COUNCIL MEETING AGENDA

June 2, 2020
6:00 p.m.

The City is operating under a State of Emergency declaration related to the spread of COVID-19. The City Council meeting will be held electronically to remain consistent with limiting physical interactions and the potential spread of COVID-19, and Council Chambers will be closed. The meeting will be streamed live at salisburync.gov/webcast and on the City’s Twitter account. Anyone who wishes to speak during public comment must sign-up by 5:00 p.m. on June 2, 2020 by contacting Kelly Baker at kbake@salisburync.gov or 704-638-5233.

1. Call to order.
3. Pledge of Allegiance.
4. Adoption of Agenda.

5. Council to consider the CONSENT AGENDA:
   (a) Adopt Minutes of the Regular meeting of May 19, 2020.
   (b) Adopt a Budget ORDINANCE amendment to the FY2019-2020 budget in the amount of $500,000 to appropriate an Office of Justice Programs Strategies for Policing Innovation grant.
   (c) Adopt a Budget ORDINANCE amendment to the FY2019-2020 budget in the amount of $45,802 to appropriate grants and donations for the Dixonville-Lincoln Memorial Project.
   (d) Adopt a Budget ORDINANCE amendment to the FY2019-2020 budget in the amount of $25,750 to appropriate revenues for the Public Art Committee.
   (e) Adopt a Budget ORDINANCE amendment to the FY2019-2020 budget in the amount of $18,000 to appropriate Police Department grants.
   (f) Adopt a RESOLUTION supporting an application for Surface Transportation Block Grant Program Direct Attributable (STBGP-DA) funds with a 20% City match for Grant’s Creek Greenway Phase IV.
   (g) Adopt a RESOLUTION supporting an application for Surface Transportation Block Grant Program Direct Attributable (STBGP-DA) funds with a 20% City match to upgrade the City’s signal system network.
   (h) Approve a right-of-way encroachment by Level (3) for the installation of directional bored duct and fiber optic cable on Lincolnton Road and Jake Alexander Boulevard per Section 11-24(27) of the City Code.
6. Council to receive public comment. Public comment will begin following adoption of the Consent Agenda. For electronic meetings speakers must sign-up before 5:00 p.m. Speakers unable to sign-up prior to 5:00 p.m. can submit comments by email to tiffany.crook@salisburync.gov and they will be added to the record.

7. Council to hold a public hearing regarding the proposed FY2020-2021 City Budget. (Presenter – Senior Management Analyst Anna Bumgarner and Finance Director Shannon Moore)
   (a) Receive a report.
   (b) Hold a public hearing.

8. Council to receive a presentation and consider adopting an amendment to the FY2019-2020 Annual Action Plan to incorporate CARES Act Community Development Block Grant (CDBG-CV) funding to prevent, prepare for, and respond to the coronavirus. (Presenter – Housing Planner Candace Edwards and Community Planning Services Director Hannah Jacobson)


    (a) 3rd Quarter Financial Report.

11. Mayor’s Announcements.

12. Council’s Comments.

13. Mayor Pro Tem’s Comments.

14. Mayor’s Comments.

15. Adjourn.
REGULAR MEETING

PRESENT: Mayor Karen K. Alexander, Presiding; Mayor Pro Tem Al Heggins; Council Members William Brian Miller, David Post and Tamara Sheffield; City Manager W. Lane Bailey; Deputy City Tiffany Crook; and City Attorney J. Graham Corriher.

ABSENT: None.

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

PLEDGE OF ALLEGIANCE

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

RECOGNITION OF VIEWERS

Mayor Alexander welcomed all viewers.

CHANGES TO THE AGENDA

Mayor Alexander noted the following changes to the Agenda;

Add – Proclamation for National Prevention Week to increase awareness and action around mental health and substance use disorders.
Add – Proclamation for National Public Works Week.
Add – Proclamation for Veterans Memorial Day.

ADOPTION OF THE AGENDA

Thereupon, Councilmember Post made a motion to adopt the Agenda with presented changes. Upon a roll call vote Mayor Alexander voted AYE, Mayor Pro Tem Heggins voted AYE, Councilmember Miller voted AYE, Councilmember Post voted AYE and Councilmember Sheffield voted AYE. (5-0)

PROCLAMATIONS

Mayor to proclaim the following observances:

NATIONAL PREVENTION WEEK May 10-16, 2020
NATIONAL PUBLIC WORKS WEEK May 17-23, 2020
VETERANS MEMORIAL DAY May 25, 2020

Mayor Alexander read each proclamation.

CONSENT AGENDA

(a) Minutes

Adopt Minutes of the Special meeting of April 28, 2020 and the Regular meeting of May 5, 2020.

(b) Remote Meeting Policy

Adopt a Resolution revising Council’s Remote Meeting Policy to maintain compliance with state requirements.

RESOLUTION TO REVISE THE POLICY AND PROCEDURE FOR ELECTRONIC MEETINGS OF THE SALISBURY CITY COUNCIL

(The above Resolution is recorded in full in Resolution Book No. 16 at Page No. 17-20, and is known as Resolution 2020-12.)

(c) Budget Ordinance Amendment – Tennis Court Lights

Adopt a Budget Ordinance amendment to the FY2019-2020 budget in the amount of $20,000 to appropriate a donation for tennis court lights at City Park.
ORDINANCE AMENDING THE 2019-2020 BUDGET ORDINANCE OF THE CITY OF SALISBURY, NORTH CAROLINA TO APPROPRIATE DONATION FOR TENNIS COURT LIGHTS.

(The above Ordinance is recorded in full in Ordinance Book No. 29 at Page No. 37, and is known as Ordinance 2020-28.)

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

PUBLIC COMMENT

Mayor Alexander opened the floor to receive public comments.

There being no comments, Mayor Alexander closed the public comment session.

SALE OF PROPERTY - PARCEL 451A-194

City Engineer Wendy Brindle pointed out a Resolution was adopted on March 17, 2020 to begin the upset bid process for Parcel 451A-194. She noted the parcel is located in the Westwood Subdivision near Harrison Road, between Jake Alexander Boulevard and Sherrills Ford Road. She explained the parcel is approximately one-half of an acre, undeveloped, and has a tax value of $22,100.

Ms. Brindle stated the parcel was advertised in the Salisbury Post for upset bid on April 19, 2020 and no bids were received. She noted Ms. Paola Guadalupe Guerrero-Alonso presented an offer to purchase the land in the amount of $5000 and plans to build on the property. Ms. Brindle recommended Council authorize the sale of Parcel 451A-194 to Ms. Guadalupe Guerrero-Alonso.

Thereupon, Councilmember Post made a motion to authorize the sale of Parcel 451A-194, located in the 400 block of Freedom Drive, to Paola Guadalupe Guerrero-Alonso in the amount of $5,000. Upon a roll call vote Mayor Alexander voted AYE, Mayor Pro Tem Heggins voted AYE, Councilmember Miller voted AYE, Councilmember Post voted AYE and Councilmember Sheffield voted AYE. (5-0)

DRAFT FY2020-2024 CONSOLIDATED PLAN AND DRAFT 2020-2021 ACTION PLAN

Planning Services Director Hannah Jacobson indicated her presentation is the first reading of the Consolidated Plan and Action Plan. She noted no action is required of Council at this time. She stated every five years communities that receive Community Development Block Grant
(CDBG) funds from the United States Department of Housing and Urban Development (HUD) are required to create a Consolidated Plan to prioritize needs and create a framework for how the funds will be used.

Ms. Jacobson stated HUD has a template of topics that must be included in a Consolidated Plan which all communities who receive CDBG funds are required to address. She explained the plan must include an executive summary which reviews the process of developing the plan, a list of community engagement efforts, and a needs assessment which evaluates statistics regarding households that are in need of assistance. She added a market analysis is also required to identify housing availability for low income residents.

Ms. Jacobson indicated the Consolidated Plan is strategic and includes a broad review of priorities and goals, while the annual Action Plan evaluates programs, the budget, and ways the City plans to implement goals and strategies. She added, she worked with former Planning Director Janet Gapen to determine demographic trends that are shaping the City’s demand for housing. She explained the City has had a relatively static population over the last ten years which has increased the cost of housing. She pointed out an increase in single-person households is a trend in Salisbury that includes renters and homeowners. She added single person households are becoming the most common type of household and 48% of these households have incomes less than 80% of the area median income and are classified as low to moderate income households.

Ms. Jacobson presented information regarding households and area median income. She explained 17% of households earn less than 30% of the area median income, 14% earned between 30% and 50%, and 16% earn between 50% and 80% of the area median income. She added, the population in Salisbury is aging and 37% of households include a person who is 62 years old or older. She stated household trends have impacted the demand for housing, created challenges, and constitute the majority of the needs assessment within the Consolidated Plan.

Ms. Jacobson stated issues regarding housing include substandard housing, overcrowding, households with zero or negative incomes, and cost burdened households. She noted the most common housing problems relate to the cost of housing. She explained HUD defines cost burdened as a household that is spending more than 30% of its income on housing and a household that is spending more than 50% of its income on housing is considered severely cost burdened. She mentioned renter occupied households experience the greatest amount of housing problems when compared to owner occupied households and households with the lowest incomes are three times as likely to have housing problems as compared to those with incomes above 80% of the area median income.

Ms. Jacobson presented statistics identifying housing cost burdens among households in the City. She stated 17% of households are cost burdened with housing costs between 30% and 50% of its income and 19% have housing costs over 50% of its income. She explained the segments of the population disproportionately affected by housing cost burdens are black and brown populations. She added 27% of white households, 40% of Hispanic households, and 49% of black or African American households are cost burdened.

Ms. Jacobson noted Salisbury has approximately 15,000 housing units and nearly two-
thirds are single family homes. She stated from 2009 to 2015 home values declined and rent increased by 7%. She explained half of the City’s housing units were built before 1980 and may contain environmental hazards such as lead based paint. She added the City is now a majority rental community.

Mayor Alexander requested information comparing the City’s renter and owner-occupied housing statistics to other communities. Ms. Jacobson stated she will get the information to Council.

Councilmember Post indicated the community is 58% owner-occupied and 31% renter occupied according to the United States Census Bureau.

Mayor Pro Tem Heggins asked if the Remedial Action Plan (RAP) assists with substandard housing conditions and if Code Enforcement is involved. Ms. Jacobson stated the plan involves working with Code Enforcement who act according to the Minimum Housing Ordinance.

Ms. Jacobson stated extremely low income households are typically served by public housing which does not have enough units to meet the needs of the community. She explained the Salisbury Housing Authority manages 465 units and is in need of approximately 1,500 units to fill the shortage. She stated the population which has 30% to 50% of the area median income is in need of 240 units to be fully served, and households with 50% to 80% of the area median income have a surplus of 3,800 units. She indicated the overage may include units that are in poor condition and in need of maintenance. She added rehabilitation programs are needed along with home ownership assistance, down payment assistance, and counseling programs for people who are currently renting.

Ms. Jacobson pointed out staff polled the community regarding how HUD funding should be used and more than 50% of participants indicated the funds should be used toward housing development, affordable housing, assisting people earning less than 80% of the area median income, homeownership assistance programs, public service agencies, rehabilitation for owner occupied structures, and toward sewer and water infrastructure improvements. She stated the data was received from a combination of surveys and public outreach activities that were conducted earlier in the year in connection with the City’s Forward 2040 Plan.

Ms. Jacobson stated every five years the required Consolidated Plan must outline strategic goals and higher level action plans. She presented information regarding specific programs and projects that will take place and the budget for each of the five years. She explained there are separate recipient contracts with each program that outlines specific activities that will take place to implement the goals and programs. She indicated in past years there were many programs listed which included owner occupied rehabilitation, acquisitions, and a rehabilitation resale program. She stated the current program is broad, generic, and will allow greater flexibility in designing programs to meet evolving community needs.

Ms. Jacobson noted goals for funds include increasing the supply of affordable housing, improving public facilities and infrastructure, increasing opportunities for home ownership, promoting business growth, and assisting public service agencies. She added the funds will also
be used to effectively plan and administer community development programs.

Ms. Jacobson stated the City should receive approximately $6 million in funding over the next five years. She presented information regarding the funds needed to reach each goal within the Consolidated Plan. She explained the five year plan is an opportunity to revisit target areas and places identified as a priority need for community development. She noted the City has flexibility on how to use Community Development funds as long as the funds are used to benefit the low to moderate income population.

Ms. Jacobson indicated the North Main District is an area of significant, low to moderate income populations, decreased housing conditions, and is a prominent gateway into the City. She added the area has been identified as a target area for improvement.

Ms. Jacobson presented information on the annual allocation of funding. She stated the City received $287,229 from the CDBG program, anticipates $20,000 from program income and $431,845 from the HOME Program. She noted the City will continue with the owner-occupied rehabilitation program that is managed by the Community Development Corporation (CDC) and acquisition rehabilitation resale, down payment assistance, and counseling programs.

Ms. Jacobson stated there is a proposal to build a sidewalk on Lash Drive that was approved by Council and is located in a concentrated area of low income housing. She indicated projects in the area can easily be funded by combining Sidewalk Payment Program funding with CDBG funding. She explained a portion of the funding will also assist in paying the debt on the Park Avenue Community Center and allow the City to take on new projects.

Ms. Jacobson pointed out there are five applications for funding from public service agencies. She explained the Salisbury Youth Employment Program has been suspended due to COVID-19 and the four remaining sub-recipients are Rowan Helping Ministries, Family Crisis Council, Community Care Clinic, and the Gateway Freedom Center. She stated the City will also fund the planning and administration of housing programs, the maintenance of records, and ensure all programs are compliant with HUD standards.

Councilmember Post asked about administration costs. Ms. Jacobson stated the CDBG has a cap of 20% that can be used for administration costs and the City allocated approximately 15% which is fairly standard given the administration challenges of many programs.

Councilmember Sheffield asked if there was a comparison of the last Consolidated Plan to the current plan. Ms. Jacobson presented information comparing the plans and stated the current Consolidated Plan is consistent with the previous plan although the City’s allocation has been reduced by approximately $23,000.

Ms. Jacobson stated the draft plan has been posted to the City website and staff will receive comments for 30 days which ends June 13, 2020. She indicated the plan will be brought to Council for consideration on June 16, 2020 to meet the July 15, 2020 HUD submission deadline. She noted comments can be submitted and the Consolidated Plan can be reviewed on the City website, www.salisburync.gov\housing. She commented a copy of her presentation will be posted online.
for review, hard copies will be available at various locations across the community, and written comments can be submitted by mail or email.

**CITY ATTORNEY’S REPORT**

City Attorney Graham Corriher had nothing to report to Council.

**CITY MANAGER’S REPORT**

(a) **FY2020-2021 Proposed Budget**

City Manager Lane Bailey stated creating the budget for 2021 has been challenging with the ongoing revenue impacts of COVID-19. He noted staff has been conservative with estimates when preparing the budget and the City faced challenges with expenditures exceeding revenues before the pandemic. He explained budget cuts of approximately $1.2 million were made within departmental budgets to balance the budget. He indicated the scheduled construction of Fire Station 3 has been postponed and vehicle replacements have been deferred. He added in the next fiscal year the City may need to provide funding for various projects rather than utilizing the Capital Reserve Fund.

Mr. Bailey stated the General Fund contributions to the Transit Fund and Broadband Fund have also been challenging. He explained his plan was to reduce the transfer from the General Fund to the Broadband Fund, which is budgeted for $3 million, but COVID-19 has made reductions difficult. He commented a positive aspect of the budget is having funds to complete the Bell Tower Green project which is expected to open in the fall. He thanked citizens and groups who have worked on the project.

Mr. Bailey indicated given current economic conditions, he recommends the tax rate remain the same. He also recommended discontinuing the Capital Improvement Plan (CIP) and re-evaluating the plan once there is economic stability. He explained when the pandemic is over priorities will change. He stated the City has committed to the Railroad Depot and options to fund construction will be reviewed.

Mr. Bailey stated revenues will be much lower in the new fiscal year and staff has created contingency plans to ensure the City can move forward if COVID-19 reoccurs or if revenues are worse than anticipated. He indicate Cost of Living Allowances (COLA) and merit raises have been cut from the proposed budget which does not reflect the excellent service City employees are continuing to provide during these difficult times. He stated although he is proud of all employees, the City cannot provide pay increases at this time.

Mr. Bailey pointed out sound financial management in previous years has resulted in a General Fund Balance of 33% prior to this year. He stated staff has budgeted some fund balances to get through the year which will decrease the General Fund balance percentage, but it will remain well above 8%.
Mr. Bailey stated several Capital Projects will continue and have the potential to bring the City revenue. He mentioned projects that will be completed are improvements to Brenner Avenue, Grant Creek Greenway, Concord Road, Newsome Road, and the installation of traffic calming devices along South Long and Innes Streets. He added other programs and projects that will continue include the Neighborhood Revitalization Program and improvements to the Fisher Street and Ellis Street bridges. He indicated there will also be improvements made to several public buildings such as roof repairs and water proofing at the Plaza and Hall’s Gym. He pointed out several other Capital Projects have been delayed, but these projects have been budgeted and will proceed as revenue is received.

Mr. Bailey indicated the City’s Solid Waste Services are extensive compared to other communities and recycling has presented challenges. He explained although there will be a new vendor for recycling services that will increase service costs by $.94 per month for residents.

Mr. Bailey stated Salisbury-Rowan Utilities (SRU) has provided the City excellent utility services and is one of its best economic resources that is critical to public health. He recommended a rate increase in the utility system that is consistent with the Consumer Price Index (CPI) for the Urban South. He mentioned projects regarding the Grant's Creek Waste Water Facility and the Water Treatment Plant are significant and were financed this year. He added staff is also identifying ways to improve the sanitary sewer system and the filtration of storm water.

Mr. Bailey explained he is recommending a storm water fee increase. He stated two years ago the Stormwater system was restructured to be consistent with other communities which made it more equitable for customers. He explained he is recommending a $.08 increase to cover inflation and the cost of major projects.

Mr. Bailey noted the City has completed a successful year of the public-private partnership with Fibrant and anticipated reducing the Broadband Utility contributions from the General Fund this year, but they are facing uncertainty. He explained Hotwire and Fision have suspended disconnections and are offering free service to students and low income families. He stated because of the economic uncertainty, he recommends maintaining the contributions for the upcoming year.

Mr. Bailey stated after discussions regarding the Transit System, revising routes, and economic challenges, he is recommending the City eliminate Spencer and East Spencer routes in order to serve underserved areas within the City. He explained the General Fund contribution to the Transit System will be capped at $600,000 as done in the previous year. He indicated the Transit System will be receiving a CARES Grant in the amount of $959,000 that will provide temporary relief to the Transit System.

Mr. Bailey thanked staff for its hard work to balance the budget during a difficult budget year. He stated the process has been very difficult and commended employees for working to create a budget that will allow the City to provide essential services to its citizens during these pressing times. He explained no action is needed by Council at this time, and he requested Council set a public hearing to receive comments and approve the budget on June 2, 2020.
Councilmember Post stated he does not want the CIP to be suspended although many projects will have to be pushed back. He indicated he would like to have a copy of the CIP and continue having sessions biannually to discuss projects the City can work towards completing. Mr. Bailey stated although priorities on the CIP may change significantly, he will get a copy of the CIP to Council.

Mayor Pro Tem Heggins asked when Transit services for Spencer and East Spencer will be suspended. Mr. Bailey stated he would recommend stopping services at the start of the fiscal year but Council can make the decision. He added the Town Managers of Spencer and East Spencer, and the County Manager are aware of the transit issue.

Mayor Pro Tem Heggins indicated she is concerned with discontinuing Transit service to citizens who live in Spencer or East Spencer and work in Salisbury. She requested data that represents the number of individuals who work in Salisbury but live in Spencer and whether there has been discussion regarding how Salisbury can work with Spencer and East Spencer and the County to help citizens.

Mayor Alexander stated she spoke to the Mayors of Spencer and East Spencer and they are aware of what is going on and have plans to work with the County to obtain transit services or funding for transit services.

Councilmember Sheffield expressed her concern with discontinuing transit services without a transition plan. She asked if a decision has already been made to discontinue transit services. Mayor Alexander stated the cut is a recommendation and no decision has been made.

Mr. Bailey stated the option to discontinue Transit service is a recommendation that Council can consider. He explained he has spoken with the Town Managers of Spencer and East Spencer, and the County Manager and discussed the possibility of creating a contract or fee for service agreement. He noted other options can be discussed.

Mr. Bailey stated he is requesting Council conduct a budget work session on June 1, 2020, set a public hearing on the Budget for June 2, 2020, and decide whether the meetings will be electronic or in-person.

Mayor Pro Tem Heggins stated she would like to be involved in continued discussion regarding the Transit budget. She indicated the City should look at options other than discontinuing Transit services and assist the towns of Spencer and East Spencer with finding revenue for services.

Councilmember Miller stated the City Manager has completed the task of balancing the budget and has made recommendations. He indicated a decision will have to be made whether to discontinue services to Spencer and East Spencer or tax people within the community who do not have access to Transit services. He explained the City Manager’s recommendation does not mean a decision has been made. He stated recommendations provide options that can be considered. He indicated gathering data is important, but the decision will still involve discontinuing Transit services or locating funds.
Councilmember Miller indicated the budget has been presented in the same format for approximately 11 years and he would like to make changes. He explained there may not be time to make changes before the June 1, 2020 work session, but he would like to have a delta analysis of the budget. He added the analysis would only need to include areas where significant positive or negative changes have occurred and a comparison of the data to the data from the previous year. He urged Council to notify the City Manager before the work session of changes, issues, or projects they would like to discuss.

Thereupon, Councilmember Miller made a motion to set a public hearing for June 2, 2020 to present the FY2020-21 budget. Upon a roll call vote Mayor Alexander voted AYE, Mayor Pro Tem Heggins voted AYE, Councilmember Miller voted AYE, Councilmember Post voted AYE and Councilmember Sheffield voted AYE. (5-0)

(b) City Clerk Appointment

City Manager Lane Baily stated there is a need to combine positions and improve efficiencies because of current budget challenges. He noted City Clerk Diane Gilmore has retired and he has asked Administrative Services Director Kelly Baker to assume the role of City Clerk. He requested confirmation of the appointment of Ms. Baker as City Clerk.

Thereupon, Councilmember Post made a motion to appoint Kelly Baker as City Clerk. Upon a roll call vote Mayor Alexander voted AYE, Mayor Pro Tem Heggins voted AYE, Councilmember Miller voted AYE, Councilmember Post voted AYE and Councilmember Sheffield voted AYE. (5-0)

ANNOUNCEMENTS

(a) COVID-19 Fundraiser Walk

Mayor Alexander announced the Parks and Recreation Department is partnering with Rowan branches of the Rowan-Cabarrus YMCA to host the 19 for 19 for COVID-19. Registration is $19 and participants commit to walk or run 19 miles over 19 days. Proceeds from the fundraiser will benefit Rowan Helping Ministries. The registration deadline is May 31, 2020. For more information visit salisburync.gov/pkrec or call Steve Clark at 704-638-5286.

(b) Virtual Cheerwine Festival

Mayor Alexander announced the City hosted a successful Virtual Cheerwine Festival with over 19,000 visitors to the website. She thanked the Parks and Recreation Department, Communications Department, and other participants in the festival who contributed to its success.
Mayor Alexander announced Reporter Liz Moomey will no longer report for the City and congratulated her on obtaining a new position. She thanked her for excellent coverage during City Council meetings.

COUNCIL COMMENTS

Councilmember Sheffield congratulated City Clerk Diane Gilmore on her retirement and thanked her for her service. She thanked Administrative Service Director Kelly Baker for accepting the appointment of City Clerk. She stated bulk pickup has been rescheduled for June 1, 2020 through June 5, 2020. She also announced Salisbury Pride raised $3,666 for the United Way COVID-19 fund.

Councilmember Post stated he would like for the City to rename ACCESS16 to ACCESS 394 because the channel is no longer a Spectrum channel.

MAYOR PRO TEM COMMENTS

Mayor Pro Tem Heggins congratulated City Clerk Diane Gilmore on her retirement and thanked her for her service. She thanked Administrative Service Director Kelly Baker for accepting the appointment of City Clerk. She thanked participants in the Virtual Cheerwine Festival and congratulated staff for the festival’s success. She encouraged people to participate in the United States Census, and she urged citizens to continue practicing safety habits such as washing hands, wearing masks, and waiting six feet apart.

MAYOR’S COMMENTS

Mayor Alexander congratulated City Clerk Diane Gilmore on her retirement and thanked her for her service. She thanked Administrative Service Director Kelly Baker for accepting the appointment of City Clerk and encouraged citizens to continue to wash their hands, wear masks, and wait six feet apart.

CLOSED SESSION

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

RETURN TO OPEN SESSION
Thereupon, Councilmember Post made a **motion** to return to open session. Upon a roll call vote Mayor Alexander voted AYE, Mayor Pro Tem Heggins voted AYE, Councilmember Miller voted AYE, Councilmember Post voted AYE and Councilmember Sheffield voted AYE. (5-0)

Council returned to open session. Mayor Alexander announced no action was taken during closed session.

**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 8:42 p.m.

__________________________
Karen Alexander, Mayor

__________________________
Tiffany Crook, Deputy City Clerk
Salisbury City Council
Agenda Item Request Form

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

Requested Council Meeting Date: 6/2/2020

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: Adopt a Budget ORDINANCE Amendment to the FY2019-2020 budget in the amount of $500,000 to appropriate grant funds from the Office of Justice Programs for the FY19 Strategies for Policing Innovation grant.

Description of Requested Agenda Item: The Police Department has received a $500,000 grant from US DOJ’s Office of Justice Programs to fund a real time crime center at Salisbury Police Department.

Attachments: ☐ Yes ☒ No

Fiscal Note: (If fiscal note requires approval by finance department because item exceeds $100,000 or is related to grant funds, please fill out signature blocks for finance at bottom of form and provide supporting documents)
This agenda item appropriates the money for the project. No additional local match required in FY20.

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

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:

S. Wade Finches
Finance Manager Signature

Department Head Signature

Anna Bumgarner
Budget Manager Signature

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

For Use in Clerk’s Office Only

☐ Approved ☐ Delayed ☐ Declined

Reason:
AN ORDINANCE AMENDING THE 2019-2020 BUDGET ORDINANCE
OF THE CITY OF SALISBURY, NORTH CAROLINA TO
APPROPRIATE POLICE DEPARTMENT DONATIONS

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

Section 1. The City has been awarded grant funds for the police department from the US
Department of Justice. NC General Statutes require that the City appropriate these revenues so that
they can be legally spent.

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

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

(1) Increase line item 010-000-000-4463.01 Police Grant Revenues $500,000

(2) Increase line item 010-511-305-5450.00 Special Projects $500,000

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

Section 4. That this ordinance shall be effective from and after its passage.
Salisbury City Council
Agenda Item Request Form

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

Requested Council Meeting Date:  June 2, 2020

Name of Group(s) or Individual(s) Making Request:  Dixonville-Lincoln Memorial Task Force

Name of Presenter(s):  Alyssa Nelson

Requested Agenda Item:  Council to consider adopting a Budget Ordinance Amendment to the FY 2019-2020 budget in the amount of $45,802 to appropriate revenue for the Dixonville-Lincoln Memorial Project.

Description of Requested Agenda Item:

The Dixonville-Lincoln Memorial Task Force has received a total of $45,802 from the following sources to be appropriated for the Dixonville Memorial Project.

Blanche & Julian Robertson Family Foundation  $10,000
Cannon Foundation  $25,000
S-R Community Foundation  $5,000
Private donations  $5,802

Funding was received in the form of grants and donations.

Attachments:  ☒ Yes  □ No

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

Action Requested of Council for Agenda Item:  (Please note if item includes an ordinance, resolution or petition)
Adopt budget ordinance amendment to FY2019-2020 budget to appropriate $45,802 to the Dixonville Memorial Project.

Contact Information for Group or Individual:  Alyssa Nelson, 704.638.5235, anels@salisburync.gov

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

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

FINANCE DEPARTMENT INFORMATION:
Salisbury City Council
Agenda Item Request Form

Finance Manager Signature

Budget Manager Signature

Hannah Jacobson
Department Head Signature

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

For Use in Clerk’s Office Only

☐ Approved ☐ Delayed ☐ Declined

Reason:
AN ORDINANCE AMENDING THE 2019-2020 BUDGET ORDINANCE
OF THE CITY OF SALISBURY, NORTH CAROLINA TO
APPROPRIATE DIXONVILLE DONATIONS

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

Section 1. The City’s Community Planning Services Department has received several donations and local grants for the Dixonville Cemetery project.

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

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

(1) Increase line item 010-491-000-54500.40 Special Projects $45,802

(2) Increase line item 010-000-000-4821.10 General Fund Donations $45,802

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

Section 4. That this ordinance shall be effective from and after its passage.
Salisbury City Council
Agenda Item Request Form

Please Select Submission Category:  □ Public  □ Council  □ Manager  □ Staff

Requested Council Meeting Date:  June 2, 2020

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

Name of Presenter(s):  Alyssa Nelson

Requested Agenda Item:  Council to consider adopting a Budget Ordinance Amendment to the FY 2019-2020 budget in the amount of $25,750 to appropriate revenue for the Public Art Committee.

Description of Requested Agenda Item:

The Salisbury Public Art Committee has received a total of ______ from the following sources to be appropriated toward Public Art projects.

- Blanche & Julian Robertson Family Foundation  $8,000
- Rowan Arts Council  $12,000
- S-R Community Foundation  $5,000
- Sculpture Show ad sponsorships  $750

Funding was received in the form of fees, donations, grants and sponsorships.

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)

Adopt budget ordinance amendment to FY2019-2020 budget to appropriate $25,750 to Public Art.

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

Contact Information for Group or Individual:  Alyssa Nelson, 704.638.5235, anels@salisburycity.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:

Hannah Jacobson
Salisbury City Council
Agenda Item Request Form

Finance Manager Signature  Department Head Signature

Budget Manager Signature

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

For Use in Clerk’s Office Only

☐ Approved  ☐ Delayed  ☐ Declined

Reason:
AN ORDINANCE AMENDING THE 2019-2020 BUDGET ORDINANCE OF THE CITY OF SALISBURY, NORTH CAROLINA TO APPROPRIATE PUBLIC ARTS DONATIONS

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

Section 1. The City’s Community Planning Services Department has received several donations for the annual Sculpture Show.

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

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

<table>
<thead>
<tr>
<th>Number</th>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>(1)</td>
<td>Increase line item 010-491-000-5450.40 - Public Art</td>
<td>$25,750</td>
</tr>
<tr>
<td>(2)</td>
<td>Increase line item 010-000-000-4821.20 - Public Arts Donations and Fees</td>
<td>$25,750</td>
</tr>
</tbody>
</table>

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

Section 4. That this ordinance shall be effective from and after its passage.
Salisbury City Council
Agenda Item Request Form

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

Requested Council Meeting Date:  6/2/2020

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:  Adopt a Budget ORDINANCE Amendment to the FY2019-2020 budget in the amount of $18,000 to appropriate grant funds from The Blanche & Julian Robertson Family Foundation.

Description of Requested Agenda Item:  The Police Department has received two grants from The Blanche & Julian Robertson Family Foundation: $8,000 for Community Engagement Collective Program and $10,000 for Police Foundation.

Attachments:  ☐ Yes  ☒ No

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

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

Contact Information for Group or Individual:  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:

S. Wade Funches
Finance Manager Signature

Anna Bumgarner
Budget Manager Signature

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

For Use in Clerk’s Office Only
☐ Approved  ☐ Delayed  ☐ Declined

Reason:
AN ORDINANCE AMENDING THE 2019-2020 BUDGET ORDINANCE
OF THE CITY OF SALISBURY, NORTH CAROLINA TO
APPROPRIATE POLICE DEPARTMENT DONATIONS

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

Section 1. The City has received funds for the police department from the Blanche &
Julian Robertson Family Foundation. NC General Statutes require that the City appropriate these
revenues so that they can be legally spent.

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

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

  (1) Increase line item 010-000-000-4521.07 General Police Donations $18,000
  (2) Increase line item 010-511-326-5131.03 Crime Prevention $8,000
  (3) Increase line item 010-514-000-5450.00 Special Projects $10,000

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

Section 4. That this ordinance shall be effective from and after its passage.
Requested Council Meeting Date: June 2, 2020

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

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

Requested Agenda Item: Resolution of Support for an application to the Cabarrus-Rowan Metropolitan Planning Organization for STBGP-DA funds to complete Phase IV of Grants Creek Greenway, part of the Carolina Thread Trail, between Forestdale Drive at Catawba College to Kelsey Scott Park

Description of Requested Agenda Item:
Phase IV of Salisbury Grant’s Creek Greenway will provide a safe off-road connection from neighborhoods to key facilities within Salisbury, and eventually serve as a primary north-south connection of the Carolina Thread Trail to Davie and Cabarrus Counties. The City has received funds from the Carolina Thread Trail (CTT) and through the Transportation Alternative Program (TAP) to design and construct portions of Phase IV, referred to in the State Transportation Improvement Program as EB-5619.

EB-5619A, a bridge connection from Catawba College to the existing greenway at Forestdale Drive is funded and scheduled for construction in spring 2021. In addition, plans for EB-5619B, the extension of the greenway from Forestdale Drive to Kelsey Scott Park are in design and scheduled for completion this year. However, because of state budget shortfalls, funds for construction of this phase are no longer available through TAP or CMAQ.

The Cabarrus-Rowan Metropolitan Planning Organization (CRMPO) has funding available on a competitive basis for projects that meet eligibility criteria. The application is due June 1, 2020, and must be accompanied by a Resolution of Support from the governing board. The Engineering Department has prepared an application for approximately $2 million for the completion of design and construction of EB-5619 using Surface Transportation Block Grant Program Direct Attributable (STBGP-DA) funding through the CRMPO, and will attach the draft Resolution with the packet. The adopted Resolution will be forwarded once adopted on June 2, 2020.

The attached Resolution supports the application for STBGP-DA funds, with a 20% City match, to complete Phase IV of Grants Creek Greenway (EB-5619).

Attachments: Yes No

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

Action Requested of Council for Agenda Item: (Please note if item includes an ordinance, resolution or petition)
City Council to adopt of a Resolution of Support for an application to the Cabarrus-Rowan Metropolitan Planning Organization for STBGP-DA funds, with a 20% City match, to complete approximately 0.9 miles of Grants Creek Greenway, part of the Carolina Thread Trail, between Forestdale Drive to Kelsey Scott Park.
Contact Information for Group or Individual: Wendy Brindle, City Engineer
wbrin@salisburync.gov
704-638-5201

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

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

FINANCE DEPARTMENT INFORMATION:

Finance Manager Signature

Department Head Signature

Budget Manager Signature

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

For Use in Mayor’s Office Only

☐ Approved

☐ Declined

Reason:
RESOLUTION SUPPORTING
THE APPLICATION FOR STBGP-DA FUNDS FOR GRANTS CREEK GREENWAY PHASE IV (PART OF THE CAROLINA THREAD TRAIL)

WHEREAS, the Salisbury City Council recognizes that the City of Salisbury currently maintains 4.2 miles of greenway; and

WHEREAS, greenways offer natural areas and places for exploration of nature, culture, science and history; and

WHEREAS, Phase IV of Grants Creek Greenway will provide a safe off-road connection for neighborhoods and the Catawba College campus to key facilities within Salisbury, and eventually serve as a primary north-south connection of the Carolina Thread Trail to Davie and Cabarrus Counties; and

WHEREAS, on December 4, 2015, the President signed the Fixing America’s Surface Transportation (FAST) Act into law. The FAST Act changed the Surface Transportation Program (STP) name to the Surface Transportation Block Grant Program (STBGP) and amended the provisions contained in 23 USC 133, and from the STBGP funds apportioned to each state for the state’s entire Federal-aid system, a portion of the FAST Act allocates STBGP funds directly to any Metropolitan Planning Organization (MPO) that is designated as a Transportation Management Area (TMA); and

WHEREAS, as a TMA, the Cabarrus-Rowan Metropolitan Planning Organization (CRMPO) receives a direct allocation of STBGP funding annually, which is referred to as Surface Transportation Block Grant Program Direct Attributable (STBGP-DA) funds; and

WHEREAS, the CRMPO has an adopted competitive process to determine which projects are funded; and

WHEREAS, Phase IV of the Grants Creek Greenway meets the eligibility criteria, and an application is being submitted for consideration of funding;

NOW THEREFORE BE IT RESOLVED, the City of Salisbury City Council supports the application for STBGP-DA funds through the CRMPO, with a 20% City match, to complete approximately 0.9 miles of Grants Creek Greenway, part of the Carolina Thread Trail, between Forestdale Drive at Catawba College to Kelsey Scott Park.

This the 2nd day of June 2020.

Karen K. Alexander, Mayor

Tiffany Crook, Deputy City Clerk
Salisbury City Council
Agenda Item Request Form

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

Requested Council Meeting Date:  June 2, 2020

Name of Group(s) or Individual(s) Making Request:  Wendy Brindle, City Engineer

Name of Presenter(s):  Wendy Brindle

Requested Agenda Item:  Council to consider adoption of a Resolution supporting a grant application for funds to upgrade Salisbury’s Traffic Signal System Network.

Description of Requested Agenda Item:  The City’s current signal system was implemented in 2014 with new traffic signal cabinets and controllers, CCTV cameras, Comnet field switches, Cisco Layer 3 routers, Cisco firewall, Dell servers, central CCTV software and central traffic signal software. The deployed equipment has reached the end of its “useful life”, and the system is at risk of equipment failure and the inability to enable software upgrades. The City, in conjunction with NCDOT, has obtained quotes for the upgrades. Because the costs exceed that of typical maintenance, NCDOT has requested that the City apply for a grant to help fund the upgrade. The City will be requesting $305,970 in STBGP-DA funds, with a local match of $61,194 to fund the upgrade. The local match will consist of 15% City funds and 85% NCDOT funds in accordance with the pro-rata share of the system.

Attachments:  ☒Yes  □ No

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

Action Requested of Council for Agenda Item:  (Please note if item includes an ordinance, resolution or petition)  
City Council adopt the attached Resolution supporting the STBGP-DA application for funds to upgrade the Signal System Network

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

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

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

FINANCE DEPARTMENT INFORMATION:

Finance Manager Signature

Department Head Signature
Salisbury City Council
Agenda Item Request Form

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:
RESOLUTION SUPPORTING
THE CITY OF SALISBURY’S TRAFFIC SIGNAL NETWORK UPGRADE

WHEREAS, on December 4, 2015, the President signed the Fixing America’s Surface Transportation (FAST) Act into law. The FAST Act changed the Surface Transportation Program (STP) name to the Surface Transportation Block Grant Program (STBGP) and amended the provisions contained in 23 USC 133, and from the STBGP funds apportioned to each state for the state’s entire Federal-aid system, a portion of the FAST Act allocates STBGP funds directly to any Metropolitan Planning Organization (MPO) that is designated as a Transportation Management Area (TMA); and

WHEREAS, as a TMA, the Cabarrus-Rowan Metropolitan Planning Organization (CRMPO) receives a direct allocation of STBGP funding annually, which is referred to as Surface Transportation Block Grant Program Direct Attributable (STBGP-DA) funds; and

WHEREAS, the CRMPO has an adopted competitive process to determine which projects are funded; and

WHEREAS, the City of Salisbury is requesting funds for the upgrade of the servers, switches, software and CCTV cameras associated with their Traffic Signal System, along with fiber repairs throughout the system; and

WHEREAS, the City’s current system was implemented in 2014 and the equipment referenced above has reached the end of its useful life and is insufficient to enable necessary software upgrades to allow proper management of the traffic signal system; and

WHEREAS, the City of Salisbury and NCDOT have worked together regarding the upgrade and estimate approximately $305,970 for the upgrade with 20% local funding to be shared with the City and NCDOT in accordance with the pro-rata share of the signal system;

NOW THEREFORE, the City of Salisbury City Council supports the STBGP-DA application to upgrade the necessary equipment to continue to provide state-of-the-art traffic signal timing coordination, incident detection, and traveler information to the citizens of Salisbury and those travelling through its limits.

This the 2\textsuperscript{nd} day of June, 2020

Karen K. Alexander, Mayor

Tiffany, Deputy City Clerk
Salisbury City Council
Agenda Item Request Form

Please Select Submission Category: □ Public □ Council □ Manager □ Staff

Requested Council Meeting Date: June 2, 2020

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

Name of Presenter(s): Dana Ruth, Engineer

Requested Agenda Item: Request from Level 3 for encroachment into City Rights-of-Way

Description of Requested Agenda Item: Level 3 requests approval of installation of directional bore duct within the City and NCDOT Rights-of-Way throughout the City. City Council approval of encroachments is required by Section 11-24 (27) of the City Code. NCDOT must approve encroachments along state maintained roads.

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

- All improvements and restoration shall be made at no expense to the City.
- Any markers for underground facilities shall be flush with the ground.
- Lane closures shall be coordinated through Engineering.
- Level 3 shall participate with the State’s one-call locating program, and appropriate locater tape shall be installed to facilitate future field location.
- Engineering “as-built” plans shall be maintained by Level 3 and made available to the City upon request.
- If the City (or State) makes an improvement to the public Right-of-Way, Level3 facilities shall be adjusted or relocated at no expense to the City (or State).

Attachments: □ Yes □ No

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

There is no budgetary impact on this item.

Action Requested of Council for Agenda Item: (Please note if item includes an ordinance, resolution or petition) City Council to consider approval of a right-of-way encroachment by Level 3 per Section 11-24 (27) of the City Code. Subject to NCDOT approval.

Contact Information for Group or Individual: Dana Ruth – 704-638-2176

☐ 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:
March 3, 2020

Barry King  
Project Manager, Engineering  
City of Salisbury  
132 N. Main St.  
Salisbury, NC 28144

Re: Right-of-Way Encroachment request for Lincolnton Rd.

Dear Mr. King:

Level 3 Communications, LLC is proposing to bore approximately 775' (3) 1.5" HDPE conduit equipped with fiber optic cable, and place (2) 30" x 48" x 18" Handholes within the City of Salisbury right-of-way.

The following documents have been enclosed for your use.  
Permit Drawings for this project including a location map

If you have any questions concerning this request please contact me at (980) 285-3008 or by e-mail at stephanie.foley@byers.com, or any one from the list below.

Jarvis Jones - CenturyLink / Level 3, Engineer Project Administrator 828.323.2539
Will Greer - CenturyLink / Level 3, Construction Project Administrator 336.526.3272
Rickey Chandler - Lamberts Cable, Construction Supervisor 816.206.7888

Sincerely,  

[Signature]

Stephanie Foley, Permitting Specialist  
(980) 285-3008
Salisbury City Council
Agenda Item Request Form

Please Select Submission Category:   □ Public   □ Council   □ Manager   □ Staff

Requested Council Meeting Date: June 2, 2020

Name of Group(s) or Individual(s) Making Request: Finance/Anna Bumgarner

Name of Presenter(s): Anna Bumgarner, Sr. Management Analyst-Budget

Requested Agenda Item: Hold public hearing for the City of Salisbury’s FY2020-2021 proposed budget.

Description of Requested Agenda Item: In accordance with GS 159-12(b), Council will receive public comment regarding the proposed FY2020-2021 City Budget.

Attachments:   □ Yes   □ No

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

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

Contact Information for Group or Individual:
Anna Bumgarner 704-638-5279

☐ 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:

_________________________________________  Shannon Moore
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:
Requested Council Meeting Date: June 2, 2020

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

Name of Presenter(s): Candace Edwards, Housing Planner; Hannah Jacobson, Community Planning Services Director

Requested Agenda Item: Council to receive a presentation and consider adoption of an amendment to the FY19-20 Annual Action Plan that incorporates CARES Act Community Development Block Grant funding to prevent, prepare for, and respond to the coronavirus.

Description of Requested Agenda Item:

On April 2, 2020, the U.S. Department of Housing and Urban Development (HUD) announced an allocation of $168,950.00 in Community Development Block Grant funding to Salisbury to prevent, prepare for, and respond to the coronavirus (CDBG-CV) through the CARES Act. Staff recommends 100 percent of CARES Act funding go toward public service agencies that provide support to low-moderate income individuals and families affected by COVID-19.

Applications for assistance were made available on the City’s website between April 21 and May 22, 2020. Nine (9) applications were received, with a combined total request of $161,996.00. Applications were reviewed by a committee of City of Salisbury staff. Recommended awards, as of May 26, are outlined below.

Proposed CDBG-CV Budget Detail

Public Services Recommended Funding

<table>
<thead>
<tr>
<th>Service Description</th>
<th>Recommended Funding</th>
</tr>
</thead>
<tbody>
<tr>
<td>Community Care Clinic of Rowan</td>
<td>$ 9,780.00</td>
</tr>
<tr>
<td>Gemstones and COMPASS Leadership Academy</td>
<td>$ 5,000.00</td>
</tr>
<tr>
<td>Meals on Wheels Rowan</td>
<td>$ 13,036.00</td>
</tr>
<tr>
<td>One Love Community Services, Inc.</td>
<td>$ 20,000.00</td>
</tr>
<tr>
<td>Power Cross</td>
<td>$ 5,000.00</td>
</tr>
<tr>
<td>Rowan Helping Ministries</td>
<td>$ 25,500.00</td>
</tr>
</tbody>
</table>

Public Services Pending Funding Recommendation

<table>
<thead>
<tr>
<th>Service Description</th>
<th>Recommended Funding</th>
</tr>
</thead>
<tbody>
<tr>
<td>Gateway Freedom Center, Inc.</td>
<td>$ 31,850.00</td>
</tr>
<tr>
<td>Hood Theological Seminary</td>
<td>$ 5,000.00</td>
</tr>
<tr>
<td>Salisbury Community Development Corporation</td>
<td>$ 46,800.00</td>
</tr>
</tbody>
</table>

Reserved Funds

| Reserved Funds                                             | $ 6,984.00          |

TOTAL $168,950.00

1 Staff recommendations are pending additional information to be provided by applicant or HUD.
2 Funds recommended to be reserved to address urgent needs as they arise.
Attachment A, Presentation
Attachment B, Applications

**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 adoption of an amendment to the FY19-20 Annual Action Plan that incorporates CARES Act Community Development Block Grant funding to prevent, prepare for, and respond to the coronavirus.

**Contact Information for Group or Individual:**
Candace Edwards, Housing Planner, (704) 638-5324, Candace.edwards@salisburync.gov.
Hannah Jacobson, Community Planning Services, (704) 638-5230, hannah.jacobson@salisburync.gov.

**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:
CARES Act – CDBG-CV

• On April 2, 2020, the U.S. Department of Housing and Urban Development (HUD) announced an allocation of $168,950.00 in Community Development Block Grant funding to Salisbury to prevent, prepare for, and respond to the coronavirus (CDBG-CV) through the CARES Act.

• Staff recommends 100 percent of CARES Act funding go toward public service agencies that provide support to low-moderate income individuals and families affected by COVID-19.
## Applications and Recommendations

<table>
<thead>
<tr>
<th>Community Care Clinic of Rowan</th>
</tr>
</thead>
<tbody>
<tr>
<td>Provides medical, dental, and pharmaceutical services to uninsured adults.</td>
</tr>
<tr>
<td><strong>Request:</strong></td>
</tr>
<tr>
<td><strong>Recommended:</strong></td>
</tr>
<tr>
<td><strong>Purpose:</strong></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Gateway Freedom Center, Inc.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Offers housing and supportive services for recently incarcerated men.</td>
</tr>
<tr>
<td><strong>Request:</strong></td>
</tr>
<tr>
<td><strong>Recommended:</strong></td>
</tr>
<tr>
<td><strong>Purpose:</strong></td>
</tr>
</tbody>
</table>
## One Love Community Services, Inc.

Mental health clinic treating anxiety, depression, and other mental issues

<table>
<thead>
<tr>
<th>Request:</th>
<th>$20,000</th>
</tr>
</thead>
<tbody>
<tr>
<td>Recommended:</td>
<td>$20,000</td>
</tr>
<tr>
<td>Purpose:</td>
<td>Case management Mental health/ substance abuse assessment, treatment, and wrap around services</td>
</tr>
</tbody>
</table>

## Salisbury Community Development Corporation

Provide affordable housing opportunities that create neighborhood stabilization

<table>
<thead>
<tr>
<th>Request:</th>
<th>$46,800</th>
</tr>
</thead>
<tbody>
<tr>
<td>Recommended:</td>
<td>ON HOLD PENDING ADDITIONAL INFORMATION FROM APPLICANT</td>
</tr>
<tr>
<td>Purpose:</td>
<td>Housing counseling and foreclosure prevention</td>
</tr>
</tbody>
</table>

## Gemstones and COMPASS Leadership Academy

Youth leadership skills and mentoring program

<table>
<thead>
<tr>
<th>Request:</th>
<th>$5,000</th>
</tr>
</thead>
<tbody>
<tr>
<td>Recommended:</td>
<td>$5,000</td>
</tr>
<tr>
<td>Purpose:</td>
<td>Provide basic necessities (toiletry kits) to youth and elderly</td>
</tr>
<tr>
<td>Organization</td>
<td>Graduate and Professional Theological School</td>
</tr>
<tr>
<td>----------------------------------</td>
<td>---------------------------------------------------------------------------------------------------------------</td>
</tr>
<tr>
<td><strong>Power Cross</strong></td>
<td>Life Skills, mentoring, and academic assistance to young men</td>
</tr>
<tr>
<td><strong>Rowan Helping Ministries</strong></td>
<td>Shelter housing, case management and wrap around services, emergency utility assistance</td>
</tr>
<tr>
<td><strong>Meals on Wheels Rowan</strong></td>
<td></td>
</tr>
<tr>
<td>--------------------------</td>
<td></td>
</tr>
<tr>
<td>Meal delivery to homebound seniors and disabled adults</td>
<td></td>
</tr>
<tr>
<td><strong>Request:</strong></td>
<td>$13,036</td>
</tr>
<tr>
<td><strong>Recommended:</strong></td>
<td>$13,036</td>
</tr>
<tr>
<td><strong>Purpose:</strong></td>
<td>Expand delivered meals to homebound seniors</td>
</tr>
</tbody>
</table>
2020 CDBG-CV Grant Application

Organization Name: Community Care Clinic of Rowan County

Address: 315G Mocksville Ave
Salisbury, NC, 28144
United States

Alternate E-mail: kwoolly65@gmail.com

Alternate/Cell Phone Number: (704) 754-3832

E-mail: kwoolly@communitycareofrowan.org

Website: www.communitycareofrowan.org

Phone Number: (704) 636-4523

Executive Director: Krista Woolly

Organization Type: 501(c)3 Nonprofit Organization

Year Founded: 1996

List the amount of funding your organization is requesting from the City of Salisbury?
$9,780

Describe your organization's current challenges, especially as it relates to assisting low-
moderate income families and individuals affected by COVID-19.

The clinic has remained opened for medical appointments (via telehealth) and for pharmacy pick up
only. Our current challenges are: re-opening dental and the back log to overcome safely; making sure
staff and patients are safe (increased PPE needs); working without the help of volunteers for the next 6-
8 months or until there is a vaccine; and the increased number of uninsured Rowan County residents as
a result of the economic down turn.

Summarize the project or program to be funded. Describe the program/project's objectives and
how it is aligned with one or more of the goals outlined in the City of Salisbury's Consolidated
Plan for community development. State the number of clientele to be served (percentage of
your population that is of low- or moderate- income), the geographical boundary your program
affects, and the types of services to be provided.

The Community Care Clinic of Rowan County has remained open during the COVID-19 pandemic to
existing and new patients. People who find themselves without insurance can apply for services online
at our website. Any documentation can be easily emailed or faxed to the clinic in keeping with the
“hands free” safety recommendations. As always, 100% of our patients are Rowan County residents
who are uninsured and make at or below 200% of Federal Poverty Level (in 2020 that is $24,980).
The staff and the Board of Directors have been hard at work for the last three weeks planning how safely to return to treating the clinic’s patients face-to-face. Currently, all patients are being served through telehealth visits with our provider and receive medications via our “drive up pharmacy.” All dental visits have been suspended; however, the staff triage any dental issues called in with instructions given to the patient. There is an abundance of literature and guidelines to suggest the appropriate way to run an outpatient clinic safely during this pandemic, but very little on how to SUSTAIN this long term with limited funding. Therefore, the clinic respectfully requests CDBG COVID-19 funding to support the next 6-8 months of operations specifically designed to accommodate an increased number of people who find themselves uninsured and to potentially support a second, part-time provider in light of a decreased volunteer pool.

Beginning mid-May 2020, (tentative based on the governor’s guidelines); the dental clinic will re-open to patients for emergencies only. Additionally, the medical clinic will begin seeing patients who are not sick with fever in the clinic. Telehealth will continue for those who are acutely sick. In order to do so, the following must occur:

1) Glass will be installed at the reception desk and the pharmacy window
2) Pharmacy will remain a drive up (which must be staffed with an employee in full PPE)
3) Patients will be screened outside by infrared, no touch thermometers by staff members in full PPE (gloves, masks, gowns, head gear)
4) Patient appointment times will be staggered to protect from cross contamination. Each will offered hand sanitizer and a mask before entering the facility and will be asked to not touch anything. They will be escorted directly to the treatment room.
5) All providers will wear the above PPE as well as face shields and shoe booties.
6) Deep cleaning will take place between each patient to include wiping down all surfaces, floor and treatment tables/dental chairs. Each room will be sprayed with Lysol and closed for at least 15 minutes between patients.
7) Staff will monitor the schedule each day for those who have tested positive for COVID-19 (in EPIC). Each patient who has will be required to have two negative tests before returning in person to the clinic (CDC guidelines).
8) In anticipation for increased patient numbers due to high unemployment and continued potential spread of the virus, the clinic will continue telehealth visits for at least twelve additional months and indefinitely for sick appointments.

Some key learnings have taken place during COVID-19 including patients who scheduled their follow up appointments during a lunch break while at work. For many of our patients, lost time at work means less pay. For others, transportation is an issue. Telehealth has helped to cut down on both and will remain an option for any patient who is unable to be seen in person.

Our goal is to keep residents from utilizing the hospital emergency department for non-emergent needs. This not only helps to contain costs for our local hospital, but also decreases the health disparities that result for low-income people. Studies have proven that having a medical home improves health outcomes significantly. At the Community Care Clinic of Rowan County, patients not only see the medical provider, but also a dentist, hygienist, pharmacist, health coach, diabetes educator, and smoking cessation specialist.

Thank you for this opportunity. As always, it is a blessing to be in service to our neighbors in need. As you know, our goal is to improve the health of our most vulnerable citizens so that they, in turn, can be productive, happy and healthy. The gift of good health spreads through a person’s life in all directions. Thank you in advance for your consideration.

The City of Salisbury's Consolidated Plan funds (CDBG) must be used to benefit low- and very low-income persons. Describe the estimated average income and sources of income that are typical of the population you will be assisting and which of the City's goals your project proposal will address. Include information about how your program meets at least one of the CDBG
The Community Care Clinic of Rowan County serves low to moderate-income persons in Rowan County. One hundred percent of patients make at or below 200% of Federal Poverty Level, which is recalculated each January. For example, all of our patients make less than $24,980 per individual or $51,500 for a family of four. These upper limits make it possible for residents to work in decent paying jobs, but make only enough to put food on the table and a roof over their heads. These limits do not allow a resident to pay for a dental appointment or worse yet, pay the high cost of maintenance medications such as insulin. The majority of our patients have one or more chronic conditions and are on maintenance medications for diseases such as high blood pressure, diabetes, asthma, thyroid issues and COPD. Meeting these “urgent needs” of each of our patients, helps keep them healthy, able to seek employment, parent effectively and become/maintain stability. Our goals are congruent with the national and local goals of the Community Development Block grants.

Provide a brief summary of your organization’s history. Describe your experience with and ability to programmatically and financially manage CDBG funds. (max. 500 words):

The Community Care Clinic of Rowan County dates back to 1994 when hospital administration and community leaders met to talk about the “increased number of indigent patients coming to the local hospital for care.” Rowan County was hard hit by the seemingly overnight loss of textile jobs in the late 1990s/early 2000s that displaced many generational mill families. Once a blue-collar county, Rowan had morphed into an underemployed one. For generations, workers in Rowan made their living in furniture, textile, and tobacco mills. Importantly, these mills filled a paternalistic role in the community offering housing, support, and connection to resources. In response to this change, volunteer medical providers and pharmacists treated the first clinic patients in February of 1996. In 2000, the clinic moved to its current location, added a full service dental clinic, and hired the first Executive Director. Since that time, over 16,000 individuals have utilized the services of the clinic and hours have expanded to meet the need of the community. Many patients work in jobs that are part-time with no benefits and certainly no access to health insurance and medical care. Some patients are caring for grandchildren while the parents are working or incarcerated. Providing a comprehensive approach to healthcare by removing as many obstacles as possible is the vision of the Board of Directors and staff. Collaboration among other safety net organizations continues through partnerships with the Rowan County Health Department, the local homeless shelter (the clinic provides monthly health screenings and accepts guests that stay there), the YMCA, the hospital, the battered women’s shelter and so many more. The clinic has been a recipient of CDBG funding for many years and has an excellent record of financially managing funds that have been granted through this program. We are thankful for the support.

Document Upload

If required, please submit you most recent IRS Form 990 (for incorporated nonprofit organizations):

![2018 990.pdf]

IRS Determination Letter (for incorporated nonprofit organizations):

![CCC DOT LTR.pdf]

Attach a detailed project or program budget that specifically identifies how the City of Salisbury’s Consolidated Plan funds will be spent. Identify other sources of funding to be used to implement your project or program in

![2020 BUDGET.docx]
Current fiscal year operating budget document showing projected budget and actual expenditures to date, as well as prior year's budget and actual expenses. Use any format or document type.

Please provide a list of the officers and/or Board of Directors of the organization:

Signature

[Signature]

Krista Worley
Additional PPE - $700/month x 6 months = $4,200
Additional cleaning supplies - $200/month x 6 months = $1,200
Patient thermometers for home use - $2/each x 500 = $1,000
Professional cleaning service - $130/week x 6 months = $3,380

TOTAL: $9,780
### Organization Name:
Gateway Freedom Center, Inc

### Address:
1315 North Main Street  
Salisbury, NC, 28144  
United States

### Alternate E-mail:
klwhite7777@gmail.com

### Alternate/Cell Phone Number:
(704) 232-9148

### E-mail:
klwhite777@yahoo.com

### Website:
www.gatewayfreedomcenter.org

### Phone Number:
(704) 638-2000

### Executive Director:
Kathy White

### Organization Type:
501(c)3 Nonprofit Organization

### Year Founded:
2004

**List the amount of funding your organization is requesting from the City of Salisbury?**

$31,850.00

**Describe your organization's current challenges, especially as it relates to assisting low-moderate income families and individuals affected by COVID-19.**

Our current challenges are testing, sterilization for communal diseases, and human monitoring for COVID-19. Medical support to help combat this COVID-19, is also needed. We will need supplies such as PPE (Personal Protection Equipment) for individuals such as staff, residents, administration, and medical technicians. Due to being quarantined at home more food, supplies, and utilities are consumed.

**Summarize the project or program to be funded. Describe the program/project's objectives and how it is aligned with one or more of the goals outlined in the City of Salisbury's Consolidated Plan for community development. State the number of clientele to be served (percentage of your population that is of low- or moderate- income), the geographical boundary your program affects, and the types of services to be provided.**

Our program Pathway to a Brighter Future is requesting funding to assist formerly incarcerated men to facilitate a seamless reentry back into society. Furthermore our program provides Transitional Housing, and Recovery Programs services for men reentering society from prison/jail, to help prevent recidivism, so that they may become productive members of society. Our program offers: Transitional Housing, Permanent Housing, Employment, Transportation, NA/AA Meetings. Recreation, Shopping, Counseling, Support Group Meetings, and Education, which will help to end recidivism. Our facility...
houses a maximum of 14 beds, with up to 1 year of residency. Our objective are to provide housing, education, and innovation to low and moderate income based clients to change and modify there behavior to become productive and responsible citizens. Past measurements have shown that 80% of each individual will complete 100% of there program. Our program will serve 250 clients, that are 100% low and moderate income based. The geographical boundary of our program is Rowan County. Our core services are offers: Transitional Housing, and Recovery Programs with classes that consist of: Relapse Prevention, Drug Awareness, NA/AA, Life Skills, Recreation, Education, Health Services, Employment Services, Counseling, and Financial Security. Our goal and vision is aligned with the City of Salisbury’s Consolidation Plan for community development to provide low and affordable quality housing, a suitable environment, and expanding economic opportunities, principally for persons of low and moderate income within our community.

The City of Salisbury's Consolidated Plan funds (CDBG) must be used to benefit low- and very low-income persons. Describe the estimated average income and sources of income that are typical of the population you will be assisting and which of the City's goals your project proposal will address. Include information about how your program meets at lease one of the CDBG program's national objectives.

The estimated average income and sources of income for the population we serve are extremely low and very low incomes below $11,800.00 and under $18,450.00 yearly incomes. Our program helps with housing, education, communication, life planning, career goals, and life strategy. The City's goals that our project proposal will address is to provide decent housing, a suitable environment, and expanding economic opportunities, principally for persons of low and moderate income within our community.

Provide a brief summary of your organization's history. Describe your experience with and ability to programmatically and financially manage CDBG funds. (max. 500 words):

Gateway Freedom Center is a 501(c)3 Residential Center, founded in November 2004. From 2004 we served both men and women by providing meetings, food, and counseling. We purchased and renovated which is now our present location for providing housing, and recovery programs for individuals. Our initial startup in 2014 was for providing housing for women. In 2017 the Gateway Freedom Center seeing a greater need to facilitate men that were formerly incarcerated, we relaunched and reopened as a men's facility. We strive to provide a suitable and affordable structure for our clients who are reentering society. As of 2017 we have consistently achieved housing for men coming out of incarceration with no income and no outside support. We have helped them obtain jobs, trades, careers, to remain sober, clean, to get on there feet to live independently, and not to repeat a life of incarceration. We have helped them reunite with there families. Our program systematically channels funds through programmatically life experiences to help returning formerly incarcerated inmates to be responsible citizens returning to Rowan County. Our program is arranged and financially managed through accounting systems, and spreadsheets with documented goals, measurements and timelines of each individuals goals and desires.

Document Upload

**IRS Determination Letter (for incorporated nonprofit organizations):**

Gateway Freedom Center 501(c)3.pdf

**Attach a detailed project or program budget that specifically identifies how the City of Salisbury's Consolidated Plan funds will be spent. Identify other sources of funding to be used to implement your project or program in your budget.**

Gateway CDBG CV Grant Project Budget 202...
Current fiscal year operating budget document showing projected budget and actual expenditures to date, as well as prior year's budget and actual expenses. Use any format or document type.

Please provide a list of the officers and/or Board of Directors of the organization:

Signature

Kathy White
### Section One: Project Income

<table>
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<tr>
<th>Funding Sources</th>
<th>Amount</th>
<th>Funds Requested</th>
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<tbody>
<tr>
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<tr>
<td>Donations</td>
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**Total Income** $37,850.00

### Section Two: Project Expenses

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</tr>
<tr>
<td>PLUMBING</td>
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<td>$3,000.00</td>
</tr>
<tr>
<td>ROOF</td>
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<td>$3,500.00</td>
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<td>FRAME &amp; DRY WALL</td>
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<tr>
<td>INSULATION</td>
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</tbody>
</table>

**Total Expenses** $34,850.00

**Income** $37,850.00
2020 CDBG-CV Grant Application

Organization Name: Gemstones and COMPASS Leadership Academy

Address: 916 third street
Spencer, North Carolina, 28159
United States

Alternate E-mail: lishbyrd@yahoo.com

E-mail: lishbyrd@yahoo.com

Website: www.gemstonesandcompass.org

Phone Number: (704) 798-6436

Executive Director: Alisha Byrd-Clark

Organization Type: 501(c)3 Nonprofit Organization

Year Founded: 2014

List the amount of funding your organization is requesting from the City of Salisbury?
$5,000
Describe your organization's current challenges, especially as it relates to assisting low-moderate income families and individuals affected by COVID-19.

There is always a challenge as a nonprofit organization because most nonprofits rely heavily on donations and grants in order to sustain their projects and budgets. The challenges Gemstones and COMPASS Leadership Academy has faced especially as it relates to assisting low-moderate income families and individuals affected by COVID-19 pertains to not having enough to meet the needs of everyone. When being notified about the need to assist others, we do just that. When we are unable to, we reach out to those who can. Our food and toiletry pantry have been an amazing resource to so many residents.

During Spring Break, our organization partnered with NSC Behavioral Concepts and The Thelma Smith Foundation. We distributed 350 food bags for families regardless of the income and followed the same guidelines as the Rowan Salisbury School System.

A few weeks ago, during COVID-19 Gemstones & COMPASS in Partnership with Man Up Monday distributed toiletry baskets to residents throughout the West Side Community; but our mission work did not stop there. We gave baskets to elderly residents in not so much low-moderate income areas as distributed toiletry baskets to residents throughout the West Side Community; but our mission work did not stop there. We gave baskets to elderly residents in not so much low-moderate income areas as well because they matter too.

Therefore, due to COVID-19, not being able to get out take advantage of fundraising opportunities that presented itself in the past has been halted until further notice. This is very difficult and heartbreaking especially when you have a heart to serve and are used to giving back in so many ways.

Summarize the project or program to be funded. Describe the program/project's objectives and how it is aligned with one or more of the goals outlined in the City of Salisbury's Consolidated Plan for community development. State the number of clientele to be served (percentage of your population that is of low- or moderate-income), the geographical boundary your program affects, and the types of services to be provided.

Gemstones and COMPASS Leadership Academy in Partnership with Man Up Monday has decided to come together and provide aid to individuals and families in need. There is a lack of assistance being offered to the West End Community as it relates to youth and the elderly. We want to be able to provide them with the basic resources they may not have. As mentioned before, we started out giving toiletry baskets to the elderly and they were very appreciative of the gesture. Because of COVID-19, most elderly have chosen to abide by the Governors order by staying inside and not going to the grocery store to purchase necessities. We, however, have made it out duty to serve several populations of people who may not have transportation, who are elderly and who are in need during this pandemic. This boosts the ground mentality that we have chosen to provide will allow us to be mobile, go into our communities and provide an additional dose of hope to those who are being heavily affected by COVID-19. Most organizations providing care for others require residents to come to their location, but we have chosen to bring our resources and assistance to them.

We all know the West Side Community consist of a high percentage of low or moderate income but our work will not stop there, we will make sure that any population regardless of their geographical boundaries receive basic necessities to get thought this rough time. Those necessities include but are not limited to nonperishable items, toilet paper, cleaning supplies to disinfect, and reading materials to keep them in a positive mindset.

In addition, because of COVID-19 most summer camps will be put on hold or will be functioning with major restrictions. This can potentially cause an additional burden to families who are already struggling to provide and feed their families.

Our organization has always been active during the summer months. Now we have an additional challenge. Our plan is to still be able to provide food resources to those in need to offset the lack of meals being distributed and provide fun and educational tools for children in low-moderate income households with supplies to keep their mind engaged in a positive manner.
We have several ideas, just need to resource and community support to make this happen.

The City of Salisbury's Consolidated Plan funds (CDBG) must be used to benefit low- and very low-income persons. Describe the estimated average income and sources of income that are typical of the population you will be assisting and which of the City's goals your project proposal will address. Include information about how your program meets at least one of the CDBG program's national objectives.

Gemstones and COMPASS Leadership Academy in Partnership with Man Up Monday founded by Pastor Timothy Bates, meets one of the CDBG program's national objectives which is Public Service. Both of our organizations have been known to partner with several organizations within the City of Salisbury to ensure the needs of those in our community, especially the low to moderate income population receive applicable services.

Most of the residents we serve receive SNAP benefits and are Medicaid recipients. Even though they receive the benefits, they too still have limited incomes and fall on tough times. Due to COVID-19 an additional population has been added which is those who are receiving unemployment benefits which is way less than they are accustomed to making. This additional strain causes them to choose between paying their bills or putting food on the table to feed their families.

Unfortunately, it boils down to one thing, communities all over the world are suffering. The City of Salisbury and Rowan County citizens are hurting.

The most secure businesses down to nonprofit organizations cannot fix this problem but with the resources that some organizations are subject to receive through The City of Salisbury's Consolidated Plan funds (CDBG), we can still make a difference.

Provide a brief summary of your organization's history. Describe your experience with and ability to programmatically and financially manage CDBG funds. (max. 500 words):

Gemstones and COMPASS Leadership Academy founded by the late Alex Clark and Alisha Byrd – Clark has been in existence since 2014. Our mission is to empower our youth by providing them the skill set to maximize their full potential by unwrapping their hidden gifts, talents and abilities with a COMPASS; which stands for being (Confident, Optimistic, Motivated, Persistent, Assertive, Studious, and Successful) and we have done just that. We have been very successful in our fundraising efforts in order to provide annual college scholarships to graduating high school students. In 2019, we reached our goal of $10,000 in awards. Alex and I started our program with funds from our personal income. The first scholarships given were from us. Once we became more involved, we found other ways to bring in money to provide services. The majority of our funding has come from a contract with the Carolina Panthers where out youth and community members volunteer so that we are able to keep our doors open, make donations to other organizations, supply our food and toiletry pantries, provide office supplies for teachers in our district and offer mentoring and tutoring for at-risk youth in our community. Because of the limited funds and resources, we have been very financially responsible, have measured and monitored funds that have been allocated to our organization in order to provide for those in need.

Document Upload

If required, please submit you most recent IRS Form 990 (for incorporated nonprofit organizations):

pdf
990-N.pdf

Create your own automated PDFs with JotForm PDF Editor
IRS Determination Letter (for incorporated nonprofit organizations):

Attach a detailed project or program budget that specifically identifies how the City of Salisbury's Consolidated Plan funds will be spent. Identify other sources of funding to be used to implement your project or program in your budget.

Current fiscal year operating budget document showing projected budget and actual expenditures to date, as well as prior year's budget and actual expenses. Use any format or document type.

Please provide a list of the officers and/or Board of Directors of the organization:

Signature
## Gemstones Academy & COMPASS
### FY2020

### Revenues

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### Operating Expenses

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### Operating Expenses - The City of Salisbury Grant

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<tbody>
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<td>Elderly Supplies</td>
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<td><strong>Total Other Operating Expenses</strong></td>
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### Other Expenses

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### Total Expenses

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<td><strong>$7,740.00</strong></td>
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</table>
**Organization Name:** Hood Theological Seminary

**Address:**
1810 Lutheran Synod Drive  
Salisbury, North Carolina, 28144  
United States

**E-mail:** jeverett@hoodseminary.edu

**Website:** [www.hoodseminary.edu](http://www.hoodseminary.edu)

**Phone Number:** (704) 636-6545

**Executive Director:** Dr. Vergel L. Lattimore

**Organization Type:** 501(c)3 Nonprofit Organization

**Year Founded:** 1885

**List the amount of funding your organization is requesting from the City of Salisbury?**  
$5,000

**Describe your organization's current challenges, especially as it relates to assisting low-moderate income families and individuals affected by COVID-19.**

Hood Theological Seminary has faculty, students and staff who have been affected by COVID-19. Many of our students are bivocational. Some of the students are pastors and attend the seminary as well. Others are students, pastors and work another job to support their families and attend school. With over 70% of our students being african-american and with most of our students residing from the Salisbury, Greensboro and Charlotte area, the COVID-19 pandemic has disrupted the financial status of their churches. Thus the financial downturn has influenced the salaries of many of the student-pastors. As a result, we have students who are having difficulty with supporting their families and paying tuition for school. Many of these families are in dire straits and additional financial support would be invaluable.

Further, the seminary needs PPE and supplies to protect the faculty, staff and visitors during the COVID-19 transition. The items are needed to protect the staff who support the students and the seminary in an effort to ensure that the students are still able to take classes remotely and graduate in a timely manner.

**Summarize the project or program to be funded. Describe the program/project's objectives and how it is aligned with one or more of the goals outlined in the City of Salisbury's Consolidated Plan for community development. State the number of clientele to be served (percentage of your population that is of low- or moderate- income), the geographical boundary your program affects, and the types of services to be provided.**

The funding would be used to support the students who have been impacted by a reduction in their salaries or income.
due to COVID-19. The seminary has over 160 active students. Over 70% of the students are from Western North Carolina. 80% of the students receive need-based financial support so many are low-moderate income.

Many of our students are bivocational. Some of the students are pastors and attend the seminary as well. Others are students, pastors and work another job to support their families and school. With over 70% of our students being african-american and with most of our students residing from the Salisbury, Greensboro and Charlotte area, the pandemic has certainly impacted the churches and these student-pastors.

Most of the staff and faculty reside in Rowan County or Salisbury. The seminary needs the PPE items to support the faculty and staff has they support the students and seminary.

The City of Salisbury's Consolidated Plan funds (CDBG) must be used to benefit low- and very low-income persons. Describe the estimated average income and sources of income that are typical of the population you will be assisting and which of the City's goals your project proposal will address. Include information about how your program meets at least one of the CDBG program's national objectives.

The funding would be used to support the students who have been impacted by a reduction in their salaries or income due to COVID-19. The seminary has over 160 active students. Over 70% of the students are from Western North Carolina. 80% of the students receive need-based financial support so many are low-moderate income.

Many of our students are bivocational. Some of the students are pastors and attend the seminary as well. Others are students, pastors and work another job to support their families and school. With over 70% of our students being african-american and with most of our students residing from the Salisbury, Greensboro and Charlotte area, the financial status of their churches has been impacted.
Provide a brief summary of your organization's history. Describe your experience with and ability to programmatically and financially manage CDBG funds. (max. 500 words):

Hood Theological Seminary (HTS) is a graduate and professional theological school in Salisbury, NC dedicated to the education and preparation of women and men for bold and creative leadership in the Christian church and for a diverse world. In September of 2013, the Board of Commissioners of the Association of Theological Schools in the United States and Canada (ATS) reaffirmed the accreditation of Hood Theological Seminary through the spring of 2023, approving the Seminary’s Master of Divinity, Master of Theological Studies, and Doctor of Ministry degree programs. The Seminary is approved by the University Senate of The United Methodist Church (UMC) and is the only seminary in the United States sponsored by the African Methodist Episcopal Zion Church (AMEZ). As a theological seminary, it provides for the church an educational community in which Christian maturity and ministerial preparation take place together. The Seminary began as a theological department of Livingstone College and was elevated to school status in 1904. Today, HTS is a thriving ecumenical community of near 200 in enrollment. Our students are Protestant (of many different denominations), African-American, European-American, Latin-American, Asian-American male and female, and represent a rich diversity of ages and socio-economic backgrounds.

HTS has received funding from the Lilly Endowment to support the Initiative to Strengthen Fundraising in Historic African-American Theological Schools and the Thriving in Ministry Initiative. HTS has formed the new Institute for Early Career Clergy Development as a result of the grant to support pastors and churches. HTS has received funding from ATS and the Henry Luce Foundation to support a newly formed Center for Chaplaincy. The Center works with faculty of HTS and key chaplains in North and South Carolina to provide continuing education, workshops, symposium, and training resources to chaplains throughout the region. HTS has also received funding from the American Association for the Advancement of Science for the new International Center for Science, History and Faith.

Document Upload

IRS Determination Letter (for incorporated nonprofit organizations):

- [pdf] IRS EIN and 501(c) (3) NP status.pdf

Attach a detailed project or program budget that specifically identifies how the City of Salisbury's Consolidated Plan funds will be spent. Identify other sources of funding to be used to implement your project or program in your budget.

- [xlsx] City of Salisbury COVID-19 Budget Form May...

Current fiscal year operating budget document showing projected budget and actual expenditures to date, as well as prior year's budget and actual expenses. Use any format or document type.


Create your own automated PDFs with JotForm PDF Editor
Please provide a list of the officers and/or Board of Directors of the organization:

Signature

[Signature]

Hood Theological Seminary-Board of Trustee
### Section One: Project Income

<table>
<thead>
<tr>
<th>Funding Sources</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Award from this Grant Program</td>
<td>$ 5,000.00</td>
</tr>
<tr>
<td></td>
<td>$ -</td>
</tr>
<tr>
<td></td>
<td>$ -</td>
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<tr>
<td></td>
<td>$ -</td>
</tr>
<tr>
<td></td>
<td>$ -</td>
</tr>
<tr>
<td><strong>Total Income</strong></td>
<td>$ 5,000.00</td>
</tr>
</tbody>
</table>

### Section Two: Project Expenses

<table>
<thead>
<tr>
<th>Expense Item</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Support Students and families</td>
<td>$ 4,000.00</td>
</tr>
<tr>
<td>PPE for faculty and staff</td>
<td>$ 1,000.00</td>
</tr>
<tr>
<td></td>
<td>$ -</td>
</tr>
<tr>
<td></td>
<td>$ -</td>
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<tr>
<td></td>
<td>$ -</td>
</tr>
<tr>
<td></td>
<td>$ -</td>
</tr>
</tbody>
</table>

Please add your organization’s name in this cell.
Organization Name: Meals on Wheels Rowan

Address: PO Box
Salisbury, NC, 28145
United States

Alternate/Cell Phone Number: (919) 691-7323

E-mail: cfink@mowrowan.org

Website: www.mowrowan.org

Phone Number: (704) 633-0352

Executive Director: Cindy B. Fink

Organization Type: 501(c)3 Nonprofit Organization

Year Founded: 1976

List the amount of funding your organization is requesting from the City of Salisbury? $13,036

Describe your organization's current challenges, especially as it relates to assisting low-moderate income families and individuals affected by COVID-19.

Our current challenges are serving home-bound seniors who are not funded through the Home Care Community Block Grant Funding from the Older Americans Act. Seventy percent of the participants we serve pay for their meals on a sliding scale of $1-$5 and of this group 80% pay less than $3. We are trying to provide all home-bound seniors at high-risk for food insecurity and high-risk for infection with additional nutritious meals each week. The program cost of these meals is $9 per meal. Our community is challenged to serve low income adults who cannot or should not leave their homes to pick up USDA Food Boxes. Meals on Wheels is using our resources to deliver USDA Food boxes on behalf of Rowan Helping Ministries. Our community is also struggling to provide groceries and supplies to adults who are of low income levels and are at some risk for food insecurity and at high risk for infection.

Summarize the project or program to be funded. Describe the program/project's objectives and how it is aligned with one or more of the goals outlined in the City of Salisbury's Consolidated Plan for community development. State the number of clientele to be served (percentage of your population that is of low- or moderate- income), the geographical boundary your program affects, and the types of services to be provided.

The programs to be funded are additional home-delivered meals, delivery of USDA Food Boxes and purchasing and delivering groceries for those at risk for food-insecurity and at high-risk of infection. These programs are aligned with the goal to partner with public-service agencies to meet the needs of low to moderate income citizens and it aligns with the 2020-2024 theme of building stronger bonds of
trust with community groups and ensuring that the needs of communities are not overlooked. Fourteen low and very low income residents at risk of food insecurity and at high risk of infection will be provided with additional meals each week for thirteen weeks. A total of 728 extra meals will be delivered by volunteers. Ninety-six percent of our participants are low to moderate income. Our agency serves all of Rowan County, but for purposes of this grant, we are giving the data that applies to Salisbury residents. The types of services to be provided included home-delivered meals, delivery of USDA Food Boxes in cooperation with Rowan Helping Ministries and purchasing and delivery of groceries and supplies. These programs are for Meals on Wheels participants that are not eligible for funding through the Older Americans Act. Only 23 of our participants county-wide receive funding through the Older Americans Act. The proposed programs will begin June 1 and end August 31 of 2020

The City of Salisbury's Consolidated Plan funds (CDBG) must be used to benefit low- and very low-income persons. Describe the estimated average income and sources of income that are typical of the population you will be assisting and which of the City's goals your project proposal will address. Include information about how your program meets at least one of the CDBG program's national objectives.

The estimated average income of Meals on Wheel participants is $700 per month. Sources of income include social security and veterans pension. Many of our participants would normally be eligible for meal program funding under the Older Americans Act, but Meals on Wheels Rowan will receive an annual allocation of $59,000 which supports meals for one year for 23 individuals. Meals on Wheels Rowan provides delivery of nutritious meals, food and supplies to support home health and quarantine which is an activity stated under Assistance to Businesses, including Special Economic Development Assistance.

Provide a brief summary of your organization's history. Describe your experience with and ability to programmatically and financially manage CDBG funds. (max. 500 words):

Since 1976, Meals on Wheels Rowan has provided home-delivered meals to home-bound seniors and disabled adults. Over 1,000 dedicated volunteers participate in delivering meals across the county. In Salisbury, volunteers travel thirteen routes delivering to over 150 individuals. Since 2017, Meals on Wheels Rowan has received Home Care Community Block Grant Funds that pay for the meal program for eligible participants. Our program director, tracks eligible participants and enters monthly services into the NC ARMS software. Our participant management software tracks the number of meals provided for each individual and notes additional meals provided for those at risk of food-insecurity or at high risk for infection. Our financials are managed by Brent Parks, CPA. Our experience in stewarding grant funds has provided us with the skills to programmatically and financially manage the CDBG funds.

Document Upload

If required, please submit you most recent IRS Form 990 (for incorporated nonprofit organizations):

IRS Determination Letter (for incorporated nonprofit organizations):

Attach a detailed project or program budget that specifically identifies how the City of Salisbury's Consolidated Plan funds will be spent. Identify other sources of funding to be used to implement your project or program in...
Current fiscal year operating budget document showing projected budget and actual expenditures to date, as well as prior year's budget and actual expenses. Use any format or document type.

Please provide a list of the officers and/or Board of Directors of the organization:

Signature

[Signature]

[2020 Budget By Category-As of April and 201...]

[2020 Board Roster Updated 02172020.pdf]
Meals on Wheels Rowan City of Salisbury CDBG
COVID-19 Grant Application
Home Delivered Meals Provided to Homebound Seniors who are Ineligible for Meal Funding through the Older Americans Act 13 week program

<table>
<thead>
<tr>
<th>INCOME</th>
<th>All Funding</th>
</tr>
</thead>
<tbody>
<tr>
<td>Home Care Community Block Grant Funding</td>
<td>$8,665</td>
</tr>
<tr>
<td>Contributions</td>
<td>106,879</td>
</tr>
<tr>
<td>CDBG Funding Request</td>
<td>$13,036</td>
</tr>
<tr>
<td><strong>Total Income</strong></td>
<td><strong>$128,580</strong></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>EXPENSE</th>
<th>All Expenses</th>
<th>CDBG Funding Request</th>
</tr>
</thead>
<tbody>
<tr>
<td>800 Home Delivered Meals per week in Salisbury, @$11.11 per meal for 13 weeks for Seniors and Disabled residents.</td>
<td>$115,544</td>
<td></td>
</tr>
<tr>
<td>728 Additional Home Delivered Meals @ $11.11 per meal over 13 weeks for individuals at High Risk for Food Insecurity and Infection</td>
<td>$8,088</td>
<td>$8,088</td>
</tr>
<tr>
<td>Deliveries of USDA Food Boxes travel expenses in City of Salisbury average 15 miles per day/ 5 days per week for 13 weeks= 975 miles @ 20 mpg @ 1.50 per gallon</td>
<td>$73.00</td>
<td>$73.00</td>
</tr>
<tr>
<td>Purchase and Deliver Groceries and Supplies for 5 citizens per week for 13 weeks @ Average of $75 per person.</td>
<td>4,875.00</td>
<td>$4,875.00</td>
</tr>
</tbody>
</table>

| **Total Project Expenses**                   | $128,580     | $13,036              |
Organization Name: One Love Community Services, Inc.

If using a fiscal sponsor, name of sponsoring organization: N/A

Address: 121 W Council Street, Suites 221 & 222 Salisbury, NC, 28144 United States

Alternate E-mail: swidmans@aol.com

Alternate/Cell Phone Number: (704) 433-4318

E-mail: jharris2551@gmail.com

Primary Contact (if different from above): Ms. Jackie Harris

Website: www.oneloveservices.com

Phone Number: (980) 330-7000

Executive Director: Mr. Steve Wideman

Organization Type: 501(c)3 Nonprofit Organization

Year Founded: 1999

List the amount of funding your organization is requesting from the City of Salisbury? $20,000

Describe your organization’s current challenges, especially as it relates to assisting low- moderate income families and individuals affected by COVID-19.

Since One Love is primarily a mental health and substance abuse facility, they currently are seeing more patients with these problems brought on by Covid-19. The agency accepts insurance, Medicare and Medicaid. However, they also treat those who have no coverage at all. Due to the pandemic, many who are seeking services are now unemployed or the working poor, making it impossible for them to pay. With their current situations, most clients have other needs and One Love can provide those other critical wrap around services to meet them. Suicides and overdoses are rampant during these times and it is critical for these services to be available to the citizens of Salisbury.

Summarize the project or program to be funded. Describe the program/project’s objectives and how it is aligned with one or more of the goals outlined in the City of Salisbury’s Consolidated Plan for community development. State the number of clientele to be served (percentage of
your population that is of low- or moderate- income), the geographical boundary your program affects, and the types of services to be provided.

One Love Community Services takes a holistic approach when serving a client. They are a mental health clinic, treating depression, anxiety and other mental issues. However, they recognize other issues may be having an impact on their whole being. Substance abuse assessment and treatment, job assistance, housing, transportation and computer classes for parents are some of the wrap around services they provide. With the cost of $2700 per client for six months of treatment and services, they can serve 135 individuals in the City of Salisbury, adults and children with the amount we are requesting. All clients will be low-moderate income and are in urgent need of our services. Although just opening in mid-January, they currently have 30 families they are working with 18% of them low income or below poverty level.

The City of Salisbury's Consolidated Plan funds (CDBG) must be used to benefit low- and very low-income persons. Describe the estimated average income and sources of income that are typical of the population you will be assisting and which of the City's goals your project proposal will address. Include information about how your program meets at lease one of the CDBG program's national objectives.

One Love's services falls within the City of Salisbury's Public Services requirement. While working with their mental health and substance abuse needs, they will take a holistic approach to ensure their Salisbury clients will succeed by integrating their other programs. Therefore, improving their quality of life not only for them but their families too. Within the CDBG grant, One Love will use the funding for low income only while meeting their emerging needs. Clients for this funding will be below the NC poverty level or receive Medicaid.

Provide a brief summary of your organization's history. Describe your experience with and ability to programmatically and financially manage CDBG funds. (max. 500 words):

One Love Community Services, Inc. was founded in 1991 by two Livingstone College graduates, Steve Wideman and Troy Veale. Their corporate location is in Morganton NC, with additional clinics in Charlotte, Troy and Marion. One Love recently opened their Rowan County site at 121 W. Council Street and began services in January of 2020. Their facility (largest) in Charlotte serves many clients. It includes a laboratory, pharmacy, social workers, therapists and a medical advisor. They do receive funding for that site from Cardinal Innovations and have for several years with a clean audit. Their ability to manage grants, file insurance, Medicaid, Medicare and provide services is something they have been doing since 1999. They have a long standing staff who are dedicated to taking care of others through One Love Community Services. The Rowan County site currently employs six people, plus a local contracted, retired physician. The staff has a wealth of knowledge in their perspective fields. Finances, other than payroll, are local and separate from other locations. All local client information is housed in the Rowan office. 72% of the staff is minority.

One Love is accredited by CARF (Commission on Accreditation Rehabilitation Facilities) and NCDHHS (North Carolina Department of Health and Human Services) They are also a Community Impact Partner with Rowan County United Way. It is important to know that the United Way grant may be used for capital if needed, where this particular grant would be used for direct services only.

Document Upload

If required, please submit you most recent IRS Form 990 (for incorporated nonprofit organizations):

2019 Tax Return Documents (ONE LOVE CO...
IRS Determination Letter (for incorporated nonprofit organizations):

Attach a detailed project or program budget that specifically identifies how the City of Salisbury's Consolidated Plan funds will be spent. Identify other sources of funding to be used to implement your project or program in your budget.

Current fiscal year operating budget document showing projected budget and actual expenditures to date, as well as prior year's budget and actual expenses. Use any format or document type.

Please provide a list of the officers and/or Board of Directors of the organization:

Signature

Rowan List of Current Board Members.pdf
<table>
<thead>
<tr>
<th>Services</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mental Assessment</td>
<td>$8,000.00</td>
</tr>
<tr>
<td>Medical Evaluation</td>
<td></td>
</tr>
<tr>
<td>Drug Screening</td>
<td></td>
</tr>
<tr>
<td>Swab Test (test shows what medications are toxic to you based on your DNA)</td>
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</tr>
<tr>
<td>Follow-Up Visits</td>
<td>$5,000.00</td>
</tr>
<tr>
<td>Transporation</td>
<td>$2,000.00</td>
</tr>
<tr>
<td>Medications</td>
<td>$2,500.00</td>
</tr>
<tr>
<td>Other Services</td>
<td>$2,500.00</td>
</tr>
<tr>
<td>Parenting Classes</td>
<td></td>
</tr>
<tr>
<td>Housing</td>
<td></td>
</tr>
<tr>
<td>Employment</td>
<td></td>
</tr>
<tr>
<td>Total</td>
<td>$20,000.00</td>
</tr>
</tbody>
</table>
2020 CDBG-CV Grant Application

Organization Name: Power Cross
If using a fiscal sponsor, name of sponsoring organization: Power Cross
Address: 314 N. Ellis St
Salisbury, NC, 28144
United States
Alternate E-mail: nat@powercross.org
E-mail: nat@powercross.org
Website: www.powercross.org
Phone Number: (704) 402-8011
Executive Director: Natalie Storment
Organization Type: 501(c)3 Nonprofit Organization
Year Founded: 2006

List the amount of funding your organization is requesting from the City of Salisbury?
$5000.00

Describe your organization's current challenges, especially as it relates to assisting low-moderate income families and individuals affected by COVID-19.
Our current challenges are continuing to provide academic assistance, structure, and discipline for our participants daily, as well as, providing nutritious meals for our participants for dinner and weekends. The socioeconomic gaps in relation to education are more evident now than at any other time in our ministries history.

Summarize the project or program to be funded. Describe the program/project's objectives and how it is aligned with one or more of the goals outlined in the City of Salisbury's Consolidated Plan for community development. State the number of clientele to be served (percentage of your population that is of low- or moderate- income), the geographical boundary your program affects, and the types of services to be provided.
Over 95% of the youth Power Cross serves are living in low-income and food insecure homes or environments. Power Cross serves over 100 young men from all over the City of Salisbury. Due to the COVID-19 pandemic Power Cross has moved all of its academic support to a virtual environment with over 18 staff members and 22 volunteers working with our participants to complete their virtual learning assignments. This has proven to be quite challenging as some of our families have no internet and our children are often left to fend for themselves many hours a day. We have also found
that many of our students have devices that have been disabled or compromised by their family members.

The City of Salisbury's Consolidated Plan funds (CDBG) must be used to benefit low- and very low-income persons. Describe the estimated average income and sources of income that are typical of the population you will be assisting and which of the City's goals your project proposal will address. Include information about how your program meets at least one of the CDBG program's national objectives.

The average household income of the families we serve at Power Cross is estimated to be $18,000 per year. Nearly 65% of our parents are unemployed or our participants live with aging grandparents. We share similar objectives with the CDBG’s program and aim to serve and benefit the lives of low to moderate income families. Power Cross is a free program financially for all of its participants, but we do have a GPA and participation requirement. Power Cross also seeks to fill the urgent needs this Pandemic has caused in our community by providing meals, bill assistance, and academic support for the families we serve. As the Stay at Home order is lifted Power Cross will return to programming at our physical facilities. We will work to expand our summer academic programs to lengthen in the days we are able to serve as well as the hours we serve daily. We see a great opportunity to serve and step in academically to fill gaps over the coming months. For many of our students they struggled to perform well in school when they had a teacher in their classroom guiding them. You now take that same student and put him in an independent learning environment with little to no support and the gap begins to widen. We will do our best to provide three full months of academic remediation in the coming months.

Provide a brief summary of your organization's history. Describe your experience with and ability to programmatically and financially manage CDBG funds. (max. 500 words):

Power Cross was established in 2006 by Jeff and Natalie Storment in Statesville, NC. They saw a need to serve the underserved in their home community. The Storment’s son was a catalyst for the creation of the ministry and soon the Storments were sharing their home every afternoon with vans full of boys assisting with academics after school, providing hot meals for dinner, assisting with athletic development, and providing spiritual and moral guidance and life skill development. In 2009, Jeff and Natalie left behind their jobs to fully devote themselves to the ministry they felt called to. In 2017, Power Cross expanded to open its second site to serve the greater Salisbury, NC community. Power Cross boasts a 100% graduation rate for its participants who take part in their ministry for at least 2 years. Currently, Power Cross has assisted over 40 young men (since the Class of 2016) to achieve their dream of becoming a collegiate student-athlete and have also assisted two young men in joining the military. Power Cross is a daily outreach that provides mentorship, discipline, discipleship, guidance, and hope to young men in Salisbury ages 7-14. Each year we will increase the class by one year, so in 2021 our program will grow to serve young men who are 7-15. Every child who walks through our doors has the opportunity to receive free transportation to and from all of our programming. Each day we have tutors available to assist the students with their academics. The students have an after school snack and also a hot dinner before they go home. We utilize athletics as a discipline and teaching tool for our participants as well. The funding from the City of Salisbury will assist us in emergency food funding and academic assistance during this COVID-19 absence from school. Power Cross has a wonderful board who holds the organization to a high standard with strong fiscal responsibility. Power Cross has a volunteer grant team that helps with all grant reporting and management. Power Cross has received nearly 50 grants over the past 10 years and has had a 100% record of success for utilizing funding for approved programming and seeing successful results.

Document Upload

If required, please submit your most recent IRS Form 990 (for incorporated nonprofit organizations):

Form990Package20182019PC.pdf

Create your own automated PDFs with JotForm PDF Editor
IRS Determination Letter (for incorporated nonprofit organizations):

Attach a detailed project or program budget that specifically identifies how the City of Salisbury's Consolidated Plan funds will be spent. Identify other sources of funding to be used to implement your project or program in your budget.

Current fiscal year operating budget document showing projected budget and actual expenditures to date, as well as prior year's budget and actual expenses. Use any format or document type.

Please provide a list of the officers and/or Board of Directors of the organization:

Signature

[Signature]
## CDBG-CV Grant Budget

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
<th>Details</th>
</tr>
</thead>
<tbody>
<tr>
<td>Meal Items for preparation</td>
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<td>(1400 meals approximately)</td>
</tr>
<tr>
<td>Transportation/Delivery Cost</td>
<td>$2000.00</td>
<td>(Gas &amp; Driver)</td>
</tr>
<tr>
<td>Academic Support</td>
<td>$5000.00</td>
<td>(Tutors and staff)</td>
</tr>
<tr>
<td>Misc support Needs</td>
<td>$1000.00</td>
<td>(computer chargers, internet bills)</td>
</tr>
<tr>
<td><strong>Total Support:</strong></td>
<td><strong>$15,000.00</strong></td>
<td></td>
</tr>
</tbody>
</table>

The $5000.00 requested from the City of Salisbury will be used for meals and academic support.
2020 CDBG-CV Grant Application

Organization Name: Rowan Helping Ministries
If using a fiscal sponsor, name of sponsoring organization: Rowan Helping Ministries
Address: 226 N. Long St.
Salisbury, North Carolina, 28144
United States
Alternate E-mail: kgrubb@rowanhelpingministries.org
Alternate/Cell Phone Number: (423) 782-8848
E-mail: nkmueller03@gmail.com
Primary Contact (if different from above): Kyna Grubb or Kris Mueller
Website: www.rowanhelpingministries.org
Phone Number: (704) 637-6838
Executive Director: Kyna Grubb
Organization Type: 501(c)3 Nonprofit Organization
Year Founded: 1986

List the amount of funding your organization is requesting from the City of Salisbury?
$25,500

Describe your organization's current challenges, especially as it relates to assisting low-moderate income families and individuals affected by COVID-19.

As the COVID-19 virus continues to change the human services landscape, Rowan Helping Ministries is addressing citizens’ urgent needs while trying to look ahead to anticipate future needs. Since March 1, we have added 249 new households as crisis assistance clients. These Individuals and families seek food and crisis financial assistance as they suffer job loss and quickly deplete financial resources. We also have changed our entire service delivery system to keep clients and staff as safe as possible from the spread of COVID-19. We now provide drive-through food pantry services, grocery delivery for seniors and immunocompromised individuals, take-out meals in Jeannie’s Kitchen (our soup kitchen), and perform crisis assistance interviews by telephone. Early into the crisis, we began meeting with partner agencies and city and county government leaders to address the needs of homeless and low-income citizens specific to the pandemic. We have created three mini-shelters on our campus to expand the work of our main shelter to meet the needs of the
homeless and adhere to social distancing and isolation requirements. Our main shelter is now limited to serving a maximum of 60 guests who have assumed or tested negative for COVID-19. We have cut our capacity in half to allow social distancing in the sleeping dormitories and common areas. Our focus in the main shelter is to help guests find jobs or unemployment income and housing as quickly as possible so that other clients needing shelter can be admitted. Since the shelter-in-place order was issued, we have helped 24 homeless individuals obtain permanent, sustainable housing.

We have added an isolation shelter in the Ralph W. Ketner Center for homeless citizens waiting for COVID-19 test results and to be cleared to enter our shelter. This isolation shelter can serve 9 individuals, while a transitional apartment onsite has been designated for serving 2 other individuals for the same purpose. At the County’s request, we are using one of our permanent supportive houses that recently became vacant to provide a quarantine shelter for up to 6 homeless citizens who have tested positive for COVID-19 but do not require hospitalization.

A total of 27 individuals have already been served through these mini-isolation shelters, which will continue to operate until no longer needed.

To house families and individuals who are situationally homeless due to COVID-10 job loss, we have partnered with Hood Theological Seminary to rent motel-style dormitory spaces there to provide temporary housing for these citizens while we help them secure new jobs or unemployment income and find permanent housing. They have been evicted from motels or formal, paid boarding situations because their payments are past due. Citizens in these housing situations are not protected by the current “stay” on evictions that property managers and landlords must follow. We have served 29 individuals at the Hood shelter facility.

Additionally, we have increased our street outreach to chronically homeless individuals to find ways to connect them with services. These are just some of the ways Rowan Helping Ministries has adapted to critical needs caused by the pandemic.

Nonprofits, themselves, that serve as safety nets for citizens in crisis also have been hit hard by the effects of COVID-19. Our expenses have increased during this time as we serve more clients, expand services, use more PPE and cleaning supplies to keep our environments safe, and compensate for a huge decrease in volunteer participation by adding staff.

New expenses associated with these expanded services were not included in our 2019-2020 budget, so we are working to secure funding for these services while seeking financial support to cover planned expenses. Our largest fundraising event was cancelled in April due to the pandemic and two other events that would have produced revenue in the current fiscal year have been postponed until the fall. We do not know exactly what the coming days will bring, but we are preparing for challenges we see on the horizon as we wait for a vaccine that will end the spread of COVID-19.

**Summarize the project or program to be funded. Describe the program/project's objectives and how it is aligned with one or more of the goals outlined in the City of Salisbury's Consolidated Plan for community development. State the number of clientele to be served (percentage of your population that is of low- or moderate- income), the geographical boundary your program affects, and the types of services to be provided.**

To temporarily relieve their financial burdens, many citizens who have lost jobs are getting unemployment and stimulus checks (if they qualify and have successfully filed). Landlords and utility companies have helped by suspending evictions and disconnects due to unpaid rent or utility bills. But soon the bills that have accumulated will need to be paid.

Rowan Helping Ministries is seeking $25,500 from CDBG COVID-19 Funds to provide rent and utility assistance to Salisbury citizens who have suffered job loss due to the pandemic and are at-risk for homelessness.

We expect that agencies like ours soon will be flooded with requests for rent and utility assistance to help citizens pay past-due bills and remain in their homes. Our community needs to be prepared to stabilize these families financially and keep them from becoming homeless while they work to secure jobs and get back on their feet. The consequences of not making this a priority will be devastating to the individuals and families in crisis, as well as to our social services system.

We are working with the City of Salisbury Customer Service Department to create a more efficient and effective response to assist clients with past due water bills. We are talking with Duke Energy and Piedmont Natural Gas to ensure we are prepared to assist their customers to avoid disconnections.
Throughout this crisis, we have been able to strengthen our community partnerships so that we can respond to stabilize families in a timely and sustainable way. We are working diligently to seek all possible sources of funding to support this critical need. One of the populations we serve – the working poor – is most at risk for this scenario because they live paycheck to paycheck in jobs that do not provide a living wage or health care benefits. We anticipate needing to double the financial support we normally provide and serve these citizens through our food and employment programs until they secure stable income.

From July, 2019 through February, 2020, we assisted 175 households with City of Salisbury water bills. Rowan Helping Ministries’ current guidelines for providing crisis financial assistance allow us to provide up to $300 in funding for past due rent or utilities. With CDBG COVID-19 funding, we propose to increase assistance up to $300 more, for a total of $600. This funding request will enable 85 to 100 clients to resolve their debt and remain stably housed during this difficult time.

Goals of the program to be supported by the City of Salisbury’s CDBG COVID-19 funding are to:

- Provide an additional $300 in crisis financial assistance (for a total of $600) to between 85 and 100 low-income citizens of Salisbury who are past due on rent or utility payments due to COVID-19.
- Help these clients access other services within our organization to stretch their income further during their time of need (lunch daily from Jeannie’s Kitchen, groceries monthly from one of our three food pantries, educational and employment services onsite that help clients secure job income, and referral to health care and mental health/substance abuse counseling and treatment onsite or through other partner agencies;
- Help individuals and families stabilize their lives accessing services they need to recover from the impact of COVID-19.

These goals align with the following goals contained in the City of Salisbury’s Consolidated Plan and the CDBG Program National Objectives:

- City’s Consolidated Plan – Create a suitable, decent living environment that is safe, affordable and sustainable for low to moderate income residents of the City of Salisbury; Partner with public service agencies that provide, assist, and meet specific needs of City of Salisbury residents.
- CDBG National Objectives – Benefit low-to-moderate persons (LMI); Meeting a need having great urgency.

The City of Salisbury's Consolidated Plan funds (CDBG) must be used to benefit low- and very low-income persons. Describe the estimated average income and sources of income that are typical of the population you will be assisting and which of the City's goals your project proposal will address. Include information about how your program meets at least one of the CDBG program's national objectives.

The project for which we seek funding will satisfy the city's and CDBG program's goals of benefiting low- and very-low income citizens, as well as addressing an urgent need of our citizens. The average medium income in Rowan County is $46,978. Citizens considered low-income would have annual income of $23,489 or below. Those considered moderate income would have income of between $23,490 and $37,582.

Of the households we serve, 78% are below 100% of the poverty level and the next 11% are between 100% and 150% of poverty level. 99% of the households we serve fall below 200% of poverty level. Last year, we provided financial services to the following demographics: Black/African American, 49%; Caucasian, 31%; Hispanic, 3%; Multi-race, 6%; Other, 11%.

The COVID-19 pandemic has dealt blows to citizens at all socioeconomic levels. While CDBG COVID-19 and other government funding we receive will be used to serve low and very low income citizens in Salisbury, we will use private community funds to help any citizen who, for perhaps the first time, finds himself at risk of homelessness and hunger due to sudden and unexpected job loss or financial crisis caused by COVID-19.

Provide a brief summary of your organization's history. Describe your experience with and ability to programatically and financially manage CDBG funds. (max. 500 words):

The history of Rowan Helping Ministries is the story of how a uniquely compassionate community has reached out for six decades to care for its neighbors in need. As far back as the mid-1960s, as President Lyndon Johnson was declaring war on poverty, Salisbury already had created a cooperative...
ministry to offer critically needed services in local churches. To consolidate local services into one central location, Rowan Helping Ministries was incorporated as a 501c3 nonprofit organization in 1986 and its new facility opened in 1989.

As challenges facing the county, particularly low-income citizens, have become more acute, Rowan Helping Ministries has responded. Initially focused on providing basic needs, today our mission is broader as we work to prevent and end homelessness and financial crisis by educating and empowering clients to change their lives. Last year, Rowan Helping Ministries served more than 14,000 unduplicated adults and children through these and other services:

- homeless shelter services for 703 men, women and children;
- 83,175 meals served in Jeannie’s Kitchen (soup kitchen);
- $361,818 in crisis financial assistance provided to 1,716 families for overdue rent, utilities and other urgent needs;
- 1.01 million pounds of groceries provided to individuals and families through three food pantries in our county;
- transitional and permanent supportive housing for guests ready to leave the shelter;
- Food for Thought, our weekend food program, which served 1,041 food-insecure children in local public schools;
- the New Tomorrows program, which served 506 shelter guests by providing opportunities for them to secure employment and overcome personal challenges;
- an affordable housing program which helps shelter guests and clients find safe, decent, and affordable housing and receive rent and utility assistance;
- onsite group and individual counseling for clients suffering from trauma-related conditions and mental illness and/or substance abuse.

We have a $485,000 contract with the Veterans Administration, with renewal options for two more years, to house veterans in our homeless shelter. For at least five years, we received funding from the state’s ESG (Emergency Shelter Grant) program. Both of those funding sources are reimbursement based. Since 2012, we have administered Rowan County’s USDA TEFAP program, which provides food to low-income households and reimburses us for a portion of our overhead and administrative costs. Our agency has financial reserves that enable us to wait several months for reimbursement. Our accounting system allows us to comply with financial reporting and program documentation procedures. We have an annual independent audit and, when required, our yellow book audit has shown that we comply with federal requirements.

**Document Upload**

**IRS Determination Letter (for incorporated nonprofit organizations):**

- pdf 501c3 letter good copy April 20.pdf

**Attach a detailed project or program budget that specifically identifies how the City of Salisbury’s Consolidated Plan funds will be spent. Identify other sources of funding to be used to implement your project or program in your budget.**

- docx Budget for 2021 CDBG COVID-19 Grant.docx

**Current fiscal year operating budget document showing projected budget and actual expenditures to date, as well as prior year's budget and actual expenses. Use any format or document type.**

- pdf Operating Budgets for Salisbury CDBG COVI...
## Rowan Helping Ministries
### Crisis Financial Assistance Program (Not Including Food Pantry Programs)
#### Projected Budget for 2020-2021

<table>
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** Other income for rent and utility (including water) assistance will be or has been requested from: The Margaret Woodson Foundation - $40,000; Duke Energy Foundation – Share the Warmth/Cooling Assistance - $30,000; First United Church of Christ - $7,000; Salisbury-Rowan Community Foundation - $9,000; Anonymous Foundation - $15,000; Donors giving to our Why Give in July Campaign which supports utility assistance during summer months - $50,000; Undesignated gifts from individuals, churches, and businesses - $244,500.
**Organization Name:** Salisbury Community Development Corporation  
**Address:** P. O. Box 4408  
Salisbury, NC, 28145  
United States  
**E-mail:** cyata@salisburync.gov  
**Phone Number:** (704) 638-4474  
**Executive Director:** Chanaka Yatawara  
**Organization Type:** 501(c)3 Nonprofit Organization  
**Year Founded:** 1985

**List the amount of funding your organization is requesting from the City of Salisbury?**  
$46,800 to employ a part time (20 hours/week) HUD certified housing counselor.

**Describe your organization's current challenges, especially as it relates to assisting low-moderate income families and individuals affected by COVID-19.**  
With the loss of income we have seen homeowners reaching out to Salisbury CDC looking for assistance to prevent home foreclosures.

**Summarize the project or program to be funded. Describe the program/project's objectives and how it is aligned with one or more of the goals outlined in the City of Salisbury's Consolidated Plan for community development. State the number of clientele to be served (percentage of your population that is of low- or moderate- income), the geographical boundary your program affects, and the types of services to be provided.**

Salisbury CDC is a HUD certified housing counseling agency that has provided foreclosure prevention counseling since 2003 when the Pillowtex Plant closed in Salisbury, North Carolina. Salisbury CDC was one of seven housing counselling agencies that were first approved by North Carolina Housing Finance Agency to administer the Mortgage Protection Program through out the the State. Salisbury CDC partnered with the City of Salisbury, North Carolina Housing Finance Agency, United Way of Rowan County, Foundation For the Carolina’s, and the First Reformed Church of Landis to provide financial assistance to families who had lost employment and were facing home foreclosure. Since 2003 the Salisbury CDC has administered over $8.5 Million that has assisted families with direct financial assistance that kept homes from going into foreclosure. Salisbury CDC will provide budget, credit and foreclosure prevention counseling to homeowners who have lost employment or is under employed due to the pandemic.  
1. The Housing Counselor will initially assist each family prepare a budget that will be examined to see how the mortgage can be made affordable within the current income.  
2. Housing Counselor will also contact the mortgage company to look at providing a work out plan that can make the payment affordable.
3. Salisbury CDC will also apply to the United Way and other local foundations to obtain funding that can assist a family with a payment that can get them back on track with their current mortgage.

The City of Salisbury's Consolidated Plan funds (CDBG) must be used to benefit low- and very low-income persons. Describe the estimated average income and sources of income that are typical of the population you will be assisting and which of the City's goals your project proposal will address. Include information about how your program meets at least one of the CDBG program's national objectives.

Salisbury CDC will be assisting families who are currently on unemployment and threatened with foreclosure. Most of these families will meet the low income threshold (below 80% of median income).

Provide a brief summary of your organization's history. Describe your experience with and ability to programmatically and financially manage CDBG funds. (max. 500 words):

Salisbury Community Development Corporation has administered the City of Salisbury's CDBG program for over 20 years. Salisbury CDC staff collectively have over 65 years of CDBG experience.

**Document Upload**

**IRS Determination Letter (for incorporated nonprofit organizations):**

501 C-3.pdf

**Attach a detailed project or program budget that specifically identifies how the City of Salisbury's Consolidated Plan funds will be spent. Identify other sources of funding to be used to implement your project or program in your budget.**

CDBG CV-Budget.docx

**Current fiscal year operating budget document showing projected budget and actual expenditures to date, as well as prior year's budget and actual expenses. Use any format or document type.**

Copy of Salisbury Community Development C...

**Please provide a list of the officers and/or Board of Directors of the organization:**

Board Members Info.xlsx
Salisbury Community Development Corporation

Budget for Housing Counselor

Fiscal Year 2020-2021

Hourly Rate: $45.00
Hours per Week: 20 hours
Total Cost: $46,800.00

Salisbury Community Development Corporation will also actively seek grant funding from the United Way of Rowan County and local foundations to assist homeowners threatened by foreclosure to make mortgage payments.
Salisbury City Council
Agenda Item Request Form

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

Requested Council Meeting Date:  June 2, 2020

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

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

Requested Agenda Item:  3rd Quarter Financial Report

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

Attachments:  ☐ Yes  ☒ No

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

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

Contact Information for Group or Individual:
Shannon Moore 704-216-8026

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

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

FINANCE DEPARTMENT INFORMATION:

Finance Manager Signature  ◎ Shannon Moore  Department Head Signature

Budget Manager Signature

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

For Use in Clerk’s Office Only

☐ Approved  ☐ Delayed  ☐ Declined

Reason: