



# City of Salisbury

North Carolina

## COUNCIL MEETING AGENDA

**April 16, 2024**  
**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 April 16, 2024 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 Salisbury-Rowan Utilities Director Jim Behmer and Diversity Equity and Inclusion Director Anne Little for winning United Way Spirit of North Carolina Awards. (*Presenter – City Manager Jim Greene*)
6. Council to receive an introduction to Deputy Fire Chief Terry Smith. (*Presenter – Fire Chief Bob Parnell*)
7. Mayor to proclaim the following observances:

LINE WORKER APPRECIATION DAY	April 18, 2024
NATIONAL CRIME VICTIMS' RIGHTS WEEK	April 21-27, 2024
EARTH DAY	April 22, 2024
YOUTH VIOLENCE PREVENTION WEEK	April 22-26, 2024
ARBOR DAY	April 26, 2024
NATIONAL DAY OF PRAYER	May 2, 2024

8. Council to consider the CONSENT AGENDA:
  - (a) Approve Minutes of the regular meeting of March 19, 2024.
  - (b) Adopt a budget Ordinance amendment to the FY2023-2024 budget in the amount of \$12,846 to appropriate a donation to Parks and Recreation for expenses related to Hurley Park.
  - (c) Adopt a budget Ordinance amendment to the FY2023-2024 budget in the amount of \$800 to appropriate Salisbury Youth Council grant funds.
  - (d) Approve a right-of-way encroachment for the installation of underground fiber optic cable by AT&T within the right-of-way of Peeler Road per Section 11-24(27) of the City Code and subject to North Carolina Department of Transportation approval.

**COUNCIL MEETING AGENDA – PAGE 2 – April 16, 2024**

- (e) Authorize the City Manager to execute a contract with Hanes Construction, Inc. in the amount of \$222,631 for the asphalt reconstruction of the 210 West Franklin Street parking lot.
  - (f) Authorize the City Manager to execute a funding agreement with the Rowan Chamber of Commerce in the amount of \$30,000 for allocation of special project funds to be used for a pilot Small Business Assistance Grant Program.
9. Council to receive public comment. ***Speakers who wish to speak via Zoom must sign-up before 5:00 p.m. by contacting Connie Snyder at csnyd@salisburync.gov.*** Citizens who wish to speak in person can sign-up in Council Chambers. Citizens who are unable to speak during the meeting may submit written comments to the email above and they will be shared with Council.
10. Council to receive an update on the upcoming Cheerwine Festival. (*Presenter – Event Coordinator Vivian Koontz*)
11. Council to consider a Level 3 incentive grant to RP Salisbury Partners, LLC equal to 85% of real property taxes paid to the City. The total estimated value of the grant is \$3.14 million to be paid in annual installments for a period of five years: (*Presenter – Economic Development Council Vice-President Scott Shelton*)
- (a) Receive a presentation from staff
  - (b) Hold a public hearing
  - (c) Consider approving an incentive to RP Salisbury Partners, LLC.
12. Council to consider supporting an application for a Staffing for Adequate Fire and Emergency Response (SAFER) Grant to support six additional fire fighter positions and the Fire Prevention Safety Grant. (*Presenter – Fire Chief Bob Parnell*)
13. Council to receive an update on the Byrne Criminal Justice Initiative for the West End Community and consider authorizing the City Manager to execute a funding agreement with United Way of Rowan County to administer and manage non-profit grant funds awarded through the Initiative. (*Presenters – Police Chief Patrick Smith and Dr. Jessica Herbert*)
14. Council to receive an update on the FY2025-FY2034 proposed General Fund Capital Improvement Plan. (*Presenter – Budget Manager Tracey Keyes*)
15. Council to receive a FY2025 Budget presentation for the Broadband Services Fund. (*Presenter – Finance Director Wade Furches*)
16. Council to consider appointments to various boards and commissions.
17. City Attorney’s Report.
18. City Manager’s Report.
- (a) Update on Traffic Signal Timing.
19. Council’s Comments.
20. Mayor Pro Tem’s Comments.

**COUNCIL MEETING AGENDA – PAGE 3 – April 16, 2024**

21. Mayor's Announcements and Comments.

- (a) Cultivating Community Conversations will take place Tuesday, April 23<sup>rd</sup> at 5:30 p.m. at City Park Recreation Center. The Police Department will host the event with an emphasis on members of the Hispanic/Latino. For more information call (704) 638-5220.
- (b) The Public Arts Commission invites the public to drop in and meet the artists of the 2024 Salisbury Sculpture Show Thursday, May 2<sup>nd</sup> from 9:30 a.m. until 11:00 a.m. in Council Chambers. The event is free and open to the public. Coffee, pastries and a group sculpture activity will be provided. For more information please call (704) 638-5240.

22. Adjourn.

# Salisbury City Council Agenda Item Request Form



Please Select Submission Category:  Public  Council  Manager  Staff

Requested Council Meeting Date: April 16, 2024

Name of Group(s) or Individual(s) Making Request: City Manager Jim Greene

Name of Presenter(s): City Manager Jim Greene

**Requested Agenda Item:** Council to recognize Salisbury-Rowan Utilities Director Jim Behmer and Diversity Equity and Inclusion Director Anne Little for winning United Way Spirit of North Carolina Awards.

**Description of Requested Agenda Item:** Led by United Way of North Carolina, the Spirit of North Carolina Award offers United Ways in North Carolina communities an opportunity to nominate those who exemplify the “spirit” of their community. This year, 12 Rowan County citizens, companies, and groups have been selected as winners of this special award including:

#### **Jim Behmer – United Way Community Ambassador**

- Those awarded under this category are individuals who make a huge impact in their communities through donating, volunteering, or advocating for the United Way mission. This community champion could be a Board member, investor, or volunteer extraordinaire who leads and influences others.
- Jim Behmer has been an active volunteer with Rowan County United Way for the past 20 years. During this time, he has taken on various roles within the Campaign Cabinet and has previously served as Campaign Chair. He is currently Vice-President of the Board of Directors and has received the organization's Jackie Award in 2017 and Helping Hand Award in 2018 for his outstanding contributions. He is a member of the Public Relations Committee and regularly volunteers at United Way's events such as Day of Caring, Into The Light and others. He also shared his DJing skills by playing music during the organization's radio show campaign event. He is a well-rounded individual who goes above and beyond to show his support for United Way and advocates for the organization wherever he goes.

#### **Anne Little – Leading through the Diversity, Equity, and Inclusion Lens**

- This award recognizes an individual who addresses community problems through their own core values of diversity and inclusion. Their actions lead to dismantling barriers and disparities based on race, ethnicity, age, gender etc. so everyone can fulfill their potential.
- Anne Little serves as the Diversity, Equity & Inclusion (DEI) Director for the City of Salisbury. Her primary responsibility is to develop and implement a comprehensive DEI Strategic Action Plan that promotes and nurtures equality throughout all aspects of the City. The plan includes internal workplace equity, information, education, and training, talent acquisition, management, and retention, annual planning, awareness and support, leadership by example, procurement policies, and DEI staff core team. Little has been very dedicated and worked tirelessly to make this plan possible. Her efforts have played a significant role in implementing this plan to improve diversity, equity, and inclusion in our community.



# Salisbury City Council Agenda Item Request Form

Attachments:  Yes  No

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

**Action Requested of Council for Agenda Item:** No action is required of Council.

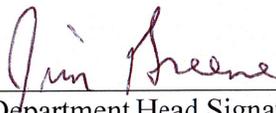
**Contact Information for Group or Individual:** City Manager Jim Greene (704) 638-5228  
jim.greene@salisburync.gov

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

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

## FINANCE DEPARTMENT INFORMATION:

\_\_\_\_\_  
Finance Manager Signature

  
\_\_\_\_\_  
Department Head Signature

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

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

For Use in Clerk's Office Only  Approved

Delayed

Declined

Reason: \_\_\_\_\_



# Salisbury City Council Agenda Item Request Form



Please Select Submission Category:  Public  Council  Manager  Staff

Requested Council Meeting Date: April 16, 2024

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

Name of Presenter(s): Fire Chief Bob Parnell *BAP*

Requested Agenda Item: Council to receive an introduction to Deputy Fire Chief Terry Smith.

**Description of Requested Agenda Item:** Division Chief Terry Smith has been promoted to Deputy Fire Chief, effective April 15, 2024. Chief Smith is a 28-year veteran of the Salisbury Fire Department, holds numerous specialized fire service certifications and has led the Fire Prevention Division for the past 17 years. Deputy Fire Chief Smith will directly oversee the Fire Department's Administrative, Support Services and Fire Prevention Divisions.

Attachments:  Yes  No

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

Action Requested of Council for Agenda Item: No Action is required of Council.

Contact Information for Group or Individual: Fire Chief Bob Parnell 704 638-4464  
bparn@salisburync.gov

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

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

## FINANCE DEPARTMENT INFORMATION:

\_\_\_\_\_  
Finance Manager Signature

*Bob Parnell*  
\_\_\_\_\_  
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:



# City of Salisbury Fire Department

Established December 8, 1817

**INFORMATIONAL BULLETIN: 2.21.24**

**DATE: April 5, 2024**

**TO: All Fire Department Members**

**FROM: R.A. Parnell, Fire Chief**

**SUBJECT: Promotion of Division Chief Terry S. Smith to Deputy Fire Chief**

It is an honor to announce the promotion of Division Chief Terry Smith to Deputy Fire Chief, effective April 15, 2024. Chief Smith is a 28-year veteran of the Salisbury Fire Department, holds numerous specialized fire service certifications and has led the Fire Prevention Division for the past 17 years.

Deputy Chief Smith joined the Salisbury Fire Department in 1996 as a Firefighter on Ladder 1 and has held every rank within the department, was promoted to Fire Engineer in 1999, promoted to Fire Captain in 2002, served as a shift commander and promoted to Battalion Chief in 2007. Smith transferred to the Fire Prevention Division in 2007 and then promoted to Division Chief in 2018.

Chief Smith holds an Associates Degree in Fire Science Technology from RCCC and a Bachelor's of Science Degree from the University of North Carolina at Greensboro. He holds numerous emergency services certifications including NC Fire and Rescue Level II Instructor, Advanced Fire Investigator, NC Association of Fire Chiefs Executive Officer, the City Manager's Leadership Academy, Incident Safety Officer from the National Fire Academy, and many others.

Smith was awarded the Veteran Firefighter of the Year, Spencer Fire Department; Commendation for lifesaving rescue, Mayor of Salisbury; Rookie Firefighter of the Year, Salisbury Rotary Club in 1999 and Outstanding Firefighter, Spencer Jaycees.

Chief Smith has been active with the Rowan County United Way as Community Business Division Chairman and Allocations Panel Vice-Chairman, Rowan-Salisbury Burned Children's Fund, the International Code Council Public Hearing committee and others. Smith is currently serving as the SFD liaison of the new Fire Station 3 construction project.

He resides in Spencer, North Carolina, with wife Amy. They have two grown children, Corbin and Abby.

Deputy Fire Chief Smith will directly oversee the Fire Department's Administrative, Support Services and Fire Prevention Divisions.

Please join me in congratulating and supporting Deputy Fire Chief Smith in his new role.



R. A. Parnell  
Chief of Department  
Salisbury Fire Department



*City of Salisbury*  
North Carolina

**PROCLAMATION**

**WHEREAS**, Line Workers are critical to the safe and efficient delivery of electric power to the City and its citizens; and

**WHEREAS**, Line workers are highly skilled professionals who undergo rigorous training to work with electricity safely and efficiently; and

**WHEREAS**, Line Workers are first responders during storms and other catastrophic events, working to make the scene safe for other public safety officials, and to expedite the return of electrical power to our communities; and

**WHEREAS**, these brave men and women work with thousands of volts of electricity high atop power lines risking and sometimes losing their lives to keep electricity flowing; and

**WHEREAS**, Line Workers are often faced with dangerous conditions, far from their families, as they work to construct and maintain energy infrastructure throughout North Carolina and the United States; and

**WHEREAS**, The City of Salisbury thanks these skilled and heroic workers who brave hurricanes, ice storms, snow storms, floods, and other natural disasters to maintain our community's energy grid:

**NOW, THEREFORE**, I, Karen K. Alexander, Mayor of the City of Salisbury, North Carolina DO HEREBY PROCLAIM April 18, 2024 as

**LINE WORKER APPRECIATION DAY**

in Salisbury, and encourage all citizens to recognize their heroic work to keep the lights on in the City.

This the 10<sup>th</sup> day of April 2024.

Karen K. Alexander, Mayor



# *City of Salisbury*

*North Carolina*

## PROCLAMATION

**WHEREAS**, since 1981, National Crime Victims' Rights Week has taken place in April to educate the public about victimization, the effect victimization has on individuals, families, friends, and the community, and to promote laws, polices, and programs to help victims of crime; and

**WHEREAS**, every year, thousands of communities across the nation honor the dedication of those before us that established victim rights and renew commitment to guarantee that all victims have the rights and services they need to recover from crime; and

**WHEREAS**, treating victims with dignity serves the public interest by engaging victims in the justice system, inspiring respect for public authorities, and promoting confidence in public safety; and

**WHEREAS**, there is more to be done to advance these ideals as too many victims are denied their right to attend trial, present an impact statement at sentencing, or receive notice of the release of an offender; and

**WHEREAS**, everyone must work to ensure fair treatment of crime victims by providing protection for child and sexual assault victims, ordering and enforcing victim restitution from offenders, and notifying victims of their right to compensation and services, thereby giving hope to victims that the system and society will work to restore dignity and respect their needs and rights; and

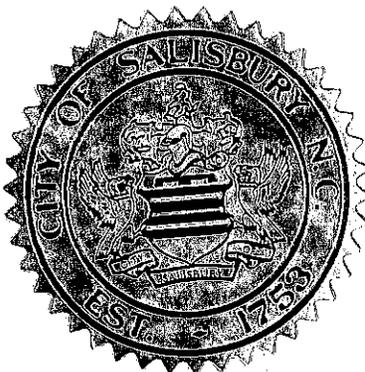
**WHEREAS**, National Crime Victims' Rights Week provides an opportunity to raise awareness of the foundation of victim's rights of fairness, dignity and respect, and to recommit to honoring those values by ensuring that all victims are afforded their legal rights and provided with assistance as they face the financial, physical and psychological impact of crime.

**NOW, THEREFORE**, I, Karen K. Alexander, Mayor of the City of Salisbury, North Carolina, DO HEREBY PROCLAIM the week of April 21-27, 2024 as

### **NATIONAL CRIME VICTIMS' RIGHTS WEEK**

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

This the 16th day of April 2024.



Karen K. Alexander, Mayor



# *City of Salisbury*

North Carolina

## PROCLAMATION

**WHEREAS**, April 22, 2024 will be the 54<sup>th</sup> annual celebration of Earth Day; and

**WHEREAS**, the first Earth Day was celebrated April 22, 1970, with the goal of inspiring environmental awareness and encouraging the conservation, protection, and appreciation of our nation's natural resources; and

**WHEREAS**, it is the responsibility of each of us to safeguard the environment by recognizing that all human life depends upon the Earth and upon one another for our mutual existence, well-being, and development; and

**WHEREAS**, the steps we can take to protect and preserve our natural environment through education, partnerships, and positive actions are encouraged in our community; and

**WHEREAS**, Earth Day will reach beyond existing environmental constituencies to involve the broadest possible cross-section of society including business, media, religious, political, youth academic and cultural leaders; and

**WHEREAS**, the City of Salisbury proudly recognizes all who participate in Earth Day for their dedication in taking a proactive role in shaping the future of our environment and in protecting the community's precious natural resources.

**NOW, THEREFORE**, I, Karen K. Alexander, Mayor of the City of Salisbury, North Carolina, DO HEREBY PROCLAIM April 22, 2024 as

## EARTH DAY

in Salisbury, and encourage all of our citizens to be mindful of local, state and national laws which protect our environment, and to join in efforts to preserve the beauty and wonder of the lands, skies, and water of the Earth in all its diversity.

This the 16<sup>th</sup> day of April 2024.



Karen K. Alexander, Mayor



# *City of Salisbury*

*North Carolina*

## **PROCLAMATION**

**WHEREAS**, National Youth Prevention Week will take place April 22-26, 2024 to raise awareness and educate students, teachers, school administrators, counselors, school resource officers, school staff, parents, and the public on effective ways to prevent or reduce youth violence; and

**WHEREAS**, the safety and well-being of many students, teachers, and school staff are unnecessarily jeopardized each day by violence, and far too frequently we hear about instances of isolation, bullying, self-harm and violence in our schools and communities; and

**WHEREAS**, young people who are isolated can fall victim to bullying, violence and/or depression, causing them to pull away from society, struggle with learning and developing a, and possibly choose to hurt themselves or others; and

**WHEREAS**, the primary goal of Youth Violence Prevention Week is to also raise awareness of how to prevent youth violence, and to share strategies that are available to the community; and

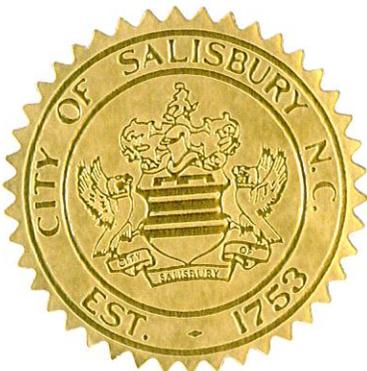
**WHEREAS**, schools, school districts, and communities from across the country are also uniting to protect our most vital resource of our youth.

**NOW, THEREFORE**, I, Karen K. Alexander, Mayor of the City of Salisbury, North Carolina, on behalf of the Salisbury City Council DO HEREBY PROCLAIM the week of April 22-26, 2024 as

## **YOUTH VIOLENCE PREVENTION WEEK**

in Salisbury, and encourage all citizens to learn more about youth violence prevention and commit to keeping our community a safe place.

This the 16<sup>th</sup> day of April 2024.



Karen K. Alexander, Mayor



*City of Salisbury*  
North Carolina

**PROCLAMATION**

**WHEREAS**, Arbor Day is now observed throughout the nation and the world; and

**WHEREAS**, trees can reduce the erosion of our precious topsoil by wind and water, cut heating and cooling costs, moderate the temperature, clean the air, produce oxygen and provide habitat for wildlife; and

**WHEREAS**, trees are a renewable resource giving us paper, wood for our homes, fuel for our fires and countless other wood products; and

**WHEREAS**, trees in our City increase property values, enhance the economic vitality of business areas, and beautify our community; and

**WHEREAS**, trees wherever they are planted, are a source of joy and spiritual renewal; and

**WHEREAS**, Salisbury has been recognized as a Tree City USA by the National Arbor Day Foundation and desires to continue its tree-planting ways.

**NOW, THEREFORE**, I, Karen K. Alexander, Mayor of the City of Salisbury, North Carolina DO HEREBY PROCLAIM Friday, April 26, 2024 as

**ARBOR DAY**

in Salisbury, and urge all citizens to support efforts to protect our tree.

This the 16th day of April 2024.

Karen K. Alexander, Mayor



# *City of Salisbury*

*North Carolina*

## PROCLAMATION

**WHEREAS**, the history of our Nation is indelibly marked with the role that prayer has played in the lives of individual Americans and indeed the United States as a whole; and

**WHEREAS**, our greatest leaders have always turned to prayer in times of crisis; and

**WHEREAS**, we acknowledge that prayer is a deeply personal experience and the way on which it finds expression depends on our individual dispositions as well as on our religious convictions; and

**WHEREAS**, the virtues of prayer have a common bond with our hope and aspirations; our sorrows and fears; and deepest remorse and renewed resolve; our thanks and joyful praise; and most importantly our love all turned toward God; and

**WHEREAS**, we join with our President, the Governors and the Mayors of our United States and invite all Salisburians to join us in earnest prayer for our Nation, our State, and our City.

**NOW, THEREFORE**, I, Karen K. Alexander, Mayor of the City of Salisbury, North Carolina, on behalf of Salisbury City Council, DO HEREBY PROCLAIM Thursday, May 2, 2024 as

## NATIONAL DAY OF PRAYER

in Salisbury, and encourage our fellow citizens of Salisbury to join in prayer, asking that God's light may illuminate the minds and hearts of our people and our leaders, so that we may meet the challenges that lie before us with courage, wisdom and justice.

This the 16<sup>th</sup> day April 2024.



Karen K. Alexander, Mayor

Salisbury, North Carolina  
March 19, 2024

## **REGULAR MEETING**

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

**ABSENT:** Councilmember Anthony Smith.

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/CHANGES TO THE AGENDA**

Mayor Alexander stated the applicant for the voluntary annexation on Woodleaf Road has pulled the request. She noted the item and associated public hearing will be rescheduled at a later date.

Thereupon, Mayor Pro Tem Sheffield made a **motion** to adopt the Agenda as amended. Mayor Alexander, Mayor Pro Tem Sheffield, and Councilmembers McLaughlin, and Post voted AYE. (4-0)

## **INTRODUCTION – TRAFFIC ENGINEER VICTORIA TREXLER**

Transportation Director Wendy Brindle introduced Traffic Engineer, Victoria Trexler. She stated Ms. Trexler began her career with the City on March 4, 2024. Council welcomed Ms. Trexler to the City.

## **PROCLAMATION**

Mayor to proclaim the following observance:

TRANSGENDER DAY OF VISIBILITY

March 31, 2024

## **CONSENT AGENDA**

(a) Minutes

Approve Minutes of the special meeting of January 24-25, 2024 and the regular meeting of March 5, 2024.

(b) Budget Ordinance Amendment – Public Safety Grant

Adopt a budget Ordinance amendment to the FY2023-2024 budget in the amount of \$10 million to appropriate a state grant for public safety.

ORDINANCE AMENDING THE 2023-2024 BUDGET ORDINANCE OF THE CITY OF SALISBURY, NORTH CAROLINA TO APPROPRIATE A STATE GRANT FOR PUBLIC SAFETY.

(The above Ordinance is recorded in full in Ordinance Book No. 32 at Page No. 33, and is known as Ordinance 2024-18.)

(c) Budget Ordinance Amendment – Ring in Spring Event

Adopt a budget Ordinance amendment to the FY2023-2024 budget in the amount of \$900 to appropriate a donation for the Ring in Spring event.

ORDINANCE AMENDING THE 2023-2024 BUDGET ORDINANCE OF THE CITY OF SALISBURY, NORTH CAROLINA TO APPROPRIATE GENERAL FUND DONATIONS.

(The above Ordinance is recorded in full in Ordinance Book No. 32 at Page No. 34, and is known as Ordinance 2024-19.)

(d) Purchase Order Approval

Authorize the City Manager to approve Purchase Order 240914 in the amount of \$156,039.91 for the purchase of a new John Deere 75 P-Tier Excavator from James River Equipment for Salisbury-Rowan Utilities. The purchase is being made from a Sourcewell Cooperative Contract and funding is available in the Salisbury-Rowan Utilities Operating Fund.

(e) Purchase Order Approval

Authorize the City Manager to approve Purchase Order 240928 in the amount of \$320,935.75 for the purchase of ballistic vests and helmets for Police and Fire from Lawmen's Distribution, LLC. This purchase is being made from NC State Contract 680C using funds from the state grant for public safety.

(f) Right-of-Way Encroachment – AT&T

Approve a right-of-way encroachment for the installation of underground fiber optic cable by AT&T within the right-of-way of Ludwick Heights Lane per Section 11-24(27) of the City Code.

(g) Resolution of Support – Comprehensive Bicycle Plan Update

Adopt a Resolution of Support for an application to the North Carolina Department of Transportation Integrated Mobility Division for a grant to update the City's Comprehensive Bicycle Plan. If awarded the grant will require a 30% City-match.

RESOLUTION OF SUPPORT FOR NORTH CAROLINA DEPARTMENT OF TRANSPORTATION BICYCLE AND PEDESTRIAN PLANNING GRANT.

(The above Resolution is recorded in full in Resolution Book No. 17 at Page No. 16, and is known as Resolution 2024-11.)

(h) Master Services Contract – Wolf Trail Engineering

Approve master service contracts with Technical Assurance, Inc. and Wolf Trail Engineering for on-call engineering services related to the City's roofing needs. These contracts are for on-call services and will be used on an as-needed basis. Funds are allocated in Public Work's FY24 operating budget for these expenses.

(i) Deputy Finance Officers

Appoint Tracey Keyes, Kaley Sink and Crystal McBride as Deputy Finance Officers under NCGS 159-28(a) until such time as they are no longer employed by the Finance Department.

(j) Update – Job and Pay Classification System

Approve an update to the job and pay classification system to add the position of Assistant Land and Development Services Director at Pay Grade 21.

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

**PUBLIC COMMENT**

Mayor Alexander opened the floor to receive public comments.

Ms. Heather Depalma-Spivey thanked Council for proclaiming March 31, 2024 as Transgender Day of Visibility in the City.

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

**VOLUNTARY ANNEXATION – WOODLEAF ROAD**

This item was pulled.

**LAND DEVELOPMENT DISTRICT MAP AMENDMENT – PEACH ORCHARD LANE**

Senior Planner Victoria Bailiff addressed Council regarding a Land Development District Map amendment to rezone one parcel, approximately 10.88 acres from Rowan County Commercial Business Industrial (CBI) to Light Industrial (LI). She explained the request is a general request that does not include conditions or a site plan, and she reviewed permitted uses.

Ms. Bailiff stated staff finds the zoning request is consistent with Forward 2040 Policies 7.8.2 and Policy 7.8.3. and recommends designating the parcel as an employment center in the Future Land Use Map. She added the Planning Board held a courtesy hearing at its February 27, 2024 meeting and voted unanimously to recommend approval and to designate the area as an employment center in the Future Land Use Map.

Mayor Alexander convened a public hearing after due notice to receive comments regarding the proposed Land Development District Map amendment.

Mr. Jason Dolan representing the applicant spoke in favor of the request. Councilmember McLaughlin asked how the developers plan to utilize the parcel. Mr. Dolan noted the developer is planning to use the land to store landscape materials and vehicles.

Ms. Dottie Hoy addressed Council with concerns for tree canopy preservation on the site.

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

Mayor Alexander asked about the setback and architectural requirements for LI zoning. Ms. Bailiff noted the setback for LI is 100 feet, and she pointed out developers are required to leave a vegetative buffer around the site which has minimal architectural requirements. Mayor Alexander asked if there are tree protection requirements. Ms. Bailiff noted there is a 30% tree canopy requirement.

Mayor Pro Tem Sheffield stated the City Council hereby finds and determines that adoption of an Ordinance to rezone the properties described herein, is reasonable and in the public interest. The proposal is fundamentally 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 staff, identifying the policies that support the petition. Thereupon, Ms. Sheffield made a **motion** to adopt an Ordinance amending the Land Development District Map of the City of Salisbury, North Carolina, rezoning Tax Map 407B Parcel 043, approximately 10.88 acres, from Rowan County Commercial Business Industrial zoning to City of Salisbury Light Industrial zoning, thereby also amending the Forward 2040 Future Land Use map place type for Tax Map 407B Parcel 043 to Employment Center. Mayor Alexander, Mayor Pro Tem Sheffield, and Councilmembers McLaughlin and Post voted AYE. (4-0)

**ORDINANCE AMENDING THE LAND DEVELOPMENT DISTRICT MAP OF THE CITY OF SALISBURY, NORTH CAROLINA, REZONING TAX MAP 407B PARCEL 043, APPROXIMATELY 10.88 ACRES, FROM ROWAN COUNTY COMMERCIAL BUSINESS INDUSTRIAL ZONING TO CITY OF SALISBURY LIGHT INDUSTRIAL ZONING.**

(The above Ordinance is recorded in full in Ordinance Book No. 32 at Page No. 35, and is known as Ordinance 2024-20.)

### **LAND DEVELOPMENT DISTRICT MAP AMENDMENT – MAIN STREET**

Senior Planner Victoria Bailiff addressed Council regarding a request to amend the Land Development District Map to rezone once parcel, approximately 13.1 acres from Light Industrial (LI) to Highway Business (HB) in anticipation of future development.

Ms. Bailiff explained the request is a general use request that does not include conditions or a site plan. She reviewed permitted uses, and she referenced the Future Land Use Map which designates the area as an employment center.

Ms. Bailiff stated staff finds the zoning request consistent with Forward 2040 Policy 11.1.7, which encourages the redevelopment and reuse of underutilized surface parking lots, brownfield sites, and vacant buildings and lots. She indicated Planning Board held a courtesy hearing at its

February 27, 2024 meeting and voted unanimously to recommend approval and found the request consistent with the Forward 2040 Comprehensive Plan.

Councilmember McLaughlin asked if staff has received feedback from the community regarding the rezoning request. Ms. Bailiff stated she had not received feedback.

Mayor Alexander convened a public hearing after due notice to receive comments regarding the proposed Land Development District Map amendment.

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

Councilmember Post stated the City Council hereby finds and determines that adoption of an Ordinance to rezone the properties described herein, is reasonable and in the public interest. The proposal is fundamentally 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 staff, identifying the policies that support the petition. Thereupon, Mr. Post made a **motion** to adopt an Ordinance amending the Land Development District Map of the City of Salisbury, North Carolina, rezoning Tax Map 470 Parcel 029, approximately 13.1 acres, from Light Industrial to Highway Business zoning. Mayor Alexander, Mayor Pro Tem Sheffield, and Councilmembers McLaughlin and Post voted AYE. (4-0)

**ORDINANCE AMENDING THE LAND DEVELOPMENT DISTRICT MAP OF THE CITY OF SALISBURY, NORTH CAROLINA, REZONING TAX MAP 470 PARCEL 029, APPROXIMATELY 13.1 ACRES, FROM LIGHT INDUSTRIAL TO HIGHWAY BUSINESS ZONING.**

(The above Ordinance is recorded in full in Ordinance Book No. 32 at Page No. 36, and is known as Ordinance 2024-21.)

### **LAND DEVELOPMENT DISTRICT MAP AMENDMENT – KLUMAC ROAD**

Senior Planner Victoria Bailiff addressed Council regarding a request to amend the Land Development District Map to rezone once parcel, approximately 5.71 acres located at 1125 Klumac Road from Highway Business (HB) to HB with a Conditional District (CD) Overlay. She displayed the master plan, and she noted the applicant is proposing development of a four-story hotel with 121 rooms. She explained the developer is making two design alternative requests:

- Alternative to Section 5.17 requesting maximum height increases from three to four stories
- Alternative to Section 10.6 requesting one parking lot connection to adjacent lots

Ms. Bailiff stated the recommended alternative method of compliance is to Section 8.8 regarding landscaping. She explained the applicant has requested to use ornamental trees as street yard trees and to place them at a distance of at least eight feet from the edge of the waterline

easement along the Klumac Road right-of-way. She referenced the Future Land Use Map which designates the property as a regional commercial center with a CD overlay.

Ms. Bailiff stated staff finds the request consistent with Forward 2040 Policies 3.2.2, Policy 11.1.7 and Policy 7.1.2. She noted the master plan was reviewed by the Technical Review Committee (TRC) who recommended approval of the plan with minor revision which were satisfied upon resubmittal.

Ms. Bailiff noted Planning Board held a courtesy hearing at its February 27, 2024 meeting, and found the request to be consistent with the Forward 2040 Comprehensive Plan and recommended approval subject to landscaping plan revisions to accommodate the location of an existing waterline on Klumac Road.

Mayor Alexander convened a public hearing after due notice to receive comments regarding the proposed Land Development District Map amendment.

Mr. Luke Dickey, Director of Land Planning for Stimmel Associates, noted the hotel would be a division of Hilton Hotels and would include extended stays with suites and kitchenettes. Councilmember McLaughlin asked about the use for the remaining parcel. Mr. Dickey noted there are no future land use plans at this time.

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

Councilmember Post asked if having only one parking lot connection would pose a public safety risk. Fire Chief Bob Parnell stated the plan meets state fire codes and access point requirements.

Councilmember Post stated the City Council hereby finds and determines that adoption of an Ordinance to rezone the properties described herein, is reasonable and in the public interest. The proposal is fundamentally 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 staff, identifying the policies that support the petition. Thereupon, Mr. Post made a **motion** to adopt an Ordinance amending the Land Development District Map of the City of Salisbury, North Carolina, rezoning Tax Map 060 Parcel 099, approximately 5.71 acres located at 1125 Klumac Road from Highway Business to Highway Business with a Conditional District Overlay. Mayor Alexander, Mayor Pro Tem Sheffield, and Councilmembers McLaughlin and Post voted AYE. (4-0)

**ORDINANCE AMENDING THE LAND DEVELOPMENT DISTRICT MAP OF THE CITY OF SALISBURY, NORTH CAROLINA, REZONING TAX MAP 060 PARCEL 099, APPROXIMATELY 5.71 ACRES LOCATED AT 1125 KLUMAC ROAD FROM HIGHWAY BUSINESS TO HIGHWAY BUSINESS WITH A CONDITIONAL DISTRICT OVERLAY.**

(The above Ordinance is recorded in full in Ordinance Book No. 32 at Page Nos. 37-38, and is known as Ordinance 2024-22.)

## LOCAL HISTORIC LANDMARK DESIGNATION – THE SALISBURY BUILDING

Planner Emily Vanek asked Council to consider adopting an Ordinance designating the Salisbury Building located at 121 West Council Street as a Local Historic Landmark. She noted the Salisbury Building was constructed in 1929 in the art deco style by the Architect Firm Mayre, Alger, and Vinour. She stated the property is a contributing resource to the Salisbury National Register Historic District and is considered to have significance under Criterion C.

Ms. Vanek explained for Local Historical Landmark property (LHLP) designation integrity is assessed based on location, setting, design, materials, workmanship, feeling, and association and staff finds the building retains integrity in all seven aspects. She stated the entire exterior and partial interior is included in the designation Ordinance.

Ms. Vanek noted the Historic Preservation Commission (HPC) received the pre-application in November 2023 and found the property meets LHLP designation and the designation report was forwarded to the State Historic Preservation Office (SHPO) for comment. She stated in January 2024, HPC reviewed the application and found that the property has special significance for its architectural and historical importance and retains all seven aspects of integrity.

Mayor Alexander convened a public hearing after due notice to receive comments regarding the proposed Local Historic Landmark designation for the Salisbury Building.

Mr. Josh Barnhardt spoke in favor of designating the building as a Local Historic Landmark.

Ms. Karen Lilly-Bowyer spoke in favor of designating the Salisbury Building as a Local Historic Landmark and noted the building is the only true art deco style in the City

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

Councilmember Post asked if converting the Salisbury Building for non-residential use would result in loss of its historic designation. Ms. Vanek clarified that it would not.

Thereupon, Councilmember McLaughlin made a **motion** to adopt an Ordinance designating the “Salisbury Building” located at 121 West Council Street in Salisbury, North Carolina as a Local Historic Landmark. Mayor Alexander, Mayor Pro Tem Sheffield, and Councilmembers McLaughlin, Post and Smith voted AYE. (5-0)

ORDINANCE DESIGNATING THE “SALISBURY BUILDING” LOCATED AT 121 WEST COUNCIL STREET IN SALISBURY, NORTH CAROLINA AS A LOCAL HISTORIC LANDMARK.

(The above Ordinance is recorded in full in Ordinance Book No. 32 at Page No. 39-41, and is known as Ordinance 2024-23.)

**COMMUNITY DEVELOPMENT BLOCK GRANT AND HOME PROGRAM FUNDS**  
**DRAFT ACTION PLAN AND BUDGET**

Planning and Neighborhoods Director Hannah Jacobson and Planner Malikia Cherubala presented the 2024 Community Development Block Grant (CDBG) Draft Action Plan and Budget to Council. Ms. Cherubala stated the anticipated funding 2024 is \$535,000.

Ms. Cherubala reviewed programs supported in the Action Plan including owner-occupied rehabilitation. She noted the proposed budget for the program is \$128,250 of the CDBG funds, and the goal is to increase the supply of decent, affordable housing in the City.

Ms. Cherubala reviewed the affordable rental housing program, which would provide a low-interest loan to support a 64-unit mixed-income development to offer housing to seniors and older adults. She stated the units would be affordable to a renter earning less than 80 % of the area median income and the proposed budget for the project is \$100,000 of CDBG funds.

Ms. Cherubala reviewed the new single-family construction program. She noted the proposed budget is \$85,051 of HOME Program funds.

Ms. Cherubala referenced the down payment assistance program, which provides \$20,000 of down-payment assistance for first-time, low-to-moderate income homebuyers through HOME Program funds. She added the proposed budget is \$60,000.

Ms. Cherubala noted the Action Plan would also support public service agencies that serve low-to-moderate-income individuals and households and the proposed budget is \$45,750 of the CDBG funds. She stated planning and administration cost for programs includes contracts with the Community Development Corporation (CDC) to manage the programs and keep records. She indicated the planning and administration budget is \$5,000 of CDBG funds and \$8,703 of HOME Program funds.

Ms. Cherubala provided an Action Plan timeline and noted a public comment period will be held from March 19, 2024 through April 19, 2024. She added on April 4, 2024, a public input meeting will be held, and on May 7, 2024 staff will bring the finalized Action Plan to Council for its consideration.

Mayor Alexander thanked Ms. Cherubala and staff for identifying programs to assist with housing.

**REVISIONS - DOWNTOWN REVITALIZATION INCENTIVE GRANT PROGRAM**

Planning and Neighborhoods Director Hannah Jacobson and Urban Design Planner Alyssa Nelson addressed Council regarding revisions to the Downtown Revitalization Incentive Grant Program (DRI) for FY 2024-2025. Ms. Nelson noted Council established the DRI grant program in 2014 to promote economic growth within the Municipal Service District (MSD). She stated the

program contributed to the completion of 16 significant downtown projects and leveraged over \$20 million in private investment.

Ms. Nelson explained the City received a grant from the state that will be used to construct a fire loop system, which will reduce the financial burden for developers and private property owners to install fire suppression sprinkler systems in their buildings.

Ms. Nelson noted the grant is divided into three sections: building rehabilitation, residential creation, and fire suppression. She added grant revisions include amending eligibility for local historic landmark requirements to exclude properties designated as Local Historic Landmarks and minor adjustments to the project scoring system.

Ms. Nelson referenced the scoring rubric and noted the addition of a 20-point maximum score under residential units created and an increase to the minimum contributions of overall project investment and fiscal benefit from \$100,000 to \$200,000. She noted points were increased for sustainable design elements and preservation.

Councilmember Post asked about the total allocated for the grant program. Ms. Nelson stated \$150,000 is available for the program. Councilmember Post asked about the selection process. Ms. Nelson explained a review committee will evaluate the applications and score each project based on the scoring rubric. She noted the committee's recommendations will be presented to Council for its approval.

Mayor Alexander requested clarification on the increase of the minimum project investment from \$100,000 to \$200,000. Ms. Nelson explained the grant from the State for the fire loop has significantly reduced financial burden on developers, and the increase in project costs has made the minimum contribution increase necessary.

Councilmember Post referenced the scoring rubric and asked if businesses with back entrances, such as retail or residential units, would be disqualified under the impact and visibility scoring section. Ms. Nelson noted as long as the building is primarily facing 100 North Main Street, 100 South Main Street, 100 East Innes Street, 100 West Innes Street, 200 North Main Street, 200 South Main Street, and 200 East Innes Street it would qualify.

Councilmember Post expressed concerns related to the scoring rubric for the project. He pointed out disparity in the scoring system under street level activation noting restaurant spaces are given five points, whereas retail and entertainment services only receive one point. Ms. Jacobson explained five points were assigned to restaurant services to compensate for the additional equipment and supplies needed to operate the business. Mayor Pro Tem Sheffield stated Council should encourage any businesses downtown and noted the scoring should be equitable among restaurant and retail services. Mayor Alexander recommended splitting the points and each receiving three. By consensus, Council agreed to approve revising the scoring rubric under street level activation so that retail and restaurant spaces receive three points each.

Mayor Alexander requested staff provide examples of projects with the scoring rubric for Council's review. Ms. Jacobson agreed.

Councilmember Post inquired about the total investment made in downtown businesses over the past two years. Downtown Development Director Sada Troutman estimated the private and public investment at over \$30 million.

Thereupon, Councilmember Post made a **motion** to approve revisions to the Downtown Revitalization Incentive Grant Program. Mayor Alexander, Mayor Pro Tem Sheffield, and Councilmembers McLaughlin and Post voted AYE. (4-0)

## **HEALTH INSURANCE PREMIUMS**

City Manager Jim Greene stated health and dental insurance premiums are reviewed each year and are typically approved as part of the budget. He indicated there has not been an increase to employee health and dental insurance premiums in seven years, and staff is requesting Council consider a small rate increase.

Finance Director Wade Furches addressed Council regarding a proposed 3% increase to health insurance premiums for the fiscal year beginning July 1, 2024 for both employees and the City. He explained the City is self-insured, and he noted Blue Cross Blue Shield manages the City's claims which are paid from the City's Healthcare Fund comprised of premiums paid by employees and the City. He added the City works with Mark III, a health insurance broker that provides benchmark information from municipalities including High Point, Huntersville, Concord, and Kannapolis, and Rowan and Cabarrus Counties. He indicated the City coverage and premiums are competitive, but its family coverage is more expensive than other benchmark cities.

Mr. Furches noted the City offers two plan options a health savings account (HAS) and a buy-up plan. He explained the HSA has a higher deductible, lower premiums and a \$0 cost option for employee health and dental insurance. He added the City contributes \$850 to the HSA for employees annually. He stated the buy-up option is more expensive, but it offers lower deductibles and copay options. He indicated the City has a wellness program to help reduce claims that includes:

- Wellness Center with a Nurse Practitioner at no costs to employees
- Weight Management Program
- Waist incentives
- Diabetes Health Map Program
- Know Your Numbers Campaign
- April Move More Month
- Health and Wellness Committee Benefit Expo – May 2024
- Health and Wellness Quarterly Newsletter
- Employee Assistance Program Monthly Newsletter

Mr. Furches referenced the Healthcare Fund which peaked in FY2021 at \$5.464 million. He noted the fund has decreased and is estimated to be at \$4.965 million at the end of the current fiscal year. He noted expenses are projected to be \$5.591 million in FY2025. He added the City has a \$100,000 claim stop loss and a supplemental insurance policy. He pointed out claims include

everything that is paid on behalf of employee healthcare including administrative fees paid to Blue Cross Blue Shield and the Wellness Center.

Mr. Furches pointed out there has been a 12% reduction in the Healthcare Fund Balance in the last two years to \$4,907,743, or 93.8% of total expenses as of June 30, 2023. He compared current insurance premiums and the proposed 3% premium increase. He noted the proposal will decrease the premium for family coverage to equal the premium cost of employee spouse and employee children:

2024-2025 Renewal Rates - 4 Tier Rates - 3% Across All Tiers, Except Family									
Current					Recommended - 3% Across the Board (except family)				
Medical Plan Rates - H S A Plan									
	Sub	City		Employee		City		Employee	
	Count	Per Payroll	Total Per P/R	Per Payroll	Total Per P/R	Per Payroll	Total Per P/R	Per Payroll	Total Per P/R
EE Only	99	\$ 258.60	\$ 25,601.86	\$ -	\$ -	\$ 266.36	\$ 26,369.91	\$ -	\$ -
EE & Spouse	19	317.90	6,040.07	168.76	3,206.47	327.44	6,221.27	173.82	3,302.66
EE & Children	9	301.06	5,419.02	120.83	2,174.87	310.09	5,581.60	124.45	2,240.12
EE & Family	13	366.84	4,768.86	308.04	4,004.58	377.84	4,911.93	298.28	3,877.58
Per Payroll	149		\$ 41,829.81		\$ 9,385.92		\$ 43,084.71		\$ 9,420.36
Annually			\$ 1,087,575.12		\$ 244,033.92		\$ 1,120,202.37		\$ 244,929.34

Medical Plan Rates - Buy Up Plan									
	Sub	City		Employee		City		Employee	
	Count	Per Payroll	Total Per P/R	Per Payroll	Total Per P/R	Per Payroll	Total Per P/R	Per Payroll	Total Per P/R
EE Only	202	\$ 334.80	\$ 67,630.53	\$ 10.00	\$ 2,020.31	\$ 344.85	\$ 69,659.45	\$ 10.30	\$ 2,080.92
EE & Spouse	31	413.87	12,829.85	235.02	7,285.48	426.28	13,214.75	242.07	7,504.04
EE & Children	29	391.41	11,350.82	171.10	4,961.94	403.15	22,979.55	176.23	10,045.37
EE & Family	18	479.11	8,624.05	420.72	7,573.04	493.49	8,882.77	418.30	7,529.41
Per Payroll	308		\$ 111,394.67		\$ 26,631.62		\$ 114,736.51		\$ 27,159.74
Annually			\$ 2,896,261.44		\$ 692,422.08		\$ 2,983,149.28		\$ 706,153.25

Dental I Plan Rates									
	Sub	City		Employee		City		Employee	
	Count	Per Payroll	Total Per P/R						
EE Only	301	\$ 13.85	\$ 4,167.69	\$ -	\$ -	\$ 14.26	\$ 4,292.72	\$ -	\$ -
EE & Spouse	50	17.72	886.15	9.97	498.46	18.25	912.69	10.27	513.46
EE & Children	38	19.66	1,474.62	14.95	1,121.54	20.25	1,518.92	15.40	1,155.12
EE & Family	31	23.54	729.69	24.92	772.62	24.24	751.58	25.67	795.79
Per Payroll	457		\$ 7,258.15		\$ 2,392.62		\$ 7,475.92		\$ 2,464.37
Annually			\$ 188,712.00		\$ 62,208.00		\$ 194,373.96		\$ 64,073.64

Mr. Furches explained the current premium projection is \$5.17 million and the recommended change would increase the premium to approximately \$5.3 million for a total projection of \$5.487 million including interest income. He indicated FY2025 expenses are anticipated to be approximately \$5.6 million and if the projection is correct the City will incur a slight loss. He then reviewed the impact of the proposed premium increase on employees, and he stated the most expensive increase will be employee spouse with a projected increase of \$183.31 annually.

Mr. Greene noted the majority of coverage is employee only and the maximum premium increase would be \$7.80 per year. He pointed out it is important to make sure the City's coverage is strong and the premiums are competitive. Mr. Furches added the information will be given to employees before open enrollment.

Councilmember Post commented the City went seven years without a rate increase while healthcare costs continue to rise. Mayor Pro Tem Sheffield clarified the proposed increase is 3% of the current premium and not 3% of employee pay. She suggested Council wait to act so it can receive input from the full Council. She asked about mental health options for employees. Mr. Greene stated, with Council's approval, the item will be brought back to Council at the April 2, 2024 meeting.

Councilmember Post questioned if a premium adjustment will be needed annually if healthcare costs continue to increase. Mr. Greene stated staff will continue to review the Healthcare Fund revenue and expenses. Mayor Alexander asked if a mechanism should be in place to make sure the Fund Balance remains healthy, and she stated if the numbers continue to decrease it will need to be addressed. Mayor Pro Tem Sheffield agreed.

Council thanked Mr. Furches for his presentation.

## **STORMWATER UPDATE**

Public Works Assistant Director Michael Hanna pointed out in 2021, Stormwater consulted with HDR Engineering to develop a Master Plan to guide the City through the implementation of a Capital Improvement Plan (CIP) and to support initiatives. He added the CIP Master Plan includes a design for planning, constructing, and funding 15 years of CIP projects that address infrastructure conditions, capacity issues, flooding concerns and water quality. He explained the CIP projects for FY2024 include designs for Jackson Street, North Long Street, and Sunset Drive, and he added projects for FY2025 are construction for Jackson Street and North Long Street and the design for Marsh Street and Eaman Park.

Mr. Hanna indicated as part of the CIP there is recommendation for a fee schedule adjustment to fund the projects. He noted the FY2024 fees were adjusted to \$4.81 per Equivalent Residential Unit (ERU) and for FY2025 an increase of 10% to \$5.29 ERU or \$0.48 is proposed.

Mr. Hanna explained single family residential properties are billed one ERU, or \$4.81, per month and multifamily and commercial properties are billed one ERU per 2,500 square feet of impervious surface area. He stated 5,000 square feet is equal to two ERUs which is also a \$9.62 monthly fee. He indicated commercial and multifamily properties pay more due to the impervious service area creating a bigger impact on streams and systems. He commented due to growth in the City the impervious surface area added in 2023 was 213,000 square feet and in 2024 is 430,800 square feet was added.

Mr. Hanna reviewed the schedule for the 15-year CIP which includes increasing the Stormwater fee which pays for leaf collection, street sweeping, and public education and

involvement. He indicated there were 18,441 cubic yards of leaves collected last year which equals a football field 9 feet deep. He noted street sweeping consists of 351 miles swept which collected 203 tons of debris, and public education included stocking trout at City Lake and Community Park in partnership with the North Carolina Wildlife Resource Commission.

Mr. Hanna explained the infrastructure projects include the Johnson Street improvements which replaced 60 feet of failing pipe and rebuilt a handmade catch basin in the system. He noted the other project is 14<sup>th</sup> Street infrastructure which upsized approximately 150 feet of pipe in the system with the installation of a new catch basin and junction boxes.

Mr. Hanna pointed out the three CIP projects are currently being conducted including the Jackson Street draining project, the Long Street Drainage improvement study, and the Sunset Drive Drainage Improvement Study. He noted staff is exploring the possibility of a Mahaley Branch Stream Restoration project. He added the City partnered with McAdams Engineering to conduct a feasibility study to determine what is in the stream, what can be done to improve the stream and how a failing stream be improved to impact the citizens. He added staff is exploring grant options for the project.

Mr. Hanna noted the City received a Local Assistance for Stormwater Infrastructure Investments Program (LASII) grant in the amount of \$400,000 from the North Carolina Department of Environment Quality (NCDEQ). He explained the grant is for a system inventory and condition assessment which began this month and will be completed in 2025. He noted it will be compared with the City's current CIP.

Mayor Pro Tem Sheffield expressed concerns regarding Stormwater fees being added to tenant's bills and not to property owners. Mr. Hanna noted the Stormwater fee is supposed to go to the owner of the parcel. Public Works Director Chris Tester explained Stormwater fees are intended to be charged to the property owner, not the tenants.

City Manager Jim Greene thanked Council for its feedback, and he noted Stormwater will be brought back to Council with the overall budget. Mayor Pro Tem Sheffield thanked Mr. Hanna for his presentation.

## **2024 STREET RESURFACING CONTRACT**

Public Works Director Chris Tester pointed out in 2022 the City contracted with TransSystem to perform a pavement condition survey and to develop a five-year Capital Improvement Plan (CIP). He added the City is currently in the second year of the CIP paving list with a total of 9.16 lane miles to be resurfaced in 2024. Mayor Alexander asked how many miles were paved in 2023. Mr. Tester commented approximately 7 miles were resurfaced, and he noted previous year's average was between 6 to 7 miles.

Mr. Tester reviewed the 2024 paving list for both mill and fill streets and thin lift streets. He provided a map showing where the paving is planned to take place. Mayor Alexander asked about the streets on the list to be paved being scattered throughout the City. Mr. Tester commented



Upon a motion by Councilmember McLaughlin with Mayor Alexander, Mayor Pro Tem Sheffield, and Councilmembers McLaughlin, Post, and Smith voting AYE, the following appointment was made to the Bell Tower Green Advisory Committee:

Ms. Misty Ebel Term Expires 3/31/2027

Greenway, Bicycle and Pedestrian Committee:

Upon a motion by Councilmember McLaughlin with Mayor Alexander, Mayor Pro Tem Sheffield, and Councilmembers McLaughlin, Post, and Smith voting AYE, the following reappointments were made to the Greenway, Bicycle and Pedestrian Committee:

Ms. Sara Clymer Term Expires 3/31/2027  
Ms. Amy Smith Term Expires 3/31/2027

Upon a motion by Councilmember McLaughlin with Mayor Alexander, Mayor Pro Tem Sheffield, and Councilmembers McLaughlin, Post, and Smith voting AYE, the following appointment was made to the Greenway, Bicycle and Pedestrian Committee:

Ms. Lisa Bowman Term Expires 3/31/2027

Housing Advocacy Commission

Upon a motion by Councilmember McLaughlin. Mayor Alexander, Mayor Pro Tem Sheffield, and Councilmembers McLaughlin, Post, and Smith voting AYE, the following reappointment were made to the Housing Advocacy Commission:

Mr. Gemale Black Term Expires 3/31/2027  
Mr. Lorenzo Debose Term Expires 3/31/2027  
Mr. Russell Michalec Term Expires 3/31/2027

Hurley Park Advisory Board

Upon a motion by Mayor Alexander. Mayor Alexander, Mayor Pro Tem Sheffield, and Councilmembers McLaughlin, Post, and Smith voting AYE, the following reappointments were made to the Hurley Park Advisory Board:

Mr. Jerry Lawson Term Expires 3/31/2027  
Ms. Linda Sufficool Term Expires 3/31/2027  
Ms. Laura Thompson Term Expires 3/31/2027

Parks and Recreation Advisory Board

Upon a motion by Councilmember McLaughlin. Mayor Alexander, Mayor Pro Tem Sheffield, and Councilmembers McLaughlin, Post, and Smith voting AYE, the following reappointments were made to the Parks and Recreation Advisory Board:

Mr. Dennis Rivers	Term Expires 3/31/2027
Ms. Sylvia Fosha	Term Expires 3/31/2027

Upon a motion by Councilmember McLaughlin. Mayor Alexander, Mayor Pro Tem Sheffield, and Councilmembers McLaughlin, Post, and Smith voting AYE, the following appointments was made to the Parks and Recreation Advisory Board:

Mr. Dennis Rogers	Term Expires 3/31/2027
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Planning Board/Board of Adjustment

Upon a motion by Councilmember Post. Mayor Alexander, Mayor Pro Tem Sheffield, and Councilmembers McLaughlin, Post, and Smith voting AYE, the following appointment was made to the Planning Board/Board of Adjustment:

Ms. Famous Lusti	Term Expires 3/31/2027
Ms. Katherine Thornton	Term Expires 3/31/2027

Public Arts Commission

Upon a motion by Mayor Alexander. Mayor Alexander, Mayor Pro Tem Sheffield, and Councilmembers McLaughlin, Post, and Smith voting AYE, the following reappointments were made to the Public Arts Commission:

Mr. Reg Boland	Term Expires 3/31/2027
Shanna Glawson	Term Expires 3/31/2027

Upon a motion by Mayor Alexander. Mayor Alexander, Mayor Pro Tem Sheffield, and Councilmembers McLaughlin, Post, and Smith voting AYE, the following appointments were made to the Public Arts Commission:

Ms. Anne Scott Clement	Term Expires 3/31/2027
Ms. Nichole Pequeno	Term Expires 3/31/2027

## Tree Board

Upon a motion by Councilmember McLaughlin. Mayor Alexander, Mayor Pro Tem Sheffield, and Councilmembers McLaughlin, Post, and Smith voting AYE, the following reappointments were made to the Tree Board:

Mr. Jonathan Barbee  
Ms. Melissa Eller

Term Expires 3/31/2027  
Term Expires 3/31/2027

## **CITY MANAGER'S COMMENTS**

### (a) Panhandling Signs

City Manager Jim Greene updated Council regarding the installation of the panhandling educational signs to encourage citizens to give to local charities rather than providing money to panhandlers on the street.

Transportation Director Wendy Brindle noted the Police Department identified eight intersections to place the signs with the intent to include a sign at each leg of the intersection for a total of 32 signs. She noted staff worked with the North Carolina Department of Transportation (NCDOT), who elevated the request to their state traffic engineer, but the request was denied. She explained the request was denied because the sign is a public information type not allowed in the NCDOT right-of-way for the fear of sign clutter at the intersection. She added staff has worked to place the signs on encroachments owned by the City and will work to identify areas outside of NCDOT rights-of-way at these intersections that may be appropriate areas to place the signs. She indicated where the ten signs will be placed. She pointed out signs are available for purchase by the public at the Police Department for \$60, and if a channel and hardware is needed it can be purchased for an additional \$45. She added signs do not have to be in place for the Ordinance to be enforced, and she indicated the signs are for educational purposes only.

Mayor Alexander thanked staff for the update and making the public aware of the signs.

## **COUNCIL COMMENTS**

Councilmember Post asked about the Consent Agenda item regarding the \$10 million grant from the state of North Carolina for public safety. City Manager Jim Greene noted the funding will be used to assist with the new Fire Station, the downtown fire loop, and for the purchase of ballistic vests. He explained a budget Ordinance was needed to accept the money and that the funding is already being used to purchase items.

Councilmember McLaughlin pointed out the recipients to receive funding with the Byrne Criminal Justice Innovation (BCJI) Program should be notified by March 29 2024.

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

Mayor Pro Tem Sheffield thanked staff for the great work it does for the City.

## **MAYOR'S ANNOUNCEMENTS AND COMMENTS**

Mayor Alexander pointed out the trip to Washington, D.C. last week with Councilmember Harry McLaughlin and Administrative Services Director Kelly Baker, along with the City's Federal Lobbyists was a success. She added they met with various delegates and attended numerous sessions at the National League of Cities Congressional City Conference.

(a) **Ring in Spring**

Mayor Alexander announced Ring in Spring will be held Saturday, March 23<sup>rd</sup> from 11:00 a.m. until 2:00 p.m. at Bell Tower Green. Get your free professional photo with the Easter Bunny and spend the afternoon exploring downtown events, restaurants and shops. For more information call (704) 637-7814.

(b) **Paint the Pavement**

Mayor Alexander the Public Arts Commission invites artists of all ages and skillsets to submit their designs for the second Paint the Pavement Project. There is no cost to enter and all materials will be supplied. A \$200 stipend will be given to artists upon completion. Entries will be accepted through Wednesday, May 1<sup>st</sup>. For more information call (704) 638-5235.

## **ADJOURNMENT**

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

The meeting was adjourned at 9:20 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: April 16, 2024

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

Name of Presenter(s): Richard White

**Requested Agenda Item:** Adopt a Budget ORDINANCE Amendment Appropriating a Hurley Park donation to the FY2023-2024 budget for \$12,846.00 to help with expenses related to Hurley Park for miscellaneous park projects.

**Description of Requested Agenda Item.** The City has received a Hurley Park donation of \$12,846.00 for expenses related to Hurley Park for miscellaneous park projects. NC General Statutes require that the City appropriate these revenues so that they can be legally spent.

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

**Action Requested of Council for Agenda Item:** Adopt a Budget Ordinance amending the FY2023-2024 Budget in the General Fund of \$12,846.00 for additional revenue. *(Please note if the item includes an ordinance, resolution, or petition)*

**Contact Information for Group or Individual:** Richard White 704-216-7355.

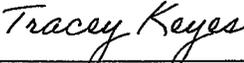
**Consent Agenda** (item requires no discussion and will be voted on by Council or removed from the consent agenda to the regular agenda)

**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

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

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

Section 1. The City has received a sponsorship/donation for Hurley Park in the amount of \$12,846.00 for expenses related to miscellaneous park projects. NC General Statutes require that the City appropriate this revenue so that it can be legally spent.

Section 2. That the 2023-24 Budget Ordinance of the City of Salisbury, adopted on June 20, 2023 is hereby amended as follows:

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

- |     |   |                     |
|-----|---|---------------------|
| (1) | Increase line item 010-621-612-5450.00<br>Hurley Park Special Projects    | <u>\$ 12,846.00</u> |
| (2) | Increase line item 010-000-000-4515.04<br>Recreation Grants and Donations | <u>\$ 12,846.00</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: April 16, 2024

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

Name of Presenter(s): Richard White

**Requested Agenda Item:** Adopt a Budget ORDINANCE Amendment Appropriating Salisbury Youth Council grant funds to the FY2023-2024 budget for \$800.00 to help with expenses related to Salisbury Youth Council educational resources.

**Description of Requested Agenda Item.** The City has received grant funds of \$800.00 for expenses related to Salisbury Youth Council educational resources. NC General Statutes require that the City appropriate these revenues so that they can be legally spent.

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

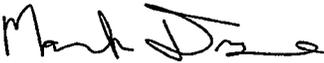
**Action Requested of Council for Agenda Item:** Adopt a Budget Ordinance amending the FY2023-2024 Budget in the General Fund of \$800.00 for additional revenue. *(Please note if the item includes an ordinance, resolution, or petition)*

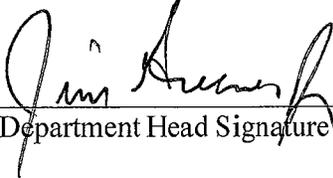
**Contact Information for Group or Individual:** Richard White 704-216-7355.

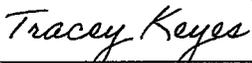
**Consent Agenda** (item requires no discussion and will be voted on by Council or removed from the consent agenda to the regular agenda)

**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

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

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

Section 1. The City has received Grant Funds for the Salisbury Youth Council in the amount of \$800.00 for expenses related to education resources. NC General Statutes require that the City appropriate this revenue so that it can be legally spent.

Section 2. That the 2023-24 Budget Ordinance of the City of Salisbury, adopted on June 20, 2023 is hereby amended as follows:

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

- |     |   |                  |
|-----|---|------------------|
| (1) | Increase line item 010-621-100-5450.13<br>Salisbury Youth Council         | <u>\$ 800.00</u> |
| (2) | Increase line item 010-000-000-4515.04<br>Recreation Grants and Donations | <u>\$ 800.00</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: April 16, 2024

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

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

Requested Agenda Item: Request from AT&T for an Encroachment on Peeler Road

**Description of Requested Agenda Item:** AT&T requests approval to place 46' of directionally bored fiber optic cable at a minimum depth of 60" and place (1) 30" x 48" handhole at 1465 Peeler Rd. The proposed project involves a bore across an existing (12" DIP) water line. City Council approval of encroachments within the City is required by Section 11-24 (27) of the City Code. Peeler Road is state maintained, so the encroachment also requires approval from NCDOT.

Staff review included input from Transportation, Public Works and Salisbury-Rowan Utilities. Staff recommends approval subject to the following conditions:

- All improvements and restoration shall be made at no expense to the City.
- A \$5,000 bond will be required prior to construction within the City Limits.
- A pre-construction meeting will be required prior to construction.
- On-site inspection will be required during all critical street crossings (SRU must be on-site to observe all excavation near existing utilities).
- Any markers for underground facilities shall be flush with the ground.
- Lane closures shall be coordinated through the Transportation Department.
- AT&T shall participate with the State's one-call locating program, and appropriate locater tape shall be installed to facilitate future field location. SRU requires that all new facilities maintain a clear horizontal separation of at least 48" (measured edge to edge) from existing utilities, and a clear vertical separation of at least 24" from existing utilities. All crossings must be identified/potholed prior to excavation.
- Engineering "as-built" plans shall be maintained by AT&T and made available to the City upon request.
- If the City (or State) makes an improvement to the public Right-of-Way, AT&T facilities shall be adjusted or relocated at no expense to the City (or State).

Attachments:  Yes  No

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

There is no budgetary impact on this item.

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

# Salisbury City Council Agenda Item Request Form



City Council to consider approval of a right-of-way encroachment for installation of underground fiber optic cable by AT&T within the right-of-way of Peeler Road per Section 11-24 (27) of the City Code, subject to NCDOT approval

**Contact Information for Group or Individual:** Wendy Brindle 704-638-5201, Barry King 704-216-2712

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

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

## FINANCE DEPARTMENT INFORMATION:

\_\_\_\_\_  
Finance Manager Signature

\_\_\_\_\_  
Department Head Signature

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

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

## For Use in Clerk's Office Only

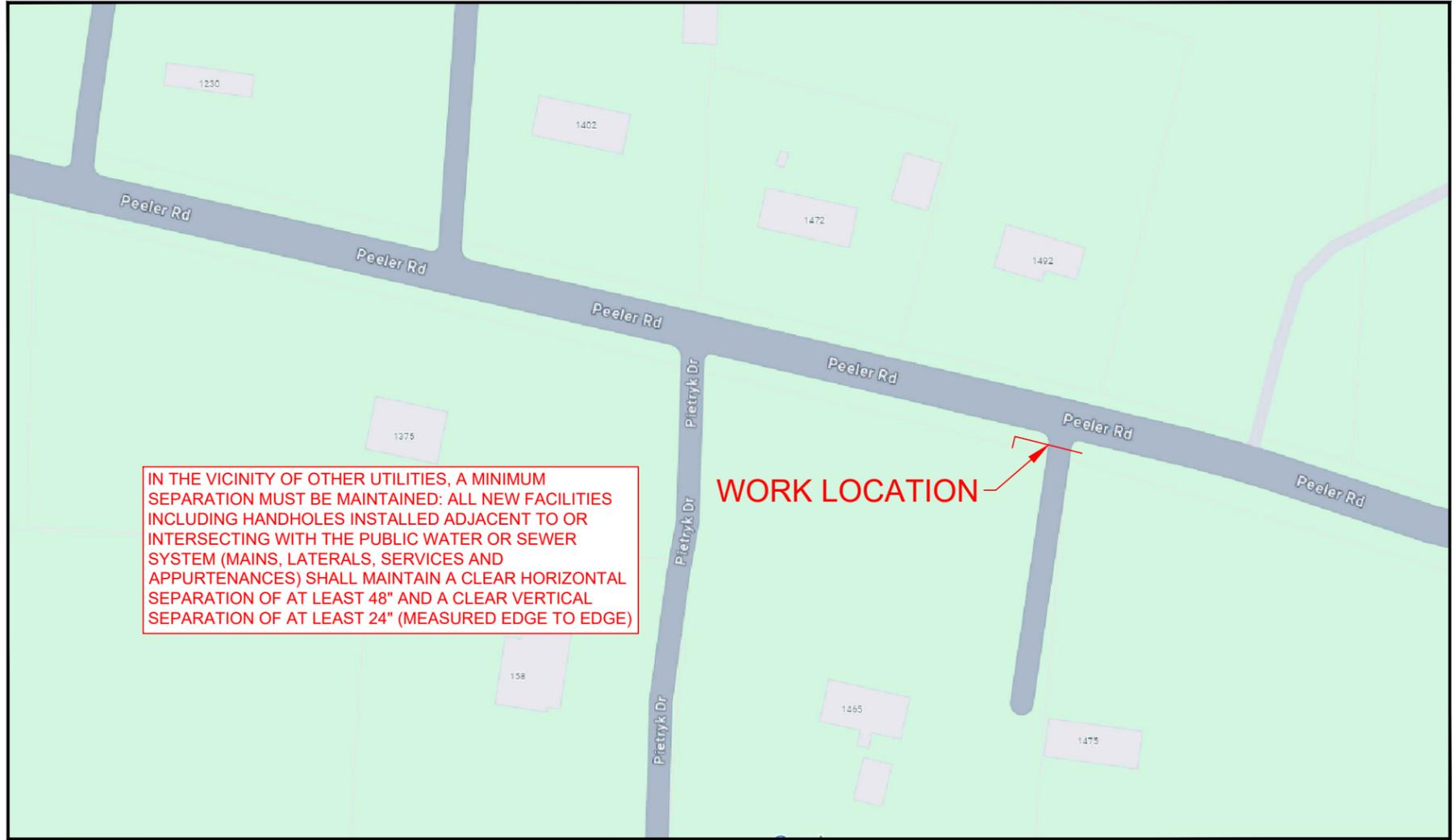
**Approved**

**Delayed**

**Declined**

**Reason:**

ADDRESS: 1465 PEELER RD, SALISBURY NC  
 PROJECT NAME: A02SC80



SITE LOCATION

CONTACTS

*AT&T ENGINEER*  
**JEFFERY WOOD**  
 JW0463@ATT.COM  
 704-695-5091

*OSP DESIGNER*  
**BRYCE MARSHALL**  
 BM3550@ATT.COM  
 919-788-2449

SITE INDEX

- 1 - COVER SHEET/SITE LOCATION
- 2 - LEGEND
- 3 - GENERAL NOTES
- 4 - OSP PROJECT SHEET

SCOPE OF WORK:

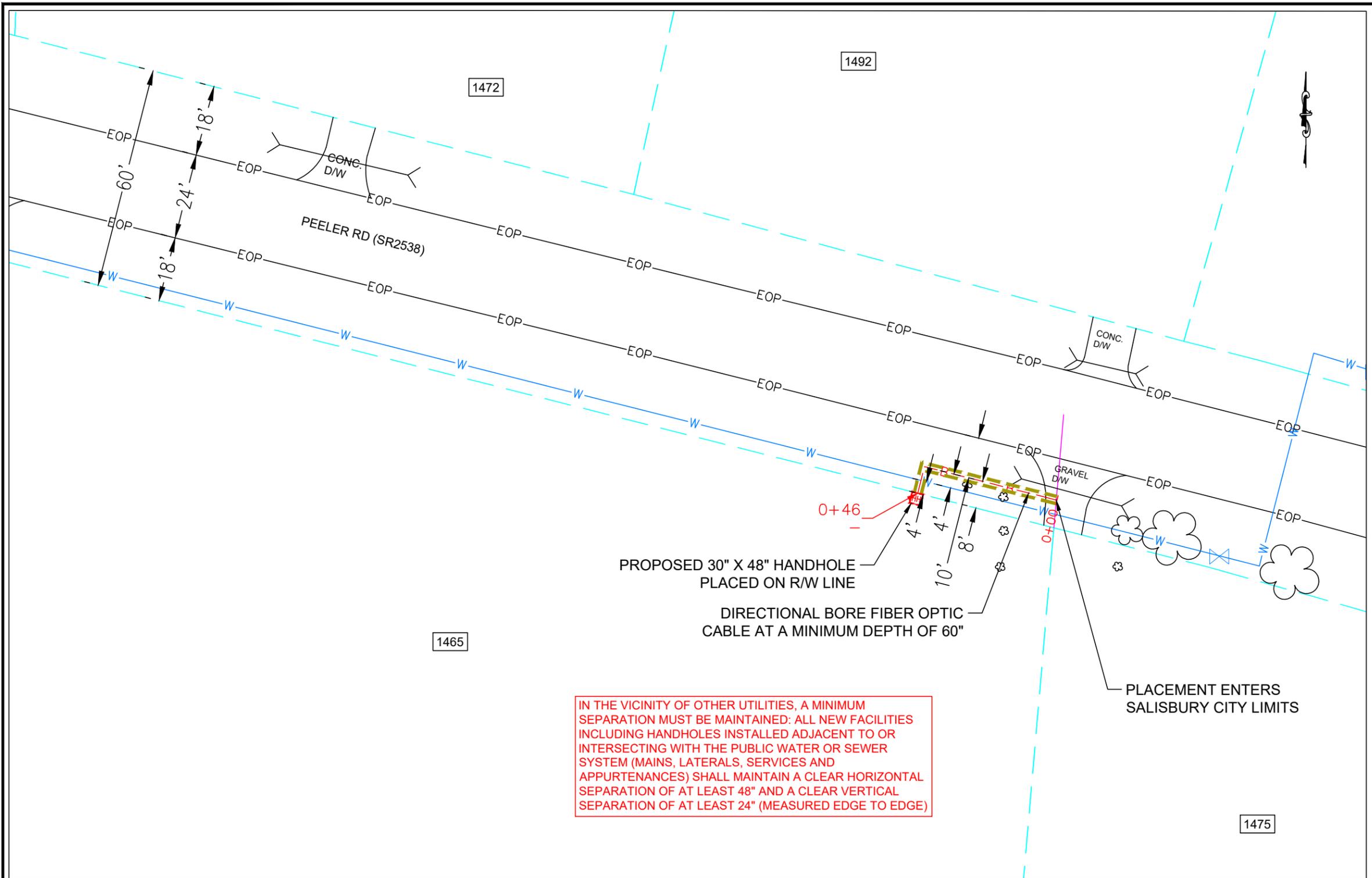
PLACE NEW BURIED FIBER ALONG PEELER RD. PLACE NEW HANDHOLE.



3				AS-BUILT
2	03/14/24	BM	JW	REVISION # 1
1	03/13/24	JW	BM	ORIGINAL
NO.	DATE	ENG DESIGN	DRAFTING	COMMENT



SHEET TITLE :	COVER SHEET
PROJECT MANAGER:	
PROJECT ENGINEER:	JEFFERY WOOD
PROJECT NUMBER:	A02SC80
DESCRIPTION:	1465 PEELER RD, SALISBURY NC
DRAWING NAME:	CITY PLANS ATT A02SC80 20240314.dwg
<b>CONFIDENTIAL/PROPRIETARY</b>	
SHEET:	1 OF 4

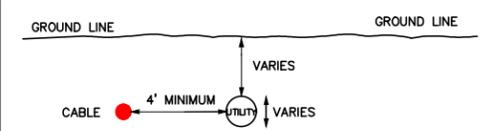


IN THE VICINITY OF OTHER UTILITIES, A MINIMUM SEPARATION MUST BE MAINTAINED: ALL NEW FACILITIES INCLUDING HANDHOLES INSTALLED ADJACENT TO OR INTERSECTING WITH THE PUBLIC WATER OR SEWER SYSTEM (MAINS, LATERALS, SERVICES AND APPURTENANCES) SHALL MAINTAIN A CLEAR HORIZONTAL SEPARATION OF AT LEAST 48" AND A CLEAR VERTICAL SEPARATION OF AT LEAST 24" (MEASURED EDGE TO EDGE)

**CITY OF SALISBURY UTILITY DETAIL**

DEPTH AND SIZE OF UTILITY WILL BE DETERMINED IN THE FIELD

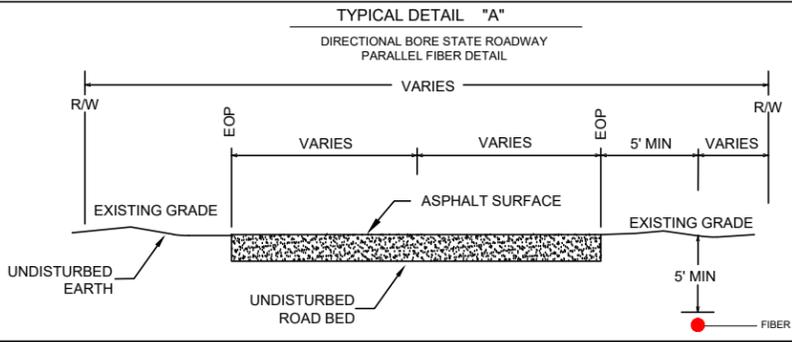
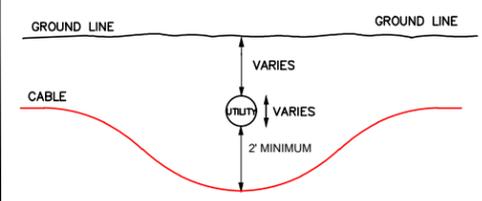
FOC SHALL MAINTAIN A MINIMUM HORIZONTAL SEPARATION OF 4' EDGE-TO-EDGE FROM CITY UTILITIES.



**CITY OF SALISBURY UTILITY DETAIL**

DEPTH AND SIZE OF UTILITY WILL BE DETERMINED IN THE FIELD

FOC TO BE INSTALLED 2' BELOW EXISTING STORM DRAIN, WATER MAIN, AND SEWER FACILITIES.



DIRECTIONAL BORES UNDER NCDOT MAINTAINED ROADWAYS SHALL BE COMPLETED AT A MINIMUM DEPTH OF 10' AND ALONG NCDOT R/W SHALL BE COMPLETED AT A MINIMUM DEPTH OF 5'.

R/W IS DEPICTED FROM ROWAN COUNTY GIS WEBSITE AND/OR NC ONE MAP, NO FIELD R/W VERIFICATION HAS BEEN COMPLETED. CONTRACTOR IS RESPONSIBLE FOR CONTACTING THE APPROPRIATE PERMITTING AGENCIES PRIOR TO BEGINNING CONSTRUCTION, TO ENSURE CONDUIT PLACEMENT IS WITHIN THEIR R/W.

CONTRACTOR SHALL CALL FOR LOCATES PRIOR TO BEGINNING CONSTRUCTION.



Know what's below. Call before you dig.



3				AS-BUILT
2	03/14/24	BM	JW	REVISION # 1
1	03/13/24	JW	BM	ORIGINAL
NO.	DATE	ENG DESIGN	DRAFTING	COMMENT



SHEET TITLE : **OSP PROJECT SHEET**

PROJECT MANAGER:

PROJECT ENGINEER: JEFFERY WOOD

PROJECT NUMBER: A02SC80

DESCRIPTION: 1465 PEELER RD. SALISBURY NC

DRAWING NAME: CITY PLANS ATT A02SC80 20240314.dwg

CONFIDENTIAL/PROPRIETARY

SHEET: 4 OF 4

# Salisbury City Council Agenda Item Request Form



Please Select Submission Category:  Public  Council  Manager  Staff

Requested Council Meeting Date: 4/9/2024

Name of Group(s) or Individual(s) Making Request: Public Works

Name of Presenter(s): Chris Tester

**Requested Agenda Item:** Council to consider awarding the 210 West Franklin Street Parking lot reconstruction contract to Hanes Construction, Inc. in the amount of \$222,631.00.

**Description of Requested Agenda Item:** Council to consider awarding the 210 West Franklin Street Parking lot contract to Hanes Construction, Inc. in the amount of \$222,631.00 to cover the parking lot needs. The bid was completed by the Purchasing Department and Public Works Department for the cost per ton to furnish and lay S9-5B asphalt and I19.0B Asphalt. Bidders were asked to provide unit pricing for 570 tons of S9-5B Asphalt, 1,400 tons of I19.0B, for the resurfacing of the parking lot. Six bids were opened on April 3rd, 2024, and Hanes Construction, Inc. provided the lowest bid for this project.

**Attachments:**  Yes  No

**Fiscal Note:** *(If fiscal note requires approval by the finance department because the 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)*

Funds for this project were approved at the February 20<sup>th</sup> City Council meeting with the appropriation of additional tax revenue.

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

Council to authorize the City Manager to execute a contract with Hanes Construction, Inc. in the amount of \$222,631.00 for the asphalt reconstruction of the 210 West Franklin Street Parking lot.

**Contact Information for Group or Individual:** Chris Tester – 704-216-7554

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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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# Salisbury City Council Agenda Item Request Form



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## FINANCE DEPARTMENT INFORMATION:

A handwritten signature in black ink, appearing to read "M. O'Donoghue", written over a horizontal line.

Finance Manager Signature

A handwritten signature in black ink, appearing to read "Edward H. Jones", written over a horizontal line.

Department Head Signature

A handwritten signature in black ink, appearing to read "Tracey Keyes", written over a horizontal line.

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

Delayed

Declined

Reason:

## 210 W. Franklin St. Parking Lot Bid Tab

COMPANY NAME	City of Salisbury
PROJECT NAME	210 W. Franklin St. Parking Lot Paving Project
LOCATION	Salisbury NC
BID DATE	Wednesday, April 3, 2024
PROJECT NO.	034-2024

BID QUANTITIES					Carolina Siteworks		NJR		Hux Contracting		JTR		Blacksail Construction		Hanes Construction		
REF N	BID ITEM NO.	ITEM DESCRIPTION	QTY	UNIT	UNIT AMOUNT	BID	UNIT AMOUNT	BID	UNIT AMOUNT	BID	UNIT AMOUNT	BID	UNIT AMOUNT	BID	UNIT AMOUNT	BID	
1	-	119.0B Asphalt	1400	Tons	138.5	\$ 193,900.00	115	\$ 161,000.00	141.45	\$ 198,030.00	120	\$ 168,000.00	160	\$ 224,000.00	111.6	\$ 156,240.00	
2	-	S9-5B Asphalt	570	Tons	146	\$ 83,220.00	125	\$ 71,250.00	149.6	\$ 85,272.00	140	\$ 79,800.00	160	\$ 91,200.00	116.3	\$ 66,291.00	
3	-	Mobilization	1	Lump Sum	1500	\$ 1,500.00	12000	\$ 12,000.00	1500	\$ 1,500.00	12000	\$ 12,000.00	5000	\$ 5,000.00	0	\$ -	
					\$	278,620.00	\$	244,250.00	\$	284,802.00	\$	259,800.00	\$	320,200.00	\$	222,531.00	
					0.00%	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
					\$	278,620.00	\$	244,250.00	\$	284,802.00	\$	259,800.00	\$	320,200.00	\$	222,531.00	

# Salisbury City Council Agenda Item Request Form



Please Select Submission Category:  Public  Council  Manager  Staff

Requested Council Meeting Date: April 16, 2024

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

Name of Presenter(s): Kelly Baker

**Requested Agenda Item:** Council to consider authorizing the City Manager to execute a funding agreement with the Rowan Chamber of Commerce in the amount of \$30,000 for allocation of special project funds to be used for a pilot Small Business Assistance Grant Program.

**Description of Requested Agenda Item:** At Council's April 2 meeting, a pilot Small Business Assistance Grant program in partnership with the Rowan Chamber of Commerce was approved. The Chamber will administer the grant program to provide small business assistance grants to area businesses meeting eligibility outlined in the grant guidelines. Council allocated \$30,000 in the FY23-24 budget to fund this pilot program. To be consistent with the allocation of special project funds, the attached agreement has been drafted for Council's consideration. These agreements have been put in place for other community partners (CDC, EDC, Rufty-Holmes, Horizons Unlimited). Following approval, funds for this initiative will be disbursed.

Attachments:  Yes  No

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

Funding is included in the Fiscal Year 2023-2024 Budget

**Action Requested of Council for Agenda Item:** Council to consider authorizing the City Manager to execute a funding agreement with the Rowan Chamber of Commerce in the amount of \$30,000 for allocation of special project funds to be used for a pilot Small Business Assistance Grant Program.

*.(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

# Salisbury City Council Agenda Item Request Form

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*Tracy Keyes*

\_\_\_\_\_  
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**

**Delayed**

**Declined**

**Reason:**

## FUNDING AGREEMENT

This funding agreement (the "Agreement") is made and entered into this \_\_\_\_ day of \_\_\_\_\_, 2024, by and between the **City of Salisbury**, a North Carolina municipal corporation (the "**City**"), and **Rowan County Chamber of Commerce, Inc.**, a North Carolina nonprofit corporation (the "**Chamber**") (collectively, the "Parties").

For and in consideration of the mutual promises set forth in the Agreement, the parties do mutually agree as follows:

### 1. Acknowledgments.

- a. The Chamber has requested funding from the City, and the City has agreed to fund, a Small Business Grant pilot program (the "Grant Program").
- b. The Chamber has agreed to comply with the terms of this Agreement in administering the Small Business Grant pilot program.
- c. The City has reviewed the Chamber's proposal for administering the Small Business Grant program and has determined that funding the program(s) in the amount set forth in this Agreement serves a public purpose and is in the best interest of the citizens of the City.
- d. The Parties desire to enter into this Agreement to memorialize their understanding related to the funding and the programming.

### 2. Obligations of Chamber.

- a. Services. Under this Agreement, the Chamber shall perform the following "Services": 1) administrative management of the Grant Program including receiving grant funding from the City; 2) establish and manage a volunteer committee; 3) establish grant criteria, application forms, matrices or scoring rubrics for the committee to use in the selection process; and 4) awarding and distributing grant funds. The Services are more particularly described in a memorandum dated March 11, 2024, from the Chamber to the City entitled "Salisbury Small Business Assistance Program" which is attached to this Agreement as **Exhibit A** and incorporated by reference. The Chamber shall, at its own sole cost and expense, perform and provide all the labor, services, materials, equipment, supplies, plans, and equipment necessary to complete the Services within the time specified and in accordance with the terms, conditions, and provisions of this Agreement.
- b. Annual report and inspection. The Chamber shall provide to the City an annual written report of all Services performed pursuant to this Agreement. At the request of the City, the Chamber shall make an oral presentation to the City Manager or to the City Council on the Services performed pursuant to this Agreement. In addition, the City reserves the right to inspect the Services performed under this Agreement at reasonable times and with reasonable frequency.
- c. Qualifications of Chamber. The Chamber, and all agents or employees of Chamber who will provide services under this Agreement, shall be fully

qualified, possess any requisite licenses, and otherwise be legally entitled to perform the services provided, and shall exercise the skill and care customarily exercised by duly licensed and qualified agencies of the same or similar services.

- d. Records Maintenance. Chamber shall maintain written documentation of any services provided, including any required documentation meeting the requirements of applicable federal, state, and local laws and regulations.
3. Obligations of the City.
  - a. Funding. The City agrees to fund Chamber in the amount of **\$30,000** ("Funding Amount") in accordance with this paragraph.
  - b. Terms and Method of Payment. The City will make one annual payment of the total Funding Amount after the City receives necessary documentation from the Chamber. In the discretion of the City, the Chamber shall submit copies of paid invoices, receipts, or other documentation reasonably required by the City prior to receiving any payment.
4. Term. The Services will be provided from the date this Agreement is entered into until August 1, 2024, unless sooner terminated as herein provided.
5. Termination. If the Chamber fails to perform its obligations under this Agreement or if the Chamber violates any provision of this Agreement, the City may immediately terminate this Agreement by giving written notice of termination to the Chamber. The Chamber shall refund to the City all grant funds not already awarded. In addition, the City may terminate this Agreement at any time at its complete discretion upon thirty (30) calendar days' notice in writing from the City to the Chamber prior to the date of termination. In the event of termination, the Chamber shall not award or distribute grant funds to any recipient after receiving the notice of termination from the City, and all finished or unfinished documents and other materials produced by Chamber pursuant to this Agreement shall, at the request of the City, be turned over to it and become its property.
6. Agreement Funding. It is understood and agreed between Chamber and the City that the City's payment obligation under this Agreement is contingent upon the availability of appropriated funds from which payment for Agreement purposes can be made.
7. Taxes. Chamber shall pay all federal, state and FICA taxes for all employees participating in the provision of services under this Agreement.
8. Monitoring and Auditing. Chamber shall cooperate with the City, or with any other person or Chamber as directed by the City, in monitoring, auditing, or investigating activities related to this Agreement. Chamber shall permit the City to evaluate all activities conducted under this Agreement as dictated by the City. Chamber shall provide auditors retained by the City with access to any records and files related to the provision of services under this Agreement. The City agrees that its auditors will maintain the confidentiality of any identified and actual trade secrets of Chamber accessed during an audit conducted under this Agreement.

9. Compliance with Applicable Laws. Chamber shall comply with all applicable laws and regulations in providing services under this Agreement. In particular, Chamber represents that it is authorized by federal law to work in the United States. Chamber represents and warrants that it is aware of and in compliance with the Immigration Reform and Control Act and North Carolina law (Article 2 of Chapter 64 of the North Carolina General Statutes) requiring use of the E-Verify system for employers who employ twenty-five (25) or more employees and that it is and will remain in compliance with these laws at all times while providing services pursuant to this Agreement. Chamber is responsible for compliance with the Affordable Care Act and accompanying IRS and Treasury Department regulations.
10. Indemnification. To the maximum extent allowed by law, the Chamber shall indemnify and hold harmless the City and its agents and employees from and against all claims, actions, demands, costs, damages, losses, and/or expenses of any kind whatsoever proximately resulting from the distribution of any grant funds or from the omission or commission of any act, lawful or unlawful, by Chamber or its agents and/or employees, including but not limited to court costs and attorney's fees, incurred in connection with the defense of said matters. The parties agree that this indemnification clause is an "evidence of indebtedness" for purpose of N. C. Gen. Stat. § 6-21.2.
11. Relationship of Parties. Chamber shall be an independent contractor of the City, and nothing herein shall be construed as creating a partnership or joint venture; nor shall any employee of Chamber be construed as an employee, agent, or principal of the City.
12. Restricted Companies List. Chamber represents that as of the date of this Agreement, Chamber is not included on the Final Divestment List created by the North Carolina State Treasurer pursuant to N.C. Gen. Stat. § 147-86.58. Chamber also represents that as of the date of this Agreement, Chamber is not included on the list of restricted companies determined to be engaged in a boycott of Israel created by the North Carolina State Treasurer pursuant to N.C. Gen. Stat. § 147-86.81.
13. Nondiscrimination. By signing this Agreement, Chamber, for itself, its agents, officials, and employees, certifies that it does not and will not discriminate in any manner on the basis of race, color, national origin, ethnicity, religion, creed, age, disability, sex, sexual orientation, gender identity or expression, pregnancy, marital or familial status, National Guard or veteran status, or any other status protected by federal, state, or local law, in its employment or business practices, and with respect to the subject matter of this Agreement, except where such actions are otherwise excepted from or allowed by federal nondiscrimination law, including, but not limited to, Title VII of the Civil Rights Act of 1964. The Chamber further agrees to comply with the provisions and intent of City of Salisbury Ordinance No. 2021-52. That Ordinance is incorporated into this Agreement for the benefit of the City of Salisbury and its residents. To ensure compliance with this provision, Chamber further agrees that it will promptly respond to reasonable requests for information from the City. Failure to respond to requests for information or failure to comply with the requirements of this provision shall constitute a breach of the

Agreement. This provision shall be binding on the successors and assigns of the Chamber with reference to the subject matter of this Agreement.

14. Conflicts of interest. By signing this Agreement, the Parties acknowledge that they are in compliance with their own Conflicts of Interest policies and with other applicable law related to conflicts of interest, including but not limited to G.S. § 14-234.3. Chamber further represents that any sub-grantees receiving funding under this Agreement are in compliance with this paragraph.
15. No assignment. Chamber shall not assign, subcontract, or otherwise transfer any interest in this Agreement without the prior written approval of the City.
16. Amendments in writing. This Agreement may be amended only in writing and signed by both parties.
17. Governing law. North Carolina law will govern the interpretation and construction of the Agreement.
18. Entire agreement. This Agreement, including the purchase order, if any, used in connection herewith and any other document(s) expressly incorporated by reference as a part of this Agreement, constitutes and expresses the entire agreement and understanding between the parties concerning its subject matter. This Agreement supersedes all prior and contemporaneous discussions, promises, representations, agreements and understandings relative to the subject matter of this Agreement. To the extent there may be any conflict between the four corners of this Agreement and other documents incorporated by reference herein, the terms of this Agreement will control.
19. Severability. If any provision of this Agreement shall be declared invalid or unenforceable, the remainder of the Agreement shall continue in full force and effect.
20. Counterparts and execution. This Agreement may be executed in any number of counterparts, each of which will be deemed an original but all of which together will constitute one and the same instrument. The Parties agree that computer scanned and/or faxed signatures or copies of this Agreement will have the same validity and force as an "original."
21. Authority to Enter Agreement. The person(s) executing this Agreement on behalf of Chamber have authority to do so as an official, binding act of Chamber.

IN WITNESS WHEREOF, the parties have hereunto set their hands and seals the day and year first indicated above.

**CITY OF SALISBURY**

**ROWAN COUNTY CHAMBER  
OF COMMERCE, INC.**

**BY:** \_\_\_\_\_

\_\_\_\_\_

**TITLE:** \_\_\_\_\_

\_\_\_\_\_

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

\_\_\_\_\_

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

\_\_\_\_\_



Chamber of Commerce

*Be an original.*

**Small Business Grant  
City of Salisbury & Rowan Chamber**

Date: March 25, 2024  
To: Hannah Jacobson, Planning & Neighborhood Director  
From: Elaine Spalding, Rowan Chamber President  
Subject: Salisbury Small Business Assistance Program

Thank you for the opportunity to partner with the City of Salisbury on a Small Business Grant program. We understand that the City budgeted \$30,000 in fiscal year 2023-24 to design and deliver a one-year pilot small business assistance program that supports business in new endeavors that show the most potential for strengthening the local economy in the long term.

The Rowan Chamber would respectfully request the ability to extend this grant program into the 2024-25 fiscal year due to the late start on this project. A pilot program will be designed to comply with laws regarding the use of public funds.

The goals for the program are to:

- Strengthen and grow established small businesses;
- Pursue equity by filling gaps left by systemic barriers to resources; and
- Facilitate the rehabilitation and modernization of buildings in priority corridors and centers outside of Downtown.<sup>1</sup>

*Eligibility of Applicants*

- Small businesses with fewer than ten (10) employees (or full-time equivalents), including the business owner.
- Through a scoring system developed by the Chamber, significant consideration will be given to business owners who are low-moderate income, based on income limits established annually by HUD.

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<sup>1</sup> Downtown businesses are eligible for already established grant programs in the MSD and others through Downtown Salisbury, Inc.

- Businesses located throughout Salisbury’s City limits will be eligible to apply; however those located in priority Neighborhood Activity Centers and Corridors defined in the Forward 2040 Comprehensive Plan will receive priority through a scoring system.
- Businesses must be registered and have obtained appropriate permits to operate.
- Funding will not be limited to Rowan Chamber Members.

*Eligible Uses of Assistance*

- Assistance will be limited to businesses who are either making permanent improvements to physical space/real property (building signage, lighting, flooring, etc.) or who are acquiring a fixed asset (i.e. industrial oven, lawnmower, etc).
- Funding may not be used for ongoing operation expenses such as rent, utilities, salaries, financing debt, memberships, inventory, or soft costs such as legal fees.

*Evaluation of Applications*

- Applications should be reviewed by a committee that is established by the Rowan Chamber, and the amount of assistance will be determined based on scoring criteria (see samples from other grant programs). The following questions will be answered by the applicants and reflected in the scoring criteria.
  - How effectively did the applicant demonstrate a need for the assistance?
  - Did the applicant demonstrate sustainability of their business model?
  - Have they sought assistance from the RCCC Small Business Center?
  - Did the applicant demonstrate how their business benefits the broader Salisbury community?
  - Is the business located in an economically disadvantaged census tract?
  - Is the business located in a priority Neighborhood Activity Center or Corridor?
  - Is the business owner low-moderate income?
  - Is the business registered and have all permits to operate?

*Form of Assistance*

- To meet the goal of assisting businesses who may not have access to traditional capital, the Chamber will offer grants as opposed to loans. To ensure accountability that the funding is used appropriately, an outside CPA firm will administer the funding.
- The Small Business Grant pilot program has a total budget of \$30,000 for the first year. Minimum grants awarded will be \$5,000 and maximum will be \$10,000.

*Other considerations*

- If a business is awarded funds, the applicant should complete work within six months, unless an extension is requested in writing and granted.
- Funds should not be used for expenses that were incurred prior to final approval of the funding agreement.
- Inspection of grant projects and reporting/evaluation of results will be incorporated into a grant contract with a claw back provision if no activity or results are reported.

- An annual report summarizing the grant project and impacts will be provided to the City.

The Rowan Chamber is interested in partnering with the City regarding grant administration, and provides the following information:

- **How will the grant program be advertised?** (See Timeline attached)
  - Small Business Grant announcement is planned for Minority Business Trade Show on April 25, 2024, at Livingstone Hospitality Center. We will also send a news release, promote it on social media and in our Chamber communications.
- **Will the grants be offered on a first come first serve basis or competitively evaluated following a call for applications?**
  - The Small Business Grant Task Force will select the grant recipients based on a matrix that covers the items mentioned earlier in this memo.

- **How would the Rowan Chamber form a grant review committee? Who would be involved?**

We have been planning for this grant program since July 2023. The Small Biz Grant Task Force:

- \* Elia Gegorek, Minority Business Council Chair
- \* Nick Means, F & M Bank
- \* Meg Smit, RCCC Small Business Center Director
- \* Gemale Black, NAACP
- \* Elaine Spalding, Chamber President
- \* Salisbury City Staffer

- **How will the Rowan Chamber report program success and impact?**

\* *See timeline of events to announce and report success and impact to the City.*

- **In what ways could the Rowan Chamber leverage these funds to further assist small businesses?**

The Chamber would reach out to State and Federal entrepreneurial development agencies and encourage grant recipients to apply for NC IDEA grants and seek Angel Investment Funds.

For additional information: Rowan Chamber President Elaine Spalding, (704) 633-4221 or [espalding@rowanchamber.com](mailto:espalding@rowanchamber.com)

# Salisbury City Council Agenda Item Request Form



Please Select Submission Category:  Public  Council  Manager  Staff

Requested Council Meeting Date: April 16, 2024

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

Name of Presenter(s): Vivian Koontz, Event Coordinator

Requested Agenda Item: Cheerwine Festival update

Description of Requested Agenda Item: Brief update on the Cheerwine Festival to include footprint expansion, vendor layout, entertainment and other adjustments/plans.

Attachments:  Yes  No

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

Action Requested of Council for Agenda Item: No action is required of Council.

Contact Information for Group or Individual:

Vivian Koontz  
(704) 638-5294

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

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

## FINANCE DEPARTMENT INFORMATION:

\_\_\_\_\_  
Finance Manager Signature

\_\_\_\_\_  
Department Head Signature

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

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

## For Use in Clerk's Office Only

Approved

Delayed

Declined

Reason:

# Salisbury City Council Agenda Item Request Form



Please Select Submission Category:  Public  Council  Manager  Staff

Requested Council Meeting Date: *April 16, 2024*

Name of Group(s) or Individual(s) Making Request: *Rowan EDC*

Name of Presenter(s): *Scott Shelton*

Requested Agenda Item: EDC presentation and public hearing for incentive grant for RP Salisbury Partners LLC

**Description of Requested Agenda Item:** RP Salisbury Partners LLC (the Company) plans to develop a Class A industrial park on a 92-acre tract located between Peeler and Webb Roads. The property is currently located outside of the City limits and the company intends to request annexation into the City once the project is complete.

The Company plans to invest at least \$120.2 million into the project, which may be developed in phases and could include multiple buildings. The Company will request that each phase be annexed into the City upon completion. The Company plans to solicit manufacturing and distribution companies to occupy any building constructed on the property.

In order to make the property a viable location for this new industrial park, the Company must complete public infrastructure improvements. The Company will pay for these improvements and is asking Council to consider an economic incentive grant to help offset the infrastructure costs. Based on the City's current incentive policy, the project would be eligible for a Level 3 Grant which is equivalent to 85% of any new real property taxes paid to the City over a five-year period. If the Company develops the property in phases, each phase would be eligible for an incentive grant pro-rated based on the size and improved value of the particular phase (which would be subdivided from the larger parcel). A \$120.2 million taxable investment by the Company would result in an incentive grant valued at \$3.14 million. The City would receive \$4.25 million in net revenue over a 10-year period.

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 hold a public hearing and consider a Level 3 tax incentive grant for RP Salisbury Partners LLC.

**Contact Information for Group or Individual:** Scott Shelton (704.637.5526 / scott@rowanedc.com)

**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)

# Salisbury City Council Agenda Item Request Form

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## FINANCE DEPARTMENT INFORMATION:

*Mark Dora*

Finance Manager Signature

*[Handwritten Signature]*

Department Head Signature

*Tracey Keyes*

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

Delayed

Declined

Reason:

# Memorandum

Date: April 4, 2024

To: Salisbury City Council  
Cc: Jim Greene, City Manager  
Connie Snyder, City Clerk  
From: Scott Shelton, Vice President  
Re: *Summary of proposed incentive agreement with RP Salisbury Partners L.L.C.*

Dear Mayor Alexander and Council Members,

Thank you for agreeing to consider this request from RP Salisbury Partners L.L.C. (RP). The company recently purchased a 92-acre tract located between Peeler Road and Webb Road. RP plans to develop a Class A industrial park on the property, which is also identified as Rowan County Tax Parcel 409 005. The property is currently located outside of the city limits and the company intends to request annexation into the City of Salisbury.

The company plans to invest at least \$120.2 million into the project, which may be developed in phases, and could include multiple buildings. RP plans to court both manufacturing and distribution companies to occupy any building constructed on the property.

In order to make the property a viable location for this new industrial park, RP must complete public infrastructure improvements that include a 1/2-mile public roadway extension of Lane Parkway, the installation of new turn lanes on Webb Road, and a 1/3-mile water main extension. The estimated total cost for these improvements is \$3.4 million.

RP will pay for these improvements and is asking that the City Council consider a tax incentive grant to help them offset their infrastructure costs. Based on the City's current incentive policy, RP's project would be eligible for a Level 3 Grant which is equivalent to 85% of any new real property taxes paid to the City over a five-year period.

As illustrated below, a \$120.2 million taxable investment by RP would result in an incentive grant valued at \$3.14 million. The City of Salisbury would also receive \$4.25 million in net revenue over a ten-year period.





PARTNERSHIP for ECONOMIC DEVELOPMENT  
SALISBURY, NC

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		Year 1	Year 2	Year 3	Year 4	Year 5
<b>Total Capital Investment</b>	Total planned amount of Expansion project	\$120,200,000	\$120,200,000	\$120,200,000	\$120,200,000	\$120,200,000
<b>City Tax Rate</b>	0.616%	0.616%	0.616%	0.616%	0.616%	0.616%
<b>City Tax Revenue</b>	Local Taxable Capital Investment times City Tax Rate	\$740,432	\$740,432	\$740,432	\$740,432	\$740,432
<b>Expansion Grant %</b>	85% for 5 years.	85%	85%	85%	85%	85%
<b>Expansion Grant %</b>	City Tax Revenue times Expansion Grant	\$629,367	\$629,367	\$629,367	\$629,367	\$629,367
<b>City Net Revenue</b>	City Tax Revenue minus Expansion Grant	\$111,065	\$111,065	\$111,065	\$111,065	\$111,065

	Year 6	Year 7	Year 8	Year 9	Year 10	Totals
<b>Total Capital Investment</b>	\$120,200,000	\$120,200,000	\$120,200,000	\$120,200,000	\$120,200,000	\$120,200,000
<b>City Tax Rate</b>	0.616%	0.616%	0.616%	0.616%	0.616%	
<b>City Tax Revenue</b>	\$740,432	\$740,432	\$740,432	\$740,432	\$740,432	\$7,404,320
<b>Expansion Grant %</b>						
<b>Expansion Grant %</b>	\$0	\$0	\$0	\$0	\$0	\$3,146,836
<b>City Net Revenue</b>	\$740,432	\$740,432	\$740,432	\$740,432	\$740,432	\$4,257,484

It is important to note that RP's incentive request would apply only to real property improvements and taxes. Once a job-creating company occupies the building, RP would like the City to consider offering an incentive grant to the company based on its taxable investments in business personal property.

**Draft Incentive Agreement**

Over the past several weeks, City staff and representatives for RP worked on the attached draft incentive agreement for Council's consideration. In addition to the previously mentioned basic incentive terms, the agreement also states the following:

- The total amount paid out in grants by the City will be no more than \$3.4 million.
- The company must submit a petition for annexation into the City of Salisbury within 90 days of receiving a Certificate of Occupancy for any building constructed on the property.
- Water and sewer service to the property can be suspended for failure to comply with the annexation clause.
- The project is expected to be substantially completed by no later than December 31, 2028, and the first grant payment shall be issued no later than in the tax year beginning January 1, 2029.
- If a building has not been issued a Certificate of Occupancy by January 1, 2029, the applicable grant will be based on the percentage complete and assessed for that year.



PARTNERSHIP for ECONOMIC DEVELOPMENT  
SALISBURY, NC

*Be an original.*

- If the property is subdivided, each new parcel and building is eligible for its own five-year grant, but the combined amount paid out for these grants will still not exceed the previously mentioned \$3.4 million total.
- The agreement cannot be assigned to a property buyer or tenant without the consent of the City.

### **Closing**

Thank you for considering this request. We have the opportunity to partner with a company whose investment should help us attract additional jobs and investment in the City of Salisbury. If approved, news of this project will resonate positively with other developers and companies that are considering Salisbury and will increase our reputation as a business-friendly community.

On behalf of the staff of the Rowan EDC, we look forward to providing you with any additional information or meeting with you personally to discuss these findings in detail. Please do not hesitate to contact our office with any questions you may have regarding this matter. We look forward to your feedback.

Yours truly,

A handwritten signature in blue ink that reads "Scott Shelton".

Scott Shelton  
Vice President

Attachment: Draft Incentive Agreement

**NORTH CAROLINA  
ROWAN COUNTY**

**ECONOMIC DEVELOPMENT INCENTIVE AGREEMENT**

**THIS ECONOMIC DEVELOPMENT INCENTIVE AGREEMENT** (the “Agreement”) is made and entered into as of the [REDACTED] day of April, 2024, by and between the **City of Salisbury**, North Carolina, a North Carolina municipal corporation (the “City”), and **RP Salisbury Partners LLC**, a Georgia limited liability company with a place of business in Rowan County (the “Company”).

**WITNESSETH**

**WHEREAS**, the Company previously explored the possibility of developing a Class A industrial park in Rowan County (the “County”), which would increase taxable property and business prospects, resulting in the creation of a substantial number of jobs; and

**WHEREAS**, the Company determined that the property identified as the County tax parcel 409-005 and more particularly described in the attached Exhibit A, which is incorporated into this Agreement by reference (the “Property”), is a suitable location for real property improvements and for the development of one or more buildings that would result in approximately \$120.2 million in capital investment; and

**WHEREAS**, in connection with the proposed development, the Company sought and received an original “will serve” commitment from Salisbury-Rowan Utilities, a City-owned regional water and wastewater utility (“SRU”), in a letter dated October 27, 2022 (the “SRU Letter 1”) confirming the availability of water and sewer service to the Company’s proposed development; and

**WHEREAS**, the SRU Letter 1 also explained the Company was not subject to annexation into the City, as there was a temporary moratorium on annexation where the Property is located; and

**WHEREAS**, in reliance on SRU Letter 1, the Company pursued rezoning, site plan approval, building designs, and engineering based on the regulations, ordinances, and guidance of the County, incurring approximately \$10.2 million in land purchase costs, and design and professional fee costs on the Property; and

**WHEREAS**, on October 27, 2023, the date of the expiration of SRU Letter 1, the Company received a revised “will serve” commitment letter (“SRU Letter 2”), again confirming the availability of water and sewer service at the Property, but requiring that the owner of the Property petition for the Property to be annexed into the City based on the expiration of the temporary moratorium and compliance with existing City ordinances related to water and sewer service; and

**WHEREAS**, the Company relied in good faith on the SRU Letter 1 from SRU that annexation would not be required and now will incur significant additional expenses, including a 78.5% increase in property taxes, due to annexation; and

**WHEREAS**, the Company desires to work with the City and comply with City ordinances regarding annexation and will petition to do so as set forth herein; and

**WHEREAS**, the Company must complete public infrastructure improvements estimated at \$3.4 million as described in Exhibit B; and

**WHEREAS**, in order to induce the Company to make improvements on the Property and construct one or more buildings, the City is willing to provide, or cause to be provided, to the Company certain inducements, upon terms and conditions binding upon the City as set forth herein; and

**WHEREAS**, in consideration of the undertakings and agreements set forth herein, the parties will comply with the covenants and conditions binding upon them as set forth herein, all of which are intended to create a positive economic impact in the City.

**NOW, THEREFORE**, in consideration of the premises and the mutual covenants and agreements set forth herein, and other good and valuable consideration, the receipt and sufficiency of which are acknowledged, the Company and the City hereby agree as follows:

ARTICLE I  
CITY INDUCEMENTS

The City shall provide financial assistance to the Company with respect to the Company's development of the Property and other related expenses as follows:

- 1.) The City will provide one or more five-year incentive grants for the development and construction of one or more buildings on the Property, a separate grant for each parcel that is subdivided from the Property and on which one or more buildings are constructed (each a "Grant", collectively, the "Grants"), to offset the cost for public infrastructure. The Grants will specifically apply to the Property and all real property improvements newly installed and used at the Property.
- 2.) For clarity, the Parties acknowledge that the Agreement allows the Company, at its discretion, to develop the Property in phases, with each phase being subdivided from the Property, and with each phase being eligible to receive a five-year Grant. The Company anticipates a one-to-three phase development of the Property. The first year of any five-year Grant cycle will begin the first tax year the Company receives a Grant payment from the City for each phase and, as set forth in this Agreement, in no event later than the tax year beginning January 1, 2030. Regardless of whether the Company decides to phase or subdivide the Property, in no event shall any part of this Agreement be construed to provide for City incentives to any development that occurs on land outside of the Property as of the date of this Agreement.
- 3.) The amount of the Grants will be as follows:
  - a) Real Property Valuation.
    - i.) *First*, for each tax year that a Grant is applicable to the Property, or any phase of the Property (subject to the limitations below), the actual assessed tax value of the real property located at such Property shall be determined ("**Applicable Year PV**").
    - ii.) *Second*, in each year for which a Grant is to be paid, the following value shall be subtracted from the Applicable Year PV: the amount of the real property value of the Property assessed (i) as of January 1, 2024 and (ii) prior to the investments made by the Company in real property at such

property, which the parties agree is \$2,423,288.00 (the “**Baseline PV**”). The result of this computation in each of the years for which a Grant is to be paid shall be defined as the “**New Real PV**” for the Property. In the event the Property is subdivided, the Baseline PV and the New Real PV for the parcels shall be determined on a pro rata value-per-acre basis for the applicable parcel of the Property. The value per acreage shall be determined based on the total acreage of the Property, which the parties agree is 92.15 acres.

b) Grant Amount Determination. The amount of a Grant payment in any given year shall be equal to eighty-five percent (85%) of the City property taxes that the Company pays on the New Real PV for any given year (such amount is determined by multiplying 0.85 by the City property taxes paid on New Real PV). The resulting amount is the Grant for the applicable year. A Grant payment may be paid by the City from any fund source available to the City, which is not restricted as to the use of such funds. If a building has not been issued either a Certificate of Occupancy or an AIA Document G704 by December 31, 2028, the applicable Grant shall be based on the percentage complete and assessed for that year (a “Pro Rata Grant”); provided, however, upon request of the City, the Company must show, to the reasonable satisfaction of the City, that the building is actively under construction and the parcel that includes the building has been annexed into the City as required by this Agreement. If a building has been issued either a Certificate of Occupancy or an AIA Document G704 by December 31, 2028, and the parcel that includes the building has been annexed into the City as required by this Agreement, the applicable Grant shall be based on the completed building value (“Full Value Grant”).

c) Grant Limits. Unless otherwise agreed to in writing, in no event shall the City be required to pay more than Three Million Four Hundred Thousand and No/100 Dollars (\$3,400,000.00) in the aggregate for the Grants.

- 4) Each Grant will be structured as a cash payment equal to a percentage of the real property taxes assessed against and actually paid by the Company on the increased value of the land and improvements constituting the Property or any part of the Property subdivided and annexed by the City. Such payments of the Grants will be made to the Company by check or electronic transfer of funds to the destination provided to the City by the Company. The Company for each Grant year shall provide written notice to the City that it has paid its City property taxes on the Property and is requesting payment of the Grants.

Upon receipt and payment of an assessment of City property taxes that includes the New Real PV, the Company will be eligible to receive a Grant payment in any Grant year, so long as the Company has: (i.) paid the City its property taxes, inclusive of the New Real PV, and (ii.) provided the City with written notice of its desire to receive the Grant. Upon confirmation by the City that the Company has paid its property taxes for the applicable Grant year, the City shall submit each Grant payment to the Company within 30 days of written notice from the Company of its desire to receive the Grant. The Grant amount payable to the Company shall be equal to eighty-five percent (85%) of the New Real PV.

The Company agrees to request its first Grant payment within a reasonable amount of time after payment of the New Real PV. In the event that the Company has not requested a Grant payment by December 31 of any year that it is eligible to do so, the parties agree to cooperate in good faith to uphold the spirit of this Agreement.

- 5) The parties agree that the building(s) shall be substantially completed no later than year-end 2028; therefore, the Parties anticipate the New Real PV to be reflected in the 2029 taxes, if not sooner, and thus, unless the Company designates a Grant year to start sooner or circumstances exist that satisfy paragraph 6 of this Agreement, the first year of any Grant year shall be the tax year beginning January 1, 2029. Nothing herein shall limit the Company from completing the buildings in some earlier year and commencing a Grant term in 2028 or an earlier year.
- 6) Notwithstanding any other provision herein, the parties agree and acknowledge that if the Company completes the one and only building or final of several buildings by December 31, 2028 as evidenced by (i.) issuance of a Certificate of Occupancy or an AIA Document G704 but has not yet finalized annexation into the City or (ii.) issuance of an AIA Document G704 but has not yet received a Certificate of Occupancy from the County or has not yet finalized annexation into the City, the commencement of such Grant Period may begin in the year beginning January 1, 2030, subject to all other conditions set forth herein. The grace period described in this Section 6 of Article II contemplates that construction may be completed timely by December 31, 2028 but the procedural, administrative or public-hearing requirements needed for government issuance and approval of either a Certificate of Occupancy from the County or successful completion of annexation into the City occur during the calendar year 2029 following completion of building construction.
- 7) Tax amounts due on property discovered by the City through its customary audit procedures and not listed by the Company shall be excluded from this Agreement, and the City shall not be responsible for any Grant payments on these amounts for any tax year.

## ARTICLE II

### SCHEDULE OF REAL PROPERTY IMPROVEMENTS, GRANTS AND ANNEXATION

- 1) Grants shall be paid according to Article I so long as the Company is eligible for a Grant pursuant to annexation into the City as set forth in this Article II.
- 2) The Company has determined that the Property is a suitable site for location of one or more buildings.
- 3) The Company agrees that it will proceed in constructing the buildings according to all applicable laws, including the zoning laws and permitting requirements of Rowan County and any other applicable state and federal permits.
- 4) Upon any request to connect the Property, including any phase of the Property, to the SRU system for water or sewer service, or both, SRU will provide such service and the Company will pay all required connection fees.
- 5) Within 90 days of the Company receiving a certificate of occupancy or equivalent approval from the County, the Company will petition the Property, or any subdivided parcel of the Property on which one or more buildings has been constructed, for annexation into the City. In the event the Company fails to petition for annexation into the City or withdraws a petition prior to the City Council acting on the petition, the City reserves the right to suspend water and sewer service upon providing written notice to the Company until such time as the Company complies with this paragraph.

- 6) Each building constructed and, along with its incumbent parcel of land, annexed shall trigger eligibility for a Grant stream for five tax years (“Grant Term”), each for a separate Grant Term. Unless an event triggering the Force Majeure provision set forth in Article V herein shall occur, each Grant Term is eligible to commence on property assessed January 1 following the year in which each building has been annexed.
- 7) While the Grants may be paid entirely in one five-year term, the Grants may be organized into two or three phases, each commencing a five-year payment stream that begins as described in Article I Section 4.
- 8) The City shall not be required to provide any Grant payment to the Company if the City does not approve the Company’s petition for voluntary annexation for any parcel subject to this Agreement.

ARTICLE III  
REPRESENTATIONS, WARRANTIES AND COVENENANTS - COMPANY

The Company represents, warrants and covenants to the City, as applicable, as of the date of this Agreement that:

- 1) Standing. The Company is a Georgia company duly organized and existing and in good standing under the laws of the State of Georgia. The Company is authorized to do business in the State of North Carolina.
- 2) Authority. The Company has the corporate power and authority to own its properties and assets, to carry on its business as it is now being conducted and to execute and perform this Agreement.
- 3) Enforceability. This Agreement is the legal, valid, and binding agreement of the Company enforceable against the Company in accordance with its terms, except as such enforceability may be limited by bankruptcy, insolvency, reorganization, moratorium, or similar state or federal laws, in effect from time to time, which affect the enforcement of creditors’ rights generally.
- 4) No Violations. This agreement does not violate the charter documents or bylaws of the Company or any provisions of any indenture, agreement or other instrument to which the Company is a party.
- 5) No Conflicts. This agreement does not conflict with, result in a breach of or constitute an event of default under (or an event which, with notice or lapse of time, or both, would constitute an event of default under) any indenture, agreement or other instrument to which the Company is a party.

ARTICLE IV  
REPRESENTATIONS, WARRANTIES AND COVENENANTS - CITY

The City represents, warrants and covenants to the Company, as applicable, as of the date of this Agreement that:

- 1) The City (a) has full power and authority to enter into this Agreement and to enter into and carry out the transactions contemplated by this Agreement (b) by proper action has duly authorized the execution and delivery of this Agreement; and (c) is not in default under any provisions of this Agreement.

- 2) The City has duly authorized, executed, and delivered this Agreement, and this Agreement constitutes the City's legal, valid, and binding obligation, enforceable in accordance with its terms.
- 3) There is no litigation or proceeding pending or threatened against the City or affecting it which would adversely affect the validity of this Agreement.
- 4) The City is not in default under any provision of State law which would affect its existence or its powers as referred to in subsection (1) of this Article IV.
- 5) To the best of the City's knowledge, no officer or official of the City has any interest (financial, employment, or other) in the Company or the transactions contemplated by this Agreement.
- 6) With respect to this Agreement, the City has complied fully with all requirements of N.C. General Statute 158-7.1 *et seq.*

ARTICLE V  
GENERAL PROVISIONS

- 1) Governing Law. This Agreement shall be governed and construed under the laws of the State of North Carolina, notwithstanding any rules concerning application of the laws of another state or jurisdiction.
- 2) Assignment. This Agreement shall not be assignable, except that the Company may assign the Agreement to a buyer or tenant of any building constructed on the Property with the consent of the City, such consent not to be unreasonably withheld. After an assignment completed in accordance with the requirements of this Agreement, the Company shall have no further rights, duties, or obligations under this Agreement to the extent such rights, duties, and obligations have been assumed by the assignee.
- 3) Sale of Company. The parties agree that a transfer of all or a portion of the ownership interests in the Company shall not be considered an assignment under the terms of this Agreement and shall not require any consent of the City.
- 4) Lenders. The Company may, without obtaining the City's consent, mortgage, pledge, or otherwise encumber its interest in this Agreement or any building constructed on the Property to a lender for the purpose of financing the operations of each building, constructing each building, or for other business purposes. The Company's encumbering of its interest in this Agreement may include an assignment of the Company's rights and obligations under this Agreement for purposes of granting a security interest in this Agreement. In the event the Company takes any of the actions permitted by this subparagraph, it may provide written notice of such action to the City with such notice to include the name and notice information of the lender.
- 5) Severability. If any provision of this Agreement is held invalid or unenforceable by any court of competent jurisdiction, such holding shall not invalidate or render unenforceable any other provision of this Agreement, and the Agreement shall be enforceable and shall be read as if the parties intended at all times to delete said invalid, illegal, factually insufficient, unconstitutional or otherwise unenforceable section(s) or other part(s).



Phone: (404) 235-3530

Attn: Cason Bufe

With Copy (which does not constitute notice) to:

Maynard Nexsen PC

227 W. Trade Street

Suite 1550

Charlotte, NC 28202

Phone: (704) 338-5333

Notice shall be deemed to have been given with respect to overnight carrier or certified mail, one (1) day after deposit with such carrier and as to facsimile, on date of transmission, provided additional service is made. The addresses may be changed by giving written notice as provided herein: provided, however, that unless and until such written notice is actually received, the last address stated herein shall be deemed to continue in effect for all purposes hereunder.

- 11) Counterparts. This Agreement may be executed in any number of counterparts or with counterpart signature pages, each of which counterparts shall be deemed to be an original and all of which shall constitute one and the same agreement and shall be binding upon the undersigned.

[Signature page follows]

IN WITNESS WHEREOF, the City and the Company have caused this Agreement to be executed in quadruplicate originals, in their respective names, by persons duly authorized by proper authority, and have sealed the same as of the day and year first above written.

RP Salisbury Partners LLC,  
a Georgia limited liability company

By: \_\_\_\_\_,  
a \_\_\_\_\_,  
its Manager

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

\_\_\_\_\_ County, North Carolina

I certify that the following person personally appeared before me this day, acknowledging to me that he or she signed the foregoing document: \_\_\_\_\_.

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

(Official Seal)

\_\_\_\_\_  
Official Signature of Notary

\_\_\_\_\_, Notary Public  
Notary's printed or typed name

My commission expires: \_\_\_\_\_

CITY OF SALISBURY, NORTH CAROLINA

---

Karen K. Alexander  
Mayor

[Corporate Seal]

ATTEST:

---

Connie Snyder  
City Clerk

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

---

Wade Furches  
Finance Director

APPROVED AS TO FORM AND LEGAL SUFFICIENCY:

---

Graham Corriher  
City Attorney

**EXHIBIT A**  
**LEGAL DESCRIPTION OF THE PROPERTY**

ALL THAT TRACT OR PARCEL OF LAND LYING AND BEING IN THE CITY OF SALISBURY, ROWAN COUNTY, NORTH CAROLINA, CONTAINING APPROXIMATELY 91.558 ACRES OF LAND, AND BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCING AT A NATIONAL GEODETIC SURVEY MONUMENT IDENTIFIED AS "DQ9384", AND LOCATED WITH NORTH CAROLINA STATE PLANE COORDINATES N: 677,387.74 E: 1,541,615.69;

THENCE N 79°10'23" E A DISTANCE OF 5126.31' TO A 1/2" REBAR FOUND AND THE POINT OF BEGINNING;

THENCE N 45°04'18" E A DISTANCE OF 334.77' TO A RIGHT OF WAY MARKER FOUND;

THENCE N 45°04'49" E A DISTANCE OF 297.49' TO A RIGHT OF WAY MARKER FOUND;

THENCE N 84°42'08" W A DISTANCE OF 60.53' TO A 1" OPEN TOP PIPE FOUND;

THENCE N 45°03'31" E A DISTANCE OF 64.87' TO A 1/2" REBAR FOUND;

THENCE N 45°15'15" E A DISTANCE OF 286.46' TO A RIGHT OF WAY MARKER FOUND;

THENCE S 44°43'29" E A DISTANCE OF 30.75' TO A RIGHT OF WAY MARKER FOUND;

THENCE S 44°43'16" E A DISTANCE OF 77.00' TO A MAG NAIL SET;

THENCE S 45°16'48" W A DISTANCE OF 60.50' TO A 5/8" REBAR SET;

THENCE S 05°23'54" W A DISTANCE OF 154.22' TO A 5/8" REBAR SET;

THENCE S 84°36'13" E A DISTANCE OF 785.95' TO A 1" IRON PIPE FOUND;

THENCE S 84°36'12" E A DISTANCE OF 680.04' TO A 5/8" REBAR SET;

THENCE S 03°36'10" W A DISTANCE OF 73.65' TO A 1" PINCHED TOP PIPE FOUND;

THENCE N 89°59'33" W A DISTANCE OF 71.18' TO A 5/8" REBAR SET;

THENCE S 02°33'33" W A DISTANCE OF 1262.94' TO A 1" OPEN TOP PIPE FOUND BENT AT BASE;

THENCE S 01°51'23" W A DISTANCE OF 440.00' TO A 5/8" REBAR SET;

THENCE N 85°37'06" W A DISTANCE OF 1308.23' TO A 5/8" REBAR SET;

THENCE S 04°42'29" W A TOTAL DISTANCE OF 1113.51' (PASSING THROUGH AN AXLE IRON FOUND AT 1087.36') TO A CALCULATED POINT ON THE CENTER LINE OF WEBB ROAD (SR 1500);

THENCE N 66°50'16" W A DISTANCE OF 53.96' TO A CALCULATED POINT;

THENCE N 66°51'42" W A DISTANCE OF 57.91' TO A CALCULATED POINT;

THENCE N 67°27'29" W A DISTANCE OF 62.07' TO A CALCULATED POINT;

THENCE N 68°00'45" W A DISTANCE OF 55.03' TO A CALCULATED POINT;

THENCE N 69°40'03" W A DISTANCE OF 3.94' TO A CALCULATED POINT;

THENCE N 20°56'00" E A TOTAL DISTANCE OF 220.05' PASSING THROUGH A 5/8" REBAR SET AT 30' TO A 5/8" REBAR SET;

THENCE N 66°52'14" W A DISTANCE OF 237.51' TO A 1" OPEN TOP PIPE FOUND BENT AT BASE;

THENCE N 66°52'14" W A DISTANCE OF 177.00' TO A REBAR FOUND;

THENCE N 02°38'20" E A DISTANCE OF 432.64' TO A 1" OPEN TOP PIPE FOUND;

THENCE N 02°10'33" E A DISTANCE OF 957.20' TO A 1/2" REBAR FOUND;

THENCE N 83°34'48" W A DISTANCE OF 138.00' TO A NAIL FOUND;

THENCE N 00°18'37" W A DISTANCE OF 85.00' TO A 1" OPEN TOP PIPE FOUND;

THENCE N 02°45'52" E A DISTANCE OF 549.15' TO A 1/2" REBAR FOUND;

WHICH IS THE POINT OF BEGINNING.

**EXHIBIT B**  
**ANTICIPATED PUBLIC INFRASTRUCTURE INVESTMENT**

- 2/3-mile public roadway extension of Lane Parkway
- New turn lanes on Webb Road in multiple locations
- 1-mile water main extension

The type, number, size, or length of the following public infrastructure is illustrative only. Nothing in this Agreement or Exhibit B shall dictate or control the type, number, size, or length of public infrastructure required by the North Carolina Department of Transportation, County of Rowan, Salisbury-Rowan Utilities, or any other governmental entity with jurisdiction over the design or construction of the project.

# Salisbury City Council Agenda Item Request Form



Please Select Submission Category:  Public  Council  Manager  Staff

Requested Council Meeting Date: April 16, 2024

Name of Group(s) or Individual(s) Making Request: Fire Department, R. A. Parnell, Fire Chief

Name of Presenter(s): R. A. Parnell, Fire Chief

Requested Agenda Item: City Council to receive presentation on Staffing for Adequate Fire and Emergency Response (SAFER) Grant and Fire Prevention and Safety Grant.

Description of Requested Agenda Item: Presentation by Fire Chief detailing the SAFER Grant application to increase fire department by 6 firefighter positions. Funded by FEMA, the SAFER grant covers 75% of the costs for the positions in each of the first 2 years and then 35% in the third year of employment. The City match would be included in the FY2025 budget.

The Fire Prevention and Safety Grant is also funding by FEMA, for equipment used by the Task Force for the investigation of arson/fire scenes and fire prevention activities. The City is requesting \$27,360 which requires a \$1,302 City match.

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 supporting an application for a Staffing for Adequate Fire and Emergency Response (SAFER) Grant to support six additional fire fighter positions and the Fire Prevention Safety Grant.

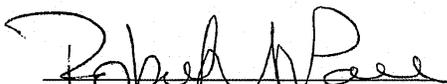
Contact Information for Group or Individual: R. A. Parnell, Fire Chief

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

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

## FINANCE DEPARTMENT INFORMATION:

\_\_\_\_\_  
Finance Manager Signature

  
\_\_\_\_\_  
Department Head Signature

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

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

**For Use in Clerk's Office Only**

# Salisbury City Council Agenda Item Request Form



Please Select Submission Category:  Public  Council  Manager  Staff

Requested Council Meeting Date: 04/16/2024

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

Smith Name of Presenter(s): Chief Smith & Dr. Jessica Herbert

**Requested Agenda Item:** Provide update and presentation on the Byrne Criminal Justice Initiative for the West End Community. This will include a history of the awarded grant and the work that has transpired over the past two and a half years to include a copy of the budget and future plans for sustainability and discussion of street light improvements.

**Description of Requested Agenda Item:** You will receive a copy of the action plan that was submitted to the BJA and approved with the modified budget.

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:** Authorize the City Manager to sign an agreement with the United Way of Rowan County to administer and manage non-profit grant funds for BCJI awarded to programs that have applied and been awarded monies through BCJI.

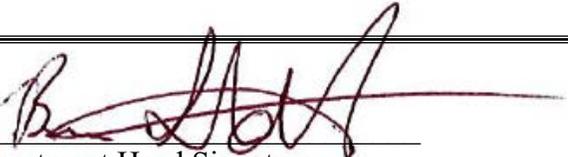
**Contact Information for Group or Individual:** Chief P.J. Smith 704-216-7581

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

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

**FINANCE DEPARTMENT INFORMATION:**

  
Finance Manager Signature

  
Department Head Signature

  
Budget Manager Signature

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

**For Use in Clerk's Office Only**

Approved

Delayed

Declined

Reason:

## FUNDING AGREEMENT

This funding agreement (the “**Agreement**”) is made and entered into this \_\_\_\_ day of \_\_\_\_\_, 2024, by and between the **City of Salisbury**, a North Carolina municipal corporation (the “**City**”), and **Rowan County United Way, Inc.**, a North Carolina nonprofit corporation (the “**United Way**”) (collectively, the “**Parties**”).

For and in consideration of the mutual promises set forth in the Agreement, the parties do mutually agree as follows:

### 1. Acknowledgments.

- a. The City has been awarded funding through the Byrne Criminal Justice Innovation (BJCI) Program, which is a grant program operated by the U.S. Department of Justice (USDOJ). BJCI has approved the City’s Action Plan for the grant. The Action Plan is attached to this Agreement as **Exhibit 1** and incorporated by reference. The Action Plan requires that a portion of the grant funding be awarded to nonprofit agencies providing services in and to residents in the City’s West End Neighborhood. The portion of the grant funding that is related to nonprofits only is referred to in this Agreement as the “Grant” or the “Grant Funds”).
- b. The City has determined that the United Way has the expertise necessary to administer funding to nonprofit agencies serving communities within Rowan County, including the West End Neighborhood, and that the United Way is best position to serve as the administrator for the Grant.
- c. The City desires that the United Way administer the Grant Funds.
- d. The Parties desire to enter into this Agreement to memorialize their understanding related to the Grant Funds.

### 2. Obligations of the United Way.

- a. Services. The United Way shall serve as the Grant Administrator. The United Way agrees to receive the Grant Funds and, pursuant to this Agreement, select and disburse the Grant Funds to nonprofit entities (“Subrecipients”). The City acknowledges that Subrecipients will be selected by a resident-led committee that has been established by the Grant Coordinator, provided the Subrecipients meet certain criteria included in the Action Plan (the “Grant Criteria”). The Grant Criteria are attached to this Agreement as **Exhibit 2** and incorporated by reference.
- b. Subrecipient Agreements. The United Way shall enter into written agreements with all Subrecipients to ensure that the Grant Funds are spent in accordance with the award and with any other requirements of the Grant. The United Way shall ensure that the Subrecipient meets the Grant Criteria prior to awarding Grant Funds to a Subrecipient.
- c. Annual report and inspection. Within 30 days of September 1, 2024, the United Way shall provide the City a written report of all Services performed pursuant to this Agreement. In addition, the City reserves the right to inspect

the Services performed under this Agreement at reasonable times and with reasonable frequency.

- d. Qualifications of the United Way. The United Way, and all agents or employees of the United Way who will provide services under this Agreement, shall be fully qualified, possess any requisite licenses, and otherwise be legally entitled to perform the services provided, and shall exercise the skill and care customarily exercised by duly licensed and qualified agencies of the same or similar services.
  - e. Records Maintenance. The United Way shall maintain written documentation of any services provided, including any required documentation meeting the requirements of applicable federal, state, and local laws and regulations.
3. Obligations of the City.
- a. Funding. The City agrees to provide the United Way with Grant Funds in the amount of **\$200,000.00** (“Funding Amount”).
  - b. Administrative Fee. The United Way shall be entitled to retain, as an administrative fee, **\$20,000.00**, which represents 10% of the Grant Funds. This Administrative Fee shall be deducted from the total Funding amount set forth in paragraph 3.a.
  - c. Discrepancy with Approved Action Plan. The Parties acknowledge the award amount reflected in the attached Action Plan is \$210,000. United Way understands that the City has submitted a Grant Award Modification (GAM) request to the USDOJ to reflect the Funding Amount and Administrative Fee reflected in paragraphs 3.a. and b., and that those amounts reflect what the City expects USDOJ to approve for the United Way to administer (and to claim as an Administrative Fee). Notwithstanding anything to the contrary in the foregoing, the United Way acknowledges that the City’s obligations under this Agreement shall be consistent with the Action Plan, as it may from time to time be amended, as set forth in paragraph 10.
4. Term. The Services will be provided from the date this Agreement is entered into until October 1, 2024, unless sooner terminated as herein provided.
5. Termination. If the United Way fails to perform its obligations under this Agreement or if the United Way violates any provision of this Agreement, the City may immediately terminate this Agreement by giving written notice of termination to the United Way. In addition, the City may terminate this Agreement at any time at its complete discretion upon thirty (30) calendar days’ notice in writing from the City to the United Way prior to the date of termination. In the event of termination, the United Way shall refund to the City on a prorated basis any payment made prior to termination.
6. Agreement Funding. It is understood and agreed between United Way and the City that the City’s payment obligation under this Agreement is contingent upon the City’s receipt of federal funding. In the event the City does not receive the grant

funding, this Agreement shall terminate without further action by either Party. In the event of termination for non-funding, the City shall have no obligation to compensate the United Way.

7. Taxes. The United Way shall pay all federal, state and FICA taxes for all employees participating in the provision of services under this Agreement.
8. Monitoring and Auditing. The United Way shall cooperate with the City in monitoring, auditing, or investigating activities related to this Agreement. The United Way shall permit the City to evaluate all activities conducted under this Agreement as dictated by the City. The United Way shall provide auditors retained by the City with access to any records and files related to the provision of services under this Agreement. The City agrees that its auditors will maintain the confidentiality of any identified and actual trade secrets of the United Way accessed during an audit conducted under this Agreement.
9. Compliance with Applicable Laws. The United Way shall comply with all applicable laws and regulations in providing services under this Agreement. In particular, the United Way represents that its employees are authorized by federal law to work in the United States. United Way is responsible for compliance with the Affordable Care Act and accompanying IRS and Treasury Department regulations.
10. Agreement Contingent on Compliance with Action Plan. The United Way acknowledges that the funds provided by this Agreement are federal grant funds that must be spent in conformity with the attached Action Plan, as the Action Plan may from time to time be amended. As such, the City shall have no obligation to the United Way in excess of Grant Funds actually awarded to the City for the purposes specified in this Agreement. Further, the City shall have no obligation to the United Way to provide any funding to the United Way in a manner that has not been approved by the USDOJ. This includes any reduction in grant funds or any amendments made to the Action Plan after the date of this Agreement.
11. Indemnification. To the maximum extent allowed by law, United Way shall indemnify and hold harmless the City and its agents and employees from and against all claims, actions, demands, costs, damages, losses, and/or expenses of any kind whatsoever proximately caused from the omission or commission of any act, lawful or unlawful, by the United Way or its agents and/or employees related to this Agreement, including but not limited to court costs and attorney's fees incurred in connection with the defense of said matters.
12. Relationship of Parties. United Way shall be an independent contractor of the City, and nothing herein shall be construed as creating a partnership or joint venture; nor shall any employee of United Way be construed as an employee, agent, or principal of the City.
13. Nondiscrimination. By signing this Agreement, United Way, for itself, its agents, officials, and employees, certifies that it does not and will not discriminate in any manner on the basis of race, color, national origin, ethnicity, religion, creed, age, disability, sex, sexual orientation, gender identity or expression, pregnancy, marital or familial status, National Guard or veteran status, or any other status protected

by federal, state, or local law, in its employment or business practices, and with respect to the subject matter of this Agreement, except where such actions are otherwise excepted from or allowed by federal nondiscrimination law, including, but not limited to, Title VII of the Civil Rights Act of 1964. The United Way further agrees to comply with the provisions and intent of City of Salisbury Ordinance No. 2021-52. That Ordinance is incorporated into this Agreement for the benefit of the City of Salisbury and its residents. To ensure compliance with this provision, United Way further agrees that it will promptly respond to reasonable requests for information from the City. Failure to respond to requests for information or failure to comply with the requirements of this provision shall constitute a breach of the Agreement. This provision shall be binding on the successors and assigns of the United Way with reference to the subject matter of this Agreement.

14. Conflicts of interest. By signing this Agreement, the Parties acknowledge that they are in compliance with their own Conflicts of Interest policies and with other applicable law related to conflicts of interest, including but not limited to G.S. § 14-234.3. United Way further represents that any sub-grantees receiving funding under this Agreement are in compliance with this paragraph.
15. No assignment. Except for sub-grants to the sub-grantees identified in paragraph 2.a., United Way shall not assign, subcontract, or otherwise transfer any interest in this Agreement without the prior written approval of the City.
16. Amendments in writing. This Agreement may be amended only in writing and signed by both Parties.
17. Governing law. North Carolina law will govern the interpretation and construction of the Agreement.
18. Attached Exhibits. The following documents, if any, are attached to this Contract and incorporated by reference herein:
  - a. **Exhibit 1**: Salisbury (NC) Police West End Action Plan
  - b. **Exhibit 2**: West End Initiative Grant Criteria
19. Entire agreement. This Agreement, including any other documents expressly incorporated by reference as a part of this Agreement, constitutes and expresses the entire agreement and understanding between the Parties concerning its subject matter. This Agreement supersedes all prior and contemporaneous discussions, promises, representations, agreements and understandings relative to the subject matter of this Agreement. To the extent there may be any conflict between the four corners of this Agreement and other documents incorporated by reference herein, the terms of this Agreement will control.
20. Severability. If any provision of this Agreement shall be declared invalid or unenforceable, the remainder of the Agreement shall continue in full force and effect.
21. Counterparts and execution. This Agreement may be executed in any number of counterparts, each of which will be deemed an original but all of which together will constitute one and the same instrument. The Parties agree that computer scanned

and/or faxed signatures or copies of this Agreement will have the same validity and force as an "original."

22. Authority to Enter Agreement. The person(s) executing this Agreement on behalf of United Way have authority to do so as an official, binding act of United Way.

IN WITNESS WHEREOF, the Parties have hereunto set their hands and seals the day and year first indicated above.

**ROWAN COUNTY UNITED WAY, INC.**

BY: \_\_\_\_\_  
Jenny Lee, Executive Director                      Date

**CITY OF SALISBURY**

BY: \_\_\_\_\_  
Jim Greene, Jr., City Manager                      Date

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

\_\_\_\_\_

**2021 BCJI Grant \$800,000**

**010-511-000-545000**

**BUDGET**

	<b><u>Qty.</u></b>	<b><u>Ea.</u></b>	<b><u>Total</u></b>
<b>YEAR ONE</b>			
<b>A &amp; B: PERSONNEL &amp; FRINGE BENEFITS</b>			
Labor - .5 FTE ProjCoord	1	\$0.00	\$0.00
Fringe	1	\$0.00	\$0.00
<b>E. EQUIPMENT</b>			
Computer and Phone	1	\$2,800.00	\$2,800.00
<b>H. PROCUREMENT CONTRACTS</b>			
Research Partner--Consulting Fees	9	\$4,495.00	\$40,455.00
Consultant Travel	1	\$6,100.00	\$6,100.00
Data Storage/Virtual LMS and Network	9	\$150.00	\$1,350.00
<b>TOTAL YEAR ONE</b>			<b>\$50,705.00</b>

<b>YEAR TWO</b>			
<b>A &amp; B: PERSONNEL &amp; FRINGE BENEFITS</b>			
Labor - .5 FTE ProjCoord	1	\$31,740.00	\$31,740.00
Fringe	1	\$2,428.00	\$2,428.00
<b>E. EQUIPMENT</b>			
Security Cameras / Lighting	0	\$0.00	\$0.00
<b>C. TRAVEL</b>			
	0	\$0.00	\$0.00
<b>H. PROCUREMENT CONTRACTS</b>			
Research Partner--Consulting Fees	12	\$4,495.00	\$53,940.00

Consultant Travel	1	\$6,100.00	\$6,100.00
Data Storage/Virtual LMS and Network	12	\$150.00	\$1,800.00
<b>TOTAL YEAR TWO</b>			<b>\$96,008.00</b>

<b>YEAR THREE</b>			
<b>A &amp; B: PERSONNEL &amp; FRINGE BENEFITS</b>			
Labor - .5 FTE ProjCoord	1	\$43,000.00	\$43,000.00
Fringe	1	\$3,290.00	\$3,290.00
<b>E. EQUIPMENT</b>			
Security Cameras / Lighting	1	\$66,257.00	\$66,257.00
<b>C. TRAVEL</b>			
	1	\$10,000.00	\$10,000.00
<b>H. PROCUREMENT CONTRACTS</b>			
Research Partner--Consulting Fees	12	\$4,495.00	\$53,940.00
Consultant Travel	1	\$6,100.00	\$6,100.00
Project Videography/Filming/Editing	1	\$10,700.00	\$10,700.00
Consultant - CPTED Training	1	\$10,000.00	\$10,000.00
Centralina	1	\$2,000.00	\$2,000.00
Neighbors for Better Neighborhoods	1	\$4,000.00	\$4,000.00
Data Storage/Virtual LMS and Network	12	\$150.00	\$1,800.00
<b>Other Procurement or Subaward Contracts:</b>			
United Way	1	\$222,200.00	\$222,200.00
RCCC	1	\$6,000.00	\$6,000.00
Consultant - Urbane Environments	1	\$24,000.00	\$24,000.00
Community Beautification	1	\$80,000.00	\$80,000.00
Community Visioning	1	\$10,000.00	\$10,000.00
West End Community Board	1	\$100,000.00	\$100,000.00

**TOTAL YEAR THREE**

**\$653,287.00**

**TOTAL GRANT**

**\$800,000.00**

# Salisbury City Council Agenda Item Request Form



Please Select Submission Category:  Public  Council  Manager  Staff

Requested Council Meeting Date: April 16, 2024

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

Name of Presenter(s): Tracey Keyes

Requested Agenda Item: FY2025 – FY2034 General Fund Capital Improvement Program

Description of Requested Agenda Item: Staff will provide an update to City Council regarding the proposed Capital Improvement Plan.

Attachments:  Yes  No

Fiscal Note: N/A

Action Requested of Council for Agenda Item: No City Council action is required.

Contact Information for Group or Individual: Tracey Keyes, Budget Manager  
704-638-5313, tracey.keyes@saliburync.gov

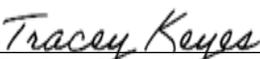
Consent Agenda (item requires no discussion and will be voted on by Council or removed from the consent agenda to the regular agenda)

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

## FINANCE DEPARTMENT INFORMATION:

  
Finance Manager Signature

  
Department Head Signature

  
Budget Manager Signature

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

## For Use in Clerk's Office Only

Approved  Delayed  Declined

Reason:





Ongoing	Parks and Recreation	Parks and Recreation Infrastructure	Fund Balance												\$-
Ongoing	Parks and Recreation	Events Space - former Wells Fargo Building	Fund Balance/Grants/Private Donations	\$1,000,000		\$6,000,000									\$7,000,000
Ongoing	Parks and Recreation	Greenway Extension	General Fund/Grants	\$200,000		\$200,000		\$200,000		\$200,000		\$200,000		\$1,000,000	
	Parks and Recreation	Hurley Park Projects	General Fund/Grants/Private Donations	\$10,000	\$23,000	\$408,000	\$18,000	\$10,000	\$5,000	\$65,000	\$50,000			\$589,000	
	Parks and Recreation	New Multi-Generational Community Center/Pool	Bond Funding/Grants/Public-Private Partnerships/Private Donations		\$12,000,000	\$12,000,000	\$12,000,000							\$36,000,000	
														\$-	
	<b>TOTALS</b>			\$21,561,810	\$31,933,153	\$24,867,166	\$18,320,470	\$14,749,207	\$1,475,459	\$1,702,725	\$1,549,508	\$1,688,306	\$1,663,120	\$119,510,924	

# Salisbury City Council Agenda Item Request Form



Please Select Submission Category:  Public  Council  Manager  Staff

Requested Council Meeting Date: April 16, 2024

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

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

Requested Agenda Item: Council to receive presentation on FY25 budget for the Broadband Services Fund.

**Description of Requested Agenda Item:** The Broadband Services operations of the City are leased out to Hotwire Communications, Inc. The City receives quarterly rent payments from Hotwire. The Broadband Services is also supported by a contribution from the General Fund for debt services payments on the Fund's Installment Financing Contract.

Attachments:  Yes  No

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

Action Requested of Council for Agenda Item: No action is required of Council.

Contact Information for Group or Individual: Wade Furches, 704-638-5302, wfurc@salisburync.gov

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

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

## FINANCE DEPARTMENT INFORMATION:

Finance Manager Signature

Department Head Signature

Budget Manager Signature

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

## For Use in Mayor's Office Only

Approved

Declined

Reason:

## Boards and Commissions Worksheet – 2024

### Alternate Methods of Design Commission

<u>Current Member</u>	<u>Term Expires</u>	<u>Eligible for Reappointment</u>	<u>Need 0 Member</u>
Jon Palmer	3/31/24	No	Jon Palmer

**Applicants:**

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

### Bell Tower Green Advisory Committee - Harry McLaughlin, Council Liaison

<u>Current Member</u>	<u>Term Expires</u>	<u>Eligible for Reappointment</u>	<u>Need 0 Members</u>
Vacant	3/31/25	No	Misty Ebel
Meredith Abramson *	3/31/24	Yes	Meredith Abramson
Bill Wagoner*	3/31/24	Yes	Bill Wagoner

**Applicants:**

Krystal Biskner  
Robert Schmidt

**Notes:**

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

<u>Current Members</u>	<u>Term Expires</u>	<u>Eligible for Reappointment</u>	<u>Need 0 Members</u>
Hugo Correa	3/31/24	No	Jennifer Baldi
Michael Mills	3/31/24	No	Krystal Biskner
James Carli	3/21/24	No	Linda Moser
Kelly Vanager	3/31/24	Yes	Kelly Vanager
Jeffrey Martinez	3/31/24	No	Beth Rutledge
Vacant	3/31/26	n/a	Rebecca Wells

**Applicants:**

Faye Moser  
Karen Lilly-Bowyer

**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 - Harry McLaughlin, Council Liaison

<u>Current Members</u>	<u>Term Expires</u>	<u>Eligible for Reappointment</u>	<u>Need 0 Members</u>
Edward Hirst	3/31/24	No	Lisa Bowman
Sara Clymer*	3/31/24	Yes	Sara Clymer
Amy Smith*	3/31/24	Yes	Amy Smith

**Applicants:**

Louis Kandl  
Karen South Jones

**Notes:**

**Historic Preservation Commission**

<u>Current Members</u>	<u>Term Expires</u>	<u>Eligible for Reappointment</u>	<u>Need 0 Members</u>
Steven Cobb	3/31/24	No	Michael Kepley
Marcelo Menza	3/31/24	Yes	Marcelo Menza
Jon Planovsky	3/31/24	No	Ephrum Schwartz-Laubhann

**Applicants:**  
 Ryan Ermine  
 Eugene Goetz  
 Susannah MacNeil  
 Andrea McAnn Reeder  
 John Schaffer  
 Robert Schmidt  
 Karen Lilly-Bowyer

**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 – David Post, Council Liaison**

<u>Current Members</u>	<u>Term Expires</u>	<u>Eligible for Reappointment</u>	<u>Need 0 Members</u>
Gemale Black	3/31/24	Yes	Gemale Black
Lorenzo Debose	3/31/24	Yes	Lorenzo Debose
Russell Michalec	3/31/24	Yes	Russell Michalec
Jessica Cloward	3/31/24	Yes	Lisa Kelley
Vacant	3/31/25	n/a	Annie Boone-Carroll

**Applicants:**  
 Auyanna Brooks  
 Jonathan Handy  
 Kristen Stauffer  
 Becky Candelora

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

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

<u>Current Members</u>	<u>Term Expires</u>	<u>Eligible for Reappointment</u>	<u>Need 0 Members</u>
Linda Black	3/31/24	Yes	Matthew Beaver
Brunetta Franklin	3/31/24	Yes	Edward Brown
Preston Sale	3/31/24	Yes	Jonathan Handy
Colleen Smiley	3/31/24	Yes	Shanikka Gadson Harris
Vacant	3/31/26	n/a	Susannah McNeil

**Applicants:**

Kristen Stauffer  
 Katherine Thornton  
 Rebecca Wells  
 Becky Candelora

**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 0 Members</u>
Jerry Lawson *	3/31/24	Yes	Jerry Lawson
Linda Sufficool *	3/31/24	Yes	Linda Sufficool
Laura Thompson*	3/31/24	Yes	Laura Thompson

**Applicants:**

Rebecca Wells  
 Kevin Auten

**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 0 Members</u>
Jon Post	3/31/24	No	Dennis Rogers
Dennis Rivers *	3/31/24	Yes	Dennis Rivers
Syliva Fosha *	3/31/24	Yes	Syliva Fosha

**Applicants:**

Kevin Auten

**Notes:**

### Planning Board/Board of Adjustment

<u>Current Members</u>	<u>Term Expires</u>	<u>Eligible for Reappointment</u>	<u>Need 3 Members</u>
Jayne Land	3/31/24	No	Famous Lusti
Timothy Norris (ETJ)	3/31/24	No	
Dennis Rogers	3/31/24	No	Katherine Thornton
John Struzick	3/31/24	No	Steven Raffa
Mr. Jon Post	3/31/24	No	
Mr. John Struzick	3/31/2024	No	

**Applicants:**

Robert Schmidt  
 Karen Lilly-Bowyer  
 Becky Candelora

**Notes:** Need 2 regular members and 1 ETJ member.

### Public Art Commission - Mayor Karen Alexander, Council Liaison

<u>Current Members</u>	<u>Term Expires</u>	<u>Eligible for Reappointment</u>	<u>Need 0 Members</u>
Hunter Safrit	3/31/24	No	Anne Scott Clement
Judy Kandl	3/31/24	No	Nichole Pequeno
Reg Boland *	3/31/24	Yes	Reg Boland
Shanna Glawson*	3/31/24	Yes	Shanna Glawson

**Applicants:**

Christine Goetz  
 Faye Moser  
 Rebecca Wells

**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 0 Members</u>
Christina Rodriquez	3/31/24	Yes	Hannah Addair
Laura Schmidt	3/31/24	No	Orlando Lewis
Vacant	3/31/24		Donna Tillman

**Applicants:**

**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>
Jonathan Barbee *	3/31/24	Yes	Jonathan Barbee
Melissa Eller *	3/31/24	Yes	Melissa Eller
Melissa Shaver	3/31/24	No	Melissa Shaver
Vacant	3/31/25		
Vacant	3/31/25		

**Applicants:**

Louis Kandl  
 Faye Moser

**Notes:** Need 2 members

# Kevin

Auten

Submission Date Mar 25, 2024 12:54 PM

First Name Kevin

Last Name Auten

E-mail [autenk1811@yahoo.com](mailto:autenk1811@yahoo.com)

Home Phone 7043106573

Fax None

Business Phone None

Address 405 Travis Lane

City Salisbury

State NC

ZIP Code 28146

Ethnicity Caucasian/Non-Hispanic

Gender Male

Place of Employment Retired

Occupation Law Enforcement

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: Parks and Recreation Advisory Board

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? As retired Sheriff I want to remain engaged within the community. Lifelong resident 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:

I feel like I have good communication skills with individuals from all walks of life. Genuine love for our community. Especially like working with youth and or programs for our youth.

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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# Auyanna

Brooks

Submission Date Nov 23, 2023 6:38 PM

First Name Auyanna

Last Name Brooks

E-mail [teambrooks2015@gmail.com](mailto:teambrooks2015@gmail.com)

Home Phone 7046451636

Address 322 mccubins rd

City Salisbury

State NC

ZIP Code 28145

Ethnicity African American

Gender Female

Place of Employment Salisbury Health and rehab

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:

Housing Advocacy Commission

Please indicate your #2 preference:

Fair Housing Committee

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 am a young black women with four kids single mother also i know the city really well praying for change in our city!! Something needs to be done cost of living super expensive and folks didnt get raises to afford to living which cause people to be homeless and on the street!!! These schools need some fixing

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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# Becky

Candelora

Submission Date	Apr 6, 2024 4:04 PM
First Name	Becky
Last Name	Candelora
E-mail	<a href="mailto:beckycandelora@gmail.com">beckycandelora@gmail.com</a>
Home Phone	9084622001
Address	426 Prescott Drive
City	Salisbury
State	NC
ZIP Code	28144
Ethnicity	Other
Ethnicity (Other):	Bi-racial
Gender	Female
Place of Employment	Veterans Administration Medical Center
Occupation	RN
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:	Planning Board
Please indicate your #3 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?	My background is in low-income housing, specifically Section 8. As a member of this community, I'd like to lend my experience to a commission where I can effect change, and make a difference for others who live in 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:

Fair housing, low-income housing, National Association of Housing Redevelopment Officials.

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

# Ryan

Emerine

Submission Date Feb 16, 2024 12:32 AM

First Name Ryan

Last Name Emerine

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

Home Phone 7046773013

Address 117 E Steele 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: Historic Preservation Commission

Please indicate your #2 preference: Historic Preservation Commission

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 think the historic preservation committee needs new and younger insight to bring new visions and ideas on how it should be run to make Salisbury better.

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 business expertise capable of assisting with the proper running on historic downtown and other districts to ensure the town thrives because of its historic nature.

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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# Christine

Goetz

Submission Date	Feb 3, 2024 10:34 AM
First Name	Christine
Last Name	Goetz
E-mail	<a href="mailto:ChristineGoetz711@gmail.com">ChristineGoetz711@gmail.com</a>
Home Phone	704-216-1258
Address	126 East Steele Street
City	Salisbury
State	NC
ZIP Code	28144
Ethnicity	Caucasian/Non-Hispanic
Gender	Female
Occupation	retired
Do you reside within the City limits of Salisbury?	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?

As an artist I believe public art has a meaningful and transformative role to play, making a difference in the community. Not only does public art contribute to city beautification but it sparks an expanded interest in and appreciation of the visual arts, stimulating thought and conversation in the community about the arts. It also serves to build cohesiveness in the art community and, through selection, has the opportunity to highlight the contribution of all cultures. Further, public art has much to contribute as the city works to rebuild the downtown businesses and create community by

drawing residents to downtown, developing Bell Tower Park and adding outdoor spaces for the community to gather to sit and talk. Finally, Salisbury already draws visitors as an historic city. If properly developed our public art can also serve as a draw.

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:

Education: B.S. Art Education, University of Dayton, Dayton, Ohio, M.A. Art Education, Miami University, Oxford, Ohio, studied art and computer technology at the Center for Applied Scientific Technology, Harvard University, and have completed extensive course work in documentary video and photography.

Teaching: Art teacher in schools in Michigan and Ohio, Art Director, Seven Hills Schools, Cincinnati, and Cincinnati Country Day School, Artist-in-Residence for a one month "Day of the Dead" symposium at Clermont College, University of Cincinnati, to promote cultural understanding of Hispanics, art teacher/tutor, Taos Pueblo Day School, Taos, New Mexico, participating in an exchange program between the school and a public school in Ciudad Juarez, Mexico, Coordinator, Artist in the Schools Program, Ohio Arts Council, lecturer on learning style differences and creativity for the National Conference on Adults and Children with Learning Disabilities, the Independent Schools of the Central States and the Southwest Teachers Association

Exhibitions: Have exhibited in 15 galleries in Taos and Santa Fe, New Mexico, Vail, Colorado, and Cincinnati and Dayton, Ohio, had a one month Day of the Dead Exhibition at the Mean Mug, Salisbury, NC, invited by Sisters of St. Joseph, Pineapple, Alabama, to involve the Black community in creating an out-of-doors installation representing a grandmother's cabin, memorializing generations past, and had a shrine in "Images of Mary: Contemporary Variations", a juried exhibition, touring nationally, to celebrate the 50th anniversary of the Mariological Society of America, Dayton, Ohio,

Publication: Edited an interactive arts curriculum for Very Special Arts, Washington, D.C., published in Arts and Activities.

Related Experience: Spent two weeks developing a photographic record of members of the Black community for the Sisters of St. Joseph, Pineapple, Alabama, worked in art production for the motion picture industry for Jody Foster, followed a strong interest in art and archaeology, working at sites including Ballylough, Ireland, and Caesarea by the Sea, Israel, and studying sites in Ecuador, Belize, Guatemala, Mexico and Australia, and selected the exterior colors and designed the gardens for the Mary Steele Scales House (ca 1893), our home, recently designated one of Salisbury's historic landmarks.

My art mediums are painting and multimedia.

Past president, Taos, NM, Archaeological Society.  
I volunteer three days a week stocking inventory at the Rowan History Museum resale store.

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

I agree

knowledge. I understand and agree that any misstatement will be cause for my removal from any board or commission.

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# Eugene

Goetz

Submission Date Feb 3, 2024 5:36 PM

First Name Eugene

Last Name Goetz

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

Home Phone 704-216-1258

Address 126 East Steele Street

City Salisbury

State NC

ZIP Code 28144

Ethnicity Caucasian/Non-Hispanic

Gender Male

Occupation retired

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 believe the HPC is a body where I can make a contribution to something key to the future development of Salisbury.

Interest/Skills/Education/Areas of Expertise/Professional Organizations that you feel would be of assistance to you in Six years as a member of the HPC with experience gained getting our home designated an Historic Landmark.

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?

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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# Karen

South Jones

Submission Date	Feb 8, 2024 4:45 PM
First Name	Karen
Last Name	South Jones
E-mail	<a href="mailto:whitehousewoman@gmail.com">whitehousewoman@gmail.com</a>
Home Phone	704-642-9314
Fax	704-636-8117
Business Phone	704-633-5636
Address	810 Old Stone House Road
City	Salisbury
State	NC
ZIP Code	28146
Ethnicity	Caucasian/Non-Hispanic
Gender	Female
Place of Employment	Rowan County Youth Services Bureau, Inc.
Occupation	Executive Director
Do you reside within the City limits of Salisbury?	No
Are you within the City's Extraterritorial Jurisdiction (ETJ) area?	No

Please indicate your #1 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 am an avid walker who travels the streets throughout Salisbury on a regular basis. As such, I am interested in helping make our streets, sidewalks, and greenways safer and more accessible to walkers and bikers.

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 been involved in numerous Boards of Directors, advisory committees, and other oversight entities. I know how to work collaboratively and collegially with diverse members 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

# louis

kandl

Submission Date Feb 13, 2024 12:30 PM

First Name louis

Last Name kandl

E-mail [kandl@carolina.rr.com](mailto:kandl@carolina.rr.com)

Home Phone 7047985597

Fax none

Business Phone none

Address 303 W Marsh St

City Salisbury

State **NC**

ZIP Code 28144

Ethnicity **Caucasian/Non-Hispanic**

Gender **Male**

Place of Employment self

Occupation retired 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:

Tree Board

Please indicate your #2 preference:

Greenway Committee (No Requirement of Residency)

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 am interested on being on the tree board because: 1. My education/background is biology, ecology and medicine. 2. life long interest and love for the outdoors and outdoor activities such as fishing, hiking, camping, boating, and now nature journaling (watercolor/ink/watercolor. 3.My realization as to the importance of trees in a healthy environment. 4. Knowing that climate change is real and that trees are or should be part of the solution. And that is within our capability.

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:

1. BA in Biology and Understanding of ecology  
2.Understanding how trees improve the human habitat both socially and economically (lowering utility bills, wind brakes, beautifying your lawn/home and home value  
3.Willingness to go to meetings, spend my time, to add to the beauty of Salisbury.  
4. Prime directive for me is to see more trees growing in Salisbury for all the above reasons.

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

# karen

Lilly- Bowyer

Submission Date Mar 23, 2024 12:50 PM

First Name karen

Last Name Lilly- Bowyer

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

Home Phone 7042134232

Address 1604 Statesville Blvd

City Salisbury

State NC

ZIP Code 28144

Ethnicity Caucasian/Non-Hispanic

Gender Female

Place of Employment retired

Occupation Education

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: Planning Board

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 am very interested in the city's work to preserve Salisbury's historical properties. I have been involved with the historic preservation movement through board membership with Historical Salisbury Foundation, and I served for two terms on the Rowan County Historic Landmark commission where I served as chair for three years.  
As a native of Salisbury I have seen many changes over the years. It is my hope that I can serve to help insure the forward movement of the city's historical preservation plan

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:

Interest: Historic preservation, reading, bridge, research  
Education: Graduate degree in Education with an emphasis on curriculum  
Boards: Historic Salisbury Foundation, Rowan County Landmark Commission Chair for 3 years

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

# Faye

Moser

Submission Date	Feb 9, 2024 6:46 PM
First Name	Faye
Last Name	Moser
E-mail	<a href="mailto:fmluvsherdoxies@gmail.com">fmluvsherdoxies@gmail.com</a>
Home Phone	8284892351
Address	905 N Main St
City	Salisbury
State	NC
ZIP Code	28144
Ethnicity	Caucasian/Non-Hispanic
Gender	Female
Place of Employment	Electric Power Research Institute (EPRI)
Occupation	Engineer/Scientist
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:	Public Arts Commission
Please indicate your #2 preference:	Community Appearance Commission

Please indicate your #3 preference:

Tree 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 this commission because I am passionate about contributing to my community and making a positive impact. As a percussionist with educational and professional experience, including with the Salisbury Symphony Orchestra, I could offer a unique perspective to the Public Arts Commission. While not a visual artist, I understand the transformative power of the arts and bring a collaborative mindset to the table. My advocacy for the arts, coupled with my ability to work effectively with others, will contribute to the commission's goal of promoting inclusive and impactful public art initiatives.

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:

Building on my previous response, my experience as a musician has deeply informed my understanding of creative processes and the significance of art within our community. Through years of musical engagement, I've witnessed firsthand the transformative power of artistic expression in enriching lives and fostering community connections. This understanding of creation and the profound impact of art on our community is why I believe I would be a valuable addition to the Public Arts Commission. With a perspective grounded in artistic practice and community engagement, I am committed to advocating for inclusive and meaningful public art initiatives that resonate with diverse audiences and contribute to the cultural vitality of our community.

If not selected for the Public Arts Commission, I believe I could properly contribute to either the Tree Board or the Community Appearance Commission, as well. I work in geoscience/engineering, which could be beneficial to the Tree Board. Additionally, my residency in and appreciation for a Salisbury Historic District and volunteer work for the BlockWork initiative underscore my understanding of the importance of community appearance.

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

# Steven

Raffa

Submission Date	Feb 9, 2024 1:57 PM
First Name	Steven
Last Name	Raffa
E-mail	<a href="mailto:swraffa7@yahoo.com">swraffa7@yahoo.com</a>
Home Phone	4014874480
Business Phone	4014874480
Address	903 North Main Street
City	Salisbury
State	NC
ZIP Code	28144
Ethnicity	Caucasian/Non-Hispanic
Gender	Male
Place of Employment	Semi-retired as of 12/2023
Occupation	Lawyer/Educator
Do you reside within the City limits of Salisbury?	Yes
Please indicate your #1 preference:	Historic Preservation Commission
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 lived in Salisbury since June 2020. Unfortunately, work consumed my life until my recent retirement; I plan to only do some part-time consulting in the future.

Last night, I attended a Historic Preservation Commission (HPC) meeting and was somewhat horrified that at least some HPC board members were considering applications without any apparent regard for the applicable HPC guidelines. Previously as a young lawyer, I worked for two private firms as a trial attorney for seven years, and also had experience in zoning matters; in these capacities, I learned that what is relevant is adherence to applicable law and regulations. Otherwise, for 12 years of my legal career I worked to improve policy and treatment for mentally ill incarcerated individuals, and also served as legal counsel to two Rhode Island state agencies for two years. With two other individuals, and significant business community support, I also started Rhode Island's first charter high school, which served so-called at-risk teenagers. In all of these positions, decision making was based on applicable law, guidelines, rules, and/or regulations. I would use this experience, and my common sense, to follow the established guidelines of the HPC and the Planning Board in rendering decisions. As my house is located in the North Main Street Historic District, I think that it is important that all homes in all of Salisbury's historic districts comply with applicable HPC guidelines.

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 undergraduate degree in international affairs from Georgetown University and a law degree from the University of Pennsylvania.

I previously served on boards when I lived in Rhode Island, where I resided for 33 years. These boards included the Textron Chamber of Commerce Providence Public Charter School, where I was employed for 15 years, the Mount Hope Day Care Center, and the Providence Haitian Project. As indicated above, my positions as legal counsel for the RI Department of Revenue, where I worked for the RI Department of Motor Vehicles and the Rhode Island Lottery, and as a trial lawyer, as well as 12 years working to implement and evaluate policies for the treatment of the mentally ill who were incarcerated, trained me in the importance of adhering to established policy. Admittedly, these employment and other experiences did not involve historic preservation or planning issues. I nonetheless believe that the skills that I have learned and utilized throughout my career would be transferrable to historic preservation and planning issues.

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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# Andrea

McCann Reeder

Submission Date Feb 2, 2024 11:38 AM

First Name Andrea

Last Name McCann Reeder

E-mail [mccann611@yahoo.com](mailto:mccann611@yahoo.com)

Home Phone 2142232459

Address 820 North Main St

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? 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 have recently moved to the North Main Historic District. I am interested in preservation, my neighborhood and the future of historic Salisbury.

Interest/Skills/Education/Areas of Expertise/Professional Organizations that you feel would be of assistance to you in I have interests in design and beautiful places and things. I have worked in an office setting in administrative, accounting and management roles my entire career. My life experience and interest in historic Salisbury as a home owner in the North Main Historic District make me an asset to the commission.

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?

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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# Robert

Schmidt

Submission Date	Jan 4, 2024 12:13 AM
First Name	Robert
Last Name	Schmidt
E-mail	<a href="mailto:robert.eleanor@gmail.com">robert.eleanor@gmail.com</a>
Home Phone	7045501923
Address	514 S Jackson St
City	Salisbury
State	NC
ZIP Code	28144
Ethnicity	Caucasian/Non-Hispanic
Gender	Nonbinary or third gender
Place of Employment	Retired
Do you reside within the City limits of Salisbury?	Yes
Are you within the City's Extraterritorial Jurisdiction (ETJ) area?	Yes
Please indicate your #1 preference:	Historic Preservation Commission
Please indicate your #2 preference:	Planning Board
Please indicate your #3 preference:	Bell Tower Green Committe

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?

Since buy are house here in West Square I always want to be involved with are town. I'm proud of everything that happens around the town.

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:

Retired Army and belonging to the Salisbury Elks, Salisbury DAV, Salisbury VFW, Salisbury American Legion, and Salisbury Masonic Temple

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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# Kristin

Stauffer

Submission Date	Dec 7, 2023 4:07 PM
First Name	Kristin
Last Name	Stauffer
E-mail	<a href="mailto:rascal102774@hotmail.com">rascal102774@hotmail.com</a>
Home Phone	(704) 232-5170
Business Phone	(704) 232-5170
Address	324 Knollwood Ave
City	Salisbury
State	NC
ZIP Code	28144
Ethnicity	Caucasian/Non-Hispanic
Gender	Female
Do you reside within the City limits of Salisbury?	Yes
Please indicate your #1 preference:	Other

Please indicate your #2 preference:

Housing Advocacy Commission

Please indicate your #3 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?

I am interested in the police advisory board. I think it would be an opportunity to see how the police and community are able to work together to help our citizens.

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 a degree in criminal justice and psychology and I am finishing up my master's in forensic psychology. I have completed Salisbury Citizens Academy and I am on my home owner Association board.

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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# Salisbury City Council Agenda Item Request Form



Please Select Submission Category:  Public  Council  Manager  Staff

Requested Council Meeting Date: April 16, 2024

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

Name of Presenter(s):

**Requested Agenda Item:** Cultivating Community Conversations will take place Tuesday, April 23, at 5:30 p.m. at City Park Recreation Center. The Salisbury Police Department will host the event with an emphasis on members of the Hispanic and Latino Community.

For more information please contact Michael Brooks at 704-638-5220 or Michael.brooks@salisburync.gov.

**Description of Requested Agenda Item:**

**Attachments:**  Yes  No

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

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

**Contact Information for Group or Individual:** Anne Little

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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

Delayed

Declined

Reason:



*Join the Salisbury Police Department during*



# Cultivating Community Conversations



## Tuesday, April 23

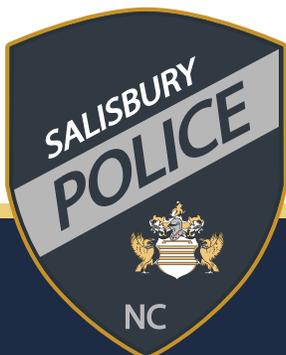
Starts at 5:30 p.m.

**City Park Rec Center**  
316 Lake Drive  
Salisbury, NC 28144

**Meet your officers  
for open discussion  
and free food.**

The Salisbury Police Department invites local members of the Latino community to a neighborhood forum to meet and engage with officers.

**GRANT FUNDING PROVIDED BY DUKE ENERGY**



For details, contact Michael Brooks at (704) 638-5220 or email [michael.brooks@salisburync.gov](mailto:michael.brooks@salisburync.gov).

# Salisbury City Council Agenda Item Request Form



Please Select Submission Category:  Public  Council  Manager  Staff

Requested Council Meeting Date: April 16, 2024

Name of Group(s) or Individual(s) Making Request: Public Arts Commission

Name of Presenter(s): Alyssa Nelson, Urban Design Planner

Requested Agenda Item: Salisbury Sculpture Show – Meet the Artists Invitation

## Description of Requested Agenda Item:

The Salisbury Public Arts Commission invites the public to meet the artists of the 2024 Salisbury Sculpture Show. Drop in meet and greet will take place on Thursday, May 2 from 9:30 a.m. to 11:00 a.m. in the Salisbury City Hall Council Chambers, 217 S. Main Street. The event is free and open to the public. Coffee, pastries and a group sculpture activity will be provided. Funding is made possible by the Rowan Arts Council NC Grassroots Program as well as the Salisbury-Rowan Community Foundation. For questions or more information please call (704) 638-5240.

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)*

This project has been budgeted for in the FY 2023-2024 budget.

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

No action is required of Council.

## Contact Information for Group or Individual:

Alyssa Nelson, (704) 638-5235, [anels@salisburync.gov](mailto:anels@salisburync.gov)  
Jennifer Pfaff, (704) 638-5240 [jennifer.pfaff@salisburync.gov](mailto:jennifer.pfaff@salisburync.gov)

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

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

## FINANCE DEPARTMENT INFORMATION:

# 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:**



ADAM WALLACE  
 JORDAN DAVIDSON  
 JOHN PARAH  
 GALLUCCI  
 BOB GARKER  
 CHROS PLAISTED  
 JIM WEITZER  
 YAJIAN  
 WAKO VAUGHN  
 CHARLES PSSEY  
 RICHARD  
 SAM SPIRZKA  
 DAYLE BULKEY  
 CHRISTOPHER  
 HANNA JUBRAN  
 MA  
 TAMANTE  
 GILBERT

The Salisbury Public Arts Commission  
 invites the public to

**MEET THE ARTISTS**  
 of the  
**2024 Salisbury Sculpture Show**

**THURSDAY**  
**MAY 2**

**9:00 - 10:30 a.m.**  
**City Hall Council Chambers**  
**217 S. Main Street**

Coffee and breakfast items provided. ✉ [Public.Art@salisburync.gov](mailto:Public.Art@salisburync.gov)