



City of Salisbury

North Carolina

COUNCIL MEETING AGENDA

February 15, 2022
6:00 p.m.

The City is operating under a State of Emergency declaration related to the spread of COVID-19. The City Council meeting will be held electronically to remain consistent with limiting physical interactions and the potential spread of COVID-19, and Council Chambers will be closed. The meeting will be streamed live at salisburync.gov/webcast and on the City's Twitter account. *Anyone who wishes to speak during public comment must sign-up by 5:00 p.m. on February 15, 2022 by contacting Kelly Baker at kbake@salisburync.gov or 704-638-5233.*

1. Call to order.
2. Moment of Silence.
3. Pledge of Allegiance.
4. Adoption of Agenda.
5. Council to consider the CONSENT AGENDA:
 - (a) Adopt Minutes of the regular meetings of January 18, 2022 and February 1, 2022.
 - (b) Approve a variance to Uniform Construction Standards related to the minimum drop through sanitary sewer manholes for Granges America. The minimum drop will meet state standards.
 - (c) Adopt a budget **ORDINANCE** amendment to the FY2021-2022 budget in the amount of \$6,950 to appropriate sponsorships for recreation programs and special events.
 - (d) Authorize the City Manager to execute a revised contract in the amount of \$99,177 with WithersRavenel for engineering services associated with the Watershed Analysis of Jump and Run Branch. This item was previously approved by Council but the amount has been updated. This project is included in the FY2021-2022 budget.
 - (e) Receive a request for voluntary annexation of Tax Map 407 Parcels 014 and 015 located on Henderson Grown Church Road and adopt a **RESOLUTION** instructing the City Clerk to investigate the sufficiency of the request.
6. Council to receive public comment. *Public comment will begin following adoption of the Consent Agenda. For electronic meetings speakers must sign-up before 5:00 p.m. by contacting Kelly Baker at kbake@salisburync.gov or 704-638-5233. Citizens who are unable to speak during the meeting may submit written comments by 5:00 p.m. to the email above and they will be shared with Council.*

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7. Council to consider adopting an **ORDINANCE** amending Appendix D of the City Code to establish a Public Arts Commission. (*Presenters – Public Art Committee Chair Barbara Perry, and Urban Design Planner Alyssa Nelson*)
8. Council to consider approving the purchase of a 25-foot low floor, light-duty transit vehicle in the amount of \$191,642. (*Presenter – Transit Director Rodney Harrison*)
9. Council to consider endorsing an application for the use of HOME-American Rescue Plan funds to be submitted through the Cabarrus/Iredell/Rowan HOME Consortium. (*Presenter – Housing Planner Candace Edwards*)
10. Council to consider adopting its 2022 Priority Goals and Outcomes. (*Presenters – City Manager Brian Hiatt and Administrative Services Director Kelly Baker*)
11. Council to consider appointments to various boards and commissions.
12. City Attorney’s Report.
13. City Manager’s Report.
14. Council’s Comments.
15. Mayor Pro Tem’s Comments.
16. Mayor’s Announcements and Comments.
- (a) The Salisbury Customer Service Center will phase out its utility payment drop boxes in Rowan County communities on Friday, April 1, 2022. Residents who use the drop boxes will receive individual correspondence in advance of the removal. Residents are encouraged to visit salisburync.gov/billpay to set up free electronic bill pay or contact the Customer Service Center at (704) 638-5300 for additional bill pay options.
17. Adjourn.

Salisbury, North Carolina
January 18, 2022

REGULAR MEETING

PRESENT: Mayor Karen K. Alexander, Presiding; Mayor Pro Tem Tamara Sheffield; Council Members Harry McLaughlin, David Post, and Anthony Smith; Interim City Manager Brian Hiatt, City Clerk Kelly Baker; and City Attorney J. Graham Corriher.

ABSENT: None.

In response to the State of Emergency declaration related to the spread of COVID-19 and to limit physical interactions and the potential spread of COVID-19 the Salisbury City Council met electronically. The meeting was called to order by Mayor Alexander at 6:00 p.m. She noted the passing of East Spencer Alderman and City employee Tony Hillian. A moment of silence was taken.

PLEDGE OF ALLEGIANCE

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

RECOGNITION OF VIEWERS

Mayor Alexander welcomed all viewers.

CHANGES TO THE AGENDA

City Attorney Graham Corriher requested Council consider authorizing the Mayor to execute an agreement for the redevelopment of the Empire Hotel with Downtown Salisbury, Inc. and Brett Kreuger under the City Attorneys comments as Item 14-b.

ADOPTION OF THE AGENDA

Thereupon, Councilmember Post made a **motion** to adopt the Agenda with the noted change. Upon a roll call vote Mayor Alexander voted AYE, Mayor Pro Tem Sheffield voted AYE, Councilmember McLaughlin voted AYE, Councilmember Post voted AYE, and Councilmember Smith voted AYE. (5-0)

PROCLAMATIONS

Mayor Alexander proclaimed the following observances:

SCHOOL CHOICE WEEK
CATHOLIC SCHOOLS WEEK

January 23-29, 2022
January 30 – February 5, 2022

CONSENT AGENDA

(a) Minutes

Adopt Minutes of the Regular meeting of January 4, 2022.

(b) Right-of-Way Encroachment – Spectrum

Approve a right-of-way encroachment for Spectrum for the installation of an underground bore in the 100 block of South Martin Luther King, Jr. Avenue per Section 11-24(27) of the City Code and subject to approval by the North Carolina Department of Transportation.

(c) Resolution - Upset Bid

Adopt a Resolution authorizing the upset bid process for the sale of Tax Map 005 Parcels 143 and 144 located in the 1200 block of West Fisher Street.

RESOLUTION SUPPORTING THE UPSET BID PROCESS FOR THE SALE OF TAX MAP 005 PARCELS 143 AND 144 LOCATED IN THE 1200 BLOCK OF WEST FISHER STREET.

(The above Resolution is recorded in full in Resolution Book No.16 at Page No. 3-4, and is known as Resolution 2022-03.)

(d) Voluntary Annexation – Cloninger Investments

Receive a request for voluntary annexation of Cloninger Investments for a proposed body shop located at 645 Julian Road, Tax Map 400 Parcel 053, and adopt a Resolution instructing the City Clerk to investigate the sufficiency of the request.

RESOLUTION DIRECTING THE CITY CLERK TO INVESTIAGE A PETITION RECEIVED UNDER NORTH CAROLINA GENERAL STATUTE 160A-31, FOR VOLUNTARY ANNEXATION OF 3.24 ACRES (CLONINGER INVESTMENTS, INC.), LOCATED AT 645 JULIAN ROAD AND IDENTIFIED ON TAX MAP 400 PARCEL 053

(The above Resolution is recorded in full in Resolution Book No.16 at Page No. 5, and is known as Resolution 2022-04.)

(e) Contract – Withers Ravenel.

Authorize the City Manager to execute a contract with Withers Ravenel for an amount not to exceed \$30,905 for engineering services associated with the Watershed Analysis of Jump and Run Branch. Funds for this project were approved in the FY2021-2022 budget.

Thereupon, Mayor Pro Tem Sheffield made a **motion** to adopt the Consent Agenda as presented.

Councilmember Post asked how the City acquires the lots being sold through the upset bid process. City Engineer Wendy Brindle explained the Resolution adopted by Council starts the upset bid process and Council can discuss whether to accept or reject the offers at the upcoming meeting. She explained the goal is to get the property back into the market so the City can receive tax revenue on the parcel. Mr. Post requested additional information regarding the acquisition of future properties that come before Council through the upset bid process. Mayor Alexander asked if an appraisal is required for the properties. Ms. Brindle indicated most properties do not required an appraisal, and she noted if a lot is undeveloped staff may request a property value assessment.

Upon a roll call vote Mayor Alexander voted AYE, Mayor Pro Tem Sheffield voted AYE, Councilmember McLaughlin voted AYE, Councilmember Post voted AYE, and Councilmember Smith voted AYE. (5-0)

PUBLIC COMMENT

Mayor Alexander opened the floor to receive public comments.

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

DEMOLITION – 418 AND 420 SOUTH CRAIGE STREET

Code Services Manager Michael Cotilla addressed Council regarding the proposed demolition of structures located at 418 and 420 South Craige Street.

Mr. Cotilla noted 418 South Craige Street is a commercial structure located in the historic West End community that has been on the chronic abatement list since 2018. He added the property has been noticed and the property owner consented to the demolition. He pointed out

staff agreed to waive \$3,180 worth of outstanding abatement liens. He added Code Services received a \$15,000 public donation of which \$12,000 will be used to assist with the demolition costs. He stated the demolition estimate is \$22,800 which will leave the property owner with an approximate demolition cost of \$10,800. He displayed photographs of the property, and he pointed out its dilapidated condition.

Mr. Cotilla referenced the property located at 420 South Craige Street, and he pointed out it is also a commercial structure located in the historic West End community. He indicated the required notices have taken place and the property owners agreed to the proposed demolition. He explained the property has three heirs, and he noted two have signed the consent form. He pointed out the third heir is out of state and it is taking longer to obtain the signature. He added the remaining \$3,000 of the public donation will be used to assist with the demolition costs for this structure. He stated the estimate for the demolition is \$6,800 which will leave the property owners with an approximate demolition cost of \$3,800. He reviewed photographs of the property, and he requested Council consider the proposed demolitions.

Mr. Cotilla thanked the Blanche and Julian Robertson Family Foundation who provided the donation to assist with the demolition cost.

Mayor Alexander convened a public hearing after due notice to receive comments regarding the proposed demolition of structures located at 418 and 420 South Craige Street.

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

Mayor Pro Tem Sheffield thanked Mr. Cotilla and staff for working with the property owners, and she pointed out the cleanup will be an asset to the community.

Thereupon, Mayor Pro Tem Sheffield made a **motion** to adopt an Ordinance to declare certain commercial and accessory structures located at 418 and 420 South Craige Street in the City of Salisbury, North Carolina, a nuisance, and order to demolish. Upon a roll call vote Mayor Alexander voted AYE, Mayor Pro Tem Sheffield voted AYE, Councilmember McLaughlin voted AYE, Councilmember Post voted AYE, and Councilmember Smith voted AYE. (5-0)

ORDINANCE TO DECLARE CERTAIN COMMERCIAL AND ACCESSORY STRUCTURES LOCATED AT 418 AND 420 SOUTH CRAIGE STREET IN THE CITY OF SALISBURY, NORTH CAROLINA, A NUISANCE, AND ORDER TO DEMOLISH.

(The above Ordinance is recorded in full in Ordinance Book No. 30 at Page No. 14-15, and is known as Ordinance 2022-10.)

2022 FEDERAL ACTION PLAN

Strategics Lobbyists Leslie Mazingo and Ron Hamm, City Attorney Graham Corriher and Administrative Services Director Kelly Baker presented the 2022 Federal Action Plan. Ms. Mazingo explained Strategics comes before Council annually with a Federal Action Plan that notes

the items the company will work toward on behalf of the City. She stated at the beginning of a new Congress Strategics staff meets individually with Councilmembers to discuss their priorities for the Federal Action Plan. She added between the first and second session of Congress Strategics works to modify the plan based on a meeting with the City's Management Team. She added Strategics offers suggestions based on what is taking place in Washington, D.C.

Ms. Mozingo presented the draft of the 2022 Federal Action Plan, and she noted there is time for input and feedback from Council. She noted Strategics staff will introduce the Plan to the delegation in Washington, D.C. Mr. Hamm pointed out the projects included in the Plan are in addition to working with members of the Congressional delegation which will put some of these projects in front of the federal agencies that have jurisdiction over the issues and grant funding to support the initiatives.

Ms. Mozingo pointed out the Federal Action Plan is a work in progress that can be adjusted as opportunities emerge.

Mayor Alexander stated she will be in Washington, D.C. for the United States Conference of Mayors annual meeting. She commented it would be helpful to have the updated 2022 Federal Action Plan during the trip, and she pointed out it is a living document that will require continued input from Council.

Mayor Alexander asked Councilmember McLaughlin and Councilmember Smith for comments regarding the plan. Councilmember Smith stated he would like to see how the Federal Action Plan affects local policy. He added the prior Council had discussion regarding the Plan, and he indicated he would like to know how the policy relates to the current local environment during the pandemic. Councilmember McLaughlin agreed with Mr. Smith, and he added new Councilmembers will be involved in revisions to the plan. Mayor Alexander agreed.

Mr. Hamm pointed out Strategics looked at the platforms on which Councilmembers Smith and McLaughlin ran such as inclusion, equity, and housing. He added if Council has an area of interest or questions it can reach out to Strategics staff.

Councilmember Smith stated he is interested in ways to incentivize developers to construct affordable housing.

Mayor Alexander asked Councilmember McLaughlin if there were any areas he would like to see covered in the Federal Action Plan. Mr. McLaughlin noted he has several topics that may be covered such as after-school and youth programs. He added he is also concerned about public safety and sustainable housing.

Councilmember Post requested smaller, energy-efficient transit vehicles and a point to point transit system be considered as an item for the Federal Action Plan. Mayor Alexander noted as federal funds become available there could be an opportunity for the City to participate in a pilot program. She pointed out the City previously received a grant for electric busses.

Thereupon, Councilmember Post made a **motion** to adopt the 2022 Federal Action Plan. Upon a roll call vote Mayor Alexander voted AYE, Mayor Pro Tem Sheffield voted AYE, Councilmember McLaughlin voted AYE, Councilmember Post voted AYE, and Councilmember Smith voted AYE. (5-0)

HOME-AMERICAN RESCUE PLAN PROGRAM

Housing Planner Candace Edwards addressed Council regarding the proposed use of HOME-American Rescue Plan (ARP) program funds from the U.S. Department of Housing and Urban Development (HUD). She explained it is a new funding source and staff received guidance from HUD and from the Consortium the City participates in.

Ms. Edwards provided a program overview, and she pointed out ARP provided \$5 billion to assist vulnerable populations by providing housing, rental assistance, supportive services, and non-congregate shelter. She explained the City is projected to receive \$487,247 in funds and \$38,000 in administrative funds for a total of \$525,940. She stated qualified populations include those who are homeless or at risk of homelessness, those seeking to flee domestic violence, sexual assault, stalking, or human trafficking, and veterans who meet the stated criteria.

Ms. Edwards noted the City receives HOME Program funds annually through the Cabarrus-Rowan-Iredell Consortium. She explained the ARP program funds are separate and in addition to HOME and ARP funds the City already received. She added the funds are to be used for long-range planning and to bring new affordable housing for those facing homelessness through building, buying, or rehabilitating affordable housing to provide rent or home ownership assistance to low income families.

Ms. Edwards stated HUD requires an allocation plan that includes:

- A consultation with local housing authorities and others that provide services to the City's homeless population
- Public participation
- Needs assessment and gap analysis
- Submission of a completed plan for approval

Ms. Edwards noted the Consortium conducted a survey in November, and she pointed out the results supported buying, repairing, and building rental houses for qualified households, and purchasing abandoned and dilapidated rental properties to demolish and rebuild rental houses. She noted 74% believed the community needs non-congregate housing and 27% indicated it did not. She pointed out the survey results are in line with HOME-ARP goals:

- Goal 1 – to increase the supply of decent, affordable housing
 - Staff recommends allocating \$487,247 to meet this goal
- Goal 5 – Affirmatively further fair housing
 - Staff recommends allocating \$5,000 from the administrative funding for fair housing activities

- Goal 6 – Effectively plan and administer programs
 - Staff recommends allocating \$33,696 for program administration

Ms. Edwards stated the recommended budget is \$487,247 for non-congregate housing, \$33,696 for program administration, and \$5,000 for housing activities. She pointed out it is a multi-year program and there will be administrative costs associated with program implementation. She reviewed the timeline and citizen participation plan, and indicated she will present a Draft Allocation Plan and Budget at Council’s March 1, 2022 meeting with a 30-day comment period. She added staff will come before Council on April 12, 2022 for approval and the plan will be submitted to HUD.

Councilmember McLaughlin noted \$487,247 will be divided between organizations, and he asked how the organizations will be selected. Ms. Edwards noted applications have been received, but the Consortium needs approval from HUD before any recommendations can be made.

Mayor Pro Tem Sheffield clarified the City will not have rental properties. Ms. Edwards agreed, and she added contracts will be awarded to sub-grantees to meet the grant requirements.

Council thanked Ms. Edwards for her presentation.

REVISIONS TO UNIFORM CONSTRUCTION STANDARDS

Public Works Director Craig Powers, Assistant Public Works Director Chris Tester, and Public Works Administrative Manager Michael Hanna addressed Council regarding revisions to the Uniform Construction Standards for residential street cross sections and erosion control for lots less than one acre. Mr. Powers explained staff noticed problems occurring due to increased development and wanted to address the issues in the Standards Manual.

Mr. Powers noted that roadways built with the current standards require significant maintenance within a few years of construction. He added there is limited budget for roadway maintenance so streets need to last and be easy to maintain. He pointed out streets are starting to fail five to 10 years after construction which pulls resources away from normal maintenance. He stated staff researched neighboring communities’ standards and found the City is lenient regarding new street requirements. He commented the City has a smaller cross section than the neighboring towns it researched. He displayed photographs of streets in The Gables subdivision, and he pointed out damage to the cross section. He stated when the homes were being constructed the road crumbled. He indicated staff built a temporary road to allow home owners access to their property. He explained staff did what it could to fix the road, but a contractor is needed to surface coat the street. He then displayed photographs of other damaged roads in the City.

Mr. Powers reviewed a diagram of the existing cross section, and he noted it is eight inches of stone with two inches of asphalt on top. He commented the surface asphalt is primarily made of sand which creates a smoother ride but lacks structure. He stated staff is proposing the City use the same cross section as Kannapolis which consists of eight inches of stone base, two inches of

surface, but it also adds a two and one-half inch layer of intermediate asphalt which has a bigger stone base that creates a bridge between the stone base and the surface course.

Mr. Powers explained maintaining streets that have two inches of asphalt is difficult because the asphalt is milled back to repave the street and there is nothing to bind with the new asphalt. He added staff is requesting Council consider approving a revision to the Uniform Construction Standards for new residential street cross section consisting of two inches of surface asphalt with two and one-half inches of intermediate asphalt on top of eight inches of compacted ABC stone base.

Councilmember McLaughlin asked about the life span of asphalt with the proposed cross section. Mr. Powers noted residential streets should last for 30 years. He explained staff conducts tests when it accepts new streets. He commented staff looks at a proof roll after the stone is installed, and then the contractor is allowed to pour the asphalt. He pointed out the streets in the photographs looked good when they were poured. Mr. Tester agreed with Mr. Powers, and he added the revisions should more than double the current street lifespan. He explained the revisions will double the amount of asphalt and it will have a stronger intermediate base that will sustain the street for a longer time. He noted developers want to pave the last inch of asphalt when they leave the development so the development is left with a nice paved street but it is not allowed with the current standards.

Councilmember McLaughlin asked if the City requires contractors to maintain the streets until the development is a certain percentage complete. Mr. Tester explained the City cannot accept the water and sewer utility until the street surface is accepted on top. He added once the City accepts maintenance of the street the developer can accept the water and sewer utility which is required to construct homes.

Mayor Alexander asked how the proposed requirements align with North Carolina Department of Transportation (NCDOT) requirements. Mr. Tester noted the proposal is similar to NCDOT cross section for a secondary road. Mayor Alexander asked what standards are being used when the City repairs or builds a street. Mr. Powers clarified the City does not build streets but it accepts subdivision streets. He stated the City inspects the streets and accepts them once the standards are met. He stated staff is requesting Council consider a higher quality standard before the streets are accepted.

Mayor Alexander asked how the new standards will affect developers that have development approvals. City Attorney Graham Corriher explained if a developer has an approved development permit it would be grandfathered with the old standard.

Councilmember McLaughlin asked about the cost of the new standards to homeowners. Mr. Tester note the new standards would increase the cost of the street by approximately 33%.

Interim City Manager Brian Hiatt stated in a normal housing market the market dictates the cost of the house. He pointed out in the current market the increased street cost would not have the impact it could have in a normal market.

Thereupon, Councilmember McLaughlin made a **motion** to approve revisions to the Uniform Construction Standards regarding residential street cross-sections and erosion control for lots less than one acre. Upon a roll call vote Mayor Alexander voted AYE, Mayor Pro Tem Sheffield voted AYE, Councilmember McLaughlin voted AYE, Councilmember Post voted AYE, and Councilmember Smith voted AYE. (5-0)

Mr. Hanna explained the City is permitted under a National Pollution Discharge Elimination System by the North Carolina Department of Environmental Quality (NCDEQ) to maintain water in the City. He added all land disturbing activity within the permitted City limits needs active erosion control practices. He explained Rowan County Erosion Control manages erosion control permits for parcels one acre and larger but there are no standards for developments under one acre.

Mr. Hanna stated turbidity, which is sediment or mud in the water, is the main water quality pollutant in North Carolina and after rain events mud tracking can take place on the streets.

Mr. Hanna noted staff created a schematic to give to developers when they apply for a zoning permit that provides a layout of the lot and how the water will flow from the property. He commented it advises where to install construction entrances, vehicle barriers, and seal fencing. He added some developers do not know how to install proper erosion control for smaller lots. He reviewed the Erosion Control Standard, and he pointed out if sediments are spilled, dropped, washed, or tracked into the streets or sidewalk it must be removed immediately and if anything is dragged in the sidewalk or streets it must be swept back each night. He pointed out if a developer does not properly maintain the regimen control measure penalties will be in place.

Mayor Alexander suggested as part of the permitting process developers be required to circle the solution they plan to use. Mr. Hanna noted the developer will be given an agreement to sign. Mr. Tester noted it is an agreement like the ones that are filled out for lots over one acre that go to Rowan County. He pointed out the County does not inspect anything under one acre and the proposal before Council will address lots under one acre. He noted the Planning Board indicated the measure is minimum erosion control that will not inflict severe cost on anyone, it works to keep the mud out of the streets and the sidewalk. Mr. Powers clarified the goal is to be upfront regarding erosion control.

Mayor Alexander thanked Mr. Tester, Mr. Powers, and Mr. Hanna for their presentation.

UPDATE – POLICE DEPARTMENT

Police Chief Jerry Stokes reviewed the Police Department staffing, crime statistics and provided an overview of the Byrne Criminal Justice Innovation Grant.

Chief Stokes explained staff is working to streamline the hiring process to include automatic employment disqualifiers and to provide one interview panel. He added a statewide career fair will take place and include North Carolina State University, Elizabeth City State

University, the University of North Carolina at Chapel Hill (UNCC) and the University of North Carolina at Wilmington (UNCW).

Chief Stokes reviewed the historic perspective of staffing in 2001, 2011, 2016 and in 2021. He presented information regarding the number of budgeted officers sworn, patrol officers, detectives and CSI, and also reviewed the total violent crimes, homicides, and property crime. He commented on the violent crime, homicide rate and property crime rates for each of those years.

Chief Stokes provided information regarding homicide, rape, robbery, aggravated assault, total violent crimes and shots fired calls for 2021. He pointed out property crimes including burglary, motor vehicle theft, larceny, larceny from motor vehicle, arson, and total property and part 1 crimes totals. He indicated the department is seeing totals increase as people are out and businesses are open.

Chief Stokes reviewed a violent crime heat map where crimes most frequently take place. He noted the hottest areas are in the East Side near Cannon Park, Innes Street Market area, Zion Hills, Crossing Apartments in the West End and in the Statesville Boulevard area where an apartment complex is located.

Chief Stokes reviewed the historic crime trends and pointed out 2011 was the worst year for crime in the City with 2,313 crimes and the best year was in 2019 with 179 crimes.

Chief Stokes pointed out level one calls for shootings, bomb threats, home invasions, burglaries, robbery disturbance, domestic and hold up alarm call times increased 25.3%. He added the level 3 calls for abduction, robbery, burglary, burglar alarm, loud party, verbal disturbance or intoxicated person decreased call time by 1.2%. He commented the level 5 calls including fraud, phone threat, and theft from motor vehicle, prostitution, and drug offense call time increased by 25.7% increase. He commented the hold time is 22 minutes on average before an officer is able to respond.

Chief Stokes stated the opioid epidemic included 182 overdoses and 22 deaths in 2021, and he noted the incidents took place near where other violent crimes take place.

Chief Stokes reviewed information regarding the Byrne Criminal Justice Innovation (BCJI) Grant. He noted the grant is for the WEST END (West End Salisbury Transformed Empowered Neighborhood Development) from the Department of Justice Bureau of Justice Assistance grant. He indicated the grant is a three year award for \$800,000 with no requirement of local matching funds, but significant local commitment to the program from staff. He commented the goals are to build on past efforts to connect to the community with services, programs, and other resources to interrupt persistent cycles of violence and disorder. He added the proposed project is a collaboration with the Parks and Recreation Department and the Community Development Office to develop a Community Violence Intervention (CVI) Committee, develop or enhance recreational and public spaces to further collaborate with community groups, and connect and engage with youth and young adults for crime prevention and public safety.

Chief Stokes explained the BCJI Grant planning phase will take six months. He added to ensure coordination staff will employ a Project Coordinator to assist with organizing and guiding the grant activities and develop a CVI Committee to hold routine meetings to further develop community-based responses with possible CVI Committee Stakeholders. He pointed out the possible CVI Committee Stakeholders include:

- Community Development Corporation
- NAACP President Gemale Black
- JC Price American Legion Lodge
- West End Pride Group member
- West End Community Organization member
- Pastor Tim Bates
- Dr. Roy Dennis of Gethsemane Baptist Church
- Pastor of Moore's Chapel AME Zion Church
- Livingstone College representative
- Project Safe Neighborhoods Coordinator Lorenzo Debose,
- Brenner Crossing Apartments Manager
- Representatives from two Council appointed boards/commissions: Parks and Recreation Advisory Board Chair and Housing Advocacy Commission Chair
- Habitat for Humanity

Chief Stokes commented the CVI Committee activities will include the completion of a neighborhood survey on crime, housing and quality of life concerns, to gain a further understanding of contributing factors to crime within the pre-identified micro-blocks, and identify and collate community resources that may support implementation.

Councilmember Smith asked how the grant resources will be distributed. Chief Stokes pointed out staff had to create an initial budget and the CVI committee will determine how those funds will be distributed to meet the needs of the community.

Mayor Alexander asked if representatives from the Rowan-Salisbury School System will be involved on the CVI committee. Chief Stokes noted there is flexibility in building the CVI committee and stakeholders.

Councilmember McLaughlin asked how staffing issues have created issues for the department. Chief Stokes noted when an officer leaves it creates a heavier workload on the other officers and may cause them to leave as well.

Councilmember McLaughlin asked what percentage of crimes are due to gang violence, and he also asked what the average age is for gang member involvement. Chief Stokes noted the percentage is difficult to define, but there is a lot of gang involvement in crimes. He added the average age for gang members is less than 30 years of age, but he is unsure of the youngest age.

Councilmember McLaughlin asked what salary range is needed to keep officers from leaving. Chief Stokes pointed out being a Police Officer is a difficult market. He noted the City

was at the top of pay in 2017 but then fell behind. He noted he hopes to find ways to be competitive and add other incentives for those who come to work for the City.

Councilmember Post asked if the Police Department could be fully staffed by next year. Police Chief Stokes commented he is cautiously optimistic in being fully staffed. He indicated there is a need to look for different incentives to aide in recruitment to the City.

Interim City Manager Brian Hiatt noted there are staffing challenges in Police Departments in other cities, and he indicated further discussion will take place at the Planning Retreat next week including the status of the City's Compensation Study. He noted there is a hiring challenge within the City and all local governments due to resignations and career changes.

Councilmember Smith asked what happens if the Police Department is not fully staffed. Chief Stokes commented certain calls will not be answered. He added when calls go unanswered people feel more victimized.

Councilmember Smith asked how Council can mitigate the issues that are taking place in the City and assist the Police Department to become fully staffed.

Mayor Alexander pointed out the Rowan County Commissioners along with the Rowan-Salisbury School System is working towards a comprehensive and collaborative coalition to work closely with the Police Department to service the community and mitigate the rise in crime especially with the youth. She added it will be a community effort on every level.

Mayor Pro Tem Sheffield thanked Chief Stokes for his presentation and the great work he does for the City.

Mayor Alexander thanked Chief Stokes for his excellent work for the community and courageous leadership.

APPOINTMENT – ECONOMIC DEVELOPMENT COMMISSION

Mayor Alexander pointed out a request was received from the Economic Development Commission to appoint Breck Dorton to fill a term that expires on December 13, 2023.

Upon a **motion** made by Councilmember Post and Mayor Alexander, Mayor Pro Tem Sheffield, and Councilmembers McLaughlin and Smith voting AYE the following appointment was made to the Economic Development Commission to fill an unexpired term:

Mr. Breck Dorton

Term Expires 12/23/2023

Community Appearance Commission

Mayor Pro Tem Sheffield noted Mr. William Mason resigned from the Community Appearance Commission (CAC). She requested Ms. Julia Apone be appointed to the unexpired term.

Upon a **motion** by Mayor Pro Tem Sheffield and Mayor Alexander and Councilmembers McLaughlin, Post, and Smith voting AYE, the following appointment was made to the Community Appearance Commission to fill an unexpired term:

Ms. Julia Apone

Term Expires 03/31/2023

CITY ATTORNEY'S REPORT

(a) City Code Revisions

City Attorney Graham Corriher presented information for the second reading of the revisions to the Code of Ordinances to comply with the General Assembly and Senate Bill 300. He added it is required for City Council to review and delineate which of its local Ordinances will be enforced with criminal penalties. He added he and Police Chief Jerry Stokes reviewed the Ordinances and through Council feedback further revisions were made.

Mr. Corriher noted he met with Diversity, Equity and Inclusion (DEI) Director Anne Little to develop a process with the Human Relations Council (HRC) to identify if there are other stakeholders that need to be involved during the Ordinance review. He noted if any issues are identified with the specific set of Ordinances he has presented that Council retains the authority to amend the ones being adopted and make change in the future if needed.

Thereupon, Councilmember Post made a **motion** to adopt an Ordinance amending various chapters of the Code of Ordinances for the City of Salisbury to comply with North Carolina Session Law 2021-138. Upon a roll call vote Mayor Alexander voted AYE, Mayor Pro Tem Sheffield voted AYE, Councilmember McLaughlin voted AYE, Councilmember Post voted AYE, and Councilmember Smith voted AYE. (5-0)

ORDINANCE AMENDING VARIOUS CHAPTERS OF THE CODE OF ORDINANCES FOR THE CITY OF SALISBURY TO COMPLY WITH NORTH CAROLINA SESSION LAW 2021-138.

(The above Ordinance is recorded in full in Ordinance Book No. 30 at Page No. 16-43, and is known as Ordinance 2022-11.)

(b) Empire Hotel

City Attorney Corriher asked Council to approve an agreement with Downtown Salisbury, Inc. (DSI) and Developer Brett Krueger regarding the Empire Hotel redevelopment. He indicated

this will be one step in the process, and he added DSI owns the hotel and works in partnership with the City regarding its redevelopment.

Mr. Corriher noted himself, Mr. Krueger, Planning Director Hannah Jacobson and DSI Director Sada Troutman negotiated a draft of Memorandum of Understanding (MOU) to provide a period of exclusivity with the developer to have six months to provide a fully developed proposal for the Empire Hotel redevelopment with financial sources in place, and full development plans. He added at end of that period it gives the City the opportunity to negotiate a final Empire Hotel development agreement.

Mr. Corriher asked Council to consider the MOU between the City, DSI, and Mr. Krueger that allows the City to negotiate with Mr. Krueger exclusively for the next six months. He noted Mr. Krueger will bring a fully developed plan to DSI and the City for consideration.

Mayor Pro Tem Sheffield made a **motion** for Council to authorize the Mayor to enter into a MOU with DSI and Developer Brett Krueger regarding the Empire Hotel. Upon a roll call vote Mayor Alexander voted AYE, Mayor Pro Tem Sheffield voted AYE, Councilmember McLaughlin voted AYE, Councilmember Post voted AYE, and Councilmember Smith voted AYE. (5-0)

CITY MANAGER'S REPORT

Interim City Manager Brian Hiatt noted Council's Planning Retreat will take place on January 27, 2022 and January 28, 2022. He asked for Council's consideration for the Retreat to take place as a socially distanced hybrid meeting in Council Chambers. Mayor Pro Tem Sheffield indicated she liked the idea of being together but socially distanced. Mayor Alexander requested safety protocols take place including wearing masks. Mr. Hiatt agreed. Mayor Pro Tem Sheffield asked if the facilitator will attend in person. Mr. Hiatt agreed, and he noted those to attend in person include himself, City Clerk Kelly Baker, Facilitator Warren Miller, City Attorney Graham Corriher and Council. By consensus, Council agreed for its Planning Retreat to take place as a hybrid meeting in Council Chambers.

COUNCIL COMMENTS

Councilmember Post commented on the passing of Mr. Tony Hillian. Councilmember Smith commented on the legacy Mr. Hillian leaves in the community. He added Mr. Hillian was a well-rounded person who loved the community and served with joy. Mayor Alexander noted Mr. Hillian served as an elected official and was a community advocate.

MAYOR PRO TEM COMMENTS

Mayor Pro Tem Sheffield commented Tony Hillian was a peer, a City employee, and will be remembered by many for his community involvement.

Mayor Pro Tem Sheffield thanked staff for its work during the snow and ice events.

Mayor Pro Tem Sheffield thanked everyone who was involved in the Dr. Martin Luther King, Jr celebration.

MAYOR'S ANNOUNCEMENTS AND COMMENTS

Mayor Alexander thanked staff for all it did for the City during the recent winter weather events. She also noted the City has a great community that works together and meets the community's needs.

(a) **Proposed Social District**

Mayor Alexander announced Downtown Salisbury, Inc. invites the community to attend a public engagement session to provide input on a proposed Social District. The input and information sessions will be held on the following dates and locations:

- Wednesday, January 19, 2022 at 5:30 p.m., at Mean Mug
- Thursday, January 20, 2022 at 5:30 p.m., virtually
- Wednesday, January 26, 2022 at 8:30 a.m., at City Hall and virtually

(b) **Wine About Winter**

Mayor Alexander announced Wine About Winter is postponed until summer 2022. Additional information is available on the DSI website and social media. Ticketholders will receive an email in the coming weeks which provides instructions on how to transfer their ticket to the new date or receive a full refund. Ticketholders can also request a refund by emailing dsiinfo@salisburync.gov or calling (704) 637-7814.

ADJOURNMENT

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

The meeting was adjourned at 9:13 p.m.

Karen Alexander, Mayor

Kelly Baker, City Clerk

Salisbury, North Carolina
February 1, 2022

REGULAR MEETING

PRESENT: Mayor Karen K. Alexander, Presiding; Mayor Pro Tem Tamara Sheffield; Council Members Harry McLaughlin, David Post, and Anthony Smith; Interim City Manager Brian Hiatt, City Clerk Kelly Baker; and City Attorney J. Graham Corriher.

ABSENT: None.

In response to the State of Emergency declaration related to the spread of COVID-19 and to limit physical interactions and the potential spread of COVID-19 the Salisbury City Council met electronically. 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.

RECOGNITION OF VIEWERS

Mayor Alexander welcomed all viewers.

ADOPTION OF THE AGENDA

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

PROCLAMATIONS

Mayor Alexander proclaimed the following observances:

AFRICAN AMERICAN HISTORY MONTH
NAACP BIRTHDAY COMMEMORATION

February 2022
February 12, 2022

CONSENT AGENDA

(a) Budget Ordinance Amendment – Joint Operations Funds

Adopt a budget Ordinance Amendment to the FY2021-2022 budget in the amount of \$5,000 to appropriate Joint Operations funds from the U.S. Secret Service for the purchase of equipment used in criminal investigations.

AN ORDINANCE AMENDING THE 2021-2022 BUDGET ORDINANCE OF THE CITY OF SALISBURY, NORTH CAROLINA TO APPROPRIATE JOBS SECRET SERVICE FUNDS

(The above Ordinance is recorded in full in Ordinance Book No. 30 at Page No. 44, and is known as Ordinance 2022-12.)

(b) Voluntary Annexation – Cloninger Investments

Receive the Certificate of Sufficiency and adopt a Resolution setting the date of the public hearing for March 1, 2022 for the voluntary annexation of Cloninger Investments located at 645 Julian Road.

RESOLUTION SETTING THE DATE OF THE PUBLIC HEARING ON THE QUESTION OF THE ANNEXATION OF CLONINGER INVESTMETNS, INC. PURSUANT TO N.C.G.S. 160A-31.

(The above Resolution is recorded in full in Ordinance Book No. 16 at Page Nos. 6-7, and is known as Resolution 2022-05.)

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

PUBLIC COMMENT

Mayor Alexander opened the floor to receive public comments.

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

LAND DEVELOPMENT ORDINANCE TEXT AMENDMENT

Development Services Manager Teresa Barringer addressed Council regarding Land Development Ordinance Text Amendment (LDOTA) LDOTA-02-2021 to amend Chapter 4 (Subdivisions and Infrastructure), Chapter 6 (Lot, Infill, Additions and Accessory Provisions), Chapter 9 (Environmental Provisions), Chapter 16 (Development Plan Requirements), and Chapter 18 (Definitions) of the Land Development Ordinance.

Ms. Barringer pointed out Chapter 4 of the Land Development Ordinance (LDO) relates to Subdivisions and Infrastructure. She referenced Section 4.5, and she noted the proposed revision states that upon completion of construction, streets and public utilities will be accepted into the City system, at which time the guarantee of construction will be released.

Ms. Barringer stated Section 4.9 relates to sidewalks, and she pointed out the proposed revision clarifies instances where sidewalk installation is impractical due to environmental barriers such as adjacent streams or topography and a payment-in-lieu of sidewalk construction may be approved. She explained the pay-in-lieu program is included in the LDO and staff is proposing changes to streamline the approval process. She pointed out the current pay-in-lieu program has a priority index scoring system that is used to determine the payment amount. She noted pay-in-lieu payments are kept in priority zones and cannot be used in a different zone.

Ms. Barringer explained the pay-in-lieu program is not available for new construction. She added new developments that construct roads are required to install sidewalks on both sides of the street per current zoning regulations. She indicated the pay-in-lieu program is available when development takes place on an existing public street. She commented if a sidewalk exists near the development, developers may opt to pay-in-lieu and the City could use the funds to install the sidewalk, to repair sidewalks, or apply to a capital improvement sidewalk construction the City is completing.

Ms. Barringer reviewed sidewalk payment in-lieu inventory, and she pointed out the proposed text amendment would better use available funding. She stated the City has \$117,688.89 in pay-in-lieu funds from developments that have taken place since 2008. She explained the funds are for a specific zone and staff recommends flexibility so the funds can be used within the general area of the City.

Ms. Barringer noted staff is proposing payment-in-lieu be calculated based upon the current year's adopted fee schedule per linear foot which would encourage sidewalk installations.

Councilmember Post pointed out the cost of concrete continues to increase. Ms. Barringer suggested the verbiage of the text amendment be changed to calculate per the time of year and material costs of the proposal. Mayor Alexander agreed, and she added the cost should be calculated when the work is being done. Mr. Post agreed.

Mayor Alexander clarified the priority zones will remain in place and the proposed changes will allow flexibility for future pay-in-lieu projects. Ms. Barringer stated the sidewalk priority index zones would be removed from the LDO. She added prior funding would be subject to the priority zones. Mayor Alexander asked how staff will make sure the funding that is assigned to a priority zone will be used in that zone. Ms. Barringer explained the Finance Department will keep a record of how the funding is used.

Ms. Barringer noted proposed changes to Section 6.3.E, would simplify the provisions regarding lot width averages. She explained one lot can eliminate a developer's ability to subdivide property and meet or exceed the minimum standards for the zoning district. She indicated the wording has caused developers to go through an additional process for approval. She added staff recommends simplifying the process to the minimum lot frontage which is equal or greater to the frontage of the smallest lot.

Ms. Barringer noted 6.3 – Infill provisions includes lot frontage width and architectural compatibility standards. She explained under the current infill provisions staff reviews the proposed development to determine the roof pitch of a house to help maintain the bulk and scale within an area. She noted there are state statutes that prevent such involvement, and she added the City only has the authority over historic districts and properties recognized by the National Register of Historic Places. She explained the current provisions could violate session law and staff recommends removing the provision.

Ms. Barringer referenced Section 6.5.D, and she pointed out the privacy fence regulation has raised discussion during swimming pool reviews. She explained the LDO requires a fence with a self-latching gate, and she noted some homeowner's associations have different standards for fences. She stated staff is proposing to remove the word "private" and state that pools shall be enclosed by a fence (with a self-latching gate) at a minimum height of four feet and a maximum height of eight feet.

Ms. Barringer reviewed Chapter 9 – Environmental Protection, and she explained the proposed revision is to remain consistent with a recently approved change to the Uniform Construction Standards. She commented the proposed revisions would ensure erosion controls is being satisfied for single-family residential units on lots under one acre.

Ms. Barringer stated the only change to Chapter 16 is to eliminate five paper copies of design plans and to encourage digital submission. She pointed out staff can review the plans digitally.

Ms. Barringer noted language was added to Chapter 18 to better define a bar/tavern/nightclub. She noted the LDO defines a bar/tavern/nightclub as a business where alcoholic beverages are sold for on-site consumption, which are not part of a larger restaurant use or other permitted-by-right primary use with alcoholic consumption being secondary to the primary use. She stated staff is proposing the addition of permitted by right primary use with alcohol consumption being secondary to primary use. She explained the proposal would eliminate the need for businesses that are not restaurants from needing a special use permit from the City in

addition to Alcohol Beverage Control (ABC) regulations. She pointed out steps are in place to ensure compliance.

Mayor Pro Tem Sheffield clarified the proposal would clean up the language and eliminate a step. She pointed out applications will still go before the ABC board for consideration. Ms. Barringer agreed.

Ms. Barringer noted the Planning Board recommended unanimous approval of LDOTA-02-2021 at its January 11, 2022 meeting with minor revisions that have been met.

Mayor Alexander convened a public hearing after due notice regarding LDOTA-02-2021.

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

Councilmember Post asked about the penalties for the erosion control standards. Ms. Barringer explained the goal is to make sure the applicant understands the severity of the impact to the environment, and she pointed out other measures would take place before fines are issued. She added the penalties proposed are consistent with state requirements.

Mr. Post stated the City Council hereby finds and determines that adoption of an Ordinance to amend the Land Development Ordinance of the City of Salisbury as underlined or stricken herein is reasonable, in the public interest, and not inconsistent with the Vision 2020 Comprehensive Plan. Thereupon, Councilmember Post made a **motion** to adopt an Ordinance amending Chapters 4 (Subdivisions and Infrastructure), 6 (Lot, Infill, Additions, and Accessory Provisions), 9 (Environmental Provisions), 16 (Development Plan Requirements), and 18 (Definitions) of the Land Development Ordinance of the City of Salisbury, North Carolina with noted change to 4.9C as sidewalk pay-in-lieu per time and material cost at the time of the proposal. Upon a roll call vote Mayor Alexander voted AYE, Mayor Pro Tem Sheffield voted AYE, Councilmember McLaughlin voted AYE, Councilmember Post voted AYE, and Councilmember Smith voted AYE. (5-0)

ORDINANCE AMENDING CHAPTERS 4 (SUBDIVISIONS AND INFRASTRUCTURE), 6 (LOT, INFILL, ADDITIONS, AND ACCESSORY PROVISIONS), 9 (ENVIRONMENTAL PROVISIONS), 16 (DEVELOPMENT PLAN REQUIREMENTS), AND 18 (DEFINITIONS) OF THE LAND DEVELOPMENT ORDINANCE OF THE CITY OF SALISBURY, NORTH CAROLINA.

(The above Ordinance is recorded in full in Ordinance Book No. 30 at Page Nos. 45-59, and is known as Ordinance 2022-05.)

WORKING AG LANDS PLAN SURVEY

Rowan County Cooperative Extension Director Amy Lynn Albertson addressed Council regarding the “Working Ag Lands Plan” survey. She explained in 2019 the Rowan County Agriculture Advisory Board received a grant to create a farmland preservation plan for Rowan

County. She reviewed Rowan County agriculture statistics, and she noted Rowan County has 925 farms and 118, 914 acres of farmland. She requested the public take the survey by March 17, 2022. She explained survey data will help with the development of a Working Agricultural Land Plan which will show the state of agriculture and forestry, challenges and opportunities, and provide recommendations to help sustain local farms and forests. She indicated the survey can be taken by visiting go.ncsu.edu/rowanworkingaglands.

Mayor Alexander thanked Ms. Albertson for her presentation.

KIVA UPDATE

Councilmember Post presented an update on the Kiva platform. He shared the history of KIVA, and he explained how the model operates. He indicated the City has paid the \$20,000 fee to join KIVA and has set aside \$60,000 in matching funds which have not been used.

Mr. Post noted typical borrower profiles include minority or women, those who have low credit ratings, no collateral, or the loans are below the bank minimum lending limit, and those who have no access to financing or capital.

Mr. Post explained how a funder and matching funds are supposed to work, and he reviewed the borrowing process. He added the program includes matching funds raised on the Kiva platform, where each dollar raised is matched with another dollar. He stated the Self-Help Credit Union has had changes in its Capital Access Manager (CAM), its leadership, and that the manager is a part-time teller who lacks time to get out into the community.

Mr. Post commented the City has three options: the City can renew its contract with Kiva and Kiva will renew its contract with the Self-Help Credit Union, the City can change its Hub and CAM to a group such as the Community Development Corporation (CDC). He indicated the Blanch and Julian Robertson foundation will provide necessary funding to pay for a CAM centered at the CDC for at least first year. He noted the third option is for the City to bring the program in-house.

Mr. Post pointed out in 2021-2022, four borrowers used the Kiva platform but were unable to raise enough funds to receive a loan. He noted they estimate 10 loans are needed each year to make the program viable.

Mayor Pro Tem Sheffield asked about the options with Kiva. Councilmember Post clarified options are to stay with KIVA and the Self-Help Credit Union as the Hub, stay with Kiva platform and change the Hub and CAM, or the City becomes the Hub. He noted he recommends the City stay with the Kiva platform but change the Hub and CAM.

Mayor Pro Tem Sheffield asked where the additional funding would come from if the City chose to change its Hub and CAM to the CDC. Councilmember Post noted additional funds will be provided by the Blanche and Julian Robertson Foundation until other funds are identified.

Mayor Alexander expressed her concerns with continuing the relationship with Kiva, and she suggested putting it on hold until a plan is put together and Council has time to make a decision.

Councilmember Smith asked how much funding has been given for matching funds. Mayor Alexander noted no funds have been spent because applications were not successful.

Councilmember Smith agreed to pause on the program. He asked if the Chamber of Commerce or small businesses had expressed an interest in Kiva. Mr. Post noted the CAM is responsible to speak with the Chamber and other bands but that has not taken place.

Councilmember McLaughlin indicated he had gone through the Self-Help Credit Union and he was directed to Kiva. He noted information on the program should be shared because no one reached out to him as an applicant. He stated small businesses often have funds to get started but need help in their second or third years.

Mayor Alexander recommended the program be paused until additional plans can be made. She noted a survey for the community may be helpful. Mayor Pro Tem Sheffield also agreed to pause the program.

By consensus, Council agreed to pause its partnership with Kiva.

CITY ATTORNEY'S REPORT

City Attorney Graham Corriher

CITY MANAGER'S REPORT

Interim City Manager Brian Hiatt thanked Council and staff for its hard work during the Planning Retreat. He noted the retreat can be viewed by the public on the City's website at www.salisburync.gov/webcast.

Mr. Hiatt commented COVID-19 trends are being monitored and Council will need to decide whether the February 15, 2022 meeting will take place in person, as a hybrid or by Zoom.

By consensus, Council agreed for the next meeting to take place virtually and to return to in-person hybrid meetings beginning March 1, 2022.

COUNCIL'S COMMENTS

Councilmember Post noted the importance of helping minority businesses and that it should continue to be a goal of Council.

Councilmember Smith agreed and he commented that to serve minority businesses and

communities there should be a focus on an equitable and sustainable way to access and distribute resources.

Councilmember McLaughlin expressed concern with disconnect in the communication between programs such as KIVA and their target demographic.

Mayor Alexander agreed that resources for minority businesses and communities should be easily accessible.

MAYOR PRO TEM COMMENTS

Mayor Pro Tem Sheffield recognized the celebration of Black History Month and the start of the Lunar New Year.

Mayor Pro Tem Sheffield thanked everyone who was involved and presented at the City Council Retreat for their hard work.

Mayor Pro Tem Sheffield pointed out in March there will be openings to serve on City Boards and Commissions. She noted applications can be found on the City's website.

MAYOR'S ANNOUNCEMENTS AND COMMENTS

(a) Utility Payment Drop Boxes

Mayor Alexander announced the Salisbury Customer Service Center will phase out its utility payment drop boxes in Rowan County communities on Tuesday, March 1. Residents who utilize the drop boxes will be contacted personally by a representative. As a reminder, residents are encouraged to visit salisburync.gov/billpay to set up free electronic bill pay or contact the Customer Service Center at (704) 638-5300 for additional bill pay options.

Mayor Alexander updated Council on the United States Congress of Mayors meeting she recently attended. She stated she will be working with Interim City Manager Brian Hiatt to discuss available federal programs that would help homeless veterans. She recognized Housing Planner Candace Edwards for her work assisting vulnerable communities. She noted she will provide a detailed update at the next Council meeting.

CLOSED SESSION

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

RETURN TO OPEN SESSION

Council returned to open session, and Mayor Alexander reconvened the meeting. She stated no action was taken during closed session.

ADJOURNMENT

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

The meeting was adjourned at 10:05 p.m.

Karen Alexander, Mayor

Kelly Baker, City Clerk

Salisbury City Council Agenda Item Request Form



Please Select Submission Category: Public Council Manager Staff

Requested Council Meeting Date: February 15, 2022

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

Name of Presenter(s): Wendy Brindle, City Engineer

Requested Agenda Item: Request from JC Waller & Associates, on behalf of Granges America, for a variance from the Uniform Construction Standards.

Description of Requested Agenda Item: JC Waller & Associates, on behalf of Granges America, has requested a variance from the standard City requirement in the Uniform Construction Standards, Section V, Part 3, 3.01, 14, of a minimum of .2' drop through a manhole. The request is for a minimum .1' drop through the manholes in order to meet the elevation of the existing manhole that is the proposed tie-in location. The minimum .1' drop still meets state standards. City Council approval of variances from the standard City requirements is required by Section I-1.08 of the Uniform Construction Standards.

Staff review included input from Engineering and Salisbury-Rowan Utilities. Staff recommends approval based on meeting minimum state standards.

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)*
City Council to approve a variance related to minimum drop through manholes for Granges America.

Contact Information for Group or Individual: Wendy Brindle – 704-638-5201

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



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******

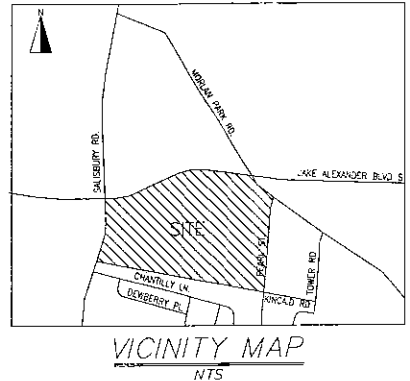
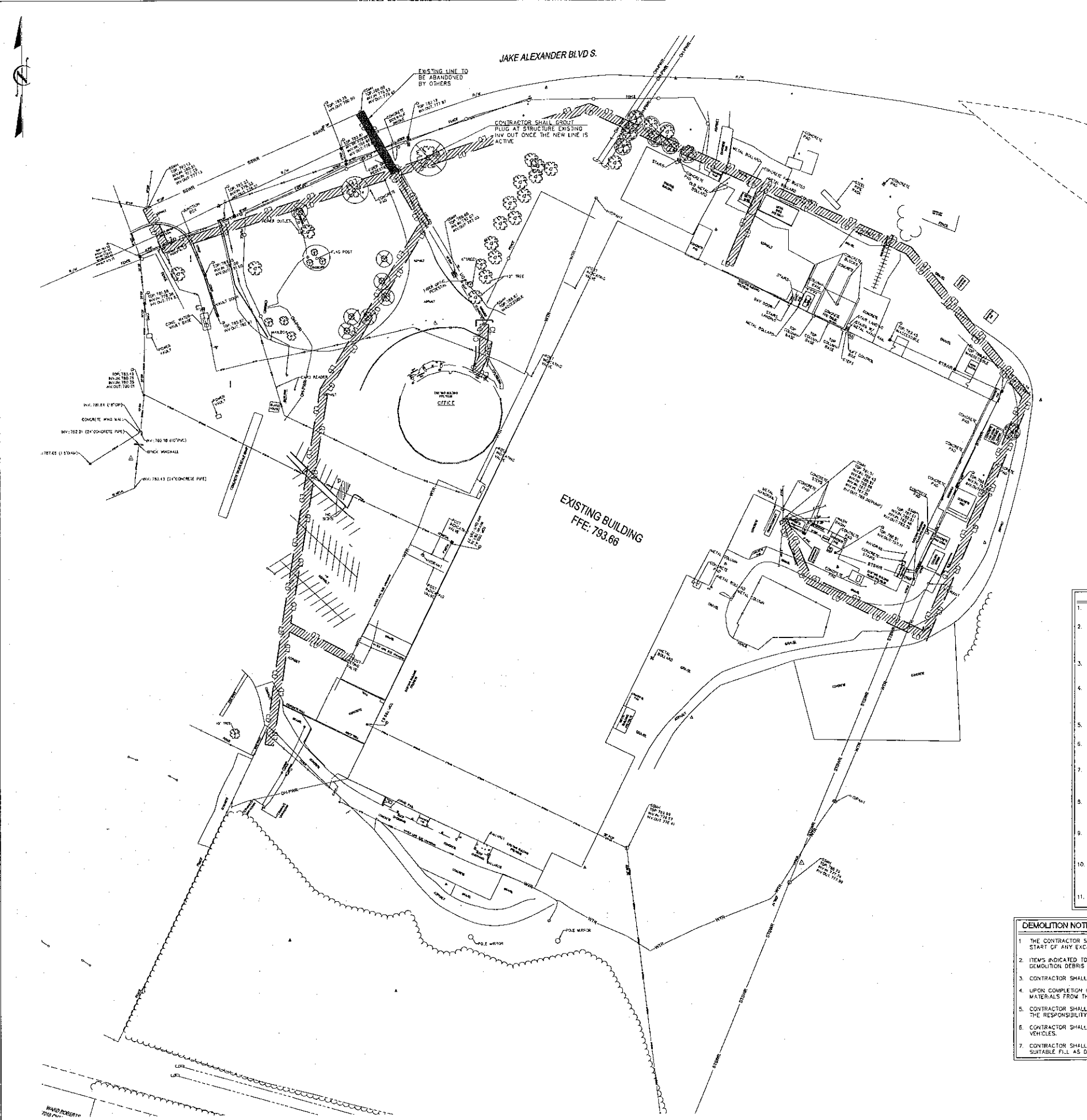
For Use in Clerk's Office Only

Approved

Delayed

Declined

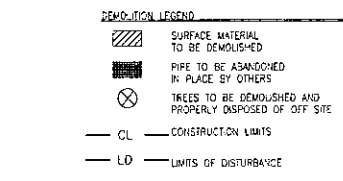
Reason:



VICINITY MAP
NTS

SITE DATA TABLE

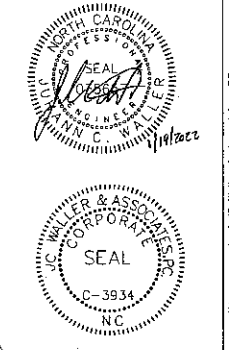
LAND USE:	
EXISTING: LIGHT INDUSTRIAL	
PROPOSED: LIGHT INDUSTRIAL	
EXISTING NUMBER OF LOTS: 1	GRANGES AMERICAS 1709 S JAKE ALEXANDER BLVD. SALISBURY, NC 28146
PROPOSED NUMBER OF LOTS: 1	
ZONING	
PARCEL NUMBER:	063007
DEED BOOK:	DB:1275 PG:745
PLAT BOOK:	N/A
PROPERTY OWNER:	GRANGES AMERICAS INC 501 CORPORATE CENTRE DR. STE 290 FRANKLIN, TN 37067
EXISTING ZONING:	LI-2
PROPOSED ZONING:	LI-2
TOTAL ACREAGE:	49.69 AC
TOTAL ACREAGE DISTURBED:	± 0.624 AC
DIMENSIONAL REQUIREMENTS	
LOT DIMENSIONS	
MINIMUM LOT SIZE (SQ. FT.)	N/A
MINIMUM LOT DEPTH (FT.)	150
MINIMUM LOT WIDTH (FT.)	20
SETBACK REQUIREMENTS (MINIMUM FT.)	
MINIMUM STREET FRONT (FT.)	50
MINIMUM SIDE STREET (FT.)	30
MINIMUM INTERIOR SIDE AND REAR SETBACK (FT.)	
MINIMUM SIDE (FT.)	0 OR 10
MINIMUM REAR (FT.)	0 OR 10
OPEN SPACE	
MINIMUM OPEN SPACE (%)	N/A
BULK (MAXIMUM)	
HEIGHT (FT.) / NUMBER OF STOREYS	N/A
MAX DWELLING UNITS PER ACRE	N/A
COVERAGE	
TOTAL SITE ACREAGE: 49.69 ± ACRES	
% BUILDING COVERAGE TO LAND:	328,416/2,164,496 * 100 = 15%
% PAVED/GRAVEL SURFACE TO LAND:	488,020/2,164,496 * 100 = 23%
% OPEN SPACE TO LAND:	1,348,050/2,164,496 * 100 = 62%
% TOTAL IMPERVIOUS SURFACE:	816,436/2,164,496 * 100 = 38%
EXISTING GFA:	328,416
PROPOSED GFA:	0



SUBMIT AS-BUILT DRAWINGS OF THE WATER, SEWER, ROADWAY AND STORM SEWER SYSTEMS TO THE ENGINEERING SERVICES DEPARTMENT UPON PROJECT COMPLETION.

- GENERAL NOTES**
- CONTRACTOR SHALL OBTAIN ALL PERMIT APPROVALS PRIOR TO BEGINNING CONSTRUCTION.
 - CONTRACTOR IS RESPONSIBLE FOR VERIFYING ALL EXISTING FEATURES PRIOR TO START OF CONSTRUCTION. ANY DISCREPANCY IN LOCATION, SIZE, OR DESCRIPTION OF EXISTING FEATURES SHOWN ON THE PLANS SHALL BE BROUGHT TO THE ATTENTION OF THE ENGINEER IMMEDIATELY.
 - THE CONTRACTOR WILL BE REQUIRED TO DO ALL WORK NECESSARY TO PROVIDE SUITABLE CONNECTIONS WITH ALL STORM DRAINS AND UTILITIES ENTERING THIS PROJECT.
 - NO SUBSURFACE INVESTIGATIONS OR DETERMINATION HAS BEEN MADE BY THE SURVEYOR OR ENGINEER. THE CONTRACTOR SHOULD MAKE THEIR OWN INVESTIGATION AS TO THE SUBSURFACE CONDITIONS.
 - THE CONTRACTOR SHALL BE RESPONSIBLE FOR LOCATING, AVOIDING, AND PROTECTING ALL EXISTING UTILITIES ON-SITE.
 - CONTRACTOR SHALL ADJUST ALL UTILITY TOPS (VALVE BOXES, METER BOXES, MANHOLE ETC.) TO BE FLUSH WITH THE PROPOSED FINISHED GRADE.
 - THERE SHALL BE LEVEL TURNING AREAS (MAX. 2% SLOPE IN ANY DIRECTION INCLUDING IN THE DIAGONAL) ON ALL PEDESTRIAN SURFACES WHERE AN INTERSECTING SIDEWALK CONNECTS WITH THE WALK.
 - LANDINGS OUTSIDE ALL "DOORS" SHALL BE SIZED PER NBC AND SHALL BE CONSTRUCTED AT THE SAME ELEVATION AS THE FFE, AND SHALL HAVE A MAXIMUM 2% SLOPE IN ALL DIRECTIONS INCLUDING THE DIAGONAL.
 - THERE SHALL BE NO DESIGNATED PEDESTRIAN ROUTES/SIDEWALKS WITHIN THE SITE, EXCEPT WHERE LABELED AS A RAMP WITH RAILS, WHICH EXCEED A 5% SLOPE IN THE DIRECTION OF TRAVEL AND A 2% CROSS SLOPE.
 - ALL PEDESTRIAN ROUTES >5% (1:20), IF ANY, ARE LABELED AS "RAMPS" SHOWING SLOPES, LEVEL LANDINGS AT TOP AND BOTTOM (MIN. 2% SLOPE IN ANY DIRECTION INCLUDING DIAGONAL), RAILINGS/GUARDRAILS, AND SHALL COMPLY WITH NBCB.
 - ALL CONSTRUCTION SHALL BE IN ACCORDANCE WITH C.O.S. AND NCEQ.

- DEMOLITION NOTES**
- THE CONTRACTOR SHALL LOCATE ALL UNDERGROUND UTILITIES WITHIN THE PROJECT LIMITS PRIOR TO THE START OF ANY EXCAVATION.
 - ITEMS INDICATED TO BE DEMOLISHED SHALL BE REMOVED FROM SITE AS DEMOLITION PROGRESSES (DAILY). ALL DEMOLITION DEBRIS SHALL BE PROPERLY TRANSPORTED AND DISPOSED OF OFF-SITE.
 - CONTRACTOR SHALL DEMOLISH ALL CONCRETE PAVEMENT, SIDEWALK AND CURBING TO THE NEAREST JOINT.
 - UPON COMPLETION OF DEMOLITION, CONTRACTOR SHALL REMOVE ALL TOOLS, EQUIPMENT, AND DEMOLITION MATERIALS FROM THE SITE.
 - CONTRACTOR SHALL PROTECT UTILITIES WITHIN THE DEMOLITION AREA THAT ARE TO REMAIN IN SERVICE. IT IS THE RESPONSIBILITY OF THE CONTRACTOR TO REPAIR ANY DAMAGE TO THOSE UTILITIES.
 - CONTRACTOR SHALL PROVIDE ALL BARRICADES, CONES, SIGNS, FLAGMAN ETC. TO PROTECT PEDESTRIANS AND VEHICLES.
 - CONTRACTOR SHALL BACKFILL ALL Voids CREATED BY THE REMOVAL OF THE UNDERGROUND UTILITIES WITH SUITABLE FILL AS DETERMINED BY THE ON-SITE GEOTECHNICAL ENGINEER.



A MINORITY OWNED ENGINEERING AND SURVEYING FIRM
NORTH CAROLINA

OFFICE LOCATIONS
CORPORATE OFFICE:
524 S. ELM STREET
GREENSBORO, NC 27406
LICENSE NUMBER: C-3934

J.C. Waller & Associates, PC

DATE	01/19/2022
DRAWN BY	C. YOUNG
DESIGNED BY	C. YOUNG
CHECKED BY	J. WALLER
SCALE	1" = 60'

GRANGES AMERICAS SANITARY SEWER EXTENSION
1709 S JAKE ALEXANDER BLVD. SALISBURY, NC 28146
EXISTING CONDITIONS/SITE DEMOLITION PLAN

PROJECT NO.	21-056-274
SHEET NO.	C100

Salisbury City Council Agenda Item Request Form



Please Select Submission Category: Public Council Manager Staff

Requested Council Meeting Date: 02-15-2022

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

Name of Presenter(s): Nick Aceves

Requested Agenda Item: Adopt a Budget ORDINANCE Amendment Appropriating Parks & Recreation sponsorships to the FY2021-2022 budget in the amount of \$6,950.00

Description of Requested Agenda Item. The City has received sponsorships in the amount of \$6,950.00 for Recreation Programs & Special Events. NC General Statutes require that the City appropriate these revenues so that they can be legally spent.

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

Action Requested of Council for Agenda Item: Adopt a Budget Ordinance amending the FY2021-2022 Budget in the General Fund \$6,950.00 for additional revenue. *(Please note if item includes an ordinance, resolution or petition)*

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

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

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

FINANCE DEPARTMENT INFORMATION:

Finance Manager Signature

Department Head Signature

Budget Manager Signature

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

For Use in Clerk's Office Only

Salisbury City Council Agenda Item Request Form



Approved

Delayed

Declined

Reason:

AN ORDINANCE AMENDING THE 2021-22 BUDGET ORDINANCE
OF THE CITY OF SALISBURY, NORTH CAROLINA TO
APPROPRIATE PARKS AND RECREATION DONATIONS

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

Section 1. The City has received various donations for the Parks and Recreation department. NC General Statutes require that the City appropriate this revenue so that it can be legally spent.

Section 2. That the 2021-22 Budget Ordinance of the City of Salisbury, adopted on June 15, 2021 is hereby amended as follows:

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

(1)	Increase line item 010-621-606-5131.05 Recreation Programs	\$ 4,250
	Increase line item 010-621-100-5450.28 Special Events	<u>2,700</u>
		<u>\$ 6,950</u>
(2)	Increase line item 010-000-000-4515.04 Recreation grants and donations	<u>\$ 6,950</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: 02/15/2022

Name of Group(s) or Individual(s) Making Request: Stormwater Division

Name of Presenter(s): Michael Hanna

Requested Agenda Item: Jump and Run Branch Watershed analysis – Engineering services contract with WithersRavenel in the amount of \$99,177.00. This is revising a previously approved item Council approved to the correct contract amount.

Description of Requested Agenda Item: The City of Salisbury Stormwater Department has asked WithersRavenel to develop a Watershed Analysis for the Jump and Run Branch. This is revising a previously approved item Council approved to the correct contract amount. The proposed contract is recommended for approval for an amount not to exceed \$99,177.00. This project is included in the FY21-22 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)*

This project is included in the FY21-22 budget.

Action Requested of Council for Agenda Item: A Council to consider authorizing the City Manager to execute a contract with WithersRavenel for an amount not to exceed \$99,177.00 for engineering services associated with the Watershed Analysis of Jump and Run Branch.

Contact Information for Group or Individual: Chris Tester, Assistant Public Works Director
704-216-7554

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

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

FINANCE DEPARTMENT INFORMATION:

Finance Manager Signature

Department Head Signature

Budget Manager Signature

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

Salisbury City Council Agenda Item Request Form



For Use in Clerk's Office Only

Approved

Delayed

Declined

Reason:

January 26, 2022

City of Salisbury
Attn: Mr. Chris Tester, PE
Assistant Director of Public Works
210 West Franklin Street
Salisbury, NC 28144

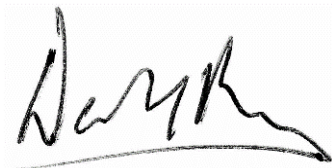
**RE: Proposal for Professional Services
Jump and Run Branch Watershed Analysis
Salisbury, North Carolina
WR Project No. 06211421.01**

Dear Mr. Tester,

WithersRavenel is pleased to have been selected to provide Professional Engineering Services for the development of a Watershed Analysis for the Jump and Run Branch. Following up on our scoping meeting, please find attached our proposed Agreement detailing the scope of services.

We appreciate the opportunity to provide this agreement and look forward to working with you. If you have any questions or concerns about this proposal, please contact me at (704) 351-6495 or dperry@withersravenel.com.

Sincerely,
WithersRavenel



David N. Perry, PE, CFM
Senior Project Manager, Stormwater
dperry@withersravenel.com
Ph. 919-469-3340 | Direct. 704-351-6495

City of Salisbury

Jump and Run Branch Watershed Analysis Proposal for Professional Services

A. Project Description

This fee proposal is intended to provide the scope of services and associated fees to provide consulting services per request of City of Salisbury.

This proposal is based on the project site located at Latitude 35.6710° N and Longitude 80.4742° W in Rowan County, Salisbury, North Carolina.

Listed below is a summary of several key aspects of the project based on our discussions, preliminary research, and the survey scope map included as Figure 1 below. Refer to the Scope of Services and Additional Services/Exclusions for further detailed information.

The City of Salisbury has requested assistance in analyzing future anticipated stormwater runoff draining to Jump and Run Branch within the City limits, beginning upstream with the length adjacent to the Wellington Hills townhouse development west of Jake Alexander Blvd/US 601. The analysis is to continue downstream to the confluence with Grants Creek. Options for streambank stabilization for erosion control and flood risk reduction (at the townhouses, and Hazeltine Court and Spyglass Hill Place cul-de-sacs) will be evaluated and presented along with opinions of probable costs and recommendations as appropriate. Revisions of the culvert under Jake Alexander Blvd/US 601 are not included.

For the purposes of this proposal and any subsequent agreements the following references shall apply:

- ▶ City of Salisbury shall be known as the “Client”; WithersRavenel shall be known as the “Consultant” or “WR”; The property and overall project shall be known as the “Project”; Salisbury shall be known as “City”; Rowan County shall be known as “County”; The executed proposal shall be known as the “Agreement”.

B. Timeline for Services

WithersRavenel will begin work upon receipt of this executed Agreement and written notice to proceed from the Client. Estimated timeframe(s) for the basis of the services described in the Scope of Services are shown below.

Milestone	Time Frame
Survey	7 weeks
Hydrology, Hydraulics, and Report	13 weeks
City review, meeting, revisions and finalizing	4 weeks

1. From the milestone time frames and factoring in variability in the approval process, Consultant estimates the total project timeframe for the Scope of Services to be less than six (6) months.
2. The estimated timeframe(s) may be impacted by, among other things:
 - a. Timeliness and additional permit and/or plan reviews of review agencies;

- b. Timeliness and accuracy of information provided by the City.
3. If available, opportunities to adjust these estimated timeframes can be discussed. Implementation of agreed-upon adjustments may result in adjustments to consultant fees.
4. Certain tasks, such as reviews and approvals, are performed by third parties, including governmental agencies, over which neither City nor Consultant have control or responsibility. As such, neither party is responsible for delays or the resulting cost impacts caused by third parties.

C. Scope of Services

WithersRavenel shall provide the services identified under each task below as its “Basic Services” under the Agreement:

Task 1. Project Administration

The Consultant will manage the project in a manner that will assure the quality of deliverables as well as coordination and communication with the City. This will include managing and updating project schedule tracking as well as administrative support of other project documentation.

Task 2. Survey

The Consultant will provide a topographic and planimetric survey along the Jump and Run Branch channel including 100 feet from tops of banks on each side, for approximately 7,300 linear feet of channel, beginning approximately 600 linear feet upstream of the Wellington Hills development property. The approximately 42-acre area will include townhouses and clubhouse adjacent to channel at Wellington Hills, and residences adjacent to the channel at Hazeltine Court and Spyglass Hill Place cul-de-sacs. At these locations, structure data including finished floor elevation, and crawl access or low entry points will be gathered.

Area is highlighted in yellow on Figure 1, below.

- ▶ Horizontal control will be based on NC State Grid, NAD’83(2011).
- ▶ Vertical control will be based on NAVD’88.
- ▶ Conventional survey will be completed using spot grades at approximate 50’ intervals and/or LiDAR mapping using consultant’s UAS (Unmanned Air System). Agreement to this proposal will constitute permission to fly the UAS over the project site.
- ▶ Contours will be mapped at a 1-foot and 5-foot interval.
- ▶ Includes locating top and bottom of slopes, stream thalweg, and any change in the slope lines.
- ▶ Includes survey of roadway, golf cart bridge, and greenway bridge within the Approximate Survey Limits below. Survey shall include roadway centerline elevation and edges of pavement and detail on any guardrail or similar vertical obstruction to storm runoff flow.
- ▶ Locate all visible and obvious site improvements such as roadways, drives, walkways, signs, parking spaces, roadway markings, etc.
- ▶ Storm and Sanitary Sewer will be located to include top and invert elevations, pipe sizes and types, and any embedment, where such determinations are possible.
- ▶ A minimum of 2 project benchmarks will be set and identified in the mapping, suitable for Construction Documents.
- ▶ Sub-surface utilities will be located based on observation of visible and obvious surface features and by paint marks to be applied by NC 811. WithersRavenel will not be held

responsible for no response situations or incorrect designations (all applicable levels) by others.

- ▶ Location of tree lines. Does not include the location of individual trees within wooded areas.
- ▶ GIS data will be used to reference property ownership and parcel lines. Boundary survey type data is excluded from this study proposal.

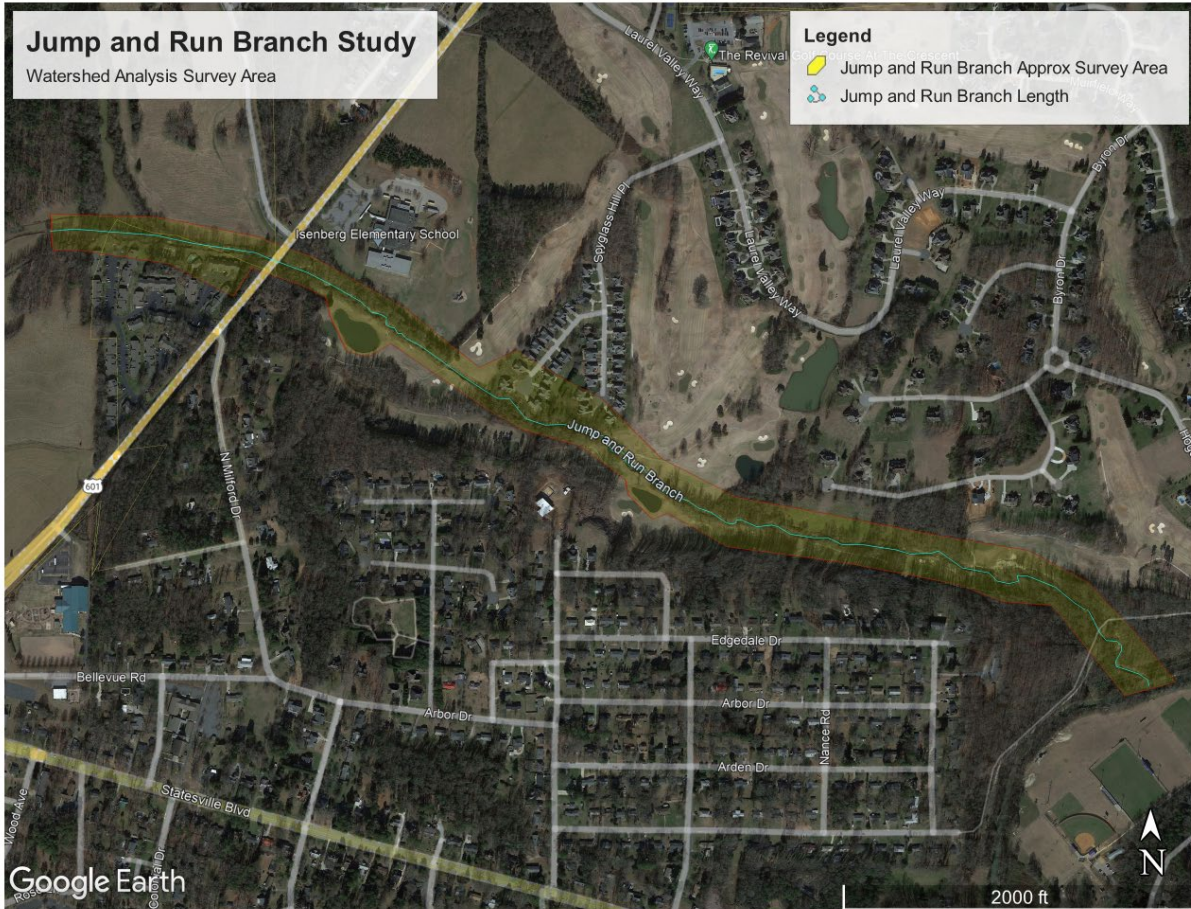


Figure 1 - Approximate Survey Limits

Deliverable:

- ▶ Topographic mapping will be delivered as a digital CAD file in AutoCAD .dwg format with associated signed and certified survey report.

Task 3. Hydrology Analysis and Hydraulic Modeling, Report of Findings

The Consultant will develop a hydrologic analysis for the contributing watershed area to Jump and Run Branch. Analysis of the watershed will be based on future conditions only. This will be based on County topographic information available to the public, combined with the survey data gathered. Land use will be based on reviews of current publicly available aerial photography for existing conditions. Future conditions will be based on maximum development assumed under existing zoning if that would result in a higher level of imperviousness than existing land uses. The Client shall provide zoning GIS layers for analysis, as well as relevant known infrastructure.

The SCS Method, in conjunction with NOAA Atlas 14 rainfall data for the project area, will be used to develop runoff hydrographs and peak flows for the 10-, 25-, and 100-year, 24-hour events for each drainage basin. The SCS method requires three basic parameters: a curve number (CN), a time of concentration (tc), and a drainage area. Curve numbers will be based on soil type and land use.

Land use for each drainage basin will be based on a “future” condition, or full build-out of existing zoning using 2018 USGS National Land Cover Database information supplemented with available aerial imagery as deemed necessary by the Consultant. Land use for assessing a “Future Build-out” scenario will be established using the current zoning information available from the Client’s Planning Department.

Time of concentration will be developed using the Natural Resources Conservation Service (NRCS) watershed lag method for drainage areas greater than 100-acres and the NRCS velocity method for drainage areas less than 100-acres; piped drainage systems will be assigned a minimum time of concentration of 5 minutes. This data will be compiled in ArcGIS and then modeled in SWMM, Bentley Pond Pack, or in the Army Corps of Engineer’s HEC-HMS to establish hydrologic models for each drainage basin that consist of 24-hour runoff hydrographs. Because these hydrologic model results will be for Future Conditions, they will not be compared to Effective FEMA peak flow data in FEMA models or calibrated to rain gauge data.

The Consultant will perform hydraulic calculations using HEC-RAS based on the stormwater runoff flows determined by the modeling of the hydrology. Concept-level cross-sections will be proposed for up to 2,000 linear feet (LF) of combined channel adjacent to the Wellington Hills townhouse development and adjacent to Hazeltine Court and Spyglass Hill Place in particular for flood mitigation, and up to 500 LF of other locations to address channel erosion and stabilization.

Downstream impacts of proposed improvements to channel and culverts beyond Jump and Run Branch will be roughly characterized.

The design goals to be used of the hydraulic modeling of proposed improvements will be:

Channels should define the path for the 100-year storm such that no habitable structures are modeled to have water touching the foundations. Channels should convey the 2-year storm flows within the defined banks of the channel.

In addition, up to two (2) possible upstream detention options will be designed conceptually and evaluated for flood risk mitigation at the townhouses.

The Consultant will prepare a written report describing proposed concept channel alterations based on the hydraulic analysis, as well as concept detention options. Possible property buy-out options will be discussed.

One (1) version of a conceptual layout will be provided for each location with associated costs in order to illustrate the project impacts prior to detailed design.

Effort will include quality assurance and quality control per standard practices of the Consultant. Information will be provided electronically to the City.

The Consultant will participate in one (1) videoconference or telephone meeting to discuss the watershed analysis, proposed conceptual improvements, and opinions of probable construction cost, assumed to be two (2) hours of time including preparation.

Task 4. Reimbursable Costs

The Consultant will be reimbursed for costs associated with this scope. Reimbursable expenses may include reproduction costs for reports, general correspondence, etc.; postage and courier fees; travel, meals, and lodging; and other miscellaneous expenses.

D. Additional Services

Services that are not included in the Scope of Services or are specifically excluded from this Proposal (see below) shall be considered Additional Services. Those services can be performed by Consultant and its agents if requested in writing by the Client and accepted by Consultant. Additional Services shall be paid by the Client in accordance with the rate schedule included in the On-Call Agreement. Exclusions include but are not limited to the following:

Geomatics Services

- Boundary or Property related Services.
- Tree survey/cover report by Registered Forester.
- Subsurface Utility Engineering (SUE).

Environmental Services

- Historic Resources Survey;
- Endangered Species' Habitat Survey;
- Wetland Delineations;
- Wetland/Buffer Determinations;
- US Army Corps of Engineers/state jurisdictional channel impact permitting

Stormwater Services

- Detailed downstream impact analysis;
- FEMA permitting;
- Detailed design;
- Construction Drawings;

The above list is not all inclusive, and the Scope of Services defines the services to be provided by Consultant for this project.

Both parties agree that certain tasks, e.g. reviews and approvals. are performed by governmental agencies and that all parties have limited influence on these agencies to meet the prescribed deadlines and that neither party is responsible for delays caused by governmental agencies.

E. Client Responsibilities

The following are responsibilities of the City and Consultant will rely upon the accuracy and completeness of this information:

1. General:
 - a. Provide representative for communications and decisions.
 - b. Preferred media platforms for communications with the City.
 - c. Provide in writing, any information as to City's requirements for design.
 - d. Provide any information needed to complete the Project not specifically addressed in the Scope of Services.
 - e. Provide all available information pertinent to the Project, including any GIS information, reports, maps, drawings, and any other data relative to the Project.

- f. Examine all proposals, reports, sketches, estimates and other documents presented by the Consultant and render in writing decisions pertaining thereto within a reasonable period so as not to delay the services of the Consultant.
- g. Give prompt written notice to the Consultant whenever the City observes or otherwise becomes aware of any defect in the Project.
- h. Attend City meetings as required/needed.
- i. Access to property for Consultant and subconsultants.
- j. Discussions/negotiations with adjacent landowners

F. Compensation for Services

WithersRavenel proposes to provide the Basic Services outlined in Section C on a hourly basis with budgets as shown below plus reimbursable expenses in accordance with Exhibit II. The amounts set forth below have been determined based on the nature, scope and complexity of the Project as represented in the information provided to WithersRavenel by Client prior to submittal of this proposal; subsequent changes thereto may result in additional fees.

Task No.	Task Name	Fee
1	Project Management	\$4,505
2	Survey	\$37,846
3	Hydrology and Hydraulics, Report of Findings	\$56,526
4	Reimbursable Expenses	\$300
	TOTAL	\$99,177

(Hourly) Denotes hourly tasks. The fee budgets represented with hourly tasks are good faith estimates of what can be reasonably expected during the performance of this contract.

Invoices will be issued monthly, based on the hourly rate for WithersRavenel personnel in accordance with Exhibit II for hourly tasks, as accomplished during the billing period. Payment is due upon receipt of invoice.

The above fees are based on the estimated timelines noted in Section B. Any adjustments to those timelines may result in additional fees.

Consultant may alter the distribution of compensation between individual Tasks noted herein to be consistent with services rendered but shall not exceed the total amount unless approved in writing by the Client.

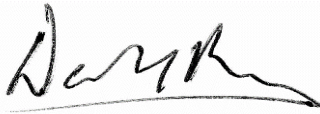
The attached Exhibit II, Fee & Expense Schedule, is based on Consultant's rates as of the date of this proposal and may be subject to change for hourly tasks and any Additional Services that occur after any adjustments to such rates go into effect.

G. Acceptance

This proposal is valid 60 days from the date it is transmitted to Client. Receipt of an executed copy of this proposal will serve as the written Agreement between WithersRavenel and City of Salisbury. All Exhibits identified after the signature blocks below, including the Standard Terms and Conditions (Exhibit I) and the Fee & Expense Schedule (Exhibit II), are incorporated herein and are integral parts of the Agreement.

OFFERED BY:

WithersRavenel



01/26/2022

Signature

Date

David N. Perry, PE, CFM

Name

Senior Project Manager

Title

ACCEPTED BY:

CITY OF SALISBURY

Signature

Date

Chris Tester

Name

Assistant Director of Public works

Title



01/26/2022

Signature

Date

Steve Marks, PE, CFM

Name

Director- Stormwater

Title

Attachments:

Exhibit I- Standard Terms and Conditions

Exhibit II- Fee & Expense Schedule

EXHIBIT I

Standard Terms and Conditions

WithersRavenel, Inc.

The proposal submitted by WithersRavenel, INC. ("CONSULTANT") is subject to the following terms and conditions, which form an integral part of the Agreement. By accepting the proposal, the services, or any part thereof, the CLIENT agrees and accepts the terms and conditions outlined below:

1. Payment:

- a) The CLIENT will pay CONSULTANT for services and expenses in accordance with periodic invoices to CLIENT and a final invoice upon completion of the services. Each invoice is due and payable in full upon presentation to CLIENT. Invoices are past due after 30 days. Past due amounts are subject to interest at a rate of one and one-half percent per month (18% per annum) on the outstanding balance from the date of the invoice.
- b) If the CLIENT fails to make payment to the CONSULTANT within 45 days after the transmittal of an invoice, the CONSULTANT may, after giving 7 days written notice to the CLIENT, suspend services under this Agreement until all amounts due hereunder are paid in full. If an invoice remains unpaid after 90 days from invoice date, the CONSULTANT may terminate the Agreement. If Consultant initiates legal proceedings to collect the fees owed, Consultant shall also be entitled to recover the reasonable expenses of collection including attorney's fees.

2. Notification of Breach or Default: The CLIENT shall provide prompt written notice to the CONSULTANT if CLIENT becomes aware of any breach, error, omission, or inconsistency arising out of CONSULTANT's services or any other alleged breach of contract or negligence by the CONSULTANT. The failure of CLIENT to provide such written notice within ten (10) days from the time CLIENT became aware of the fault, defect, error, omission, inconsistency or breach, shall constitute a waiver by CLIENT of any and all claims against the CONSULTANT arising out of such fault, defect, error, omission, inconsistency or breach. Emails shall be considered adequate written notice for purposes of this Agreement.

3. Standard of Care: CONSULTANT shall perform its services in a professional manner, using that degree of care and skill ordinarily exercised by and consistent with the standards of professionals providing the same services in the same or a similar locality as the Project. THERE ARE NO OTHER WARRANTIES, EXPRESSED OR IMPLIED, INCLUDING WARRANTIES OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE THAT WILL OR CAN ARISE OUT OF THE SERVICES PROVIDED BY CONSULTANT OR THIS AGREEMENT.

4. Waiver of Consequential Damages/Limitation of Liability: CLIENT agrees that CONSULTANT's aggregate liability for any and all claims that may be asserted by CLIENT is limited to \$50,000 or to the fee paid to CONSULTANT under this Agreement, whichever is greater. Both CLIENT and CONSULTANT hereby waive any right to pursue claims for consequential damages against one another, including any claims for lost profits.

5. Representations of CLIENT: CLIENT warrants and covenants that sufficient funds are available or will be available upon receipt of CONSULTANT's invoice to make payment in full for the services rendered by CONSULTANT.

6. Ownership of Instruments of Service: All reports, plans, specifications, field data and notes and other documents, including all documents on electronic media, prepared by the CONSULTANT as instrument of service, shall remain the property of the CONSULTANT. The CONSULTANT shall retain all common law, statutory and other rights, including the copyright thereto. In the event of termination of this Agreement and upon full payment of fees owed to CONSULTANT,

CONSULTANT shall make available to CLIENT copies of all plans and specifications.

7. Change Orders: CONSULTANT will treat as a proposed change order any written or oral order (including directions, instructions, interpretations, or determinations) from CLIENT which requests changes in the Agreement or CONSULTANT's Scope of Services. If CONSULTANT accepts the proposed change order, CONSULTANT will give CLIENT written notice within ten (10) days of acceptance of any resulting increase in CONSULTANT's fees.

8. Opinion of Cost/Cost Estimates: Since the CONSULTANT has no control over the cost of labor, materials, equipment or services furnished by others, or over methods of determining prices, or over competitive bidding or market conditions, any and all opinions as to costs rendered hereunder, including but not limited to opinions as to the costs of construction and materials, shall be made on the basis of CONSULTANT'S experience and qualifications and represent its reasonable judgment as an experienced and qualified professional familiar with the construction industry; but the CONSULTANT cannot and does not guarantee the proposals, bids or actual costs will not vary significantly from opinions of probable costs prepared by it. If at any time the CLIENT wishes assurances as to the amount of any costs, CLIENT shall employ an independent cost estimator to make such determination.

9. Assignment and Third Parties: Nothing under this Agreement shall be construed to give any rights or benefits in this Agreement to anyone other than the CLIENT and CONSULTANT, and all duties and responsibilities undertaken pursuant to this Agreement will be for the sole and exclusive benefit of the CLIENT and the CONSULTANT and not for the benefit of any other party. Neither the CLIENT nor the CONSULTANT shall assign, sublet, or transfer any rights under or interests in this Agreement without the written consent of the other, which shall not be unreasonably withheld. However, nothing contained herein shall prevent or restrict the CONSULTANT from employing independent subconsultants as the CONSULTANT may deem appropriate to assist in the performance of services hereunder.

10. Project Site: Should CLIENT not be owner of the Project site, then CLIENT agrees to notify the site owner of the possibility of unavoidable alteration and damage to the site. CLIENT further agrees to indemnify, defend, and hold harmless CONSULTANT against any claims by the CLIENT, the owner of the site, or persons having possession of the site which are related to such alteration or damage.

11. Access to Site: CLIENT is responsible for providing legal and unencumbered access to site, including securing all necessary site access agreements or easements, to the extent necessary for the CONSULTANT to carry out its services.

12. Survival: All of CLIENT's obligations and liabilities, including but not limited to, its indemnification obligations and limitations of liability, and CONSULTANT's rights and remedies with respect thereto, shall survive completion, expiration or termination of this Agreement.

13. Termination: Either party may terminate the Agreement with or without cause upon ten (10) days advance written notice, if the other party has not cured or taken reasonable steps to cure the breach giving rise to termination within the ten (10) day notice period. If CLIENT terminates without cause or if CONSULTANT terminates for cause, CLIENT will pay CONSULTANT for all costs incurred, non-cancelable commitments, and fees earned to the date of termination and through demobilization, including any cancellation charges of vendors and subcontractors, as well as demobilization costs.

14. **Severability:** If any provision of this Agreement, or application thereof to any person or circumstance, is found to be invalid then such provision shall be modified if possible, to fulfill the intent of the parties as reflected in the original provision. The remainder of this Agreement, or the application of such provision to persons or circumstances other than those as to which it is held invalid, shall not be affected thereby, and each provision of this Agreement shall be valid and enforced to the fullest extent permitted by applicable law.

15. **No Waiver:** No waiver by either party of any default by the other party in the performance of any provision of this Agreement shall operate as or be construed as a waiver of any future default, whether like or different in character.

16. **Merger, Amendment:** This Agreement constitutes the entire Agreement between the CONSULTANT and the CLIENT and all negotiations, written and oral understandings between the parties are integrated and merged herein. This Agreement can be supplemented and/or amended only by a written document executed by both the CONSULTANT and the CLIENT.

17. **Unforeseen Occurrences:** If, during the performance of services hereunder, any unforeseen hazardous substance, material, element of constituent or other unforeseen conditions or occurrences are encountered which affects or may affect the services, the risk involved in providing the service, or the recommended scope of services, CONSULTANT will promptly notify CLIENT thereof. Subsequent to that notification, CONSULTANT may: (a) if practicable, in CONSULTANT's sole judgment and with approval of CLIENT, complete the original Scope of Services in accordance with the procedures originally intended in the Proposal; (b) Agree with CLIENT to modify the Scope of Services and the estimate of charges to include study of the previously unforeseen conditions or occurrences, such revision to be in writing and signed by the parties and incorporated herein; or (c) Terminate the services effective on the date of notification pursuant to the terms of the Agreement.

18. **Force Majeure:** Should completion of any portion of the Agreement be delayed for causes beyond the control of or without the fault or negligence of CONSULTANT, including force majeure, the reasonable time for performance shall be extended for a period at least equal to the delay and the parties shall mutually agree on the terms and conditions upon which Agreement may be continued. Force majeure includes but is not restricted to acts of God, acts or failures of governmental authorities, acts of CLIENT's contractors or agents, fire, floods, epidemics, pandemics, riots, quarantine restrictions, strikes, civil insurrections, freight embargoes, and unusually severe weather.

19. **Safety:** CONSULTANT is not responsible for site safety or compliance with the Occupational Safety and Health Act of 1970 ("OSHA"). Job site safety remains the sole exclusive responsibility of CLIENT or CLIENT's contractors, except with respect to CONSULTANT'S own employees. Likewise, CONSULTANT shall have no right to direct or stop the work of CLIENT's contractors, agents, or employees.

20. **Dispute Resolution/Arbitration:** Any claim or other dispute arising out of or related to this Agreement shall first be subject to non-binding mediation in accordance with the then-current Construction Industry Mediation Procedures of the American Arbitration Association ("AAA"). If mediation is unsuccessful, such claim or other dispute shall be subject to arbitration in accordance with the AAA's then-current Construction Industry Arbitration Rules. Any demand for arbitration shall be filed in writing with the other party and with the American Arbitration Association. CLIENT agrees to the inclusion in such arbitration (whether by initial filing, by joinder or by consolidation) of any other parties and of any other claims arising out of or relating to the Project or to the transaction or occurrence giving rise to the claim or other dispute between CLIENT and CONSULTANT.

21. **Independent Contractor:** In carrying out its obligations, CONSULTANT shall always be acting as an independent contractor and not an employee, agent, partner or joint venturer of CLIENT. CONSULTANT's work does not include any supervision or direction of the work of other contractors, their employees or agents, and

CONSULTANT's presence shall in no way create any liability on behalf of CONSULTANT for failure of other contractors, their employees or agents to properly or correctly perform their work

22. **Hazardous Substances:** CLIENT agrees to advise CONSULTANT upon execution of this Agreement of any hazardous substances or any condition existing in, on or near the Project Site presenting a potential danger to human health, the environment or equipment. By virtue of entering into the Agreement or of providing services, CONSULTANT does not assume control of, or responsibility for, the Project site or the person in charge of the Project site or undertake responsibility for reporting to any federal, state or local public agencies, any conditions at the Project site that may present a potential danger to the public, health, safety or environment except where required of CONSULTANT by applicable law. In the event CONSULTANT encounters hazardous or toxic substances or contamination significantly beyond that originally represented by CLIENT, CONSULTANT may suspend or terminate the Agreement. CLIENT acknowledges that CONSULTANT has no responsibility as a generator, treater, storer, or disposer of hazardous or toxic substances found or identified at a site. Except to the extent that CONSULTANT has negligently caused such pollution or contamination, CLIENT agrees to defend, indemnify, and hold harmless CONSULTANT, from any claim or liability, arising out of CONSULTANT's performance of services under the Agreement and made or brought against CONSULTANT for any actual or threatened environmental pollution or contamination if the fault (as defined in N.C.G.S. 22B-1(f)(7)) of CLIENT or its derivative parties (as defined in N.C.G.S. 22B-1(f)(3)) is a proximate cause of such claim or liability.

23. **Choice of Law:** The validity, interpretation, and performance of this Agreement shall be governed by and construed in accordance with the law of the State of North Carolina, excluding only its conflicts of laws principles.

24. **Construction Services:** If construction administration and review services are requested by the CLIENT, CLIENT agrees that such administration, review, or interpretation of construction work or documents by CONSULTANT shall not relieve any contractor from liability in regard to its duty to comply with the applicable plans, specifications, and standards for the Project, and shall not give rise to a claim against CONSULTANT for contractor's failure to perform in accordance with the applicable plans, specifications or standards.

25. **Field Representative:** If CONSULTANT provides field services or construction observation services, the presence of the CONSULTANT's field personnel will only be for the purpose of providing observation and field testing of specific aspects of the Project. Should a contractor be involved in the Project, the CONSULTANT's responsibility does not include the supervision or direction of the actual work of any contractor, its employees, or agents. All contractors should be so advised. Contractors should also be informed that neither the presence of the CONSULTANT's field representative nor the observation and testing by the CONSULTANT shall excuse contractor in any way for defects in contractor's work. It is agreed that the CONSULTANT will not be responsible for job or site safety on the Project and that the CONSULTANT does not have the right to stop the work of any contractor.

26. **Submittals:** CONSULTANT's review of shop drawings and other submittals is to determine conformity with the design concept only. Review of shop drawings and submittals does not include means, methods, techniques, or procedures of construction, including but not limited to, safety requirements.



EXHIBIT II

Fee & Expense Schedule

Description	Rate
Project Management	
Client Experience Manager	\$ 209
Assistant Project Manager	\$ 161
Project Manager	\$ 177
Senior Project Manager	\$ 193
Principal	\$ 225
Engineering	
Intern I	\$ 60
Intern II	\$ 80
CAD Technician I	\$ 96
CAD Technician II	\$ 107
Senior CAD Technician	\$ 128
Designer I	\$ 123
Designer II	\$ 134
Senior Designer	\$ 155
Project Coordinator I	\$ 91
Project Coordinator II	\$ 102
Senior Project Coordinator	\$ 118
Lead Project Coordinator	\$ 134
Project Engineer I	\$ 150
Project Engineer II	\$ 161
Project Engineer III	\$ 177
Staff Professional I	\$ 86
Staff Professional II	\$ 128
Staff Professional III	\$ 139
Staff Professional IV	\$ 171
Senior Staff Professional	\$ 166
Senior Project Engineer	\$ 193
Senior Technical Consultant	\$ 209
Zoning Specialist	\$ 246
Construction Administration	
Construction Manager I	\$ 139
Construction Manager II	\$ 150
Senior Construction Manager	\$ 171
Resident Project Representative I	\$ 86
Resident Project Representative II	\$ 102
Resident Project Representative III	\$ 118
Senior Resident Project Representative	\$ 128
Administration	
Administrative Assistant	\$ 54
Office Administration	\$ 59
Administrative Assistant I	\$ 70
Administrative Assistant II	\$ 80
Administrative Assistant III	\$ 91
Director of Marketing	\$ 91
Marketing Administration II	\$ 102
Marketing Administration I	\$ 80
Office Administrator I	\$ 102
Office Administrator II	\$ 107
Office Administrator III	\$ 112

Description	Rate
Geomatics	
Geomatics CAD I	\$ 85
Geomatics CAD II	\$ 105
Geomatics CAD III	\$ 120
Geomatics Project Manager I	\$ 150
Geomatics Project Manager II	\$ 160
Geomatics Project Professional I	\$ 135
Geomatics Project Professional II	\$ 155
Geomatics Principal	\$ 220
Geomatics Remote Sensing Crew I	\$ 195
Geomatics Remote Sensing Crew II	\$ 275
Geomatics Survey Crew I	\$ 140
Geomatics Survey Crew II (2 Man)	\$ 170
Geomatics Survey Crew III (3 Man)	\$ 210
Geomatics Senior Manager	\$ 190
Geomatics Survey Tech I	\$ 50
Geomatics Survey Tech II	\$ 80
Geomatics Survey Tech III	\$ 105
Geomatics Survey Tech IV	\$ 115
Geomatics Sr. Technical Consultant	\$ 200
Geomatics SUE Crew 1	\$ 175
Geomatics SUE Crew 2	\$ 245
Geographic Information Systems	
GIS Survey Technician I	\$ 65
GIS Survey Technician II	\$ 86
GIS Survey Technician III	\$ 102
GIS Survey Lead	\$ 118
GIS Technician	\$ 86
GIS Analyst I	\$ 102
GIS Analyst II	\$ 118
GIS Specialist	\$ 134
GIS Senior Specialist	\$ 150
GIS Project Manager	\$ 150
Funding & Asset Management	
F&AM Project Consultant I	\$ 102
F&AM Project Consultant II	\$ 112
F&AM Project Consultant III	\$ 118
F&AM Senior Project Consultant I	\$ 134
F&AM Senior Project Consultant II	\$ 139
F&AM Implementation Specialist	\$ 134
F&AM Staff Professional III	\$ 139
F&AM Assistant Project Manager	\$ 145
F&AM Project Manager	\$ 150
F&AM Senior Project Manager	\$ 187
F&AM Principal	\$ 203
F&AM Senior Technical Consultant	\$ 225

Description	Rate
Environmental	
Environmental Tech I	\$ 90
Environmental Tech II	\$ 100
Senior Environmental Tech	\$ 120
Environmental Geologist I	\$ 110
Environmental Geologist II	\$ 125
Environmental Geologist III	\$ 135
Project Geologist I	\$ 145
Project Geologist II	\$ 155
Project Geologist III	\$ 165
Sr. Environmental Project Geologist	\$ 180
Environmental Scientist I	\$ 110
Environmental Scientist II	\$ 125
Environmental Scientist III	\$ 135
Environmental Project Scientist I	\$ 145
Environmental Project Scientist II	\$ 155
Environmental Project Scientist III	\$ 165
Sr. Environmental Project Scientist	\$ 180
Environmental Professional I	\$ 110
Environmental Professional II	\$ 125
Environmental Professional III	\$ 135
Environmental Project Engineer I	\$ 145
Environmental Project Engineer II	\$ 155
Environmental Project Engineer III	\$ 165
Sr. Environmental Project Engineer	\$ 180
Environmental Assistant PM	\$ 155
Environmental Project Manager	\$ 165
Environmental Sr. Project Manager	\$ 175
Environmental Sr. Technical Consultant	\$ 205
Environmental Principal	\$ 225
Landscape Architecture/Planning	
Landscape Architect I	\$ 139
Landscape Architect II	\$ 150
Landscape Architect III	\$ 166
Landscape Designer I	\$ 118
Landscape Designer II	\$ 128
Planner I	\$ 112
Planner II	\$ 128
Planner III	\$ 150
Planning Technician	\$ 102
Senior Landscape Architect	\$ 182
Senior Planner	\$ 171
Expenses	
Bond Prints (Per Sheet)	\$ 1.75
Mylar Prints (Per Sheet)	\$ 11.00
Mileage	Per IRS
Delivery - Project Specific (Distance & Priority)	
Subcontractor Fees (Markup)	1.15
Expenses / Reprod. / Permits (Markup)	1.15

Effective January 1, 2022 - Schedule is subject to change

Salisbury City Council Agenda Item Request Form



Please Select Submission Category: Public Council Manager Staff

Requested Council Meeting Date: February 15, 2022

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

Name of Presenter(s): N/A

Requested Agenda Item: Voluntary Annexation Request – Henderson Grove Church Road

Description of Requested Agenda Item:

The Engineering Department has received a request from property owners along Henderson Grove Church Road to annex 44.672 acres, identified on Rowan County Tax Map 407 as Parcels 014 and 015. In accordance with State Statutes, the annexation request will be discussed at three Council meetings. At the first meeting, Council will receive the request and adopt a Resolution instructing the City Clerk to investigate the sufficiency of the request. At the second meeting, staff will certify the statutory requirements have been met, and Council will set a public hearing date. At the third meeting, Council will hold a public hearing and vote on the annexation.

Attachments: Yes No

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

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

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

City Council to receive the request for the voluntary annexation of 44.672 acres on Henderson Grove Church Road, Tax Map 407 Parcels 014 and 015, and adopt a Resolution instructing the City Clerk to investigate the sufficiency of the request

Contact Information for Group or Individual:

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

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

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

FINANCE DEPARTMENT INFORMATION:

Finance Manager Signature

Department Head Signature

RESOLUTION DIRECTING THE CITY CLERK TO INVESTIGATE A PETITION RECEIVED UNDER G.S. 160A-58.1, FOR VOLUNTARY ANNEXATION OF 44.672 ACRES LOCATED ON HENDERSON GROVE CHURCH ROAD AND IDENTIFIED ON TAX MAP 407 PARCELS 014 AND 015

WHEREAS, a petition requesting annexation of an area described in said petition has been received on February 15, 2022 by the City Council; and

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

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

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

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

Karen K. Alexander, Mayor

ATTEST:

Kelly Baker, City Clerk

Date: 01/24/2022

PETITION REQUESTING VOLUNTARY ANNEXATION
FOR Tax Parcel 407014

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

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

The annexation will include the rights-of-way of roads adjacent to the property to be annexed.

Property Identification (tax number or street address) (and title if business entity)	Printed Name	Signature	Owner's Address
TM <u>407</u> PCL <u>014</u>	Barbara Seffert	<i>[Signature]</i>	142 Millbrook Ln Salisbury NC 288
TM <u>407</u> PCL <u>014</u>	Steve A. Safir	<i>[Signature]</i>	140 W. New Ln 301 Salisbury Ave. NC 288
TM <u>407</u> PCL <u>014</u>	<i>[Signature]</i>	<i>[Signature]</i>	
TM <u>407</u> PCL <u>014</u>	EVELYN B. Fowler	<i>[Signature]</i> Designated by Steven A. Safir, POH Evelyn B. Fowler DEBFD89AF08546B...	
TM _____ PCL _____			

(Attach additional petition forms if needed)

Form Revised 9-2014

Contact Person Chris Kouri

Telephone Number 704.338.5333

For Office Use Only:

Total number of parcels, Number Signed _____ % Signed _____ Date Returned _____

Date: 01/24/2022



PETITION REQUESTING VOLUNTARY ANNEXATION
FOR Tax Parcel 407015

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

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

The annexation will include the rights-of-way of roads adjacent to the property to be annexed.

Property Identification (tax number or street address)	Printed Name (and title if business entity)	Signature	Owner's Address
TM <u>407</u> PCL <u>015</u>	<u>NANCY SHUE</u>	<i>Nancy Shue</i>	<u>710 PEARL ORCHARD ROAD</u> <u>SALISBURY NC 28147</u>
TM _____ PCL _____	_____	_____	_____
TM _____ PCL _____	_____	_____	_____
TM _____ PCL _____	_____	_____	_____

(Attach additional petition forms if needed)

Form Revised 9-2014

Contact Person Chris Kouri Telephone Number 704.338.5333

For Office Use Only:

Total number of parcels _____ Number Signed _____ % Signed _____ Date Returned _____
Contiguous per GS 160A-31 _____ or Non-contiguous "satellite" per GS 160A-58.1 _____ (check one)

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



GIS GROUP
ENGINEERS, LLP
 274 N. HAYES ST. SUITE 200
 CHARLOTTE, NC 28203
 www.gis-group.net



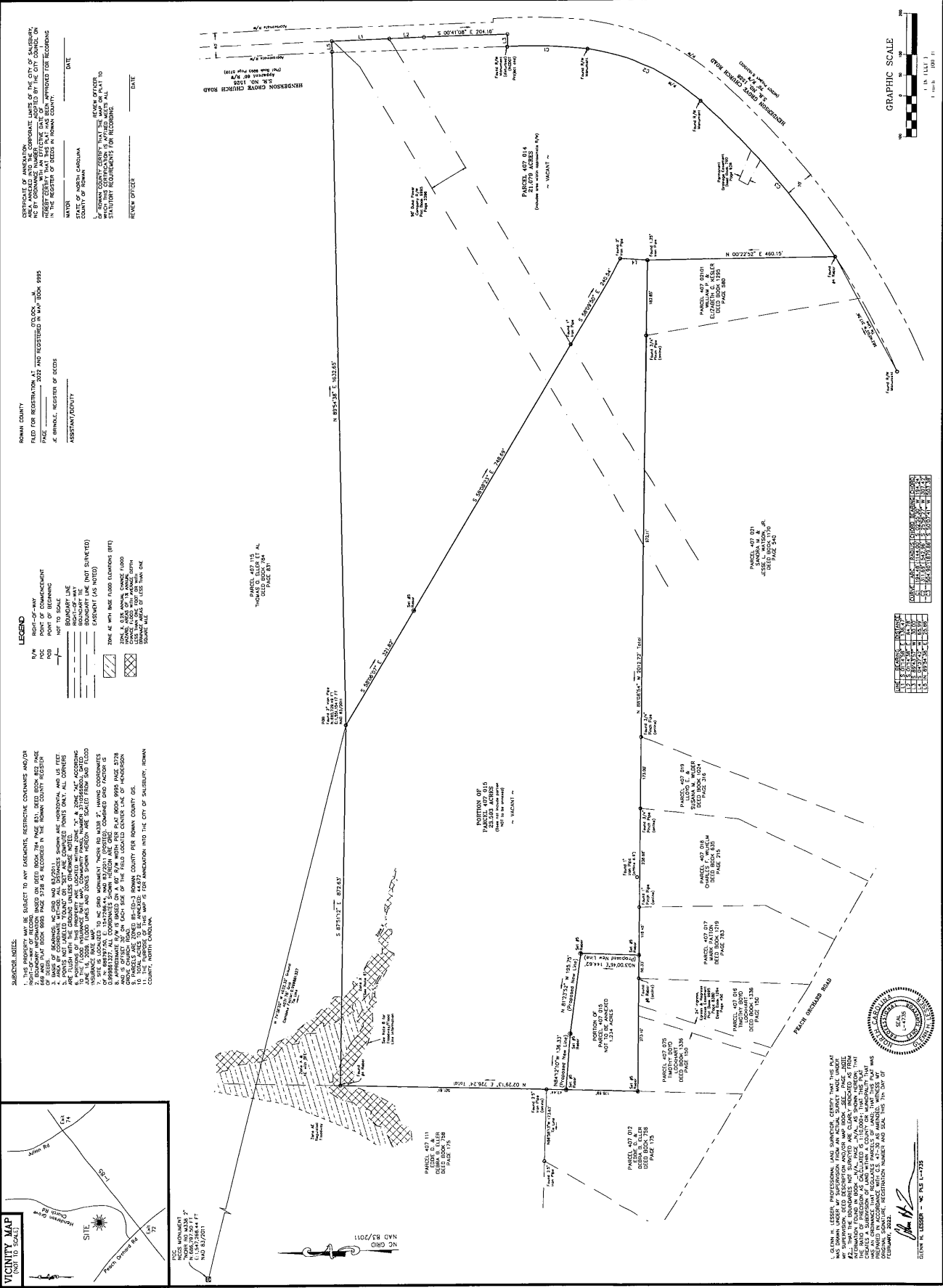
OWNERSHIP:
 OAK PARCELS 407 015
 NANCY ROBERTSON SHINE 666
 SAULSBURY, NC 28147
 OAK PARCEL 407 014
 DEED BOOK 798 PAGE 831
 SAULSBURY, NC 28145

PREPARED FOR:
 OAK ENGINEERING
 CHARLOTTE, NC 28205

ANNEXATION PLAT
 AND 407 014
 HENDERSON GROVE CHURCH ROAD
 LITAKER TOWNSHIP, ROWAN COUNTY, NC

PROJECT NUMBER	7812
DRAWING REVISIONS	
NO	DESCRIPTION
DATE	03/19/2022
CREATED BY	THL
CHECKED BY	LSL
SCALE	1" = 500'
DRAWING TITLE	7812-ANNEXATION

SHEET NUMBER
1 of 1



DEED BOOK 784 PAGE 831	DEED BOOK 802 PAGE 516	DEED BOOK 805 PAGE 578	DEED BOOK 815 PAGE 578
DEED BOOK 818 PAGE 728	DEED BOOK 819 PAGE 729	DEED BOOK 820 PAGE 730	DEED BOOK 821 PAGE 731
DEED BOOK 822 PAGE 732	DEED BOOK 823 PAGE 733	DEED BOOK 824 PAGE 734	DEED BOOK 825 PAGE 735
DEED BOOK 826 PAGE 736	DEED BOOK 827 PAGE 737	DEED BOOK 828 PAGE 738	DEED BOOK 829 PAGE 739
DEED BOOK 830 PAGE 740	DEED BOOK 831 PAGE 741	DEED BOOK 832 PAGE 742	DEED BOOK 833 PAGE 743
DEED BOOK 834 PAGE 744	DEED BOOK 835 PAGE 745	DEED BOOK 836 PAGE 746	DEED BOOK 837 PAGE 747
DEED BOOK 838 PAGE 748	DEED BOOK 839 PAGE 749	DEED BOOK 840 PAGE 750	DEED BOOK 841 PAGE 751
DEED BOOK 842 PAGE 752	DEED BOOK 843 PAGE 753	DEED BOOK 844 PAGE 754	DEED BOOK 845 PAGE 755
DEED BOOK 846 PAGE 756	DEED BOOK 847 PAGE 757	DEED BOOK 848 PAGE 758	DEED BOOK 849 PAGE 759
DEED BOOK 850 PAGE 760	DEED BOOK 851 PAGE 761	DEED BOOK 852 PAGE 762	DEED BOOK 853 PAGE 763
DEED BOOK 854 PAGE 764	DEED BOOK 855 PAGE 765	DEED BOOK 856 PAGE 766	DEED BOOK 857 PAGE 767
DEED BOOK 858 PAGE 768	DEED BOOK 859 PAGE 769	DEED BOOK 860 PAGE 770	DEED BOOK 861 PAGE 771
DEED BOOK 862 PAGE 772	DEED BOOK 863 PAGE 773	DEED BOOK 864 PAGE 774	DEED BOOK 865 PAGE 775
DEED BOOK 866 PAGE 776	DEED BOOK 867 PAGE 777	DEED BOOK 868 PAGE 778	DEED BOOK 869 PAGE 779
DEED BOOK 870 PAGE 780	DEED BOOK 871 PAGE 781	DEED BOOK 872 PAGE 782	DEED BOOK 873 PAGE 783
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DEED BOOK 886 PAGE 796	DEED BOOK 887 PAGE 797	DEED BOOK 888 PAGE 798	DEED BOOK 889 PAGE 799
DEED BOOK 890 PAGE 800	DEED BOOK 891 PAGE 801	DEED BOOK 892 PAGE 802	DEED BOOK 893 PAGE 803
DEED BOOK 894 PAGE 804	DEED BOOK 895 PAGE 805	DEED BOOK 896 PAGE 806	DEED BOOK 897 PAGE 807
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DEED BOOK 910 PAGE 820	DEED BOOK 911 PAGE 821	DEED BOOK 912 PAGE 822	DEED BOOK 913 PAGE 823
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DEED BOOK 946 PAGE 856	DEED BOOK 947 PAGE 857	DEED BOOK 948 PAGE 858	DEED BOOK 949 PAGE 859
DEED BOOK 950 PAGE 860	DEED BOOK 951 PAGE 861	DEED BOOK 952 PAGE 862	DEED BOOK 953 PAGE 863
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DEED BOOK 958 PAGE 868	DEED BOOK 959 PAGE 869	DEED BOOK 960 PAGE 870	DEED BOOK 961 PAGE 871
DEED BOOK 962 PAGE 872	DEED BOOK 963 PAGE 873	DEED BOOK 964 PAGE 874	DEED BOOK 965 PAGE 875
DEED BOOK 966 PAGE 876	DEED BOOK 967 PAGE 877	DEED BOOK 968 PAGE 878	DEED BOOK 969 PAGE 879
DEED BOOK 970 PAGE 880	DEED BOOK 971 PAGE 881	DEED BOOK 972 PAGE 882	DEED BOOK 973 PAGE 883
DEED BOOK 974 PAGE 884	DEED BOOK 975 PAGE 885	DEED BOOK 976 PAGE 886	DEED BOOK 977 PAGE 887
DEED BOOK 978 PAGE 888	DEED BOOK 979 PAGE 889	DEED BOOK 980 PAGE 890	DEED BOOK 981 PAGE 891
DEED BOOK 982 PAGE 892	DEED BOOK 983 PAGE 893	DEED BOOK 984 PAGE 894	DEED BOOK 985 PAGE 895
DEED BOOK 986 PAGE 896	DEED BOOK 987 PAGE 897	DEED BOOK 988 PAGE 898	DEED BOOK 989 PAGE 899
DEED BOOK 990 PAGE 900	DEED BOOK 991 PAGE 901	DEED BOOK 992 PAGE 902	DEED BOOK 993 PAGE 903
DEED BOOK 994 PAGE 904	DEED BOOK 995 PAGE 905	DEED BOOK 996 PAGE 906	DEED BOOK 997 PAGE 907
DEED BOOK 998 PAGE 908	DEED BOOK 999 PAGE 909	DEED BOOK 1000 PAGE 910	DEED BOOK 1001 PAGE 911



DATE: 03/19/2022
 TIME: 11:00 AM
 DRAWING: 7812-ANNEXATION

Salisbury City Council Agenda Item Request Form



Please Select Submission Category: Public Council Manager Staff

Requested Council Meeting Date: February 15, 2022

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

Name of Presenter(s): Alyssa Nelson, Urban Design Planner; Barbara Perry, PAC Chair

Requested Agenda Item: Establishing a Public Art Commission

Description of Requested Agenda Item:

The Public Art Committee was formed in 2003 to celebrate the City's history and culture through public art in Salisbury. Some of the Public Art Committee's initiatives consist of the History and Art Trail, annual Salisbury Sculpture Show, Cotton Mills Corner, Smoke and Steel, and new projects in the works including Paint the Pavement and Art in Alleys. Now entering its nineteenth year, the Committee requests Council to consider adopting an ordinance for the Committee to become a Commission of the City.

Attachments: Yes No

Fiscal Note:

Action Requested of Council for Agenda Item: Council to consider adopting the ordinance to establish a Public Art Commission.

Contact Information for Group or Individual: Alyssa Nelson, Community Planning Services,
(704) 638-5235, anel@salisburync.gov.

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

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

FINANCE DEPARTMENT INFORMATION:

Finance Manager Signature

Department Head Signature

Budget Manager Signature

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

For Use in Clerk's Office Only

Approved

Declined

Reason:

AN ORDINANCE AMENDING THE CODE OF ORDINANCES OF THE CITY OF SALISBURY, NORTH CAROLINA, SPECIFICALLY APPENDIX D (BOARDS, COMMITTEES, COMMISSIONS, ETC.) RELATED TO ESTABLISHING A PUBLIC ARTS COMMISSION.

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

SECTION 1. That APPENDIX D (BOARDS, COMMITTEES, COMMISSIONS, ETC.) is hereby amended as follows:

Part 8 - PUBLIC ARTS COMMISSION

ARTICLE I. AUTHORITY, PURPOSE, MEMBERSHIP, ORGANIZATION

Section 1.01. Establishment of a Public Arts Commission.

There is hereby created and established the Salisbury, North Carolina, Public Arts Commission, hereinafter referred to as the "Commission," composed of eleven (11) members appointed by the City Council of the City of Salisbury, North Carolina. City Council will make the appointments and the Commission may make recommendations to City Council. All members shall be residents of the City of Salisbury.

Section 1.02. Purpose.

The purpose of the Public Art Commission is to provide and promote exposure to the arts as an integral part of the community. In achieving this purpose, the Public Art Commission shall advocate for, review for recommendation or approval, advise the City Council on, and implement Public Arts programs and initiatives.

“Public Arts” shall be defined as any permanent or temporary work of art located in a public space, including art that is paid for using City funds as well as art that is visibly located on City property or on rights-of-way within the City limits.

Section 1.03. Membership, qualifications and terms of office.

- 1) Appointments should be made with the goal of maintaining at all times members who have special training or experience in a design field such as architecture, landscape design, product design, visual art, city planning, or a closely related field. Consideration should also be given to those involved, interested or knowledgeable about Public Art as it relates to neighborhood and community redevelopment or broader civic concerns. One seat should be made available for Waterworks staff, one for an art educator, and one for a member knowledgeable of the history and culture of the Salisbury community.

2) Establishing members' terms of office:

During the transition between the existing Public Art Committee and the Public Arts Commission, the current members of the Committee shall be re-appointed to the "Initial Commission" to achieve the goal of those members passing along their experience and institutional knowledge:

- a. Members of the Public Art Committee shall become members of an Initial Commission upon the adoption of this Ordinance.
 - i. In year one of the Commission's existence, term lengths of the former Public Art Committee members shall be distributed as evenly as practical between 1, 2 and 3 years.
- b. Unfilled seats, if any, will be appointed by City Council to bring the Initial Commission to eleven members.
 - i. These appointments shall be distributed as evenly as practical between 2 and 3 year terms to achieve the goal of retaining knowledge of the transition phase.
- c. All terms of Initial Commission members will expire on March 31 of the appropriate year of appointment termination.

3) Subsequent members' terms of office:

Following the transition period, all subsequent appointments to the Commission, except to fill a vacancy, shall be as follows:

- a) All membership terms shall be for three-year staggered terms expiring on March 31 of the appropriate year of appointment termination.
 - b) No member shall serve more than two consecutive three-year terms. Members may be reappointed after a one (1) year absence.
- 4) The Commission has the authority to adopt reasonable rules for its membership in its bylaws.
 - 5) Members of the Commission shall serve without pay, but may be reimbursed for actual expenses incidental to the performance of their duties within the limits of funds available to the Commission, subject to prior approval by the Commission.
 - 6) A non-voting ex-officio City Council member or representative shall serve as the City Council liaison to the Commission.
 - 7) The Urban Design Planner or other appropriate staff member of the City of Salisbury, or said staff member's designee, shall serve in a non-voting capacity as the staff liaison to the commission.

Section 1.04. Organization of the commission.

- 1) The Commission, within thirty (30) days of its appointment, shall meet and elect a chair and a vice-chair for a one-year term. It shall also adopt by-laws to govern the conduct of its business.

- 2) The Commission shall maintain a record of its members' attendance, its actions, findings and recommendations, which shall be open to the public.
- 3) A quorum is defined as a majority of the actual membership of the Commission or its committees or sub-committees, excluding vacant seats. A quorum shall be necessary to take any official action authorized or required by this ordinance.

ARTICLE II. POWERS AND DUTIES

Section 2.01. Powers and duties of the commission.

The Commission shall have the following powers and duties:

- 1) To implement Public Arts programs in the City, including:
 - a. The Salisbury History and Art Trail
 - b. The Salisbury Sculpture Show:
 - c. Art in Alleys Improvement Projects,
 - d. Permanent Public Art installations, i.e. mosaic wall mural "Smoke and Steel", 4th grade "Cotton Mills Corner Tile Project",
 - e. The historic wall mural, "Crossroads: Past into Present";
- 2) To study the visual characteristics and recommend standards and policies of design for the City or any portion or neighborhood;
- 3) To develop programs and receive reports on activities related to Public Arts projects and initiatives;
- 4) To coordinate and cooperate with existing commissions having complementary mandates related to city appearance, such as the Community Appearance Commission, in order to avoid duplication of effort and maximize resources of each for the general beautification of the City;
- 5) To support the Community Planning Services Department when preparing plans for the improved appearance of the City through public art installations or projects. These plans may be general or specific, may include an entire area of the city or any part of the city, and may include private as well as public property. The plans shall set forth standards and goals for the aesthetic enhancement of the City through art;
- 6) To review and provide advisory comments to proper officials for City building, facilities or projects as they relate to Public Art, and to review and make recommendations (regarding their aesthetic suitability) to the appropriate agency, commission, or City Council. This review process applies to all Public Arts projects as defined by this ordinance;

- 7) To establish and maintain an inventory of permanent Public Art and programs within the city that resulted from City of Salisbury Public Arts programs and initiatives;
- 8) To provide a forum for issues related to Public Art;
- 9) To coordinate the activities of individuals, agencies, and organizations, public and private, whose plans, activities and programs bear upon the appearance of the City as it relates to Public Arts;
- 10) To provide leadership and guidance in matters of Public Arts and appearance to individuals, neighborhood groups and to public and private organizations and agencies;
- 11) To review and recommend changes to city ordinances regarding Public Arts;
- 12) To direct the attention of city officials to needed enforcement of any ordinance that may affect Public Art;
- 13) To promote interest in and understanding of the role Public Arts so as to improve the appearance of and quality of life in the City;
- 14) To conduct public meetings, hearings, community forums, educational, informational and creative workshops for the benefit of the public.

ARTICLE III. REPORTS, COMMITTEES, SERVICES AND FUNDS

Section 3.01. Annual report.

In compliance with the format and time frame requested by City Council, the Commission shall report on its activities, expenditures-to-date for the current fiscal year, and its requested budget for the next fiscal year. The Staff Liaison shall prepare the Annual Report under the direction of the Commission Chair and Vice-Chair. All accounts and funds of the Commission shall be administered substantially in accordance with the requirements of the Local Government Budget and Fiscal Control Act.

Section 3.02. Special committees.

- a) The Commission may establish special committees when, in the Commission's judgment, they will assist with the performance of its duties. However, the Commission shall not delegate to such special committee any of its official powers or duties. Specifically, the Commission may, from its own membership, establish any temporary or permanent committees needed to assist it in the study of specific questions and problems, or in the study and/or implementation of Public Arts projects under consideration or previously approved by the Commission. The Commission may also include members from the community at large, as needed, to assist in designated tasks of special committees. Such non-commission members may comprise the majority in attendance. However,

recommendations or vote results from such a special committee are non-binding and shall be sent to the full Commission for review, vote and approval before any action is implemented.

Section 3.03. Receipt and expenditure of funds.

The Commission may receive contributions from private agencies, foundations, organizations, individuals, the State or federal government, or any other source in addition to any sums appropriated for its use by the City Council. It may accept and disburse these funds for any purpose within the scope of its authority and as herein specified.

The Commission funds will be deposited, accounted for and disbursed by the appropriate City department in accordance with Commission project time frame needs that may span more than one fiscal year. Public Arts funding shall not be diverted to other departments or general city fund; however, Public Art Committee line item funds on hand at the time of transition shall become line item funds credited to the newly formed Public Arts Commission.

SECTION 2. That all ordinances or parts of ordinances in conflict with this ordinance are hereby repealed to the extent of such conflict.

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

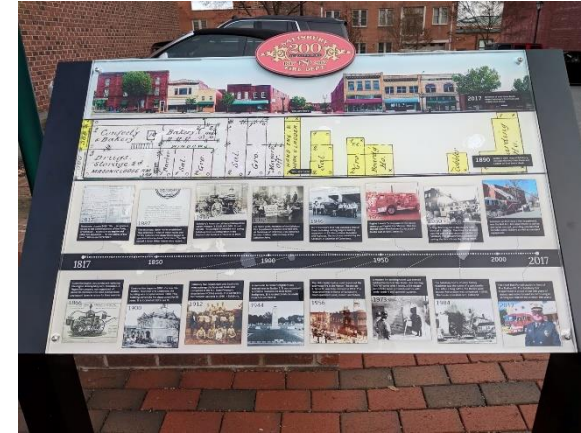
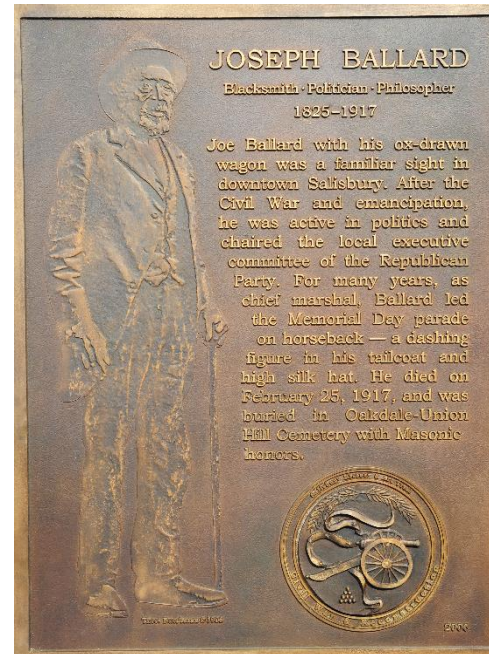
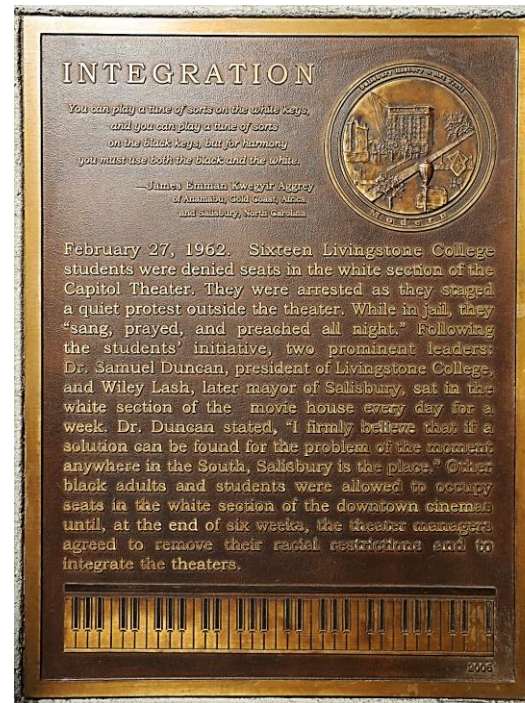
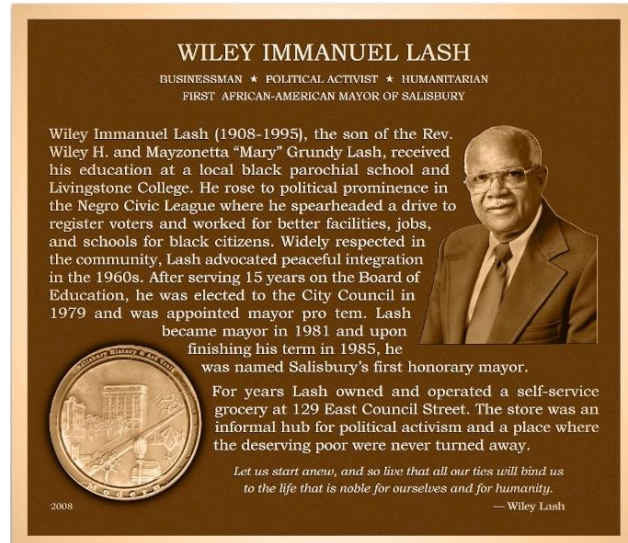


SPAC
SALISBURY PUBLIC ART COMMITTEE
SALISBURY PUBLIC ART COMMISSION

History

The Salisbury Public Art Committee (SPAC) was formed in 2003 to celebrate the City's history and culture through public art in Salisbury. As an initial project, the SPAC conceived the **History and Art Trail** – a series of bronze markers to commemorate notable people, places and events that have shaped the City's heritage. Twenty markers have been installed, with another ten in the planning stage.

SALISBURY History & Art TRAIL



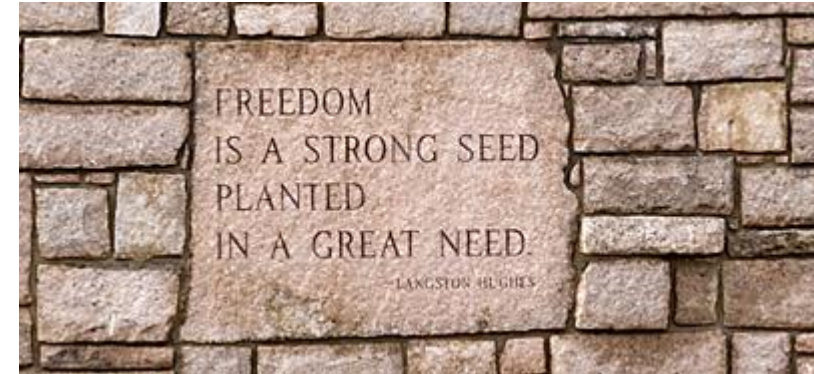
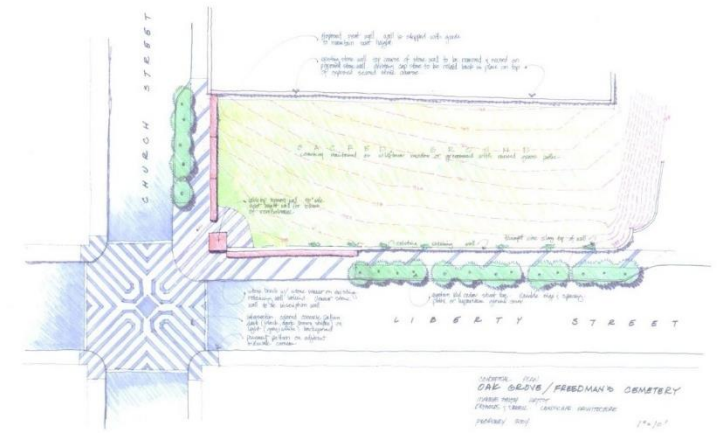
Smoke & Steel

Local Salisbury artist Robert Crum was commissioned to create Smoke & Steel, a 110' x 5.5' mosaic mural on a blank wall in the 100 block of Depot Street. The project took six and a half months to complete, and is made up of over 100,000 pieces of one inch porcelain tiles. When the project was completed, Robert Crum received awards for this mural from the North Carolina Department of Commerce and the Historic Salisbury Foundation.



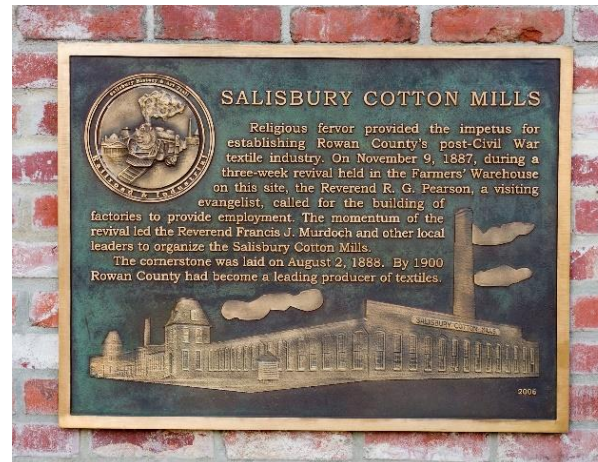
Oak Grove Freedman's Cemetery Memorial Project

In 1998 the Waterworks Visual Arts Center, under the support of the National Endowment for the Arts and other local organizations, embarked on an eight-year effort to restore parts of the cemetery and erect a public art memorial to honor the historic site. The Salisbury Public Art Committee and the City of Salisbury collaborated with Waterworks on this effort. Artist Maggie Smith and landscape architect Sam Reynolds were hired to design and create the memorial which was dedicated on Martin Luther King, Jr. Day, January 16, 2006.



Salisbury Cotton Mills Corner

The property at this corner of Church and Fisher Street was the location of a three-week revival that in 1887 initiated the textile industry in Rowan County. The SPAC designed a bronze history marker for the site and saw an opportunity to further improve the corner with the creative talents of local school children. This project was in partnership with Waterworks Visual Arts Center and Rowan-Salisbury Schools. Brick from Kesler Cotton Mill was used in the construction of the wall.



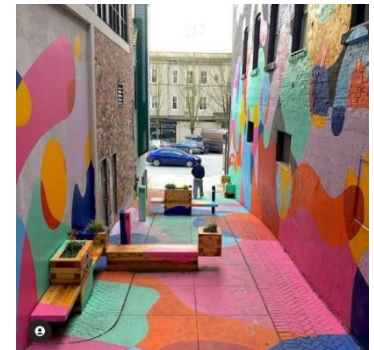
Salisbury Sculpture Show

In the process of entering its **fourteenth year**, the Salisbury Sculpture Show has a strong following among residents, visitors and exhibiting sculptors. Originally just in the downtown area, the show has expanded to Salisbury's local colleges, partnering businesses, and into Salisbury's neighborhoods. The Salisbury Sculpture Show won first place at the National Mayor's Conference in 2016 for enhancing livability within Salisbury and making art accessible to all. Over twenty sculptures that have become permanent pieces in and around Salisbury since the show began in 2008.



Art In Alleys

In 2020 the Public Art Committee received grant funding to go towards alley improvements and art installations in downtown Salisbury. This is a partnership project with DSI's Master Plan Committee, the Community Appearance Commission, and the SPAC. Alley improvement location and project scope currently in the works.

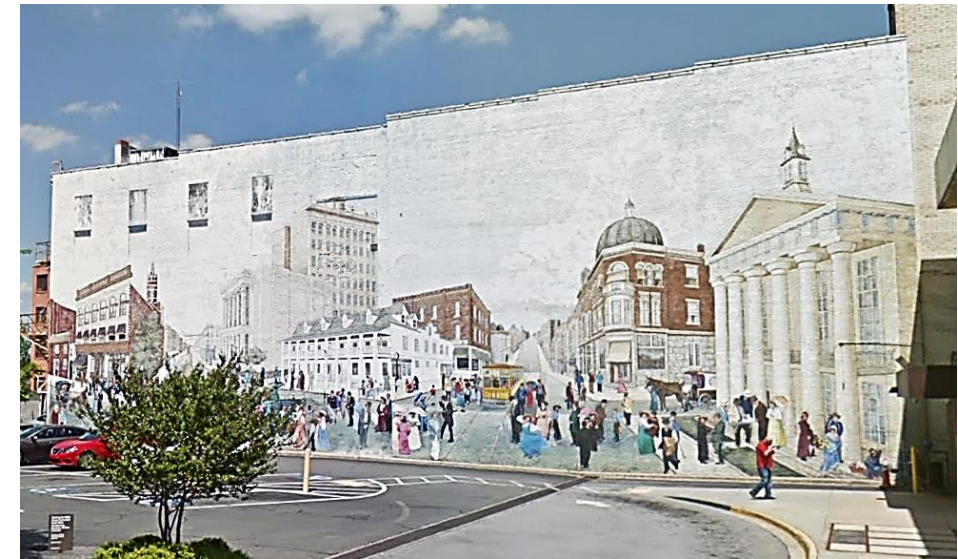
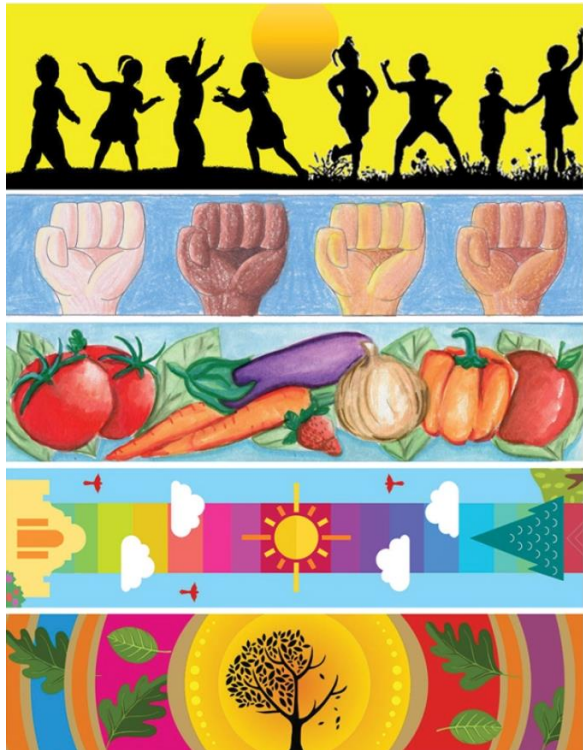


Rain Works

Paint the Pavement

EJI Marker installation

Crossroads mural



Community Partners & Sponsors

Over its nineteen years, the Public Art Committee has worked with many arts organizations, grants, and partnering organizations:

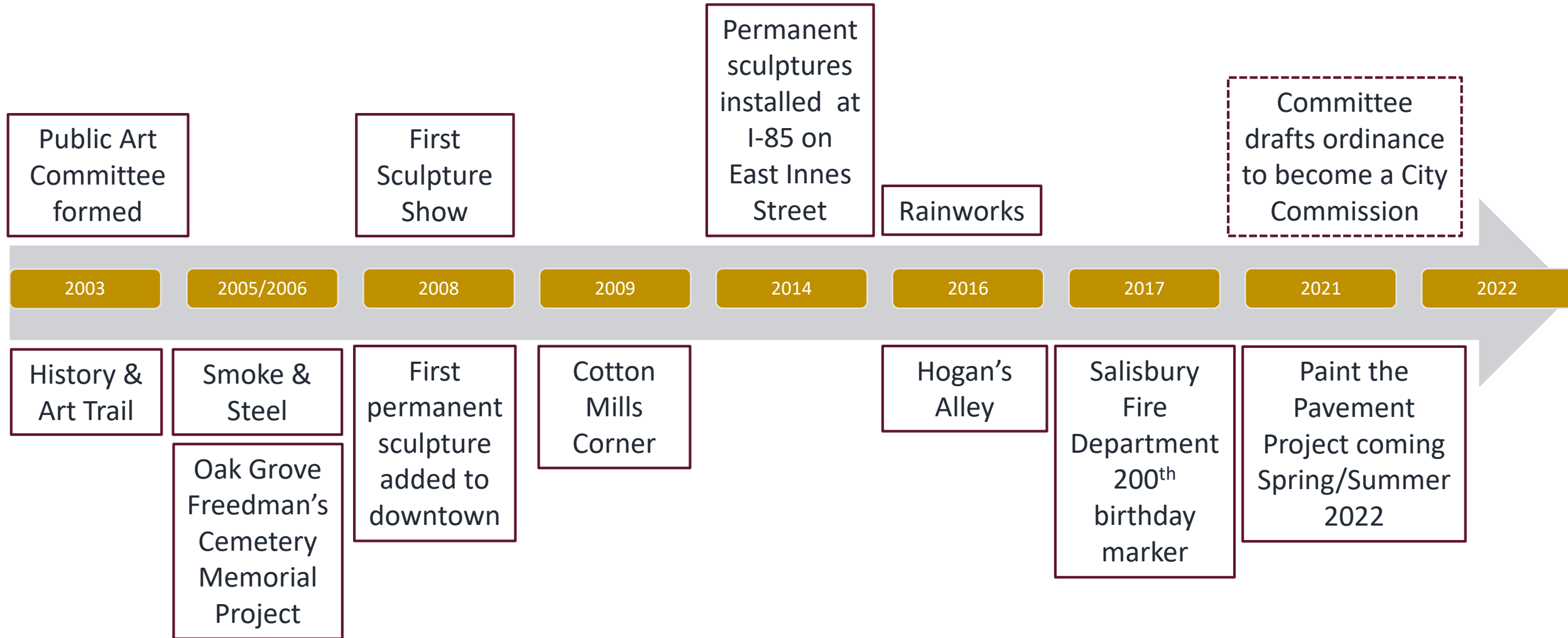
Action in Faith & Justice
Blanche & Julian Robertson Family Foundation
Catawba College
City of Salisbury
Community Appearance Commission
Downtown Salisbury Inc.
Duke Energy Foundation
Duke University
Equal Justice Initiative
F&M Bank
First United Methodist Church
Historic Salisbury Foundation
Livingstone College

National Endowment for the Arts
New Sarum
North Carolina Arts Council
North Carolina Humanities Council
Novant Health
Otocast
Rowan Arts Council
Rowan-Cabarrus Community College
Rowan County Tourism Development Authority
Rowan Museum
Rowan Public Library
Rowan Salisbury Schools
Salisbury-Rowan Community Foundation
Salisbury Symphony
St. Luke's Episcopal Church
St. John's Lutheran Church
Susan & Edward Norvell
Trinity Oaks
UNC-Greensboro
Wake Forest University
Waterworks Visual Arts Center
West End Pride
Woodson Foundation



Committee to Commission

Public Art Committee Timeline



Council Request

Action Requested:

Council to consider adopting the ordinance to establish a Public Art Commission.



Salisbury City Council Agenda Item Request Form



Please Select Submission Category: Public Council Manager Staff

Requested Council Meeting Date: February 15, 2022

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

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

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

Description of Requested Agenda Item: Replace one (1) 2004 heavy duty Orion bus that has exceeded its useful life by eight (8) years. The replacement vehicle will include related equipment such as a fare box, and camera system. A new light-duty transit vehicle will improve the quality of life by improving access, reliability of daily operations, help keep fleet of vehicles in a state of good repair while reducing the cost to maintain outdated vehicles, and lower the average age of our fleet. Modern vehicles will support our ultimate goal of improving service in Rowan County and our region. It is critical to order this vehicle because delivery time could be between 18 to 24 months. This light duty transit vehicle can be used to support our Fixed Route and ADA Paratransit service. The replacement cost is \$191,642.

Attachments: Yes No

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

Funding is approved in the current FY 2022 budget. Federal Transit Administration 5339(b) Bus and Bus Facilities Program grant funding has been awarded to purchase four (4) Twenty-Five Foot Low Floor Light Duty Transit Vehicles. Total project expense is \$600,000. The federal share is \$480,000 and the local share is \$120,000.

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

Council to consider approving the purchase of one (1) Twenty-Five Foot Low Floor Light Duty Transit Vehicle for \$191,642.

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

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

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

FINANCE DEPARTMENT INFORMATION:

S. Wade Funches

Finance Manager Signature

Rodney Harrison
Department Head Signature

David Ballard

Budget Manager Signature

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

For Use in Mayor's Office Only

Approved

Declined

Reason:

Salisbury City Council Agenda Item Request Form



Please Select Submission Category: Public Council Manager Staff

Requested Council Meeting Date: 2/15/2021

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

Name of Presenter(s): Candace Edwards, Housing Planner

Requested Agenda Item: Council to consider endorsing Salisbury's application for the use of HOME-ARP to be submitted to the U.S. Department of Housing & Urban Development (HUD) through the Cabarrus/Iredell/Rowan HOME consortium.

Description of Requested Agenda Item:

HUD is releasing funding for the HOME-ARP that seeks to address the need for homelessness assistance and supportive services. Congress appropriated \$5 billion in American Rescue Plan funds to be administered through HOME to perform four activities that must primarily benefit qualifying individuals and families who are homeless, at risk of homelessness, or in other vulnerable populations. These funds will expire on September 30, 2030.

Through the City's participation in the Cabarrus/Iredell/Rowan Consortium, Salisbury is eligible to receive \$525,940 to assist homeless or those at risk of homelessness with housing and/or supportive services. As a condition of receiving these funds, the City is required to participate in the creation of an Allocation Plan. City Council held a public hearing on November 16, 2021 to gather input on how the funds could best help the community. A survey was also conducted by the HOME consortium. Based on documented needs, and input heard, staff recommends \$487,247.00 be dedicated to the provision of non-congregate shelter and that the remaining \$38,693.00 be reserved for grant administration, which includes Fair Housing activities.

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

Attachments: Yes No

Action Requested of Council for Agenda Item: Consider approval of an application for the use of HOME-ARP funds.

Contact Information:

Candace Edwards, Community Planning Services, (704) 638-5324, Candace.Edwards@salisburync.gov.

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

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

FINANCE DEPARTMENT INFORMATION:

Finance Manager Signature

Department Head Signature

Budget Manager Signature

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

For Use in Clerk's Office Only

Approved

Declined

Reason:

CABARRUS-IREDELL-ROWAN HOME CONSORTIUM

HOME-ARP FUNDING ACTION PLAN



APPLICATIONS DUE FEBRUARY 11, 2022

Submit application to:

City of Concord
Attn: Pepper Bego
Planning & Neighborhood Development Department
P.O. Box 308
Concord, NC 28026
704-920-5133
begop@concordnc.gov

ACTION PLAN INFORMATION

HOME Consortium Member:

City of Salisbury, NC

PROJECT/ACTIVITY DESCRIPTION

Project/Program Title:

City of Salisbury, NC HOME-ARP funding

Project/Program Location:

Salisbury, NC

I (a) Type of Activity (check one)

Development and Support of Affordable Housing

Tenant Base Rental Vouchers (TBRV)

Support Services (Non-Profits)

Acquisition and Development of Non-Congregate Housing

II (b) Project Description. Please provide a **detailed narrative description** of the project below (or on an attached page), addressing all of the following questions. Please check each box below to show that you have addressed the question, and insert information directly in blank space below question. Where the question is not applicable or no information is available, insert N/A.

The City of Salisbury intends to use HOME-ARP funding to support the creation of non-congregate housing units for those that are experiencing homelessness, or who are at-risk of homelessness. Funds may be used to support hard or soft costs of development, including but not limited to architectural and engineering services, utility connections, building materials, and other costs associated with the construction of non-congregate units and associated community facilities, management offices, or supportive service offices.

General administrative costs of administering, monitoring and providing project oversight of the above project(s) are also intended uses of HOME-ARP funds. A small portion will be dedicated to Fair Housing activities, specifically designed for those at risk of homelessness.

PROJECT BUDGET AND FUNDING

III (a) Budget

Show all funding sources for the project or projects you plan to undertake. Be sure to include program income.

Project Activities:
HOME-ARP

Purchase and Development of Non-Congregate Shelter Housing:

Non-Congregate housing	\$487,247.00	\$487,247.00
Program Administration		
General Administration	\$33,693.00	\$ 33,693.00
Fair Housing Activities	\$5,000.00	<u>\$ 5,000.00</u>
	Total HOME-ARP Funds	\$525,940.00

DISCLOSURE OF POTENTIAL CONFLICTS OF INTEREST

Are any of the Board Members or employees of the agency which will be carrying out this project, or members of their immediate families, or their business associates:

- a) Employees of or closely related to employees of your agency or the member government through which this application is made: YES ___ NO X

- b) Members of or closely related to members of City Council or Commission of the member government through which this action plan is made: YES ___ NO X

- c) Current beneficiaries of the program for which funds are requested: YES ___ NO X

- d) Paid providers of goods or services to the program or having other financial interest in the program: YES ___ NO X

If you have answered **YES** to any question, **please attach a full explanation**. The existence of a potential conflict of interest does not necessarily make the project ineligible for funding, but the existence of an **undisclosed** conflict may result in the termination of any grant awarded.

To the best of my knowledge and belief all data in this application are true and current. The document has been duly authorized by the governing board of the applicant.

Signature: _____
Certifying Official

Date

Signature of Certifying Official

Date

Salisbury City Council Agenda Item Request Form



Please Select Submission Category: Public Council Manager Staff

Requested Council Meeting Date: February 15, 2022

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

Name of Presenter(s): Kelly Baker

Requested Agenda Item: Council to review and adopt the 2022 Priority Goals and Outcomes.

Description of Requested Agenda Item: Attached is the list of priorities developed during Council's annual goal setting retreat for Council's review and consideration for adoption.

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: Adoption of Council's 2022 Priority Goals and Outcomes.

. 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) Announcement

FINANCE DEPARTMENT INFORMATION:

Finance Manager Signature

Department Head Signature

Budget Manager Signature

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

For Use in Clerk's Office Only

2022 Council Priorities

A Well Run Government that is Inclusive, Creative and Equitable

Public Safety

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

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

Infrastructure and Human Capital

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

- Explore options to increase Council meeting efficiency.
- Continue to encourage and prioritize public participation in Council meetings.
- Support efforts to grow the City's Diversity, Equity, and Inclusion Department with a focus on integrating DEI into organizational culture.
- Conduct DEI training for City Council and the Human Relations Council.
- Complete the MAPS compensation study to assess employee salary levels and adopt a plan for study implementation.
- Adopt a 15-year stormwater Capital Improvement Plan (CIP).
- Implement a microtransit pilot study to determine the viability of alternative transportation.
- Continue to explore parking options in downtown including mediation of existing lots to provide short-term parking relief.

Economic Prosperity and Mobility

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

- Complete and adopt the Forward 2040 Comprehensive Plan.
- Establish growth area boundaries with nearby municipalities.
- Update the Uniform Construction Standards.
- Explore the implementation of system development fees.
- Leverage opportunities to increase affordable and fair housing with new development requests.
- Explore a receivership ordinance to address blight and neglect of vacant properties.

Community Partnerships

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

- Leverage strategic partnerships within the community to increase workforce development initiatives.
- Support efforts to explore a comprehensive housing study which would include landlord and tenant rights.
- Prioritize use of ARP Funds for capital projects that support community safety, public safety and related housing opportunities.

Salisbury City Council Agenda Item Request Form



Please Select Submission Category: Public Council Manager Staff

Requested Council Meeting Date: February 15, 2022

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

Name of Presenter(s): City Council

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

Description of Requested Agenda Item: The majority of Council appointed boards and commissions have seats expiring March 31, 2021. Attached is a worksheet showing the terms that are ending and whether the person is eligible for reappointment as well as a copy of each person's application.

Attachments: Yes No

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

Action Requested of Council for Agenda Item: Council to consider making appointments to various boards and commissions. *(Please note if item includes an ordinance, resolution or petition)*

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

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

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

FINANCE DEPARTMENT INFORMATION:

Finance Manager Signature

Department Head Signature

Budget Manager Signature

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

For Use in Clerk's Office Only

Salisbury City Council Agenda Item Request Form



Approved

Delayed

Declined

Reason:

Boards and Commissions Worksheet – 2022

Alternate Methods of Design Commission

<u>Current Member</u>	<u>Term Expires</u>	<u>Eligible for Reappointment</u>
Alex Bost	3/31/22	No
Chris Bradshaw	3/31/22	No

Applicants:

Chad Morgan (2nd choice)
 Lillian Goodnow (1st choice)
 Daniel King (2nd choice)

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

Community Appearance Commission

<u>Current Members</u>	<u>Term Expires</u>	<u>Eligible for Reappointment</u>
Jessica Cloward	3/31/22	Yes
Kim Hardiman	3/31/22	Yes

Applicants:

Shalonda Williams (2nd choice)
 Gail Lenkiewicz (2nd choice)
 Joe McKinney (3rd choice)
 Daniel King (3rd choice)
 James Paul (1st choice)

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

Greenway, Bicycle and Pedestrian Committee

<u>Current Members</u>	<u>Term Expires</u>	<u>Eligible for Reappointment</u>
Carole Massey	3/31/22	Yes
Sashi Sabaratnam	3/31/22	Yes
John Wear	3/31/22	Yes

Applicants:

Ben King (1st choice)
 Rena Taylor (1st choice)
 Korey Deese
 Eric Phillips (1st choice)

Notes:

Historic Preservation Commission

<u>Current Members</u>	<u>Term Expires</u>	<u>Eligible for Reappointment</u>
Eugene Goetz	3/31/22	No
William James	3/31/22	Yes
Sue McHugh	3/31/22	No

Applicants:

Chad Morgan (3rd choice)
 Lillian Goodnow (2nd choice)
 Shalonda Williams (1st choice)

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

<u>Current Members</u>	<u>Term Expires</u>	<u>Eligible for Reappointment</u>
Jamella Martin (at-large)	3/31/22	Yes
Judith Whitehead	3/31/22	Yes
Kyna Grubb	3/31/22	Yes
Crystal Jackson	3/21/22	Yes
Vacant	3/31/24	n/a

Applicants:

Chad Morgan (1st choice)
Meghan Ketterman (2nd choice)

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

Human Relations Council

<u>Current Members</u>	<u>Term Expires</u>	<u>Eligible for Reappointment</u>
Gemale Black	3/31/22	Yes
Bill Clements	3/31/22	Yes

Applicants:

Michael Palmer (2nd choice)
Meghan Ketterman (1st choice)
Paul James (2nd choice)

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

Hurley Park Advisory Board

<u>Current Members</u>	<u>Term Expires</u>	<u>Eligible for Reappointment</u>
Gerry Hurley	3/31/22	Yes
Julia Apone	3/31/22	No

Applicants:

Rena Taylor (3rd choice)
Matt Kelley (2nd choice)

Notes:

Parks and Recreation Advisory Board

<u>Current Members</u>	<u>Term Expires</u>	<u>Eligible for Reappointment</u>
Beth Foreman	3/31/22	No
Paul Woodson	3/31/22	No

Applicants:

Ben King (3rd choice)
Rena Taylor (2nd choice)
Dana Grubb
Eric Phillips (3rd choice)
Joe McKinney (2nd choice)
Carol Bachl

Notes:

Planning Board/Board of Adjustment

<u>Current Members</u>	<u>Term Expires</u>	<u>Eligible for Reappointment</u>
Patricia Ricks	3/31/22	Yes
John Schaffer	3/31/22	No
Vacant	3/31/22	No

Applicants:

Lillian Goodnow (3rd choice)
Matt Kelley (3rd choice)
Michael Palmer (1st choice)
Gail Lenkiewicz (1st choice)
Yvonne Dixon
Daniel King (1st choice)
Larry Cartner

Notes:

Transportation Advisory Board

<u>Current Members</u>	<u>Term Expires</u>	<u>Eligible for Reappointment</u>
Nan Buehrer	3/31/22	Yes

Applicants:

Eric Phillips (2nd choice)

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

<u>Current Members</u>	<u>Term Expires</u>	<u>Eligible for Reappointment</u>
Tiffany Page	3/31/22	No
Katherine Boyd	3/31/22	Yes

Applicants:

Ben King (2nd choice)
Matt Kelley (1st choice)
Joe McKinney (1st choice)

Notes:

Carol

Bachl

Submission Date Feb 3, 2022 8:49 PM

First Name Carol

Last Name Bachl

E-mail carol.bachl@gmail.com

Home Phone 7047982333

Address 101 Canteberry Dr.

City Salisbury

State NC

ZIP Code 28144

Ethnicity Caucasian/Non-Hispanic

Gender Female

Place of Employment Retired

Do you reside within the City limits of Salisbury? Yes

Please indicate your #1 preference: Parks and Recreation Advisory Board

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

Why are you interested in serving on the Board or Commission for which you are applying? Lover of our parks and recreational facilities. Want to see continual growth and expand horizons in this endeavor.

Interest/Skills/Education/Areas of Expertise/Professional Organizations that you feel would be of assistance to you UNC graduate; MA in counseling, ASU; Tennis advocate for adults and youth; Advocate for recreation for all adults, youth, children.

in your duties as a member of the Board or Commission:

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

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

Dr. Larry

Cartner

Submission Date	Feb 1, 2022 5:24 PM
First Name	Dr. Larry
Last Name	Cartner
E-mail	cartnerl@yahoo.com
Home Phone	3364078325
Address	906 Hidden Creek Cir
City	Salisbury
State	NC
ZIP Code	28147
Ethnicity	Caucasian/Non-Hispanic
Gender	Male
Place of Employment	Catawba College, SAS Institute of Cary, NC
Occupation	Retired School Superintendent
Do you reside within the City limits of Salisbury?	Yes
Are you within the City's Extraterritorial Jurisdiction (ETJ) area?	Yes
Please indicate your #1 preference:	Planning Board
Have you served on a board or commission of the City of Salisbury?	No
Why are you interested in serving on the Board or	I have experience in planning boards from my work as a superintendent of schools. I possess a working knowledge of analytics. As a retired

Commission for which you are applying?

public servant, I have the time and expertise to serve my city and community.

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

I have prior experience with planning boards, and have a working knowledge of analytics.

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

Jessica

Cloward

Submission Date	Feb 1, 2022 1:58 PM
First Name	Jessica
Last Name	Cloward
E-mail	jessicacloward1@gmail.com
Home Phone	704.502.8383
Address	1905 Benjamin Drive
City	Salisbury
State	NC
ZIP Code	28146
Ethnicity	Hispanic
Gender	Female
Place of Employment	Lantern Realty & Development
Occupation	Broker In Charge
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
Have you served on a board or commission of the City of Salisbury?	Yes
Why are you interested in serving on the Board or	As a local real estate professional my heart is for helping others, helping with housing, helping with education, and utilizing my knowledge to

Commission for which you are applying?

help in any way possible.

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:

Small business owner of Cloward's BioActive Silver, 20+ years of real estate, manage a real estate firm downtown, currently serving in the Community Appearance Board, Pregnancy Center Board and Crosby Scholars 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

Korey

Deese

Submission Date Oct 15, 2021 3:56 PM

First Name Korey

Last Name Deese

E-mail deese.korey@gmail.com

Home Phone 980-233-1705

Address 114 E. Miller St.

City Salisbury

State NC

ZIP Code 28144

Ethnicity Caucasian/Non-Hispanic

Gender Male

Occupation Quality/Testing

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: 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 love greenways, walking/running, and biking. I do it daily in and around Salisbury. I walk my dog through downtown every morning I frequent the greenway in concord where I work, and enjoy the ability greenways have to tie areas together

like for example Raleigh. I am interested in greenways for exercise and as well as for transportation/being a part of the community.

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

Have gone to conferences for Bike/Walk NC previously. Used to talk to Winston-Salems bike/walk coordinator years ago. Know Eric at Skinny Wheels quite well for roughly a decade. Getting to know the Rossers at the Pedal Factory. Previously biked you work. Previously worked for the city of Salisbury roughly 7 or so years ago, and know Stephen Brown well. I often biked to work during that time.

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

Lillian

Goodnow

Submission Date Dec 6, 2021 12:12 PM

First Name Lillian

Last Name Goodnow

E-mail elliegoodnow@gmail.com

Home Phone 704-437-3838

Address 300 West Horah Street

City Salisbury

State NC

ZIP Code 28144

Ethnicity Caucasian/Non-Hispanic

Gender Female

Place of Employment Moore and Co. Interiors

Occupation Creative Director/Founder

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: Alternate Methods of Design Commission

Please indicate your #2 preference: Historic Preservation Commission

Please indicate your #3 preference: Planning Board

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

No

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

I am excited to give back to our community and want to do so in a way that champions future growth in Downtown Salisbury and surrounding areas.

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:

Having been in the commercial furniture industry for over a decade, I believe my professional experiences position me best to serve on the Alternative Methods of Design Committee. I have worked along side of commercial real estate investors (as well as general contractors) and understand how to deliver solutions that are beneficial to the investor, the business but most importantly the consumer...citizens and visitors to Salisbury.

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

No

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

No

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

I agree

JIMMY (DANA)

GRUBB

Submission Date Nov 4, 2021 2:01 PM

First Name JIMMY (DANA)

Last Name GRUBB

E-mail dgrubb11@twc.com

Home Phone 7042020739

Address 457 EASTWOOD DR,

City SALISBURY

State NC

ZIP Code 28159

Ethnicity Prefer not to answer

Gender Male

Place of Employment CAROLINA AIR SYSTEMS

Occupation MANAGEMENT/SALES

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

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

Why are you interested in serving on the Board or To help make Salisbury a great place & have a better quality of life.

Commission for which you are applying?

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

member of the board for corbin hills hoa -- own a business downtown salisbury --
coached many years of sports -- DJ events across the country --

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

Matt

Kelley

Submission Date	Oct 18, 2021 5:38 PM
First Name	Matt
Last Name	Kelley
E-mail	mvtt.k3113y@gmail.com
Home Phone	Unavailable
Address	701 W. Monroe Street
City	Salisbury
State	NC
ZIP Code	11206
Ethnicity	African American
Gender	Male
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:	Tree Board
Please indicate your #2 preference:	Hurley Park Advisory Board
Please indicate your #3 preference:	Planning Board
Have you served on a board or commission of the City of Salisbury?	No

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

I am looking to help expand and restore the city of Salisbury through hard work and technology. Personally I feel if I would to serve on the Board of Commissions I can have more of an understanding on what's need to start helping also have the proper crowd to branch new ideas to bring more to 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:

I am currently working on achieving my BA in Computers Information Systems at Livingstone College with prior knowledge of computer operations. I do personal work with animating, graphic designing, video editing, various of Martial Arts and other contact sports, film production (1st year), acting (first year), C++, COBOL, Basic Java, and Visual Basics. These are simply a few of my go to talent/interest.

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

Meghan

Ketterman

Submission Date	Feb 4, 2022 8:23 AM
First Name	Meghan
Last Name	Ketterman
E-mail	Kettermans48@gmail.com
Home Phone	704-267-7152
Address	1809 fourth street
City	Salisbury
State	NC
ZIP Code	28144
Ethnicity	Caucasian/Non-Hispanic
Gender	Female
Place of Employment	Addiction Recovery Medical Services
Occupation	Counselor
Do you reside within the City limits of Salisbury?	Yes
Are you within the City's Extraterritorial Jurisdiction (ETJ) area?	Yes
Please indicate your #1 preference:	Human Relations Council
Please indicate your #2 preference:	Fair Housing Committee
Please indicate your #3 preference:	Housing Advocacy Commission

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

No

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

I am interested on serving on the board and or Commission to give back to the community that I live in. I have an extensive background in human services and feel that I can be a voice of advocacy.

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

My skill set would be with education and communication on fair housing, and understanding resources to help link people in need to safe affordable housing. Community inclusion is an important part of what makes a city function well. Many agencies in our area would be able to provide support. Vaya is now the LME in our area and we can use that agency to help support the needs of our homeless 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

Ben King

Submission Date Jan 5, 2022 3:56 PM

First Name Ben

Last Name King

E-mail bkco2020@gmail.com

Home Phone 7042232555

Address 408 Knollwood Ave

City Salisbury

State NC

ZIP Code 28144

Ethnicity Caucasian/Non-Hispanic

Gender Male

Place of Employment Dairy Queen

Occupation Manager

Do you reside within the City limits of Salisbury? Yes

Are you within the City's Extraterritorial Jurisdiction (ETJ) area? No

Please indicate your #1 preference: Greenway Committee (No Requirement of Residency)

Please indicate your #2 preference: Tree Board

Please indicate your #3 preference: Parks and Recreation Advisory Board

preference:

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

No

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

I love Salisbury and am looking for another way to invest in our great city. I thought, what better way to continue to improve our city than to serve on a board or commission. I believe it is really important that citizens are excited and feel led to serve their city, and this is one of the ways that I feel led to help make Salisbury an even better city.

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

I was born and raised in Salisbury and now attend Catawba College. I think a younger perspective would be really helpful in making decisions for the betterment of our community. I am studying political science with a concentration in public administration, so I think this would be a good opportunity to learn about local government and how its citizens can be involved.

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

Daniel King

Submission Date
Mar 15, 2021 3:30 PM

First Name Daniel
Last Name King
E-mail dksmilez29@gmail.com

Home Phone 9803187847
Address 706 e Cherry st

City Salisbury

State NC

ZIP Code 28144

Ethnicity African American

Gender Male

Place of Employment Pure vision barber studio

Occupation Barber

Do you reside within the City limits of Salisbury? Yes

Please indicate your #1 preference: Planning Board

Please indicate your #2 preference: Alternate Methods of Design Commission

Please indicate your #3 preference: Community Appearance Commission

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

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

I'm from East Spencer, but I've been in Salisbury all my life.

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:

Bachelor criminal justice, Barber since 2010, athlete, musical artist

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

Gail

Lenkiewicz

Submission Date	Jun 2, 2021 3:08 PM
First Name	Gail
Last Name	Lenkiewicz
E-mail	gaillenkiewicz@gmail.com
Home Phone	484-388-9759
Business Phone	704-557-6276
Address	485 Cornwall Drive
City	Salisbury
State	NC
ZIP Code	28147
Ethnicity	Prefer not to answer
Gender	Prefer not to answer
Place of Employment	Prodigy Diabetes Care
Occupation	Executive Assistant
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:	Planning Board
Please indicate your #2 preference:	Community Appearance Commission
Please indicate your #3 preference:	Fair Housing Committee
Have you served on a board or commission of the City of Salisbury?	No

Salisbury?'

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

As a resident of Salisbury for almost 2 years now, the potential for the growth of the city is tremendous and I would like to be part of the decision making for that growth. The downtown area is one I absolutely love and would love to see it grow and flourish. Careful planning and decision making by the City is needed in order to make this happen.

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:

As EA to an entrepreneur who has his hands in everything which makes me flexible, open-minded, hardworking, competent, and dedicated. I possess key qualities like integrity and insight and I have a passion and deep interest in the mission of the city I reside in.

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

joemckinney3@gmail.com

Joseph (Joe)

Submission Date	Apr 18, 2021 11:43 PM
First Name	Joseph (Joe)
Last Name	McKinney
E-mail	joemckinney3@gmail.com
Home Phone	7042990085
Address	1217 Edgedale Dr
City	Salisbury
State	NC
ZIP Code	28144
Ethnicity	Caucasian/Non-Hispanic
Gender	Male
Place of Employment	North Carolina Department of Agriculture
Occupation	Assistant Manager/ Logistics planner
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:	Tree Board
Please indicate your #2 preference:	Parks and Recreation Advisory 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	I attended the Salisbury dig site event and tree giveaway. I spoke with several

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

I attended the Salisbury digs it event and tree giveaway. I spoke with several ladies, including mayor, about joining he board in regards to tree and community appearance. They said they'd love to have me based on my experience working for the NC Department of Agriculture. I've worked closely with the NC Forestry Service as well.

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:

Community development, outdoor recreation availability, helping with community improvement projects.

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

Chad

Morgan

Submission Date	Jan 7, 2022 2:35 PM
First Name	Chad
Last Name	Morgan
E-mail	chadwickmorganinteriorartist@yahoo.com
Home Phone	704-639-9325
Address	424 heilig Avenue
City	Salisbury
State	NC
ZIP Code	28144
Ethnicity	Caucasian/Non-Hispanic
Gender	Male
Place of Employment	Self
Occupation	Decorator, restorer
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:	Alternate Methods of Design Commission
Please indicate your #3 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?

Going from a homeowner in Salisbury to struggling with the rental market here, the hac would be an interesting way to improve the situation for others

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

Chad

Morgan

Submission Date	Jan 7, 2022 2:39 PM
First Name	Chad
Last Name	Morgan
E-mail	chadwickmorganinteriorartist@yahoo.com
Home Phone	704-639-9325
Address	414 heilig Avenue
City	Salisbury
State	NC
ZIP Code	28144
Ethnicity	Caucasian/Non-Hispanic
Gender	Male
Do you reside within the City limits of Salisbury?	Yes
Are you within the City's Extraterritorial Jurisdiction (ETJ) area?	Yes
Please indicate your #1 preference:	Housing Advocacy Commission
Please indicate your #2 preference:	Alternate Methods of Design Commission
Please indicate your #3 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?

Please see my earlier application, this app was to correct an error in my address, which is 414 heilig Avenue Salisbury

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

No

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

No

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

I agree

Michael

Palmer

Submission Date	Oct 14, 2021 2:43 PM
First Name	Michael
Last Name	Palmer
E-mail	mikeyboo.palmer@gmail.com
Home Phone	980-4448849
Address	209 Ceder DR
City	Salisbury
State	ND
ZIP Code	28147
Ethnicity	African American
Gender	Male
Do you reside within the City limits of Salisbury?	Yes
Are you within the City's Extraterritorial Jurisdiction (ETJ) area?	Yes
Please indicate your #1 preference:	Planning Board
Please indicate your #2 preference:	Fair Housing Committee
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?

To helping out our Community and serve the board to the best of my ability.

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?

Yes

If yes, explain conflict:

come to a common solution

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

James

Paul

Submission Date	Feb 3, 2022 11:12 PM
First Name	James
Last Name	Paul
E-mail	jimmypaul0666@yahoo.com
Home Phone	704 738 5261
Business Phone	704 738 5261
Address	175 Magnolia Circle
City	Salisbury
State	NC
ZIP Code	28147
Ethnicity	African American
Gender	Male
Place of Employment	retiree
Occupation	retiree
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:	Community Appearance Commission
Please indicate your #2 preference:	Fair Housing Committee

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?

To help serve the community. I have retired from Freightliner (Daimler) Manufacturing Plant and hoping to serve my community in any way possible,

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:

Associate Degree from Spartan School of Aeronautics, Tulsa, Oklahoma (Aircraft Maintenance and AOS Degree from RCCC, Salisbury. willing to assist in any area possible.

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

Eric Phillips

Submission Date	Sep 28, 2021 9:21 AM
First Name	Eric
Last Name	Phillips
E-mail	eric@skinnywheels.com
Home Phone	7042022646
Business Phone	7047629537
Address	111 W. Innes St
City	Salsibury
State	NC
ZIP Code	28144
Ethnicity	Prefer not to answer
Gender	Prefer not to answer
Place of Employment	Skinny Wheels Bike Shop
Occupation	Business Owner
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)
Please indicate your #2 preference:	Transportation Advisory Board (No Requirement of Residency)

Please indicate your #3 preference:

Parks and Recreation Advisory Board

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

Yes

Please list the board or commission:

DSI

Please list the date of service:

Sep 28, 2021

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

The Greenway network in Salisbury in one of the major factors that led me to select Salisbury as a place to move my business. It is also one of the main features I look at for places I visit and where I will eventually live. As a member of this committee, I would be very passionate about whatever it would take to move this project forward.

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 own and operate a bicycle shop and also host regular bike rides. Most of our rides are on regular paved and unpaved roads. I regularly travel to cities with greenways and advanced bicycle/pedestrian infrastructure and I attend bike/ped summits at both the national and state levels. I would very much like offer my expertise and experience to the Greenway Committee and serve as an instrument in helping move this project forward.

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

Rena Taylor

Submission Date	Nov 4, 2021 8:00 PM
First Name	Rena
Last Name	Taylor
E-mail	reeenataylor@gmail.com
Home Phone	8283353152
Address	1109 emerald ave
City	Salisbury
State	NC
ZIP Code	28144
Ethnicity	Caucasian/Non-Hispanic
Gender	Female
Place of Employment	South Main Book Company
Occupation	Educator
Do you reside within the City limits of Salisbury?	Yes
Are you within the City's Extraterritorial Jurisdiction (ETJ) area?	No
Please indicate your #1 preference:	Greenway Committee (No Requirement of Residency)
Please indicate your #2 preference:	Parks and Recreation Advisory Board
Please indicate your #3 preference:	Hurley Park Advisory Board

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

No

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

I just completed the Salisbury Citizens Academy and am really interested in continuing my civic engagement. I learned a lot and really enjoyed meeting folks from different backgrounds with different perspectives. I have an environmental science and education background so I'm interested in green spaces. I also live on the greenway in Forest Hills and spend a lot of time on it.

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

Gardening/plant ID
Invasive species removal
Former educator & president of Rowan-Salisbury Association of Educators

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

Shalonda Williams

Submission Date	Oct 27, 2021 8:46 AM
First Name	Shalonda
Last Name	Williams
E-mail	msladie1981@gmail.com
Home Phone	7047715311
Address	1210 N. Main Street
City	Mint Hill
State	NC
ZIP Code	28144
Ethnicity	African American
Gender	Female
Place of Employment	Lowe's
Occupation	Online Merchandising Specialist
Do you reside within the City limits of Salisbury?	Yes
Are you within the City's Extraterritorial Jurisdiction (ETJ) area?	No
Please indicate your #1 preference:	Historic Preservation Commission
Please indicate your #2 preference:	Community Appearance Commission
Please indicate your #3 preference:	Fair Housing Committee

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

No

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

I've recently moved to Salisbury in a beautiful historic home on N. Main Street and 11th. The homes in this historic neighborhood have so much potential and its sad to see them not being taken care of. I would love to work with a preservation team and help bring things neighborhoods back to the beauty they once were

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

I am interested in all things DIY and have a love for historic design features.

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

Salisbury City Council Agenda Item Request Form



Please Select Submission Category: Public Council Manager Staff

Requested Council Meeting Date: 02/15/2022

Name of Group(s) or Individual(s) Making Request: Communications/Finance/SRU

Name of Presenter(s):

Requested Agenda Item: SRU Bill Payment Drop Boxes – Mayor’s Announcement

Description of Requested Agenda Item:

The Salisbury Customer Service Center will phase out its utility payment drop boxes in Rowan County communities on Friday, April 1. Residents who utilize the drop boxes will receive individual correspondence in advance of the removal. As a reminder, residents are encouraged to visit salisburync.gov/billpay to set up free electronic bill pay or contact the Customer Service Center at (704) 638-5300 for additional bill pay options.

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: Linda McElroy/Caren Lightfoot

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*****