, or additional information, should call 704-638-5208. If persons would like to respond in writing, they may do so by mailing a letter to Development Services Division, P.O. Box 479, Salisbury, NC 28145 or by e-mail to [victoria.bailiff@salisburync.gov](mailto:victoria.bailiff@salisburync.gov).

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.

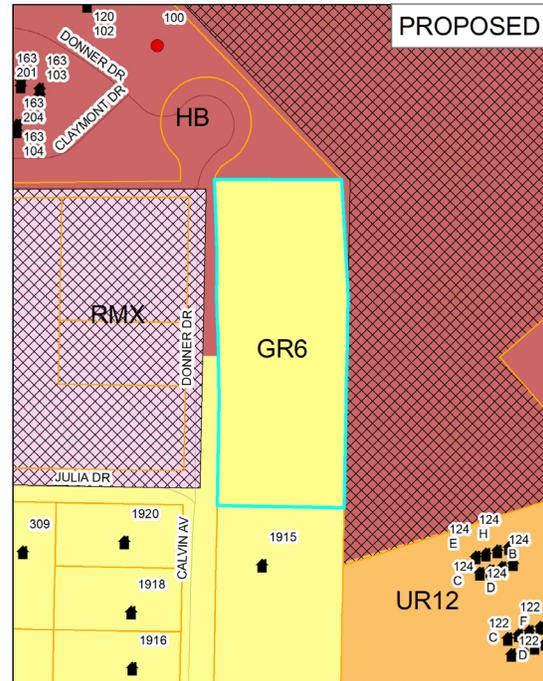
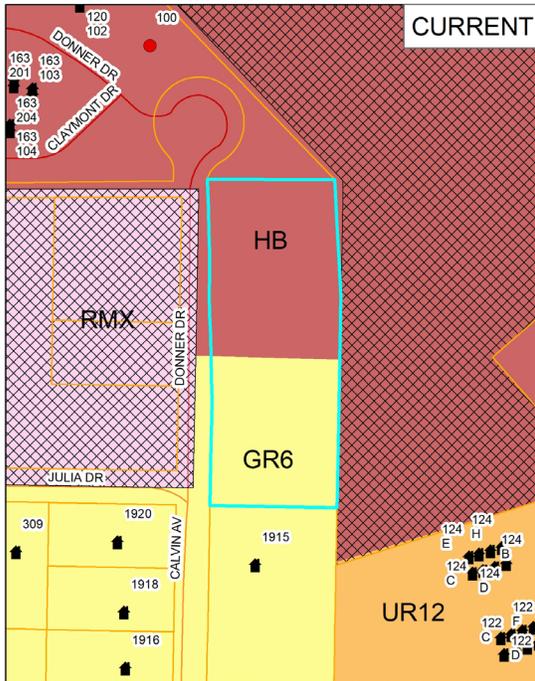
This the day of February 24th, 2023.

CITY COUNCIL OF THE CITY OF  
SALISBURY, NORTH CAROLINA

BY: Connie Snyder  
City Clerk

# Z-11-2022: DONNER DR

Parcel : 331B08204  
 Current Zoning: GR-6 & HB  
 Proposed Zoning: GR-6



PARCEL_ID	OWNNAME	TAXADD1	TAXADD2	CITY	STATE	ZIPCODE
331B08203	BELLE REALTY DEVELOPMENT CO	301 N MAIN ST	PO BOX 102	SALISBURY	NC	28145-0102
331B218	BIVINS STEPHEN FOSTER & WF	525 HOLLY AVE		SALISBURY	NC	28147-8148
331B08204	MRT-1 LLC	PO BOX 1912		LEXINGTON	NC	27293-1912
331B212	ELDRIDGE RODNEY B & WF	1914 CALVIN ST		SALISBURY	NC	28147
331B169	BLACKWELL SHAWN L TRUSTEE &	309 JULIA DR		SALISBURY	NC	28147-1401
331B091	BLACKWELL HARVEY LEE & WF	1917 GANELL AVE		SALISBURY	NC	28147-1148
331B09101	HUTCHINS DENNIS JAMES II & WF		1918 CALVIN ST	SALISBURY	NC	28147-1146
331B080	BROOKER ROBERT LEWIS	1911 CALVIN AVE		SALISBURY	NC	28147
331B173	HOTEL GROUP OF SALISBURY INC	301 S MAIN ST STE 162		SALISBURY	NC	28144-4900
331 078	ROWAN COUNTY	130 W INNES ST		SALISBURY	NC	28144-4375
331A131	CLANCY HILLS LTD PARTNERSHIP	3859 BATTLEGROUND AVE SUITE 100		GREENSBORO	NC	27410-0000
331B214	GENOVA ASHLYN &	1916 CALVIN ST		SALISBURY	NC	28147
331 234	WESTRIDGE PLACE LLC	PO BOX 395		JAMESTOWN	NC	27282
331B08209	AGUIRRE-CASTRO CORNELIO &	1915 CALVIN ST		SALISBURY	NC	28147-1145



The Salisbury Planning Board held its regular meeting on Tuesday, February 14, 2023, at 4:00 p.m. with the following being present:

**PRESENT:** Bill Burgin, Larry Cartner, Timothy Norris, PJ Ricks, Dennis Rogers, John Schaffer, John Struzick

**STAFF:** Victoria Bailiff, Senior Planner; Jenni Pfaff, Planning Board Secretary; Hannah Jacobson, Community Planning Director; Alyssa Nelson; Urban Design Planner; Emily Vanek, Planner; Graham Corriher, City Attorney

### **WELCOME GUESTS AND VISITORS**

John Schaffer, Chair, called the Planning Board meeting to order at 4:00 p.m.

### **APPROVAL OF MINUTES**

Planning Board Minutes of January 10, 2023 were approved as written by Members present.

### **NEW BUSINESS**

**Z-11-2022 0 Donner Drive; PID: 331B08204; Current Zoning: General Residential (GR6) and Highway Business (HB); Proposed Zoning: General Residential (GR6); Dan Timberlake, Applicant**

**Presenter: Victoria Bailiff**

#### **Request**

The Applicant is requesting to rezone one split-zoned parcel from GR6 and HB to GR6.

#### **Staff Presentation**

Victoria Bailiff gave a presentation, recommending approval. There are no specific policies in the Vision 2020 Comprehensive Plan that relate to the request, but it is not inconsistent with the spirit of the Plan.

In response to the question of why the neighboring forested parcel was zoned RMX, Tim Ragan, agent for the applicant, testified that a hotel group owns the property, and wants to keep it available for as many uses as possible. Mr. Ragan also said that due to deed restrictions, the

company will develop five lots, with price points likely higher than surrounding homes. They will also extend the water and sewer lines.

**Motion**

PJ Ricks made a motion to recommend approval of the request as it is consistent with Vision 2020. John Struzik seconded the motion. All Members present voted AYE.

**CD-03-2022 2765 Statesville Boulevard, Wilde Community; PID: 330 210, 330 040;  
Current Zoning: Corridor Mixed-Use (CMX), Residential Mixed-Use (RMX), Open Space Preserve (OSP), and Rowan County District Commercial Business Industrial (CBI);  
Proposed Zoning: Corridor Mixed-Use (CMX) with a Conditional District Overlay (CD);  
Adam Fiorenza, Applicant**

**Presenter: Victoria Bailiff**

**Request**

The applicant is requesting to rezone two parcels from CMX, RMX, OSP, and Rowan County District CBI to CMX-CD.

**Staff Presentation**

Victoria Bailiff gave a presentation, and recommended approval. Both properties have completed applications to annex into the City of Salisbury, they have proposed an Alternative Design request that does not show any connections to adjacent properties from the clubhouse parking lot. TRC has recommended approval of the rezoning request.

The applicant provided elevations of proposed homes, and the clubhouse; there will be 54 single family lots, and 115 townhome lots.

Adam Fiorenza explained that this second project is similar to the previous case brought to Planning Board. In response to questions regarding size and price range, he said the single-family square footage range will be 1,800 – 3,000, with a price point of mid to high \$300,000.

**Motion**

John Struzick made a motion to recommend approval the request as it is consistent with Vision 2020. Tim Norris seconded the motion, with all members present voting AYE.

**Forward 2040 Comprehensive Plan Public Forum; Hannah Jacobson, Project Manager**

**Request**

Staff is requesting a recommendation to adopt the Forward 2040 Comprehensive Plan. Forward 2040 will replace the current Vision 2020 plan.

**Staff Presentation**

Hannah Jacobson provided an overview of the plan, including information regarding community outreach, and counts of each category in the policy framework. Ms. Jacobson explained the ways the board would use the Future Land Use Map. Staff believes the Forward 2040 plan will cover a broader spectrum of policies, making decisions easier for members, and clearer for City Council and the public. After Planning Board approval, the plan will go to City Council on February 21. It will be effective upon approval on the 21<sup>st</sup>.

### **Motion**

John Struzick made the following motion: “The Planning Board recommends the City Council adopt Forward 2040: Salisbury’s Framework for Growth as the City’s comprehensive plan.” Tim Norris seconded the motion. All members present voted AYE.

### **LDTOA-06-2022 Comprehensive Plan; Victoria Bailiff, Project Manager**

### **Request**

Staff recommends a text amendment to update language from the Land Development Ordinance referencing the Vision 2020 Comprehensive Plan to the Forward 2040 Comprehensive Plan.

### **Staff Presentation**

Victoria Bailiff made a presentation that outlined new language added to Chapter 15 to create a process for amending the Comprehensive Plan and Future Land Use Map. This request will follow the public hearing and vote on the plan at City Council. It was approved at the December 15, 2022 TRC meeting with no changes.

### **Motion**

Bill Burgin made a motion to recommend approval of the text amendment to City Council. PJ Ricks seconded the motion. All members present voted AYE.

### **STAFF UPDATES**

Ms. Bailiff updated the board on a question posed during the January meeting. She has verified that the City can legally require a COA from the State inside a right-of-way.

**ADJOURN 4:48 p.m.**

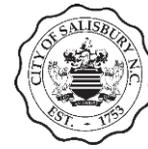
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John Schaffer, Chair

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Jennifer Pfaff, Secretary

# Salisbury City Council Agenda Item Request Form



Please Select Submission Category:  Public  Council  Manager  Staff

Requested Council Meeting Date: 03/07/2023

Name of Group(s) or Individual(s) Making Request: Community Planning Services

Name of Presenter(s): Hannah Jacobson, Planning Director

**Requested Agenda Item:** Council to hold a Public Hearing in regard to the use of Community Development Block Grant (CDBG) program funds from the U.S. Department of Housing & Urban Development (HUD).

## Description of Requested Agenda Item:

The City of Salisbury receives federal formula funds annually from the U.S. Department of Housing & Urban Development (HUD). As a condition of receiving these funds, the City is required to develop an annual Action Plan & Budget that outlines the community development goals on which it will focus these funds.

The Program Year (PY) 2023 Action Plan & Budget covers the period between July 1, 2023 and June 30, 2024. During this period, the City anticipates receiving approximately \$290,000.00 to administer the CDBG program. An additional \$200,000 is expected through Salisbury's participation in the Cabarrus/Iredell/Rowan HOME Consortium.

The funds will be used to meet the goals and objectives established and approved by the Salisbury City Council and articulated in the City's 2020-24 Consolidated Plan. The Consolidated Plan describes community needs and determines local priorities for using public resources to assist low- and moderate-income (LMI) residents of Salisbury over a five-year period. The 2020-24 Consolidated Plan is available online at [www.salisburync.gov/housing](http://www.salisburync.gov/housing).

Council will be asked to approve the PY 2023 CDBG Action Plan & Budget at a subsequent meeting, once the period of citizen participation and consultation has concluded and all feedback on the Draft Plan & Budget has been reviewed by staff.

Citizen input is also sought regarding Amendment #1 to the Program Year 2020 Annual Action Plan. This amendment proposes to reallocate an accumulation of previous years' funds that resulted from the cancellation of projects. The funds will be allocated to the FY 2020 Lash Drive Sidewalk Project (increase of \$55,656 over original budget) that was completed in 2022.

More information about the CDBG Program is available at <https://www.hudexchange.info/programs/cdbg/>.

More information about the HOME Program is available at <https://www.hudexchange.info/programs/home/>.

Attachments:  Yes  No

**Action Requested of Council for Agenda Item:** Council to hold a public hearing for interested parties to express ideas and interest in the use of CDBG and HOME funding.

**Contact Information:**

**Hannah Jacobson**, Community Planning Services, (704) 638-5230, [Hannah.Jacobson@salisburync.gov](mailto:Hannah.Jacobson@salisburync.gov).

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**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)

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**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\*\*\*\****

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**For Use in Clerk'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: March 7, 2023

Name of Group(s) or Individual(s) Making Request: City Council

Name of Presenter(s): City Attorney Graham Corriher

Requested Agenda Item: Council to consider a public engagement process to receive feedback on the Council election process.

Description of Requested Agenda Item: At its February 21, 2023 meeting Council began a discussion on the election process for City Council. Information regarding other municipalities was requested along with the timeline for implementing changes to the City Charter if Council chooses to move forward. Information on election methods for Rowan County municipalities, and municipalities with populations of 30,000 - 75,000 is attached. City Attorney Graham Corriher will review the timeline for actions should Council decide to move forward.

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 a public engagement process to receive feedback on the Council election process. *Please note if item includes an ordinance, resolution or petition*

Contact Information for Group or Individual: City Attorney Graham Corriher  
Administrative Services Director Kelly Baker

**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) Announcement

## 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\*\*\***



Office of the  
City Attorney

# *City of Salisbury*

North Carolina

**TO: Salisbury City Council**  
**FROM: J. Graham Corriher, City Attorney**  
**DATE: March 7, 2023**  
**RE: Election Amendments to City Charter**

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This memorandum provides information on the authority and procedure to change the election process for the Salisbury City Council.

## **What can City Council change?**

City Council has limited authority to change the election process. State law (GS 160A-101) sets forth an exclusive list of things City Council can change about the election process. City Council has the legal authority to make the following changes, and none other:

- Stylistic
  - Change the name of Salisbury
  - Change “City of Salisbury to “Town of Salisbury” or “Village of Salisbury”
  - Change the “Salisbury City Council” to the “Salisbury Board of Alderman” or the “Salisbury Board of Commissioners”
- Structure of Council
  - Term: must be 2 or 4 years (and if 4, can be staggered)
  - Size: must be between 3 and 12
- Mode of election: at large or by district (or a combination)
- Partisan/nonpartisan (and if nonpartisan, a plurality or runoff)
- Method of selecting a mayor
- Form of government (council-manager or mayor-council)

Any other changes would have to be made by act of the North Carolina General Assembly.

## How does City Council make these changes?

City Council makes the changes above by ordinance. City Council can, but is not required to, make the ordinance subject to a referendum vote of the citizens. If City Council decides not to make the ordinance subject to a referendum, there is a process for citizens to petition to force a referendum. The petition must be signed by 5,000 citizens or 5% of the population, whichever is less.

The procedural requirements are as follows:

1. City Council adopts a resolution of intent that describes the proposed change.
2. City Council holds a public hearing with at least 45 days' published notice.
3. City Council adopts an ordinance making the change. This ordinance must be adopted at a regular meeting that is not more than 60 days after the public hearing and that is not at the same meeting as the public hearing.
4. The change takes effect at the next election that is more than 90 days after the adoption of the ordinance.<sup>1</sup>
5. If City Council elects to make the ordinance subject to a referendum vote (or if City Council receives a valid petition), the ordinance is placed on the next election that is more than 70 days after the adoption of the ordinance.

Once City Council changes the form of government, that particular change must stay in effect for at least 2 years from the beginning of the term of office of the officers elected under the amendment. As an example, in 2019 City Council adopted an ordinance to change the election of Mayor from a being selected by and from among City Council to being separately elected by the citizens. That change was made subject to a referendum on the 2019 election ballot. The referendum was approved and went into effect for the 2021 election. Because the Mayor that was elected in the November 2021 election did not begin her term of office until December 2021 (when the Mayor and City Council were sworn in), the separate mayoral election amendment cannot be changed prior to December 2023 (which would effectively be the November 2025 election at the earliest).

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<sup>1</sup> It is not clear how this operates with the municipal filing period. There are more than 90 days between the end of the municipal filing period in July and the November elections. It is therefore possible that an ordinance could be adopted after the filing period closes that would affect the November election. It is not clear if the Board of Elections would reopen the filing period. My advice in the past has been to ensure that any changes affecting any particular year's election be adopted before the opening of the municipal filing period (in July).

## Rowan County Municipalities

Name	Population	Form of Gov.	Governing Members	Mayor Selection	Mayor Term	Board Term
China Grove	3,563	Council Manager	5	Elected	4 Years	4S
Cleveland	871	Mayor Council	5	Elected	2 Years	4S
East Spencer	1,534	Mayor Council	6	Elected	2 Years	4S
Faith	807	Mayor Council	5	By and from Governing Board	2 Years	2
Granite Quarry	2,930	Council Manager	4	Elected	2 Years	4S
Kannapolis	42,625	Council Manager	6	Elected	4 Years	4S
Landis	3,109	Council Manager	4	Elected	4 Years	4S
Rockwell	2,108	Mayor Council	5	Elected	2 Years	2
Spencer	3,267	Council Manager	6	Elected	2 Years	2

# Forms of Government and Methods of Election in North Carolina Cities

Displaying 1 - 16 of 16 NC cities - [View Summary Data](#) - [Start a New Search](#) - [Export table \(CSV\)](#)

More information about the data in this table

<b>Style</b>	<b>Population between</b>	<b>Form of Gov.</b>	<b>Governing Body</b>
Nothing selected ▾	30000	Nothing selected ▾	Nothing selected ▾
	<b>And</b>	<b>Mayor Selection</b>	<b>Mayor Term Length</b>
	75000	Nothing selected ▾	Nothing selected ▾
<b>Board Selection</b>	<b>Board Term</b>	<b># of Governing Members</b>	<b>Election Method</b>
Nothing selected ▾	Nothing selected ▾		Nothing selected ▾

Apply

Name ▲	Style	Population	Form of Gov.	Governing Body	# Mem.	Mayor Selection	Mayor Term	Board Selection	Board Term	Election Method	Statutory Citations	Notes
Apex	Town	37,476	Council Manager	Council Members	5	Elected	4 Years	AL	4S	Plurality	SL 1985, c. 356 GS 160A-101	
Burlington	City	49,963	Council Manager	Council Members	4	Elected	2 Years	AL	4	Primary	SL 1961, c. 119 GS 160A-101 SL 2014-74	

Name ▲	Style	Population	Form of Gov.	Governing Body	# Mem.	Mayor Selection	Mayor Term	Board Selection	Board Term	Election Method	Statutory Citations	Notes
Chapel Hill	Town	57,233	Council Manager	Council Members	8	Elected	2 Years	AL	4S	Plurality	SL 1975, c. 473 SL 1981, c. 911 GS 160A-101	
Gastonia	City	71,741	Council Manager	Council Members	6	Elected	4 Years	DAL	4S	Plurality	SL 1991, c. 557 SL 1993, c. 136 GS 160A-101	
Goldsboro	City	36,437	Council Manager	Council Members	6	Elected	4 Years	D	4	Primary	SL 1973, c. 69 SL 1975, c. 245 SL 1985(86), c. 888 GS 160A-101	
Hickory	City	40,010	Council Manager	Aldermen	6	Elected	4 Years	DAL	4S	Primary	SL 1961, c. 323 SL 1967, c. 404	
Huntersville	Town	46,773	Council Manager	Commissioners	5	Elected	2 Years	AL	2	Plurality	Pr. 1885, c. 46 GS 160A-66 GS 160A-101	
Indian Trail	Town	33,518	Council Manager	Council Members	5	Elected	4 Years	AL	4S	Plurality	SL 2009-257	
Jacksonville	City	70,145	Council Manager	Council Members	6	Elected	4 Years	AL/D	4S	Plurality	SL 1967, c. 911 GS 163-290 GS 160A-101	Four council members are elected from districts, and two are elected at large.
Kannapolis	City	42,625	Council Manager	Council Members	6	Elected	4 Years	AL	4S	Plurality	SL 1983, c. 191 GS 160A-101	

Name ▲	Style	Population	Form of Gov.	Governing Body	# Mem.	Mayor Selection	Mayor Term	Board Selection	Board Term	Election Method	Statutory Citations	Notes
Monroe	City	32,797	Council Manager	Council Members	6	Elected	2 Years	AL	4S	Majority	SL 2000-35	
Mooresville	Town	32,711	Council Manager	Commissioners	6	Elected	2 Years	AL/D	4S	Primary	SL 1975, c. 239 GS 160A-101	Four commissioners are elected from districts, and two are elected at large.
Rocky Mount	City	57,477	Council Manager	Council Members	7	Elected	4 Years	D	4S	Majority	SL 2003-327	
Salisbury	City	33,662	Council Manager	Council Members	5	By and from Governing Board	2 Years	AL	2	Plurality	SL 1987, c. 205	
Wake Forest	Town	30,117	Council Manager	Commissioners	5	Elected	4 Years	AL	4S	Plurality	SL 1973, c. 273 SL 1993, c. 118	
Wilson	City	49,167	Council Manager	Council Members	7	Elected	2 Years	D	2	Plurality	SL 1969, c. 136 SL 1979, c. 334 GS 160A-101	

Accessibility

Knapp-Sanders Building  
Campus Box 3330, UNC Chapel Hill  
Chapel Hill, NC 27599-3330  
T: 919 966 5381 | F: 919 962 0654

# Salisbury City Council Agenda Item Request Form



Please Select Submission Category:  Public  Council  Manager  Staff

Requested Council Meeting Date: March 7, 2023

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

Name of Presenter(s): City Council

Requested Agenda Item: Council to consider appointments to various boards and commissions.

**Description of Requested Agenda Item:** The majority of boards and commissions created by City Council have terms that end March 31. A worksheet has been provided that shows the seats open on each board or commission, the term for the seat and if the current member is eligible and willing to serve again if appointed. Several of the boards and staff have reviewed applications and provided recommendations.

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 making appointments various boards and commissions. (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**

## Boards and Commissions Worksheet – 2023

### Alternate Methods of Design Commission

<u>Current Member</u>	<u>Term Expires</u>	<u>Eligible for Reappointment</u>	<u>Need 1 Member</u>
Rodney Queen	3/31/23	No	_____

**Applicants:**

**Notes:** Members shall have demonstrated experience, education, or licensure in the design, construction, and /or development field.

### Community Appearance Commission – Tamara Sheffield, Council Liaison

<u>Current Members</u>	<u>Term Expires</u>	<u>Eligible for Reappointment</u>	<u>Need 4 Members</u>
Reginald Boland	3/31/23	No	_____
Julia Apone	3/31/23	Yes	_____
Chris McNeely	3/21/23	No	_____
Phyllis Miller	3/31/23	Yes	_____

**Applicants:**

Tina Hobart  
Jeff Richen

**Notes:** Efforts are made to maintain a majority of members who have had special training or experience in a design field, such as architecture, landscape design, horticulture, city planning or a closely related field.

### Greenway, Bicycle and Pedestrian Committee

<u>Current Members</u>	<u>Term Expires</u>	<u>Eligible for Reappointment</u>	<u>Need 5 Members</u>
Sharon Earnhardt	3/31/23	Yes	_____
Vacant	3/31/23	Yes	_____
Sean Meyers	3/31/23	Yes	_____
Andrew Pitner	3/31/23	Yes	_____
Mary Rosser	3/31/23	Yes	_____

**Applicants:**

Sara Clymer  
Cora Greene\*

**Notes:**

### Historic Preservation Commission

<u>Current Members</u>	<u>Term Expires</u>	<u>Eligible for Reappointment</u>	<u>Need 3 Members</u>
Larry Richardson	3/31/23	Yes	_____
Andrew Walker	3/31/23	No	_____
Acey Worthy	3/31/23	No	_____

**Applicants:**

Charles Dean  
Tracie Gardner  
Brian Hancock  
Sue McHugh\*  
Mary Moore  
Kelly Price  
Jeff Richen  
Jeremy Tatum

**Notes:** All members must have a demonstrated interest, competence, or knowledge in historic preservation. The Certified Local Government must document in writing its good faith effort to appoint professionals from the disciplines of architecture, history, architectural history, planning, archaeology, or other related disciplines, to the extent such professionals are available in the community and willing to serve. The CLG program recognizes that a mix of professional and lay members makes the strongest commission.

### Housing Advocacy Commission – Harry McLaughlin, Council Liaison

<u>Current Members</u>	<u>Term Expires</u>	<u>Eligible for Reappointment</u>	<u>Need 2 Members</u>
Anne Lyles	3/31/23	No	_____
Vacant	3/31/25	n/a	_____

**Applicants:**

Bliss Green\*  
Tina Hobart  
Ester Wesnick

**Notes:** Seats have been designated for representatives from Neighborhoods, Landlords and At-large.

### Human Relations Council – Anthony Smith, Council Liaison

<u>Current Members</u>	<u>Term Expires</u>	<u>Eligible for Reappointment</u>	<u>Need 2 Members</u>
Debra Ellison	3/31/23	No	_____
Evenlyn Uddin-Khan	3/31/23	Yes	_____

**Applicants:**

Linda Black  
Charles Hardin  
Nicole Sherrill-Jamison  
Curtis Walker

**Notes:** Eight members of the HRC are appointed by City Council and eight members are appointed by the HRC.

### Hurley Park Advisory Board – Mayor Alexander, Council Liaison

<u>Current Members</u>	<u>Term Expires</u>	<u>Eligible for Reappointment</u>	<u>Need 2 Members</u>
Jane Riley	3/31/23	Yes	_____
Jane Ritchie	3/31/23	Yes	_____

**Applicants:**

Sara Clyme  
Alexandra Fisher  
Cora Greene  
Kelly Price

**Notes:** The City will ensure that a member of the Hurley Family Foundation and a person who lives within 100 feet of the park are appointed to the board.

### Parks and Recreation Advisory Board – Harry McLaughlin, Council Liaison

<u>Current Members</u>	<u>Term Expires</u>	<u>Eligible for Reappointment</u>	<u>Need 3 Members</u>
Nalini Joseph	3/31/23	Yes	_____
Jerry Lawson	3/31/23	No	_____
Mary Rosser	3/31/23	Yes	_____

**Applicants:**

Linda Black  
Dan Goodnight\*  
Bliss Green  
David Midgley  
Mary Moore  
Curtis Walker

**Notes:**

### Planning Board/Board of Adjustment

<u>Current Members</u>	<u>Term Expires</u>	<u>Eligible for Reappointment</u>	<u>Need 2 Members</u>
Bill Burgin	3/31/23	No	
Yvonne Dixon	3/31/23	Yes	

**Applicants:**

Tracie Gardner  
 Dan Goodnight  
 Brian Hancock  
 David Holder  
 David Midgley\*  
 Shawn Nottingham

**Notes:**

### Public Art Committee

<u>Current Members</u>	<u>Term Expires</u>	<u>Eligible for Reappointment</u>	<u>Need 11 Members</u>
Barbara Perry	3/31/23	2 Year Term	
Ed Norvell	3/31/23	2 Year Term	
Gretchen Witt	3/31/23	3 Year Term	
Hunter Safrit	3/31/23	1 Year Term	
Jenn Selby	3/31/23	3 Year Term	
Judy Kandl	3/31/23	1 Year Term	
Raemi Evans	3/31/23	2 Year Term	
Jane Creech	3/31/23	3 Year Term	
Reg Boland	3/31/23	1 Year Term	
Vacant	3/31/23	3 Year Term	
Vacant	3/31/23	1 Year Term	

**Applicants:**

David Gaines\*  
 Shanna Glawson\*  
 Nicole Sherrill-Jamison  
 David Midgley

**Notes:** When the PAC was established all existing members maintained their term for one year. Terms now need to be established that stagger appointments for the Commission.

### Transportation Advisory Board – Anthony Smith, Council Liaison

<u>Current Members</u>	<u>Term Expires</u>	<u>Eligible for Reappointment</u>	<u>Need 2 Members</u>
Tammara Walker	3/31/23	No	
Quentin Woodward, Jr.	3/31/23	No	

**Applicants:**

Linda Elder

**Notes:** Membership shall be representative of the population of the service area and include representatives from human service agencies, transportation providers, business sector, government sector, and the public within the service area.

### Tree Board – Harry McLaughlin, Council Liaison

<u>Current Members</u>	<u>Term Expires</u>	<u>Eligible for Reappointment</u>	<u>Need 2 Members</u>
Cindi Adames	3/31/23	Yes	
Kelli Isenhour	3/31/23	Yes	

**Applicants:**

**Notes:**

---

# Linda

Black

Submission Date	Aug 14, 2022 9:33 PM
First Name	Linda
Last Name	Black
E-mail	<a href="mailto:btoccassion@gmail.com">btoccassion@gmail.com</a>
Home Phone	7042139685
Address	1216 Arden Rd
City	SALISBURY
State	NC
ZIP Code	28144
Ethnicity	African American
Gender	Female
Place of Employment	Salisbury-Rowan Community Action Agency Inc.
Occupation	Transportation/Inventory/CACFP Manager

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: **Bell Tower Green Committe**

Please indicate your #2 preference: **Human Relations Council**

Please indicate your #3 preference: **Parks and Recreation 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 a very proud resident of the City of Salisbury. I've been employed with Salisbury-Rowan Community Action Agency Inc. for 28 years.

I'm interested to serving on the Board of Commission because, I enjoy serving my community. I believe with my knowledge of the characteristics of the community, I can help plan the community needs. I want to be apart of the process of engaging our community to become one city.

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:

28 years working with Salisbury-Rowan Community Action Agency , Event planning skills, Active member of the Salisbury-Rowan NAACP.

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**

---

# Sara

Clymer

Submission Date Aug 29, 2022 12:04 PM

First Name Sara

Last Name Clymer

E-mail [saracly14@gmail.com](mailto:saracly14@gmail.com)

Home Phone 7178800685

Address 1400 E Colonial Dr

City Salisbury

State NC

ZIP Code 28144

Ethnicity Caucasian/Non-Hispanic

Gender Female

Place of Employment Novant health

Occupation Physician

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 Committe

Please indicate your #2 preference:

Hurley Park Advisory Board

Please indicate your #3 preference:

Greenway Committee (No Requirement of Residency)

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 have a desire to be more involved in my new town and feel that I can make a meaningful contribution to this board and it's mission.

I have enjoyed many of the activities held at the BTG and would love the opportunity to do more than participate.

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 experience in organizations range from local event planning (the Three Rivers Land Trust River Dance) to leadership positions in healthcare (Medical Executive Committee, Chief of OBGYN)

Aside from the experiences gained from these position I am also passionate about meeting and working with new people and developing ideas and plans as a team.

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

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# Charles

Dean

Submission Date	Jan 11, 2023 11:30 AM
First Name	Charles
Last Name	Dean
E-mail	<a href="mailto:charlesdean3vzw@gmail.com">charlesdean3vzw@gmail.com</a>
Home Phone	410.829.2417
Address	3023 Kern Drive
City	Salisbury
State	NC
ZIP Code	28147
Ethnicity	Caucasian/Non-Hispanic
Gender	Male
Place of Employment	Corvian Community HS
Occupation	teacher

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:

Historic Preservation Commission

Please indicate your #2 preference:

Other

Please indicate your #3 preference:

Other

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?

Salisbury has a unique and diverse history. I want to do my part to promote and preserve it.

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:

MA in History; 20+ years of certified classroom experience in Social Studies; visited 369 of 424 national park units; published author; member of Rowan Museum and Historic Salisbury

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

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# Linda

Elder

Submission Date	Aug 2, 2022 11:26 PM
First Name	Linda
Last Name	Elder
E-mail	<a href="mailto:elderlinda35@yahoo.com">elderlinda35@yahoo.com</a>
Home Phone	980-330-0901
Address	671 Statesville Blvd, Apt 705
City	Salisbury
State	NC
ZIP Code	28144
Ethnicity	African American
Gender	Female
Occupation	CNA
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:

Bell Tower Green Committe

Please indicate your #2 preference:

Fair Housing Committee

Please indicate your #3 preference:

Transportation Advisory Board (No Requirement of Residency)

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 born and raised in Salisbury and have seen the great improvements over the years and would like to be a part of it all.

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:

I have over 20 years working with elderly and those in need with assisted living in the heart of Salisbury so I have come across many residents who have had concerns. My experiences living in Salisbury as well as working with community will help in making suggestions as well as other improvements that can arise.

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

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# Alexandra

Fisher

Submission Date	Aug 3, 2022 1:46 PM
First Name	Alexandra
Last Name	Fisher
E-mail	<a href="mailto:afisher@mowrowan.org">afisher@mowrowan.org</a>
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 Committe**

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

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# David

Gaines

Submission Date Feb 18, 2023 8:00 AM

First Name David

Last Name Gaines

E-mail [apocart@gmail.com](mailto:apocart@gmail.com)

Home Phone 3366954346

Address 729 MAUPIN AVE.

City SALISBURY

State NC

ZIP Code 28144

Ethnicity African American

Gender Male

Place of Employment ULTA Beauty

Occupation Elite Stylist / Technical Ambassador

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: **Public Arts Commission**

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 feel that I would be able to contribute in other aspects of great insight; along with awesome collaborating ideas; that could assist in the potential growth of artistic projects around the community to help bring more awareness of how art could bring vibes of positive energy to the surrounding area.**

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: **-Experienced Visual Artist in areas of Mural designs for Embassy Suites (Winston-Salem), Druid Hills Academy School (Charlotte), Salisbury Paint the Pavement Project, Hood Theological Seminary (Mural), Rowan County Blues and Jazz Festival (Backdrop).  
-Book Illustrator, Commissioned Visual Artist.  
-Exhibited Art in Various Galleries located in Charlotte, Winston-Salem, Atlanta, GA, Charleston, SC.  
-B.A. Psychology – Livingstone College  
Student Support Services Award for Artist Creativity  
Exceptional Performance Award in Drawing and Painting  
Student Activities Award for Visual Arts and Leadership for Mentoring**

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**

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# TRACIE

GARDNER

Submission Date	Dec 21, 2022 2:20 PM
First Name	TRACIE
Last Name	GARDNER
E-mail	<a href="mailto:TYGARDNER2011@GMAIL.COM">TYGARDNER2011@GMAIL.COM</a>
Home Phone	7045740005
Business Phone	7045740005
Address	312 VANCE AVE
City	SALISBURY
State	NC
ZIP Code	28144
Ethnicity	African American
Gender	Female
Place of Employment	VA MEDICAL CENTER
Occupation	MEDICAL TECHNOLOGIST

Do you reside within the City limits of Salisbury?

Yes

Please indicate your #1 preference:

Bell Tower Green Committe

Please indicate your #2 preference:

Planning Board

Please indicate your #3 preference:

Historic Preservation Commission

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 RECENTLY GRADUATED FROM THE SALISBURY CITIZENS' ACADEMY, AND I LEARNED ABOUT ALL THAT SALISBURY HAS TO OFFER. I ALSO VISITED MANY DIFFERENT CITY DEPARTMENTS. AFTER COMPLETING THE SALISBURY CITIZENS' ACADEMY, I OBTAINED A BETTER UNDERSTANDING OF WHERE I CAN SERVE.

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:

I HAVE EXCELLENT COMMUNICATION AND ORGANIZATIONAL SKILLS, WHICH CAN BE AN ASSET TO A BOARD OR COMMITTEE.

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

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# Shanna

Glawson

Submission Date Feb 2, 2023 6:12 PM

First Name Shanna

Last Name Glawson

E-mail [shannaglawson@gmail.com](mailto:shannaglawson@gmail.com)

Home Phone 8282793022

Address 208 Maupin Ave

City Salisbury

State NC

ZIP Code 28144

Ethnicity Caucasian/Non-Hispanic

Gender Female

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:

Public Arts Commission

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 very much interested in the Public Art Commission because I love the idea of enriching our community through art. I give lectures at RCCC on the power of public art and stand behind these notions that public art is an effective tool to create a stronger, unified community.

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:

I have an MFA with a concentration in sculpture. I have previous experience working with the Johnson City Public Art committee and helped create art for their downtown scavenger hunt. I am currently the program coordinator at Center for Faith and the Arts. I not only like coming up with ideas but I am also great at following through and executing ideas.

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

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# Dana (Dan)

Goodnight

Submission Date	Feb 12, 2023 6:38 AM
First Name	Dana (Dan)
Last Name	Goodnight
E-mail	<a href="mailto:dpgoodni@hotmail.com">dpgoodni@hotmail.com</a>
Home Phone	7042494839
Address	721 N Fulton St
City	Salisbury
State	NC
ZIP Code	28144
Ethnicity	Caucasian/Non-Hispanic
Gender	Male
Do you reside within the City limits of Salisbury?	Yes
Please indicate your #1 preference:	Parks and Recreation Advisory Board

Please indicate your #2 preference:

Planning Board

Please indicate your #3 preference:

Other

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 heard that there was a need. I also recently retired and i now have the time to assist.

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:

Duke-Energy retiree (43 years within the IT applications/operations areas - includes both technical and management positions); member of the board of directors of Ruffy-Holmes Sr Center (chair the Programs committee); elder at NorthGate Church

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

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# Bliss

Green

Submission Date	Sep 28, 2022 9:18 PM
First Name	Bliss
Last Name	Green
E-mail	<a href="mailto:lendingbliss@gmail.com">lendingbliss@gmail.com</a>
Home Phone	704-241-5135
Address	1311 Forestdale Drive
City	Salisbury
State	NC
ZIP Code	28144
Ethnicity	African American
Gender	Female
Place of Employment	Prime Lending
Occupation	Loan Officer

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:

Housing Advocacy Commission

Please indicate your #2 preference:

Fair Housing Committee

Please indicate your #3 preference:

Parks and Recreation 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 have been a mortgage loan officer for 23 years. Equal and Fair Housing is near and dear to my heart.

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:

I am a mortgage lender with Prime Lending, Plains Capital Bank. I am a published book author. I have served on several civic committees and as a Board of Directors. I am a member of National Associate of Real Estate Brokers.

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

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# Cora

Greene

Submission Date	Aug 11, 2022 9:42 PM
First Name	Cora
Last Name	Greene
E-mail	<a href="mailto:coramgreene@gmail.com">coramgreene@gmail.com</a>
Home Phone	(704) 754-2591
Business Phone	(704) 754-2591
Address	201 Coventry Ln
City	Salisbury
State	NC
ZIP Code	28147
Ethnicity	Prefer not to answer
Gender	Female
Place of Employment	Novant Health Rowan Medical Center
Occupation	Administration

Do you reside within the City limits of Salisbury?

Yes

Please indicate your #1 preference:

Bell Tower Green Committe

Please indicate your #2 preference:

Greenway Committee (No Requirement of Residency)

Please indicate your #3 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 believe that these green spaces are a true investment to the well-being of our community at large. How we utilize, preserve, maintain, and continue to develop these areas, which we have invested in for current and future generations to enjoy is dear to my heart.

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

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# Brian

Hancock

Submission Date	Aug 3, 2022 3:00 PM
First Name	Brian
Last Name	Hancock
E-mail	<a href="mailto:hancockb86@gmail.com">hancockb86@gmail.com</a>
Home Phone	7047987675
Address	200 castlewood drive apt 827
City	Salisbury
State	NC
ZIP Code	28147
Ethnicity	Caucasian/Non-Hispanic
Gender	Male
Place of Employment	Neel Road Baptist Church
Occupation	Pastor

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:

Bell Tower Green Committe

Please indicate your #2 preference:

Historic Preservation Commission

Please indicate your #3 preference:

Planning 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 a lifelong resident of Rowan County, and have always considered Salisbury my home. It is always a joy to give back to this community, and can thank no better way to do it, than to offer my time to serving on a committee for this wonderful city.

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:

I have served in church leadership for 16+ years in this county, and have gained many friends and contacts along the way. I would use those friendships to provide well rounded opinions and counsel to the planning board. Also, being in church leadership requires much patience, discernment, and creativity, all of which I have gained, and continue to gain. These life skills and more I would seek to use in being an active member of such committee.

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

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# Charles

Hardin

Submission Date Feb 6, 2023 7:39 PM

First Name Charles

Last Name Hardin

E-mail [hardinpj@yahoo.com](mailto:hardinpj@yahoo.com)

Home Phone 704-605-2701

Address 905 Corbin Ridge Dr

City Salisbury

State NC

ZIP Code 28146

Ethnicity Prefer not to answer

Gender Male

Place of Employment RSS

Occupation Teacher

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: **Human Relations Council**

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? **Being new I see a lot of things that need improvement**

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: **Graduated with Communication /PR degree. Creative and Problem Solver**

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**

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# Tina

Hobart

Submission Date	Dec 12, 2022 3:25 PM
First Name	Tina
Last Name	Hobart
E-mail	<a href="mailto:constancehobart@kw.com">constancehobart@kw.com</a>
Home Phone	774-230-0539
Business Phone	774-230-0539
Address	1114 Terrace Dr
City	Salisbury
State	NC
ZIP Code	28146-6067
Ethnicity	Caucasian/Non-Hispanic
Gender	Female
Place of Employment	Petfolk Incorporated
Occupation	Mobile Regional 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: **Fair Housing Committee**

Please indicate your #2 preference: **Housing Advocacy Commission**

Please indicate your #3 preference: **Community Appearance Commission**

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 feel as though my ideas and problem solving skills will be beneficial to the housing and community commissions.**

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: **Licensed REALTOR for the state of NC. Knowledge based in Fair Housing. Years of managerial experience and problem solving**

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**

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# Daniel

Holder

Submission Date	Dec 14, 2022 7:12 PM
First Name	Daniel
Last Name	Holder
E-mail	<a href="mailto:d_holder86@yahoo.com">d_holder86@yahoo.com</a>
Home Phone	7047620906
Address	1301 West Monroe Street
City	Salisbury
State	NC
ZIP Code	28144
Ethnicity	Caucasian/Non-Hispanic
Gender	Male
Place of Employment	United Beverages
Occupation	Truck Driver

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:

Other

Please indicate your #2 preference:

Planning 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 have been a third generation firefighter and been very active in the emergency services.

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

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# Nicole

Sherrill-Jamison

Submission Date	Feb 12, 2023 9:49 AM
First Name	Nicole
Last Name	Sherrill-Jamison
E-mail	<a href="mailto:drnicolesj@gmail.com">drnicolesj@gmail.com</a>
Home Phone	7042675957
Address	208 W Horah Street
City	Salisbury
State	NC
ZIP Code	28144
Ethnicity	African American
Gender	Female
Place of Employment	NSC and Associates and Daymark
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:

Fair Housing Committee

Please indicate your #2 preference:

Human Relations Council

Please indicate your #3 preference:

Public Arts Commission

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 a dedicated resident of Salisbury who seeks to continue improvement within our city. Helping with input from a diverse perspective challenges me to be an honest and utmost responsible individual that seeks to include everyone. Increasing connectivity to enhance Salisbury offers continued growth in the community. My service is to be of service where and when needed. This is why I am interested to see the growth of Salisbury.

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:

AAUW Salisbury, President  
Ph.D. Counseling  
Business Owner  
Author

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

# Susan

McHugh

Submission Date	Jan 26, 2023 1:35 PM
First Name	Susan
Last Name	McHugh
E-mail	<a href="mailto:suemch@aol.com">suemch@aol.com</a>
Home Phone	7045779965
Address	910 N Main Street
City	Salisbury
State	NC
ZIP Code	28144
Ethnicity	Caucasian/Non-Hispanic
Gender	Female
Occupation	Marketing & Social Media Consultant
Do you reside within the City limits of Salisbury?	Yes

Please indicate your #1 preference:

Historic Preservation Commission

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

Yes

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

I have long-term experience with the Historic Preservation Commission, have been a long-term volunteer for Historic Salisbury Foundation, and I live in an historic neighborhood where I have been actively restoring and preserving my own 113-year-old home. I understand that there will be important vacancies on the HPC that will leave a knowledge gap and I believe I can fill that gap.

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:

Master Gardener, Landscape Designer, Preservationist, event planner, marketing & communication skills, interpersonal skills, public speaking experience

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

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# David

## Midgley

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Submission Date	Mar 1, 2022 4:41 PM
First Name	David
Last Name	Midgley
E-mail	<a href="mailto:davidrd8@yahoo.com">davidrd8@yahoo.com</a>
Home Phone	704-433-6878
Address	408 Trinity Oaks dr
City	Salisbury
State	NC
ZIP Code	28144
Ethnicity	Caucasian/Non-Hispanic
Gender	Male
Place of Employment	Retired
Occupation	I ternario al sales Mgr
Do you reside within the City limits of Salisbury?	Yes
Please indicate your #1 preference:	Planning Board
Please indicate your #2 preference:	Parks and Recreation Advisory Board
Please indicate your #3 preference:	Public Art Committee
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 a community oriented person. I was a gal ad litum volunteer; volunteered at 2 elementary schools working with Spanish kids behind in reading;English; math. Past board member of family crises counseling. Last president of Kiwanis in Hanover pa. Fluent in Spanish past board member in Pa of drug alcohol abuse center I; past head of 3 Masonic bodies

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:

I have travelled to over 100 countries. Am fluent in Spanish Have a graduate degree in international marketing; loves in another medium sized comununity in Hanover os. Been a resident here si ce 2005 have seen grown th of Salisbury and am proud to be a resident here. I would like to give back to this community

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

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# Mary

Moore

Submission Date Aug 3, 2022 5:25 PM

First Name Mary

Last Name Moore

E-mail [pnm Moore@gmail.com](mailto:pnm Moore@gmail.com)

Home Phone 704-431-6105

Address 322 River Birch Dr

City Salisbury

State NC

ZIP Code 28146

Ethnicity Caucasian/Non-Hispanic

Gender Female

Place of Employment Retired

Occupation Retired

Do you reside within the City limits of Salisbury?

Yes

Please indicate your #1 preference:

Bell Tower Green Committe

Please indicate your #2 preference:

Parks and Recreation Advisory Board

Please indicate your #3 preference:

Historic Preservation Commission

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 love the Bell Tower Park and try to do most activities. It's a beautiful area and want it to continue for future generations.

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

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# Shawn

Nottingham

Submission Date	Feb 3, 2023 4:05 PM
First Name	Shawn
Last Name	Nottingham
E-mail	<a href="mailto:wentfrom6212@gmail.com">wentfrom6212@gmail.com</a>
Home Phone	704-640-2874
Address	522 S Church St.
City	Salisbury
State	NC
ZIP Code	28144
Ethnicity	American India/Alaskan native American
Gender	Male
Place of Employment	Allstate
Occupation	MSA

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: Planning Board

Please indicate your #2 preference: Bell Tower Green Committee

Please indicate your #3 preference: Fair Housing Committee

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 have lived here in Salisbury for 6 years and in that time I have discovered that being a trusted neighbor and a community member means a lot and how valuable it really is. All of my life I have worked in restaurants and the past few years I have spent a lot of time in them and lost a great deal of what I really wanted to do with my life. Last year I was excited to started my new job at Allstate and it gives me the time and opportunity to be able to server my community like I have always wanted to. I feel that my community deserves the best and to always be moving forward to the future for everyone. I know that is what I can do for them to create a place were you want to live and be safe and bring your family's and business to.

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:

Events, food, community, construction, building, relationships, talking with community members, showing progress, working with different organizations, trying new ideals, I have good organization skill, I'm a motivator, if I don't know the answers I go and find it, I enjoy making people think, I enjoy helping people understand, my new job at Allstate would support me in being involved with a board or commission.

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 I agree

be cause for my removal from  
any board or commission.

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# Kelly

Price

Submission Date	Aug 2, 2022 2:59 PM
First Name	Kelly
Last Name	Price
E-mail	<a href="mailto:kmicheleprice@gmail.com">kmicheleprice@gmail.com</a>
Home Phone	+17046998642
Business Phone	+17046998642
Address	230 Confederate Avenue
City	Salisbury
State	NC
ZIP Code	28144
Ethnicity	Caucasian/Non-Hispanic
Gender	Female
Place of Employment	Kelly Services
Occupation	Substitute teacher

Do you reside within the City limits of Salisbury?

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

Please indicate your #1 preference:

Please indicate your #2 preference:

Please indicate your #3 preference:

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

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

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:

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

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?

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.

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# Jeff

Richen

Submission Date Feb 2, 2023 1:25 PM

First Name Jeff

Last Name Richen

E-mail [richen202@gmail.com](mailto:richen202@gmail.com)

Home Phone 541-992-2855

Address 217 S Ellis St.

City Salisbury

State NC

ZIP Code 28144

Ethnicity Caucasian/Non-Hispanic

Gender Male

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:

Historic Preservation Commission

Please indicate your #2 preference:

Community Appearance Commission

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?

Want to be more involved in the community and historic area I bought property in.

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:

I'm a tenured finance professional who has worked in both the public and private sectors. I have a love for restoring old things, whether that be homes or vehicles, and would love to help preserve the beauty of our community.

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

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# Jeremy

Tatum

Submission Date Sep 9, 2022 12:24 AM

First Name Jeremy

Last Name Tatum

E-mail [j\\_tatum86@yahoo.com](mailto:j_tatum86@yahoo.com)

Home Phone 7043023018

Address 305 E Innes St

City Salisbury

State NC

ZIP Code 28144

Ethnicity Caucasian/Non-Hispanic

Gender Male

Place of Employment Self employed

Occupation Hair stylist/ Educator

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: **Historic Preservation Commission**

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 own and have rehabbed numerous historic homes**

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: **I have done a lot of the work in my homes. I grew up in a family that did construction. I love historic homes and preserving the beauty and integrity of historic homes.**

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**

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# Curtis

Walker

Submission Date Feb 24, 2023 6:41 PM

First Name Curtis

Last Name Walker

E-mail [walkercj930@gmail.com](mailto:walkercj930@gmail.com)

Home Phone 8434216909

Address 141 Glendower Drive

City Salisbury

State NC

ZIP Code 28144

Ethnicity African American

Gender Male

Place of Employment NLA

Occupation Executive Director

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: Human Relations Council

Please indicate your #2 preference: Parks and Recreation Advisory Board

Please indicate your #3 preference: Fair Housing Committee

Have you served on a board or commission of the City of Salisbury? No

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

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# Ester

Wensink

Submission Date Jun 29, 2022 9:48 AM

First Name Ester

Last Name Wensink

E-mail [ester.wensink@gmail.com](mailto:ester.wensink@gmail.com)

Home Phone 5047154447

Address 212 Chestnut Street

City Salisbury

State NC

ZIP Code 28144

Ethnicity Caucasian/Non-Hispanic

Gender Female

Place of Employment Salisbury

Occupation Real Estate Agent

Do you reside within the City limits of Salisbury?

Yes

Please indicate your #1 preference:

Housing Advocacy Commission

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 real estate, its development, in homeownership being accessible for more people and proper housing for tenants. Housing is a such a primary need.

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:

4 years of being a real estate, I've dealt with tenants, landlords, investors, sellers and buyers. I've also dealt with a lot of third parties like attorneys, inspectors, contractors. And I acquired a good working knowledge of the rules and regulations.

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

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