

Salisbury, North Carolina  
January 18, 2005

## **REGULAR MEETING**

**PRESENT:** Mayor Pro Tem Paul B. Woodson, Jr., Presiding; Councilmen William (Bill) Burgin; William (Pete) Kennedy; Mark N. Lewis; City Manager, David W. Tremé; City Attorney, F. Rivers Lawther, Jr.; and City Clerk, Myra B. Heard.

**ABSENT:** Mayor Susan W. Kluttz

The meeting was called to order by Mayor Pro Tem Woodson at 4:00 p.m. The invocation was given by Councilman Burgin.

## **PLEDGE OF ALLEGIANCE**

Mayor Pro Tem Woodson led those present in the Pledge of Allegiance to the United States flag.

## **RECOGNITION OF VISITORS**

Mayor Pro Tem Woodson recognized all visitors present.

## **ADDITIONS/DELETIONS TO THE AGENDA**

Mayor Pro Tem Woodson noted the following changes to the agenda:

Item 14 will now read - Council to consider a **RESOLUTION** awarding a contract to CML Emergency Services, Inc. in the amount of \$191,323.05 to provide a Sentinel 9-1-1 Emergency Response System for the Salisbury Police Department.

Item 15 will require two actions and will now read:

- A. Council to consider approval of a lease purchase contract with BB&T Bank in the amount of \$191,324.00 to finance the purchase of the Sentinel 9-1-1 Emergency Services equipment for the Salisbury Police Department.
- B. Council to approve a budget Ordinance amendment to the FY2004-2005 budget in the amount of \$191,324.00 to appropriate funds from the lease with BB&T Bank to purchase the Sentinel 9-1-1 Emergency Services equipment for the Police Department.

## **RECOGNIZE JOE EAGLE - PERSONNEL ANALYST II**

Ms. Melissa Taylor, Human Resources Director, announced that Mr. Joe Eagle, Personnel Analyst II, has been designated as a qualified administrator of the Myers-Briggs Type Indicator through the Center for Application of Psychological Type. Mayor Pro Tem Woodson presented Mr. Eagle with the Certificate of Designation and congratulated him on this accomplishment.

## **CONSENT AGENDA**

- (a) Minutes

Approve Minutes of the regular meeting of January 4, 2005.

- (b) Budget Ordinance Amendment - Parks & Recreation Department

Adopt a budget ordinance amendment to the FY2004-2005 budget in the amount of \$15,321.50 to appropriate various donations received by Parks and Recreation.

AN ORDINANCE AMENDING THE 2004-2005 BUDGET ORDINANCE OF THE CITY OF SALISBURY, NORTH CAROLINA, TO APPROPRIATE VARIOUS RECREATION DONATIONS.

(The above Ordinance is recorded in full in Ordinance Book No. 20, Budget at Page No.3, and is known as Ordinance No. 2005-03.)

(c) Group Development Site Plans

Approve the following Group Development Site Plans:

- G-19-04 - The Laurels of Salisbury, 215 Lash Drive
- G-20-04 - National Starch & Chemical, 485 Cedar Springs Road

(d) Andrew Jackson Masonic Lodge - Brunswick Stew Sale

Approve a request from the Andrew Jackson Masonic Lodge to reverse the flow of traffic on Water Street on February 24, 2005 for their annual Brunswick Stew sale.

Thereupon, Mr. Kennedy made a **motion** to adopt the Consent Agenda. Mr. Lewis seconded the motion. Messrs. Burgin, Kennedy, Lewis, and Woodson voted AYE. (4-0)

**FEASIBILITY REPORT - CONVENTION AND CONFERENCE CENTER TASK FORCE**

Councilman Bill Burgin commented that the Convention/Conference Center Task Force has worked hard to develop the feasibility study and he feels it will give Council a fair idea of the potential for a Convention and Conference Center. He noted that this report is part of a very early stage in this process, and added that Council will proceed at a slow and cautious rate to gather all information before pursuing the project.

Mr. State Alexander, Livingstone College, explained the charge that was given to the Convention/Conference Center Task Force noting it stated that the Task Force shall explore the need for a feasibility of a Convention Center in Salisbury. The Task Force shall assess the impact of such a Center in promoting economic development in Rowan County and community revitalization in the downtown area of Salisbury. In concert with appropriate input from the public and area businesses, the Task Force shall examine the design and management of other centers, analyze market information, consider costs and financing needs, and facilitate preliminary design studies. Mr. Alexander noted that the Task Force was directed to report back to City Council within one hundred eighty (180) days.

Members of the Task Force are: Mr. State Alexander, Ms. Leda Belk, Mr. Burt Brinson, Mr. Steve Chandler, Mr. Steve Fisher, Mr. Glenn Harbeck, Mr. Randy Harrell, Ms. Martha Hawkins, Mr. Randy Hemann, Dr. Stephen Hiatt, Ms. Pam Hylton-Coffield, Mr. Michael Miller, Ms. Judy Newman, Mr. Jack Owens, Mr. Nish Patel, Mr. Richard Perkins, Ms. Eleanor Qadirah, Ms. Vickie Wallace, Mr. Michael Young, Councilman Pete Kennedy, Councilman Bill Burgin, Mr. David Treme, Mr. Joe Morris, Ms. Gail Elder White, Ms. Diana Moghrabi, and Ms. Kathy Seybold.

Mr. Alexander stated that Task Force members conducted site visits to regional and state facilities that included the Hickory Metro Convention Center, Statesville Civic Center, Mack Citizen Center in Mooresville, NC, and the New Bern Riverfront Convention Center. He explained that after viewing the various sites, Task Force members were able to make comparisons of the strengths and weaknesses of each facility to better direct the Task Force's mission. This mission states that the Salisbury Convention and Conference Center shall target statewide organizations seeking a unique conference experience in a strategically located, historic and progressive community. Secondly, the Center may also serve trade shows compatible with a quality convention facility and local business, community and civic groups requiring a large gathering space. In exposing the unique quality of the community to out-of-town visitors, the Convention and Conference Center shall facilitate economic development and industry recruitment in Rowan County. Its presence in downtown Salisbury shall also foster continued economic growth and revitalization of the cultural and historic heart of the community.

Mr. Alexander explained that the new Convention and Conference center:

- Will not duplicate the purpose and function of Salisbury's existing civic center
- Could appeal to a number of medium-sized corporations and organizations seeking a unique place for annual conferences, meetings and retreats
- Should serve as a catalyst for economic development and industry recruitment in Rowan County
- Foster the continued revitalization, redevelopment, economic resurgence and cultural growth of downtown Salisbury

In looking at finances, Mr. Alexander indicated that the new Convention and Conference Center:

- Should be largely self-supporting
- Should have sixty-five (65) to seventy (70) percent of its business coming from out-of-town organizations and their guests
- Will provide sufficient income to pay for on-going operation, maintenance and replacement (OMR) costs
- Will pay any debt related to initial construction costs through a combination of private donations, public bonds, a portion of an increased hotel bed tax, or other sources

Regarding design and construction the new Convention and Conference Center:

- Will be capable of accommodating five hundred (500) to one thousand five hundred (1,500) participants with banquet seating for one thousand (1,000)
- Will incorporate a design that anticipates the need for future expansion with a partnering hotel of one hundred fifty (150) to two hundred fifty (250) beds
- Will provide a full range of meeting space sizes and layouts to meet the needs of a variety of organizations
- Will provide a prominent outside marquee sign

Mr. Alexander stated that this information was then taken to focus groups, which were conducted September 8-9, 2004 and consisted of Hoteliers, Restaurateurs, Downtown Businesses, and Area Businesses, and this proved helpful in identifying many questions that needed answers.

Mr. Randy Hemann, Executive Director of Downtown Salisbury, Inc., reviewed the design workshop that was held November 3-4, 2004. The design team members included: Mr. Babak Emadi, AICP, Urbana Charlotte, NC; Mr. Marley Carroll, AIA, Odell Associates, Charlotte, NC; Mr. Sanders Tate, AIA, Watson, Tate, Savory, Columbia, SC; Mr. William R. Burgin, AIA, Ramsay, Burgin, Smith Architects, Inc., Salisbury, NC; Ms. Lynn Raker, ASLA, City of Salisbury; Ms. Sandy Richardson, Director, New Bern Riverfront Convention Center; Mr. Glenn Harbeck, AICP, Planner/Consultant, Glenn Harbeck Associates, Wilmington, NC; Mr. Graham Rabon, Architecture Student, UNCC College of Architecture, Charlotte, NC; and Mr. Chuck Friedrich, ASLA, Landscape Architect, Carolina Stalite Company, Salisbury, NC.

The objective of the design workshop was to determine if the facility will fit on the site and meet expectations. These facility function expectations include:

- Forty-five thousand (45,000) to fifty thousand (50,000) square feet in size
- Five hundred (500) to one thousand five hundred (1,500) capacity
- Integration with existing urban patters
- Entry foyer/corridor
- Administration offices
- Smaller meeting spaces
- Ample storage
- Screened or concealed loading docks
- Outdoor courtyard or space
- Sufficient parking with a drop-off area
- One or more associated hotels with approximately one hundred fifty (150) to two hundred fifty (250) beds
- Concession area
- Restrooms
- Utility rooms for HVAC, sound systems, etc.
- Full-service kitchen for catering and food preparation

Mr. Hemann informed Council that the workshop proved the facility will fit on the site while meeting all expectations. He then reviewed designs drawn by the participating architects and how each depicted the Conference Center and/or hotel. He reiterated that all meeting elements and some parking fit on the existing site, adding that there is additional parking and additional space for hotel rooms within one (1) to two (2) blocks. Mayor Pro Tem Woodson asked if each drawing depicted a hotel. Mr. Hemann responded that four (4) of the five (5) showed a hotel on the property but one did not. He noted that the estimated costs included in the report were for the Conference Center only, and did not include a hotel.

Mr. Burt Brinson, SouthTrust Bank, discussed examples of possible revenue and funding sources using dollars valued for 2010. He stressed that these figures are only pro forma and are based on numbers for a facility of similar size and are examples only. The example shown to Council was:

Revenue Sources for Construction	Budget in 2010 Dollars
Loan Proceeds	\$10,000,000
Corporate/Civic Contributions	\$4,000,000
Interest on Investment	\$250,000
Government Funding	\$300,000
Grants	\$300,000
Accrued Occupancy Taxes	\$750,000
<b>Total Projected Cost/Total Revenues</b>	<b>\$15,600,000</b>

Mr. Brinson indicated that the estimated construction costs, funding sources, operating expenses, facility rental income and other financial issues are covered in detail in the Market Study Report distributed to Council. He added that in-depth financial studies of both construction and operations costs will be required as future plans become more definitive.

Mr. Brinson stated that the Task Force feels that if Conference Center construction is approved, it will be essential for “actual construction” to be timed with the lowest interest rates available. He noted that timing of construction financing is critical to optimize the best rates available in order to finance the debt service with the available occupancy tax revenue. Mr. Brinson pointed out that it is possible that Amendment One financing bonds might be available for the project.

Mr. Brinson commented on the operation, maintenance and replacement expenses and noted that it is the hope of the Task Force that the facility would need to be between seventy (70) and seventy-five (75) percent self-supporting with approximately twenty-five (25) to thirty (30) percent coming

from annual contributions from the City to be off-set by increased sales tax revenues, increased commercial tax base, new jobs created and total economic impact of seven (7) to eight (8) million dollars annually.

Dr. Steven Hiatt, Catawba College, summarized the accomplishments of the Task Force and reviewed the areas the Task Force feel deserve further review:

- Will conference and convention planners consider Salisbury for upcoming events? A survey needs to be completed
- Would the Convention/Conference Center conflict with existing Salisbury facility rentals?
- How will the facility be financed? A detailed financial study of both construction and operation costs are necessary
- Would a downtown hotel be essential to the success of the Convention Center?
- What type of community involvement program would be essential to the Center's success?

Dr. Hiatt indicated that an Executive Summary of the Feasibility Study has been distributed to Council today and noted that the full report is available at City Hall, and an electronic copy is available on the City of Salisbury's website.

Mayor Pro Tem Woodson thanked the Task Force members for their work and noted that this is a very good start for this project.

## **PRESENTATION FROM ROWAN COUNTY CHAMBER OF COMMERCE - ISSUES AFFECTING THE BUSINESS COMMUNITY**

Mr. Bob Bailey, Chairman of the Rowan County Chamber of Commerce, spoke to Council concerning issues the Chamber has identified that are of interest to the business community. He thanked Council for their past consideration and cooperation on issues brought before them.

The issues identified by the Chamber included:

- Spirit of Cooperation – Salisbury must become more unified in moving the County forward. This should begin with unparalleled cooperation between City and County government, flexible and progressive attitudes regarding the change, less business regulation, and generally "thinking outside the box".
- Business input – On issues that directly affect the Salisbury business community, the Chamber expects the Chamber's point of view to be properly represented in the decision-making process.
- Economic Development – The City of Salisbury has been extremely supportive of economic development. The Chamber encourages Council to continue support of area economic development efforts and, in particular, an aggressive economic development marketing plan for the benefit of all Rowan County citizens.

Mr. Carl Repsher, Division Chair of the Workforce Education Development Committee, addressed Council concerning workforce development efforts undertaken by the Chamber. He asked for Council's on-going support of workforce development, noting that a trained workforce is one thing that can add to the region's attractiveness to new business. Mr. Repsher stated that the committee is seeking to change the perception of the world of work and have worked in cooperation with the Salisbury School System and Rowan Cabarrus Community College.

Mr. John Casey, John Casey Realty, finished reviewing the issues the Chamber feels are important for Council's consideration. These included:

- Land Use Planning – The Chamber asks the City to continue its efforts in the development of an appropriate land-use plan and to encourage and promote growth so that Salisbury develops in the manner that it should and is business friendly.
- Road Improvements – Salisbury is the county seat of Rowan County which has the dubious distinction of being one of the counties with the worst roads in the state of North Carolina. A long-term plan for street improvement should be developed.
- Water and Sewer – One of Rowan County's greatest assets is its water resources. Water also is critical to the development of new business and industry in Rowan County. We ask that the County and City work together on extending water and sewer to undeveloped areas of the county. He commended the City for preparing the water system for years to come.

Mr. Casey thanked Council for their cooperation and continued support. Mayor Pro Tem Woodson commented that he feels Council has made a tremendous effort over the past few years to be business friendly.

Mr. Bailey thanked City Manager David Treme for attending Chamber Board meetings and invited all Council members to attend. Councilman Lewis noted that last year after the Council's planning retreat he had an opportunity to present Council's goals to the executive committee of the Chamber and asked if the Chamber would like a presentation again this year. Mr. Bailey responded that they would welcome the presentation at any time that is convenient.

## **HIGHLIGHTS AND GOALS PRESENTATION**

### **(a) Historic Preservation Commission**

Mr. Charles Paul, Chairman of the Historic Preservation Commission (HPC) and Ms. Janet Gapen, Planner, presented Council with the Highlights and Goals for FY2005-2006. Members of the HPC are Mr. Charles Paul, Mr. Michael Young, Ms. Raemi Evans, Mr. Ronald Fleming, Mr. Mike Fuller, Ms. Anne Lyles, Mr. Jeff Sowers, Ms. Kathy Walters, and Mr. Wayne Whitman.

2004 Statistics:

## Applications for Certificates of Appropriateness

Granted	56
Denied	3
Withdrawn	3
<u>Tabled</u>	<u>6</u>
Total	68

Minor Works Approved – 82

Design Review Advisory Committee Meetings – 5

### Historic Preservation Grants:

- Grant cycles per year – 2
- Notices mailed/cycle – 500+
- Applications considered – 21
- Grants awarded (7) - \$12,448
- Grants pending (7) - \$14,575

### Changes to Design Guidelines:

- Allow new alternative materials that meet certain specifications
- Discourage drastic pruning techniques and tree topping
- Discourage spray-on siding
- Text clarifications and updates

### Training:

- “Taking Paper to Pavement – Adaptive Reuse and the NC Rehab Code” – Concord Downtown Development Corporation
- Preservation NC Annual Conference – Asheville, NC

### 2005-2006 Goals

- Continue Historic Preservation Grants - \$30,000
- Begin updating National Register district descriptions and pursue potential expansions (potential Certified Local Government[CLG] grant amount 60%) - \$20,000
- Host national level training for area preservation commission members - \$8,000 (CLG grant and registration fees to offset cost)
- Reprint and produce CD of Design Guidelines - \$8,000
- Promote collaboration with Rowan County Landmarks Commission
- Increase public education on design guidelines
- Prioritize list of identified National Register district expansions
- Conduct preliminary assessment of local district expansions
- Develop guidelines for reviewing public art
- Evaluate and consider changes to sign guidelines
- Continue to identify training opportunities for members and staff

### (b) Community Appearance Commission

Mr. Bruce Wilson, Chairman of the Community Appearance Commission (CAC), and Ms. Lynn Raker, Urban Design Planner, presented the Highlights and Goals for the CAC. Members of the CAC are Mr. Michael Lippard, Mr. Bill Safrit, Mr. Johnny Safrit, Ms. Suzette Davis, Ms. Greta Conner, Mr. Bruce Wilson, Mr. Preston Sale, Ms. Barbara Perry, Mr. James Donaldson, Ms. Cindee Bridges, and Ms. Judy Kandle.

### Highlights 2004-2005

- Awarded eleven (11) Municipal Service District Incentive Grants
  - Total grants: \$20,400
  - Total Project Amounts: \$121,000

Mr. Wilson reviewed a chart depicting the contributions from the City and from the private sector. He noted the investments given through the grants were surpassed by the private investment at a 1:13 ratio.

- Awarded ten (10) Innes Street Improvement Grants
  - Total Grants: \$25,000
  - Total Project Amounts: \$141,000

Mr. Wilson noted that the Innes Street Improvement Grants have leveraged private investments at a 1:19 ratio.

- Continued planning phases of Salisbury History and Art Trail with Downtown Salisbury, Inc.
- Hired artist Robert Crum to create tile mosaic on Depot Street
- Supported Downtown Salisbury, Inc. Angel project
- Invited local artists to present educational programs to Commission
- Continued Landscape of the Month, Fall and Spring spruce-up with Public Services Department

- Continued to interact with neighborhood leaders

Mr. Wilson noted that in the 2004 Salisbury Citizen's Survey ninety-nine (99) percent of respondents were either neutral or had a favorable impression regarding the importance of Community Appearance in Salisbury. (Fifty-three (53) percent strongly agree, thirty-six (36) percent agree, ten (10) percent neutral).

#### Goals 2005-2006

- Continue the Municipal Service District Grant Program - \$25,000
- Continue the Innes Street Incentive Grant Program - \$25,000
- Conduct biennial annual awards program - \$4,000
- Continue the promotion of the Fall and Spring Spruce-up Days, Adopt a Salisbury Street Program, Landscape of the Month, and other programs - \$1,600
- Support efforts to improve appearance, comfort and maintenance of downtown streetscape with purchase of eleven (11) additional trash receptacles and six (6) benches - \$15,000
- Support Historic Sites marking project for the Salisbury History and Art Trail - \$20,000
- Coordinate with Tree Board to provide plantings along East Innes Street right-of-way at new railroad bridge - \$5,000

Mayor Pro Tem Woodson asked how they would prevent rust from staining the tiles on Mr. Crum's Depot Street Mosaic Project. Mr. Wilson responded that the top of the wall will be coated with a material and Ms. Raker noted that the rust is from the previous rails, which have since been replaced with rails that should not rust.

#### (c) Parks and Recreation Advisory Board

Mr. Norris Currence, Parks and Recreation Advisory Board member, and Ms. Gail Elder White, Parks and Recreation Director presented Highlights and Goals for FY2004-2005. Members of the Parks and Recreation Advisory Board are Mr. Blaine Gorney, Mr. Sal Alfieri, Mr. Norris Currence, Mr. Brendan Davidson, Mr. Andrew Mitchell, Ms. Karen Morris, Ms. Amy Smith, and Ms. Amy Ritchie.

#### Highlights

- Funding of the feasibility study for a new Convention/Conference Center
- Extensive use of the Salisbury Community Park
  - Little League Baseball
  - Hispanic Soccer League
  - Rowan County Youth Soccer Association
  - 3<sup>rd</sup> Annual Fishing Derby
  - Middle School Soccer Programs
  - Eight (8) Softball Tournaments
  - Kite Program
  - North Hills Christian Cross Country
  - Fish Stocking Program
- Next Area of Development
  - Salisbury Community Park
  - Foundation Seeking Sponsors
    - Seven (7) shelters adjacent to fishing lake
    - Chipper's playground and tree house
    - Lakeside picnic decks
- Fundraising in Lean Economic Times
  - \$1,550 – Woodson Foundation for City Park Lake flag feature
  - \$2,500 – US Tennis Association Grant for City Park Summer Tennis program
  - \$5,250 – Rowan Regional Medical Center for the 2<sup>nd</sup> year MVP Sponsor of Jr. NBA leagues
  - Greenway Corporate Sponsorships from Rowan Regional Medical Center, Summersett Funeral Home, and Statewide Title
  - Five (5) year corporate commitments total \$44,000
- Greenway Fundraising and Awareness Campaign
  - \$1,500 from 5K Run/Walk for the Greenway
  - Earth Day celebration partnership with Overton Elementary School
  - Annual Greenway Growlers program
- City Park Center Updates
  - New front counter
  - Renovated kitchen
  - New carpet
- Updated all fee structures

Mr. Currence noted that the renovations at the Miller Center have all been done in-house saving the City approximately \$40,000.

#### Goals 2005 – Priority Level 1

- Provide operating and tournament recruitment funds for our Parks, especially Salisbury Community Park and Athletic Complex

- Provide annual allocation of funds for renovation of existing parks
- Provide funding for renovation and additions to the existing Civic Center (\$2,000,000 for gym, pool, and some park development)
- Renovation of the Sports Complex fields, complex design and new lighting (Parks and Recreation Trust Fund grant match)
- New Convention/Civic Center to accommodate larger groups

#### Goals 2005- Priority Level 2

- Design and development of a Hall of Fame building at the Salisbury Community Park and Athletic Complex
- Neighborhood park land acquisition, east of I-85

#### Supporting Goals

- Support design and development of the Salisbury Greenway
- Support neighborhood problem solving, through programs and park renovations
- Support the Tourism Authority in the recruitment of tournaments and events in our parks

Mayor Pro Tem Woodson thanked the members of the Boards and Commissions for their presentations.

### **REQUEST FROM ROWAN REGIONAL MEDICAL CENTER - PRIVATE TELECOMMUNICATIONS CABLE**

Mr. Dan Mikkelson, Director of Land Management and Development, and Mr. Rick Parker from Rowan Regional Medical Center addressed Council concerning a request to install a telecommunications line. The line will be installed under Mocksville Avenue and will be made by directional bore so there will be no additional disturbance to the roadway. Mr. Mikkelson noted that the Hospital will pay \$0.10 per lineal foot which will generate a tax of \$5.00 per year.

Mr. Mikkelson noted that staff recommends approval of the request subject to the following conditions:

- All improvements and restoration shall be made at no expense to the City of Salisbury.
- A metallic tape shall be installed with the cable to facilitate future field location.
- Engineering "as-built" plans shall be maintained by the Hospital and made available to the City upon request.

Thereupon, Mr. Burgin made a **motion** to approve the request by the Hospital. Mr. Kennedy seconded the motion. Messrs. Burgin, Kennedy, Lewis, and Woodson voted AYE. (4-0)

### **FIRE HOUSE URBAN LOFTS**

Mr. Dan Mikkelson, Director of Land Management and Development, noted that a request has been received from the developers of the Fire House Urban Lofts. The first part of the request is to close sidewalks and the parking lane adjacent to the project during construction. Staff recommends approval with the following conditions:

- Sidewalks may be closed February 1 as requested. Given the low pedestrian volume at this location, it should not be necessary to make temporary sidewalk accommodations.
- The parking lane on South Lee Street may be closed only after the Innes Street Bridge detour has been eliminated, the South Lee Street centerline has been restored to its permanent position, and permanent traffic patterns have been restored. Our current best estimate is that the parking lane could be closed near the end of February.
- The encroachment into the parking lane on South Lee Street shall be limited to eight (8) feet rather than ten (10) feet as requested. An eight (8) foot encroachment will allow an eleven (11) foot travel lane in each direction. Staff does not recommend narrower travel lanes at this location, given the combination of traffic volume, two-way flow, and the physical presence of the proposed fence.

Thereupon, Mr. Burgin made a **motion** to approve the request with the conditions stated. Mr. Lewis seconded the motion. Messrs. Burgin, Kennedy, Lewis, and Woodson voted AYE. (4-0)

Mr. Mikkelson informed Council that there is an existing traffic signal at this intersection (South Lee Street and East Fisher Street) and one of the poles is located outside of the public right-of-way. This creates a conflict with the existing pole and the proposed building. He noted that staff is evaluating options to solve this problem but he does not have an answer today. He added that it is necessary to keep the pole in place until a solution is found, but the developer wants to begin grading and pouring foundation and can not do so until the pole is relocated.

Mayor Pro Tem Woodson stated that he likes the four-way stops used at other intersections and he feels it would be a good solution for this intersection. Mr. Mikkelson explained that he feels there is a high probability the four-way stops can be used but an evaluation can not be done until the bridge reopens and traffic returns to normal.

Mr. Max Spears, developer, stated he fears that he will lose buyers if he is unable to move forward quickly.

Councilman Burgin asked if Council could make a motion today to implement four-way stops once the bridge detour ends. City Manager David Tremé asked Council to give staff a little time to evaluate the intersection to ensure the right decision is reached.

Mayor Pro Tem Woodson asked Mr. Spears if he will be able to begin the project with the action to close the sidewalks. Mr. Spears responded that this will allow them to start but the traffic pole actually sits within the foundation line of the building.

Councilman Lewis noted that this decision can be made at the next meeting since the detour for the Innes Street bridge will not be finished. Mr. Tremé assured Council that staff will move as quickly as possible to find a solution for the problem. By consensus, this item was deferred until staff can evaluate all of the options.

### **ROWAN COUNTY HAZARD MITIGATION PLAN**

Mr. Frank Thomason, Director of Rowan County Emergency Services, and Mr. Larry Dickerson, Consultant from E-Plan, addressed Council regarding the Rowan County Hazard Mitigation Plan.

Mr. Thomason explained that the County and all the municipal jurisdictions have worked during the past year to create a multi-jurisdictional hazard and mitigation plan as required by North Carolina General Statutes and the Federal Disaster Mitigation Act. He stated that the purpose of the plan is to project the critical areas throughout the County that may be affected during natural or man-made disasters and provide recommendations for handling such disasters. Mr. Thomason indicated that the Plan is a dynamic plan and will continually be updated.

Thereupon, Mr. Kennedy made a **motion** to approve and adopt the Resolution for the Mitigation Plan for the City of Salisbury and for Rowan County. Mr. Burgin seconded the motion. Messrs. Burgin, Kennedy, Lewis, and Woodson voted AYE. (4-0)

### **RESOLUTION APPROVING A MULTI-JURISDICTIONAL HAZARD/DISASTER MITIGATION PLAN**

(The above Resolution is recorded in full in Resolution Book No. 12, at Page No. 1, and is known as Resolution No. 2005-01.)

### **CONTRACT TO INSTALL SPRINKLER SYSTEMS FOR CITY OF SALISBURY'S THREE (3) FIRE STATIONS**

Mr. Dewey Peck, Purchasing Manager, explained that a Federal Emergency Management Agency grant was received in September 2004 for the purchase of water sprinkler systems for the three (3) fire stations. He stated that specifications were sent to five (5) vendors but only one (1) bid was received. The initial bid came in over budget but after negotiation the price was reduced to \$111,750.

Councilman Burgin asked where the reduced pressure principle backflow prevention devices will be located. Fire Chief Bob Parnell responded that two (2) of the fire stations are fed from the back and the other station is fed from the side. Mr. Burgin noted it is helpful that the buildings are fed from the back and side.

Thereupon, Mr. Burgin made a **motion** to approve the contract to Worsham Sprinkler Company for \$111,750. Mr. Kennedy seconded the motion. Messrs. Burgin, Kennedy, Lewis, and Woodson voted AYE. (4-0)

### **SENTINEL 911 EMERGENCY RESPONSE SYSTEM - SALISBURY POLICE DEPARTMENT**

Mr. Dewey Peck, Purchasing Manager, informed Council that the purchase of the Sentinel 911 Emergency Response System will bring the City's existing telecommunications abilities up-to-date. He added that this system will give the City the ability to respond from any remote facility.

Councilman Burgin asked if the system is a combination of hardware and software. Ms. Merenda Overcash, Systems Analyst, affirmed that it is a combination and noted that the current system is hardware driven.

Councilman Kennedy asked Ms. Overcash to explain the process when someone dials 911. Ms. Overcash stated that when the call is placed it goes to the County's 911 system. If the call is for police service it is then transferred to the City where it is dispatched.

Thereupon, Mr. Kennedy made a **motion** to adopt the Resolution awarding a contract to CML Emergency Services in the amount of \$191,323.05 for the Sentinel 911 Emergency Response System for the Salisbury Police Department. Mr. Lewis seconded the motion. Messrs. Burgin, Kennedy, Lewis, and Woodson voted AYE. (4-0)

### **RESOLUTION AUTHORIZING THE PURCHASE OF A SENTINEL 9-1-1 EMERGENCY RESPONSE SYSTEM FOR THE SALISBURY POLICE DEPARTMENT.**

(The above Resolution is recorded in full in Resolution Book No. 12, at Page No. 2, and is known as Resolution No. 2005-02.)

### **BUDGET ORDINANCE AMENDMENT - SENTINEL 911 EMERGENCY RESPONSE SYSTEM**

(a) Mr. Wade Furches, Finance Manager, explained that this item is in connection with the contract just approved by Council. He stated that staff looked at how to pay for this equipment and there was not enough money in the budget to purchase it out-right. He noted that the City has been paying approximately \$1,700 per month for the current, similar out-dated equipment so there are some funds budgeted to pay for a portion of the expense this fiscal year.

Mr. Furches stated that staff looked at lease purchases and received a high rate of 4.93% with the lowest rate coming from BB&T at 3.45%. He explained that this rate would equal monthly payments of approximately \$3,200 for fifty-nine (59) months and staff feels this is a good use of public funds at a low interest rate. Mr. Furches stated that the difference between the highest quoted rate and the rate from BB&T will save the City approximately \$12,000 in interest costs over the fifty-nine (59) months.



Councilman Lewis asked if Request for Proposals (RFPs) were sent to all of the financial institutions in Salisbury. Mr. Furches responded that RFPs were not sent, but every bank was contacted. Mr. Lewis noted that as long as everyone had the opportunity to bid he can accept the lease purchase with an out of town institution.

Thereupon, Mr. Kennedy made a **motion** to approve the lease purchase contract with BB&T in the amount of \$191,324 for the purchase of the Sentinel 911 Emergency Services. Mr. Burgin seconded the motion. Messrs. Burgin, Kennedy, Lewis, and Woodson voted AYE. (4-0)

(b) Thereupon, Mr. Kennedy made a **motion** to adopt the budget Ordinance amendment to the FY2004-2005 budget in the amount of \$191,324. Mr. Burgin seconded the motion. Messrs. Burgin, Kennedy, Lewis, and Woodson voted AYE. (4-0)

AN ORDINANCE AMENDING THE 2004-2005 BUDGET ORDINANCE OF THE CITY OF SALISBURY, NORTH CAROLINA, TO APPROPRIATE LEASE PURCHASE REVENUES.

(The above Ordinance is recorded in full in Ordinance Book No. 20, Budget, at Page No. 4, and is known as Ordinance No. 2005-04.)

#### **NCDOT AGREEMENT - SALISBURY/SOUTH SQUARE STREETScape IMPROVEMENT PROJECT**

Mr. Joe Morris, Planning and Community Development Manager, stated that this agreement is a standard Municipal Agreement that is typically executed with the North Carolina Department of Transportation (NCDOT). He explained that this is for the project that was submitted to NCDOT to provide for streetscape improvements in the downtown area. He added that the improvements will include sidewalks, decorative lighting and tree planting. The grant is in the amount of \$387,584 and requires a local match of \$200,575. Approximately \$103,679 of the match will be made of in-kind services leaving \$96,896 to be provided by the local government. Mr. Morris noted that the project can be spread over a period of three (3) years.

Thereupon, Mr. Woodson made a **motion** to allow the Mayor to execute the agreement. Mr. Burgin seconded the motion. Messrs. Burgin, Kennedy, Lewis, and Woodson voted AYE. (4-0)

#### **RECEIVE REPORT ON GIS STRATEGIC PLAN**

Ms. Kathryn Clifton, GIS Coordinator, reviewed the process for developing the GIS Strategic Plan. She noted that the existing GIS Master Plan was written in-house in FY2001-02. Participating in the Strategic Plan workshop were thirty-five (35) people, representing eight (8) departments and consisted of both City and County staff. Participants identified important events over the years that shaped GIS at the City and developed guiding values. These values included:

- Provide excellent customer service
- Provide timely and cost effective services
- Actively participate in decision-making
- Partner when possible (synergy)
- Be both efficient and effective in operations
- Develop and maintain accurate data
- Be goal oriented – achieve quality results
- Maximize resources

Ms. Clifton explained that during the Visioning session of the workshop participants identified where the City GIS would like to be in three (3) to five (5) years, described tangible ways of using GIS to achieve guiding values, and prioritized projects based on the vision and guiding values.

Ms. Clifton stated that participants grouped the forty-one (41) projects into four (4) clusters:

- Collect, maintain, and display data
- Utilize data analysis and modeling to make better decisions
- Provide necessary resources
- Implement GIS-based work order system

The group then identified twelve (12) top-priority projects, established GIS project relationships to Council-level outcomes and goals, and developed action plans for each project.

The top six (6) projects identified were:

- Integrate existing procedures with a future work order system
- Develop inventory of physical assets
- Add GIS staff
- Budget more money for GIS
- Make data access easy
- Provide for mobile GIS access

Councilman Burgin commented on how GIS supports the City and commended Ms. Clifton for her work. He noted that GIS is an integral economic development tool.

## COMMENTS FROM THE CITY MANAGER

### (a) Planning Board Recommendations

Council received the Planning Board recommendations and comments from their January 11, 2005 meeting.

### (b) Term Length Presentation

City Manager David Treme reviewed with Council a PowerPoint presentation regarding the evaluation of term lengths.

#### Evaluating Term Lengths

- Outcome 9.8 – Council to review election methods with the Institute of Government – adopted during the 19<sup>th</sup> Annual Future Directions and Goal Setting Retreat held February 19-20, 2004
- May 4, 2004 Council meet with Mr. David Lawrence from the Institute of Government to discuss term lengths for municipalities throughout North Carolina
- December 21, 2004 Council adopts a Resolution of Intent to consider changing the City Charter
- A public hearing is scheduled for February 1, 2005
- After the public hearing is held Council has sixty (60) days to decide upon adopting an Ordinance to amend the City Charter

Out of the five hundred forty one (541) cities in North Carolina:

- Three hundred sixteen (316) use four (4) year staggered terms
- One hundred eighty-seven (187) use two (2) year terms
- Twenty-seven (27) use straight four (4) year terms
- Eleven (11) use other

For the twenty three (23) cities with populations over 25,000:

- Ten (10) use two (2) year terms
- Ten (10) use four (4) year staggered terms
- Three (3) use four (4) year terms without staggering

Two (2) Year Terms Advantages:

- Citizens perceive two (2) year terms to cause Council to be more responsive and accountable
- Advantage for citizens who are unhappy with a board or who want to achieve diversity and wish to create change in a shorter period
- A person considering running for Council may be more willing to commit to two (2) years of service rather than four (4)
- Two (2) year terms have proven to work well for Salisbury in the past

Two (2) Year Terms Disadvantages:

- Continuity is lost with change every two (2) years and a learning curve is created
- Expense to candidates and the amount of time spent campaigning every other year
- Expense to those who fund campaigns every other year

Four (4) Year Terms Advantages:

- Continuity is created among Council and the learning curve is reduced
- Candidates may have reduced expenses and more time to focus on City business and community leadership
- Expense reduced for those who fund campaigns every two (2) years

Four (4) Year Terms Disadvantages:

- Inability to create change for four (4) years if citizens are unhappy
- Greater time required if citizens wish to create diversity among Council
- May dissuade potential candidates from running due to the four (4) year commitment

Next Steps:

- Conduct a public hearing on February 1, 2005
- Continue to seek public input and opinion
  - Emails may be sent to [termlengths@salisburync.gov](mailto:termlengths@salisburync.gov)
  - Visit [www.salisburync.gov/council/termlengths.html](http://www.salisburync.gov/council/termlengths.html)
- Council to reach a decision by April 1, 2005

### (c) Time Warner Rate Changes

City Manager David Treme reported that Time Warner has notified the City of rates changes. Remote control fees will decrease from \$.34 to \$.33. The pre-wired home installation rate will decrease from \$31.50 to \$28.00 and the additional outlet at initial installation rate will decrease from \$19.88 to \$18.00.

**MAYOR'S ANNOUNCEMENTS**

(a) Public Hearing - 2005-2010 Consolidated Plan

Mayor Pro Tem Woodson announced that staff will conduct public hearings to receive citizen input on housing and community development needs for the 2005-2010 Consolidated Plan. The first hearing will be held Wednesday, January 19, 2005 at 6:00 p.m. at the West End Business & Community Center, and the second hearing will be held Wednesday, January 26, 2005 at 6:00 p.m. at the Park Avenue Community Center.

(b) 20<sup>th</sup> Annual Future Directions & Goal Setting Retreat

Mayor Pro Tem Woodson announced that the 20<sup>th</sup> Annual Future Directions & Goal Setting Retreat will be held February 3-4, 2005.

**ADJOURNMENT**

**Motion** to adjourn the meeting was made by Mr. Burgin, seconded by Mr. Woodson. All council members agreed unanimously to adjourn. The meeting was adjourned at 6:20 p.m.

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Mayor

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City Clerk