



# City of Salisbury

North Carolina

## COUNCIL MEETING AGENDA

April 19, 2022  
6:00 p.m.

The meeting will be streamed live at [salisburync.gov/webcast](http://salisburync.gov/webcast) and on the City's Twitter account. The meeting will be held in a hybrid format and the public is invited to participate virtually. *Anyone who wishes to speak via Zoom during public comment must sign-up by 5:00 p.m. on April 19, 2022 by contacting Kelly Baker at [kbake@salisburync.gov](mailto:kbake@salisburync.gov).* Citizens who wish to speak in person can sign up in Council Chambers.

1. Call to order.
2. Moment of Silence.
3. Pledge of Allegiance.
4. Adoption of Agenda.
5. Council to consider the selection of a new City Manager.
6. Mayor to proclaim the following observances:

NATIONAL CRIME VICTIMS' RIGHTS WEEK	April 24-30, 2022
FINANCIAL LITERACY MONTH	April 2022
SAFE DIGGING MONTH	April 2022
SEXUAL ASSAULT AWARENESS MONTH	April 2022

7. Council to consider the CONSENT AGENDA:
  - (a) Adopt Minutes of the special meetings of January 18, 2022 and February 15, 2022, the regular meeting of April 5, 2022, and the recessed meeting of April 6, 2022.
  - (b) Receive a Certificate of Sufficiency and adopt a **RESOLUTION** setting the dates of the public hearing for April 19, 2022 for the voluntary annexation of Tax Map 450 Parcel 001, consisting of 134.3 acres, located on Harrison Road.
  - (c) Receive a Certificate of Sufficiency and adopt a **RESOLUTION** setting the dates of the public hearing for April 19, 2022 for the voluntary annexation of a portion of Tax Map 064 Parcel 212 located at 275 Cross Drive.
  - (d) Receive a request for voluntary annexation of Innovations Logistics Center, Tax Map 408 Parcel 030 and Tax Map 410 Parcels 001, 019, 029, 112, and 124, located off of Peeler Road and adopt a **RESOLUTION** instructing the City Clerk to investigate the sufficiency of the request.
  - (e) Approve a contract extension for Brian Hiatt to serve as Interim City Manager and advisor to the new City Manager through June 30, 2022.

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8. Council to receive public comment. *Speakers who wish to speak via Zoom must sign-up before 5:00 p.m. by contacting Kelly Baker at [kbake@salisburync.gov](mailto:kbake@salisburync.gov).* Citizens who wish to speak in person can sign-up in Council Chambers. Citizens who are unable to speak during the meeting may submit written comments to the email above and they will be shared with Council.
9. Council to consider the voluntary annexation of Oxford Station, consisting of 79.521 acres on Tax Map 321 Parcel 079 located on Old Mocksville Road: (*Presenter – City Engineer Wendy Brindle*)
  - (a) Receive a presentation from staff
  - (b) Hold a public hearing
  - (c) Adopt an **ORDINANCE** annexing Oxford Station, Tax Map 321 Parcel 079.
10. Council to consider a request for a Right-of-Way Use Permit for the intermittent use of two parking spaces on Main Street adjacent to 133 South Main Street for interior renovations. (*Presenter – City Engineer Wendy Brindle*)
11. Council to receive an update regarding the Fisher Street Bridge. (*Presenter – Assistant Public Works Director Chris Tester*)
12. Council to receive an update from the Police Department. (*Presenter – Chief Jerry Stokes*)
13. Council to consider appointments to various boards and commissions.
14. City Attorney's Report.
15. City Manager's Report.
16. Council's Comments.
17. Mayor Pro Tem's Comments.
18. Mayor's Announcements and Comments.
19. Council to go into Closed Session Council concerning acquisition of property as allowed by NCGS 143-318.11(a)(5).
20. Adjourn.

# Salisbury City Council Agenda Item Request Form



Please Select Submission Category: ☐ Public ☒ Council ☐ Manager ☐ Staff

Requested Council Meeting Date: April 19, 2022

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

Name of Presenter(s): City Council

Requested Agenda Item: Council to consider the selection of a new City Manager.

Description of Requested Agenda Item: Council to consider the selection of a new City Manager.

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 the selection of a new City Manager.

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

Contact Information for Group or Individual: City Council

☐ **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**



# City of Salisbury

North Carolina

## PROCLAMATION

**WHEREAS**, Financial Literacy Month takes place each April to raise awareness of the importance of personal financial education and the consequences that may result from a lack of understanding about personal finances; and

**WHEREAS**, Black entrepreneurs and existing Black business owners face numerous, logistic, economic, and technical challenges in their efforts to create and grow businesses due to a variety of historic, social and financial factors; and

**WHEREAS**, since 1992, Operation HOPE has operated as an Atlanta-based nonprofit that promotes financial literacy in partnership with banks, aiming to improve and empower the lives of people with poor credit or little understanding of investments, loans and other products; and

**WHEREAS**, First Horizon National Corporation in Salisbury opened *HOPE Inside* in 2018 to equip people in the community with the financial tools and training needed to take ownership of their lives and create a secure financial future; and

**WHEREAS**, Operation HOPE created an initiative to help Black entrepreneurs and existing Black business owners launch and grow One Million Black Businesses (1MBB) over the next decade; and

**WHEREAS**, Operation HOPE, in partnership with Shopify and a coalition of partners are working together to create an unprecedented program that will provide entrepreneurs and business owners with the coaching, guidance, tools and resources to create dynamic, viable and resilient Black businesses that are positioned to thrive in both physical locations and through e-Commerce activities; and


**WHEREAS**, the City of Salisbury in partnership with Livingstone College, the Salisbury Chamber of Commerce Minority Business Council, the Rowan Economic Development Commission, the Salisbury-Rowan NAACP, and the Rowan-Cabarrus Community College Business Center recognize the importance of supporting Black entrepreneurs and business owners in the community.

**NOW, THEREFORE**, I, Karen K. Alexander, Mayor of the City of Salisbury, on behalf of the Salisbury City Council and the citizens of Salisbury, DO HEREBY PROCLAIM the month of April 2022 as

## FINANCIAL LITERACY MONTH

in Salisbury, and commend its observance to all citizens.

This the 19th day of April 2022.



Karen K. Alexander, Mayor





# *City of Salisbury*

*North Carolina*

## PROCLAMATION

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

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

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

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

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

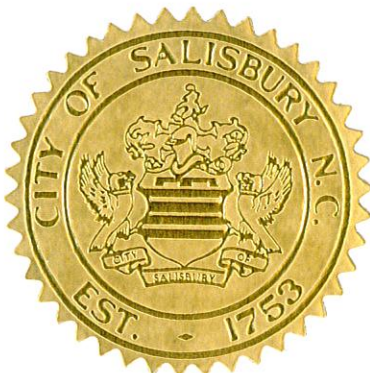
**WHEREAS**, National Crime Victims' Rights Week provides an opportunity to raise awareness of the foundation of victim's rights of fairness, dignity and respect, and to recommit to honoring those values by ensuring that all victims are afforded their legal rights and provided with assistance as they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

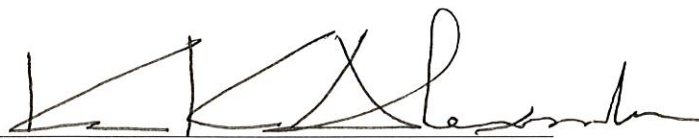
**NOW, THEREFORE**, I, Karen K. Alexander, Mayor of the City of Salisbury, North Carolina, DO HEREBY PROCLAIM the week of April 24-30, 2022 as

## NATIONAL CRIME VICTIMS' RIGHTS WEEK

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

This the 19th day of April 2022.



  
Karen K. Alexander, Mayor



## *City of Salisbury* North Carolina

### PROCLAMATION

**WHEREAS**, April 22, 2022 will be the 52<sup>nd</sup> annual celebration of Earth Day; and

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

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

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

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

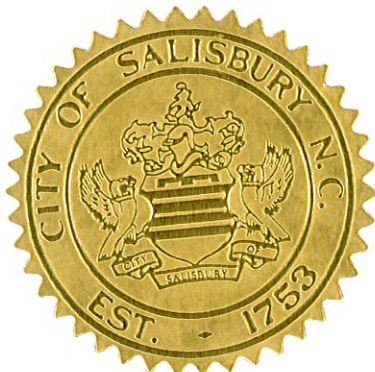
**WHEREAS**, the City of Salisbury proudly recognizes all who participate in Earth Day for their dedication in taking a proactive role in shaping the future of our environment and in protecting the community's precious natural resources.

**NOW, THEREFORE**, I, Karen K. Alexander, Mayor of the City of Salisbury, North Carolina, DO HEREBY PROCLAIM April 22, 2022 as

### EARTH DAY

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

This the 19<sup>th</sup> day of April 2022.



Karen K. Alexander, Mayor





# *City of Salisbury*

*North Carolina*

## **PROCLAMATION**

**WHEREAS**, the City of Salisbury encourages the public to call 811 to have underground lines located prior to digging; and

**WHEREAS**, each year the City's underground utility infrastructure is jeopardized by unintentional damage conducted by those who failed to call 811 before digging, causing service interruption, damage to the environment, personal injury, and in some cases death; and

**WHEREAS**, by calling the North Carolina 811 Center to request utility line location, individuals throughout the City can help to reduce damages and improve efficiency of our communities' infrastructure; and

**WHEREAS**, the North Carolina 811 Center performs a public service by offering free assistance to all businesses and residents in North Carolina through education about safe digging practices, and by providing a convenient means of communications between the excavating public and member utilities; and

**WHEREAS**, excavators and individuals can save time and money by calling 811 in advance of any project waiting the required amount of time, respecting the marked lines by maintaining visual definition throughout the course of the excavation, and digging with care; and

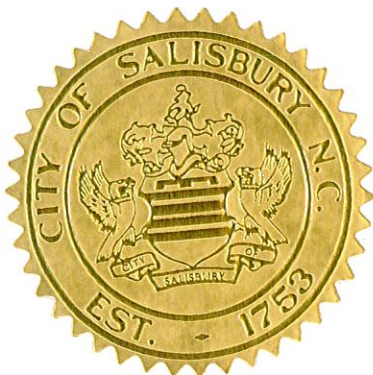
**WHEREAS**, the City of Salisbury joins the North Carolina 811 Center in encouraging all parties to know what's below and to call 811 before digging for safer and stronger communities across our state.

**NOW, THEREFORE**, I, Karen K. Alexander, Mayor of the City of Salisbury, on behalf of the Salisbury City Council, DO HEREBY PROCLAIM the month of April 2022 as

## **SAFE DIGGING MONTH**

in Salisbury, and commend its observance to all citizens.

This the 19th day of April 2022.



Karen K. Alexander, Mayor



# City of Salisbury

North Carolina

## PROCLAMATION

**WHEREAS**, April is nationally recognized as Sexual Assault Awareness Month and is intended to raise awareness to the fact sexual violence is widespread and has public health implications for every community member; and

**WHEREAS**, according to the National Sexual Violence Resource Center, rape, sexual assault, and sexual harassment impact our community as seen by statistics indicating that 1 in 5 women and nearly 24.8% of men will be raped at some point in their lives; and

**WHEREAS**, there is a need for a commitment to create a culture where we educate our community about what can be done to prevent sexual assault and how to support survivors; and

**WHEREAS**, it is encouraged that every person speak out when witnessing acts of violence of any kind; and

**WHEREAS**, with leadership, dedication, and encouragement, there is compelling evidence that we can be successful in reducing sexual violence through prevention education, increased awareness, and holding perpetrators who commit acts of violence responsible for their actions; and

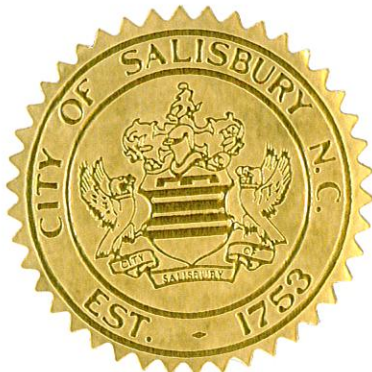
**WHEREAS**, the City of Salisbury supports the efforts of national, state, and local partners, and every citizen to actively engage in public and private efforts including conversations about what sexual violence is, how to prevent it, how to help survivors connect with resources, and how every segment of our society can work together to better address sexual violence.

**NOW, THEREFORE**, I, Karen K. Alexander, Mayor of the City of Salisbury, on behalf of the Salisbury City Council, DO HEREBY PROCLAIM the month of April 2022 as

## SEXUAL ASSAULT AWARENESS MONTH

in Salisbury, and encourage all citizens to learn more about sexual assault and commit to keeping our community safe from sexual violence and stand with the survivors and victims.

This the 19th day of April 2022.



Karen K. Alexander, Mayor

Salisbury, North Carolina  
April 6, 2022

## **RECESSED MEETING OF APRIL 5, 2022**

### **SPECIAL MEETING**

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

**ABSENT:** None

Mayor Karen Alexander and members of City Council reconvened the Recessed meeting of April 5, 2022 at 11:30 a.m. The City Council met electronically.

### **CLOSED SESSION**

Thereupon, Mayor Pro Tem Sheffield made a **motion** to Council to go into closed session concerning a personnel matter as allowed by NCGS 143-318.11(a)(6) and an economic development matter as allowed by NCGS 143-318.11a(4). Mayor Alexander, Pro Tem Sheffield and Councilmembers McLaughlin, Post and Smith voted AYE. (5-0)

### **RETURN TO OPEN SESSION**

Council returned to open session, and Mayor Alexander indicated no action was taken.



## **ADJOURN**

Motion to recess the meeting was made by Mayor Pro Tem Sheffield. All Council members in attendance agreed unanimously to adjourn. The meeting was adjourned at 1:28 p.m.

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Karen Alexander, Mayor

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Kelly Baker, City Clerk

Salisbury, North Carolina  
January 18, 2022

## **SPECIAL MEETING**

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

**ABSENT:** None.

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

## **CLOSED SESSION**

Thereupon, Councilmember Post made a **motion** to consult with an attorney as allowed by NCGS 143-318.11(a)(3), an economic development matter as allowed by NCGS 143-318.11(a)(4), and a personnel matter as allowed by NCGS 143-318.11(a)(6). Mayor Alexander voted AYE, Mayor Pro Tem Sheffield voted AYE, Councilmember McLaughlin voted AYE, Councilmember Post voted AYE, and Councilmember Sheffield voted AYE. (5-0)

## **RETURN TO OPEN SESSION**

Council returned to open session, and Mayor Alexander indicated no action was taken.

## **ADJOURNMENT**

Motion to adjourn the meeting was made by Councilmember Miller. All Council members in attendance agreed unanimously to adjourn. The meeting was adjourned at 5:51 p.m.

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Karen Alexander, Mayor

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Kelly Baker, City Clerk

Salisbury, North Carolina  
February 15, 2022

## **SPECIAL MEETING**

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

**ABSENT:** None.

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

## **CLOSED SESSION**

Thereupon, Mayor Pro Tem Sheffield made a **motion** to go into Closed Session regarding a personnel matter as allowed by NCGS 143-318.11(a)(6) and to consult with an attorney as allowed by NCGS 143-318.11(a)(3). Mayor Alexander voted AYE, Mayor Pro Tem Sheffield voted AYE, Councilmember McLaughlin voted AYE, Councilmember Post voted AYE, and Councilmember Sheffield voted AYE. (5-0)

## **RETURN TO OPEN SESSION**

Council returned to open session, and Mayor Alexander indicated no action was taken.

## **ADJOURNMENT**

Motion to adjourn the meeting was made by Councilmember Miller. All Council members in attendance agreed unanimously to adjourn. The meeting was adjourned at 5:37 p.m.

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Kelly Baker, City Clerk

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Karen Alexander, Mayor



Salisbury, North Carolina  
April 5, 2022

## **REGULAR MEETING**

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

**ABSENT:** None.

Salisbury City Council met in Council Chambers in City Hall located at 217 South Main Street. The meeting was called to order by Mayor Pro Tem Sheffield at 6:00 p.m. A moment of silence was taken.

## **PLEDGE OF ALLEGIANCE**

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

## **CHANGES TO THE AGENDA**

Postpone Item 7f - Council to consider approving a Right-of-Way Use Permit for the intermittent use of two parking spaces on Main Street for interior renovations to 133 South Main Street from March 22, 2022 through February 25, 2023.

Postpone Item 10 – Council to hold a public hearing for FY2022-2023 Community Development Block Grant and Home Program Funds.

## **ADOPTION OF THE AGENDA**

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

## **RECOGNITION – SALISBURY HIGH SCHOOL GIRL’S BASKET BALL TEAM**

Mayor Alexander and Council recognized the Salisbury High School Girls’ Basketball Team for winning the 2A State Championship.

Mayor Alexander read a Proclamation proclaiming April 5, 2022 as Salisbury High School Girls’ Basketball 2A State Championship Day and presented a framed copy of the Proclamation to Salisbury High School Principal Marvin Moore. She also recognized Head Coach Lakai Brice and Assistant Coach Andrew Mitchell.

Members of the team were Jaleiah Gibson, ShaMya Arnold, Rachel McCullough, Kiki Walker, Kyla Bryant, Icesis Nwafor, Makayla Noble, Mary Morgan, Jamecia Huntley, and Haley Dalton.

Mayor Alexander and Council congratulated the team indicating they are looking forward to another successful season.

## **PROCLAMATIONS**

Mayor to proclaim the following observances:

AUTISM ACCEPTANCE MONTH	April 2022
NATIONAL CHILD ABUSE PREVENTION MONTH	April 2022
FAIR HOUSING MONTH	April 2022

## **CONSENT AGENDA**

### **(a) Minutes**

Adopt Minutes of the regular meeting of March 15, 2022, the special meetings of March 15, 2022 and March 24, 2022 and the recessed meeting of March 28, 2022.

### **(b) Municipal Agreement**

Approve a Municipal Agreement with the North Carolina Department of Transportation in the amount of \$845,040 consisting of \$676,032 in Congestion Mitigation Air Quality (CMAQ) funds and a local match of \$169,008 for design and construction of sidewalk on Jake Alexander

Boulevard from Brenner Avenue north to existing sidewalk at the railroad crossing. The local match will be budgeted in FY2022-2023 and subsequent years.

(c) Voluntary Annexation – Harrison Road

Receive a request for voluntary annexation of Map 450 Parcel 001, located on Harrison Road, and adopt a Resolution instructing the City Clerk to investigate the sufficiency of the request.

RESOLUTION DIRECTING THE CITY CLERK TO INVESTIGATE A PETITION RECEIVED UNDER G.S. 160A-31, FOR VOLUNTARY ANNEXATION OF TAX MAP 450 PARECEL 001, 134.3 ACRES LOCATED ON HARRISON ROAD.

(The above Resolution is recorded in full in Resolution Book No. 16 at Page No. 17, and is known as Resolution 2022-12.)

(d) Voluntary Annexation – Cross Drive

Receive a request for voluntary annexation of Map 064 Parcel 212, located at 275 Cross Drive, and adopt a Resolution instructing the City Clerk to investigate the sufficiency of the request.

RESOLUTION DIRECTING THE CITY CLERK TO INVESTIGATE A PETITION RECEIVED UNDER G.S. 160A-31, FOR VOLUNTARY ANNEXATION OF A PORTION OF TAX MAP 064 PARECEL 212, 6.943 ACRES LOCATED ON CROSS DRIVE.

(The above Resolution is recorded in full in Resolution Book No. 16 at Page No. 18, and is known as Resolution 2022-13.)

(e) Parking Restriction

Adopt an Ordinance amending Section 13-338 of the City Code regarding Parking Prohibited at All Times for one space on North Park Drive in accordance with a petition from Catawba College and on South Main Street to match updated traffic patterns.

ORDINANCE AMENDING CHAPTER 13, ARTICLE X, OF THE CODE OF THE CITY OF SALISBURY, RELATED TO PARKING.

(The above Ordinance is recorded in full in Ordinance Book No. 30 at Page No. 74 and is known as Ordinance 2022-21.)

(f) Right-of-Way Use Permit

Approve a Right-of-Way Use Permit for the intermittent use of two parking spaces on Main Street for interior renovations to 133 South Main Street from March 22, 2022 through February 25, 2023. *This item was postponed.*

(g) Right-of-Way Encroachment

Approve a Right-of-Way encroachment for Conterra on North Long Street and East Kerr Street for installation of directional bored and direct buried duct per Section 11-24(27) of the City Code subject to North Carolina Department of Transportation approval.

(h) Contract – SEPI, Inc.

Authorize the City Manager to execute a contract with SEPI, Inc. for an amount not to exceed \$94,500 for engineering services associated with a Pavement Condition Survey. Funds for the survey were included and approved in the FY2021-2022 budget.

(i) Utility Construction Agreement

Authorize the City Manager to approve a Utility Construction Agreement with the North Carolina Department of Transportation for the reimbursement by Salisbury-Rowan Utilities for the estimated cost of \$452,783.25 for adjusting, relocating or bettering public water and sanitary sewer utilities in conjunction with NCDOT Project U-5738 to widen Julian Road.

(j) Utility Construction Agreement

Authorize the City Manager to approve a Utility Construction Agreement with the North Carolina Department of Transportation for the reimbursement by Salisbury-Rowan Utilities for the estimated cost of \$127,074 for adjusting, relocating and bettering public water lines in conjunction with NCDOT Project B-5772 to replace the bridge on Hurley School Road.

(k) Ordinance Amendment – Rules and Regulations

Adopt an Ordinance amending Section 16-61 of the City Code regarding Rules and Regulations to set the hours of operation for Bell Tower Green Park as discussed as part of the Downtown Social District.

ORDINANCE AMENDING CHAPTER 16, ARTICLE III, OF THE CODE OF THE CITY OF SALISBURY, RELATING TO RULES AND REGULATIONS.

(The above Ordinance is recorded in full in Ordinance Book No. 30 at Page No. 75 and is known as Ordinance 2022-22.)

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

**PUBLIC COMMENT**

Mayor Alexander opened the floor to receive public comments.

Mr. Shawn Campion addressed Council stating his support for the Right-of-Way Use permit for a dumpster to be located at the back portion of Hogan's Alley. He stated it would not consume parking and would improve dumpster access for construction crews renovating the building.

Ms. Sue McHugh addressed Council concerning the Right-of-Way Use permit. She stated 10 businesses could be negatively impacted by the location of the dumpster and construction equipment.

Ms. Wivianny Dehaas expressed safety concerns if the request for the Right-of-Way use permit is approved. She stated the location of the dumpster poses a safety threat to pedestrians and business owners.

Dr. Brian Dehaas stated his opposition to the Right-of-Way Use permit. He added that disruptions caused by the dumpster and construction equipment could be triggering for those seeking mental health services at nearby facilities.

Ms. Whitney Peckmen asked Council to deny the request for the Right-of-Way Use permit considering the impact the dumpster could have on small business owners. She added the affected businesses depend on pedestrian traffic and easily accessible parking.

Mr. Sayed Ahmed suggested placing the dumpster on Mr. Campion's property on North Main Street instead of the back portion of Hogan's Alley.

Ms. Madeline Lia, employee at the Heart of Salisbury, spoke in opposition to the dumpster's placement due to the negative impact the location could have on her place of work.

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

#### **ECONOMIC DEVELOPMENT INCENTIVE REQUEST – TRAMMEL CROW COMPANY**

Economic Development Commission Vice-President Scott Shelton asked Council to consider approving a three-year incentive grant for a real property investment by Trammel Crow Company.

Mr. Shelton stated the Trammel Crow Company (TCC) plans to acquire 96 acres of land on Henderson Grove Church Road to build a 504,000 square foot facility for distribution and/or manufacturing purposes. He commented that the project is comprised of three parcels Tax Map 407 and Parcels 014, 015, and 115.

Mr. Shelton added Parcel 407-115 has been in the City limits for years, and Council recently approved the annexation of the remaining parcels at its March 15, 2022 meeting.



Mr. Shelton stated that TCC estimates at least \$35 million will be invested for new construction. He noted due to the site lacking public water and sewer, extensions will be necessary to make the project viable. He added TCC estimates the cost of the extensions to total \$400,000.

Mr. Shelton reported TCC is requesting an incentive grant that differs from the City's standard policy. He explained with the City's current incentive policy, TCC's project would be eligible for a Level 1 grant equivalent to 75% of any new real property taxes paid to the City over a five-year period. He asked Council to consider approving a grant to TCC equivalent to 90% of any new real property taxes to be paid to the City over a three-year period. He commented using the requested grant parameters, the City would receive \$1,838,578 in net revenue over a ten-year period.

Mr. Shelton explained that TCC's incentive request would result in a smaller overall grant payment and a corresponding increase in net revenue to the City of \$264,453 over a ten-year period. He stated if a job-creating tenant occupies the building, TCC would like the City to consider offering an incentive grant to the tenant based on its taxable investments in business personal property.

Mayor Alexander convened a public hearing after due notice regarding an economic development incentive request for the Trammell Crow Company.

Mr. Chris Kouri, representative of Trammel Crow Company, thanked Council, for their time and collaboration. He stated that the project will add to the economic vitality in the City.

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

Mayor Pro Tem Sheffield asked Mr. Shelton to clarify TCC's request that Council consider offering an incentive grant based on taxable investments in personal property. Mr. Shelton noted when a job-creating tenant takes ownership they may want to come before Council to request an incentive grant for taxes on the personal property equipment.

Thereupon, Mayor Pro Tem Sheffield made a **motion** to approve an economic incentive request for Trammell Crow equivalent to 90% of new real property taxes paid over a three year period. Mayor Alexander, Mayor Pro Tem Sheffield, Councilmembers McLaughlin, Post, and Smith voted AYE. (5-0)

#### **FY2022-2023 COMMUNITY DEVELOPMENT BLOCK GRANT AND HOME PROGRAM FUNDS**

This item was postponed.

## **LAND DEVELOPMENT DISTRICT MAP AMENDMENT – DOLLAR GENERAL**

Mayor Alexander asked to recuse herself due to a personal conflict regarding the proposed Land Development District Map Amendment. Thereupon, Mayor Pro Tem Sheffield made a **motion** to recuse Mayor Alexander. Mayor Pro Tem Sheffield, Councilmembers Post, McLaughlin, and Smith voted AYE. (4-0) Mayor Pro Tem Sheffield noted Mayor Alexander is excused from Council for this particular discussion.

Planning Director Hannah Jacobson addressed Council regarding CD-07-2021, a request to rezone one parcel located at the corner of Old Mocksville Road and 7<sup>th</sup> Street Extension from Neighborhood Mixed Use (NMX) to Corridor Mixed Use (CMX) creating a Conditional District Overlay to request an exception to the Land Development Ordinance (LDO). She stated the petitioner is Teramore Development, LLC, the representative is Mr. Daniel Almazan, and the property owner is Belle Realty Development Company. She explained the request is for the construction of a Dollar General store on a portion of the site.

Ms. Jacobson indicated the neighboring zoning is General Residential-6 (GR), Rural Residential (RR), and Urban Residential-8 (UR). She noted the site's proximity to Novant Health Rowan Medical Center and Catawba College.

Ms. Jacobson explained in 2003 the 5.65 acre parcel was rezoned from Single Family-8 Residential (R-8) to Retail Trade with a General Development-A Overlay (B-RT-S). She noted the LDO was adopted in 2008 and the zoning converted to NMX with a General Development-A Overlay. She pointed out permitted uses in NMX zoning include general retail up to 10,000 square feet.

Ms. Jacobson stated the intent is to subdivide 1.67 acres with the remaining acreage undeveloped with NMX zoning. She reviewed the master plan, and she pointed out CMX zoning would allow for the development of a 10,664 square foot retail store. She commented the other major difference between NMX and CMX is the placement of the building and the location of parking. She explained in NMX zoning the front maximum setback is 10 feet which would bring the building closer to 7<sup>th</sup> Street Extension and require parking at the rear of the building. She noted under CMX zoning the maximum setback is 75 feet. She explained the developer is requesting to extend the setback to 96.31 feet to allow for parking in front of the building and increased maneuverability for vehicles.

Ms. Jacobson noted the developer is seeking additional exceptions as part of the Conditional District Master Plan, including one inner-lot connectivity point and an exception regarding the transparency of windows and doors. She explained the LDO requires 40% transparency for first floor and street facing windows and the applicant is requesting an exception to accommodate coolers and racks that will be located against the walls. She reviewed the permitted uses, and she pointed out CMX zoning allows commercial retail of 10,000 to 50,000 square feet which would accommodate the proposed retail development. She stated the petitioner is proposing a condition to restrict the use to the current proposal.

Ms. Jacobson noted Planning Board held the initial courtesy hearing on February 8, 2022 with a four to three vote for recommendation of approval. She explained due to a public notice error, a second courtesy hearing was held on February 22, 2022 and the Planning Board voted unanimously to deny the request.

Mayor Pro Tem Sheffield convened a public hearing after due notice regarding CD-07-2021.

Ms. Eva Nelson stated she has lived in the area for 27 years and during that time Old Mocksville Road has not had any significant improvements. She referenced other discount stores in the area, and she commented the proposed Dollar General store is not needed.

Ms. Kathy Seybold indicated she lives .9 miles from the proposed site, and she does not support the proposed retail development which would generate additional traffic on a busy road.

Mr. Ben Fisher stated the proposal is in stark contrast to the goals of the Vision 2020 Comprehensive Plan. He added commercial development in a low density residential and rural area is inappropriate and unnecessary. He pointed out the Planning Board voted unanimously to deny the request, and he requested Council adhere to the Planning Board's recommendation.

Ms. Delaine Fowler questioned if a Dollar General store is needed in the area. She asked Council to deny the rezoning request and to consider widening Old Mocksville Road.

Mr. Jack Kribbs stated he is opposed to the construction of a Dollar General store at the proposed location. He indicated he is concerned the proposed development will pave the way for additional commercial development and increased litter and traffic in the area.

Ms. Kim Petty pointed out the five-acre parcel has room for several business which is concerning given the width of Old Mocksville Road. She added the Dollar General store will create additional traffic in the area, and she asked Council to deny the request.

Mr. Erron Towns pointed out Old Mocksville Road is narrow and the proposed development would bring additional safety concerns. He indicated if the store is allowed the wants of Dollar General will outweigh the needs of the neighborhood and the community.

Ms. Diane Fisher asked Council to deny the rezoning request which would increase the size of commercial development allowed on the property. She stated the rezoning is in contrast with the City's Vision 2020 Comprehensive Plan and appears to be spot zoning.

Mr. Robert Timberlake indicated he does not support the rezoning request. He pointed out Old Mocksville Road is below par and does not need additional traffic.

Mr. Johnny Behrooz pointed out he lives near the proposed retail development, and he is concerned about spot zoning and increased traffic. He indicated cyclists and walkers use Old Mocksville Road which is narrow and has steep drop offs.

Mr. Nathan Duggans, attorney with Tuggle Duggans in Greensboro, stated he represents Teramore Development and is available for questions.

Mr. Daniel Almazan, representative of Teramore Development, LLC, stated his company considers this location a food desert. He explained Dollar General goes to locations where traffic already exists and Old Mocksville Road and 7<sup>th</sup> Street Extension meet the traffic requirements. He pointed out 4,600 people live within one and one half miles from the proposed location and Dollar General wants to serve this community. He asked those in support of the proposed Dollar General to stand.

Mayor Pro Tem Sheffield indicated approximately 15 people stood in support of the proposed Dollar General store.

Mr. John Davenport, President of John Davenport Engineering, stated his firm conducted a traffic review of the site. He pointed out Old Mocksville Road and 7<sup>th</sup> Street Extension are maintained by the North Carolina Department of Transportation (NCDOT). He explained if the proposal is approved, NCDOT will determine if roadway improvements are required.

Mr. Ken Miller noted he works with US ISS Agency, and he conducted an impact analysis of crime and police services. He stated in his professional opinion the addition of the Dollar General store will not precipitate any appreciable crime or safety problems to the surrounding community.

Mr. Nick Kirkland, Kirkland Appraisals, indicated he was asked to prepare an impact study to determine how the proposed development would affect adjoining property values and if it is a harmonious use in its proposed location. He pointed out Dollar General stores serve as a transition between residential neighborhoods and higher density commercial uses. He commented in his professional opinion the Dollar General store would be a harmonious use in its proposed location and will not impact adjoining property values.

Mr. Justin Church, civil engineer with Blue Ridge Environmental, indicated the increased set back would allow for truck maneuverability and parking. He added the request also reduces the inner connectivity points from two to one because a second inner connectivity point would encompass the dumpster area. He added the proposal is to pay-in-lieu of sidewalks, and the company is willing to install sidewalks on the site, but there is no adjacent connectivity. He pointed out water service is available at the site and the developer is paying for an extension of public sewer along Old Mocksville Road.

Ms. Amanda Hodierne noted she is a planner and land use attorney, and she explained neighborhood supporting commercial uses are necessary.

Mr. Joe Simms, owner of Ivan's Restaurant, stated when Ivan's was annexed into the City he requested the condition of Old Mocksville Road be addressed. He noted it is important to plan for the future and the widening of Old Mocksville Road from Hawkinstown Road to the end of the City's Extraterritorial Jurisdiction Salisbury (ETJ) is needed.

Ms. Ashlee Honbarrier commented a Dollar General store is not needed in the area, and she asked Council to deny the request.

Mr. Kevin Bostic stated the proposed Dollar General store would be a convenience for the community and provide jobs for those who need them.

Ms. Juanita Kelly indicated there are elderly people in the community who would benefit from the Dollar General store at the proposed location.

Mr. Harold Snyder noted he lives near the proposed location. He pointed out the roads are dangerous and the proposed Dollar General is not needed in the area. He requested Council deny the request.

Ms. Sandra Morrow stated she lives in the area and she welcomes the proposed Dollar General store.

There being no one else to address Council, Mayor Pro Tem Sheffield closed the public hearing.

Councilmember Smith asked who the proposed Dollar General store will help, who is missing from the conversation, and who the proposal will hurt. He then asked Ms. Jacobson if she sees any incongruence to the Vision 2020 Comprehensive Plan with the development of a Dollar General store at the proposed location. Ms. Jacobson reviewed Policies N-7 and C-26 of the Vision 2020 Comprehensive Plan, and she noted neighborhood services that are designed and scaled appropriately to meet residential needs was likely the intent of NMX zoning at this location. She added there is consistency regarding the use, zoning, and intent, and Council must decide whether the proposal is designed and scaled to meet those basic needs.

Councilmember Post referenced the discussion regarding spot zoning, and he noted the area is already spot zoned. He added the area was zoned NMX 20 years ago with the intent of it being a commercial node. He clarified both NMX and CMX zoning allow for commercial development. Ms. Jacobson agreed.

Councilmember McLaughlin asked for clarification regarding the exceptions requested by the developer. Ms. Jacobson stated the exceptions are related to the inner connectivity, the transparency of the windows, and the front setback. Mr. McLaughlin asked if the inner connectivity would affect another business that could be built behind Dollar General. Ms. Jacobson explained if another business was constructed behind Dollar General it could connect to 7<sup>th</sup> Street Extension or obtain a permit for a driveway on Old Mocksville Road.

Councilmember McLaughlin asked how many windows will be opaque. Ms. Jacobson indicated the storefront windows would be the only windows on this facade that would be transparent.

Councilmember Post pointed out the parcel is approximately five acres and the request is to rezone approximately one and one-half acres in the southwest corner leaving approximately

three and one-half acres available for future development. Ms. Jacobson agreed, and she noted beyond the Dollar General the parcel will remain NMX with a General Development A-Overlay.

Councilmember McLaughlin stated the company is willing to install sidewalks. Ms. Jacobson explained the sidewalks would be required on the street frontages for the length of the subdivided parcel on Old Mocksville Road and 7<sup>th</sup> Street Extension. Mayor Pro Tem Sheffield asked if the decision has been made regarding the sidewalks. City Engineer Wendy Brindle indicated the pay-in-lieu option was agreed upon when the item went through the Technical Review Committee (TRC). She noted there is no curb or gutter on the road which would make sidewalk installation difficult. She added staff requested the developer set up the shoulder for future sidewalk installation and the developer agreed to the request.

Councilmember Post asked if trucks will make deliveries to the Dollar General store. Mr. Almazan explained the store will receive one delivery truck per week typically between 8:00 a.m. and 10:00 a.m.

Mayor Pro Tem Sheffield asked about the traffic impact on 7<sup>th</sup> Street Extension. Mr. Davenport estimated 10% of the traffic would come from 7<sup>th</sup> Street Extension and the remaining traffic would come from Old Mocksville Road. Mayor Pro Tem Sheffield asked about the road conditions on 7<sup>th</sup> Street Extension. Mr. Davenport stated 7<sup>th</sup> Street Extension is narrow, but the pavement is acceptable. He indicated Old Mocksville Road is 18 to 19 feet wide and 7<sup>th</sup> Street Extension is 18 to 20 feet wide which is not inconsistent with secondary roads in Rowan County.

Mayor Pro Tem Sheffield stated she does not believe her role is to determine the business plan of proposed development at the location. She added Council should work to address the condition of the road and speed limit in the area.

Mayor Pro Tem Sheffield questioned the different results in the Planning Board hearings. Ms. Jacobson explained during the second hearing there was more neighborhood participation, the petition was shared, and more conversation took place regarding the condition of Old Mocksville Road.

Mayor Pro Tem Sheffield commented the five-acre parcel and the land across the street is currently zoned NMX. Ms. Jacobson agreed. Mayor Pro Tem Sheffield asked if Dollar General could build in the other areas zoned NMX if it chose a smaller footprint. Ms. Jacobson agreed, and she pointed out a general retail store between 3,500 and 10,000 square feet would require a Conditional District Overlay or a Special Use Permit in the NMX zoning district.

Councilmember Post indicated he is mindful of the emotions on both sides of the discussion. He stated the parcel is zoned for general retail and the proposed rezoning would bring fresh food and produce to the area. He pointed out the building will be away from the road and the zoning is already in place for a commercial establishment.

Councilmember McLaughlin stated he followed a tractor trailer truck and at times it crossed the yellow line due to the width of Old Mocksville Road. He added he is concerned about pedestrian safety, and he pointed out there is no lighting in the area. He commented it may be

beneficial to have the store, but there is a traffic concern. He questioned if road improvements and sidewalk installations could be considered before a vote is taken.

City Attorney Graham Corriher explained whether the road will be widened cannot be a condition of the approval. He stated Council could deny the zoning, but it could not add improving the road as a condition without showing that the development is going to increase traffic to an extent that requires widening.

Interim City Manager Brian Hiatt noted the applicant received a permit from NCDOT. He pointed out NCDOT has funds for spot intersection improvements. Councilmember McLaughlin suggested starting at the intersection. Ms. Brindle explained spot safety funding requires data to support the request. She added staff can contact NCDOT regarding the resurfacing schedule and see if widening the shoulders is an option during a normal resurfacing.

Mr. Smith stated the City Council hereby finds and determines that adoption of an Ordinance to rezone the properties described herein, is reasonable and is in the public interest. The proposal is fundamentally consistent with the goals, objectives, and policies of the Vision 2020 Comprehensive Policies N-7 and C-26. Thereupon, Councilmember Smith made a **motion** to adopt an Ordinance amending the Land Development District Map of the City of Salisbury, North Carolina, rezoning approximately 1.679 acres of the unnumbered parcel at the corner of Old Mocksville Road and 7<sup>th</sup> Street Extension (Tax Map 325 part of Parcel 005) from Neighborhood Mixed Use with a General Development A-Overlay to Corridor Mixed Use and creating a Conditional District Overlay. Mayor Pro Tem Sheffield and Councilmembers Post, and Smith voted AYE. Councilmember McLaughlin voted NAY (3-1)

ORDINANCE AMENDING THE LAND DEVELOPMENT DISTRICT MAP OF THE CITY OF SALISBURY, NORTH CAROLINA, REZONING APPROXIMATELY 1.679 ACRES OF THE UNNUMBERED PARCEL AT THE CORNER OF OLD MOCKSVILLE ROAD AND 7<sup>TH</sup> STREET EXTENSION (TAX MAP 325 PART OF PARCEL 005) FROM NEIGHBORHOOD MIXED USE WITH A GENERAL DEVELOPMENT A-OVERLAY TO CORRIDOR MIXED USE AND CREATING A CONDITIONAL DISTRICT OVERLAY.

(The above Ordinance is recorded in full in Ordinance Book No. 30 at Page No. 76-77 and is known as Ordinance 2022-23.)

Thereupon, Councilmember Post made a **motion** to reinstate Mayor Alexander. Mayor Pro Tem Sheffield, Councilmembers McLaughlin, Post, and Smith voted AYE. (4-0)

## **RECESS**

Mayor Alexander requested Council take a 15-minute break. The meeting reconvened at 9:30 p.m.

## **LAND DEVELOPMENT DISTRICT MAP AMENDMENT – 201 LUMBER STREET**

Planning Director Hannah Jacobson addressed Council regarding a Land Development District Map amendment to rezone one parcel (Map 018 Parcel 005) located at 201 Lumber Street from Light Industrial to Light Industrial creating a Conditional District Overlay to request an exception of the Land Development Ordinance (LDO). She noted the petitioner and representative is Mr. Franco Goodman, and the property owner is Goodman Lumber Company Inc.

Ms. Jacobson commented that Goodman Lumber Company is proposing a 500 square foot addition to the existing building. She explained that a rezoning request is needed due to the LDO (2.4.D.2) that indicates internal setbacks in Light Industrial zoning must be either zero or four feet. She pointed out the proposed setback case is 2.82 feet.

Ms. Jacobson stated the request is not inconsistent with the policies and vision statement of the Vision 2020 Comprehensive Plan. She noted Planning Board held a courtesy hearing on February 22, 2022 and voted unanimously to recommend approval as submitted with a motion stating the master plan is not inconsistent with the Vision 2020 Comprehensive Plan.

Mayor Alexander convened a public hearing after due notice concerning the rezoning of 201 Lumber Street.

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

Councilmember Post stated the City Council hereby finds and determines that adoption of an Ordinance to rezone the properties described herein, is reasonable and is in the public interest. The proposal is fundamentally consistent with the goals, objectives, and policies of the Vision 2020 Comprehensive Plan. Thereupon Councilmember Post made a **motion** to adopt an Ordinance amending the Land Development District Map of the City of Salisbury, North Carolina, rezoning approximately 7.98 acres of 201 Lumber Street (Tax Map 018 Parcel 005) maintaining the base zoning of Light Industrial and creating a Conditional District Overlay. Mayor Alexander, Mayor Pro Tem Sheffield, Councilmembers McLaughlin, Post, and Smith voted AYE. (5-0)

**AN ORDINANCE AMENDING THE LAND DEVELOPMENT DISTRICT MAP OF THE CITY OF SALISBURY, NORTH CAROLINA, REZONING APPROXIMATELY 7.98 ACRES OF 201 LUMBER STREET (TAX MAP 018 PARCEL 005) MAINTAINING THE BASE OF ZONING LIGHT INDUSTRIAL AND CREATING A CONDITIONAL DISTRICT OVERLAY.**

(The above ordinance is recorded in full in Ordinance Book No. 30 at Page No. 78-79, and is known as Ordinance 2022-24.)

## **THE GABLES OF KEPLEY FARMS PHASE 6**

Planning Director Hannah Jacobson addressed Council regarding reinstating Phase 6 of The Gables of Kepley Farms. She explained the request is for the revision of a previously approved



Group Development Master Plan to reinstate 10 single family lots. She stated the petitioner and property owner is Spencer Lane Construction and the representatives are Spencer and Janie Lane.

Ms. Jacobson noted the property is located in the City's Extraterritorial Jurisdiction (ETJ) and the petitioner will seek voluntary annexation. She displayed a map of the area, and she pointed out the property's location and its proximity to Faith Road. She explained in 2014 the Master Plan was revised, and she pointed out Phase 6 was omitted and the area was listed as recreation and open space. She stated the development still meets open space requirements, even if Phase 6 is reinstated.

Ms. Jacobson stated the Planning Board held a courtesy hearing on March 8, 2022 and voted unanimously to recommend approval.

Mayor Alexander convened a public hearing after due notice regarding reinstating Phase 6 of The Gables of Kepley Farms.

Ms. Janie Lane explained in 2014 Phase 6 was inadvertently excluded from the Master Plan. She thanked Council for its consideration of the request.

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

Mr. Post stated the City Council finds that the petition of the aforementioned parcel is consistent with the Salisbury Vision 2020. Thereupon, Councilmember Post made a **motion** to reinstate Phase 6 of The Gables of Kepley Farms for (10) single family lots that were originally part of the master plan approved in 2005. Mayor Alexander, Mayor Pro Tem Sheffield, Councilmembers McLaughlin, Post, and Smith voted AYE. (5-0)

### **DOWNTOWN REVITALIZATION INCENTIVE GRANTS**

Planning Director Hannah Jacobson pointed out the Downtown Revitalization Incentive Grant program is designed to promote new development and rehabilitation with an emphasis on downtown residential units. She provided an overview of the Building Rehabilitation Grant, Residential Creation Grant, and the Fire Suppression Grant. She explained the impact of the grants from 2014 until 2021 included 11 grant projects which generated over \$12.5 million in private investment, increased tax base, and lead to additional vibrancy downtown.

Ms. Jacobson noted the total applicant funding request is \$560,000 which exceeds the \$150,000 budget for FY2021-2022.

Ms. Jacobson explained the Review Committee created a scoring rubric to calculate the funding to be awarded. Councilmember Post asked if the applicants are aware of the scoring rubric. Ms. Jacobson agreed.

Mayor Pro Tem Sheffield asked how much private investment the proposed projects would generate. Ms. Jacobson noted approximately \$9 million in private investment would be generated.

Ms. Sheffield asked about project completion timelines. Ms. Jacobson commented milestones are set in each contract and if a contract needs to be extended it must come before Council.

Mayor Alexander noted the projects must be completed to receive grant funding. Ms. Jacobson agreed.

Mayor Pro Tem Sheffield asked about the requested additional allocation of \$150,000. Ms. Jacobson noted the funds could be appropriated. Mayor Pro Tem Sheffield asked if 2020 grant funds were used. Ms. Jacobson indicated the funds were not used. Interim City Manager Brian Hiatt commented Council can amend the budget if the projects are approved. Mayor Alexander suggested allocating \$150,000 from Fund Balance this fiscal year to allow for the incentive grants to be available for upcoming proposed projects.

#### The Bogle Firm on behalf of Lloyd Nickerson – 106 West Innes Street

Planning Director Hannah Jacobson presented information regarding an application for assistance through the Downtown Revitalization Incentive Grant Program for a project located at 106 West Innes Street. She noted the Bogle Firm, on behalf of the property owner Lloyd Nickerson, requests up to \$70,000 to assist with the up-fit of two residential apartments. She added \$50,000 would be for building rehabilitation and \$20,000 for residential creation. She reviewed the scope of the project.

Ms. Jacobson explained the proposed project would provide a private investment of approximately \$240,000, \$17,198 in City tax revenue, and \$4,206 in Municipal Service District (MSD) tax revenue over an estimated 10-year period. She noted the project score was 10. She stated the applicant's incentive request is \$70,000, and the Review Committee's recommendation is \$18,500.

Mayor Alexander convened a public hearing after due notice regarding a Downtown Revitalization Incentive Grant with a building rehabilitation and residential production project located at 106 West Innes Street.

Dr. Lloyd Nickerson noted interest in the grants came about when the floor fell through in the building and the barbershop had to relocate. He noted repairs were made with help from the Bogle Firm, and he commented he will continue to receive assistance from them with renovations. He thanked Council for its consideration of the grant request.

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

Thereupon, Mayor Pro Tem Sheffield made a **motion** to approve a Downtown Revitalization Incentive Grant of up to \$18,500 to assist with a building rehabilitation and residential production project located at 106 West Innes Street. Mayor Alexander, Mayor Pro Tem Sheffield, Councilmembers McLaughlin, Post, and Smith voted AYE. (5-0)

### Josh Barnhardt – 121 West Council Street

Planning Director Hannah Jacobson presented information regarding an application for assistance through the Downtown Revitalization Incentive Grant Program for a project located at 121 West Council Street. She noted applicant Mr. Josh Barnhardt requests up to \$150,000 to assist with the rehabilitation and up-fit of 12 residential apartments and climate controlled basement storage. She added \$50,000 would be for building rehabilitation and \$100,000 for residential creation. She reviewed the scope of the project.

Ms. Jacobson pointed out Mr. Barnhardt has been awarded a \$150,000 grant in federal funds through the City's Paul Bruhn Historic Preservation Grant which is similar to the Building Rehabilitation Grant. She added he has also been awarded a \$5,000 Innes Street Facade Grant for cleaning the exterior limestone of the building.

Ms. Jacobson explained the proposed project would provide a private investment of approximately \$2.9 million which does not include the cost of the building, \$208,684 in City tax revenue, and \$51,040 in Municipal Service District (MSD) tax revenue over an estimated 10-year period. She noted the project score was 34. She stated the applicant's incentive request is \$150,000, and the Review Committee's recommendation is \$62,000.

Mayor Alexander convened a public hearing after due notice regarding a Downtown Revitalization Incentive Grant with a building rehabilitation and residential production project located at 106 West Innes Street.

Mr. Josh Barnhardt thanked Council for the incentive grant it awarded two years ago for the renovations at Barnhardt's Jewelry Store. He commented doing the renovations to that building encouraged him to renovate buildings full time. He noted he looks forward to bringing 12 apartments to the downtown area.

Councilmember McLaughlin asked about the timeframe of the project and the demographics of residents who will live in the apartments. Mr. Barnhart point out the top section of the building should be completed this summer, and all construction should be completed in September or October. He indicated he has several tenants already signed on with the majority of those being aged 65 years or older.

Ms. Wivianny Dehaas stated she received her incentive grant two years ago to renovate the building for her Heart of Salisbury studio. She asked Council to approve the request.

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

Councilmember McLaughlin asked Dr. Nickerson about the timeframe for completion of the project. Dr. Nickerson commented the project is underway and should be completed in the summer with one person already interested in a unit.

Thereupon, Mayor Pro Tem Sheffield made a **motion** to approve a Downtown Revitalization Incentive Grant of up to \$62,000 to assist with a building rehabilitation and residential production project located at 121 West Council Street. Mayor Alexander, Mayor Pro Tem Sheffield, Councilmembers McLaughlin, Post, and Smith voted AYE. (5-0)

G2 Downtown Holdings, Inc. – 133 South Main Street

Planning Director Hannah Jacobson presented information regarding an application for assistance through the Downtown Revitalization Incentive Grant Program for a project located at 133 South Main Street. She noted applicant G2 Downtown Holdings, Inc. requests up to \$120,000 to assist in the production of seven new apartments and the renovation of two street-fronting commercial spaces. She added \$50,000 would be for building rehabilitation and \$70,000 for residential creation. She reviewed the scope of the project.

Ms. Jacobson pointed out G2 Downtown Holdings, LLC was previously awarded a \$150,000 grant in federal funds through the City's Paul Bruhn Historic Preservation Grant.

Ms. Jacobson explained the proposed project would provide a private investment of approximately \$2.4 million, \$172,704 in City tax revenue, and \$42,240 in Municipal Service District (MSD) tax revenue over an estimated 10-year period. She noted the project score was 50. She stated the applicant's incentive request is for \$120,000, and the Review Committee's recommendation is \$91,500.

Mayor Alexander convened a public hearing after due notice regarding a Downtown Revitalization Incentive Grant with a building rehabilitation and residential production project located at 133 South Main Street.

Ms. Cora Greene with G2 Downtown Holdings, Inc. pointed out their completed projects in downtown have helped move the City forward. She noted the company looks forward to restoring one of Salisbury's iconic treasures to provide vibrant living in the community. She thanked Council for its consideration of the grant approval.

Councilmember McLaughlin asked about the timeframe for completion of the project. Ms. Green noted project completion is scheduled for February 2023. Mr. McLaughlin asked the market demographic for the seven units. Mr. Bill Greene noted mixed ages in the 55 years of age range are the market demographic for the units. He added three units have been leased including a tenant for the storefront other than Thread Shed.

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

Thereupon, Mayor Pro Tem Sheffield made a **motion** to approve a Downtown Revitalization Incentive Grant of up to \$91,500 to assist with a building rehabilitation and residential production project located at 133 South Main Street. Mayor Alexander, Mayor Pro Tem Sheffield, Councilmembers McLaughlin, Post, and Smith voted AYE. (5-0)

Rowan Helping Ministries on behalf of Shelter Ministries LLC – 317-319 East Liberty Street.

Planning Director Hannah Jacobson presented information regarding an application for assistance through the Downtown Revitalization Incentive Grant Program for a project located at 317 and 319 East Liberty Street. She noted Rowan Helping Ministries on behalf of Shelter Ministries of Rowan County requests up to \$150,000 to assist in the new construction, historic rehabilitation and residential production project. She added \$50,000 would be for building rehabilitation and \$100,000 for residential production. She reviewed the scope of the project.

Ms. Jacobson pointed out the project is anticipated to receive \$400,000 from the City through HOME-ARP funds, and she noted the allocation will be brought to Council in the summer.

Ms. Jacobson explained the proposed project would provide a private investment of approximately \$3 million, but would provide no City tax or Municipal Service District (MSD) tax revenue due to the applicant's non-profit status. She noted the project score was 44. She stated the applicant's incentive request is \$150,000, and the Review Committee's recommendation is \$80,500.

Mayor Alexander convened a public hearing after due notice regarding Downtown Revitalization Incentive Grant with a building rehabilitation and residential production project located at 317 and 319 East Liberty Street.

Ms. Kyna Grubb, Rowan Helping Ministries, thanked Council for its support and partnership especially during the pandemic to help the community in need. She noted she is excited about the new project, and she stated construction should begin in July and the building should be operational by September 30, 2023. She presented an overview of the plans for the proposed project.

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

Thereupon, Mayor Pro Tem Sheffield made a **motion** to approve a Downtown Revitalization Incentive Grant of up to \$85,500 to assist with a building rehabilitation and residential production project located at 317-319 East Liberty Street. Mayor Alexander, Mayor Pro Tem Sheffield, Councilmembers McLaughlin, Post, and Smith voted AYE. (5-0)

Todd Littleton – 117 South Lee Street

Planning Director Hannah Jacobson presented information regarding an application for assistance through the Downtown Revitalization Incentive Grant Program for a project located at 117 South Lee Street. She noted applicant Todd Littleton requests up to \$70,000 to assist with the production of two new apartments and the renovation of street-fronting commercial space. She added \$20,000 would be for the residential creation and \$50,000 for the building rehabilitation. She reviewed the scope of the project.

Ms. Jacobson explained the proposed project would provide a private investment of approximately \$580,000, \$36,555 in City tax revenue, and \$8,940 in Municipal Service District (MSD) tax revenue over an estimated 10-year period. She noted the project score was 26. She stated the applicant's incentive request is \$70,000, and the Review Committee's recommendation is \$47,500.

Mayor Alexander convened a public hearing after due notice regarding a Downtown Revitalization Incentive Grant with a building rehabilitation and residential production project located at 117 South Lee Street.

Mr. Todd Littleton, the owner of 117 South Lee Street, noted the historic value of the property, and he added he is excited to bring the building back to life.

Councilmember McLaughlin asked about the timeframe for completion of the project. Mr. Littleton noted renovations should be completed within six to 12 months.

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

Thereupon, Councilmember Post made a **motion** to approve a Downtown Revitalization Incentive Grant of up to \$47,500 to assist with a building rehabilitation and residential production project located at 117 South Lee Street. Mayor Alexander, Mayor Pro Tem Sheffield, Councilmembers McLaughlin, Post, and Smith voted AYE. (5-0)

### **CONTRACT – ASPHALT CONCEPTS**

City Engineer Wendy Brindle presented information regarding stamped crosswalks. She noted in 2015 the City partnered with the North Carolina Department of Transportation (NCDOT) and Metropolitan Planning Organization (MPO) for a safety study. She noted the plan recommended crosswalks be made more visible along the corridor by installing stamped sidewalks. She added stamped sidewalks were installed on Innes Street during the resurfacing project with NCDOT. She noted the stamp product the City uses must be installed on new asphalt. She pointed out stamped crosswalks were installed on Martin Luther King, Jr Avenue when Long Street was resurfaced by NCDOT. She commented the recommendation is to implement the stamped crosswalks from Depot Street to the Bell Tower Green Park at Jackson Street, in addition to the location at the City's pool for crosswalks and five handicap ramps.

Ms. Brindle commented bids were opened on March 10, 2022 with the lowest bid received from Asphalt Concepts. She indicated the project is anticipated to begin April 11, 2022 to be completed by June 15, 2022.

Mayor Pro Tem Sheffield asked if work will be completed downtown. Ms. Brindle agreed, and she noted the contractor will begin at Depot Street and end at Jackson Street. Mayor Pro Tem Sheffield asked about plans for consideration of the Cheerwine Festival. Ms. Brindle noted staff will work to add considerations into the contract to include a break in work during the Cheerwine Festival.

Thereupon, Councilmember Post made a **motion** to authorize the City Manager to enter into a unit price contract with Asphalt Concepts for an estimated amount of \$199,239 for installation of stamped crosswalks along Innes Street between Depot and Jackson Streets and on South Long Street at Monroe Street. Mayor Alexander, Mayor Pro Tem Sheffield, Councilmembers McLaughlin, Post, and Smith voted AYE. (5-0)

### **RIGHT-OF-WAY USE PERMIT – HOGAN’S ALLEY**

City Engineer Wendy Brindle presented information regarding the request for a Right-Of-Way Use Permit for a portion of Hogan’s Alley for placement of a dumpster during interior renovations of 119 and 121 North Main Street between April 11, 2022 and August 29, 2022. She noted an addition to the request includes four parking spaces for storage of a materials lift for roof replacement and intermittent use of the alley for the lift to place materials on the roof through April 12, 2022.

Ms. Brindle noted the requested location for the dumpster includes part of the corner of property that is owned by the owner of the 119 and 121 North Main Street and a public access road. She noted the alternate location is on North Main Street, and the area for the materials lift is a public lot. She added Hogan’s Alley is a pedestrian alley with no vehicular access from North Main Street, but vehicles can enter from Lee Street to go into the parking lot.

Ms. Brindle displayed pictures of the dumpster, and she pointed out where the property line is located. She indicated the five-foot minimum walk way for pedestrians to enter and exit the alley is met and no businesses are blocked by the dumpster. She added the footage from the fire connection was deemed safe by the Fire Marshall.

Councilmember McLaughlin asked if the dumpster will be placed on the street and if there would be any safety concerns. Ms. Brindle noted the Ordinance was designed for the dumpster to be placed along Main Street in parking spaces and there are requirements the contractors have to meet. Mr. McLaughlin asked if there has been discussion of placing the dumpster at one location and allowing it to be moved to the other proposed location depending on the work being completed. Ms. Brindle noted Council can request the dumpster be located at either location.

Councilmember Post asked if the dumpster will be placed at the location continually or sporadically. Ms. Brindle noted it was not specified in the request. Mr. Post asked for staff’s recommendation. Ms. Brindle noted staff recommends it would be less intrusive to pedestrian traffic and vehicles in the back of the building to place the dumpster where it is proposed. She noted the Ordinance was designed to allow renovation in the downtown area.

Councilmember Post asked about a business stating their sales were down 80%. Ms. Wivianny Dehaas with Heart of Salisbury commented her walk in business revenue has decreased 80% during the past two weeks the dumpster has been in place.

Mayor Pro Tem Sheffield noted when Barnhardt’s Jewelry Store and Heart of Salisbury were renovating she lived in the adjacent building. She pointed out the area was very busy, but it

was a short time of inconvenience for those renovation projects to take place to improve the downtown.

Ms. Brindle noted the Cheerwine Festival will take place in May, and she asked if Council would like to place restrictions on the dumpster placement. Councilmember Post agreed, and he stated no dumpster, materials lift, or work should be conducted during that time.

Mayor Alexander noted she suggested to Downtown Development Director Sada Stewart the idea of a screen that could go on the end of the dumpster to make it more appealing.

Thereupon, Councilmember Post made a **motion** to approve a request for a Right-of-Way Use Permit for a portion of Hogan's Alley from April 11, 2022 to August 29, 2022 for the placement of a dumpster for interior renovations at 119 and 121 North Main Street, the use of four parking spaces for storage of a materials lift for roof replacement, and intermittent use of alley for lift to get materials to roof from now until April 12, 2022. Maintaining a 5 foot required for pedestrian access through Hogan's Alley, minimum five foot clearance around Fire Department connection and access to adjacent businesses shall not be blocked. Mayor Alexander, Mayor Pro Tem Sheffield, Councilmembers McLaughlin, Post, and Smith voted AYE. (5-0)

### **DOWNTOWN SALISBURY SOCIAL DISTRICT**

Downtown Development Director Sada Stewart presented information regarding the Downtown Salisbury Social District request. She pointed out the updated district map includes changes Council requested to reduce the district to highlight bars and restaurants who indicated the Social District would positively influence their business.

Ms. Stewart noted changes in the hours of operations for the Social District at the Bell Tower Green Park include a 5:00 p.m. closing time Sunday through Saturday between November 1 and March 1 and a 6:00 p.m. closing time Sunday through Saturday between March 2 and October 31 to create a more family friendly atmosphere at the park.

Councilmember Post asked if Bell Tower Green Park is open all the time. Ms. Stewart Troutman commented the Bell Tower Green Park is open from 12:00 p.m. until 12:00 a.m. Sunday through Saturday, but only a part of the Social District during specified hours.

Thereupon, Mayor Pro Tem Sheffield made a **motion** to adopt an Ordinance amending Chapter 22 of the Code of Ordinances of the City of Salisbury to designate social districts. Mayor Alexander, Mayor Pro Tem Sheffield, Councilmembers McLaughlin, Post, and Smith voted AYE. (5-0)

### **ORDINANCE AMENDING CHAPTER 22 OF THE CODE OF ORDINANCES OF THE CITY OF SALISBURY TO DESIGNATE SOCIAL DISTRICTS.**

(The above Ordinance is recorded in full in Ordinance Book No. 30 at Page No.80-85 and is known as Ordinance 2022-25.)



## **COMPUTER EQUIPMENT REPLACEMENT**

Information Technology Manager Dale Waters requested Council consider adopting an Ordinance to amend the Budget Ordinance for computer replacement equipment.

Councilmember Post asked how many computers will be replaced. Mr. Waters noted 185 computers City-wide are in need of replacement with 92 of those being past due for replacement.

Councilmember McLaughlin asked if there will there be a waiting period to receive the computers. Mr. Waters noted there will be a 30 to 60 day turnaround once the order is placed, and he added the computers should be in before the end of the fiscal year.

Thereupon, Councilmember Smith made a **motion** to adopt an Ordinance amending the 2021-2022 budget Ordinance of the City of Salisbury, North Carolina to appropriate Fund Balance for computer equipment.

Councilmember Smith amended his **motion** to adopt an Ordinance amending the 2021-2022 budget Ordinance of the City of Salisbury, North Carolina to appropriate General Capital Reserve Fund Balance and Water Sewer Capital Reserve Fund Balance for computer equipment. Mayor Alexander, Mayor Pro Tem Sheffield, Councilmembers McLaughlin, Post, and Smith voted AYE. (5-0)

ORDINANCE AMENDING THE 2021-2022 BUDGET ORDINANCE OF THE CITY OF SALISBURY, NORTH CAROLINA TO APPROPRIATE FUND BALANCE FOR COMPUTER EQUIPMENT.

(The above Ordinance is recorded in full in Ordinance Book No. 30 at Page No. 86 and is known as Ordinance 2022-26.)

Mayor Pro Tem Sheffield thanked Mr. Waters for the great work he does for the City.

## **BOARDS AND COMMISSIONS**

### **Tree Board**

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

Mr. Joe McKinney

Term Expires 3/31/2025

## **CITY ATTORNEY'S REPORT**

City Attorney Graham Corriher had nothing to report to Council.

## **CITY MANAGER'S REPORT**

Interim City Manager Brian Hiatt pointed out Council needs to schedule a closed session, and he suggested Council recess until April 6, 2022 at 11:30 a.m. He asked Council if that date and time worked and if the meeting would take place virtually or as a hybrid meeting. Mayor Alexander suggested the closed session meeting take place virtually.

## **COUNCIL COMMENTS**

Councilmembers had nothing else to report to Council.

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

Mayor Pro Tem Sheffield congratulated the Rowan Economic Development Commission and China Grove regarding the economic announcement and job creation with the Macy's fulfillment center coming soon.

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

Mayor Alexander thanked the Public Works Department that handled a water leak over the weekend. She noted the citizens were impressed with how quickly staff arrived and handled the situation.

## **RECESS**

Thereupon, Councilmember Post made a **motion** to recess the meeting until Wednesday, April 6, 2022 at 11:30 a.m. via Zoom. Mayor Alexander, Mayor Pro Tem Sheffield, Councilmembers Post, Sheffield and Smith voted AYE. (5-0)

The meeting was recessed at 11:40 p.m. until April 6, 2022 at 11:30 a.m. by virtual means.

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Karen Alexander, Mayor

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Kelly Baker, City Clerk

# Salisbury City Council Agenda Item Request Form



Please Select Submission Category: ☐ Public ☐ Council ☐ Manager ☒ Staff

Requested Council Meeting Date: April 19, 2022

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

Name of Presenter(s): N/A

Requested Agenda Item: Sufficiency of Annexation Petition – Harrison Road, Tax Map 450 Parcel 001

## Description of Requested Agenda Item:

The Engineering Department, on behalf of the City Clerk, has investigated the sufficiency of the petition received for the voluntary annexation of Tax Map 450 Parcel 001 located on Harrison Road. The petition contains a description of the proposed contiguous annexation area, as well as the signature of the sole property owner. It is, therefore, sufficient in accordance with NCGS 160A-31.

Attachments: ☒ Yes ☐ No

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

Fiscal impact is unknown at this time. This will be included in the next step of the process.

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

City Council to receive the Certificate of Sufficiency and adopt a Resolution setting the date of the public hearing for May 17, 2022 for the voluntary annexation of Harrison Road, Tax Map 450 Parcel 001

## 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

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



**CERTIFICATE OF SUFFICIENCY  
FOR  
HARRISON ROAD (PARCEL 450-001)**

To the City Council of the City of Salisbury, North Carolina:

I, Kelly Baker, City Clerk, do hereby certify that I have investigated the petition for Harrison Road, Tax Map 450 Parcel 001, attached hereto, and have found as a fact that said petition is signed by all owners of real property lying in the area described therein, in accordance with G. S. 160A-31.

In witness thereof, I have hereto set my hand and affixed the Seal of the City of Salisbury, this 12th day of April, 2022.



*Kelly Baker*

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Kelly Baker, MMC  
Administrative Services Director/City Clerk



**“RESOLUTION SETTING DATE OF PUBLIC HEARING ON QUESTION OF THE ANNEXATION OF TAX MAP 450 PARCEL 001, LOCATED ON HARRISON ROAD, PURSUANT TO G.S. 160A-31.**

WHEREAS, a petition requesting the annexation of Tax Map 450 Parcel 001, located on Harrison Road, as described herein has been received; and

WHEREAS, certification by the City Clerk as to the sufficiency of said petitions has been made;

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

Section 1. The regularly scheduled May 17, 2022 City Council meeting will be held in a hybrid format. Anyone who wishes to speak via Zoom during the hearing regarding the proposed annexation must sign-up by 5:00 p.m. on Tuesday, May 17, 2022 by contacting Kelly Baker at [kbake@salisburync.gov](mailto:kbake@salisburync.gov). Those who attend the meeting in person do not need to sign up.

Section 2. The areas proposed for annexation are described as follows:

Beginning at an existing #5 Rebar Found on the southern right of way NC State Road No. 1710, and being South West corner of property as being described as being the remaining portion of ; Alice Cannon Guille, (D.B. 266, PG. 52) said point also being the North West property corner of Robert Earl Carpenter, (D.B. 1045, PG. 606) and the North East property corner of Jerry Smith, (D.B. 767, PG. 259) and said beginning point also having North Carolina State Plane NAD 83 Coordinates ( NORTHING = 911,462.86 ft., EASTING 2,005,794.99 ft. ) as derived from; North Carolina Geodetic Survey Station; “LINK” NCSPC ( NC Zone 3200 ), NORTHING = 214744.150 Meters; EASTING = 470150.694 Meters. From said point of Beginning, crossing North Carolina State Road No. 1710 and along the Eastern boundary line of Westwood Subdivision Section No. 2 ( Plat Book 9995, Pg. 1626 ) N 00°04'00” W 383.27 ft. to an # 5 Rebar Found, and passing a City of Salisbury Annexation Boundary marker 0.3ft. Left of line at 62.80ft. said marker being on the Northern right of way of said road, continuing with the Eastern line of Westwood Subdivision Section No. 6 ( Plat Book 9995, Pg. 2103 ), ( 6 ) courses; N 00°03'20” E 177.44 ft. to an existing # 5 Rebar Found, thence N 02°25'10” E 132.46 ft. to an existing # 5 Rebar Found, thence N 02°37'58” E 115.09 ft. to an existing #5 Rebar Found, thence N 02°27'51” E 159.82 ft. To an existing # 5 Rebar Found, thence N 02°29'32” E 620.65 ft. to an existing # 5 Rebar Found, thence N 02°28'25” E 264.80 ft. to an ¾ inch Iron Pipe, Said pipe being the North East property corner of Westwood Section No. 6 ( Lot No. 17) and also being the South East property corner of Raymond W. Poteat, ( D.B. 652, PG. 406 ) thence with the Poteat Line N 03°01'03” E, passing a City of Salisbury Annexation Boundary marker on line and on the Southern right of way of said Railroad at 993.22 ft. continuing for a total of 1097.43ft. to a point in the Centerline of Norfolk Southern Railroad, thence with the Centerline of Railroad, S 70°39'00” E 2462.10 ft. to an # 5 Rebar Found Centerline Railroad, being the North East property corner of Food Lion, INC., thence with Food Lion, INC. (3) three courses; (1) passing a City of Salisbury Annexation Boundary marker on line at 124.93 ft. S 17°14'49” W for a total distance of 759.51 ft. to a Concrete Marker, Said marker being City of Salisbury Annexation Boundary marker, (2) S 09°31'50” E passing a # 5 Rebar on line at 965.33 ft. and being on the Northern Bank of a Branch continuing for a total distance 982.60 ft. to a point in said Branch, (3) thence with Branch S 16°15'50” E 477.42 ft. to an # 5 Rebar Found in Centerline of Branch over culverts and also being at a point along the Northern right of way of NC State Road No. 1710 and being the North East property corner of North Carolina Department of Transportation, ( D.B. 647, PG. 473 ), thence as the NCSR No. 1710 Northern right of way with a curve turning to the left with an arc length of 928.00 ft., with a radius of 2032.44 ft., with a chord bearing of N 83°06'58” W, with a chord length of 919.96 ft., to a # 5 Rebar set in the Northern road right of way, thence S 06°11'37” E 30.00 ft. to a “Mag” Nail set CenterLine

road, being in the Northern line of Ralph H. Cashion, ( D.B. 336, PG. 27 ) thence following the Cashion property (3) three courses, (1) S 83°33'27" W 239.24 ft. to a "Mag" Nail set CenterLine, (2) S 00°57'45" W 84.18 ft. to a "Mag" Nail set CenterLine, (3) N 89°46'30" W 199.72 ft. to a 1 inch Iron Pipe found in Centerline Old Road bed, formerly (Sherrill's Ford Road) now abandoned, said being the South East property corner of Alice Slater Cannon Guille, (D.B. 504, PG. 205) of which being part of this description, continuing with old road bed N 87°31'37" W, passing a # 5 Rebar set on line at the Southern right of way of NCSR No. 1710 at 206.27 ft. continuing for a total distance of 1160.06 ft. which is the point of beginning, having an area of 134.346 acres more or less, for a more complete description see survey and plat entitled Plat of Property Surveyed For: Edwards Timber Company, Inc. by Dixie Land Surveying, PLLC dated 5-16-08.

Property described hereon subject to of NC State Road No. 1710 right of way, Norfolk Southern Railroad right of way ( 100 ft. South of Centerline Railroad ), Piedmont Natural Gas right of way lying within Norfolk Southern Railroad right of way and City of Salisbury Sanitary Sewer Easements; ( D.B. 624, PG. 182 and D.B. 1004, PG. 622 )

Section 3. Notice of said public hearing shall be published in the SALISBURY POST at least (10) days prior to the date of said public hearing."

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Karen K. Alexander  
Mayor

ATTEST:

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Kelly Baker, City Clerk





# Salisbury City Council Agenda Item Request Form



Please Select Submission Category: ☐ Public ☐ Council ☐ Manager ☒ Staff

Requested Council Meeting Date: April 19, 2022

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

Name of Presenter(s): N/A

Requested Agenda Item: Sufficiency of Annexation Petition – 275 Cross Drive

**Description of Requested Agenda Item:**

The Engineering Department, on behalf of the City Clerk, has investigated the sufficiency of the petition received for the voluntary annexation of 275 Cross Drive. The petition contains a description of the proposed contiguous annexation area, as well as the signature of the sole property owner. It is, therefore, sufficient in accordance with NCGS 160A-31.

Attachments: ☒ Yes ☐ No

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

Fiscal impact is unknown at this time. This will be included in the next step of the process.

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

City Council to receive the Certificate of Sufficiency and adopt a Resolution setting the date of the public hearing for May 17, 2022 for the voluntary annexation of 275 Cross Dr

**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

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

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

**For Use in Clerk’s Office Only**

☐ **Approved**

☐ **Declined**

**Reason:**



**CERTIFICATE OF SUFFICIENCY  
FOR  
275 CROSS DRIVE**

To the City Council of the City of Salisbury, North Carolina:

I, Kelly Baker, City Clerk, do hereby certify that I have investigated the petition for 275 Cross Drive, attached hereto, and have found as a fact that said petition is signed by all owners of real property lying in the area described therein, in accordance with G. S. 160A-31.

In witness thereof, I have hereto set my hand and affixed the Seal of the City of Salisbury, this 12th day of April, 2022.



*Kelly Baker*

Kelly Baker, MMC  
Administrative Services Director/City Clerk



**“RESOLUTION SETTING DATE OF PUBLIC HEARING ON QUESTION OF THE ANNEXATION OF 275 CROSS DRIVE, PURSUANT TO G.S. 160A-31.**

WHEREAS, a petition requesting the annexation of 275 Cross Drive, as described herein has been received; and

WHEREAS, certification by the City Clerk as to the sufficiency of said petitions has been made;

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

Section 1. The regularly scheduled May 17, 2022 City Council meeting will be held in a hybrid format. Anyone who wishes to speak via Zoom during the hearing regarding the proposed annexation must sign-up by 5:00 p.m. on Tuesday, May 17, 2022 by contacting Kelly Baker at [kbake@salisburync.gov](mailto:kbake@salisburync.gov). Those who attend the meeting in person do not need to sign up.

Section 2. The areas proposed for annexation are described as follows:

Beginning at an existing ½” iron pipe the south west corner of James O. Bonds, III, Deed Book 1352 Page 407, labeled as a control corner and having N.C. Grid Coordinates of N 689,261.0084’ and E 1,565,284.7528’ in the line of Andrea C. Cordts, Deed Book 1193 Page 618 and the existing City Limits line of Salisbury, N.C. thence running 18 lines with the existing City Limit line:

(1) S 45° 07’ 03” E, 49.84’ to an existing #5 rebar, Cordts’ south west corner in the line of Adrienne Grier, Deed Book 1386 Page 563, thence crossing Grier’s property, (2) S 45° 07’ 03” E, 50.16’ to an existing #5 rebar, Terry Crooks north west corner, thence with Crook’s line, (3) S 45° 07’ 03” E, 150.00’ to a bent #5 rebar, thence continuing with Crook & Francisco Cuevas, (4) S 45° 07’ 03” E, 225.00’ to 3” axle the north west corner of Carlos Romero, thence with Romero’s line and John Whitaker’s line, (5) S 45° 07’ 03” E, 178.28’ to a bent 1” iron pipe, thence crossing Adrienne Grier’s property (6) S 45° 07’ 03” E, 220.39’ to a point in the line of Walter C. Randall, thence with Randall’s line (7) S 19° 14’ 38” W, 152.82’ to an existing #5 rebar in the line of K & J Partnership, LLC, thence four lines with K & J Partnership, LLC (8) N 67° 51’ 44” W, 58.93’ to a #5 rebar, (9) N 76° 34’ 24’ W, 65.09’ to a point, (10) N 74° 22’ 14” W, 100.46’ to a #5 rebar, (11) S 68° 59’ 44” W, 42.53’ to a point in the southern line of Timothy B. Jones, thence three lines with Jones’ (12) N 19° 09’ 32” E, 100.00’ to a bent #5 rebar, (13) N 70° 50’ 28” W, 63.23’ to an existing sanitary sewer manhole, (14) N 74° 04’ 22” W, 145.82’ to a #5 rebar, the south east corner of Donna K. Mason, thence two lines with Mason, (15) N 74° 04’ 22” W, 166.10’ to an existing sanitary sewer manhole, (16) N 72° 58’ 36” W, 75.00’ to an existing #5 rebar the south east corner of Shivani Aggarval, thence with Aggarval and Millenium Trust Co., LLC two lines, (17) N 72° 58’ 36” W, 162.24’ to an existing sanitary sewer manhole, (18) N 66° 37’ 56” W, 156.17’ to an existing #5 rebar in the southern line of James O. Bonds, III, thence with Bond’s a new City Limits line, N 45° 14’ 49” E, 538.94’ to the point and place of Beginning and Being 6.943 Acres to be annexed to the City of Salisbury. As surveyed and mapped by Shulenburger Surveying Company, P.A. dated 03/23/2022.

Section 3. Notice of said public hearing shall be published in the SALISBURY POST at least (10) days prior to the date of said public hearing.”

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Karen K. Alexander  
Mayor

ATTEST:

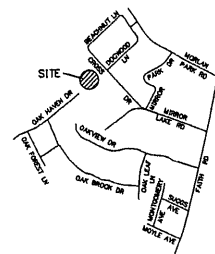
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Kelly Baker, City Clerk

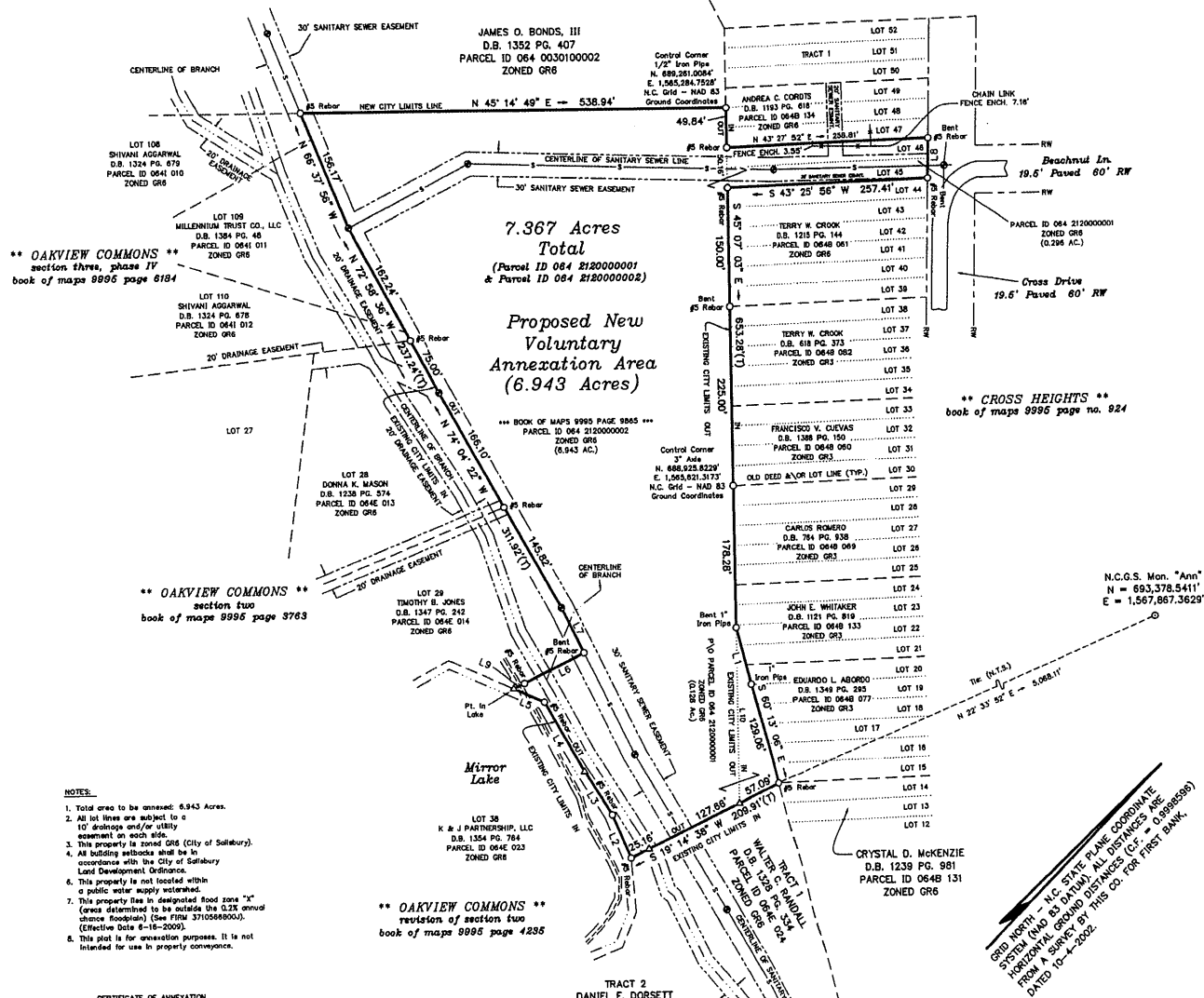
ROWAN COUNTY  
FILED FOR REGISTRATION AT \_\_\_\_\_ O'CLOCK \_\_\_\_ M.  
2022 AND REGISTERED IN MAP BOOK  
9995 PAGE \_\_\_\_\_

J. E. BRINDLE, REGISTER OF DEEDS

ASSISTANT/DEPUTY



VICINITY MAP \*\*\* NOT TO SCALE



NOTES:

1. Total area to be annexed: 6.943 Acres.
2. All lot lines are subject to a 10' easement and/or utility easement on each side.
3. This property is zoned GR6 (City of Salisbury).
4. All building setbacks shall be in accordance with the City of Salisbury Land Development Ordinance.
5. This property is not located within a public water supply watershed.
6. This property lies in designated flood zone "X" (areas determined to be outside the 0.2% annual chance floodplain) (See FEMA 371000A002). (Effective Date 8-16-2009).
7. This plot is for annexation purposes. It is not intended for use in property conveyance.

CERTIFICATE OF ANNEXATION

AREA ANNEXED INTO THE CORPORATE LIMITS OF THE CITY OF SALISBURY, N.C. BY ORDINANCE NUMBER \_\_\_\_\_ ADOPTED BY THE CITY COUNCIL ON \_\_\_\_\_ WITH AN EFFECTIVE DATE OF \_\_\_\_\_

I HEREBY CERTIFY THAT THIS PLAT HAS BEEN APPROVED FOR RECORDING IN THE REGISTER OF DEEDS IN ROWAN COUNTY.

MAYOR (SALISBURY, N.C.) \_\_\_\_\_ DATE \_\_\_\_\_

I, RICHARD L. SHULENBURGER, PROFESSIONAL LAND SURVEYOR, L-2667 N.C., CERTIFY THAT THIS SURVEY IS OF ANOTHER CATEGORY, SUCH AS THE RECOMBINATION OF EXISTING PARCELS, A COURT-ORDERED SURVEY, OR OTHER EXCEPTION TO THE DEFINITION OF SUBDIVISION.

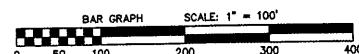
RICHARD L. SHULENBURGER, P.L.S.

3-23-22  
DATE



\*\*\* L.C. BEAVER CONSTRUCTION CO., INC. \*\*\*  
book of maps 9995 page 3619

Line	Bearing	Distance
L1	S 59° 12' 38" E	73.29'
L2	N 67° 51' 44" W	58.93'
L3	N 76° 34' 24" W	65.09'
L4	N 74° 22' 14" W	100.46'
L5	S 68° 59' 44" W	42.53'
L6	N 19° 08' 32" E	84.69'
L7	N 70° 50' 28" W	63.23'
L8	S 43° 31' 00" E	50.07'
L9	N 19° 08' 32" E	15.31'
L10	S 45° 07' 03" E	220.39'



LEGEND

- Manhole
- Utility Pole
- Ex. Iron (as described)
- New Iron (P. robe)
- △ Point (not set)
- △ Nail
- Centerline
- RW Right-of-Way

STATE OF NORTH CAROLINA  
COUNTY OF ROWAN

I, \_\_\_\_\_, REVIEW OFFICER OF ROWAN COUNTY,  
CERTIFY THAT THE MAP OR PLAT TO WHICH THIS CERTIFICATION  
IS AFFIXED MEETS ALL STATUTORY REQUIREMENTS FOR RECORDING.

REVIEW OFFICER

DATE

I, RICHARD L. SHULENBURGER, CERTIFY THAT THIS PLAT  
WAS DRAWN UNDER MY SUPERVISION FROM AN ACTUAL  
SURVEY MADE UNDER MY SUPERVISION, D.B. (see references);  
THAT THE BOUNDARIES NOT SURVEYED ARE CLEARLY INDICATED  
AS DRAWN FROM INFORMATION FOUND IN D.B. (N/A) PG. (N/A);  
THAT THE RATIO OF PRECISION AS CALCULATED IS 1:10,000+;  
THAT THIS PLAT WAS PREPARED IN ACCORDANCE WITH G.S. 47-30  
AS AMENDED. WITNESS MY ORIGINAL SIGNATURE, LICENSE NUMBER  
AND SEAL THIS 23rd DAY OF MARCH, 2022.

VOLUNTARY/CONTIGUOUS ANNEXATION MAP FOR:

Adrienne Grier

SCALE: 1" = 100'

DATE: 3-23-2022

Cross Drive  
City of Salisbury

SALISBURY TOWNSHIP, ROWAN COUNTY, NORTH CAROLINA

REFERENCES: Parcel ID 084 2120000001 & 084 2120000002

Deed Book 1388 Page 563.

Book of Maps 9995 Page 8885.

SURVEY AND MAP BY SHULENBURGER SURVEYING COMPANY, P.A. (FIRM # C-1858)

614 N. MAIN ST., SUITE A, SALISBURY, N.C. PHONE: 704-637-9623

# Salisbury City Council Agenda Item Request Form



Please Select Submission Category: ☐ Public ☐ Council ☐ Manager ☒ Staff

Requested Council Meeting Date: April 19, 2022

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

Name of Presenter(s): N/A

Requested Agenda Item: Voluntary Annexation Request – Crow Holdings Industrial

## Description of Requested Agenda Item:

The Engineering Department has received a petition from Crow Holdings Industrial to annex 64.3163 acres, located on Peeler Road and identified on Rowan County Tax Map 408 as Parcel 030, and Tax Map 410 as Parcels 001, 019, 029, 112 and 124. In accordance with State Statutes, the annexation request will be discussed at three Council meetings. At the first meeting, Council will receive the request and adopt a resolution instructing the City Clerk to investigate the sufficiency of the request. At the second meeting, staff will certify the statutory requirements have been met, and Council will set a public hearing date. At the third meeting, Council will hold a public hearing and vote on the annexation.

Attachments: ☒ Yes ☐ No

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

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

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

City Council to receive the request for the voluntary annexation of Parcels 408 030, and 410 001, 410 019, 410 029, 410 112, 410 124, and adopt a resolution instructing the City Clerk to investigate the sufficiency of the request

## Contact Information for Group or Individual:

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

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

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

## FINANCE DEPARTMENT INFORMATION:

Finance Manager Signature

Department Head Signature

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

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

---

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

☐

**Approved**

☐

**Declined**

**Reason:**



Date: 3/31/2022



**PETITION REQUESTING VOLUNTARY ANNEXATION**  
FOR Peeler Rd / Pietryk Rd Area

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

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

Property Identification (tax number or street address)	Printed Name (and title if business entity)	Signature	Owner's Address
TM <u>408</u> PCL <u>030</u>	<u>Mary Peeler</u>		<u>1465 Peeler Rd Salisbury, NC 28146</u>
TM <u>410</u> PCL <u>001</u>	<u>Edward W Pietryk II</u>	<u>Edward W Pietryk II</u>	<u>336 Pietryk Dr Salisbury, NC 28146</u>
TM <u>410</u> PCL <u>019</u>	<u>James Hauss</u>		<u>158 Pietryk Dr Salisbury, NC 28146</u>
TM <u>410</u> PCL <u>019</u>	<u>Deborah Hauss</u>		<u>158 Pietryk Dr Salisbury, NC 28146</u>
TM <u>410</u> PCL <u>029</u>	<u>Debra Pietryk</u>	<u>Debra Pietryk</u>	<u>336 Pietryk Dr Salisbury, NC 28146</u>

(Attach additional petition forms if needed)

Form Revised 2-08

Contact Person Nick Thornton Telephone Number 704.754.2792

**For Office Use Only:**

Total number of parcels \_\_\_\_\_ Number Signed \_\_\_\_\_ % Signed \_\_\_\_\_ Date Returned \_\_\_\_\_  
Contiguous per GS 160A-31 \_\_\_\_\_ or Non-contiguous "satellite" per GS 160A-58 \_\_\_\_\_ (check one)

**CITY OF SALISBURY**

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

Date: 3/31/2022



**PETITION REQUESTING VOLUNTARY ANNEXATION**  
**FOR** Peeler Rd / Pietryk Rd

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

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Property Identification (tax number or street address)	Printed Name (and title if business entity)	Signature	Owner's Address
TM 410 PCL 029	Edward Pietryk	<i>Edward Pietryk</i>	336 Pietryk Dr Salisbury, NC 28146
TM 410 PCL 112	Edward Pietryk	<i>Edward Pietryk</i>	336 Pietryk Dr Salisbury, NC 28146
TM 410 PCL 112	Debra Pietryk	<i>Debra Pietryk</i>	336 Pietryk Dr Salisbury, NC 28146
TM 410 PCL 124	Edward Pietryk	<i>Edward Pietryk</i>	336 Pietryk Dr Salisbury, NC 28146
TM 410 PCL 124	Debra Pietryk	<i>Debra Pietryk</i>	336 Pietryk Dr Salisbury, NC 28146

(Attach additional petition forms if needed)

Form Revised 2-08

Contact Person Nick Thornton Telephone Number 704.754.2792

**For Office Use Only:**

Total number of parcels \_\_\_\_\_ Number Signed \_\_\_\_\_ % Signed \_\_\_\_\_ Date Returned \_\_\_\_\_  
Contiguous per GS 160A-31 \_\_\_\_\_ or Non-contiguous "satellite" per GS 160A-58 \_\_\_\_\_ (check one)

**CITY OF SALISBURY**

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



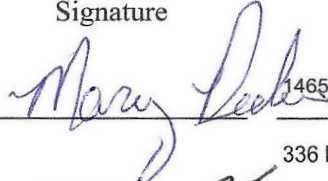
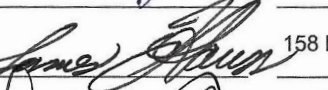
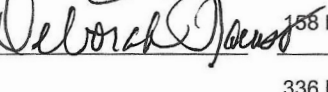
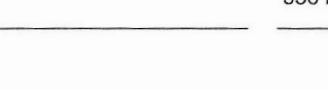
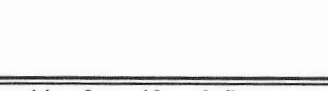
Date: 3/31/2022



**PETITION REQUESTING VOLUNTARY ANNEXATION**  
**FOR** Peeler Rd / Pietryk Rd Area

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1. The petition must be signed by all owners of real property in the area described and shall contain the address of each property owner.
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TM <u>410</u> PCL <u>001</u>	<u>Edward W Pietryk II</u>		<u>336 Pietryk Dr Salisbury, NC 28146</u>
TM <u>410</u> PCL <u>019</u>	<u>James Hauss</u>		<u>158 Pietryk Dr Salisbury, NC 28146</u>
TM <u>410</u> PCL <u>019</u>	<u>Deborah Hauss</u>		<u>158 Pietryk Dr Salisbury, NC 28146</u>
TM <u>410</u> PCL <u>029</u>	<u>Debra Pietryk</u>		<u>336 Pietryk Dr Salisbury, NC 28146</u>

(Attach additional petition forms if needed)

Form Revised 2-08

Contact Person Nick Thornton Telephone Number 704.754.2792

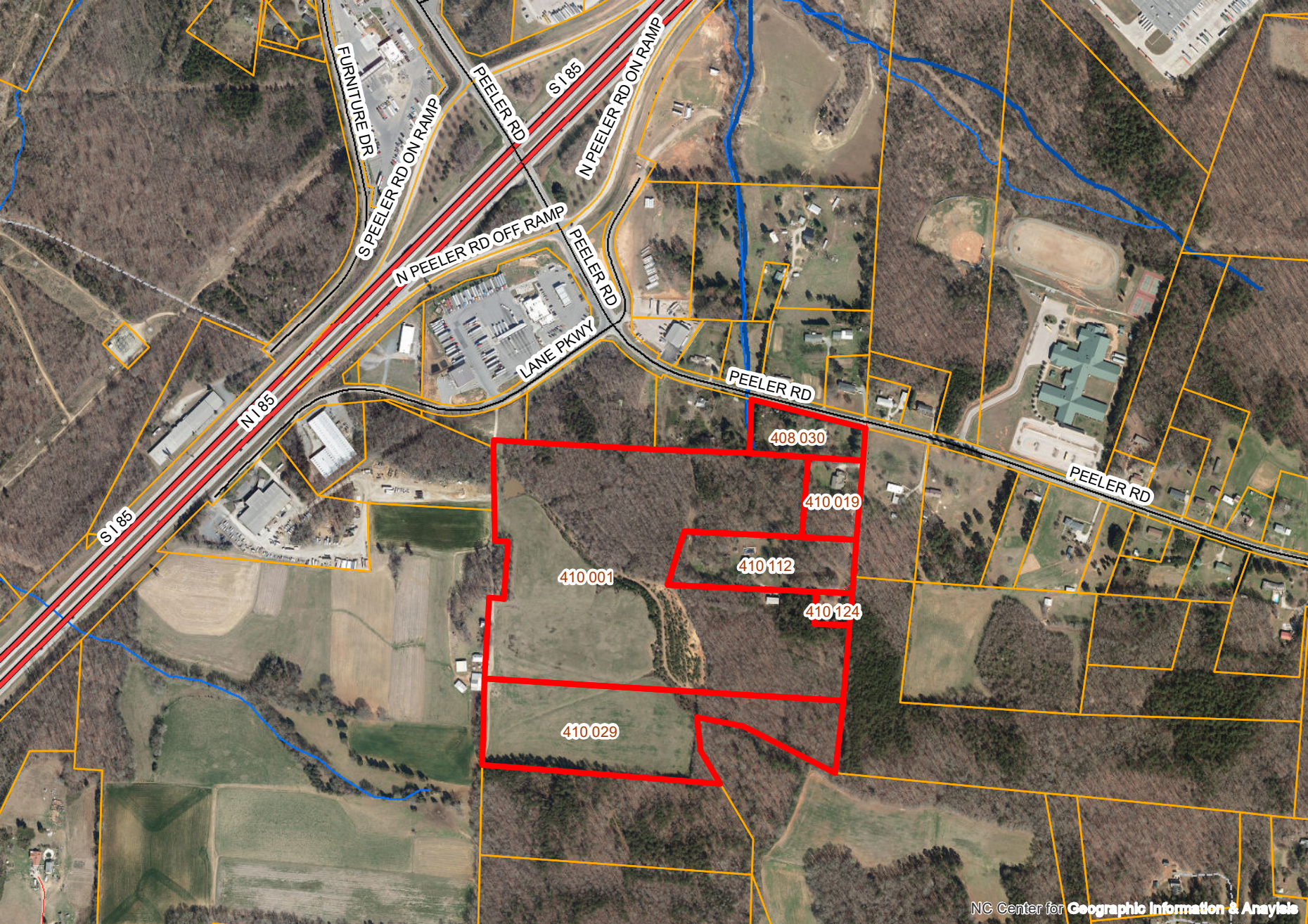
**For Office Use Only:**

Total number of parcels \_\_\_\_\_ Number Signed \_\_\_\_\_ % Signed \_\_\_\_\_ Date Returned \_\_\_\_\_  
Contiguous per GS 160A-31 \_\_\_\_\_ or Non-contiguous "satellite" per GS 160A-58 \_\_\_\_\_ (check one)

**CITY OF SALISBURY**

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







# Salisbury City Council Agenda Item Request Form



Please Select Submission Category: ☐ Public ☐ Council ☒ Manager ☐ Staff

Requested Council Meeting Date: April 19, 2022

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

Name of Presenter(s): City Attorney Graham Corriher and Interim City Manager Brian Hiatt

Requested Agenda Item: Council to consider approving a contract extension for Brian Hiatt to serve as Interim City Manager and in an advisory capacity to the new City Manager through June 30, 2022.

Description of Requested Agenda Item: The existing contract for the Interim City Manager ends April 30, 2022. An extension through June 30, 2022 is proposed for Council's consideration.

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 approving a contract extension for Brian Hiatt to serve as Interim City Manager and in an advisory capacity to the new City Manager through June 30, 2022.

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

Contact Information for Group or Individual: City Attorney Graham Corriher

☐ **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**

**ROWAN COUNTY  
NORTH CAROLINA**

**AMENDMENT NO. 2 TO  
AGREEMENT FOR EMPLOYMENT AS INTERIM CITY MANAGER**

**THIS AMENDMENT NO. 2**, dated April 19, 2022 (the “Amendment No. 2”), amends the **AGREEMENT FOR EMPLOYMENT AS INTERIM CITY MANAGER** (the “Employment Agreement”) entered into the 23rd day of November, 2021, as amended by an Amendment thereto dated March 15, 2022, by and between the **City of Salisbury**, North Carolina (hereinafter “City”), by and through the City Council of Salisbury (hereinafter “Council”), and **W. Brian Hiatt** (hereinafter “Interim City Manager”) (the City and the Manager are collectively the “Parties”), to establish and set forth the terms and conditions of the continued employment as the Interim City Manager of the City.

**WITNESSETH:**

**WHEREAS**, the City and Interim City Manager are parties to the Employment Agreement; and

**WHEREAS**, the City is satisfied with the performance of the Interim City Manager and the Interim City Manager is willing to continue employment as interim city manager until the employment of a permanent city manager, and thereafter to serve in an advisory role to the incoming city manager, as set forth in this Amendment No. 2; and

**WHEREAS**, the Parties desire to amend and extend the Employment Agreement as set forth in this Amendment No. 2.

**NOW, THEREFORE**, in consideration of the Interim City Manager’s continued employment with the City, and other good and valuable consideration, including the mutual covenants contained in the Employment Agreement and this Amendment No. 2, the receipt and legal sufficiency of which are hereby acknowledged, the City and the Interim City Manager hereby contract, covenant, and agree as follows:

1. **Amendment of various sections of the Employment Agreement.** The following sections of the Employment Agreement are amended, respectively, as follows:

**Section 2. Term.**

Subject to earlier termination as provided for in Section 8, Subsection D of the Employment Agreement, the term of the Employment Agreement is extended to and including June 30, 2022. If Council wishes the Manager to continue employment beyond June 30, 2022, it will be based upon renegotiated terms agreed to by the Parties in writing.

**Section 7. Hours of Work.**

The Interim City Manager shall serve as full-time interim city manager according to the terms set forth in the Employment Agreement through the earlier of the date a full-time city manager begins employment with the City and June 30, 2022.

On the date a full-time city manager begins employment with the City, the Interim City Manager shall serve in an advisory capacity as set forth in this Amendment until June 30, 2022.

In order to facilitate an orderly transition in leadership, the Interim City Manager shall be available at mutually agreeable times at the request of the City's incoming city manager beginning on the first date the full-time city manager begins employment and the end of the Term of this Amendment, which is June 30, 2022.

#### **Section 8. General Provisions.**

- B. Entire Agreement. This Amendment, and the Employment Agreement referenced herein, incorporates all the agreements, covenants and understandings between the City and the Manager concerning the subject matter hereof, and all such covenants, agreements and understandings have been merged into this written Amendment. No other prior agreements or understandings, verbal or otherwise, of the parties or their agents shall be valid or enforceable unless embodied in this Amendment.
- C. Amendment. This Amendment shall not be modified or further amended except by a vote of the Council and, upon approval of the Council, a written instrument executed by the Manager and the duly authorized representative of the Council.

2. Except as amended by this Amendment, all other terms of the Employment Agreement remain in full force and effect.

*(Signatures on following page)*



**IN WITNESS WHEREOF**, the City and the Interim City Manager have executed this Agreement effective as of the date first written above.

**PRE-AUDIT CERTIFICATE**

This Agreement has been pre-audited pursuant to North Carolina General Statute § 159-28 in the manner required by the Local Governmental Budget and Fiscal Control Act.

**THE CITY OF SALISBURY**

\_\_\_\_\_  
Chief Financial Officer

**CITY OF SALISBURY, NORTH CAROLINA**

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

**ATTEST:**

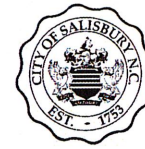
\_\_\_\_\_  
City Clerk

(City Seal)

**AGREED AND ACCEPTED** this the \_\_\_\_\_ day of \_\_\_\_\_, 2022

\_\_\_\_\_  
W. Brian Hiatt, Interim City Manager

# Salisbury City Council Agenda Item Request Form



Please Select Submission Category: ☐ Public ☐ Council ☐ Manager ☒ Staff

Requested Council Meeting Date: April 19, 2022

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

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

Requested Agenda Item: Voluntary Annexation – Oxford Station

## Description of Requested Agenda Item:

A public hearing concerning the voluntary annexation for Oxford Station, located on Old Mocksville Road was scheduled for April 19, 2022. The hearing has been properly advertised, and staff finds the request to meet the standards of NCGS 160A-31. Statutes require the effective date of the annexation to be on the date of adoption or June 30th. The petitioner has requested an effective date on the date of adoption. Therefore, after the public hearing, City Council will consider adopting an Ordinance for the the annexation of Oxford Station, effective April 19, 2022.

Attachments: ☒ Yes ☐ No

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

The current tax value of the property is \$639,440. The plan is to construct a subdivision consisting of 246 single family homes, with future expected annual tax revenue of \$354,240. The City will incur additional costs for police and fire protection, which is indeterminable.

**Action Requested of Council for Agenda Item:** *(Please note if item includes an ordinance, resolution or petition)*  
City Council to hold a public hearing and consider adoption of an Ordinance to annex Oxford Station, 79.521 acres located on Old Mocksville Road, parcel 321-079, per NCGS 160A-31 effective April 19, 2022

## 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:

S. Wade Funches

Finance Director Signature

Wendy Brindle

Department Head Signature

Budget Manager Signature

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

**For Use in Clerk’s Office Only**

☐ **Approved**

☐ **Declined**

**Reason:**

**“AN ORDINANCE TO EXTEND THE CORPORATE LIMITS OF THE CITY OF SALISBURY, NORTH CAROLINA, TO INCLUDE 79.521 ACRES, PARCEL 321-079, OXFORD STATION**

WHEREAS, the City Council of Salisbury has been petitioned under G.S. 160A-31 to annex the area described herein, and the City Clerk has certified the sufficiency of said petition; and

WHEREAS, a public hearing on the question of this annexation was held by City Council on April 19, 2022 at 6:00 p.m. after due notice by publication on March 22, 2022 in the Salisbury Post; and

WHEREAS, the City Council of Salisbury does find as a fact that said petition meets the requirements of G.S. 160A-31; and

WHEREAS, the City Council of Salisbury further finds that the petition has been signed by all the owners of real property in the area who are required by law to sign; and

WHEREAS, the City Council of Salisbury further finds that the petition is otherwise valid, and that the public health, safety and welfare of the City of Salisbury and of the area proposed for annexation will be best served by annexing the area described;

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

Section 1. By virtue of the authority granted by G.S. 160A-31, the following described territory, and also shown on the attached annexation plat, is hereby annexed and made part of the City of Salisbury as of the 19<sup>th</sup> day of April 2022. The survey plat that describes the annexed territory is that certain survey plat entitled Annexation Plat of #5761-01-36-1870 (Contiguous Annexation), dated 1-27-2022, and recorded in Book of Maps \_\_\_\_\_ Page \_\_\_\_\_, Rowan County Register of Deeds:

SITUATE IN FRANKLIN TOWNSHIP, ROWAN COUNTY, NORTH CAROLINA, AND BEING A TRACT OF LAND CONVEYED TO BELLE REALTY DEVELOPMENT CO. AS RECORDED IN DEED BOOK 1076, PAGE 934 AND DEED BOOK 1392, PAGE 571 AND BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCING FOR REFERENCE AT NGS MONUMENT "SAFETY". SAID MONUMENT HAVING NC GRID COORDINATES (NAO 83/2011) OF NORTH: 714,864.62 US FEET AND EAST: 1,565,731.16 US FEET; THENCE NORTH 30°41'54" WEST, 1,621.39 FEET (GRID DISTANCE-COMBINED GRID FACTOR OF 0.99990385) TO A POINT ON THE CENTERLINE OF OLD MOCKSVILLE ROAD (A 60' PUBLIC R/W) AND THE POINT OF BEGINNING OF THE HEREIN DESCRIBED TRACT OF LAND. SAID POINT HAVING NC GRID COORDINATES OF NORTH: 716,258.82 US FEET AND EAST: 1,564,903.44 US FEET; THENCE DEPARTING SAID CENTERLINE NORTH 89°04'17" WEST. 30.69 FEET TO A #5 REBAR (FOUND) AT THE NORTHEAST CORNER OF LOT 168 OF COUNTRY CLUB HILLS SECTION FIVE AS RECORDED IN PLAT BOOK 9995 PAGE 2151; THENCE WITH THE NORTH LINE OF SAID COUNTRY CLUB HILLS SECTION FIVE NORTH 89°04'17" WEST, 1,631.05 FEET TO A POINT ON THE CENTERLINE OF A STREAM. SAID POINT BEING THE NORTHEAST CORNER OF TRACT 1 COS OF COUNTRY CLUB HILLS SECTION SEVEN PH I; THENCE ALONG THE NORTH LINE OF SAID COUNTRY CLUB HILLS SECTION SEVEN PH I AND ITS WESTWARD EXTENSION. SAID EXTENSION BEING THE NORTH LINE OF COUNTRY CLUB HILLS SECTION SEVEN PH II NORTH 59°05'09" WEST. 1,708.64 FEET TO A STONE (FOUND) AT THE NORTHWEST CORNER OF SAID COUNTRY CLUB HILLS SECTION SEVEN PH II AND IN THE EAST LINE OF A TRACT OF LAND CONVEYED TO JOHN E. SHOAF AS RECORDED BY WILL (DEED NOT FOUND); THENCE WITH THE EAST LINE

OF SAID SHOAF TRACT THE FOLLOWING THREE (3) DESCRIBED COURSES AND DISTANCES: (1) NORTH 03°45'56"EAST, 607.87 FEET TO A #5 REBAR (FOUND); (2) NORTH 03°41'02"EAST, 438.26 FEET TO A 1 1/2" IRON PIN (FOUND); (3) NORTH 02°47'02" EAST. 75.02 FEET TO A #5 REBAR (FOUND) AT THE SOUTHWEST CORNER OF A TRACT OF LAND CONVEYED TO JEFFERY D. BILLINGS, ET UX AS RECORDED IN DEED BOOK 742 PAGE 970 & DEED BOOK 1392 PAGE 572; THENCE WITH THE SOUTHERLY LINE OF BILLINGS, ET UX TRACT THE FOLLOWING THREE (3) DESCRIBED COURSES AND DISTANCES: (1) SOUTH 88°54'53" EAST. 1.473.19 FEET TO A #5 REBAR (FOUND); (2) SOUTH 36°32'41" EAST, PASSING A #5 REBAR (FOUND) AT 94.70 FEET. FOR A TOTAL DISTANCE OF 189.41 FEET TO A #5 REBAR (FOUND); (3) SOUTH 88°53'0.3" EAST. PASSING A #5 REBAR (FOUND) AT 1.700.60 FEET, FOR A TOTAL DISTANCE OF 1,730.71 FEET TO A POINT ON THE CENTERLINE OF SAID OLD MOCKSVILLE ROAD; THENCE WITH THE CENTERLINE OF SAID ROAD. THE FOLLOWING TEN (10) DESCRIBED COURSES AND DISTANCES: (1) SOUTH 00°45'14" WEST, 115.20 FEET TO A POINT; (2) SOUTH 00°35'45" » WEST. 106.85 FEET TO A POINT; SOUTH 00°04'35" EAST, 129.70 FEET TO A POINT; (4) SOUTH 00°04'48" EAST. 90.53 FEET (3) TO A POINT; (5) SOUTH 00°36'04" EAST, 103.34 FEET TO A POINT; (6) SOUTH 00°10'55" WEST, 171.64 FEET TO A POINT; (7) SOUTH 01°13'07" WEST, 98.67 FEET TO A POINT; (8) SOUTH 04°31'25" WEST. 92.93 FEET TO A POINT; (9) SOUTH 07°35'47" WEST. 37.29 FEET TO A POINT; (10) SOUTH 06°35'23" WEST, 13.37 FEET TO THE POINT OF BEGINNING, CONTAINING 79.521 ACRES. MORE OR LESS. SUBJECT HOWEVER TO ALL COVENANTS. CONDITIONS. RESTRICTIONS. RESERVATIONS, AND EASEMENTS CONTAINED IN ANY INSTRUMENT OF RECORD PERTAINING TO THE ABOVE DESCRIBED TRACT OF LAND. THIS DESCRIPTION WAS PREPARED FROM A A FIELD SURVEY PERFORMED BY ESP ASSOCIATES, INC. IN NOVEMBER OF 2021. BEARINGS ARE BASED ON NC SPCS NAD83/2011 "GRID BEARINGS".

Section 2. Upon and after the 19th day of April 2022, the above described territory and its citizens and property shall be subject to all debts, laws, ordinances and regulations in force in the City of Salisbury and shall be entitled to the same privileges and benefits as other parts of the City of Salisbury. Said territory shall be subject to municipal taxes according to G.S. 160A-31.

Section 3. The Mayor of the City of Salisbury shall cause to be recorded in the office of the Register of Deeds of Rowan County, and in the office of the Secretary of State at Raleigh, North Carolina, an accurate map of the annexed territory, described in Section 1 hereof, together with a duly certified copy of this ordinance. Such a map shall also be delivered to the County Board of Elections as required by G.S. 163-288.1."

Adopted this 19<sup>th</sup> day of April 2022.

---

Karen K. Alexander, Mayor

ATTEST: \_\_\_\_\_  
Kelly Baker, MMC  
Administrative Services Director/City Clerk



Date:

2/5/22



# PETITION REQUESTING VOLUNTARY ANNEXATION "Oxford Station"

FOR Map 321, Parcel 079

Belle Realty Development Co, Inc.

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

1. The petition must be signed by all owners of real property in the area described and shall contain the address of each property owner.
2. The petition must include a metes and bounds description of the area to be annexed and a preliminary annexation boundary survey prepared by a Registered Land Surveyor. Two original mylars of the final annexation boundary survey shall be completed after consultation with the City.
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  - c) No subdivision, as defined in GS 160A-376, will be fragmented by the proposed annexation.
4. Upon the effective date of annexation and thereafter, the described citizens and property shall be subject to municipal taxes and to all debts, laws, ordinances and regulations in force in the City of Salisbury and shall be entitled to the same privileges and benefits as other citizens and property in the City of Salisbury.

Property Identification (tax number or street address)	Printed Name (and title if business entity)	Signature	Owner's Address
TM <u>321</u> PCL <u>079</u>	<u>R. Victor Wallace, V.P.</u>	<u>R. Victor Wallace</u>	<u>301 N. Main / Salisbury</u>
TM _____ PCL _____	<u>Belle Realty Dev</u>	_____	_____
TM _____ PCL _____	<u>Company, Inc.</u>	_____	_____
TM _____ PCL _____	_____	_____	_____
TM _____ PCL _____	_____	_____	_____

(Attach additional petition forms if needed)

Form Revised 2-08

Contact Person R. Victor Wallace Telephone Number 704 202 7508

## For Office Use Only:

Total number of parcels 1 Number Signed 1 % Signed 100 Date Returned 2/18/22  
 Contiguous per GS 160A-31 X or Non-contiguous "satellite" per GS 160A-58 \_\_\_\_\_ (check one)

CITY OF SALISBURY

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





# Salisbury City Council Agenda Item Request Form



Please Select Submission Category: ☐ Public ☐ Council ☐ Manager ☒ Staff

**Requested Council Meeting Date:** April 19, 2022

**Name of Group(s) or Individual(s) Making Request:** Mr. Alfred Wilson, Alfred C Wilson & Co, Inc

**Name of Presenter(s):** Vickie Eddleman, Traffic Engineering Coordinator

**Requested Agenda Item:** Council to consider approval of Right-of-Way Use Permit for the use of two parking spaces adjacent to 127 South Main Street (Mondays & Tuesdays) and adjacent to 133 South Main Street (Wednesdays & Thursdays).

**Description of Requested Agenda Item:**

Engineering has received a request from Mr. Wilson to have use of the two parking spaces, on South Main Street, for sub-contractors to park work trucks. These vehicles will contain tools and materials that will need to be accessed multiple times during the work day. His company and contracts are already utilizing free all day parking in the area for vehicles which can be unloaded and moved. Most of these vehicles have been utilizing the City Hall parking lot. The private parking lot for 133 S. Main St. is being used to stage a dumpster (three spaces) and four vehicles. The contractors to use the private and requested public spaces include, but aren't limited to, plumbers, electricians and HVAC. Thread Shed staff are also parking in other non- 2-hour parking spaces during construction.

Mr. Wilson has asked to use two spaces in front of 127 South Main Street during the days and hours the business is closed. The owner was out of town and could not provide written permission but has provided staff with verbal approval of this accommodation. Shi-Heria Ship, owner of Vibe Lounge has stated that Mr. Wilson's sub-contractors can use two spaces adjacent to her building on Mondays and Tuesdays from 7:00am to 5:30pm. Mr. Wilson is then asking to use two spaces adjacent to 133 South Main Street on Wednesdays and Thursdays from 7:00am to 5:30pm. There will be no use of public parking spaces on Fridays, Saturdays or Sundays. Please note that these spaces will not be used the Friday, Saturday and Sunday of the Cheerwine Festival. Mr. Wilson is asking for the use of these spaces from April 20, 2022 through July 19, 2022. If additional time is requested by the applicant, a subsequent request will be made to City Council at the July meeting. Since the request for use of right-of-way exceeds 14 calendar days, Section 22-50 of the City Code of Ordinances requires Council approval for the time frames requested.

**Attachments:** ☒ Yes ☐ No

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

There is no budgetary impact on this item.

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

Recommend that City Council, per Section 22-50 of the City Code of Ordinances, approve Right-of-Way Use Permit as stated for the work being performed at 133 South Main Street.

**Contact Information for Group or Individual:**

Vickie Eddleman, City of Salisbury, 704-638-5213

Mr. Alfred Wilson, Alfred C Wilson & Co, Inc, 704-202-2372

☐ **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\*\*\****

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

☐ **Approved**

☐ **Declined**

**Reason:**



## Right-of-Way Use Permit Application

LOCATION OF WORK: Two parking spaces adjacent to 127 S Main St (Mon-Tue), and 133 S Main St (Wed-Thu). No parking used Fri, Sat, or Sun.

NAME OF APPLICANT: Mr. Alfred Wilson of Alfred C Wilson & Co, Inc

ADDRESS: 8660 US Hwy 601, Salisbury, NC 28147 PHONE: 704-202-2372

START DATE: 04/20/2022 END DATE: 07/19/2022

PROPOSED USE: Interior building renovations

Note: Applications must be approved by the City Traffic Engineer or authorized representative prior to placement of materials or equipment on site.

### REQUIREMENTS:

1. Maximum permit period of 14 calendar days.
2. Applicant is responsible for repair of damage to public property.
3. Permit subject to all requirements as specified in the City of Salisbury Code of Ordinances, Section 22-50, Right-of-Way Use for Construction and Maintenance (copy provided with application).
4. By accepting and utilizing this permit, the applicant will indemnify and hold the City of Salisbury and its officials, officers, employees and agents harmless from and against any liability and damages resulting from any negligent acts or omissions in the use of this public right-of-way.
5. A copy of the approved permit must be posted at the site (permit issued upon application approval).

### OFFICE USE ONLY

APPROVED: Approval by City Council on April 19, 2022.

City Traffic Engineer or Authorized Representative

# Parking Spaces Approved: 2 Width of Sidewalk Approved for Use: No

Minimum 5' Wide Pedestrian Access Required: N/A

Description of approved uses: Building owner has hired Mr. Wilson to make renovations to the building. These spaces are being requested for use by subcontractors for ease of access to tools and materials throughout the work day between the hours of 7:00am – 5:30pm.

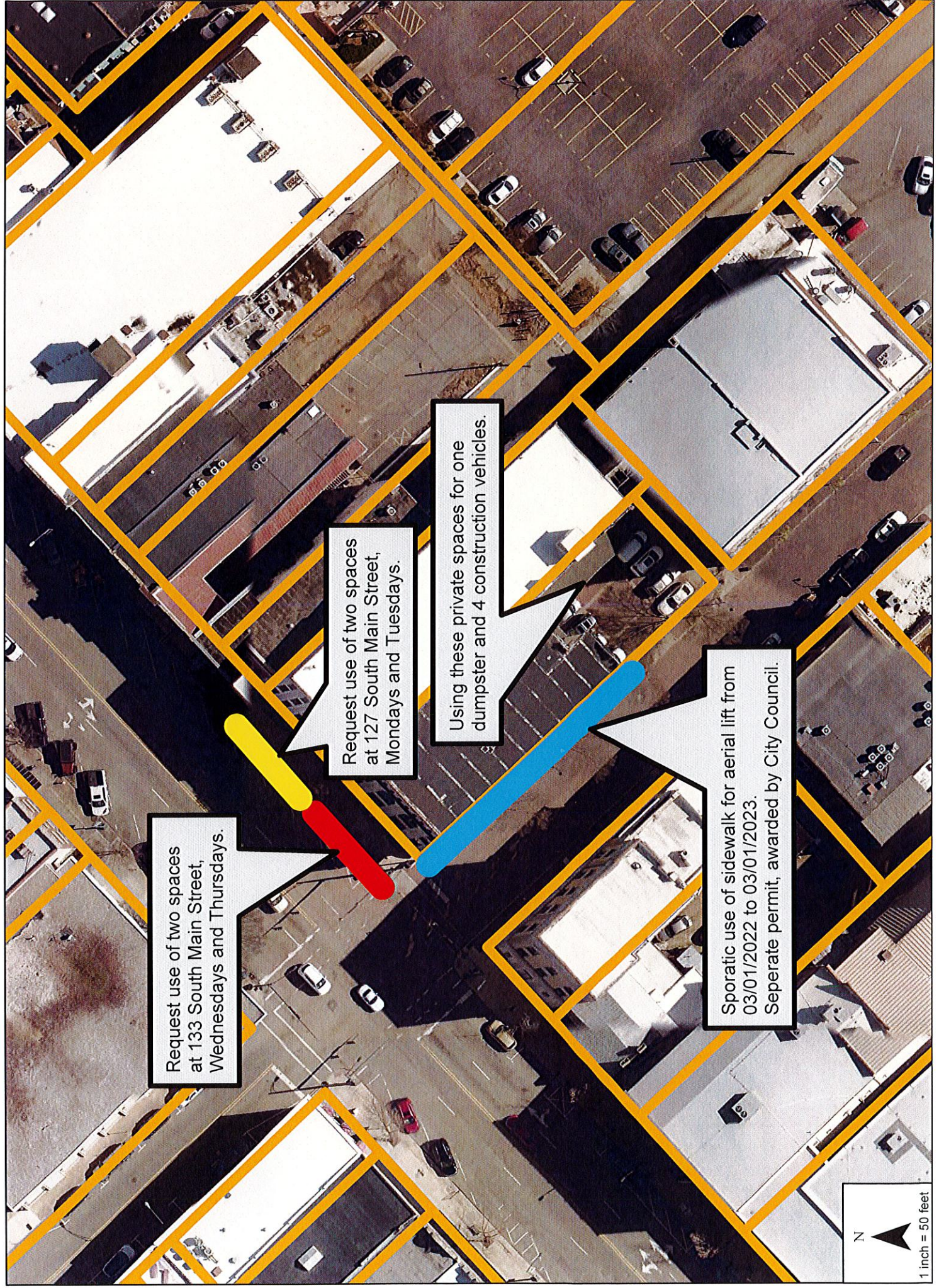
DISTRIBUTION: POLICE FIRE DEVELOPMENT SRVCS. PUBLIC WORKS NCDOT (if applicable)

CITY OF SALISBURY

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



Right of Way Use Permit Requested by 133 South Main Street



Request use of two spaces  
at 133 South Main Street,  
Wednesdays and Thursdays.

Request use of two spaces  
at 127 South Main Street,  
Mondays and Tuesdays.

Using these private spaces for one  
dumpster and 4 construction vehicles.

Sporadic use of sidewalk for aerial lift from  
03/01/2022 to 03/01/2023.  
Separate permit, awarded by City Council.



# Salisbury City Council Agenda Item Request Form



Please Select Submission Category: ☐ Public ☐ Council ☐ Manager ☒ Staff

Requested Council Meeting Date: 4-19-2022

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

Name of Presenter(s): Chris Tester, Assistant Public Works Director

Requested Agenda Item: Fisher Street Bridge Update

**Description of Requested Agenda Item:** The Fisher Street Bridge is one of five municipal bridges maintained by the City of Salisbury and is one of 3 located in a historic district. The bridge is a timber bridge with steel I beams that span over the railroad tracks. A bridge inspection report from January 2020 identified items in need of repair on the Fisher Street Bridge. The City contracted with NCDOT Bridge Maintenance to perform these repairs which started in September 2021. During these repairs it was determined that there was significant deterioration of the steel I-beams which were not originally listed in the report and analysis of these beams was needed. In March 2022, the City received analysis on the bridge and it was determined that due to deterioration the bridge's load capacity has dropped to 4 tons. Engineers in the City feel that this load rating is unsafe to open to vehicular traffic and budget estimates have been prepared to make repairs. Due to the large expenditure to replace the beams, staff is collaborating on different possibilities for the bridge and the surrounding area. Downtown Salisbury, Community Planning, Engineering and the Public Works Departments are planning to work with the community and gather input in order to make a future recommendation to Council on the bridge and what if any enhancements can be made.

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

Contact Information for Group or Individual: Chris Tester, 704-216-7554, ctest@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:

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

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

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

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

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

☐ Approved

☐ Delayed

☐ Declined

**Reason:**

# Salisbury City Council Agenda Item Request Form



Please Select Submission Category: ☐ Public ☐ Council ☐ Manager ☒ Staff

Requested Council Meeting Date: 4/19/2022

Name of Group(s) or Individual(s) Making Request: Salisbury Police Department/Chief Jerry Stokes

Name of Presenter(s): Chief Jerry Stokes

Requested Agenda Item: Update Council on SPD information – crime data, staffing, etc.

Description of Requested Agenda Item: Council to hear SPD update on community crime, staffing, etc. from the first quarter of 2022.

Attachments: ☒ Yes ☐ No

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

Action Requested of Council for Agenda Item: (Please note if item includes an ordinance, resolution or petition)  
None.

Contact Information for Group or Individual: Chief Jerry Stokes, SPD 704-638-5333

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

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

## FINANCE DEPARTMENT INFORMATION:

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

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

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

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

## For Use in Clerk's Office Only

☐ Approved ☐ Delayed ☐ Declined

Reason:

# Salisbury City Council Agenda Item Request Form



Please Select Submission Category: ☐ Public ☐ Council ☐ Manager ☒ Staff

Requested Council Meeting Date: April 19, 2022

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

Name of Presenter(s): City Council

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

Description of Requested Agenda Item: The Alternate Methods of Design Commission and Historic Preservation Commission each have one vacancy. A copy of the worksheet and all active applications received for each board 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**

## Boards and Commissions Worksheet – 2022

### Alternate Methods of Design Commission – No Liaison

<u>Current Member</u>	<u>Term Expires</u>	<u>Eligible for Reappointment</u>	<u>Need 1 Member</u>
Alex Bost	3/31/22	No	Chad Morgan
Chris Bradshaw	3/31/22	No	

**Applicants:**

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

### Historic Preservation Commission – No Liaison

<u>Current Members</u>	<u>Term Expires</u>	<u>Eligible for Reappointment</u>	<u>Need 1 Member</u>
Eugene Goetz	3/31/22	No	Lillian Goodnow
William James	3/31/22	Yes	William James
Sue McHugh	3/31/22	No	

**Applicants:**

**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.