



# City of Salisbury

North Carolina

## COUNCIL MEETING AGENDA

March 3, 2020

6:00 p.m.

1. Call to order.
2. Moment of Silence.
3. Pledge of Allegiance.
4. Recognition of visitors present.
5. Adoption of Agenda.
6. Council to consider the CONSENT AGENDA:
  - (a) Adopt Minutes of the Special meeting of January 30-31 and February 4, 2020.
  - (b) Adopt a **RESOLUTION** granting a variance for a circular driveway on Confederate Avenue for 603 Confederate Avenue.
  - (c) Adopt a Budget **ORDINANCE** amendment to the FY2019-2020 budget in the amount of \$2,500 to appropriate donations for Fire Prevention Programs.
7. Council to receive public comment. *Public comment will begin following adoption of the Consent Agenda. The public sign-in sheet will remain open until the public comment period ends.*
8. Council to consider adopting a **RESOLUTION** authorizing the application for a North Carolina Rural Infrastructure Grant in the amount of \$110,000 for Powerhouse Recycling: *(Presenter – Scott Shelton of the Rowan Economic Development Commission)*
  - (a) Receive a presentation from staff
  - (b) Hold a public hearing
  - (c) Consider adopting a **RESOLUTION** authorizing the application for a North Carolina Rural Infrastructure Grant.
9. Council to consider Land Development District Map Amendment CD-01-2020 to rezone approximately 9.124 acres of a 24.286 acre tract on the southeastern side of Lash Drive from Corridor Mixed-Use (CMX) to Corridor Mixed-Use Conditional Overlay (CMX-CD) to establish a new Conditional District overlay with a Master Plan for a proposed campus style Residential Development Master Plan: *(Presenters – Senior Planner Catherine Garner, Kevin Connelly of Connelly Builders, and Matt Lowder of Triangle Site Design)*
  - (a) Receive a presentation from staff
  - (b) Hold a public hearing
  - (c) Issue a Statement of Consistency and Statement of Reasonableness and consider adopting an **ORDINANCE** to rezone the property.

**COUNCIL MEETING AGENDA – PAGE 2 – MARCH 3, 2020**

10. Council to hold a public hearing concerning community development goals and priorities for the FY2020-2024 Consolidated Plan and for the use of Federal FY2020-2021 Community Development Block Grant (CDBG) and HOME Program funds: *(Presenters – Planning Director Hannah Jacobson)*
  - (a) Receive a presentation from staff
  - (b) Hold a public hearing.
  
11. Council to consider closing a portion of the 100 block of South Lee Street: *(Presenter – City Engineer Wendy Brindle)*
  - (a) Receive a presentation from staff
  - (b) Hold a public hearing
  - (c) Consider adopting a **RESOLUTION** accepting an offer of dedication of the right-of-way
  - (d) Consider approving an **ORDER** closing a portion of the alley in the 100 block of South Lee Street.
  
12. Council to consider adopting an **ORDINANCE** designating the “Grubb-Sigmon-Weisiger House” located at 213 South McCoy Road as a Local Historic Landmark. *(Presenter – Senior Planner Catherine Garner)*
  
13. Council to consider approving a bond **ORDER** authorizing the issuance and sale of Combined Enterprise System Revenue Bonds not to exceed \$46.5 million and authorizing the execution of the delivery of certain documents in connection therewith. *(Presenter – Finance Director Shannon Moore and Chad Cowan of Hilltop Securities)*
  
14. Council to consider awarding a contract to Adams-Robinson Enterprises, Inc. for construction of the Grants Creek Wastewater Train Improvements Project in the amount of \$26,838,600 contingent upon Local Government Commission approval of the revenue bond sale. *(Presenter – Assistant Utilities Director Jason Wilson)*
  
15. Council to consider awarding a contract to Dellinger, Inc. for construction of the Water Treatment Plant Improvement Project in the amount of \$7,221,000 contingent upon Local Government Commission approval of the revenue bond sale. *(Presenter – Assistant Utilities Director Jason Wilson)*
  
16. Council to consider appointments to various boards and commissions. *(Presenter – City Council)*
  
17. City Attorney’s Report.
  
18. City Manager’s Report.
  - (a) 2<sup>nd</sup> Quarter Financial Update.

**COUNCIL MEETING AGENDA – PAGE 3 – MARCH 3, 2020**

19. Mayor's Announcements.
  - (a) The Salisbury Fire Department will hold a memorial service to honor Victor Isler and Justin Monroe Saturday, March 7, 2020 at 8:30 a.m. at the Firefighters Memorial located at 1402 South Main Street.
  - (b) The Community Appearance Commission and the Salisbury Public Works Department will host "Spring Clean 2020" Saturday, March 21, 2020. Check in will be at City Hall located at 217 South Main Street from 8:00 a.m. until 12:00 p.m. For more information call Stephen Brown at 704-638-4481 or email [sbrow@salisburync.gov](mailto:sbrow@salisburync.gov).
  - (c) Ring in Spring will take place Saturday, April 4, 2020 from 11:00 a.m. until 2:00 p.m. at Gateway Park located at the corner of East Innes and North Depot Streets. The alternate location for inclement weather is City Hall Council Chambers. For more information call Vivian Koontz at 704-638-5294 or email [vkoon@salisburync.gov](mailto:vkoon@salisburync.gov).
  - (d) The Salisbury Parks and Recreation Department and the Hurley Park Advisory Board will host the annual Hurley Park Spring Celebration Sunday, April 5, 2020 from 2:00 p.m. until 4:00 p.m. at Hurley Park. For more information call Danelle Cutting at 704-638-4459.
20. Council's comments.
21. Mayor Pro Tem's Comments.
22. Mayor's Comments.
23. Adjourn.

# Salisbury City Council Agenda Item Request Form



Please Select Submission Category:  Public  Council  Manager  Staff

Requested Council Meeting Date: March 3, 2020

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

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

Requested Agenda Item: Council to consider a adopting a Resolution for a driveway variance for 603 Confederate Ave

## Description of Requested Agenda Item:

The Engineering Department has received a request from to owner of 603 Confederate Avenue for a circle driveway on Confederate Avenue near the corner of Richmond Road. The property currently has one driveway located on Richmond Road to the back of the home.

Section 22-73(a) of the City Code currently restricts residential property to two driveway connections, and the addition of a circular drive will create three connections. In addition, Section 22-73(g) limits corner properties to access only from the minor street. Since Confederate Ave and Richmond Rd are both residential in nature, it is difficult to determine which is the minor street. Section 22-68 allows Council to grant variances from both of these standards.

One leg of the proposed circle driveway will be located approximately 35 feet from the intersection and will be 15 feet wide. There will be a minimum of 25 feet between this leg and the second leg, which will also be 15 feet wide. Staff has reviewed the site and has no concerns related to the proposal.

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)*

Adopt a Resolution granting a variance for a circular driveway on Confederate Avenue for 603 Confederate Avenue

## 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:

**“RESOLUTION AUTHORIZING THE CITY ENGINEER TO GRANT A VARIANCE OF THE CITY CODE, SECTIONS 22-73(a) AND 22-73(g), FOR A DRIVEWAY PERMIT FOR 603 CONFEDERATE AVENUE.**

Whereas, a property owner wishes to install multiple driveway connections to a single family property having frontage on two public streets; and,

Whereas, the proposed use would not meet the standards set forth in Section 22-73(a) of the City Code relating to number of driveway connections or 22-73(g) of the City Code relating to corner lots; and

Whereas, the City Council believes that meeting the standards of Section 22-73(a) relating to number of driveway connections and 22-73(g) relating to corner lots would create an unnecessary burden for the property owner; and,

Whereas, the City Engineer’s office has investigated the proposed use and has not found it to be a safety concern;

NOW, THEREFORE, be it resolved that the City Council of the City of Salisbury, in accordance with Section 22-68, authorizes the City Engineer to grant the petitioner a variance from the standards of Section 22-73(a) of the City Code relating to number of driveway connections and Section 22-73(g) relating to corner lots.”



Approximate location of proposed driveway connections

1 inch = 50 feet

# Salisbury City Council Agenda Item Request Form



Please Select Submission Category:  Public  Council  Manager  Staff

Requested Council Meeting Date: March 3, 2020

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

Name of Presenter(s): Consent Agent; Fire Chief R. A. Parnell or Fire Marshal Terry Smith

Requested Agenda Item: Adopt a Budget ORDINANCE Amendment to the FY2019-2020 budget in the amount of \$2,500 to appropriate donations for Fire Prevention Programs.

Description of Requested Agenda Item: Council to appropriate budget reimbursement from the Walmart Community Giving Grant for the amount of \$2,500.

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 appropriate budget reimbursement from donations for the amount of \$2,500.

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

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

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

## FINANCE DEPARTMENT INFORMATION:

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

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

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

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

## For Use in Clerk's Office Only

Approved

Delayed

Declined

Reason:

AN ORDINANCE AMENDING THE 2019-2020 BUDGET ORDINANCE  
OF THE CITY OF SALISBURY, NORTH CAROLINA TO  
APPROPRIATE DONATION FOR FIRE DEPARTMENT DONATIONS

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

Section 1. The City received \$2,500 in donations for use by the City's Fire Department. NC General Statutes require that the City appropriate this revenue so that it can be legally spent.

Section 2. That the 2019-2020 Budget Ordinance of the City of Salisbury, adopted on June 18, 2019, is hereby amended as follows:

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

- |     |  |                 |
|-----|--|-----------------|
| (1) | Increase line item 010-531-366-5161.00<br>Department Supplies    | <u>\$ 2,500</u> |
| (2) | Increase line item 010-000-000-4522.06<br>General Fire Donations | <u>\$ 2,500</u> |

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

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

# Salisbury City Council Agenda Item Request Form



Please Select Submission Category:  Public  Council  Manager  Staff

Requested Council Meeting Date: March 3, 2020

Name of Group(s) or Individual(s) Making Request: Scott Shelton, Rowan EDC

Name of Presenter(s):

**Requested Agenda Item:** Council to hold a public hearing and consider adopting a Resolution authorizing the application for a N.C. Rural Infrastructure Grant in the amount of \$110,000 for Powerhouse Recycling.

**Description of Requested Agenda Item:** The EDC is working with Powerhouse Recycling who anticipates a capital investment of \$4.25 million and the creation of 55 jobs. The company is seeking a N.C. Rural Infrastructure Grant in the amount of \$110,000 for the relocation of a sewer line. The City's obligation will be for \$10,000 for grant administration.

**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)*

Based on the time line for this project funds will need to be allocated in the FY21 water sewer fund budget.

**Action Requested of Council for Agenda Item:** Council to hold a public hearing and consider adopting a Resolution authorizing the application for a N.C. Rural Infrastructure Grant in the amount of \$110,000 for Powerhouse Recycling. *(Please note if item includes an ordinance, resolution or petition)*

**Contact Information for Group or Individual:** Scott Shelton, 704-637-5526

**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 Furches  
Finance Manager Signature

Kelley Baker  
Department Head Signature

Anna Bumpkin  
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

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For Use in Clerk's Office Only

Approved

Delayed

Declined

Reason:

February 24, 2020



PARTNERSHIP for ECONOMIC DEVELOPMENT  
SALISBURY, NC

*Be an original.*

ECONOMIC  
IMPACT  
SUMMARY

SUMMARY OF PROPOSED EXPANSION OF  
PROJECT TOASTER IN SALISBURY



Submitted by:  
The Rowan EDC

February 24, 2020

The Honorable Karen K. Alexander  
City of Salisbury  
Post Office Box 479  
Salisbury, NC 28145

*Re: Summary of Proposed Expansion of Project Toaster in Salisbury, NC*

Dear Mayor Alexander and Council Members:

On behalf of your Economic Development Commission, please allow me to present to you this summary of the proposed expansion of Project Toaster in Salisbury.

We are optimistic that, with your support, this project will reach a successful conclusion, creating new employment and expanding the nonresidential tax base in Salisbury. This document addresses the primary drivers and impacts of the project and is designed to provide you the information necessary to consider their request for assistance.

We sincerely hope that you find this document a useful resource as you consider this matter. We have expended substantial efforts to gather as much information as possible regarding the potential impacts this project could have on our City and its citizens. In order to accomplish this, we have relied on a variety of public and private sector partners. At this time, in addition to company representatives from Project Toaster, we would like to thank:

- Melanie O'Connell-Underwood, Regional Industry Manager, Economic Development Partnership of NC
- David Hartigan, President, Hartigan Management Inc.
- Jason Wilson, Assistant Utilities Director, Salisbury-Rowan Utilities

In the preparation of this document, we have strived to utilize factual data and realistic projections using the best information available. It is our intent that this document serves as a resource as you deliberate potential actions.

Please do not hesitate to contact our offices with any questions you may have regarding this matter. We look forward to your feedback.

Sincerely,



Scott Shelton  
Vice President

## **Contents**

1. Project Description
2. Regulatory Approval Process
3. Requested Assistance
4. Model of City Revenue – 10-Year Horizon
5. Closing
6. Appendix

# 1. Project Description

## About The Company

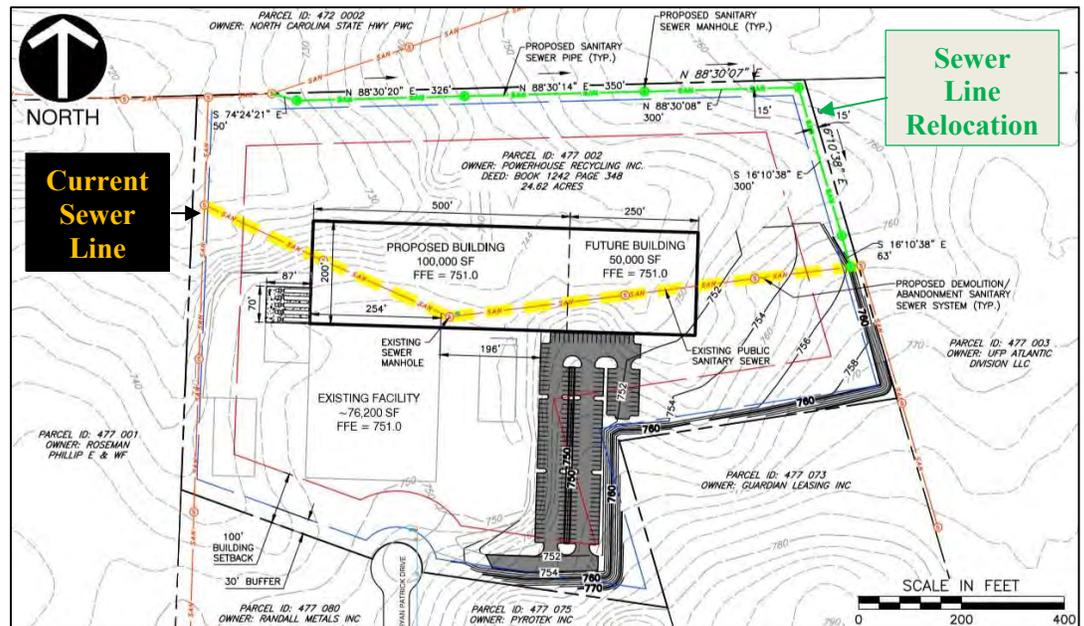
The company behind Project Toaster is Powerhouse Recycling. The company has been a valued employer in Rowan County for over a decade. The company is growing quickly and currently employs over 150 people at its facility located at 220 Ryan Patrick Drive.

## Proposed Project

Powerhouse Recycling has outgrown its current available space and an expansion of its facility is necessary.

Powerhouse Recycling plans to expand by adding an additional 100,000 square feet of space in the back of its facility. There is currently a public sewer line, owned by the City of Salisbury, that runs across the back of the company's property and in the path of the proposed expansion. In order to accommodate this proposed building expansion, the sewer line must be moved back along the rear property line.

Because the expansion will not result in a significant increase in water and sewer usage, the costs associated with moving the sewer line is the responsibility of the company. The company's engineering firm estimates the total cost of moving the line to be approximately \$135,000.



The Rowan EDC is working with

Powerhouse Recycling to pursue a \$110,000 Rural Division Infrastructure Grant through the State of North Carolina. These grant funds can be used to help fund the relocation of the sewer line. These grants are awarded by the Rural Infrastructure Authority, which meets every two months. Their next meeting is scheduled for April 16<sup>th</sup>.

Powerhouse Recycling plans to add 56 new jobs over the next three years as part of this expansion. The company would also invest approximately \$4.25 million dollars through the expansion of their existing facility and equipment upgrades. The majority of these improvements would be completed by the end of 2020.

## **2. Regulatory Approval Process**

Zoned appropriately for their current use, there does not appear to be any regulatory barriers to this project moving forward. The company will work with the City of Salisbury and the Rowan County Building Inspections Department to navigate the appropriate review and permitting process. There are no components of the proposed project that appear outside the normal scope of operations for these types of facilities.

## **3. Requested Assistance**

The City of Salisbury, as owners of the sewer line, must be the applicants for the grant. After the required public hearing, the Rowan EDC requests that the City apply for the grant on behalf of Powerhouse Recycling. The Rowan EDC also requests that the City hire a professional grant administrator for the project for an amount not to exceed \$10,000. The company would be responsible for all other project costs not paid for by the grant.

The Rowan EDC has also requested, as a show of support for the project, that Rowan County utilize its Economic Development Funds to match the \$10,000 requested of the City of Salisbury. The Rowan County Board of Commissioners will hold a public hearing on March 2<sup>nd</sup> to consider this request.

## **4. Model of City Revenue – 10-Year Horizon**

Due to the nature of the company's business, Powerhouse Recycling receives a North Carolina Recycling Property Tax Exemption. This certification is awarded by the State of North Carolina and offers a local property tax exemption on equipment and facilities used exclusively for recycling and resource recovery. The percentage of the exemption is determined by the County Tax Assessor. The company currently receives an exemption equal to approximately 84.53% of the taxes it would typically pay.

Powerhouse Recycling must apply again to the State for its proposed building expansion and new equipment to be considered for the exemption. The company has indicated that it will apply again for the exemption. If the application is successful, the percentage of the exemption will again be determined by the County Tax Assessor. Since this percentage is yet to be determined, the Rowan EDC used the current exemption rate of 84.53% for this revenue model.

Powerhouse Recycling intends to have its building expansion completed and the majority of its equipment installed by December 31, 2020. An additional, smaller equipment installation would occur in 2021. The overall investment timeline is based on information provided to the Rowan EDC by the company.

The evolving nature of City tax rates, assessed value of the installed equipment, and construction timelines require certain assumptions in order to develop a functioning model. To establish a baseline, the following constants were applied:

- The City tax rate is fixed at the current rate of .7196
- \$4.2 million of new equipment and construction occurs prior to December 31, 2020

- The project is complete by December 31, 2021
- The Company's current exemption rate of 84.53% was used for the new improvements

In application, it is unlikely that all assumptions will hold constant. The model provides general trends of expected revenues and expenditures.

Incorporating the above framework, the following outcome is projected:

- Modeled with a 10-year horizon, the City of Salisbury would stand to collect \$37,249 in net revenue after the property tax abatement is applied and the \$10,000 grant administration fee is paid.

**Project Toaster:**

<i>(Substantial Construction Completed by December 31, 2020)</i>		FY 21-22	FY 22-23	FY 23-24	FY 24-25	FY 25-26
Calendar Year		2020	2021	2022	2023	2024
<b>Total Capital Investment</b>	Total planned amount of Expansion project	\$4,200,000	\$4,250,000	\$4,250,000	\$4,250,000	\$4,250,000
<b>City Tax Rate</b>	0.7196%	0.7196%	0.7196%	0.7196%	0.7196%	0.7196%
<b>City Tax Revenue</b>	Local Taxable Capital Investment times City Tax Rate	\$30,223	\$30,583	\$30,583	\$30,583	\$30,583
<b>Tax Exemption</b>	NC Recycling Property Tax Exemption - 0.8453% <i>(ESTIMATED)</i>	\$25,548	\$25,853	\$25,853	\$25,853	\$25,853
<b>Grant Expenses</b>	\$10,000 Grant Administrator Fee	\$10,000	\$0	\$0	\$0	\$0
<b>City Net Revenue</b>	City Tax Revenue minus Exemption & Grant Expenses	(\$5,325)	\$4,730	\$4,730	\$4,730	\$4,730

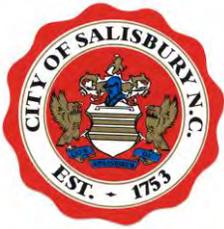
FY 26-27	FY 27-28	FY 28-29	FY 29-30	FY 30-31	10 Year Sum.
2025	2026	2027	2028	2029	
\$4,250,000	\$4,250,000	\$4,250,000	\$4,250,000	\$4,250,000	\$4,250,000
0.7196%	0.7196%	0.7196%	0.7196%	0.7196%	0.7196%
\$30,583	\$30,583	\$30,583	\$30,583	\$30,583	\$305,470
\$25,853	\$25,853	\$25,853	\$25,853	\$25,853	\$258,221
\$0	\$0	\$0	\$0	\$0	\$10,000
\$4,730	\$4,730	\$4,730	\$4,730	\$4,730	\$37,249

## **5. Closing**

Powerhouse Recycling would create a total of 56 new full-time jobs as part of this expansion project. The expansion would also generate approximately \$37,249 of tax revenue for the City over a ten-year period.

Approval of this incentive request would be consistent with the City of Salisbury's longstanding goal of providing assistance to existing industry. We respectfully request that the City Council consider approving their request.

On behalf of the staff of your Economic Development Commission, we look forward to providing you any additional information requested, or meeting with you personally to discuss these findings in detail. We hope that you have found this information useful as you consider this matter.



*City of Salisbury*  
North Carolina

**AUTHORIZING RESOLUTION BY THE CITY OF SALISBURY  
FOR THE NORTH CAROLINA DEPARTMENT OF COMMERCE  
RURAL INFRASTRUCTURE GRANT PROGRAM  
“POWERHOUSE RECYCLING SEWER RELOCATION”**

**WHEREAS**, The North Carolina General Assembly has authorized funds to stimulate economic development and job creation in distressed areas through constructing critical water and wastewater facilities, addressing technology needs, renovating vacant buildings, and implementing research and demonstration projects, and

**WHEREAS**, the City has need for and intends to assist in the relocation of a sewer line in a project described as the "Powerhouse Recycling Sewer Relocation Project"; and

**WHEREAS**, the City intends to request funding assistance from the North Carolina Department of Commerce from its Rural Infrastructure Program for the project;

**NOW THEREFORE BE IT RESOLVED, BY THE SALISBURY CITY COUNCIL** that the City is in full support of the application and the project, if funding is received, and that the City will arrange for a local cash match of \$10,000 to be used for grant administration.

**BE IT FURTHER RESOLVED** that the City has substantially complied or will substantially comply with all State, and local laws, rules, regulations, and ordinances applicable to the project and to the grants pertaining thereto, and that City Manager Lane Bailey is authorized to execute any additional documents pertaining to the grant application as requested by the North Carolina Department of Commerce.

Adopted this 4<sup>th</sup> day of March 2020.

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Mayor Karen K. Alexander

ATTEST:

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Tiffany Crook, Deputy City Clerk

# Salisbury City Council Agenda Item Request Form



Please Select Submission Category:  Public  Council  Manager  Staff

Requested Council Meeting Date: MARCH 3, 2020

Name of Group(s) or Individual(s) Making Request: HANNAH JACOBSON, PLANNING DIRECTOR

Name of Presenter(s): CATHERINE GARNER (CITY)  
KEVIN CONNELLY (CONNELLY BUILDERS), MATT LOWDER  
(TRIANGLE SITE DESIGN) FOR WESTBROOK TRACE LP (APPLICANT)

Requested Agenda Item: CD-01-2020 WESTBROOK TRACE APARTMENTS

Description of Requested Agenda Item: REQUEST TO AMEND THE LAND DEVELOPMENT DISTRICT MAP BY REZONING APPROXIMATELY 9.124 ACRES OF THE TOTAL 24.286 ACRE TRACT ON THE SOUTHEASTERN SIDE OF LASH DRIVE FROM CORRIDOR MIXED-USE (CMX) TO CORRIDOR MIXED-USE (CMX) AND ESTABLISH A NEW CONDITIONAL DISTRICT (CD) OVERLAY WITH A MASTER PLAN FOR A PROPOSED CAMPUS STYLE RESIDENTIAL DEVELOPMENT MASTER PLAN.

Attachments:  Yes  No

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

Action Requested of Council for Agenda Item: COUNCIL TO HOLD A PUBLIC HEARING AND CONSIDER ADOPTING AN ORDINANCE TO REZONE THE PROPERTY AS REQUESTED.

Contact Information for Group or Individual: Catherine Garner x5212 or  
catherine.garner@salisburync.gov

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

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

## FINANCE DEPARTMENT INFORMATION:

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

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

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

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

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

**Approved**

**Declined**

**Reason:**



## Planning & Zoning Analysis

### CASE NO.

**CD-01-2020**

### Project Title:

**Westbrook Trace Apartments**

### Petitioner(s)

Westbrook Trace, LP

### Owner(s)

Safeco Realty, LLC

### Representative(s)

Kevin Connelly, Connelly Builders; Matt Lowder, Triangle Site Design

### Address

Unnumbered Lash Drive

### Tax Map & Parcel(s)

331 099

### Size / Scope

9.124 acres of one parcel totaling 24.286 acres; proposed to be subdivided into two parcels 9.124 acres and 15.162 acres respectively.

### Location

Parcels are located on the southeastern end of Lash Drive, approximately 600 feet from intersection of Lash Drive and Statesville Blvd.

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## PETITIONER REQUEST

### Request:

Petition proposes request to amend the Land Development Ordinance & Land Development District Map by rezoning a portion of one parcel (9.124 acres of the total 24.286 acres) from Corridor Mixed-Use (CMX) to Corridor Mixed Use with a Conditional District Overlay (RMX-CD) for a proposed campus-style residential development master plan. The residential use is for an 84-unit apartment complex fronting a central drive, common space, and community building. The 24.286 acre parcel is proposed to be subdivided into two smaller parcels of 9.124 and 15.162 acres. The CD overlay is requested for the 9.124 acre piece only.

### Staff Comments:

The petitioner is proposing to construct a new multi-family apartment building with a total of 84 units. As proposed, there will be four (4) apartment buildings, and one (1) community clubhouse. The buildings will all front onto a center drive aisle with 90 degree angled parking on both sides. At the center of the drive aisle is a landscaped community recreation area. Amenities include a playground, a gazebo, and a 'tot lot' playground for toddler-aged children.



## Planning & Zoning Analysis

**Is the use permitted in the base Zoning without the Conditional District Overlay?**

The property is currently zoned Corridor Mixed Use (CMX). The petitioner is requesting to rezone the property to CMX with a CD overlay permitting the campus-style development. The CD overlay will tie the proposed master plan to the property as the only option for development without returning through the CD process.

The use is consistent with surrounding uses. There are three (3) existing multifamily residential apartment complexes on Lash Drive.

Staff recommends that the proposed rezoning from CMX to CMX with a CD overlay is consistent with the adopted Vision 2020 Comprehensive Plan and the Land Development Ordinance and should be approved.

**Yes, but not as proposed.** Section 5.6.A.1 of the Land Development Ordinance (LDO) requires that “when there is no clear or definable principal building ... development is considered a Campus-Style Development and shall follow the Conditional District development process.”

**Uses:**

All permitted uses other than that use needed for the development to occur – that being ‘Dwelling-Multifamily more than 4 units/building’– shall be prohibited as part of this petition. *See Use Matrix in Chapter 2 of the LDO.*

**CHARACTER OF AREA**

**Overview:**

The parcel (Parcel ID 331 099) is currently vacant and wooded. The only access is via Lash Drive. The parcels about other residential apartment uses off of Lash Drive. To the east, there are additional apartments and single family dwellings, as well as Mt. Zion Missionary Baptist Church.

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

<i>Location</i>	<i>Existing Land Uses</i>	<i>Existing Zoning</i>
North of area	Multifamily residential; commercial	CMX
East of area	Multifamily and single family residential; Religious Institution	RMX, GR6
South of area	Vacant	GR6
West of area	Vacant	CMX



## Planning & Zoning Analysis

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### INFRASTRUCTURE & CIVIC/COMMUNITY FACILITIES

**Public Schools:**

**Elementary:** Isenberg  
**Middle:** West Rowan / Henderson  
**High:** West Rowan / Henderson

**Fire District:**

Station 4

**Utilities**

*Water & Sewer:*

Sewer is existing within the ROW and heads eastward across the parcel in an existing twenty foot (20') utility easement. The plan shows reservation of an easement to serve the complex via this sewer line. The water line is proposed to be extended to the end of the cul-de-sac to serve the complex.

**Transportation**

*Transit:*

Route #2 serves Lash Drive with a stop at the Lash Drive and Fleming Heights apartments immediately to the north.

*Property Access(s):*

The proposed primary means of ingress & egress is via Lash Drive. Two interconnectivity points (stub-outs) to adjacent properties have been provided but will not be completed unless either of the adjacent properties redevelop in the future.

*Public Improvements:*

Lash Drive is a City-maintained street. The applicant is proposing to finish construction of Lash Drive within the existing right-of-way (ROW) to access the property at the back of the cul-de-sac.

---

### ENVIRONMENT

**Topography / Hydrology:**

The site rises from Lash drive with the highest point in the center of the parcel towards the rear. There is a drop off at the southern and eastern parcel boundaries, as there are streams in both directions.

**Flood Hazard / Streams / Wetlands:**

The site is not encumbered by any streams, flood hazards, or wetlands as identified on the City's GIS maps.

---

### COMPREHENSIVE & AREA PLANS

**Applicable Plans:**

**Vision 2020 Comprehensive Plan**



## Planning & Zoning Analysis

### Applicable Policies & Objectives

**N-16: New neighborhoods should include one or more neighborhood centers or focal points in each neighborhood planning area.**

*The proposed development will include a community clubhouse, as well as a central greenspace common area with playground, gazebo, and 'tot lot' playground.*

**N-18: As new neighborhoods are developed, a mixture of housing types/sizes/prices shall be encouraged within the bounds of each neighborhood planning area.**

*The proposed development will feature a mix of one, and two-bedroom units, providing opportunities for households of different sizes to obtain housing.*

**N-19: Higher density housing projects, such as apartment complexes and condominium developments, should be located adjoining places of work, shopping, and public transit. Access to such higher density housing shall not be through a lower density housing area. Higher density housing may often act as a transitional use between offices or shops and lower density housing.**

*The proposed location is adjacent to other residential multifamily complexes and in close proximity to the intersection of Statesville Blvd. and Jake Alexander Blvd.*

*The site has a public transit stop approximately 300 feet from the proposed entrance on Lash Drive. There will be no access points from this development to the existing single family residential area to the east (Shirley Ave., Clancy St., or Julia Dr.)*

---

### TRC & PLAN REVIEW

#### TRC Meeting:

The Conditional District petition and associated Master Plan were first reviewed by the city's Technical Review Commission (TRC) on January 16, 2020. Staff and other reviewing agencies discussed the proposal with the petitioner. Comments were generated and delivered to the petitioner for their consideration. All TRC comments have been addressed at this time.

#### Conditional District Alternative Design Request(s):

The applicant is not requesting any alternative designs as part of this CD request. The impetus for the CD is compliance with LDO Section 5.6.A.1.



## Planning & Zoning Analysis

### Planning Board Recommendation:

This proposal was presented to Planning Board at their courtesy hearing on February 11, 2020. The Planning Board heard from Kevin Connelly with Connelly Builders and Matt Lowder with Triangle Site Design on behalf of the owners, Westbrook Trace LP. After deliberation, the Planning Board unanimously recommended approval, stating the proposal is consistent with Vision 2020.

# CONDITIONAL DISTRICT REZONING CD-01-2020

UNNUMBERED LASH DRIVE  
PID 331 099





The Salisbury Planning Board held its regular meeting Tuesday, February 11, 2020, in the Council Chamber at Salisbury City Hall, 217 S. Main Street, at 4:00 p.m. with the following being present and absent:

**PRESENT:** John Struzick, Jon Post, Bill Wagoner, Dennis Rogers, Bill Burgin, .John Schaffer, Tim Norris, and Jayne Land

**STAFF:** Teresa Barringer, Graham Corriher, Catherine Garner, and Jessica Harper

### **WELCOME GUESTS AND VISITORS**

Bill Wagoner, Chair, called the Planning Board meeting to order

### **APPROVAL OF MINUTES**

- Planning Board Minutes of January 28, 2020 not approved as submitted.

### **NEW BUSINESS**

**CD-01-2020**

#### **STAFF PRESENTATION**

**CASE NO.**

**CD-01-2020**

**Petitioner(s):**

Westbrook Trace, LP

**Owner(s):**

Safeco Realty, LLC

**Representative(s) or Developer(s):** Kevin Connelly, Connelly Builders,  
Matt Lowder, Triangle Site Design



**PETITION:**

Petition proposes request to amend the Land Development Ordinance & Land Development District Map by rezoning a portion of one parcel (9.124 acres of the total 24.286 acres) from Corridor Mixed-Use (CMX) to Corridor Mixed Use with a Conditional District Overlay (CMX-CD) for a proposed campus-style residential development master plan. The residential use is for an 84-unit apartment complex fronting a central drive, common space, and community building. The 24.286 acre parcel is proposed to be subdivided into two smaller parcels of 9.124 and 15.162 acres. The CD overlay is requested for the 9.124 acre piece only.

**STAFF COMMENTS:**

The parcel (Parcel ID 331 099) is currently vacant and wooded. The only access is via Lash Drive. The parcels abut other residential apartment uses off of Lash Drive. To the east, there are additional apartments and single family dwellings, as well as Mt. Zion Missionary Baptist Church. The petitioner is proposing to construct a new multi-family apartment building with a total of 84 units. As proposed, there will be four (4) apartment buildings, and one (1) community clubhouse. The buildings will all front onto a center drive aisle with 90 degree angled parking on both sides. At the center of the drive aisle is a landscaped community recreation area. Amenities include a playground, a gazebo, and a 'tot lot' playground for toddler-aged children.

The property is currently zoned Corridor Mixed Use (CMX). The petitioner is requesting to rezone the property to CMX with a CD overlay permitting the campus-style development. The CD overlay will tie the proposed master plan to the property as the only option for development without returning through the CD process.

The use is consistent with surrounding uses. There are three (3) existing multifamily residential apartment complexes on Lash Drive.

Staff recommends that the proposed rezoning from CMX to CMX with a CD overlay is consistent with the adopted Vision 2020 Comprehensive Plan and the Land Development Ordinance and should be approved.

**POLICY**

**Vision 2020 Comprehensive Plan**

**N-16: New neighborhoods should include one or more neighborhood centers or focal points in each neighborhood planning area.** *The proposed development will include a community clubhouse, as well as a central greenspace common area with playground, gazebo, and 'tot lot' playground.*

**N-18: As new neighborhoods are developed, a mixture of housing types/sizes/prices shall be encouraged within the bounds of each neighborhood planning area.** *The proposed development will feature a mix of one, and two-bedroom units, providing opportunities for households of different sizes to obtain housing.*

**N-19: Higher density housing projects, such as apartment complexes and condominium developments, should be located adjoining places of work, shopping, and public transit. Access to such higher density housing shall not be through a lower density housing area. Higher density housing may often act as a transitional use between offices or shops and lower density housing.** *The proposed location is adjacent to other residential multifamily complexes and in close proximity to the intersection of Statesville Blvd. and Jake Alexander Blvd. The site has a public transit stop approximately 300 feet from the proposed entrance on Lash Drive. There will be no access points from this development to the existing single family residential area to the east (Shirley Ave., Clancy St., or Julia Dr.*

## **APPLICANT PRESENTATION**

Matt Lowder of Triangle Site Design spoke highly of city staff. He also noted that the site plan will be kept constricted and efficient. The site will utilize minimum parking and building footprints to minimize cost as well as preservation of the wooded area. He commented on the nice buffers to the south near the railroad. Future plans may be an option utilizing the proposed cross-connections to properties to the north and west. He confirmed with the board that BMP requirements will be located along the southern property border.

Kevin Connelly, Developer who resides at 125 Old Chick Road also spoke highly of staff. He commented that the new cul-de-sac will provide convenience to the bus system and fire trucks.

## **COURTESY HEARING**

None spoke in favor or against the petition

## **COURTESY HEARING CLOSED**

## **DISCUSSION**

The applicant confirmed for Mr. Post and Ms. Land that the rent would be approximately \$750.00 for two bedroom units and \$850.00 for three bedroom units. He also noted that the rent will cap out at 60% of area median income. Staff confirmed with Mr. Wagoner that two connection points were required.

Staff justified the consistency statement to be consistent with other cases.

## **MOTION**

Mr. Schaffer moves to approve CD-01-2020 and finds that it is consistent with the goals, objectives, and policies of Vision 2020 Comprehensive Plan. Seconded by Mr. Post. All voting AYE. CD-01-2020 will be presented to City Council March 3, 2020.

## **ELECTION OF OFFICERS**

Mr. Burgin moves to elect Mr. John Shaffer as Planning Board Chair. Seconded by Mr. Rogers. All in favor.

Mr. Burgin moves to elect Mr. John Struzick as Planning Board Vice-Chair. Seconded by Mr. Rogers. All in favor.

## **COMMITTEE ASSIGNMENTS 2020-2021**

### **Committee 1**

*Dennis Rogers, Chair  
Bill Wagoner  
John Struzick  
(VACANT)*

### **Committee 2**

*Bill Burgin, Chair  
Jayne Land  
Jon Post  
(VACANT ETJ)*

### **Committee 3**

*Patricia Ricks, Chair  
Tim Norris-ETJ  
John Schaffer  
(VACANT)*

## **Goals Committee**

*John Schaffer, Board Chair  
John Struzick, Board Vice Chair  
Bill Wagoner*

Mr. Schaffer moves to amend the committee structure as discussed. Seconded by Mr. Burgin. All in favor.

**OLD BUSINESS  
COMMITTEE UPDATE**

Committee #1

Committee members will schedule to meet bi-monthly

Committee #2

Committee members will meet bi-monthly on the second and fourth Monday every month at 4:00 p.m. at the City Office Building located at 132 N. Main Street.

Committee #3

Committee members will meet bi-monthly on the first and third Monday every month at 8:30 a.m. at the City Office Building located at 132 N. main Street.

**ADJOURN 5:00 p.m.**

There being no further business to come before the Planning Board the meeting was adjourned.

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**Bill Wagoner, Chair**

---

**Jessica Harper, Secretary**



City of Salisbury  
 Development Services  
 132 North Main Street  
 Salisbury, NC 28144  
 E: 1stop@salsburync.gov  
 Ph. 704.638.5208  
 Fax 704.638.8494

# CONDITIONAL DISTRICT SUPPLEMENT FORM

**PAID**  
 3/10/20  
 CK# 3113  
 \$1,000.00

SHADED AREAS FOR STAFF USE ONLY

**FILING DATE**   
**CASE #**

<b>CD MASTER PLAN ADOPTION</b>	<b>\$1,000</b>
<b>CD MASTER PLAN AMENDMENT</b>	<b>\$750</b>
<b>CD MASTER PLAN REVISION</b>	<b>\$50</b>
<small>* FEES PER CITY OF SALISBURY BUDGET ORDINANCE</small>	

- CD Master Plan Adoption (LDO Sec. 15.22)
  - CD Master Plan Amendment (LDO Sec. 15.22.E)
  - CD Master Plan Revision (LDO Sec. 15.22.F)
- Submittal Requirements:
- Completed Zoning Permit Application
  - Plan Review Payment (cash, check, charge)
  - Plan Submittal per Ch. 16 of LDO (1 paper set, 1 e-set in Adobe PDF)

A petition for a CD Master Plan must be submitted by the property owner(s) of all land included in the petition. An owner representative must submit an affidavit authorizing representation. Multiple owners shall be listed on a separate sheet with ownership corresponding to all parcels included in the petition.

## PROJECT INFORMATION

Project Title: WESTBROOK TRACE APARTMENTS

Present Use: VACANT

Number, type, and condition of any existing structures:  
N/A

Total Acreage: LOT #1 - 9.124 LOT #2 - 15.162 Project/Disturbed Acreage: 6.5

Provide overall project built-upon area (%) for NPDES determination:  
 (applicable for projects over 1 acre or part of a larger common plan of development - Sec. 9.6)

Does the project require issuance of an NCDOT driveway permit?  Yes  No

Does the overall project generate 3,000+ vpd during an average weekday? (Sec. 4.14)  Yes  No

Will the project provide outdoor lighting on private property? (Ch. 11)  Yes  No

Will the project require outdoor storage? (Sec. 6.9)  Yes  No

Does a sidewalk exist along the streetside parcel lines? (Sec. 4.4)  Partial  Yes  No

Will the project tie into an existing water or sewer connection?  Water  Sewer  Neither

Is the project requesting a new water or sewer connection?  Water  Sewer  Neither

Will the project involve installation of a new public or private fire line?  Yes  No

## SIGNATURE

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

Petitioner(s):

Application Last Revised: JULY, 2016

## PROJECT PLANNING CHECKLIST

Pursuant to LDO Sec. 16.4, a Master Plan set (prepared by a licensed design professional with the appropriate statutory authority) must include the Site Plan, an Illustrative Landscape Plan, Building Design Plans, and other plans or documentation where applicable.

All plans must show or provide the following information where applicable; however, per Sec. 15.4, the Administrator may waive specific application requirements in certain situations:

Site Plan Information:		DONE	N/A
Project Title, property owner(s), developer(s), etc. & date of plan	(16.4.B, C, & I)	✓	
Vicinity Map	(16.4.A)	✓	
Boundary Survey & Limits of Construction	(16.4.D & P)	✓	
Original / Proposed contours at max. 2-ft intervals	(16.4.F)	✓	
Any portion within Watershed Protection Area	(16.4.M)		✓
Corporate Limits & ETJ boundaries, where applicable	(16.4.R)	✓	
Phase Lines	(16.4.S)		✓
Floodplain, Floodway, Jurisdictional Wetlands, and/or streams, where applicable	(16.4.T)		✓
Site Calculations (acreage, open space, parking, # units, GFA, etc.)	(16.4.E)	✓	
Scale, denoted graphically & numerically	(16.4.G)	✓	
Any required Certification Statements	(16.4.H)		✓
Zoning District of project area and adjacent properties	(16.4.J)	✓	
Location, dimensions & setbacks of all lots & buildings	(16.4.L)	✓	
Location of all parking & loading areas with striping and dimensions	(16.4.L)	✓	
Location of all existing & planned streets & alleys with dimensions	(16.4.L)	✓	
Location of all existing & planned (o & u) utilities and associated easements	(16.4.L)	✓	
Location of all recreational open spaces & other site reservations	(16.4.L)	✓	
Location of all required NPDES Best Management Practices (BMPs), if required	(16.4.N)	✓	
Cross-sections of proposed streets & alleys	(16.4.O)		✓
Location of, including details and screening, solid waste containment			✓

Illustrative Landscape Plan Information (must be provided in color):	DONE	N/A
Location and type of existing plants/trees and areas to remain natural	✓	
Illustrative planting plan exhibiting complete landscaping of the site at maturity	✓	

Building Design Plans Information (Sec. 16.12):	DONE	N/A
All exterior wall elevations (for proposed structures or additions)	✓	
Photos of existing conditions and all existing structures		✓
Building materials schedule (samples may be provided)		

**City of Salisbury**  
1415 S MLK Jr Ave, Salisbury NC 28144  
www.salisburync.gov

Telephone No. 1-2-2020  
(704) 638-5300  
2:45PM

Receipt #: 036200102000003  
Customer #: CASH1STOP  
Location #: None  
For: COS-ONE STOP SHOP

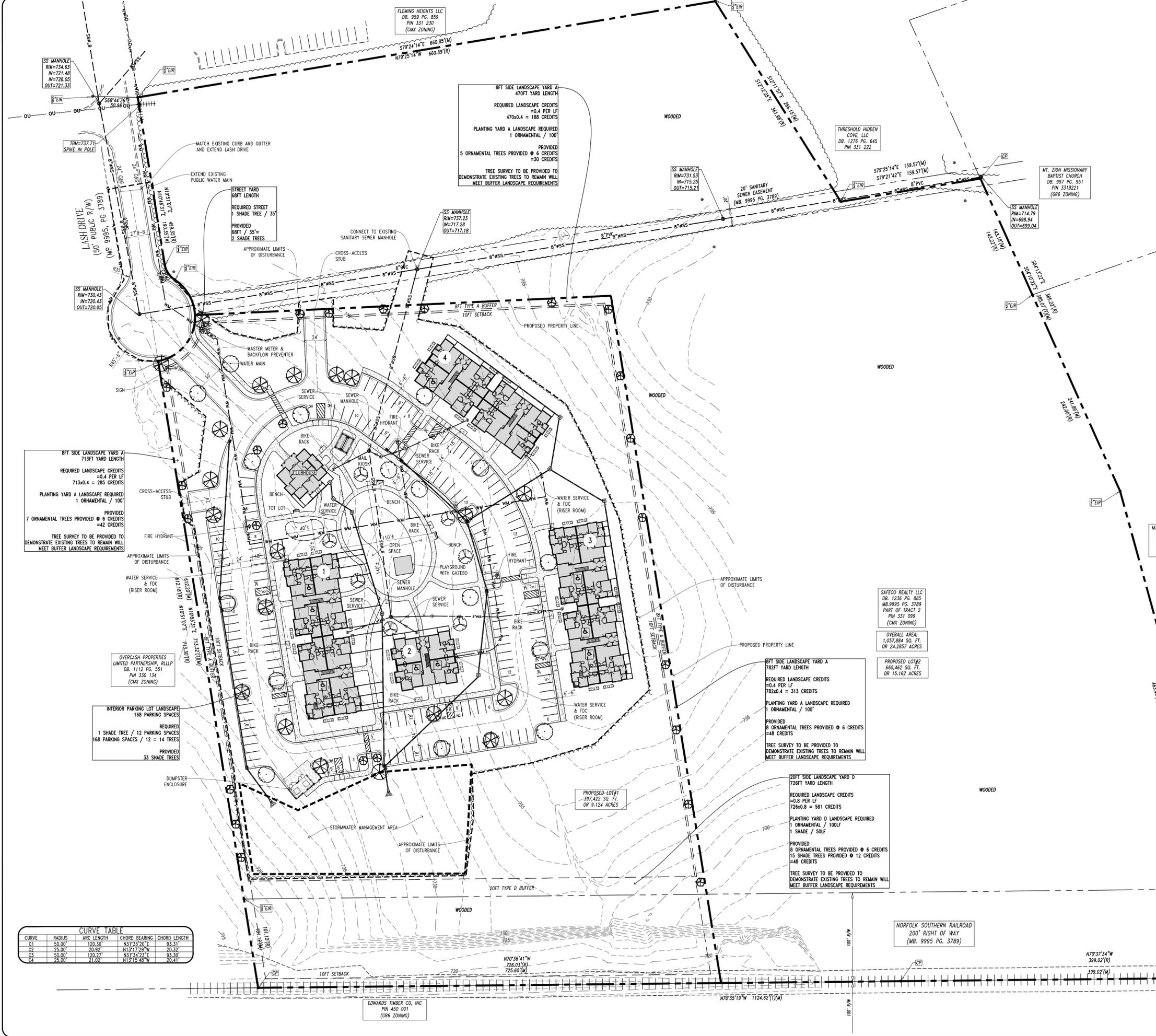
Previous Balance on Acct: 1,000.00  
Payment Received: 1,000.00  
Amount Tended - Check: 1,000.00  
Check Number: 03113

New Balance on Acct: 0.00

Payment will be posted: 1-2-2020  
Register ID: DS 03

Thank you - Have a nice day.....  
CUSTOMER COPY





### DEVELOPMENT DATA

DEVELOPMENT NAME: WESTBROOK TRACE  
 STREET ADDRESS: LASH DRIVE, SALISBURY, NC

PARCEL NUMBER: 331 099  
 ZONING DISTRICT(S): CMX - CORRIDOR MIX USE  
 OVERLAY DISTRICT: NONE  
 SITE ACRES: LOT#1 = 397,422SF (9.124AC)  
 LOT#2 = 660,462SF (15.162AC)  
 OVERALL AREA = 1,057,884SF (24.286AC)

DISTURBED AREA: 6.5 ACRES  
 LATITUDE & LONGITUDE: N35.690388, W-80.522857

INSIDE CITY LIMITS: YES  
 EXISTING USE: VACANT  
 PROPOSED BUILDING USE: LOT#1 - 84 APARTMENT UNITS  
 PROPOSED RESIDENTIAL DENSITY: LOT#1 - 84 UNITS/ 9.124 ACRES = 9.21 UNITS/ACRE  
 GROSS BUILDING AREA: 87,500 SF ± (APARTMENTS) + 2,000 SF ± (CLUBHOUSE)

MINIMUM LOT WIDTH: 0 FT  
 MINIMUM LOT DEPTH: 10 FT  
 MINIMUM FRONT SETBACK: 10 FT  
 MAXIMUM FRONT SETBACK: N/A  
 FRONT YARD ENCROACHMENT: 8 FT  
 SIDE YARD SETBACK: 10 FT (MINIMUM FEET BETWEEN BUILDINGS)  
 REAR YARD SETBACK: 0 FT  
 MAXIMUM BUILDING HEIGHT: 4 STORY  
 RECREATIONAL OPEN SPACE: REQUIRED: LOT#1=71,536SF (1.64AC)(18% OF GROSS ACREAGE)  
 PROVIDED: 0.75AC AT PLAYGROUND/TOT LOT AREA  
 0.90AC AT OPEN SPACE AT CENTRAL GREEN AREA

PLANTING YARD: 8 FT TYPE A - ADJACENT CMX  
 20 FT TYPE D - ADJACENT GR

PARKING REQUIREMENT: 1 SPACE PER BEDROOM UP TO 2 PER UNIT  
 TOTAL REQUIRED: LOT#1 - 84 UNITS = 168 PARKING SPACES  
 PARKING SPACES PROVIDED: 168  
 PARKING SPACE DIMENSIONS: 9' x 18' MIN  
 MIN DRIVE AISLE: 24 FT  
 BICYCLE PARKING SPACES: 5% REQUIRED (9 SPACES)  
 BICYCLE SPACES PROVIDED: 12  
 ACCESSIBLE SPACES PROVIDED: 12

### IMPERVIOUS AREA SUMMARY

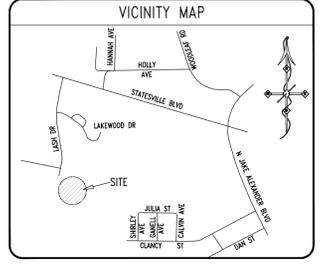
LOT #1 SITE AREA = 397,422 SF (9.12 AC) (AFTER PROPERTY SUBDIVISION)

BUILDINGS	33,895 SF	0.78 ACRE(S)	8.53 % OF TOTAL AREA
PAVEMENT	68,040 SF	1.56 ACRE(S)	17.12 % OF TOTAL AREA
SIDWALK	15,660 SF	0.36 ACRE(S)	3.94 % OF TOTAL AREA
TOTAL IMPERVIOUS AREA	117,595 SF	2.70 ACRE(S)	29.59 % OF TOTAL AREA
GREEN/OPEN SPACE	279,827 SF	6.42 ACRE(S)	70.41 % OF TOTAL AREA

EXISTING IMPERVIOUS AREA TO BE DEMOLISHED: 0 SF 0 ACRE(S)  
 NET INCREASE IN IMPERVIOUS AREA: 117,595 SF 2.70 ACRE(S)

### PLANT LIST

SYMBOL	KEY	SCIENTIFIC/COMMON NAME	SIZE	ROOT TYPE	REMARKS
(Symbol)	A	Quercus lyrata 'Nightbeam'	2" Cal.	B & B	4' HT
(Symbol)	B	Zelkova serrata 'Green Vista'	2" Cal.	B & B	6' HT
(Symbol)	C	American Holly	2" Cal.	B & B	6' HT
(Symbol)	D	Magnolia grandiflora	2" Cal.	B & B	4' HT



### CURVE TABLE

CURVE	RADIUS	ARC LENGTH	CHORD BEARING	CHORD LENGTH
C1	50.00'	170.30'	N31°53'20"E	93.31'
C2	25.00'	20.92'	N1°17'25"W	26.35'
C3	50.00'	120.67'	N31°54'23"E	93.30'
C4	25.00'	21.02'	N1°15'48"W	26.41'

**RECEIVED**  
 By JHARP at 9:01 am, Feb 03, 2020

CONSULTANT:  
 TRIANGLE SITE DESIGN, PLLC  
 4004 BARRETT DR, STE 101  
 RALEIGH, NC 27609  
 (919) 553-6570  
 mlowder@trianglesitedesign.com  
 LICENSE #P-0619

OWNER/DEVELOPER:  
 Westbrook Trace, LP  
 Attn: Laura Nicholson  
 125 Old Chapin Road  
 Lexington, SC 29072  
 (803) 798-0572  
 ldn@connellybuilders.com

Westbrook Trace Apartments  
 Lash Drive  
 Salisbury, NC  
 Rowan County

REVISIONS

No.	Date	Description
1	1/21/20	REVISED PER THE COMMITTEE REVIEW

Drawn: \_\_\_\_\_  
 Checked: \_\_\_\_\_  
 Approved: \_\_\_\_\_

Project No: 050001  
 Date: January 31, 2020

SITE PLAN

Sheet No. C1.0



CONSULTANT:  
 TRIANGLE SITE DESIGN, PLLC  
 4004 BARRETT DR, STE 101  
 RALEIGH, NC 27609  
 (919) 553-6570  
 mlowder@trianglesitedesign.com  
 LICENSE #P-0619



OWNER/DEVELOPER:  
 Westbrook Trace, LP  
 Attn: Laura Nicholson  
 125 Old Chapin Road  
 Lexington, SC 29072  
 (803)798-0572  
 ldn@connollybuilders.com

**Westbrook Trace Apartments**  
 Lash Drive  
 Salisbury, NC  
 Rowan County

This document, together with the concepts and designs presented herein, as an instrument of services, is intended only for the specific purpose and client for which it was prepared. Reuse of and improper reliance on this document without written authorization and adaptation by Triangle Site Design, PLLC shall be without liability to Triangle Site Design, PLLC.

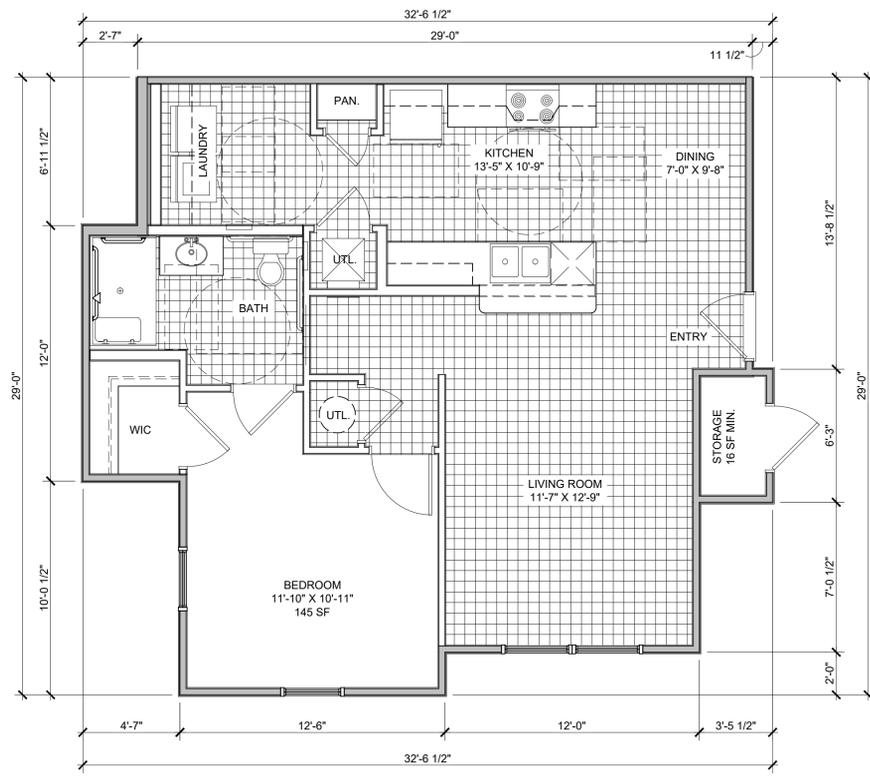
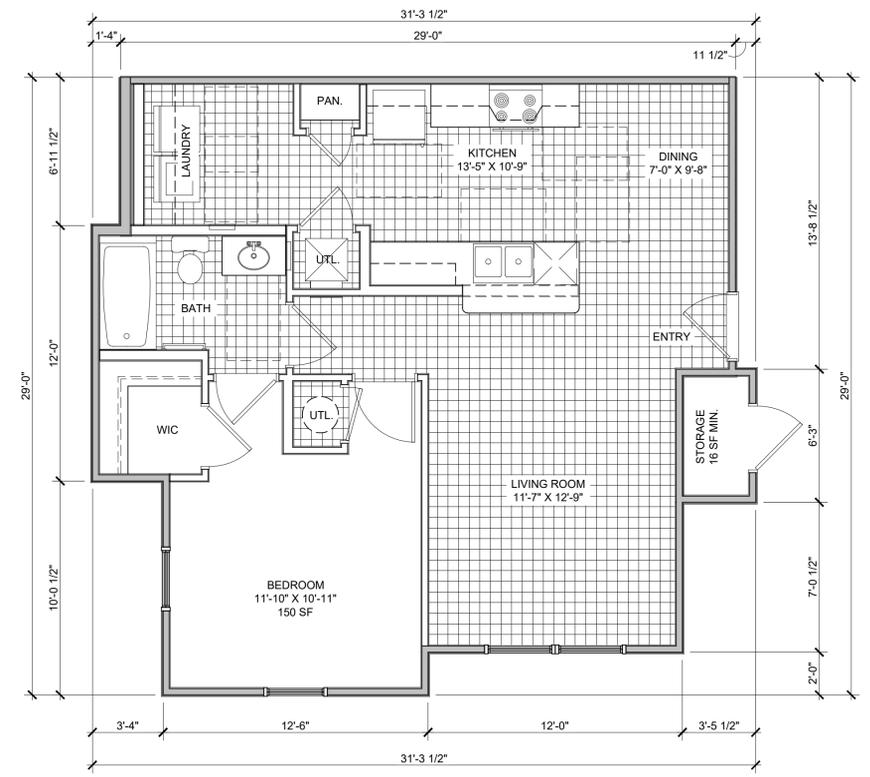
REVISED	No.	Date	BY	FOR
	1	7/30/20	REVISOR	PER THE COMMITTEE REVIEW

Drawn  
 Checked  
 Approved  
 Project No: 050001  
 Date: January 30, 2020  
 Title

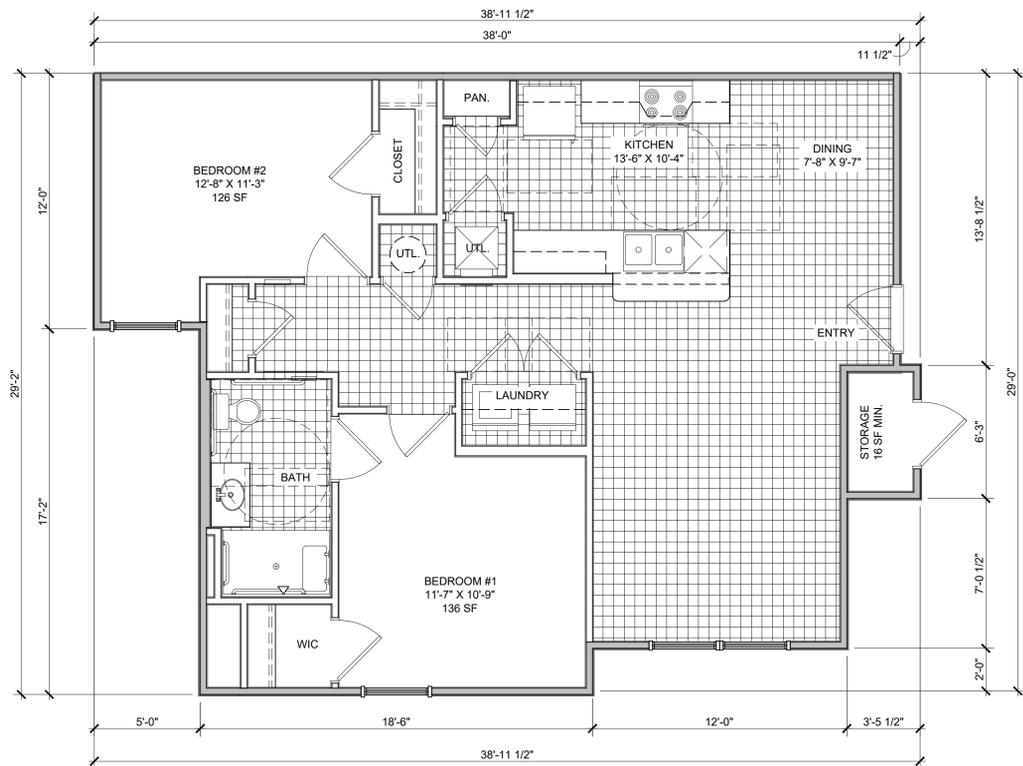
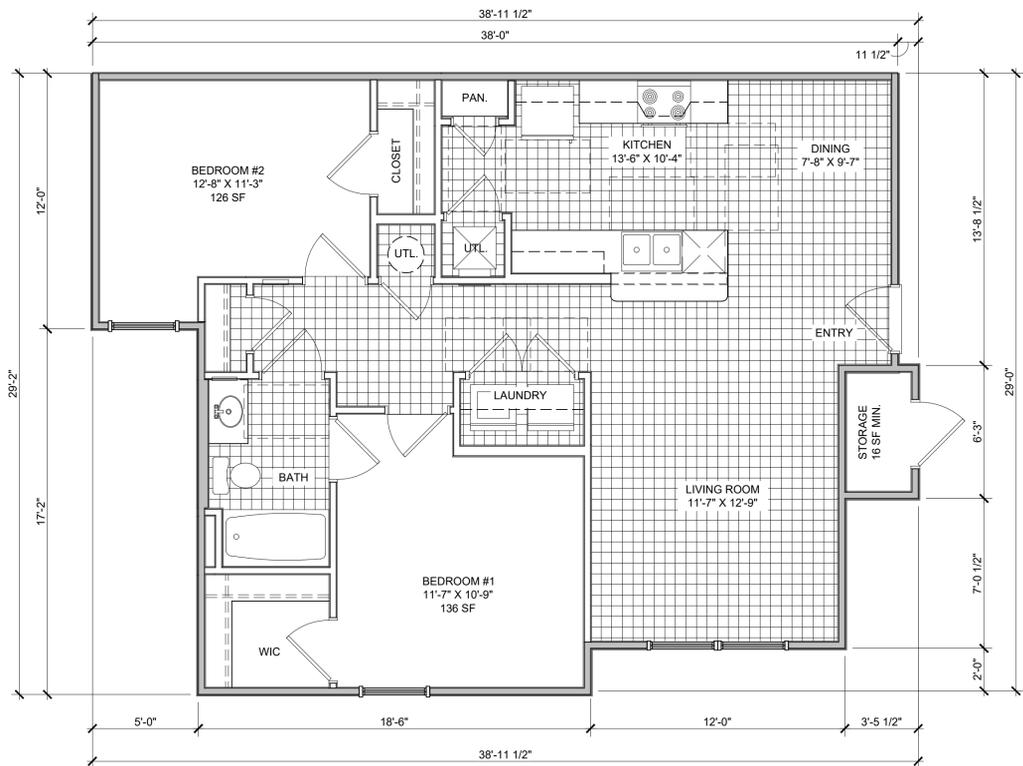
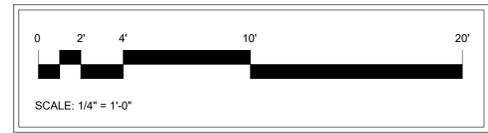
**SITE PLAN**

Sheet No.

**RECEIVED**  
 By JHARP at 9:00 am, Feb 03, 2020



PLANS MEET THE "APPENDIX B" DESIGN QUALITY STANDARDS AND REQUIREMENTS SET FORTH BY THE 2019 NC QAP

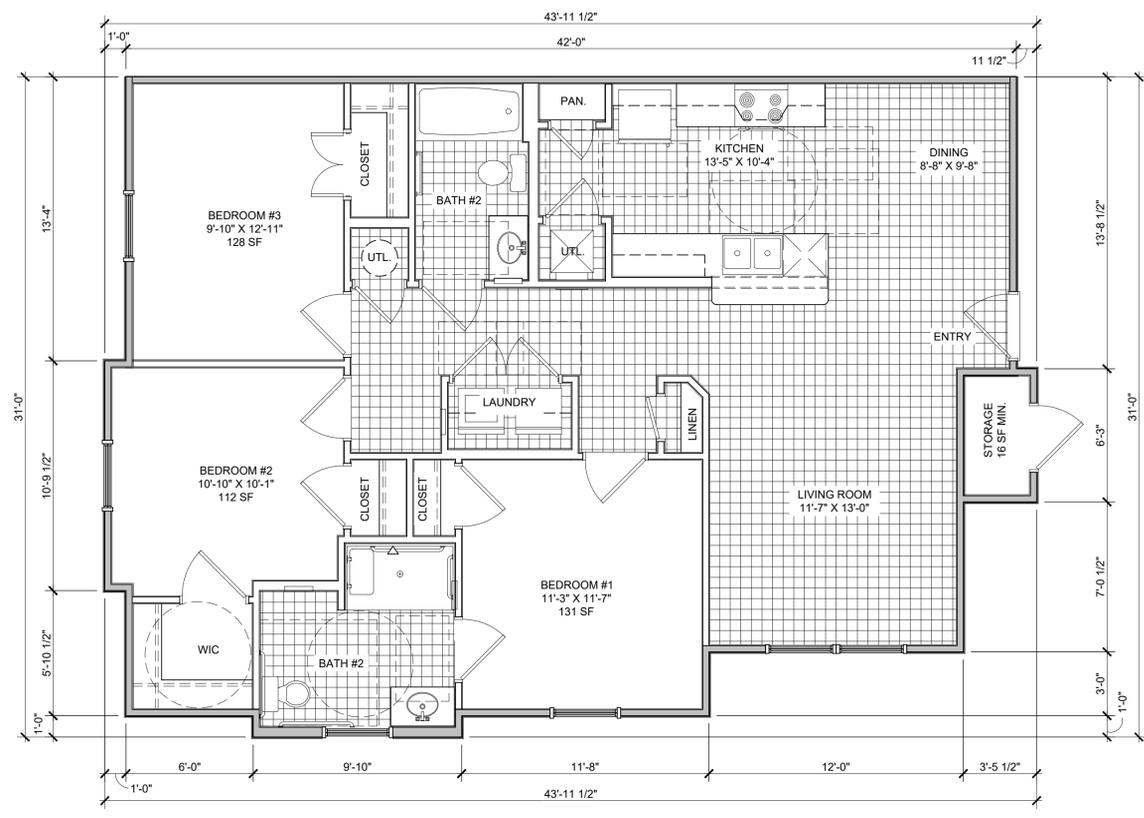
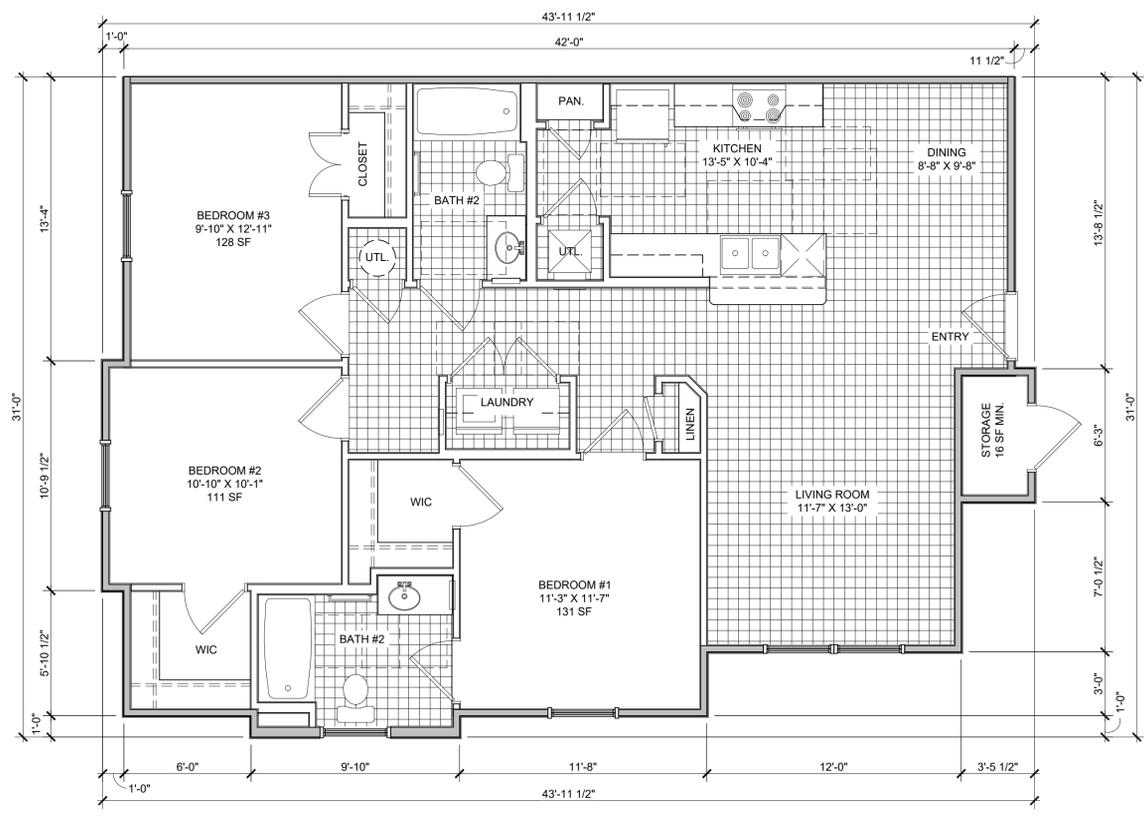


RECEIVED  
 By JHARP at 10:30 am, Jan 30, 2020

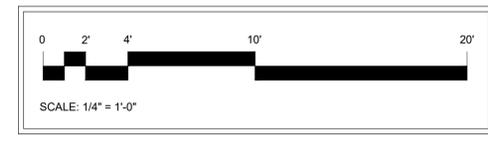
No.	Date	Description
4.26.19		Full App Pkg
Job Number: 19-11		
File Reference:		
Scale: AS SHOWN		
CORP. SEAL		
SEAL		
CONNELLY DEVELOPMENT LLC		
WESTBROOK TRACE APARTMENTS		
SALISBURY, NORTH CAROLINA		
PARKS-PLAYER ARCHITECTURE & PLANNING, LLC		
315 EAST BROAD STREET GREENVILLE, SC 29601 (864) 362-5000		
1BR & 2BR UNIT PLANS		
Sheet Number: A-1		

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PLANS MEET THE "APPENDIX B" DESIGN QUALITY STANDARDS AND REQUIREMENTS SET FORTH BY THE 2019 NC OAP



No.	Date	Description
4.26.19		Full App Pkg

Job Number: 19-11

File Reference:

Scale: AS SHOWN

CORP. SEAL

SEAL

CONNELLY DEVELOPMENT LLC

**WESTBROOK TRACE**  
 APARTMENTS  
 SALISBURY, NORTH CAROLINA

**PARKS-PLAYER**  
 ARCHITECTURE  
 & PLANNING, LLC  
 315 EAST BROAD STREET  
 GREENVILLE, SC 29601  
 (864) 382-5000

3BR  
 UNIT PLANS

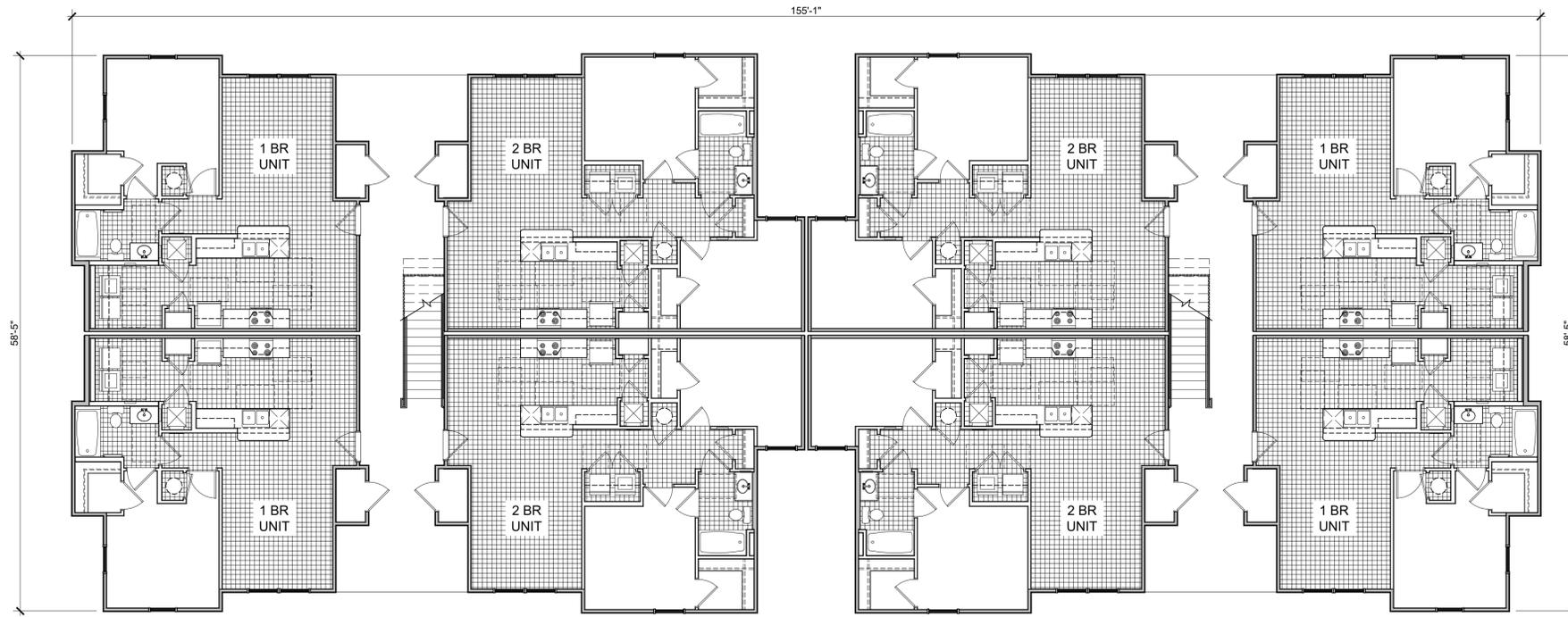
Sheet Number:  
**A-2**

**RECEIVED**  
 By JHARP at 10:30 am, Jan 30, 2020

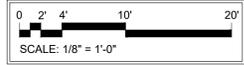




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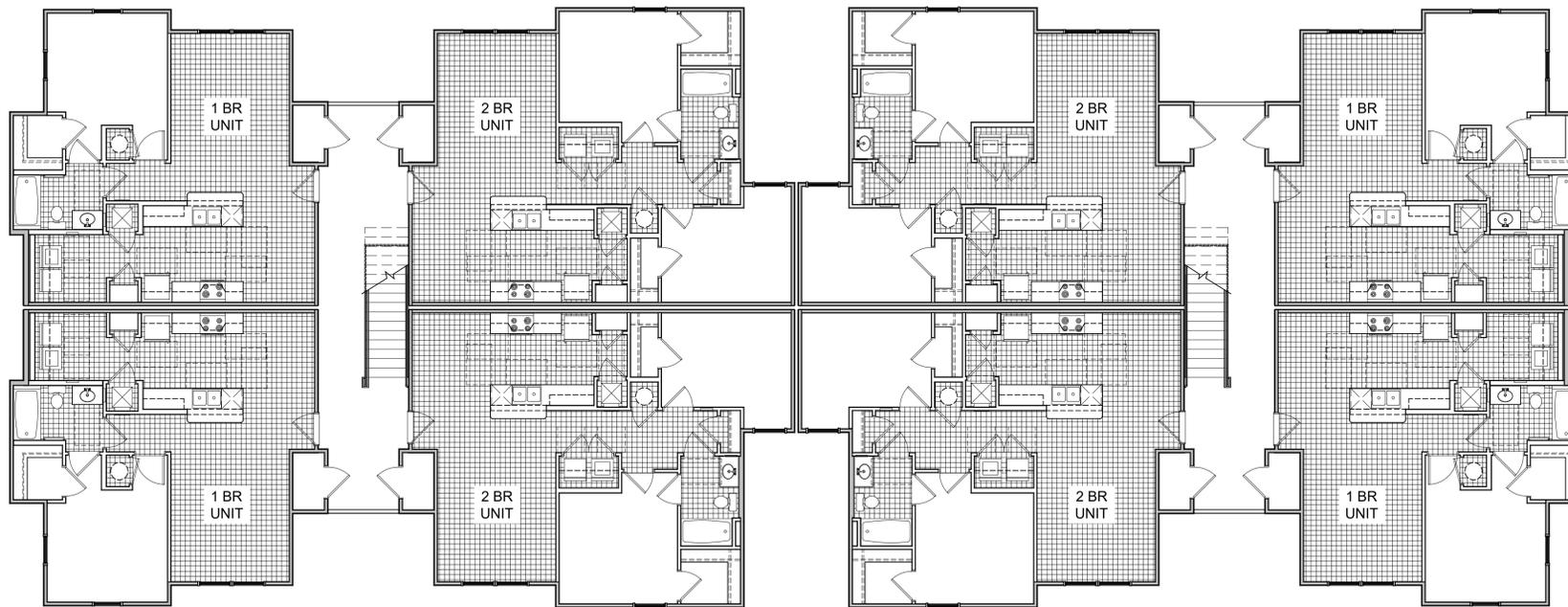


1 BUILDING TYPE "B" GROUND FLOOR PLAN  
1/8" = 1'-0" BUILDING #4



BUILDING A: 12 - 1BR  
12 - 2BR  
BUILDING HEATED SF: 19,752 SF  
BUILDING SF: 24,726 SF

PLANS MEET THE "APPENDIX B" DESIGN QUALITY STANDARDS  
AND REQUIREMENTS SET FORTH BY THE 2019 NC QAP



2 BUILDING TYPE "B" UPPER FLOOR PLAN  
1/8" = 1'-0" BUILDING #4

No.	Date	Description
4.26.19		Full App Pkg

Job Number: 19-11

File Reference:

Scale: AS SHOWN

CORP. SEAL

SEAL

CONNELLY  
DEVELOPMENT  
LLC

WESTBROOK TRACE  
APARTMENTS  
SALISBURY, NORTH CAROLINA

PARKS-PLAYER  
ARCHITECTURE  
& PLANNING, LLC  
315 EAST BROAD STREET  
GREENVILLE, SC 29601  
(864) 382-5000

BUILDING  
TYPE "B"  
FLOOR PLANS

Sheet Number:

A-5

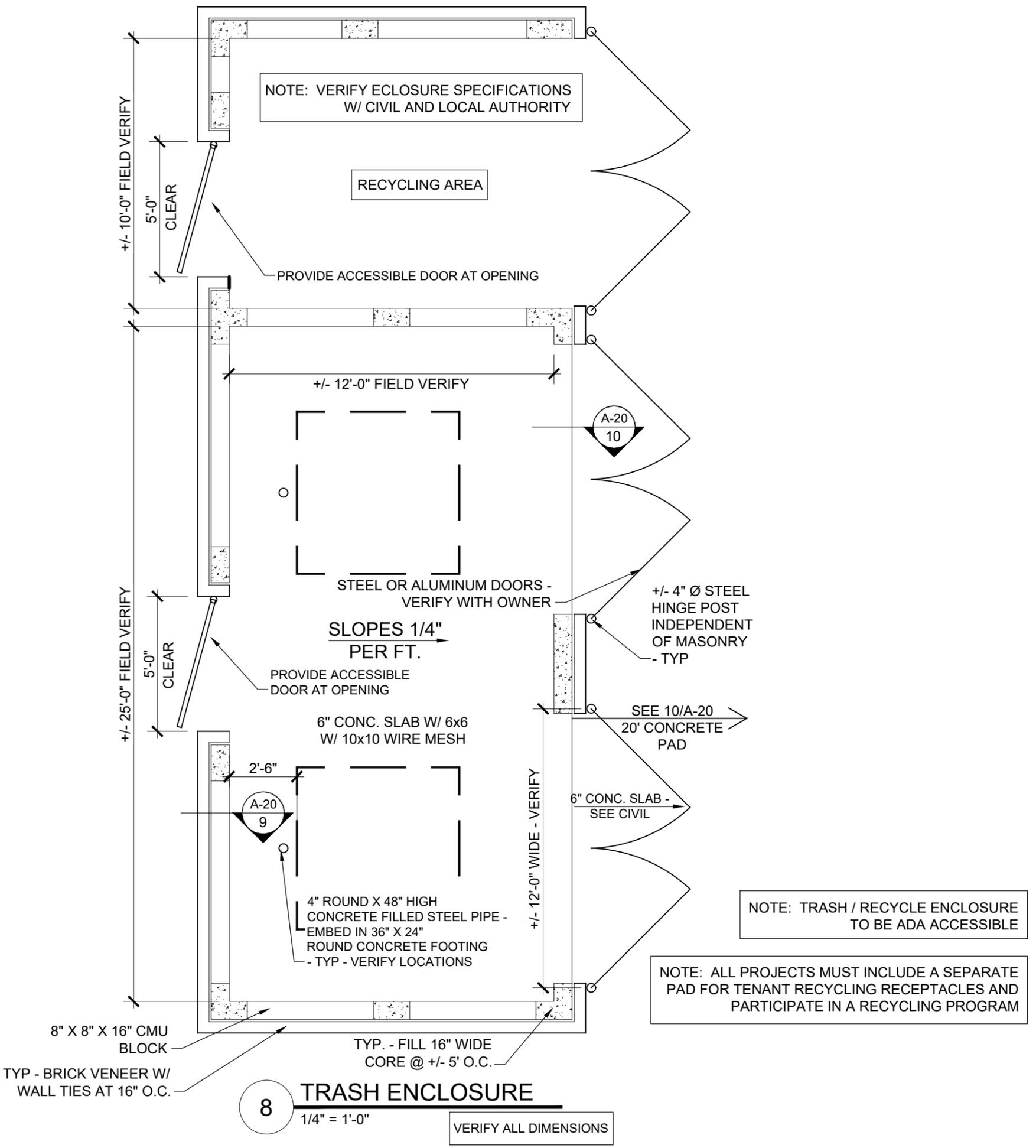
RECEIVED  
By JHARP at 10:30 am, Jan 30, 2020













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

<b><u>DISTRICT MAP AMENDMENT:</u></b>	<b><u>CD-01-2020</u></b>
<b>Project Title:</b>	<b>Westbrook Trace Apartments</b>
<b>Petitioner(s):</b>	Westbrook Trace, LP
<b>Owner(s):</b>	Safeco Realty, LLC
<b>Representative(s) or Developer(s)</b>	Kevin Connelly, Connelly Builders; Matt Lowder, Triangle Site Design
<b>Address:</b>	Unnumbered Lash Drive
<b>Tax Map - Parcel(s):</b>	TM: 331, Parcel(s): 099
<b>Size / Scope:</b>	9.124 acres of combined total: 24.286 acres
<b>Location:</b>	Located on the southeastern end of Lash Drive, approximately 600 feet from intersection of Lash Drive and Statesville Boulevard.

**REQUEST:**

**Request to amend the Land Development Ordinance & Land Development District Map by rezoning approximately 9.124 acres of the total 24.286 acre tract on the southeastern side of Lash Drive from CORRIDOR MIXED-USE (CMX) TO CORRIDOR MIXED USE (CMX) with a CONDITIONAL DISTRICT (CD) OVERLAY for the proposed campus-style residential development master plan**

**STATEMENT OF CONSISTENCY & RECOMMENDATION:**

The Salisbury City Council held a public hearing and reviewed the petition and associated Master Plan on March 3, 2020. The Council finds that the use is CONSISTENT with the Salisbury Vision 2020 Comprehensive Plan, is reasonable, and in the public interest because:

- The proposed new development includes more than one neighborhood center and focal point (Policy N-16);
- The proposed new development will provide a mixture of housing sizes within the apartment complex with one (1), two (2), and three (3) bedroom apartment options (Policy N-18);
- The proposed new development will not be accessed through lower density housing areas and will act as a transitional use between the thoroughfare and lower density housing (N-19).

AN ORDINANCE AMENDING THE LAND DEVELOPMENT ORDINANCE AND THE LAND DEVELOPMENT DISTRICT MAP OF THE CITY OF SALISBURY, NORTH CAROLINA, REZONING APPROXIMATELY 9.124 ACRES OF ONE PARCEL TOTALLING 24.286 ACRES FROM CORRIDOR MIXED USE TO CORRIDOR MIXED USE AND APPLY CONDITIONAL DISTRICT OVERLAY TO PORTION OF SUBJECT PARCEL, 9.124 ACRES, AT UNNUMBERED LASH DRIVE, ESTABLISHING A CONDITIONAL DISTRICT OVERLAY TO PERMIT THE DEVELOPMENT OF A 84 UNIT MULTIFAMILY RESIDENTIAL CAMPUS STYLE APARTMENT DEVELOPMENT (PETITION NO. CD-01-2020)

WHEREAS, a petition and associated development documents to rezone land and establish a Conditional District Overlay on the property described herein were properly filed by the petitioner and authorized by the property owner(s); and

WHEREAS, the Salisbury Planning Board, an advisory board to the Salisbury City Council, reviewed the rezoning petition and associated development documents on February 11, 2020, voting unanimously to recommend approval of the proposed development plan, and stated that the proposal is consistent with the Vision 2020 Comprehensive Plan; and

WHEREAS, the City Council held a properly-noticed public hearing at the regularly-scheduled City Council meeting of March 3, 2020; and

WHEREAS, the City Council hereby finds and determines that adoption of an Ordinance to rezone the two parcels described herein from 'CMX' to 'CMX' district; and establishing a Conditional District (CD) Overlay for the parcel is reasonable and in the public interest. The proposal is fundamentally consistent with the Vision 2020 Comprehensive Policies N-16: New development should include a neighborhood center and focal point; Policy N-18: A mixture of housing types/sizes/prices shall be encouraged within the bounds of each neighborhood planning area; and Policy N-19: Access to higher density housing shall not be through a lower density housing area.

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

SECTION 1. That property identified in the City of Salisbury and Rowan County as Tax Map 331, Parcel 099 including those abutting rights-of-way and reaching to the respective centerlines, as designated on the official property identification maps of Rowan County, is hereby rezoned to 'CMX' district with the establishment of a new Conditional District (CD) Overlay pursuant to the approved CD Master Plan.

SECTION 2. DEVELOPMENT DOCUMENTS: That any and all development within this Conditional District (CD) Overlay shall substantially adhere to the approved development documents entitled 'Westbrook Trace Apartments,' which are on file with the City of Salisbury and signed by the Mayor of the City of Salisbury. A corrected set of documents, reflecting City Council approval and any development conditions that were approved by City Council and made a part of this Ordinance, shall be provided to the City for the Mayor's signature within 30 days of the effective date of this Ordinance and prior to the issuance of any development permits.

SECTION 3. PERMITTED USES (PRIMARY): The ‘CMX’ base district primary use is restricted by this action to that of ‘Dwelling – Multifamily, more than four (4) units per building.’ Any other use requires issuance an Amendment to this Conditional District (CD) Overlay.

SECTION 4. DEVELOPMENT CONDITIONS: That the following conditions are applicable to the development proposal associated with this Ordinance (see above, Section 2, Development Documents) within the Conditional District (CD) Overlay:

- No Conditions Applied

SECTION 5. That as permitted by the Land Development Ordinance, the development documents associated with this Conditional District (CD) Overlay may establish alternatives to specific provisions of the Land Development Ordinance; however, where alternatives are not provided, those and all other applicable Land Development Ordinance provisions remain applicable for any and all development within this Conditional District (CD) Overlay.

SECTION 6. That improvements (public and/or private) for Stormwater drainage, streets, water and sewer shall be designed and installed in accordance with applicable City and Salisbury-Rowan Utilities standards and policies. Layouts shown on the approved, stamped, and signed Development Documents are considered schematic and may require administrative revision(s) upon review of engineering drawings or details (Construction Documents).

SECTION 7. That all Ordinances, or parts of Ordinances, in conflict with this Ordinance are hereby repealed to the extent of such conflict.

SECTION 8. That this Ordinance shall be effective from and after its passage.

# Salisbury City Council Agenda Item Request Form



Please Select Submission Category:  Public  Council  Manager  Staff

Requested Council Meeting Date: March 3, 2020

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

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

**Requested Agenda Item:** Council to hold a Public Hearing concerning community development goals and priorities for the FY2020-2024 Consolidated Plan and the use of Federal FY 2020-21 Community Development Block Grant (CDBG) and HOME Program funds.

## Description of Requested Agenda Item:

During the period between July 1, 2020 and June 30, 2021, the City of Salisbury will receive approximately \$450,000 Community Development Block Grant (CDBG) and HOME program dollars from the US Department of Housing and Urban Development (HUD). A portion of these funds may be used for housing, neighborhood improvements and public services that benefit low- and moderate-income persons and families.

Every five years, HUD requires communities receiving these funds create a Consolidated Plan, a document which defines a course of action for how and where to prioritize the use of federal funds for the purposes of community revitalization. Input into the FY 2020-24 Consolidated Plan is currently being sought.

The purpose of this Public Hearing is to receive citizen comments regarding community development needs and to hear requests for public service funding.

No action by City Council is necessary at this time. CDBG and HOME allocations have not yet been announced by HUD. The proposed budget and action plan, as well as a draft Consolidated Plan, will be presented to City Council later in the budget cycle.

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

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

Attachments:  Yes  No

**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:** Hold a Public Hearing concerning community development goals and priorities for the FY2020-24 Consolidated Plan and the use of Federal FY 2020-21 Community Development Block Grant (CDBG) and HOME Program funds.

**Contact Information for Group or Individual:** Hannah Jacobson, Community Planning Services, (704) 638-5230, [hannah.jacobson@salisburync.gov](mailto:hannah.jacobson@salisburync.gov).

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

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

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**FINANCE DEPARTMENT INFORMATION:**

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

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

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

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

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

**Approved**

**Declined**

**Reason:**

# Salisbury City Council Agenda Item Request Form



Please Select Submission Category:  Public  Council  Manager  Staff

Requested Council Meeting Date: March 3, 2020

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

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

Requested Agenda Item: Conduct a public hearing and consider adopting an Ordinance to close an alley in the 100 block of South Lee Street

## Description of Requested Agenda Item:

On February 4, 2020, City Council adopted a resolution of intent to permanently close a portion of the alley in the 100 block of South Lee Street. A public hearing was scheduled for December 3, 2019, and all notifications were made to the public as required by state statutes.

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

Attachments:  Yes  No

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

## Action Requested of Council for Agenda Item:

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

- 1) Conduct a public hearing concerning the closing of a portion of an alley in the 100 block of S Lee St
- 2) Adopt a resolution accepting an offer of dedication for the right-of-way
- 3) Adopt an Order to close a portion of the alley in the 100 block of S Lee St

## 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 PERTAINING TO THE ACCEPTANCE OF AN OFFER OF DEDICATION FOR PUBLIC USE OF AN ALLEY IN THE 100 BLOCK OF SOUTH LEE STREET**

**WHEREAS**, the City Council of the City of Salisbury is considering a proposal for the closing of the portion of an alley in the 100 block of South Lee Street, which is more particularly described as follows:

Beginning at an **existing p.k. nail the north east corner** of Wallace Properties 1, LLC (Deed Book 1188 Page 144 & Rowan County Parcel ID No. 0105 527) in the **southern margin of a 12'** wide alley, thence with said alley **N 47° 26' 15" E, 10.00'** to a point at the corner of a two story building belonging to Belle Realty Development Co., (Deed Book 377 Page 371) thence with Belle's line **S 42°31' 48" E, 150.00'** to a point, Steinman Dunn Properties, LLC (Deed Book 1164 Page 718}, south west corner, thence a new line crossing the existing alley **S 47°28' 12" W, 10.00'** to a new mag nail set in the line of Wallace Properties 1, LLC, thence with said line, **N 42° 31' 48" W, 149.99'** to the point and place of Beginning and **Being 0.034 Acres {1500 Sq. Ft.}** as per survey and map by Shulenburg Surveying Company, P.A. dated January 10, 2020.

and

**WHEREAS**, the City Council of Salisbury has the authority to accept the dedication of the aforementioned right of way;

**NOW, THEREFORE**, be it resolved that the City Council accepts the offer of dedication for public use the aforementioned right of way on this 3<sup>rd</sup> day of March 2020.

STATE OF NORTH CAROLINA  
COUNTY OF ROWAN

BEFORE THE CITY COUNCIL OF  
THE CITY OF SALISBURY  
NORTH CAROLINA

IN THE MATTER OF:

CLOSING A PORTION OF AN ALLEY IN  
THE 100 BLOCK OF SOUTH LEE STREET

**ORDER CLOSING A PORTION OF AN  
ALLEY IN THE 100 BLOCK OF SOUTH  
LEE STREET**

**THIS CAUSE**, coming on to be heard and being heard before the City Council of the City of Salisbury, Rowan County, North Carolina, at the regular meeting of said Council held on March 3, 2020, at 6:00 p.m., in the City Council Chambers at 217 South Main Street, Salisbury, North Carolina, and it appearing to the Council that persons, firms, and corporations owning property adjoining the alley described in the Petition filed in this cause were properly notified of the Petition; and it further appearing that said alley is not maintained by the Department of Transportation; and it further appearing that notice of this hearing was duly published in THE SALISBURY POST on February 4, 11, 18 and 25, 2020.

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

**IT IS NOW, THEREFORE, ORDERED AND DECREED** by the City Council of the City of Salisbury, Rowan County, North Carolina, pursuant to and in accordance with the authority vested in this Council by the General Statutes of North Carolina, Section 160A-299, that a portion of the alley located in the 100 block of South Lee Street, which is more particularly described as follows:

Beginning at an **existing p.k. nail the north east corner** of Wallace Properties 1, LLC (Deed Book 1188 Page 144 & Rowan County Parcel ID No. 0105 527) in the **southern margin of a 12'** wide alley, thence with said alley **N 47° 26' 15" E, 10.00'** to a point at the corner of a two story building belonging to Belle Realty Development Co., (Deed Book 377 Page 371) thence with Belle's line **S 42°31' 48" E, 150.00'** to a point, Steinman Dunn Properties, LLC (Deed Book 1164 Page 718}, south west corner, thence a new line crossing the existing alley **S 47°28' 12" W, 10.00'** to a new mag nail set in the line of Wallace Properties 1, LLC, thence with said line, **N 42° 31' 48" W, 149.99'** to the point and place of Beginning and **Being 0.034 Acres {1500 Sq. Ft.}** as per survey and map by Shulenburger Surveying Company, P.A. dated January 10, 2020.

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

This the 3<sup>rd</sup> day of March 2020.

CITY COUNCIL OF THE CITY OF SALISBURY,  
NORTH CAROLINA

BY: \_\_\_\_\_  
Karen K. Alexander, Mayor

\_\_\_\_\_  
Tiffany Crook, Deputy City Clerk

# Salisbury City Council Agenda Item Request Form



Please Select Submission Category:  Public  Council  Manager  Staff

Requested Council Meeting Date: 03/03/2020

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

Name of Presenter(s): Catherine Garner (Development Services Specialist)

**Requested Agenda Item:** Council consider adoption of an ordinance designating the “Grubb-Sigmon-Weisiger House”, located at 213 S McCoy Road in Salisbury, North Carolina, as a Local Historic Landmark.

## Description of Requested Agenda Item:

N.C.G.S. 160A, Part 3C authorizes municipalities to designate historic landmarks that are deemed by the local preservation commission to be of *special significance* in terms of their historical, prehistorical, architectural, or cultural importance; and that possess *integrity* of design, setting, workmanship, materials, feeling and/or association. On April 12, 2018, the Salisbury Historic Preservation Commission reviewed and approved an pre-application (**Attachment 1**) for local historic landmark designation of the “Grubb-Sigmon-Weisiger House” finding that it meets the requisite criteria.

The designation report (**Attachment 2**) outlines the building’s historic and architectural significance.

Planning staff submitted the designation report to the State Historic Preservation Office (SHPO), as required, in order to provide state preservation specialists an opportunity to review and comment on the proposal. SHPO returned a positive letter of comment, **Attachment 3**.

The HPC will meet on Thursday, February 12, 2020 to review the SHPO response and make a recommendation to Salisbury City Council regarding the formal adoption of a local historic landmark designation ordinance for the “Grubb-Sigmon-Weisiger House”. **City Council makes the final decision for the designation of any landmark. Council may adopt the ordinance as proposed, adopt the ordinance with any amendments it deems necessary, or reject the proposed ordinance. The proposed draft ordinance is attached as Attachment 4.**

The Grubb-Sigmon-Weisiger House would become the fourth local historic landmark; the second outside of the local districts.

## Consequences of Local Historic Landmark designation:

- Owners of designated landmarks are eligible to apply for an annual 50% property tax deferral as long as the property’s significant historic or architectural features are maintained. An overview of the tax implications is available as Attachment 5.
- The landmark becomes protected under Salisbury’s Historic Design Guidelines. Owners of local landmarks are required to obtain a Certificate of Appropriateness (COA) from the preservation commission before making any significant change or addition to the property; before beginning new construction; or before demolishing or relocating the landmark.
- A descriptive historical marker may be placed on or adjacent to the landmark.

More information about local historic landmark designation in North Carolina is available online at:

- <https://ced.sog.unc.edu/designating-local-historic-landmarks-in-north-carolina/>

The North Carolina General Statutes, enabling legislation for local landmark designation is available online at:

- <https://www.ncdcr.gov/about/history/division-historical-resources/state-historic-preservation-office/local-historic-10> (N.C.G.S. 160A-400.1-400.14)

**Attachments:**     Yes         No

- 1) Historic Landmark Application (HL-1-18: Grubb-Sigmon-Weisiger House)
- 2) Designation Report (Survey & Research S/R Report)
- 3) SHPO Response Letter
- 4) Draft Designation Ordinance
- 5) Overview of Tax Implications

**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 consider adoption of an ordinance designating the “Grubb-Sigmon-Weisiger House”, located at 213 S McCoy Road in Salisbury, North Carolina, as a Local Historic Landmark.

**Contact Information for Group or Individual:** Catherine Garner, Community Planning Services,

(704) 638-5212, Catherine.garner@salisburync.gov  
132 North Main Street.

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

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

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**FINANCE DEPARTMENT INFORMATION:**

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

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

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

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

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**For Use in Clerk’s Office Only**

**Approved**

**Declined**

**Reason:**



City of Salisbury  
Development Services  
132 North Main Street  
Salisbury, NC 28144  
Ph. 704.638.5324  
[salisburync.gov/landmarks](http://salisburync.gov/landmarks)

# HISTORIC LANDMARK PRE-APPLICATION

## Property Information

Site Address: 213 S. McCoy Road	Rowan County Parcel ID(s): 335-100		
Historic Name of Property: Grubb-Sigmon-Weisiger			
Date of Original Construction: 1911	Original Architect/Builder: Henry Clay Grubb		
Original Use: Domestic/single dwelling	Present Use: Domestic/single dwelling		
Local Historic District:	National Register District:		
Individually Listed NR: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Acreage: 1.828	Assessed Value: \$283,971	Jurisdiction:
This application is submitted: <input checked="" type="checkbox"/> at the request of the owner <input type="checkbox"/> with the owner's knowledge but not at his or her request <input type="checkbox"/> without the owner's knowledge			

## Applicant

Name/Contact Person: Roy + Norma Campbell	
Address: 213 S. McCoy Rd.	Telephone: 704 637-5402
City/State/ZIP: Salisbury NC 28144	Email: rcampbell@fibrant.com

## Owner

Name/Contact Person: Roy + Norma Campbell	
Address: 213 S. McCoy Rd	Telephone: 704 637 5402
City/State/ZIP: Salisbury NC 28144	Email: rcampbell@fibrant.com

## Certification

I (We), the undersigned, do hereby make an application for the listing of the above referenced property on the study list for Salisbury Historic Landmarks, I (We) certify that all the application is complete and accurate, and I (We) understand that incomplete or inaccurate information may invalidate this application.

Roy H. Campbell  
Norma Campbell  
Owner Signature

3-26-18  
Date

## Application Information

This application initiates preliminary consideration of a property for historic landmark status. This does not mean that a property is being designated as a historic landmark at this time, nor does this application constitute a historic landmark nomination form. This application will be reviewed by the Salisbury Historic Preservation Commission. **This application enables evaluation of a property to determine if it is likely to qualify as a historic landmark.**

The Historic Preservation Commission will evaluate your preliminary application at one of their regularly scheduled meetings. If approved by the Commission, the property will be placed on the study list. Applicants will be notified of the Commission's action in writing. Once a property is approved for the study list, a formal historic landmark designation application may be prepared.

Please type, if possible, or print clearly. All submitted materials become the property of the Historic Preservation Commission and cannot be returned.

### Criteria for Designation

1. A building, structure, site, area, or object may be considered for designation as a historic landmark only if all of the following three criteria are met:
  - a. The property must not currently be undergoing renovation unless it has been approved for state or federal tax credits in accordance with the Secretary of Interior Standards;
  - b. The HPC must deem and find that the building, structure, site, area, or object meets at least one of the following criteria:
    - (1) Individual listing on the National Register of Historic Places or on the Study List
    - (2) Statewide Significance status granted by the State Historic Preservation Office;
    - (3) Integrity of location, design, setting, materials, and workmanship, feeling, and association on the whole, and;
      - (a) Is associated with events that have made a significant contribution to the broad patterns of local, regional, or national history; or
      - (b) Is associated with the lives of persons significant in local, regional, national history; or
      - (c) Embodies the distinctive characteristics of a type, period, or method of construction; represents the work of a master; possesses high artistic values (i.e., the architecture alone is significant in its own right); or
      - (d) Has yielded, or may be likely to yield, information important to Salisbury's history or prehistory.
  - c. The governing body must deem and find that the property possesses distinction within the context or period of significance.
2. A property shall be designated as a historic landmark only with the consent of the property owner or owners.

### Survey and Research (S/R) Report Information

In most instances it will be your responsibility to have a Survey and Research (S/R) Report prepared which documents the historic, cultural and architectural significance of your property. The S/R Report must comport to professional standards established by the Historic Preservation Commission. Applicants may complete the report on their own if they so choose. For applications that are more complex, you may also choose to obtain the services of professional consultants. Fees should be negotiated between you and the consultant you choose. The North Carolina Division of Archives and History maintains a list of consultants.

You should only contact a consultant after your property has been placed on the Study List of prospective historic landmarks by the Historic Preservation Commission. Otherwise, you may be spending money needlessly. Additionally, the hiring of a consultant and the preparing of the necessary documentation by him or her does not preclude the possibility that the Historic Preservation Commission might vote against recommending the property for historic designation or that the local governing board may vote not to designate the property.

You should make clear to the consultant that the consultant will be responsible for:

1. Preparing a Survey and Research Report and supplying paper and electronic copies of same to the Historic Preservation Commission.
2. Taking record photographs of the property and submitting files and one print of each photograph to the Historic Preservation Commission for its files.
3. Presenting the documentation on the property to a meeting of the Historic Preservation Commission.

## Consequences of Historic Landmark Designation

1. A suitable sign may be placed on a "historic landmark" or, if the owner objects, upon a nearby public right-of-way. This sign states that the property is a "historic landmark." G. S. 160A-400.5.
2. The owner of a "historic landmark" may apply for an automatic deferral of 50% of the Ad Valorem taxes on a "historic landmark." This deferral persists as long as the property retains its status as a "historic landmark." G. S. 105-278.
3. The owner of a "historic landmark" must secure a Certificate of Appropriateness from the Historic Preservation Commission before any material alteration, restoration, removal, or demolition of any exterior feature of a "historic landmark" may occur. With the owner's written consent or with the previous owner's written consent which has been filed and indexed in the Register of Deeds Office, the Historic Preservation Commission may exercise authority over the interior of a "historic landmark." G. S. 160A-400.9.
4. A Certificate of Appropriateness for the demolition of a "historic landmark," except as specified below, may not be denied. However, the effective date of the Certificate of Appropriateness for the demolition may be delayed for a period of up to 365 days from the date of approval. A Certificate of Appropriateness for the demolition of a "historic landmark" may be denied, if the subject "historic landmark" is determined by the State Historic Preservation Officer as having State-wide significance as defined by the criteria of the National Register of Historic Places. G. S. 160A-400.14.
5. Local governing boards may exercise the power of eminent domain and thereby acquire those "historic landmarks" for which an application has been made for a Certificate of Appropriateness for demolition. G.S. 160A-241 and G.S. 40A-3 (b) (8).

I (We) hereby attest that I (We) have read and understand the above consequences of historic landmark designation:

Roy H Campbell  
 Owner Signature  
Norma Campbell

3-26-18  
 Date

## Application Attachments

The following items must be submitted as part of this application:	Required	Optional
<b>1. Written Description:</b> Provide a thorough written description of the property/structure and its significance. The description should include all of the following elements: <ul style="list-style-type: none"> <li>↳ a. <b>General Architectural Description</b> - On an attached 8 1/2" x 11" sheet, briefly describe architectural features, additions, remodelings, and any alterations not apparent in photographs. Also, describe the setting, e.g. rural, downtown neighborhood, etc.</li> <li>↳ b. <b>History</b> - On an attached 8 1/2"x11" sheet, briefly note any significant events, personages and/or families associated with the property. (Detailed family genealogies are not necessary.) Please list any additional sources of information. Only material contained on the form will be used for evaluation.</li> <li>↳ c. <b>Reason for Request</b> – On an attached 8 1/2"x11" sheet, briefly describe why you are seeking historic landmark designation for the property in question.</li> </ul>	1 copy	
<b>2. Photographs:</b> At least two current exterior color photographs must be provided. Photographs MUST BE LABELLED (name of structure, address). Current interior views and views of other buildings on the property would also be helpful. If the property is in a developed setting, such as a residential neighborhood or a business district, include slides of adjoining streetscapes and indicate how these views relate to subject property. Current exterior and interior color photographs are recommended. Good photocopies of photographs are acceptable.	1 CD or 1 set of prints	
<b>3. Map:</b> Please include a map showing the location of the property. A sketch map is acceptable, but please note street and route numbers. Any outbuildings on the property should also be noted. Please include a "North" arrow.	1 copy	

## Submittal Instructions

**Deadline:** This pre-application is due by the 25<sup>th</sup> of any month for consideration at the next regularly scheduled meeting of the Historic Preservation Commission. Meetings of the HPC are held the 2<sup>nd</sup> Thursday of each month at 5:15 p.m. in the City Council Chambers.

A pre-submittal meeting is required at least 48 hours prior to submitting your Historic Landmark Application.

**Submit To:**

Kyle Harris, Planner  
City of Salisbury  
Community Planning Services  
P.O. Box 479  
Salisbury, NC 28145

# One Stop Development Shop

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City of Salisbury Development Services  
132 North Main Street | 704.638.5208



Ms. Ramona M. Bartos  
Acting Local Preservation Commission/CLG Coordinator  
NC State Historic Preservation Office  
4617 Mail Service Center, Raleigh, NC 27699-4617

December 23, 2019

Dear Ms. Bartos,

Please find enclosed a revised application for Local Historic Landmark designation for the Grubb-Sigmon-Weisiger House in Salisbury, North Carolina. The enclosed report was prepared by Ms. Karen Lilly-Boywer at the request of the current owners, Mr. and Ms. Roy Campbell.

The original report was first submitted to Ms. Amber Stimpson on October 25, 2019. Ms. Stimpson reviewed the submitted document but did not process it for official review and comment. She provided feedback to Ms. Lilly-Boywer and the report was revised accordingly. At this time, the applicant has requested that SHPO provide a response on the prepared application.

If you have any questions, please contact me either by email at [catherine.garner@salisburync.gov](mailto:catherine.garner@salisburync.gov) or by phone at 704-638-5212.

Sincerely,

*Catherine Garner*

Catherine Garner, AICP, CZO  
Development Services Specialist  
City of Salisbury, North Carolina

Enclosures

CC: File  
Karen Lilly-Boywer, *via e-mail*

## Grubb-Sigmon-Weisiger House

### I. General Information

1. Grubb-Sigmon-Weisiger House
2. 213 South McCoy Road, Salisbury, NC 28144
3. Tax Parcel Identification Number (PIN) 335 100
4. Current Owners Name: Mr. and Mrs. Roy H. Campbell, Jr
5. Current Owners Address: 213 South McCoy Road, Salisbury, NC 28144

### II. Abstract

1. The Grubb-Sigmon-Weisiger House is a well-preserved two-story Queen Anne-style frame house that was built in 1911 with Colonial-Revival-style interiors from 1939. It occupies a unique place in the architecture of Salisbury and Rowan County and possesses local significance in the areas of architecture and social history. This unique Queen Anne style house was distinctly unlike the Colonial Revival-style houses expected to be built in the new suburban small estate residential area that was being developed by the Salisbury Development Company; nevertheless, its symmetrical façade, imposing appearance and its history appealed to Mr. Ross Minish Sigmon, the local agent of the Salisbury Development Company. He made it the centerpiece of the company's Milford Hills, residential park. His efforts reflected contemporary estate-making activities by people of means who, often like Mr. Sigmon, enhanced, enlarged and otherwise embellished an old, historic place for modern family life in the 1920s and 1930s.

The house is proposed for designation as the only example of an older property being reused as a part of a new suburban small estate development in Salisbury, NC. The Milford Hills residential park was the first upscale suburban development for Salisbury that was designed to create small private estates. Milford Hills was not Salisbury's first suburban development, that honor is held by the more conventional streetcar suburb of Fulton Heights, but it was the first in which the natural topography of the land influenced the curvilinear pattern of streets and expansive lots.

The house is unique in the architectural history of Salisbury and Rowan County as an elaborate and important surviving example of a Queen Anne-style farmhouse within the city limits. The miniature playhouse and a guest house, which was built to resemble and replace the servants' quarters for the original farmhouse, are significant for their architecture and their contribution to the social history of the house.

The current owner is seeking exterior local designation of the house as it has satisfied the criteria for the National Register of Historic Places as an important surviving example of a Queen Anne style farmhouse architecture in Rowan County. The contributing structures, the playhouse and the guest house, also, recognized by the NRHP, are socially and culturally significant to the history of the house and Rowan County.

Additionally, the house though different in style from the planned houses in the new 1920s and 1930s Salisbury small estate residential park became the centerpiece of the Milford Hills

## Grubb-Sigmon-Weisiger House

development that is located in the southwest quadrant of Salisbury, NC<sup>1</sup> The Grubb-Sigmon-Weisiger House, like the “new” small estate homes for the park had 3 to 5 surrounding acres of well-developed estate like grounds.

The property seeking designation is lots 168 and 169 of the National Register document that was approved in 1999.

2. The exterior of the main house and exteriors of the guest house and playhouse are to be included in the designation. These structures are located on tax plots 168 and 169, approximately one acre, that face South McCoy Road.

### III Historical Background

1. The Grubb-Sigmon-Weisiger House was erected in 1911 for Henry Clay Grub (1870-1913) as the residence for his farm manager. Mr. Grubb was a flamboyant distiller and entrepreneur who purchased a 372.50-acre farm on the waters of Grants Creek. The Salisbury Evening Post announced that Mr. Grubb was planning to build “a handsome new country home on the old Fink farm near the fairgrounds” (Post, 30 December 1910). After completion, the house was occupied by Mr. Grubb’s farm manager, Charles Pinkney Jacobs, until Mr. Grubbs death on August 9, 1913. In 1915 the property was sold to John D Grimes.

The property was sold to the Salisbury Development Company that developed a residential park on the former farm fields. The house became the “centerpiece” of the new Milford Hills development. The house became the residence of Ross M Sigmon, a local agent of the real estate company. Ross Sigmon, the resident agent/manager of the Salisbury Development Company, did not receive title to the property until 1931 (Rowan County Deeds: 198. 33-34), but he and his family occupied the former farm managers house in early 1927. Mr. Sigmon left the late Victorian Queen Anne style architecture in intact. He added two bathrooms and made kitchen improvements. While Mr. Sigmon left the exterior of the south-facing house intact, he had it turned ninety degrees to face McCoy Road. He laid a brick-paved walk to the street which he lined with English boxwoods. Mr. Sigmon built a small playhouse (#2 on site map), for his daughter. The playhouse is included in the designation application.

Mr. Leslie Marshall Weisiger, who purchased the property at auction on December 1938, followed Mr. Sigmon’s architectural precedent with the exception of changing the front doors and closing the dining room doorway onto the north porch. He added a door from the den to the porch. Mr. Weisiger built the guesthouse, on the site of the original servant’s quarters. The Weisiger family stayed in the house until 1973 when it was sold to Elmer Lee Allen Jr. In 1990, the house was briefly owned by Fredrick Lyman then Richard Mickelson who sold it to the Campbells in 1995.<sup>2</sup>

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<sup>1</sup> National Register of Historic application # 99000198, addedn1999

<sup>2</sup> NRHP app # 99000198

2. The Grubb-Sigmon-Weisiger House which is a well-preserved two-story Queen Anne frame house was built in 1911. The guest house which is a contributing building which is a long rectangular frame building was built in 1941. The playhouse is a small weather-boarded frame cottage was built in 1921. The property to be landmarked is a total of approximately one acre.

3. Changes to Property:

**Grubb-Sigmon-Weisiger House additions and alterations:**

1927: Sigmon turned the south facing house 90 degrees to face west onto McCoy Road

1920s: The east end of the porch was enclosed to create an additional bedroom.

1939: Weisiger added six-pane over two panel doors and a woven-wire screen door to the front porch entrance. (see architectural description)

“At the east edge of the porch’s north end, there is a break in the railing which gives onto steps descending to a walk which leads to a private driveway off McCoy Road. This break was on axis with a door into the dining room, behind the porch which was closed by Mr. Weisiger when he added the door in the north end of the two-story block which opens into the den; that door has six panes above two tall panels and retains its original 1939 screen door. The single window and former doorway in the north wall of the dining room under the porch were replaced by paired one over one sash windows in 1939.”<sup>3</sup>

1974-75 Allen: A shallow service porch is recessed in the offset. During the Allen ownership (after the Weisiger ownership) it was enclosed with six-over-six sash windows above a vertically-sheathed apron. (1974-75). A door leads to an eastward walkway to the guest house.

**Playhouse additions and alterations:**

1928-1930: Maintained but has had no additions or alterations

1980s: Asbestos shingles were replaced with beaver style slate like modern architectural shingles.

**Guest House additions and alterations:**

1941: No additions or alterations. The guest house was built by Weisiger to replace the servant’s quarters that had deteriorated. The guest house was designed to have an appearance that was similar to the original servant’s quarters which was also a small rectangular building with two simple entrances. The guest house has a slate roof.

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<sup>3</sup> NRHP app # 99000198

## IV Assessment

### 1. The property possesses local significance in the areas of architecture and social history.

The architectural significance of the Grubb-Sigmon-Weisiger House, reflecting three important periods in its history, is associated with the house as an important, surviving example of a late Victorian/Queen Anne style farmhouse in Rowan County. The house became the centerpiece of small suburban estate-making efforts in the 1920s and 1930s, and therefore contributes to the social history of Rowan County.

In the 1920s, the Salisbury Development Company converted the broad open fields surrounding the house and the adjoining lands into a new suburban residential park which was named “Milford Hills.” It was not the first suburban development at Salisbury, but it was the first in which the natural topography of the land influenced the curvilinear pattern of streets and expansive lots.

The retention of the farmhouse at the center of the Milford Hills development makes the house an anomaly in the neighborhood whose 1920s and 1930s houses were Colonial Revival. Although this house was completed in 1911 and first used as a farm manager’s residence, those humble beginnings did not deter Ross Minish Sigmon. He admired the house and grounds and developed them into a small suburban estate for his family. His efforts in the 1920s and early 1930s were continued in 1938 -1939 by Leslie Marshall Weisiger who kept the exterior of the house intact, refashioned the interior in a late Colonial Revival style.

“Stylistically, the house is similar in appearance and materials to a number of like turn-of-the-century houses in Salisbury; however, as a country house and the seat of a farm it was decidedly more sophisticated than the conventional two-story three bay gable-end frame houses erected by farm families from the mid-1850s, through the Reconstruction era, and into the 1910s.”

Mr. Sigmon’s decision to occupy the house as an agent of the Salisbury Development Company in which he was an investor reflected “a trend in the social and architectural history of the period whereby older houses were refitted, updated, remodeled, or overbuilt for modern family needs...”<sup>4</sup> Mr. Sigmon’s construction of the playhouse/cottage for his only daughter reflects the social trend of updating older properties to reflect the needs of a modern family.

Mr. Weisiger’s construction of the guesthouse on the site of the former servant’s quarters, reflects the 1940’s social trend to establish a small residential estate.

### 2. Architectural description; Inventory List

#### A. The Grubb-Sigmon-Weisiger House 1911; Repositioned to face west in 1927

“The Grubb-Sigmon-Weisiger House is a well-preserved weatherboard frame Queen Anne style house standing on a low mortared brick foundation and covered with asbestos-shingle (now non asbestos architectural slate-like shingle) on a side-gable roof. The main block of the house, three

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<sup>4</sup> NRHP app # 99000198

## Grubb-Sigmon-Weisiger House

bays wide and one room deep, is two stories in height; the north and south elevations of this block are finished as three sided bays on both levels and finished with pent gable ends supported by brackets. The rear block of the house is comprised of one-story ells, slightly unequal in depth, which are covered by gable-end roofs. These two blocks are unified by an expansive one-story porch which encircles the front block and carries eastward about one half the length of the ells; on the south side, the east end of the porch was enclosed in the 1920s to provide an additional bedroom. The composition of these elements is further unified by the symmetrical positioning of brick chimney stacks rising in parallel position through the roofs at each end of the ells. The house's elevations are sheathed with plain weatherboards, between wide sill boards at their base and frieze boards in the top, and finished with simple corner boards. The eaves are well finished with turn of the century moldings. The house's window openings contain mostly original two over two sash in plain board surrounds with shallow projecting fillets across the top.

Symmetry and the expansive porch are the defining features of the façade of the house facing onto McCoy Road. Center entrances on both stories are flanked by single windows fitted with louvered blinds which recur on the gable ends. In plan, the expansive porch projects forward in front of a shallow projecting bay holding paired six-pane over two-panel doors and a woven wire screen door. This feature echoes the three-sided bays as it wraps the north and south gable ends of the house. The porch's bracketed turned posts are linked by a railing of receded rectangular members. At the second story level a small porch is positioned in the center bay above the roof of the lower veranda. It is supported by bracketed turned posts and a reed member railing. Its pent gable end is centered by a round, louvered ventilator with a keystone block. Like ventilators are also set in the house's north and south pent gable ends. The ceilings of both the upper and lower porches are sheathed with tongue and groove ceiling.

The house's side and rear elevations are asymmetrically composed. On the north elevation, the one-story porch continues around the three-side bay and eastward along one half of the one-story ell. At the east edge of the porch's north end, there is a break in the railing which gives onto steps descending to a walk which leads to a private driveway off McCoy Road. This break was on axis with a door into the dining room, behind the porch which was closed by Mr. Weisiger when he added the door in the north end of the two-story block which opens into the den; that door has six panes above two tall panels and retains its original 1939 screen door. The single window and former doorway in the north wall of the dining room under the porch were replaced by paired one over one sash windows in 1939. A pair of six-over-six windows are centered in the east half of the ell's elevation. A brick stairwell descends to a door opening to the basement under these windows. The rear elevation is defined by a pair of offset gable ends; The north gable end is blind while the south gable end has square casement windows positioned to either side of the interior-end chimney. A shallow service porch is recessed in the offset. During the Allen ownership (after the Weisiger ownership) it was enclosed with six-over-six sash windows above a vertically-sheathed apron. (1974-75) A door leads to an eastward walkway to the guest house. The east elevation of the main block's second story has a window in the center, between the two chimney shafts. On the south side of the house, the southeast end of the porch was taken down and a small bedroom and small bathroom enclosed in its place. Paired two-over-two windows are centered on the east and south

## Grubb-Sigmon-Weisiger House

sides of the bedroom and a small window is positioned on the west wall of the bathroom (under the porch). There are single conventional two-over-two sash windows in the ell and a third, smaller two-over-two sash window between them.<sup>5</sup>

Only the exterior of the house is included in the designation.

### B. Guest House Ca.1941 #2 on the site plan

Occupying the site of the former servants' quarters, this long rectangular frame building was erected as a guest house by Mr. Weisiger ca. 1941. Bedrooms are positioned at each end of the building with a bathroom between them. It has a common bond brick foundation, weather boarded elevations and a slate roof; the elevations are finished with a sill frieze, and corner boards and molded eaves. Entrances on each gable end are protected by shallow hip-roof porches which are inset from the side elevations. Rectangular louvered ventilators occupy the upper gable ends. There are two door openings under the front west porch, one of which has been infilled with weatherboards while the south opening holds a five horizontal-panel door as does the east rear doorway. The side elevations have three six-over-six sash window in plain board surrounds with projecting fillets across their lintels.<sup>6</sup>

Only the exterior of the guest house is included in the designation.

### C Playhouse Ca. 1928-1930 # 3 on the site plan

The diminutive weather boarded frame cottage (5' 10" by 7' 10") was built by Ross Minish Sigmon for his only daughter, Katherine Balfour Sigmon. It stands on low brick piers and is covered with a slate like shingle roof. A tall arch-headed doorway, fitted with a board and batten door, and a small four-pane window with hinged board blinds occupies the front, west elevation; paired four pane casement windows are set in a simple molded surround on the south side.<sup>7</sup>

Only the exterior of the playhouse is included in the designation.

3. The property has no known archaeological significance.

4. Evaluation of the property's integrity of design, setting, workmanship, materials, feeling and association for all alterations and changes to the property:

The Grubb-Sigmon-Weisiger House is an elaborate, well-preserved two-story Queen Anne-style frame farmhouse that was built in 1911. It is unique in the architectural history of Salisbury and Rowan County as one of the few remaining farmhouses in the city, and unique as the center piece of the 1920s-1930s small estate residential park where it is located. The current setting of the house and contributing buildings is consistent with the setting of the original Milford Hills development. Like the new houses that were built in Milford Hills, the Grubb-Sigmon-Weisiger House is

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<sup>5</sup> NRHP app # 99000198

<sup>6</sup> NRHP app # 99000198

<sup>7</sup> NRHP app # 99000198

## Grubb-Sigmon-Weisiger House

surrounded by two to three acres of well landscaped grounds. The house was turned ninety degrees from south-facing to west-facing in the late 1920s, but the original architectural features of the house were not altered. The multiple owners of the house have made changes to the original architectural design, but they have maintained the symmetrical façade and imposing appearance of the house. Maintenance of the house, as well as the additions, has been completed with appropriate materials and high-quality workmanship. None of the changes are incongruent with the 1911 original design. The original weather board exterior, as well as the original 1911 windows, are intact and well maintained. The windows and doors that were added in the 1920s and 1930s are in keeping with the materials that were used in the original structure. The house and contributing structures have satisfied the criteria for the National Register of Historic Places as an important surviving example of a Queen Anne style farmhouse in Rowan County.

The property of the designation presents an intact presentation of covered lawns with shade trees and flowering shrubs, as well as, informal grouped garden plantings. Neither the modern driveway materials from McCoy Road nor the modern two-car garage on the site plan distracts from the integrity of the property. The house and grounds are consistent with a 1911 country farmhouse presentation.

### 5. Boundary Justification:

The nominated one acre serves as the site and setting of the Grubb-Sigmon-Weisiger House and the related out buildings. Lots 168 and 169 (see the attached site plan) are to be included in the designation. The buildings to be included in the designation include the house, guest house and playhouse.

Parcel #100 (Lots 168 and 169) Is shown on the Map of Milford Hills recorded in the Office of the Register of Deed Book of Maps page 183 and on Rowan County tax Map #335 in the Office of the Tax Assessor of Rowan County.

## Grubb-Sigmon-Weisiger House

### V Supporting documentation

#### 1. Digital photographs

List of photographs:

1. Title page
2. House east elevation
3. House front doors
4. House south elevation
5. House north elevation
6. House north elevation porch entry
7. House gable ventilators

#### Guest House:

8. GH east elevation
9. GH west elevation
10. GH north elevation
11. GH south elevation

#### Playhouse

- 12 PH east elevation
13. PH north elevation
14. PH south elevation
15. PH west elevation

#### Other

16. 1910-1911 house photograph
2. Floor Plan (PowerPoint slides # 21-22)
3. Site-plan (PowerPoint slides)
  23. Local designation site plan 2019)
4. Plat or Tax Map
  19. Tax card
  20. Tax bill
  - 25 Local designation Tax map

#### 5. City of Salisbury GIS Map

### VI Bibliography/Source Citations

National Register of Historic Places approved application document ,1999  
# 99000198

# Grubb-Sigmon-Weisiger House

213 McCoy Road  
Salisbury, NC 28144

East Elevation (Front) View from McCoy Road



Front Doors under Porch East Elevation



South Elevation



North Elevation



North Elevation Porch entrance from driveway  
and example of porch turned posts and reeded member railing



North Elevation from East Direction  
and gable ventilators



Guest House East Elevation



Guest House West Elevation



Guest House North Elevation



Guest House South Elevation  
from West Direction



Playhouse East Elevation



Playhouse North Elevation



Playhouse South Elevation



Playhouse West (rear) Elevation from North Direction



Garage (non Contributing #10 on site plan)



## 1910-1911 Grubb House



### **OLD MILFORD HILLS HOME**

This picture of Milford Hill's oldest home was made about 1910 when the C.P. Jacobs family occupied the house and overseers for Clay Grubb's 14,000 acre farm, which is today Milford Hills. One-year-old Ranson Jacobs is the child with the bird dog. The house was erected at the turn of the century and occupied besides the Jacobs family, the Percy Grimes family, the Ross Sigmon family, the Weisiger family and is now the home of former mayor E.L. Allen and his wife Janie B. Allen. The large plantation of which this home is a part was once known as Frohock's Mount Pleasant plantation, later as Macoy's Mill Pond Tract, and still later as the McNeely Place, which the family call "Milford."

On loan from Mrs. E.L. Allen, Jr.

**Grubb-Sigmon-Weisiger House**  
2019 Local Historic Landmark  
Designation Documents

# Rowan County, NC Tax Card

10/1/2019

Rowan County Tax Record Application - Parcel Ref No - 335 100



## Rowan County Government

TAX ADMINISTRATION RECORD SEARCH

<b>Property Owner</b> CAMPBELL ROY H & HERR NORMA E	<b>Owner's Mailing Address</b> 213 S MCCOY RD SALISBURY , NC 28144	<b>Property Location Address</b> 213 S MCCOY RD
<b>Administrative Data</b> Parcel ID No. <b>335 100</b> OLD Tax ID PIN  Owner ID <b>6100001</b>  Tax District <b>101 - CITY OF SALISBURY</b>  Land Use Code Land Use Desc  Neighborhood <b>014 24C</b>	<b>Administrative Data</b> Legal Desc <b>L167-169</b> <b>561-944; 661-47; 677-233</b>  Deed Year Bk/Pg <b>1996 - 764 / 575</b> Plat Bk/Pg         /	<b>Valuation Information</b>  Market Value \$ <b>330,570</b>  <small>Market Value - Land and all permanent improvements, if any, effective January 1, 2019, date of County's most recent General Reappraisal</small>  <b>Assessed Value \$ 330,570</b>  <small>If Assessed Value not equal Market Value then subject parcel designated as a special class -agricultural, horticultural, or forestland and thereby eligible for taxation on basis of Present-Use.</small>
<b>Improvement Detail</b> <small>(1st Major Improvement on Subject Parcel)</small>		
Year Built Built Use/Style Current Use Grade * Percent Complete Heated Area (S/F) Fireplace (Y/N) Basement (Y/N) ** Bedroom(s) ** Bathroom(s) *** Multiple Improvements	1925 SINGLE FAMILY DWELLING (1 D+- / D+- D+- / D+- 100 448  0 1 full baths 0 half baths 3	
* Note - As of January 1 ** Note - Bathroom(s), Bedroom(s), shown for description only *** Note - If multiple improvements equal "MLT" then parcel includes additional major improvements		

7808235-22353-1-3

ROWAN COUNTY  
PO BOX 986  
MOUNT AIRY NC 27030-0986

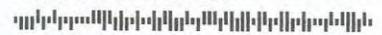


ROWAN COUNTY  
PROPERTY TAX NOTICE

IMPORTANT - PLEASE READ

\*\*\*\*\*AUTO\*\*5-DIGIT 28144  
7808235 8246-PTN 22353 1 1 3

CAMPBELL ROY H &  
HERR NORMA E  
213 S MCCOY RD  
SALISBURY NC 28144-2221



Phone: (704) 216-8544  
Fax: (704) 216-7983

Smartphone users scan here →  
QR code to <http://www.rowancountync.gov>



To review and pay your bill electronically, visit:  
[RowanCTax.Billbridge.com](http://RowanCTax.Billbridge.com)

JAN 1 OWNER  
CAMPBELL ROY H &

YEAR	ACCOUNT NO.	LISTING PAR ID	PARCEL ID NO.	BILL NO.	BILL DATE	PAY BY
2019	6100001		335 100	2019RE335 100	07/24/2019	01/05/2020

Description of Property	Taxable Value
213 S MCCOY RD  L167-169	330,570

Description of Charges		
Tax District	Rate	Amount Due
ROWAN COUNTY	.006575	2,173.50
CITY OF SALISBURY	.007196	2,378.78
Amount if paid by July 31		\$4,484.00
Amount if paid by August 31		\$4,506.76
<b>TOTAL DUE</b>		<b>\$4,552.28</b>

Online Payment: [www.rowancountync.gov](http://www.rowancountync.gov)



Convenience Fee applies to all credit/debit transactions.

You may appeal the value, situs, or taxability of the personal property within 30 days from the billing date of this notice.

DETACH AND RETAIN THIS PORTION FOR YOUR RECORDS

THIS PORTION MUST BE RETURNED WITH PAYMENT

YEAR	ACCOUNT NO.	LISTING PAR ID	PARCEL ID NO.	BILL NO.	PAY BY	TOTAL DUE
2019	6100001		335 100	2019RE335 100	01/05/2020	\$4,552.28

TO CHANGE YOUR MAILING ADDRESS, PLEASE  
FILL IN YOUR NEW ADDRESS BELOW

NAME: \_\_\_\_\_  
ADDRESS: \_\_\_\_\_  
CITY: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIP: \_\_\_\_\_

Amount if paid by July 31 \$4,484.00  
Amount if paid by August 31 \$4,506.76

Retain the top portion of this statement and  
your canceled check for proof of payment.

MAKE CHECK PAYABLE & REMIT TO:

CAMPBELL ROY H &  
HERR NORMA E  
213 S MCCOY RD  
SALISBURY NC 28144-2221

ROWAN COUNTY TAX ADMINISTRATION  
PO BOX 900048  
RALEIGH NC 27675-9048

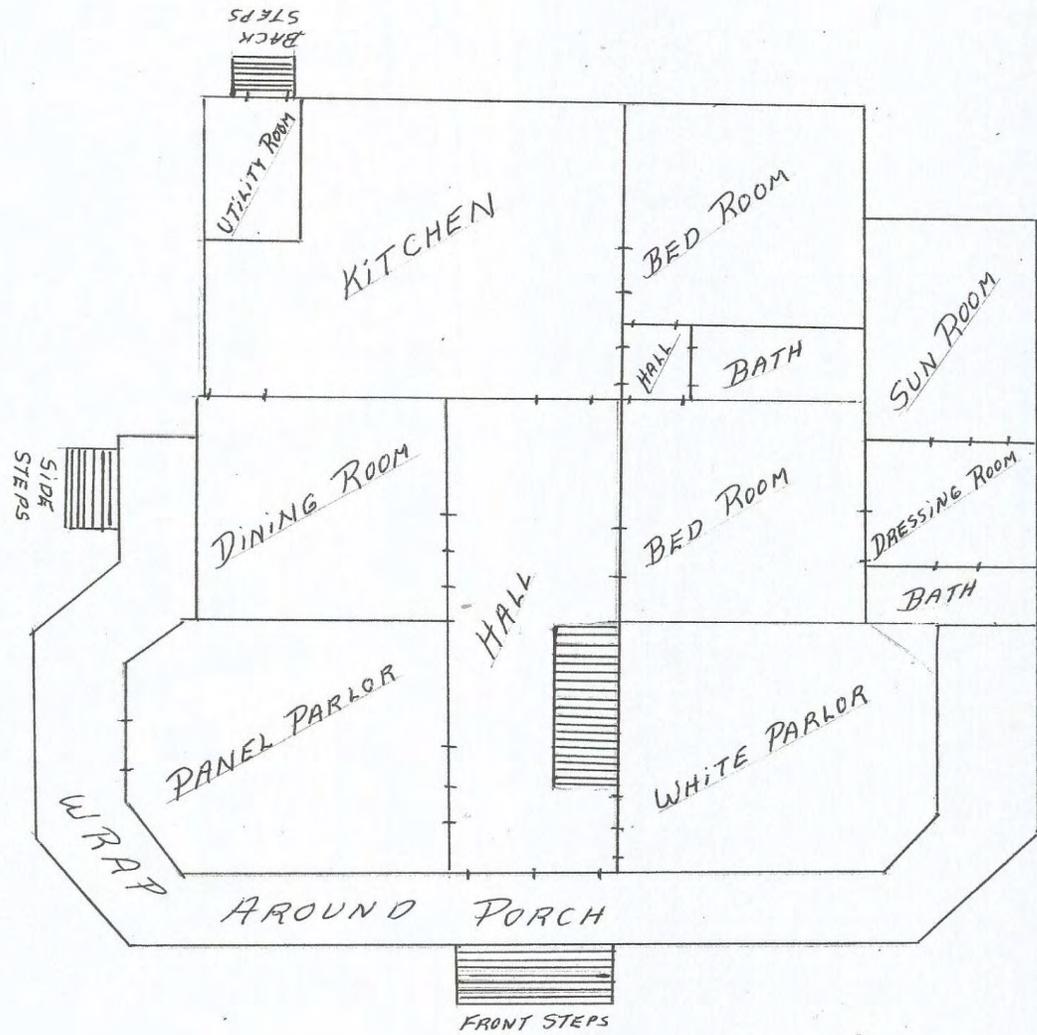


2019RE335 100

000004552281

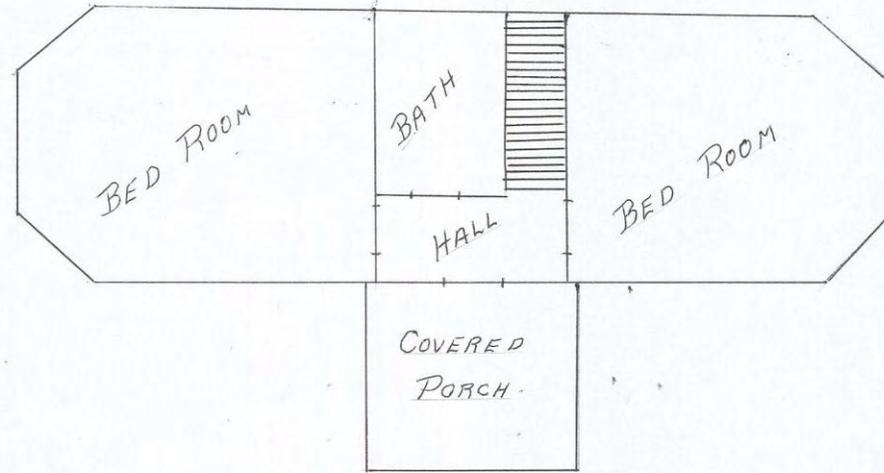
2019 Tax Bill

ROY CAMPBELL  
213 S. MCCOY ROAD



House Floor Plan  
Down Stairs

ROY CAMPBELL  
213 S. MCCOY ROAD



UP STAIRS

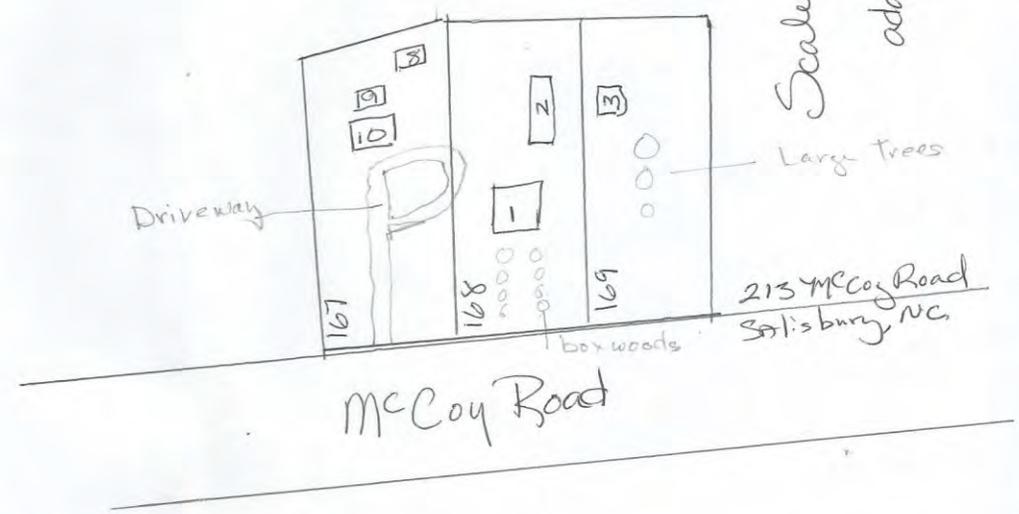
House Floor Plan  
Up Stairs

# Designation Site map. 2019

## Local Designation

1. House (contributing)
2. Guest House (contributing)
3. Playhouse (contributing)
8. Playhouse # 2 (noncontributing)
9. Garage (noncontributing)
- 10 Garage (non contributing)

Scale is approx. map 1" = 100'  
adapted from 1999 NRHP site map.  
app. # 9900198



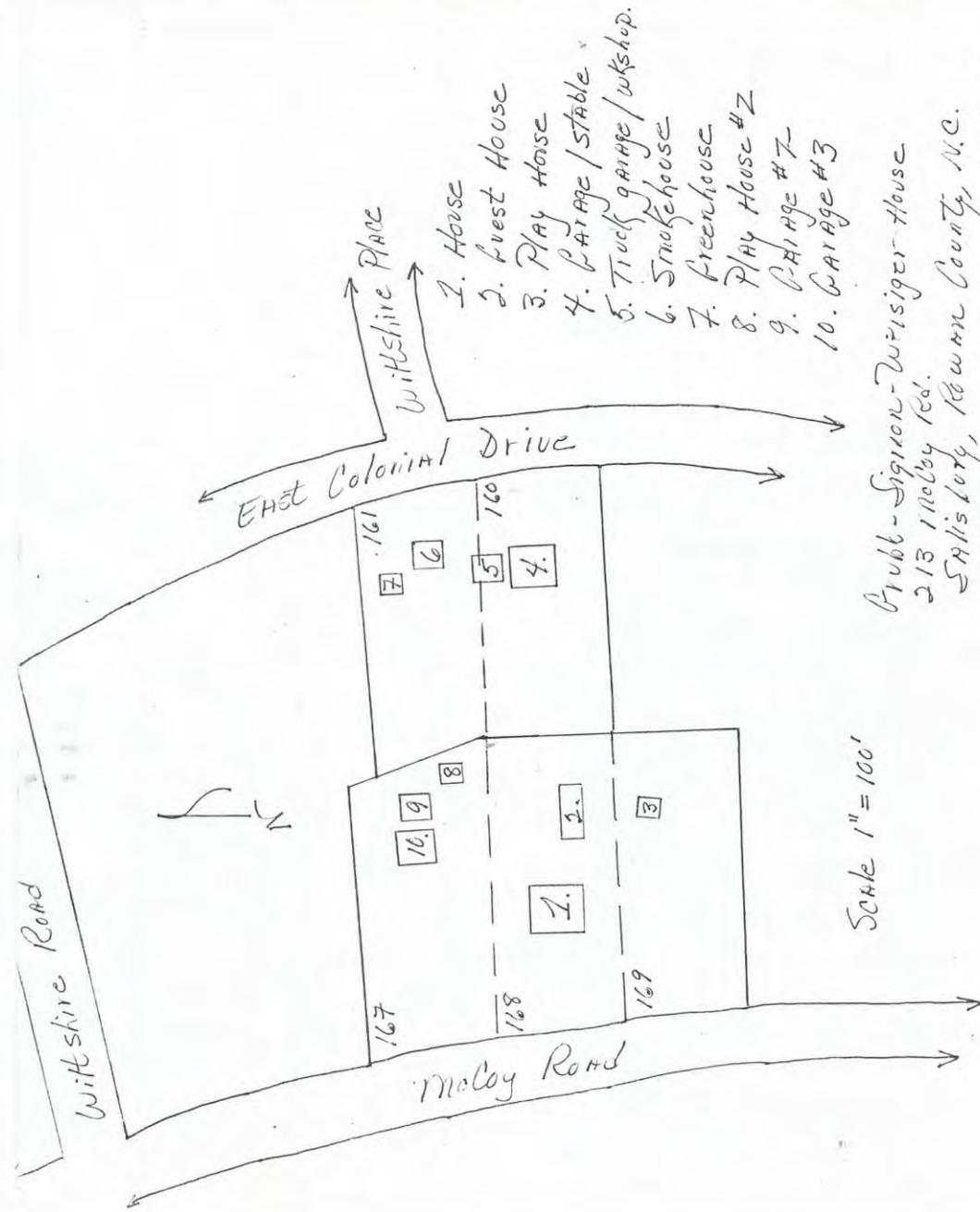
### 2019 Site Plan

#### Lots 167,168,169

#### Contributing Buildings

1. House
2. Guest House
3. Playhouse #3

1.83 acres

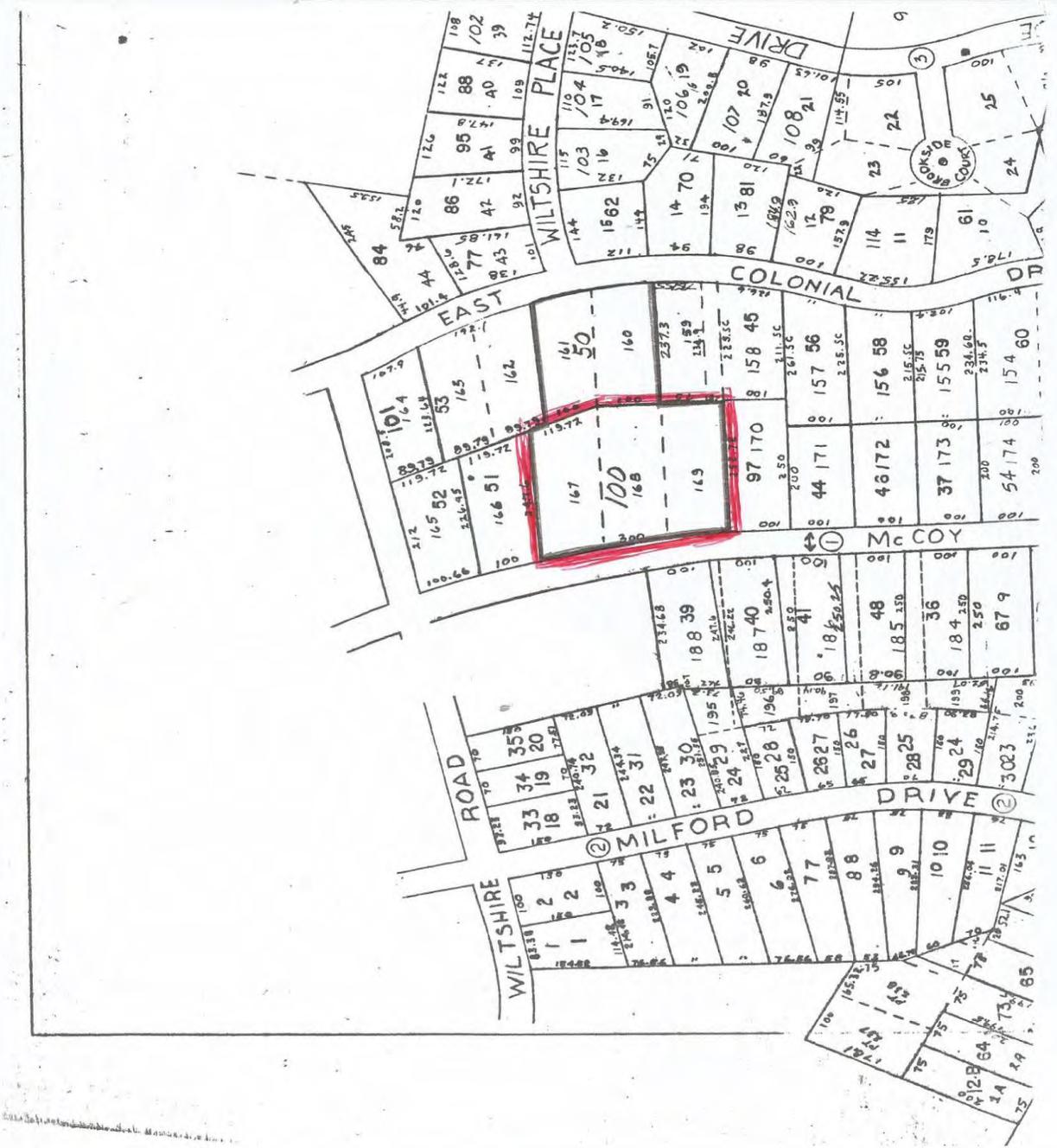


1. House
2. Vest House
3. Play House
4. GARAGE / STABLE
5. TRUCK garage / Wkshop.
6. Smokehouse
7. Greenhouse
8. Play House #2
9. GARAGE #1
10. GARAGE #3

Scale 1" = 100'

Grubb-Sigmon-Dwiser House  
 213 Mcloy Rd.  
 Salisbury, Rowan County, N.C.  
 27 May 1998, David Beard Hood

1999 National Register of Historic Places Site Plan  
 ( For Comparison to local designation)



2019 Local Designation Tax Map



1999 National Register of Historic Places  
Tax Map ( for comparison)

# GRUBB-SIGMON WEISIGER HOUSE LOCAL HISTORIC LANDMARK APPLICATION





**North Carolina Department of Natural and Cultural Resources  
State Historic Preservation Office**

Ramona M. Bartos, Administrator

Governor Roy Cooper  
Secretary Susi H. Hamilton

Office of Archives and History  
Deputy Secretary Kevin Cherry

January 22, 2020

Catherine Garner  
Development Services Specialist  
132 North Main St.  
Salisbury, NC 28145

**RE: Proposed Designation of Grubb-Sigmon-Weisiger House, Salisbury, Rowan County.**

Dear Ms. Garner:

Thank you for submitting the report for **Grubb-Sigmon-Weisiger House, Salisbury, Rowan County**. We have reviewed the information in the report and offer the following comments in accordance with North Carolina General Statute 160A-400.6.

According to the report, the Grubb-Sigmon-Weisiger House, built in 1911, is an "important surviving example of a Queen Anne-style farmhouse within the [Salisbury] city limits." It was later used as the centerpiece for Milford Hills, a significant 1920s and 1930s residential development. The proposed boundary encompasses approximately one acre of land and includes the exteriors of the main house, guest house, and playhouse.

We commend the commission for submitting a report that satisfies the requirements outlined in the HPO's Guidelines and believe the data contained therein provides the local governing board with sufficient information to determine whether the Grubb-Sigmon-Weisiger House possesses the requisite special local significance and integrity for local historic landmark designation.

Landmark designation means the community recognizes properties within the historic district are worthy of preservation because of their special significance to the local community. Any substantial changes in design, materials, and appearance to these properties is subject to the design review procedures of the preservation commission.

Thank you for the opportunity to comment on the report. Please note, our comments are advisory only and therefore, non-binding. Once the governing board has received a recommendation from the Salisbury Historic Preservation Commission, it should proceed in the same manner as would otherwise be required for an amendment to the zoning ordinance. Once the decision has been made, please return a completed copy of the enclosed form to our office.

This letter serves as our comments on the proposed designation of the Grubb-Sigmon-Weisiger House, Salisbury, Rowan County. Please contact me at 919-814-6583 should you have any questions about our comments.

Sincerely,

A handwritten signature in black ink, appearing to read "Ramona M. Bartos". The signature is fluid and cursive, with the first name "Ramona" being more prominent and the last name "Bartos" following in a similar style.

Ramona M. Bartos, Deputy  
State Historic Preservation Officer

CC: Commission Chair

Enclosure

**AN ORDINANCE DESIGNATING THE “GRUBB-SIGMON-WEISIGER HOUSE”,  
LOCATED AT 213 S MCCOY ROAD IN SALISBURY, NORTH CAROLINA, AS A  
HISTORIC LANDMARK**

**WHEREAS**, Chapter 160A, Article 19, Part 3C of the North Carolina General Statutes provides for the designation of historic landmarks; and

**WHEREAS**, the City of Salisbury has created the Salisbury Historic Preservation Commission as a commission having the authority to exercise, within the planning jurisdiction of the City, the powers and duties conferred by N.C.G.S. 160A-400; and

**WHEREAS**, the Grubb-Sigmon-Weisiger House is located at 213 S McCoy Road in Salisbury, North Carolina, and is identified by the Rowan County Parcel ID No. 335 100 (“the Property”); and

**WHEREAS**, the Property is owned by Roy and Norma Campbell, who have consented to the landmark designation; and

**WHEREAS**, the Salisbury Historic Preservation Commission issued a Landmark Designation Report in December 2019, recommending designation of the Property as a historic landmark; and

**WHEREAS**, as set forth in the Landmark Designation Report, the Salisbury Historic Preservation Commission has determined that the Property is of special significance in terms of its historical, prehistorical, architectural, and/or cultural importance, and possesses integrity of design, setting, workmanship, materials, feeling, and/or association; and

**WHEREAS**, the State Historic Preservation Office (“SHPO”) of the North Carolina Department of Natural and Cultural Resources has been provided the opportunity to review and comment on the proposed designation; and

**WHEREAS**, the SHPO reviewed the proposed designation and issued a letter of comment dated January 22, 2020 in which it noted that the structure “is an ‘important surviving example of a Queen Anne-style farmhouse’”; and

**WHEREAS**, the Salisbury Historic Preservation Commission held a duly-noticed public hearing on February 13, 2020, with respect to this ordinance and designation of the Property as a historic landmark as contemplated herein, and following said hearing voted to confirm its recommendation that the Salisbury City Council designate the Property as a historic landmark; and

**WHEREAS**, the Salisbury City Council held a duly-noticed public hearing on February 18, 2020, with respect to this ordinance and designation of the Property as a historic landmark as contemplated herein; and

**WHEREAS**, the Salisbury City Council, having taken into full consideration all statements and information presented at the public hearings and in the Landmark Designation

Report, finds that the Property meets all qualifying elements of a historic landmark, particularly, that it is of special significance in terms of its historical, prehistorical, architectural, and/or cultural importance, and possesses integrity of design, setting, workmanship, materials, feeling, and/or association; and

**WHEREAS**, the Salisbury City Council finds that the Property's preservation should be encouraged and ensured.

**NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF SALISBURY, NORTH CAROLINA, AS FOLLOWS:**

SECTION 1. The City of Salisbury hereby designates the Grubb-Sigmon-Weisiger House, located at 213 S McCoy Road in Salisbury, North Carolina as a Salisbury Historic Landmark pursuant to Chapter 160A, Article 19, as amended, of the North Carolina General Statutes. Said property being more particularly described as follows:

**Grubb-Sigmon-Weisiger House, 213 S McCoy Road, Salisbury, Rowan County, NC, specifically: the complete exterior portions of the house, the ca. 1941 Guest House, and the Ca. 1928-1930 Playhouse and the portions of the property formerly known as lots 168 and 169. This property is identified by the Rowan County Parcel ID # 335 100, that property described in deed book 764, page 575 recorded in the Rowan County Register of Deeds, affecting approximately 1.19 acres of the site's total 1.82 acres. This property is owned by Roy and Norma Campbell.**

SECTION 2. No portion of the interior and exterior features of any building, site, structure, area, or object that is designated in this ordinance may be altered, restored, moved, remodeled, or reconstructed so that a change in design, material, or outer appearance occurs unless and until a Certificate of Appropriateness is obtained from the Salisbury Historic Preservation Commission or its successors; provided however that the City of Salisbury Planning Director or designee may approve Certificates of Appropriateness for minor works as listed in the Bylaws and Rules of Procedure of the Salisbury Historic Preservation Commission. The Salisbury Historic Preservation Commission shall review Certificates of Appropriateness for interior alterations using *The Secretary of the Interior's Standards for Rehabilitation*.

SECTION 3. No portion of the exterior features of any building, site, structure, or object that is designated in this ordinance may be demolished unless and until a Certificate of Appropriateness is obtained from the Salisbury Historic Preservation Commission or a period of three hundred and sixty-five (365) days has elapsed following final review by the Commission of a request for demolition (or any longer period of time required by N.C.G.S. 160A-400.14 as it may be amended hereafter); provided however, that demolition may be denied by the Salisbury Historic Preservation Commission in the event that the State Historic Preservation Officer determines that the building, site, structure, or object has statewide significance as provided by N.C.G.S. 160A-400.14.

SECTION 4. Nothing in this ordinance shall be construed to prevent or delay ordinary maintenance or repair of any architectural feature in or on said landmark that does not involve a

change in design, material, or outer appearance thereof, nor to prevent or delay the construction, reconstruction, alteration, restoration, demolition or removal of any such feature when a building inspector or similar official certifies to the Commission that such action is required for the public safety because of an unsafe condition. Nothing herein shall be construed to prevent the owner of the historic landmark from making any use of the historic landmark not prohibited by other statutes, ordinances, or regulations. Owners of locally designated historic landmarks are expected to be familiar with and follow *The Secretary of the Interior's Standards for Rehabilitation* and the *Salisbury Historic Design Guidelines*, the guidelines used by the Salisbury Historic Preservation Commission to evaluate proposed alterations or additions.

SECTION 5. The Salisbury Historic Preservation Commission shall have no jurisdiction over the interior features of the property, with the exception of those portions of the interior that are included in the designation parameters as contemplated in this ordinance.

SECTION 7. City administration and the Salisbury Historic Preservation Commission are hereby authorized to have posted a suitable sign on the site herein described indicating that said site has been designated a historic landmark by action of the Salisbury Historic Preservation Commission and the Salisbury City Council provided, should the owners of the herein described property not consent to the posting of said sign on the described premises, City administration and the Salisbury Historic Preservation Commission are hereby authorized to have said sign located on the public right-of-way adjacent to said property.

SECTION 8. All owners of the property hereinabove described, whose identity and addresses can be ascertained by the exercise of due diligence, shall be sent by certified mail a copy of this ordinance.

SECTION 9. Copies of this ordinance shall be filed and indexed in the offices of the City Clerk, Community Planning Services, Rowan County Register of Deeds, and the Rowan County Tax Administrator, as required by applicable law.

SECTION 10. In the event any building, site, structure, or object designated in this ordinance is demolished in accordance with the ordinances of the City of Salisbury, this ordinance may be repealed.

SECTION 11. Any violation of this ordinance shall be unlawful as by law provided.

SECTION 12. This ordinance shall be effective on the date of adoption.



City of Salisbury  
Development Services  
132 North Main Street  
Salisbury, NC 28144  
Ph. 704.638.5324  
[salisburync.gov/landmarks](http://salisburync.gov/landmarks)

# SALISBURY HISTORIC LANDMARKS Tax Implications

## Local Historic Landmark Designation: Tax Implications

The Salisbury City Council is authorized by N.C.G.S. 160A, Part 3C to designate local historic landmarks that are deemed by the Salisbury Historic Preservation Commission (HPC) to be of special significance in terms of their historical, prehistorical, architectural, or cultural importance; and that possess integrity of design, setting, workmanship, materials, feeling and/or association.

### **Owners of local historic landmarks are eligible for property tax benefits.**

Owners are eligible to apply annually for a 50% property tax deferral as long as the property's significant historic or architectural features are maintained. N.C.G.S. 105-278 authorizes this benefit:

#### **§ 105-278. Historic properties.**

(a) *Real property designated as a historic property by a local ordinance adopted pursuant to former G.S. 160A-399.4 or designated as a historic landmark by a local ordinance adopted pursuant to G.S. 160A-400.5 is designated a special class of property under authority of Article V, Sec. 2(2) of the North Carolina Constitution. Property so classified shall be taxed uniformly as a class in each local taxing unit on the basis of fifty percent (50%) of the true value of the property as determined pursuant to G.S. 105-285 and 105-286, or 105-287.*

(b) *The difference between the taxes due on the basis of fifty percent (50%) of the true value of the property and the taxes that would have been payable in the absence of the classification provided for in subsection (a) shall be a lien on the property of the taxpayer as provided in G.S. 105-355(a). The taxes shall be carried forward in the records of the taxing unit or units as deferred taxes. The deferred taxes for the preceding three fiscal years are due and payable in accordance with G.S. 105-277.1F when the property loses the benefit of this classification as a result of a disqualifying event. A disqualifying event occurs when there is a change in an ordinance designating a historic property or a change in the property, other than by fire or other natural disaster, that causes the property's historical significance to be lost or substantially impaired. In addition to the provisions in G.S. 105-277.1F, no deferred taxes are due and all liens arising under this subsection are extinguished when the property's historical significance is lost or substantially impaired due to fire or other natural disaster. (1977, c. 869, s. 2; 1981, c. 501; 1989, c. 706, s. 3.1; 2005-435, s. 38; 2006-162, s. 28; 2008-35, s. 2.5; 2010-95, s. 17.)*

The deferment reduces the taxable value of the property by 50%. This means that any special taxes are also reduced; for example, a landmark property located in a Municipal Service District would see its MSD tax revenue reduced by 50%.

The value of the deferred property taxes are held as a lien against the property. In the event that the property loses landmark status, due to loss or impairment of historical significance or changes in the designating ordinance, the deferred taxes for the previous three years are payable to the owner. If a property loses its historic significance due to a fire or natural disaster, no recapture of past tax deferments will occur.

On the following pages, the tax implications of the designation of example landmarks is provided.

**Example 1: Historic Commercial Building**

- Value: \$900,000.00
- Special Taxes:
  - Located in Municipal Service District
- Tax Rates:
  - City Tax Rate: 0.7196%
  - MSD Tax Rate: 0.176%
- Pre-Landmark Taxes Paid, 10-Years
  - Taxable Value: \$900,000.00
  - City Revenue: \$64,764.00
  - MSD Revenue: \$15,840.00
- Post-Landmark Taxes Paid, 10-Years  
**50% REDUCTION IN TAXABLE VALUE**
  - Taxable Value: \$450,000.00
  - City Revenue: \$32,382.00
  - MSD Revenue: \$7,920.00



***The designation of this property would reduce the City's revenue by \$40,302.00 over 10 years.***

**Example 2: Large Historic Residence**

- Value: \$1,200,000.00
- Special Taxes: N/A
- Tax Rates:
  - City Tax Rate: 0.7196%
- Pre-Landmark Taxes Paid, 10-Years
  - Taxable Value: \$1,200,000.00
  - City Revenue: \$86,352.00
- Post-Landmark Taxes Paid, 10-Years  
**50% REDUCTION IN TAXABLE VALUE**
  - Taxable Value: \$600,000.00
  - City Revenue: \$43,176.00



***The designation of this property would reduce the City's revenue by \$43,176.00 over 10 years.***

**Example 3: Modest Historic Residence**

- Value: \$350,000.00
- Special Taxes: N/A
- Tax Rates:
  - City Tax Rate: 0.7196%
- Pre-Landmark Taxes Paid, 10-Years
  - Taxable Value: \$350,000.00
  - City Revenue: \$25,186.00
- Post-Landmark Taxes Paid, 10-Years  
**50% REDUCTION IN TAXABLE VALUE**
  - Taxable Value: \$175,000.00
  - City Revenue: \$12,593.00



***The designation of this property would reduce the City's revenue by \$12,186.00 over 10 years.***

**Additional Resources:**

- <http://www.hpo.ncdcr.gov/localdes.htm>
- <https://ced.sog.unc.edu/designating-local-historic-landmarks-in-north-carolina/>

# Salisbury City Council Agenda Item Request Form



Please Select Submission Category:  Public  Council  Manager  Staff

Requested Council Meeting Date: March 3, 2020

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

Name of Presenter(s): Shannon Moore, Finance Director & Chad Cowan, Hilltop Securities

Requested Agenda Item: Council to Adopt Bond Order to issue \$46.5 Million in Combined Enterprise System Revenues Bonds

**Description of Requested Agenda Item:** City Utilities staff provided an update related to the 2020 Revenue Bonds at the February 18, 2020 council meeting. In that meeting, it was stated the city would issue bonds not to exceed \$35 Million, plus the \$10.5 Million for Refunding 2009 & 2010 Bonds. At recommendation of the LGC, we are requesting bonds not to exceed a total of \$46.5 Million to allow for no premium to be generated in the sale. In order to proceed with the sale of the bonds, Council will need to adopt a bond order. Chad Cowan, the City's Financial Advisory will be in attendance to address any bond sale questions.

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)*

City Council to Adopt a Bond Order authorizing the issuance and sale by the City not to exceed \$46.5 Million Combined Enterprise System Revenue Bonds and authorizing the execution and delivery of certain documents in connection therewith

**Contact Information for Group or Individual:**

Shannon Moore 704-216-8026

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

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

# Salisbury City Council Agenda Item Request Form



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## FINANCE DEPARTMENT INFORMATION:

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

Shannon Moore  
Department Head Signature

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

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

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### For Use in Clerk's Office Only

**Approved**

**Delayed**

**Declined**

**Reason:**

**ORDER AUTHORIZING THE ISSUANCE AND SALE BY THE CITY OF NOT TO EXCEED \$46,500,000 COMBINED ENTERPRISE SYSTEM REVENUE BONDS AND AUTHORIZING THE EXECUTION AND DELIVERY OF CERTAIN DOCUMENTS IN CONNECTION THEREWITH**

**BE IT ORDERED** by the City Council of the City of Salisbury, North Carolina (the “City”):

Section 1. The City Council does hereby find and determine as follows:

(a) At a meeting held on January 21, 2020, the City Council authorized the filing of an application with the North Carolina Local Government Commission (the “Commission”) requesting approval of the issuance of revenue bonds of the City for the purpose of providing funds, together with any other available funds, to (i) improve and expand its water treatment plant and improve its Grant Creek Wastewater Treatment Plant, (ii) refund in advance of their maturities all or a portion of the outstanding principal amount of the City’s Combined Enterprise System Revenue Bonds, Series 2010 and the City’s Combined Enterprise System Revenue Bond, Series 2009 and (iii) pay certain costs and expenses incurred in connection with the issuance of such revenue bonds.

(b) City staff has filed an application with the Commission requesting the approval of the issuance of not to exceed \$46,500,000 revenue bonds for the purposes described above.

(c) The City has also requested the Commission to sell those revenue bonds at private sale without advertisement.

(d) The Commission has approved the application of the City for the issuance of those revenue bonds in an aggregate principal amount not to exceed \$46,500,000 for the purposes described above in accordance with N.C.G.S. § 159-86.

(e) The City wants to issue not to exceed \$46,500,000 Combined Enterprise System Revenue Bonds, Series 2020 (the “Bonds”) for the purpose of providing funds, together with other available funds, to (i) improve and expand its water treatment plant and improve its Grant Creek Wastewater Treatment Plant, (ii) refund in advance of their maturities all or a portion of the outstanding principal amount of the City’s Combined Enterprise System Revenue Bonds, Series 2010 and the City’s Combined Enterprise System Revenue Bond, Series 2009 and (iii) pay certain costs and expenses incurred in connection with the issuance of such revenue bonds.

(f) The City proposes to sell the Bonds to J.P. Morgan Securities LLC (the “Underwriter”) pursuant to the provisions of a Bond Purchase Agreement (hereinafter mentioned), at such prices determined by the Commission, subject to the approval of the City.

(g) There have been presented to the City Council at this meeting drafts of the following documents relating to the issuance and sale of the Bonds:

(1) Amended and Restated Trust Agreement, to be dated as of April 1, 2020 (the "Trust Agreement"), between the City and U.S. Bank National Association, as trustee (the "Trustee"), amending and restating a Trust Agreement, dated as of January 1, 1998;

(2) Eighth Supplemental Trust Agreement, to be dated as of April 1, 2020 (the "Supplemental Agreement"), between the City and the Trustee;

(3) Bond Purchase Agreement, to be dated as of the date of delivery thereof (the "Purchase Agreement"), among the Underwriter, the Commission and the City; and

(4) Preliminary Official Statement, to be dated as of the date of delivery thereof (the "Preliminary Official Statement"), relating to the offering and sale of the Bonds.

(h) The issuance and sale of the Bonds in the manner provided in this order is in the best interest of the City.

Section 2. Capitalized words and terms used in this order and not defined herein shall have the same meanings given such words and terms in the Trust Agreement dated as of January 1, 1998 and the Supplemental Agreement.

Section 3. The actions of City staff in applying to the Commission for the approval of the issuance of the Bonds in a principal amount not to exceed \$46,500,000 for the purposes described in Section 1(e) hereof are hereby ratified, confirmed and approved.

Section 4. Pursuant to the provisions of The State and Local Government Revenue Bond Act, as amended (the "Act"), particularly G.S. 159-88, the City Council hereby authorizes the issuance of the Bonds in an aggregate principal amount not to exceed \$46,500,000 for the purposes described in Section 1(e) hereof. The Bonds shall mature at such times and in such amounts as shall be set forth in the Supplemental Agreement, subject to the provisions of this order.

The Bonds shall be issued as fully registered bonds in denominations of \$5,000 or any whole multiple thereof and shall be subject to provisions of the book-entry only system for registration of the Bonds as set forth in the Supplemental Agreement. Interest on the Bonds shall be payable on February 1 and August 1 of each year, beginning August 1, 2020, until the payment in full of the principal thereof. The principal of the Bonds shall be payable on February 1 of each year as described in the Supplemental Agreement with a final maturity of the Bonds not to exceed February 1, 2045.

Section 5. The Bonds shall be subject to optional and mandatory sinking fund redemption at the times, upon the terms and conditions, and at the prices as shall be set forth in the Supplemental Agreement.

Section 6. The proceeds of the Bonds (including accrued interest) shall be applied as provided in Section 204 of the Supplemental Agreement.

Section 7. The Bonds, together with any Parity Indebtedness heretofore or hereafter issued and outstanding pursuant to the provisions of the Trust Agreement, shall be secured on a parity basis by a pledge, charge and lien upon the Net Receipts and the money and Investment Obligations held in the accounts and subaccounts of the Bond Fund in the manner and to the extent provided in the Trust Agreement and the Supplemental Agreement.

Section 8. The proposal of the Underwriter set forth in the Purchase Agreement offering to purchase the Bonds at the aggregate purchase price and bearing interest at the rates determined by the Commission and approved by the City as hereinafter provided, such purchase price not to be less than 99% of the aggregate principal amount of the Bonds plus accrued interest from the date of the Bonds to the date of delivery of the Bonds, and such interest rates not to exceed a true interest cost of 3.75%, is hereby approved. The Commission is hereby directed to sell and award the Bonds to the Underwriter on behalf of the City, subject to the approval of the City, in accordance with the terms and provisions set forth in the Purchase Agreement. The City Manager or the Finance Director of the City is hereby designated to approve on behalf of the City the sale of the Bonds to the Underwriter at such interest rates, for such purchase price and upon such terms and conditions as the City Manager or the Finance Director shall determine, subject to the provisions of this order. The City Manager or the Finance Director of the City is hereby authorized and directed in the name and on behalf of the City to execute and deliver the Purchase Agreement in substantially the form presented, together with such changes, additions and deletions as the City Manager or the Finance Director, with the advice of counsel, may deem necessary or appropriate, such execution and delivery to be conclusive evidence of the approval and authorization in all respects of the form and content thereof.

Section 9. The forms, terms and provisions of the Supplemental Agreement and Escrow Agreement are hereby approved, and the Mayor or the City Manager or the Finance Director and the City Clerk or any Deputy City Clerk are hereby authorized to execute and deliver the Supplemental Agreement in substantially the form presented, together with such changes, additions and deletions as the Mayor or the City Manager or the Finance Director and the City Clerk or any Deputy City Clerk, with the advice of counsel, may deem necessary or appropriate, including, without limitation, changes, additions and deletions necessary to incorporate the final terms of the Bonds as set forth in the Purchase Agreement and to incorporate certain terms and provisions required by any rating agency or bond insurer, such execution and delivery to be conclusive evidence of the approval and authorization in all respects of the form and content thereof.

Section 10. The Preliminary Official Statement relating to the offering for sale of the Bonds is hereby approved. The City hereby authorizes the use and distribution of the Preliminary Official Statement in substantially the form presented, together with such changes, additions and deletions as the Mayor, the City Manager or the Finance Director, with advice of counsel, may deem necessary or appropriate. The City authorizes and consents to the preparation and distribution of a final Official Statement, in substantially the form of the Preliminary Official Statement, together with such changes as are necessary to reflect the final terms of the Bonds. The Mayor, the City Manager or the Finance Director is hereby authorized and directed to execute and deliver the final Official Statement, in substantially the form of the Preliminary Official Statement, together with such changes, additions and deletions as the Mayor, the City Manager or the Finance Director, with the advice of counsel, may deem necessary or appropriate, such execution and

delivery to be conclusive evidence of the approval and authorization in all respects of the form and content thereof.

Section 11. The Mayor, the City Manager, the Finance Director, the City Clerk and the City Attorney, or any of them or their deputies, are authorized and directed (without limitation except as may be expressly set forth in this order) to take such action and to execute and deliver such certificates, agreements, instruments, opinions or other documents as they, with the advice of the counsel, may deem necessary or appropriate to effect the transactions contemplated by this order, the Trust Agreement, the Supplemental Agreement, the Escrow Agreement or the Purchase Agreement, including, without limitation, such documents as may be necessary or appropriate in connection with the procurement of a municipal bond insurance policy or a debt service reserve policy relating to the Bonds.

The officers of the City and the agents and employees of the City are hereby authorized and directed to do all acts and things required of them by the provisions of this order, the Bonds, the Trust Agreement, the Supplemental Agreement, the Escrow Agreement or the Purchase Agreement for the full, punctual and complete performance of the terms, covenants, provisions and agreements of the same.

Section 12. The issuance and sale of the Bonds is hereby approved subject to the terms and conditions set forth in this order.

Section 13. This order shall take effect immediately upon its passage.

# Salisbury City Council Agenda Item Request Form



Please Select Submission Category:  Public  Council  Manager  Staff

Requested Council Meeting Date: March 3, 2020

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

Name of Presenter(s): Jason Wilson

Requested Agenda Item: Grants Creek Wastewater Treatment Train Improvements

**Description of Requested Agenda Item:** Salisbury-Rowan Utilities (SRU) opened four (4) sealed bids on January 23, 2020 from qualified vendors for the Grants Creek Wastewater Treatment Train Improvements Project. Adams-Robinson Enterprises, Inc. submitted the lowest base bid by a responsive and responsible bidder, in the amount of \$26,716,600.00. There were two (2) bid alternates provided related to multiple rake bar screens. SRU requests the acceptance of Alternate 2 at an additional cost of \$122,000.00. As such, SRU recommends awarding a contract to Adams-Robinson Enterprises, Inc. in the amount of \$26,838,600.00 for construction of the Grants Creek Wastewater Treatment Train Improvements Project, contingent upon Local Government Commission (LGC) approval of the City's application to sale revenue bonds to fund the project. Attached is the bid tabulation and recommendation of award from CDM Smith, Inc.

Attachments:  Yes  No

**Fiscal Note:** This project will be funded from the 2020 Revenue Bond proceeds, which is on the agenda to be approved at this same meeting. Once all project contracts and the bonds are sold, we will need to come back to council to amend our existing project funds to appropriate bond proceeds.

**Action Requested of Council for Agenda Item:** Council to consider awarding a contract to Adams-Robinson Enterprises, Inc. for construction of the Grants Creek Wastewater Treatment Train Improvements Project in the amount of \$26,838,600.00, contingent upon LGC approval of the revenue bond sale.

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

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

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

# Salisbury City Council Agenda Item Request Form



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**FINANCE DEPARTMENT INFORMATION:**

S. Wayne Ferches  
Finance Manager Signature

James O. Belu  
Department Head Signature

Anna Bunge  
Budget Manager Signature

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

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

**Approved**

**Delayed**

**Declined**

**Reason:**



4600 Park Road, Suite 240  
Charlotte, North Carolina 28209  
tel: 704 342-4546

February 6, 2020

Jason Wilson, P.E.  
Engineering Manager  
Salisbury-Rowan Utilities  
1 Water Street  
Salisbury, NC 28144

Subject: Grants Creek WWTT Improvements Project  
RFB #012-2020  
Recommendation for Award of Bids

Dear Mr. Wilson,

On January 23, 2020 at 2:00 pm, four bids were received for the Grants Creek WWTT Improvements Project. CDM Smith has reviewed the bids and prepared the enclosed certified bid tabulation for your reference.

The four bidders on the project were as follows:

<b><u>Bidder</u></b>	<b><u>Total Base Bid Amount</u></b>
Jimmy R. Lynch & Sons, Inc.	\$25,932,250.00
Adams-Robinson Enterprises, Inc.	\$26,716,600.00
Haren Construction Company, Inc.	\$28,361,950.00
Kiewit Infrastructure South Co.	\$29,523,775.00

Jimmy R. Lynch & Sons did not include their bid bond in a separate envelope as required by the Instructions to Bidders. Therefore, Jimmy R. Lynch's bid was not initially read aloud at the bid opening, because it was non-responsive. At the conclusion of the bid opening, Jimmy R. Lynch & Sons came forward and asked to inspect their bid. In doing so, Jimmy R. Lynch & Sons identified that their bid bond was included within their bid package. At that time, the City of Salisbury allowed their bid to be read aloud.

CDM Smith reviewed all bids and below is a summary of our findings:

- All bidders acknowledged receipt of Addenda No. 1 through 4.
- All bidders listed a Manufacturer/Supplier on the List of Major Equipment Items.
- All bidders included a General Contractor Qualifications Statement.





Mr. Jason Wilson  
February 6, 2020  
Page 2

- All bidders except Jimmy R. Lynch & Sons included a bid bond in the amount of five percent of the Total Bid amount in a separate envelope.
- All bidders except Jimmy R. Lynch & Sons included a copy of their North Carolina General Contractor's License (*This was provided upon request on 1/24/20; however, the copy provided expired on 12/31/19*).
- All bidders except Jimmy R. Lynch & Sons provided evidence of authority to do business in the State of North Carolina evidence of authority to sign if bidder is a corporation, a limited liability, a partnership or joint venture (*This was provided upon request on 1/24/20*).
- Kiewit's bid had a mathematical error that was corrected on the bid tabulation (and did not result in a change in the apparent low bidder).

In that, Jimmy R. Lynch & Sons, Inc. did not follow the requirements of the Instructions to Bidders with regards to submitting a bid bond in a separate envelope in addition to not providing an active General Contractor's license and evidence of authority to do business in the State of North Carolina as required by the Bid Form, it is the opinion of CDM Smith that their bid be declared non-responsive and eliminated from consideration.

In that Adams-Robinson Enterprises, Inc. submitted the second lowest total bid and is considered a responsive and responsible bidder, we recommend award to Adams-Robinson Enterprises, Inc. in the amount of \$26,716,600.00 pending approval by the City of Salisbury Council.

There were also two bid alternates provided related to multiple rake bar screens. If the City chooses to proceed with Bid Alternate No. 1 (provision of Duperon screens), then the resulting Contract Amount would be \$26,936,600.00. If the City chooses to proceed with Bid Alternate No. 2 (provision of Headworks screens), then the resulting Contract Amount would be \$26,838,600.00.

Should you have any questions please let me know. We look forward to working with Salisbury-Rowan Utilities during the construction phase of this project.

Sincerely,

A handwritten signature in blue ink that reads "Laurin B. Kennedy". The signature is written in a cursive, flowing style.

Laurin B. Kennedy, PE, BCEE, PMP  
CDM Smith Inc.

Enclosure  
cc: Project File



**CERTIFIED BID TABULATION**

**Project:** Grants Creek WWTT Improvements

**Owner:** City of Salisbury/ Salisbury-Rowan Utilities

**Engineer:** CDM Smith

**Bid Opening:** January 23, 2020 at 2:00 pm

**Certified as Correct:**

\_\_\_\_\_  
Laurin B. Kennedy, PE



Item No.	Description of Item	Estimated Quantity		Jimmy R. Lynch & Sons, Inc.		Adams-Robinson Enterprises, Inc.		Haren Construction Company, Inc.		Kiewit Infrastructure South Co.	
				Unit Bid Price	Bid Amount	Unit Bid Price	Bid Amount	Unit Bid Price	Bid Amount	Unit Bid Price	Bid Amount
1	All costs for labor, materials, equipment, supplies, insurance, bonds, permits, fees, taxes, other miscellaneous costs, profit and overhead, both direct and indirect, for completion of all Work except for those Bid Items hereinafter listed separately.		LS		\$24,590,000.00		\$25,252,250.00		\$26,900,000.00		\$27,898,000.00
2	Removal of Unsatisfactory Soils and Replacement with Satisfactory Soil Material	1,000	CY	\$15.00	\$15,000.00	\$97.50	\$97,500.00	\$32.00	\$32,000.00	\$125.00	\$125,000.00
3	Mass Rock Excavation and Replacement with Satisfactory Soil Material	100	CY	\$150.00	\$15,000.00	\$195.00	\$19,500.00	\$100.00	\$10,000.00	\$175.00	\$17,500.00
4	Trench Rock Excavation and Replacement with Satisfactory Soil Material	100	CY	\$250.00	\$25,000.00	\$227.50	\$22,750.00	\$170.00	\$17,000.00	\$250.00	\$25,000.00
5	Contingency Allowance (5% of Summation of Items No. 1 - 4)		LS		\$1,232,250.00		\$1,269,600.00		\$1,347,950.00		\$1,403,275.00
6	Building Permit Allowance		LS		\$5,000.00		\$5,000.00		\$5,000.00		\$5,000.00
7	Utility Pole Relocation Allowance		LS		\$50,000.00		\$50,000.00		\$50,000.00		\$50,000.00
<b>TOTAL BASE BID AMOUNT (SUMMATION OF ITEMS 1 THROUGH 7)</b>					<b>\$25,932,250.00</b>		<b>\$26,716,600.00</b>		<b>\$28,361,950.00</b>		<b>\$29,523,775.00</b>

**BID ALTERNATES**

Item No.	Description of Alternate	Estimated Quantity		Add or Deduct?	Bid Amount						
1	Multiple Rake Bar Screens - Non-Immersed Sprockets (Specification Section 462114.13)		LS	Add	\$257,000.00	Add	\$220,000.00	Add	\$230,000.00	Add	\$386,000.00
2	Multiple Rake Bar Screens - Huber or Headworks (Specification Section 462114)		LS	Add	\$144,000.00	Add	\$122,000.00	Add	\$130,000.00	Add	\$278,000.00
<b>TOTAL BID AMOUNT WITH BID ALTERNATE NO. 1</b>					\$26,189,250.00		\$26,936,600.00		\$28,591,950.00		\$29,909,775.00
<b>TOTAL BID AMOUNT WITH BID ALTERNATE NO. 2</b>					\$26,076,250.00		\$26,838,600.00		\$28,491,950.00		\$29,801,775.00

**Notes:**

Values in red indicate amounts from the Bid Forms that have been corrected on this sheet.

# Salisbury City Council Agenda Item Request Form



Please Select Submission Category:  Public  Council  Manager  Staff

Requested Council Meeting Date: March 3, 2020

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

Name of Presenter(s): Jason Wilson

Requested Agenda Item: Water Treatment Plant Improvements

**Description of Requested Agenda Item:** Salisbury-Rowan Utilities (SRU) opened six (6) sealed bids on January 30, 2020 from qualified vendors for the Water Treatment Plant Improvements Project. Dellinger, Inc. submitted the lowest total base bid in the amount of \$4,971,000.00. There were four (4) bid alternates provided, in addition to the base bid. SRU requests the acceptance of Alternates 2 and 4 at an additional cost of \$2,250,000.00. As such, SRU recommends awarding a contract to Dellinger, Inc. in the amount of \$7,221,000.00 for construction of the Water Treatment Plant Improvements Project, contingent upon Local Government Commission (LGC) approval of the City's application to sale revenue bonds to fund the project. Attached is the bid tabulation and recommendation of award from LaBella Associates, PC.

Attachments:  Yes  No

**Fiscal Note:** This project will be funded from the 2020 Revenue Bond proceeds, which is on the agenda to be approved at this same meeting. Once all project contracts and the bonds are sold, we will need to come back to council to amend our existing project funds to appropriate bond proceeds.

**Action Requested of Council for Agenda Item:** Council to consider awarding a contract to Dellinger, Inc. for construction of the Water Treatment Plant Improvements Project in the amount of \$7,221,000.00, contingent upon LGC approval of the revenue bond sale.

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

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

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

# Salisbury City Council Agenda Item Request Form



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**FINANCE DEPARTMENT INFORMATION:**

S. Wade Fuchs  
Finance Manager Signature

Jan V. Behr  
Department Head Signature

Anna Rieger  
Budget Manager Signature

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

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

**Approved**

**Delayed**

**Declined**

**Reason:**



February 3, 2020

Mr. Jason Wilson, P.E.  
Assistant Utilities Director  
Salisbury-Rowan Utilities  
1 Water Street  
Salisbury, NC 28144

**Reference:** City of Salisbury Water Treatment Plant Phase I Improvements  
Salisbury, North Carolina  
LaBella Commission No. 2191241

**Subject:** Recommendation of Award of Contract

Dear Mr. Wilson:

On Thursday, January 30, 2020, at 2:00 PM at City of Salisbury, Salisbury-Rowan Utilities, 1 Water Street, Salisbury, NC, bids for the referenced project were received, opened and publicly read. Bids were received for Single-Prime Construction of the City of Salisbury Water Treatment Plant Phase I Improvements Project.

A total of six (6) bids were received from the following:

<b>Contractor</b>	<b>Total Base Bid</b>
Dellinger, Inc.	\$4,971,000
Gilbert Engineering Company	\$5,183,200
Morgan Corp.	\$5,330,000
Shook Construction Co.	\$5,750,000
Harper Corporation	\$5,780,000
State Utility Contractors, Inc.	\$6,102,000

One copy of the Bid Tabulation is included with this letter.

LaBella Associates, PC recommends that the Single-Prime Construction Contract be awarded to Dellinger, Inc. based on the total base bid of \$4,971,000.

The contractor receiving the award will be required to provide a Performance and Payment Bond, prior to executing a Construction Contract with the City of Salisbury, to insure that the project will be completed according to the specifications in the Construction Documents.

Please do not hesitate to contact me with any questions or comments regarding this information or the project in general (Direct: 704-941-2120, Email: [dgarbrick@labellapc.com](mailto:dgarbrick@labellapc.com)).

Sincerely,

Donald T. Garbrick, P.E.  
Vice President

**BID TABULATION: City of Salisbury Water Treatment Plant Phase I Improvements**  
**Salisbury, North Carolina**

**SINGLE Prime General Construction**

<b>Bidders:</b>	Dellinger, Inc. Monroe, NC	Gilbert Engineering Company Statesville, NC	Morgan Corp. Duncan, SC	Shook Construction Co. Apex, NC	Harper Corporation Greenville, SC	State Utility Contractors, Inc. Monroe, NC
Acknowledged Addenda 1, 2, 3, & 4	yes	yes	yes	yes	yes	yes
Bid Security Attached	yes	yes	yes	yes	yes	yes
Current NC Contracting License Number	5992	999	12289	21618	3146	17793
Affidavit A or Affidavit B	yes	yes	yes	yes	yes	yes
E-Verify Affidavit	yes	yes	yes	yes	not included	yes

**A. Lump Sum**

	\$ 4,621,000.00	\$ 4,833,200.00	\$ 4,980,000.00	\$ 5,400,000.00	\$ 5,430,000.00	\$ 5,752,000.00
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**B. Allowance**

Contingency Allowance	\$ 350,000.00	\$ 350,000.00	\$ 350,000.00	\$ 350,000.00	\$ 350,000.00	\$ 350,000.00
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<b>TOTAL BASE BID (A + B)</b>	<b>\$ 4,971,000.00</b>	<b>\$ 5,183,200.00</b>	<b>\$ 5,330,000.00</b>	<b>\$ 5,750,000.00</b>	<b>\$ 5,780,000.00</b>	<b>\$ 6,102,000.00</b>
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**Unit Prices**

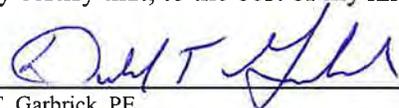
1. Concrete Pavement Removal, per square yard	\$ 75.00	\$ 32.00	\$ 65.00	\$ 30.00	\$ 15.00	\$ 50.00
2. Asphalt Pavement Removal, per square yard	\$ 28.00	\$ 26.00	\$ 17.25	\$ 20.00	\$ 15.00	\$ 15.00
3. Concrete Pavement, per square yard	\$ 84.00	\$ 85.00	\$ 122.70	\$ 125.00	\$ 120.00	\$ 125.00
4. Full Depth Asphalt Pavement, per square yard	\$ 56.00	\$ 72.00	\$ 75.30	\$ 85.00	\$ 47.00	\$ 100.00
5. Asphalt Road Overly, per square yard	\$ 13.00	\$ 30.00	\$ 16.75	\$ 30.00	\$ 16.00	\$ 40.00

**Alternate Prices**

1. Rehabilitation of Four (4) Additional Dual Media Filters (Phase 1B)	\$ 1,250,000.00	\$ 868,580.00	\$ 1,034,000.00	\$ 740,000.00	\$ 856,175.00	\$ 1,077,000.00
2. Rehabilitation of Eight (8) Additional Dual Media Filters (Phases 1B and 1C)	\$ 2,250,000.00	\$ 1,694,600.00	\$ 2,142,000.00	\$ 1,440,000.00	\$ 2,017,400.00	\$ 2,162,000.00
3. Addition of a Container Handling System	\$ 175,000.00	\$ 162,150.00	\$ 162,000.00	\$ 146,000.00	\$ 183,200.00	\$ 175,000.00
4. Installation of Two (2) Centrifuge Disc Sludge Feed Pumps in lieu of Sludge Feed Pumps	no additional cost	\$ 62,000.00	\$ 71,200.00	\$ 74,000.00	\$ 61,600.00	\$ 65,000.00

For Bids taken on January 30, 2020 at 2:00 pm at the City of Salisbury, Salisbury-Rowan Utilities, 1 Water Street, Salisbury, North Carolina.

I hereby certify that, to the best of my knowledge and belief, this is a true and accurate tabulation of all bids received on this project.



Donald T. Garbrick, PE

Vice President

# Salisbury City Council Agenda Item Request Form



Please Select Submission Category:  Public  Council  Manager  Staff

Requested Council Meeting Date: March 3, 2020

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, 2020. A worksheet showing the terms that are ending and whether the person is eligible for reappointment along with applications received to date are attached.

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

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Approved

Delayed

Declined

**Reason:**

## Boards and Commissions Worksheet – 2020

### Alternate Methods of Design Commission

<u>Current Member</u>	<u>Term Expires</u>	<u>Eligible for Reappointment</u>
Rodney Queen	3/31/20	No

**Applicants:**

Donald Hesprich (3<sup>rd</sup> 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>	<u>Need 1 Member</u>
Reg Boland	3/31/20	Yes	Reg Boland
William Mason	3/31/20	Yes	William Mason
Chris McNeely	3/31/20	Yes	Chris McNeely
Shelley Harper Palmer	3/31/20	No	

**Applicants:**

Shyaine Betha (2<sup>nd</sup> choice)  
 Phyllis Miller (1<sup>st</sup> choice)  
 David Moore (3<sup>rd</sup> choice)  
 Joseph Nalini (3<sup>rd</sup> choice)

**Notes:**

The CAC is seeking individuals with construction and/or design experience.

### Historic Preservation Commission

<u>Current Members</u>	<u>Term Expires</u>	<u>Eligible for Reappointment</u>	<u>Need 2 Members</u>
Larry Richardson	3/31/20	Yes	
Andrew Walker	3/31/20	No	
Acey Worthy	3/31/20	No	

**Applicants:**

Cindi Adames (2<sup>nd</sup> choice)  
 Amy Minton  
 Monica Randell (1<sup>st</sup> choice)  
 Randal Rhodes (3<sup>rd</sup> 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>	<u>Need 2 Members</u>
Andrea Anders (Neighborhood)	3/31/20	No	
Anne Lyles (Landlord)	3/31/20	No	Anne Lyles
Barbara Perry (At-large)	3/31/20	No	

**Applicants:**

Cindi Adames (3<sup>rd</sup> choice)  
 Bradford Basinger (3<sup>rd</sup> choice)  
 Shyaine Betha (1<sup>st</sup> choice)  
 William Clements (2<sup>nd</sup> choice)  
 Kendra Coney (1<sup>st</sup> choice)  
 Hosea Crooms (3<sup>rd</sup> choice)  
 Phyllis Miller (3<sup>rd</sup> 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>	<u>Need 1 Member</u>
Debra Ellison	3/31/20	Yes	

**Applicants:**

Kendra Coney (3<sup>rd</sup> choice)  
 Hosea Crooms (1<sup>st</sup> choice)  
 Monica Randell (3<sup>rd</sup> 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>	<u>Need 3 Members</u>
Jane Riley	3/31/20	Yes	
Jane Ritchie	3/31/20	Yes	
Linda Sufficool	3/31/20	Yes	

**Applicants:**

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

### Parks and Recreation Advisory Board

<u>Current Members</u>	<u>Term Expires</u>	<u>Eligible for Reappointment</u>	<u>Need 3 Members</u>
Jerry Lawson	3/31/20	Yes	
Brian T. Miller	3/31/20	No	
Glenwood Oats	3/31/20	No	

**Applicants:**

Shyaine Betha (3<sup>rd</sup> choice)  
 Bucky Cline  
 Joseph Nalini (2<sup>nd</sup> choice)  
 Mary Rosser (2<sup>nd</sup> choice)

**Notes:**

## Planning Board

<u>Current Members</u>	<u>Term Expires</u>	<u>Eligible for Reappointment</u>	<u>Need 6 Members</u>
Bill Burgin	3/31/20	No	
John Struzick	3/31/20	Yes	
Dennis Rogers	3/31/20	Yes	
Bill Wagoner	3/31/20	Yes	
Vacant	3/31/22	N/A	
Vacant	3/31/22	N/A	

### Applicants:

Bradford Basinger (2<sup>nd</sup> choice)  
Donald Hesprich  
Phyllis Miller (2<sup>nd</sup> choice)  
Joseph Nalini (1<sup>st</sup> choice)  
Monica Randell (2<sup>nd</sup> choice)  
Randal Rhodes (2<sup>nd</sup> choice)  
Kenneth Stutts (2<sup>nd</sup> choice)

### Notes:

## Transportation Advisory Board

<u>Current Members</u>	<u>Term Expires</u>	<u>Eligible for Reappointment</u>	<u>Need 1 Member</u>
Brandon Najarian	3/31/20	Yes	
Tammara Walker	3/31/20	Yes	Tammara Walker
Quentin Woodward, Jr.	3/31/20	No	Quentin Woodward, Jr.

### Applicants:

Wesley Hamrick  
Dylan Horne  
Mary Rosser (3<sup>rd</sup> 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>	<u>Need 3 Members</u>
Amy Lynn Albertson ex-officio	3/31/20	No	
Linda Jones	3/31/20	No	
Kelli Isenhour	3/31/20	Yes	

### Applicants:

Cindi Adames (1<sup>st</sup> choice)  
Jonathan Barbee (2<sup>nd</sup> choice)  
Carrie Poole

### Notes:

# Cindi Adames

Submission Date  
September 24, 2019 00:47

First Name	Cindi
Last Name	Adames
E-mail	CindiAdames@outlook.com
Home Phone	7042320123
Address	904 East Lafayette St
City	Salisbury
State	NC
ZIP Code	28144
Do you reside within the City limits of Salisbury?	Yes
Are you within the City's Extraterritorial Jurisdiction (ETJ) area?	No
Please indicate your #1 preference:	Tree Board
Please indicate your #2 preference:	Historic Preservation Commission
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 from Salisbury and I have a passion for making a positive difference concerning the current integrity of the city, the amount of violent crimes and unsolved murders, there is a lot that can be done to help with the right people and resources coming together.
Interest/Skills/Education/Areas of Expertise/Professional Organizations that you feel would be of assistance to you in your duties as a member of the Board or Commission:	Graduated early from highschool, gained knowledge and expertise in the last 10 years as a single mother with little to no family for support or help. Survival is a skill.
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	I agree

removal from any board or  
commission.

# Jonathan Barbee

Submission Date  
September 29, 2019 12:30

First Name	Jonathan
Last Name	Barbee
E-mail	jonathanbarbeehome@gmail.com
Home Phone	7046365490
Business Phone	9802343088
Address	101 Polo Drive
City	Salisbury
State	NC
ZIP Code	28144
Occupation	Student
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:	Greenway Committee (No Requirement of Residency)
Please indicate your #2 preference:	Tree Board
Please indicate your #3 preference:	Comprehensive Plan Steering 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?	Having taken City of Salisbury's Citizen's Academy has been a benefit to my confidence in applying for the Greenway Committee, Tree Board, and the Comprehensive Plan Steering Committee. I am planning to graduate from Catawba College.
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:	Skills in public speaking, leadership, listening, critical thinking, facilitation, team-building, planning, delegation, time management, and giving feedback.  Education in business administration and marketing.  Member of a local Toastmasters International club and the Young Republicans of Rowan County.
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

# Bradford Basinger

Submission Date  
September 27, 2019 13:49

First Name	Bradford
Last Name	Basinger
E-mail	bradfordm1978@gmail.com
Home Phone	704-267-7763
Address	306 Maupin Ave
City	Salisbury
State	NC
ZIP Code	28144
Place of Employment	Self Employed
Occupation	Web Developer and Property Management/maintenance
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:	Comprehensive Plan Steering Committee
Please indicate your #2 preference:	Planning Board
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 would like to be of the Comprehensive Plan Steering Committee and/or planning board because I feel there has been a lack of including technological and digital infrastructure as needs of the future.

As the amount of data that is produced on a daily basis by an increasing number of users submitting data, and will ultimately have some kind of storage concerns for both citizens and municipalities. Currently most private citizens depend on free services like Gmail or Hotmail. As businesses face this need to store data, many will begin to charge. Some, if not all, mailbox service providers have storage limits around 5GB. If the public is charged with storing and securing their own health records, work records, etc., there will ultimately be those who can not afford to pay for storage. It will then be up to the government to provide these storage solutions and I believe these needs should be included in a comprehensive plan.

Another issue on the technological front that I believe the city needs to address is that the issue of citizens privacy in regards to video surveillance, drone use, handling of personal data stored and curated by the city, and requiring privacy policies for all businesses and/or individuals with surveillance equipment pointed at public spaces. Having a database of cameras can not only help with crime, but also in identifying problems with streets, signs, sewer, etc. most companies like Ring & Google Home have APIs that the user can share and grant permissions for access as needed.

Also,with the shrinking newspaper market who was once the hub for marketing and

information for the city, the city should have a plan in place to encourage and reward journalists and other watchdog/watch group organizations who help the community by keeping them informed and investigating matters that don't seem fair. It should be an open source platform where all can contribute and share information and data. Municipalities, city council, and private citizens could curate the board to keep partisanship and corruption in check.

Finally, a problem some members of the city and city council has mentioned, but there must be some sort of plan for free internet access for low income families. I feel this will be an essential basic need in the future, and internet should be accessible by all. A citywide free internet service would also be a good way to recruit technology businesses to the area. Having already had a worst case scenario with Fibrant, I believe the city now has the experience to better organize and work these contracts.

Many of these ideas can and should be partnered with on by developers and businesses looking to come to the area. Most businesses look at revolutionary ideas as a positive and are willing to contribute their financial and professional resources for the right ideas that benefit both their businesses and their employees.

Either way, I feel we must start planning for addressing these needs and concerns and I would love to help contribute to a plan that includes these concerns.

I also have more than average experience in dealing with DOT, zoning, planning, code enforcement, and many other city departments on a professional level and understand some of the unique needs of businesses and developers involved in commercial construction projects. The one stop shop was a great plan that worked and I would love to be a part of something similar that really improves the image of the city.

These are just a few reasons why I think I would be a good fit. Please contact me if you have any other questions.

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:

-1996 Salisbury High graduate and 3 years at UNCC in business administration.

-20 years in commercial construction industry, 12 in management. Mostly big box retail and civil concrete work.

-8 years civil construction/site work concrete experience including curb and gutter in parking lots, dumpster containers, concrete paving, sidewalks, and other concrete in public spaces with ADA requirements on sidewalk openings, grade, wheelchair turn radiuses, handrail heights, pipe bollard placements, etc.

-5 years Web Development experience with full stack JavaScript with Node & PHP applications including WordPress implementation with these data collection method using REST APIs.

-10 years HTML, CSS, JQuery website development experience with focus on SEO and digital marketing features using custom URLs, google analytics, and some eCommerce.

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

# Shyaine Betha

Submission Date  
January 29, 2020 04:43

First Name	Shyaine
Last Name	Betha
E-mail	shyaineb@gmail.com
Home Phone	2676013448
Address	920 E. Lafayette Street
City	Salisbury
State	NC
ZIP Code	28144
Place of Employment	Comfort Inn & Suites
Occupation	Night Auditor
Do you reside within the City limits of Salisbury?	Yes
Are you within the City's Extraterritorial Jurisdiction (ETJ) area?	No
Please indicate your #1 preference:	Housing Advocacy Commission
Please indicate your #2 preference:	Community Appearance Commission
Please indicate your #3 preference:	Parks and Recreation Advisory Board
Have you served on a board or commission of the City of Salisbury?	No
Why are you interested in serving on the Board or Commission for which you are applying?	I am interested because I am a from-out-of-state resident with a deep history of community engagement and organizing, and I am seeking the same purpose and fulfillment here in Salisbury as I had back home. Community organizing is one of my passions.
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 Engagement experience with various non-profit and for-profit organizations back home in Philadelphia; housing advocacy initiatives; entrepreneurship (I own two businesses); grassroots organizing
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	I agree

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

# William Clements

Submission Date  
October 7, 2019 18:11

First Name	William
Last Name	Clements
E-mail	williamwclements3@gmail.com
Home Phone	7046093904
Business Phone	Same
Address	225 W. Corriher Ave
City	Salisbury
State	NC
ZIP Code	28144
Place of Employment	Senior Living Guide & Apple House Realty
Occupation	Regional Manager & NC licensed RE Broker
Do you reside within the City limits of Salisbury?	Yes
Please indicate your #1 preference:	Comprehensive Plan Steering Committee
Please indicate your #2 preference:	Housing Advocacy 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 have previously applied, ideally you still have my paperwork on hand. I have extensive experience serving on several mayoral boards & committees in Mecklenburg County as well as the apartment association and Chamber in Charlotte when I lived there. I want to serve where I live!
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:	Public speaking, negotiations, budgeting, long term planning, operations, process improvement, housing, property management, residential real estate, tenant law, sales & marketing, writing, publishing.
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	I agree

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

# Melvin (Bucky) Cline

Submission Date  
February 5, 2020 09:37

First Name	Melvin (Bucky)
Last Name	Cline
E-mail	clineb66@gmail.com
Home Phone	704-245-4247
Address	521 Maupin Avenue
City	Salisbury
State	NC
ZIP Code	28144
Place of Employment	Retired
Occupation	Human Resources Professional
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?	I am interested in the recreation offerings the city has and think Salisbury has much to do to be prepared for future recreation needs.
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 lived in Salisbury most of my life and have participated in many recreational programs here and my children did also. I was also involved with many recreation programs while the HR director of the Cone Mills plant in 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

# Kendra Coney

Submission Date  
January 14, 2020 10:44

First Name	Kendra
Last Name	Coney
E-mail	kendra704@gmail.com
Home Phone	704-267-8560
Business Phone	704-637-6838
Address	822 Brookmont Avenue
City	Salisbury
State	NC
ZIP Code	28146
Place of Employment	Rowan Helping Ministries
Occupation	Housing Coordinator
Do you reside within the City limits of Salisbury?	Yes
Are you within the City's Extraterritorial Jurisdiction (ETJ) area?	Yes
Please indicate your #1 preference:	Housing Advocacy Commission
Please indicate your #2 preference:	Fair Housing Committee
Please indicate your #3 preference:	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?	As the Housing Coordinator for the city's biggest shelter, I serve as an advocate for those experiencing homelessness crisis by offering advice, education, and support to all in need. While being in this position I've witnessed first hand the community's need for more affordable housing. Overtime, I've built several professional relationships with local landlords and property managers which has given me the advantage to house those in need first. From a professional and personal stand point, experiencing housing crisis can lead into other unfortunate events which is why I feel as a board member I can be the voice for those whom face these issues.
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 years of experience in the Human Service Field and customer service, I'm honored to have gained an abundance amount of skills that has given me the qualifications that allows me to work in almost any setting. As the Housing Coordinator of Rowan Helping Ministries, I've assisted over 100 homeless individuals and families with finding permanent and sustainable housing. I've received numerous certificates supporting my role including Fair Housing and HUD training.
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	No

from fairly and impartially  
discharging your duties as an  
appointee of the Salisbury City  
Council?

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

# Hosea Crooms

Submission Date  
December 10, 2019 09:32

First Name	Hosea
Last Name	Crooms
E-mail	hoseacrooms@ymail.com
Home Phone	9802820152
Address	1202 Bell st
City	Salisbury
State	NC
ZIP Code	28144
Place of Employment	RSSS
Occupation	Educator
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?	<p>As a young Black male educator, I believe that I can continue to advocate for minority groups while serving as a public role model for high risk minority groups. Working closely with young people everyday has given me a fresh perspective of what our "tomorrow" will look like, and what should be done today so that we can have a better "tomorrow". It's time for someone like myself to stand up and represent the under-represented, speak out for those who feel voiceless, and fight for an overall Safer Salisbury.</p> <p>If we can converse and form relations across our entire city we can create what others view as an utopian society where the "little city" is filled with "Big Love".</p>
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 major skills include Public Speaking, Motivational Speaking, organizational leadership, youth mentoring, community organizing, Pan-African Discussions, strategic planning, and personal relations.
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	No

discharging your duties as an appointee of the Salisbury City Council?

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

# Sharon Earnhardt

Submission Date  
January 17, 2020 07:54

First Name	Sharon
Last Name	Earnhardt
E-mail	woodleaflanes@gmail.com
Home Phone	7046372287
Business Phone	7046335342
Address	360 Bonaventure Dr.
City	Salisbury
State	NC
ZIP Code	28147
Place of Employment	Woodleaf Lanes/South Main Book Co.
Occupation	Web Administrator/Bookseller
Do you reside within the City limits of Salisbury?	No
Are you within the City's Extraterritorial Jurisdiction (ETJ) area?	No
Please indicate your #1 preference:	Greenway Committee (No Requirement of Residency)
Have you served on a board or commission of the City of Salisbury?	No
Why are you interested in serving on the Board or Commission for which you are applying?	I have a vested interest in the greenway system in Salisbury, since as a founding board member of The Pedal Factory, I lead regular community bike rides on the greenway system and would like to stay off the roads as much as possible. I also belong to a run club that uses the greenway system for some of its regular runs.
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

# Wesley Hamrick

Submission Date  
February 22, 2020 13:34

First Name	Wesley
Last Name	Hamrick
E-mail	wjhamrick12@gmail.com
Home Phone	7042025910
Address	2205 Airport Rd
City	Salisbury
State	NC
ZIP Code	28147
Place of Employment	The Driveshaft Shop
Occupation	Inventory Manager
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:	Planning Board
Please indicate your #2 preference:	Transportation Advisory Board (No Requirement of Residency)
Please indicate your #3 preference:	Other
Have you served on a board or commission of the City of Salisbury?	No
Why are you interested in serving on the Board or Commission for which you are applying?	I am interested in getting started in local politics and feel serving on a Board or Commission will allow me to give back to my community, get my foot in the door and make new connections.
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 experience working as a Police Officer working in the city of Savannah, GA that I feel would allow me to be an asset and give insight on the Police Advisory Board. I have a Bachelors of Science Degree in Business Administration with a concentration in Public Administration that has helped me to understand policy and peaked my interest in working in local government.
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	I agree

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



# Donald Hesprich

bigviking0001@gmail.com

Submission Date  
October 7, 2019 09:54

First Name	Donald
Last Name	Hesprich
E-mail	bigviking0001@gmail.com
Home Phone	7042132746
Fax	N/A
Business Phone	N/A
Address	1110 S. Fulton St.
City	Salisbury
State	NC
ZIP Code	28144
Place of Employment	Livingstone College - Volunteer
Occupation	Assistant Coach - Track and Field
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:	Comprehensive Plan Steering Committee
Please indicate your #3 preference:	Alternate Methods of Design Commission
Have you served on a board or commission of the City of Salisbury?	No
Why are you interested in serving on the Board or Commission for which you are applying?	I am a retired Engineer and legally blind. I would like to share my experiences in getting around Salisbury as a Visually Impaired Person (VIP) so as to help with design and maintenance of side walks and access points. There was talk of creating a Bicycle and Pedestrian Committee and I would like to volunteer for that through the boards I have checked. There are so many things that could be easily accomplished through cooperation and information to ease the lives of impaired individuals and I would like to be a part of that.
Interest/Skills/Education/Areas of Expertise/Professional Organizations that you feel would be of assistance to you in your duties as a member of the Board or Commission:	Retired Engineer with a BSME. I have been a member of many engineering professional bodies, including the American Society of Test methods (ASTM), Society of Automotive Engineers (SAE) and the Society of Composite Engineers (SCE). During my career, I have earned many US Patents. Since retirement, I have taken up Coaching at the Collegiate level. I am Certified by the United States Track and Field Assn. (USATF) as a level II throws Coach and the National Federation of High school Sports (NFHS) as a Certified Interscholastic Coach. In addition, I am certified as a coach through the NCAA DII. I am entering my 5th year of coaching at Livingstone college and youth coaching and have produced 5 conference champions.

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

# Dylan Horne

Submission Date  
February 4, 2020 17:40

First Name	Dylan
Last Name	Horne
E-mail	dylanrosshorne@gmail.com
Home Phone	7044336945
Address	7613 Old Concord Road
City	Salisbury
State	NC
ZIP Code	28146
Do you reside within the City limits of Salisbury?	No
Are you within the City's Extraterritorial Jurisdiction (ETJ) area?	Yes
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?	No
Why are you interested in serving on the Board or Commission for which you are applying?	I was highly involved with the City of Corvallis, Oregon's Bicycle and Pedestrian Advisory board, chairing it for several years during my Ph.D. work. I'm now finished with my Ph.D. in Civil Engineering, and am looking for ways to get involved in the town where I'm from. I'm passionate about transforming our transportation system for the health, safety, and sustainability of all.
Interest/Skills/Education/Areas of Expertise/Professional Organizations that you feel would be of assistance to you in your duties as a member of the Board or Commission:	Through my extensive education in civil engineering, I'm well versed in planning, design, construction, and operations of our transportation system. My previous board leadership provides experience in facilitating productive conversations. My ability to have conversations with all types of people allows me to be an effective communicator, providing technical language to bridge the gap between professional engineers and lay folks.
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	I agree

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

# Daniel King

Submission Date  
September 3, 2019 17:18

First Name	Daniel
Last Name	King
E-mail	deking1990@outlook.com
Home Phone	9803187847
Address	107 s Walnut gq street
City	Salisbury
State	NC
ZIP Code	28146
Place of Employment	B&B expressions
Occupation	Barber
Do you reside within the City limits of Salisbury?	No
Are you within the City's Extraterritorial Jurisdiction (ETJ) area?	Yes
Please indicate your #1 preference:	Planning Board
Please indicate your #2 preference:	Community Appearance Commission
Please indicate your #3 preference:	Comprehensive Plan Steering 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?	Because I'm wanting to get involved
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 raised, and educated in Salisbury NC. Criminal justice degree. And currently a barber here.
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	I agree

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

# Sean Meyers

Submission Date  
February 18, 2020 18:14

First Name	Sean
Last Name	Meyers
E-mail	Sean@SeanMeyersPhotography.com
Home Phone	704.640.2206
Business Phone	704.640.2206
Address	1622 N Main St
City	Salisbury
State	NC
ZIP Code	28144
Place of Employment	self-employed
Occupation	Photojournalist
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:	Greenway Committee (No Requirement of Residency)
Please indicate your #3 preference:	Greenway Committee (No Requirement of Residency)
Have you served on a board or commission of the City of Salisbury?	Yes
Why are you interested in serving on the Board or Commission for which you are applying?	I am an avid 30-year cyclist that believes in the need for Salisbury to become a cycling friendly city as well as a walkable and ridable 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 served on Salisbury's Public Art's Council, Community Appearance Commission and currently serve on the Housing Advocacy Commission for the past 5 years. I have been an active and vocal member of the Salisbury Cycling Community for the past 17 years.
Has any formal charge of professional misconduct ever been sustained against you in any jurisdiction?	No
Is there any possible conflict of interest or other matter that would create problems or prevent you from fairly and impartially discharging your duties as an appointee of the Salisbury City Council?	No
I certify that the facts contained in this application are true and correct to the best of my knowledge. I understand and agree that any misstatement will be cause for my removal from any board or commission.	I agree

# Dr. Phyllis Miller

Submission Date  
May 15, 2019 17:51

First Name	Dr. Phyllis
Last Name	Miller
E-mail	dr.phyllismiller@yahoo.com
Home Phone	980-234-0774
Business Phone	980-234-0774
Address	720 E Franklin Street
City	Salisbury
State	NC
ZIP Code	28144
Place of Employment	Health Information Management Links Inc.
Occupation	Director
Do you reside within the City limits of Salisbury?	Yes
Are you within the City's Extraterritorial Jurisdiction (ETJ) area?	Yes
Please indicate your #1 preference:	Community Appearance Commission
Please indicate your #2 preference:	Planning Board
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 a resident of the City of Salisbury, and I would like to get involved in helping to make Salisbury a safer more welcoming community. I would also like to be able to volunteer my leadership and business management skills towards that effort. Nothing happens unless you care about your community and become involved.
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/Neighborhood development and enhancement. Development and implementation of specialized healthcare education and training opportunities for the 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

# Amy Minton

Submission Date  
February 24, 2020 10:24

First Name	Amy
Last Name	Minton
E-mail	mintonamy@gmail.com
Home Phone	2108270465
Address	310 East Bank St
City	Salisbury
State	NC
ZIP Code	28144
Place of Employment	Retired
Occupation	Writer
Do you reside within the City limits of Salisbury?	Yes
Are you within the City's Extraterritorial Jurisdiction (ETJ) area?	No
Please indicate your #1 preference:	Historic Preservation Commission
Have you served on a board or commission of the City of Salisbury?	No
Why are you interested in serving on the Board or Commission for which you are applying?	I live in an historic house, and have researched the history of Salisbury as a personal interest. Our district, Brooklyn South Square, also has a committee member rotating off the committee, and I have been asked to consider serving for our neighborhood.
Interest/Skills/Education/Areas of Expertise/Professional Organizations that you feel would be of assistance to you in your duties as a member of the Board or Commission:	Interest in history Masters of Fine Arts in writing Previous grant writer and researcher Previous volunteer at Salisbury historic archives
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



# David Moore

Submission Date  
September 17, 2019 14:06

First Name	David
Last Name	Moore
E-mail	feartheblitz@yahoo.com
Home Phone	9803308694
Address	111 E Horah Street, Apt 2
City	Salisbury
State	NC
ZIP Code	28144
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:	Comprehensive Plan Steering Committee
Please indicate your #2 preference:	Greenway Committee (No Requirement of Residency)
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 wanna help make a plan for what is ahead for this city and make it a better place to live and visit!
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 strong customer service skills, Very strong interest in where the city is heading.
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	I agree

removal from any board or  
commission.

# Nalini Joseph

Submission Date  
January 16, 2020 14:21

First Name	Nalini
Last Name	Joseph
E-mail	nalinijones1@hotmail.com
Home Phone	704-754-8926
Business Phone	704-488-7717
Address	144 Rugby Road
City	Salisbury
State	NC
ZIP Code	28144
Place of Employment	Administrative Offices of the Courts
Occupation	District Administrator for Guardian ad Litem
Do you reside within the City limits of Salisbury?	Yes
Please indicate your #1 preference:	Planning Board
Please indicate your #2 preference:	Parks and Recreation Advisory Board
Please indicate your #3 preference:	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 would like to be part of Salisbury's exciting growth opportunities. I believe Salisbury is an excellent place to live, learn and raise children. In order for Salisbury to maintain its excellent reputation, the city needs to have a strong and dedicated planning board.
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 thirty years of professional experience in local and state organizations, including work with non-profits focused on child and family work. I have an undergraduate degree in Psychology, with a Master's in Health Administration. I have a good understanding of demographics and the impact that this has on a city's growth and/or problems. I have many years of experience working in the courts in NC, which has given me the capacity to understand the legal language and the world of law and legalities. I have an understanding of issues such crime and safety, homelessness, public housing, mental health issues, our healthcare system, our criminal justice system, our public transportation system, etc. I have volunteered many hours in church work and in non-profits such as Hospice. Moreover, my Christian faith leads me to work with people whom I face conflict with or have differences with, in a successful way.
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	No

appointee of the Salisbury City Council?

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

# Carrie Poole

Submission Date  
February 19, 2020 20:17

First Name	Carrie
Last Name	Poole
E-mail	carterkitty@att.net
Home Phone	704-633-0100
Business Phone	704-796-8377
Address	310 West Horah Street
City	Salisbury
State	NC
ZIP Code	28144
Place of Employment	self
Occupation	landscaper,gardener,floral designer
Do you reside within the City limits of Salisbury?	Yes
Please indicate your #1 preference:	Tree Board
Have you served on a board or commission of the City of Salisbury?	No
Why are you interested in serving on the Board or Commission for which you are applying?	To endeavor the constant planting, care and proper pruning of the trees currently in and many more to come by the City Of Salisbury.
Interest/Skills/Education/Areas of Expertise/Professional Organizations that you feel would be of assistance to you in your duties as a member of the Board or Commission:	I plant and care for dozens, hundreds.....ok over a couple of thousand flowers, bushes, shrubs & trees every year.
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

# Monica Randell

Submission Date  
January 12, 2020 10:55

First Name	Monica
Last Name	Randell
E-mail	birdshu@aol.com
Home Phone	7049127730
Address	528 Mitchell Ave
City	Salisbury
State	NC
ZIP Code	28144
Place of Employment	Wells Fargo
Occupation	Operational Risk Consultant
Do you reside within the City limits of Salisbury?	Yes
Please indicate your #1 preference:	Historic Preservation Commission
Please indicate your #2 preference:	Planning Board
Please indicate your #3 preference:	Human Relations Council
Have you served on a board or commission of the City of Salisbury?	No
Why are you interested in serving on the Board or Commission for which you are applying?	I am new to Salisbury and live in historic Fulton Heights. I truly love and appreciate Salisbury's commitment to preserving the city's rich history and want to get involved in the city's activities related to preserving the history as well as moving the city forward and generating exposure and interest in Salisbury.
Interest/Skills/Education/Areas of Expertise/Professional Organizations that you feel would be of assistance to you in your duties as a member of the Board or Commission:	I have been a volunteer with Girl Talk Foundation in Charlotte for almost 15 years. I've also volunteered for Habitat For Humanity and 2nd Harvest Food Bank. I am driven to mentor youth as much as possible.  I have 30 years of office experience and have advanced MS Office skills as a result, including but not limited to PowerPoint and Excel.
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	I agree

misstatement will be cause for my  
removal from any board or  
commission.

# Randal Rhodes

Submission Date  
October 2, 2019 12:33

First Name	Randal
Last Name	Rhodes
E-mail	rhideskjer@aol.com
Home Phone	7042583342
Address	8209 Grandeur drive
City	Salisbury
State	NC
ZIP Code	28146
Place of Employment	Shook Kelley Architects and planners
Occupation	Architecture - Senior Associate Director of Construction Administration
Do you reside within the City limits of Salisbury?	No
Are you within the City's Extraterritorial Jurisdiction (ETJ) area?	Yes
Please indicate your #1 preference:	Comprehensive Plan Steering Committee
Please indicate your #2 preference:	Planning Board
Please indicate your #3 preference:	Historic Preservation Commission
Have you served on a board or commission of the City of Salisbury?	No
Please list the date of service:	Oct 2, 2019
Why are you interested in serving on the Board or Commission for which you are applying?	I work for a company that's creates new town centers all over the nation - we did Birkdale locally and I in particular Waverly in a Charlotte. I am passionate about place making and reinvigorating our historic places to enrich our communities and lives of all walks of life and socio economic backgrounds. Imagine something like the city of Montreal has installed right now in Salisbury (Cit�� M��moire) <a href="http://ville.montreal.qc.ca/375/en/">http://ville.montreal.qc.ca/375/en/</a>
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 30 plus years in Architecture design, buildings and place making opportunities as well as many other uses such as healthcare, senior living, schools etc.
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	No

appointee of the Salisbury City Council?

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

# Mary Rosser

Submission Date  
February 17, 2020 06:01

First Name	Mary
Last Name	Rosser
E-mail	mary@thepedalfactory.org
Home Phone	7048707145
Address	1612 Bellevue Rd
City	Salisbury
State	NC
ZIP Code	28144
Occupation	nonprofit director
Do you reside within the City limits of Salisbury?	Yes
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:	Transportation Advisory Board (No Requirement of Residency)
Have you served on a board or commission of the City of Salisbury?	No
Why are you interested in serving on the Board or Commission for which you are applying?	I am interested in working to help the city adopt best practices and planning for infrastructure related to active transportation. By advocating for and increasing the city's walkability and bike friendliness, we can create a community that encourages healthy living and safety for all citizens. As a long time cyclist, safety of our streets means quite a bit. As an advocate for a healthy environment and community, I understand the importance of creating space for all citizens to move freely in town, and the value that adds to the city 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:	I am a cyclist, nonprofit director of a community bicycle shop, and have spent my life working towards the health and physical fitness of the community as a trainer, coach and teacher. I am certified as a bike safety instructor through the League of American Cyclists, have a BS in Kinesiology/Health Promotion and have spent the past 5 years working at The Pedal Factory to increase access to bicycling in the Salisbury area. In that time, I've led numerous programs and efforts to provide bike safety measures and equity on our streets for all road users.
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	I agree

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

# Kenneth Stutts

Submission Date  
September 18, 2019 14:49

First Name	Kenneth
Last Name	Stutts
E-mail	kennethstutts3@gmail.com
Home Phone	980-234-5851
Address	1702 4th St
City	Salisbury
State	NC
ZIP Code	28144
Occupation	Attorney, Consultant
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:	Comprehensive Plan Steering Committee
Please indicate your #2 preference:	Planning Board
Have you served on a board or commission of the City of Salisbury?	No
Why are you interested in serving on the Board or Commission for which you are applying?	I want to serve as a member of the Forward 2040 Steering Committee to strengthen the welcoming atmosphere of our city. It's important that our city continues to create pathways for sustainable and evolving opportunities that broaden quality of life choices for future generations. I believe we can do this, and more, while reflecting the vision and priorities of residents from across every part of our community.
Has any formal charge of professional misconduct ever been sustained against you in any jurisdiction?	No
Is there any possible conflict of interest or other matter that would create problems or prevent you from fairly and impartially discharging your duties as an appointee of the Salisbury City Council?	No
I certify that the facts contained in this application are true and correct to the best of my knowledge. I understand and agree that any misstatement will be cause for my removal from any board or commission.	I agree

# Rebecca Wells

Submission Date  
September 22, 2019 12:11

First Name	Rebecca
Last Name	Wells
E-mail	rebecca.wells@leapenablement.com
Home Phone	4402234437
Address	127 West Henderson Street
City	Salisbury
State	NC
ZIP Code	44081
Do you reside within the City limits of Salisbury?	Yes
Please indicate your #1 preference:	Transportation Advisory Board (No Requirement of Residency)
Please indicate your #2 preference:	Human Relations Council
Please indicate your #3 preference:	Greenway Committee (No Requirement of Residency)
Have you served on a board or commission of the City of Salisbury?	No
Why are you interested in serving on the Board or Commission for which you are applying?	I feel it is important to be involved in my 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:	Operations and HR background, SHRM member,
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: March 3, 2020

Name of Group(s) or Individual(s) Making Request: Financial Services/Shannon Moore

Name of Presenter(s): Shannon Moore, Finance Director

Requested Agenda Item: 2<sup>nd</sup> Quarter Financial Report

Description of Requested Agenda Item: Council to receive financial reports and information that covers the second quarter of the current fiscal year.

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:

Shannon Moore 704-216-8026

**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

Shannon Moore  
Department Head Signature

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

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

## For Use in Clerk's Office Only

Approved

Delayed

Declined

Reason:

# Salisbury City Council Agenda Item Request Form



Please Select Submission Category:  Public  Council  Manager  Staff

Requested Council Meeting Date: March 3, 2020

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

Name of Presenter(s): Bob Parnell, Fire Chief

Requested Agenda Item: Announcement, MAYORS

Description of Requested Agenda Item: The Salisbury Fire Department will hold a memorial service to honor Victor Isler and Justin Monroe Saturday, March 7, 2020, at 8:30 a.m. at the Firefighters Memorial located at 1402 South Main Street. The public is invited to attend ,

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: Bob Parnell 704-638-5351

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

MAYORS ANNOUNCEMENT  
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

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Approved

Delayed

Declined

**Reason:**

# Salisbury City Council Agenda Item Request Form



Please Select Submission Category:  Public  Council  Manager  Staff

Requested Council Meeting Date: March 3, 2020

Name of Group(s) or Individual(s) Making Request: **Community Appearance Commission & Public Works**

Name of Presenter(s): **Alyssa Nelson**

Requested Agenda Item: **Spring Clean 2020 event announcement**

**Description of Requested Agenda Item:** On Saturday, March 21 the Community Appearance Commission and Salisbury's Public Works Department will be hosting, 'Spring Clean 2020', a litter clean-up day along the main corridors of Salisbury. Take an hour or more to drop by and help us clean up the streets! Check in at City Hall, 217 S. Main Street, anytime from 8 AM to noon to pick up equipment, coffee & water, and to sign up for a block. For more information call Stephen Brown at 704.638.4481 or email [sbrow@salisburync.gov](mailto:sbrow@salisburync.gov).

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:** **Stephen Brown, [sbrow@salisburync.gov](mailto:sbrow@salisburync.gov), 704.638.4481**

**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

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Approved

Delayed

Declined

**Reason:**

**volunteers needed**

# Spring Clean '20

**Saturday, March 21, 8 a.m. - noon**  
**Check in at City Hall, 217 S. Main St.**

Take an hour or more to drop by and help us clean up the streets!  
Get a block assignment in one of 9 main street corridors to pick up litter.  
Equipment provided.

**The #Trashtag Challenge has come to Salisbury!**



For more information call (704) 638-4481  
or email [sbrow@salisburync.gov](mailto:sbrow@salisburync.gov)

# Salisbury City Council Agenda Item Request Form



Please Select Submission Category:  Public  Council  Manager  Staff

Requested Council Meeting Date: March 3<sup>rd</sup>, 2020

Name of Group(s) or Individual(s) Making Request: Downtown Development Dept. & Downtown Salisbury, Inc., 501c3 partner

Name of Presenter(s): Announcement

Requested Agenda Item: Ring in Spring

Description of Requested Agenda Item: Ring in Spring will take place at Gateway Park (Corner of E. Innes & N. Depot St.) on Saturday, April 4<sup>th</sup> from 11am to 2pm. There will be a professional photographer onsite offering free photos with the Easter Bunny, crafts, activities, hayrides, a fill your own Easter basket activity-taking place throughout the downtown shops and more. In lieu of rain, Ring in Spring will be held in the City Hall Council Chambers.

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: N/A (Please note if item includes an ordinance, resolution or petition)

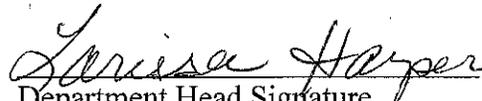
Contact Information for Group or Individual: Latoya Price – 704-638-5238, [latoya.price@saliburync.gov](mailto:latoya.price@saliburync.gov) or Vivian Koontz – 704-638-5294, [vkoon@salisburync.gov](mailto:vkoon@salisburync.gov)

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

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

## FINANCE DEPARTMENT INFORMATION:

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

  
Department Head Signature

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

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

## For Use in Clerk's Office Only

Approved  Delayed  Declined

Reason:

# Salisbury City Council Agenda Item Request Form



Please Select Submission Category:  Public  Council  Manager  Staff

Requested Council Meeting Date: March 3, 2020

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

Name of Presenter(s): Nick Aceves

Requested Agenda Item: Announcement

Description of Requested Agenda Item: Salisbury Parks and Recreation along with the Hurley Park Advisory Board will host the annual Hurley Park Spring Celebration on Sunday, April 5, 2020 from 2:00-4:00 pm at Hurley Park. This event is free and open to the public.

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: Danèlle Cutting 704-638-4459

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

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

## FINANCE DEPARTMENT INFORMATION:

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

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

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

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

## For Use in Clerk's Office Only

Approved

Delayed

Declined

Reason: