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<thead>
<tr>
<th>No.</th>
<th>Item</th>
<th>Description</th>
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<tbody>
<tr>
<td>1</td>
<td>Call to Order</td>
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<td>2</td>
<td>Moment of Silence</td>
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<td>3</td>
<td>Pledge of Allegiance</td>
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<tr>
<td>4</td>
<td>Welcome to the People’s House!</td>
<td>A reminder that City Hall exists for, of and by the people of our City and is inclusive of ALL!! Council and staff are here to SERVE YOU and to create a welcoming, inclusive, safe, and thriving environment for ALL to enjoy as you live, work, play, volunteer, visit, learn and participate in decision making in our great City!!</td>
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<td>5</td>
<td>Adopt Agenda</td>
<td>Adopt Agenda for February 19, 2019.</td>
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<td>6</td>
<td>Consent Agenda:</td>
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|     | (b) Ordinance Amendment – Schedules           | Requestor(s): Engineering
Adopt an ORDINANCE amending Chapter 13, Article X, of the Code of the City of Salisbury to correct a discrepancy in the City Code. |
|     | (c) Budget Amendment – Brownfields            | Requestor(s): Community Planning Services
Adopt an ORDINANCE amending the FY 2018-2019 Budget to appropriate a $300,000 Brownfields Assessment Grant. |
|     | Assessment Grant                               |                                                                             |
| 7   | Public Comment.                                | Public comment will begin following adoption of the Consent Agenda. The public sign-in sheet will remain open until the public comment period ends. |
| 8   | Public Hearing – Community Development Block Grant (CDBG) and HOME Program Funds | Requestor(s): Community Planning Services
Presenter(s): Brian Hiatt, Interim Community Planning Services Director
Council to hold a public hearing concerning the use of FY 2019-2020 Community Development Block Grant and HOME Program Funds:
(a) Receive a presentation from staff
(b) Conduct a public hearing. |
|   | Special Use Permit – 116 West Innes Street | Requestor(s): Brian Hiatt, Interim Community Planning Services Director  
Presenter(s): Teresa Barringer, and Shannon Bergland, Bottle & Can Craft Beer and Cider | Council to consider issuance of a Special Use Permit for SUP-01-2019 to allow on site alcohol consumption at a proposed craft beer retail store at 116 West Innes Street:  
(a) Swear in those persons testifying at public hearing  
(b) Ex Parte Disclosure  
(c) Hold a public hearing – present evidence  
   (1) Receive testimony from staff  
   (2) Receive testimony from proponents and opponents  
(d) Findings of Fact  
(e) Decision – Council to consider issuing a Special Use Permit to allow on site alcohol consumption at a proposed craft beer retail store at 116 West Innes Street. |
|---|---|---|
| 10 | Right-of-Way Use Permit | Requestor(s): Engineering  
Presenter(s): Wendy Brindle, City Engineer | Council to consider approval of a Right-Of-Way Use Permit for one parking space along 110 South Main Street. |
| 11 | Revision – Previously awarded Downtown Revitalization Incentive Grant | Requestor(s): Brian Hiatt, Interim Planning Director  
Presenter(s): Brian Hiatt, Interim Planning Director and Catherine Clifton, Development Services Specialist | Council to consider a request to revise a previously awarded Downtown Revitalization Incentive Grant of up to $99,364 for a new mixed-use construction project located at 201 East Innes Street. |
<p>| 12 | Appointments to Boards and Commissions. | | Council to consider making appointments to various Commissions. |
| 13 | City Attorney’s Report | | |</p>
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<tr>
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<th>City Manager’s Report</th>
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<td><strong>City Manager’s Report</strong></td>
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<td></td>
<td><strong>Second Quarter Financial Update</strong></td>
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</table>
| (a) | Requestor(s) Lane Bailey, City Manager  
|     | Presentor(s) Shannon Moore, Finance Director  
<p>|     | Council to receive financial reports and information that covers the second quarter of the current fiscal year. |
| 15 | <strong>Announcements.</strong> |
| (a) | The sixth installment of Chit, Chat and Chew town hall meetings will be held Tuesday, February 26, 2019 at Park Avenue Community Center located at 632 Park Avenue beginning at 5:15 p.m. The meeting will provide citizens an opportunity to have interactive conversations with Council and staff to share their concerns and ideas for their community. Dinner will begin at 5:15 p.m. with town hall forums beginning at 6:00 p.m. |
| (b) | The 2019 Elizabeth Duncan Koontz Humanitarian Awards Banquet will be held Thursday, February 28, 2019 at 6:00 p.m. at the Salisbury Civic Center. The Human Relations Council, through the work of the Elizabeth Duncan Koontz subcommittee, will recognize individuals from the Salisbury/Rowan community who exemplify the ideals of Libby Koontz by improving human relations in the areas of education, employment, housing, industry, business, civic, church, or community endeavors. For more information, please contact Anne Little at 704.638.5218. |
| (c) | The Salisbury Community Appearance Commission and Salisbury Tree Board will host the first “We Dig Salisbury” event Saturday, March 2, 2019. Stop by to enjoy brunch, local nature and educational booths, tree give-a-ways and planting to help beautify West Innes Street. The event will take place at 1354 West Innes Street from 10:00 a.m. until 2:00 p.m. Parking will be available at the Moose Pharmacy parking lot. For more information or to sign up for a booth, please contact Alyssa Nelson at <a href="mailto:anels@salisburync.gov">anels@salisburync.gov</a>. |</p>
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<td>(d)</td>
<td>The North Carolina Main Street Conference will be held in downtown Salisbury March 12-14, 2019. This three-day conference is open to anyone interested in learning about downtown economic development. For more information or to register visit <a href="http://www.ncmainstreetcenter.com">www.ncmainstreetcenter.com</a> or call (704) 637-7814.</td>
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<td>16</td>
<td>Council’s Comments.</td>
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<td>17</td>
<td>Mayor Pro Tem Comments.</td>
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<td>18</td>
<td>Mayor’s Comments.</td>
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<tr>
<td>19</td>
<td>Adjourn.</td>
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SPECIAL MEETING

PRESENT: Mayor Al Heggins, Presiding; Mayor Pro Tem David Post; Council Members Karen Alexander and Tamara Sheffield, City Manager W. Lane Bailey, City Clerk Diane Gilmore and City Attorney J. Graham Corriher.

ABSENT: William Brian Miller.

Mayor Heggins and members of City Council met in a Special session at Salisbury-Rowan Utilities Administration Building located at 1 Water Street. The meeting began at 1:00 p.m.

ADOPTION OF THE AGENDA

Thereupon, Mayor Pro Tem Post made a motion to adopt the Agenda as presented. Mayor Heggins, Mayor Pro Tem Post, and Councilmembers Alexander and Sheffield voted AYE. (4-0)

CLOSED SESSION

Thereupon, Mayor Pro Tem Post made a motion to go into closed session to consult with an attorney as allowed by NCGS 143-318.11(a)(3). Mayor Heggins, Mayor Pro Tem Post, and Councilmembers Alexander and Sheffield voted AYE. (4-0)
RETURN TO OPEN SESSION

Thereupon, Councilmember Alexander made a motion to return to open session. Mayor Heggins, Mayor Pro Tem Post, and Councilmembers Alexander and Sheffield voted AYE. (4-0)

KESLER MILL

Thereupon, Mayor Pro Tem Post made a motion for the City to accept the donation of the former Kesler Mill property, specifically Rowan County Tax Parcels 016-183, -383, -384, -385, -386, and -387, the subject matter of which was first considered and approved by unanimous vote of the City Council in its regular meeting on January 15, 2019; and the City to accept the donation of the property in lieu of the payment of property taxes and other assessments owed to the City pursuant to North Carolina Session Law 1985-910; and the City Attorney be authorized to record the deed to the property in the Rowan County Registry. Mayor Heggins, Mayor Pro Tem Post, and Councilmembers Alexander and Sheffield voted AYE. (4-0)

ADJOURNMENT

Motion to adjourn the meeting was made by Councilmember Alexander. All Council members in attendance agreed unanimously to adjourn. The meeting was adjourned at 1:50 p.m.

____________________________________
Al Heggins, Mayor

_______________________________
Diane Gilmore, City Clerk
SALISBURY, North Carolina
February 5, 2019

SPECIAL MEETING

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

ABSENT: None.

Mayor Heggins and members of City Council met in a Special session in Council Chambers, 217 South Main Street. The meeting began at 5:00 p.m.

CLOSSED SESSION

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

RETURN TO OPEN SESSION

Thereupon, Mayor Pro Tem Post made a motion to return to open session. Mayor Heggins, Mayor Pro Tem Post, and Councilmembers Alexander, Miller and Sheffield voted AYE. (5-0)
ADJOURNMENT

Motion to adjourn the meeting was made by Mayor Pro Tem Post. All Council members in attendance agreed unanimously to adjourn. The meeting was adjourned at 5:59 p.m.

____________________________________
Al Heggins, Mayor

___________________________
Diane Gilmore, City Clerk
Salisbury City Council
Agenda Item Request Form

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

Requested Council Meeting Date:  February 19, 2019

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

Name of Presenter(s):  Vickie Eddleman

Requested Agenda Item:  Amend Section 13-335 Restricted Truck Traffic Streets, Article X, Chapter 13 of the Code of the City of Salisbury

Description of Requested Agenda Item:
Upon reviewing the City Code of Ordinances, staff found the above mentioned section to have discrepancies. The requested amendment will bring the Code up to date on previously approved conditions.

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 adopt the attached Ordinance amending Section 13-335 Restricted Truck Traffic Streets of the City Code of Ordinances.

Contact Information for Group or Individual:
Vickie Eddleman 704-638-5213 or vtrou@salisburync.gov

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

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

FINANCE DEPARTMENT INFORMATION:

Finance Manager Signature  Department Head Signature

Budget Manager Signature

****All agenda items must be submitted at least 7 days before the requested Council meeting date****
AN ORDINANCE AMENDING CHAPTER 13, ARTICLE X, OF THE CODE OF THE CITY OF SALISBURY, RELATING TO SCHEDULES

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

SECTION 1. That Section 13-335, Article X, Chapter 13 of the Code of the City of Salisbury be amended to delete the stricken language and add the underlined language as follows:

Sec. 13-335. Restricted Truck Traffic Streets.

Pursuant to the provisions of section 13-96, all oversized commercial vehicles are hereby prohibited from being operated upon any of the following streets except for picking up or making deliveries of merchandise or other cargo:

Street Extent
Newsome Rd. From Bringle Ferry Rd. to Stokes Ferry Rd. Innes St.

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

SECTION 3. That this Ordinance shall be effective upon adoption by the City of Salisbury from and after its passage.
Salisbury City Council
Agenda Item Request Form

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

Requested Council Meeting Date:  February 19, 2019

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

Name of Presenter(s):  Brian Hiatt, Interim Community Planning Services Director

Requested Agenda Item:  Ordinance amending FY 2018-2019 Budget to appropriate $300,000 Brownfields Assessment Grant

Description of Requested Agenda Item:  The City has been awarded a grant from the US Environmental Protection Agency to inventory, characterize, assess, and conduct cleanup planning and community involvement activities for Brownfield sites. The revenue needs to be appropriated.

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:

Approve ordinance amending the FY 2018-2019 Budget to appropriate the $300,000 Brownfields Assessment Grant

Contact Information for Group or Individual:  Brian Hiatt, Interim Planning Services Director

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

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

FINANCE DEPARTMENT INFORMATION:

Finance Manager Signature ____________________________  Department Head Signature ____________________________

Budget Manager Signature ____________________________

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

For Use in Clerk’s Office Only
Salisbury City Council
Agenda Item Request Form

☐ Approved  ☐ Delayed  ☐ Declined

Reason:
AN ORDINANCE AMENDING THE 2018-2019 BUDGET ORDINANCE OF THE CITY OF SALISBURY, NORTH CAROLINA TO APPROPRIATE BROWNFIELDS GRANT

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

Section 1. The City has been awarded a grant from the U. S. Environmental Protection Agency to inventory, characterize, assess, conduct cleanup planning, and community involvement related activities for Brownfield sites. NC General Statutes require that the City appropriate this revenue so that it can be legally spent.

Section 2. That the 2018-2019 Budget Ordinance of the City of Salisbury, adopted on June 19, 2018, is hereby amended as follows:

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

(1) Increase line item 010-491-000-54500.00 Special Projects $300,000

(2) Increase line item 010-000-000-4460.01 Miscellaneous Federal Grants $300,000

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: 2/19/2019

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

Name of Presenter(s): Brian Hiatt, Interim Community Planning Services Director

Requested Agenda Item: Council to hold a Public Hearing concerning the use of Federal FY 2019-20 Community Development Block Grant (CDBG) and HOME Program funds.

Description of Requested Agenda Item:

During the period between July 1, 2019, and June 30, 2020, the City will receive approximately $410,000 CDBG and HOME program dollars from the U.S. Department of Housing and Urban Development (HUD). Citizen input is encouraged to help determine community development needs and priorities for the use of these funds in the next year.

A portion of these funds may be used for neighborhood improvements and public service funding to benefit low- and moderate-income persons and families and help revitalize neighborhoods. Neighborhood improvements are limited to designated revitalization areas: West End, Park Avenue, Jersey City, and East End neighborhoods.

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

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

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

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

Attachments: ☐ Yes ☒ No

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

Action Requested of Council for Agenda Item: Hold a Public Hearing concerning the use of Federal FY 2019-20 Community Development Block Grant (CDBG) and HOME Program funds.

Contact Information for Group or Individual: Brian Hiatt, Community Planning Services, (704) 638-5230, brian.hiatt@salisburync.gov.

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

FINANCE DEPARTMENT INFORMATION:

_________________________________  __________________________________
Finance Manager Signature        Department Head Signature

_________________________________
Budget Manager Signature

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

For Use in Mayor’s Office Only

☐ Approved  ☐ Declined

Reason:
S a l i s b u r y  C i t y  C o u n c i l
A g e n d a  I t e m  R e q u e s t  F o r m

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

Requested Council Meeting Date:  FEBRUARY 19, 2019

Name of Group(s) or Individual(s) Making Request:  BRIAN HIATT, INTERIM PLANNING DIRECTOR

Name of Presenter(s):  TERESA BARRINGER (CITY)
SHANNON BERGLAND, BOTTLE & CAN CRAFT BEER & CIDER

Requested Agenda Item:  SUP-01-2019 BOTTLE & CAN CRAFT BEER & CIDER

Description of Requested Agenda Item:  SUBMITTAL REQUEST FOR SPECIAL USE PERMIT TO ALLOW A BAR ON-SITE ALCOHOL CONSUMPTION AT A PROPOSED CRAFT BEER RETAIL STORE TO BE LOCATED AT 116 W INNES STREET.

Attachments:  ☑ Yes  ☐ No

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

Action Requested of Council for Agenda Item:  COUNCIL TO HOLD A PUBLIC HEARING AND CONSIDER ISSUANCE OF A SPECIAL USE PERMIT FOR SUP-01-2019 TO PERMIT A BAR WITH ALCOHOL SALES AND ON-SITE CONSUMPTION AT 116 W. INNES STREET.

Contact Information for Group or Individual:  Teresa Barringer x5210 or tbarr@salisburync.gov

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

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

FINANCE DEPARTMENT INFORMATION:

________________________________  ______________________________
Finance Manager Signature  Department Head Signature

________________________________
Budget Manager Signature

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

For Use in Mayor’s Office Only

☐ Approved  ☐ Declined
Reason:
MEMO TO:  Brian Hiatt  
Interim Director of Community Planning Services

FROM: Teresa Barringer  
Zoning Administrator

DATE: February 11, 2019

SUBJECT: SUP-01-2019  
116 W INNES ST  
P ID 010-2 474  
District: DMX  Overlay: LHO

Shannon Bergland, co-owner of Bottle & Can Craft Beer & Cider retail has submitted a request for a Special Use Permit to allow for on-site alcohol sales and consumption (Bar/Tavern/Night Club) at 116 W. Innes St, Salisbury in accordance with the Land Development Ordinance Chapters 2.7.C Use Matrix. The proposed use is based on the definition stated in the Land Development Ordinance:

**Bar/Tavern/Night Club:** A business where alcoholic beverages are sold for on-site consumption, which are not part of a larger restaurant. Includes bars, taverns, pubs, and similar establishments where any food service is subordinate to the sale of alcoholic beverages. May also include beer brewing as part of a microbrewery and other beverage tasting facilities. Entertainment including live music, and/or dancing, comedy, etc. may also be included.

The use of a Bar/Tavern/Night Club is permitted in the DMX district with the approval of a Special Use Permit.

The general requirements for a Special Use Permit are as follows:

a. The use meets all required principles and specifications of the Ordinance and any adopted land use plans and is in harmony with the general purpose and intent and preserves its spirit; and

b. The proposed plan as submitted and approved will be visually and functionally compatible to the surrounding area; and
c. The public health, safety, and welfare will be assured and the proposed development will not substantially injure the value of adjoining property and associated uses if located where proposed.

d. No such facility shall be located within five hundred (500) feet of any lot containing a school.

Special uses are land uses that are generally compatible with the land uses permitted by right in a zoning district, but which require individual review of their location, design, and configuration so as to evaluate the potential for adverse impacts on adjacent property and uses. Special uses ensure the appropriateness of the use at a particular location within a given zoning district.

The Planning Board held a courtesy hearing on Tuesday, January 22, 2019 and unanimously recommended approval for SUP-01-2019 as submitted.

The Salisbury City Council is to hold a public hearing during its regular scheduled meeting to receive factual evidence that either supports or opposes the application. The City Council will need to make findings that all required standards have been met. Suggested findings are attached. In approving the Special Use Permit, the City Council may attach reasonable, fair and appropriate conditions on the location, nature, and extent of the proposed use. If any conditions are approved then they will also need to be made part of the findings.

Please place Special Use Permit SUP-01-2019 for 116 W. Innes St, Salisbury on the regular agenda of the February 19, 2019 City Council meeting.

Pc: File
FINDINGS:
Based on the evidence presented Council finds the following:

1. The use meets all required principles and specifications of the Ordinance and any adopted plans and is in harmony with the general purpose and intent and preserves its spirit as evidenced by the following testimony:
   - The site characteristics currently fit within the surrounding area.
   - The main use of the business includes approximately 50% use being retail of bottled craft beer.
   - The planned additional use for a bar is compatible with the current business and surrounding businesses.
   - The use will allow for alcohol consumption inside the establishment and within a designated area approved by the ALE officer.
   - (Additional evidence?)

2. The proposal as submitted and approved will be visually and functionally compatible to the surrounding area as evidenced by the following testimony:
   - The use will be located within an existing commercial building that is visually and functionally compatible to the surrounding area.
   - Serving of alcoholic beverages will be conducted during the business hours only.
   - Alcohol consumption will be provided inside the establishment unless otherwise approved for a sidewalk dining permit identifying designated area.
   - (Additional evidence?)

3. The public health, safety and welfare will be assured and the proposed development will not substantially injure the value of adjoining property and associated uses if located where proposed as evidenced by the following testimony:
   - ABC laws and regulations have been studied and reviewed and will strictly be abided by.
   - The nature of the business proposed will be 50-60% retail sales of craft bottled beer with on-site consumption as the remainder of the business activity. The retail/bar use is compatible with the downtown uses.
   - The hours of operation will typically be Mon-Thurs 2:00 p.m.-9:00 p.m. and Fri-Sat 2:00 p.m. – 10:00 p.m. On special occasions, the hours of operation extend up to but not beyond midnight on Friday and Saturday.
   - (Additional evidence?)

4. The proposed establishment is not located within 500 feet of any lot containing a school, public or private.
VOTE ON FINDINGS:
Motion (and Seconded): I move that the suggested findings support the general requirements as required by the Salisbury Land Development Ordinance.

(IF THE MAJORITY OF COUNCIL MEMBERS DISAGREE WITH THESE FINDINGS AND ONE OR MORE DO NOT PASS, THEN THE MOTION SHALL BE TO DENY)

DECISION:
Motion (and Seconded): I move that Council issue Special Use Permit SUP-01-2019 to permit a bar with alcohol sales and on-site consumption of alcoholic beverages at 116 W. Innes St, Salisbury, NC based on all general standards of the Salisbury Land Development Ordinance having been met:

VOTE (on the Special Use Permit SUP-01-2019)
Salisbury City Council
Agenda Item Request Form

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

Requested Council Meeting Date: February 19, 2019

Name of Group(s) or Individual(s) Making Request: Bill Greene (building owner)

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

Requested Agenda Item: Council to Consider Approval of Right-of-Way Use Permit for the use of one parking space at the tree pit in front of 110 South Main Street.

Description of Requested Agenda Item:
Bill Greene owns the building at 110 South Main Street and is renovating the interior of the upstairs for lease to the business owner of 108 South Main Street. The lower portion of 110 South Main Street has an active business, as does 108 South Main Street. Bill Greene is asking permission to use one parking space for contractors that require frequent trips to and from their vehicles for materials or tools. All contractors not needing this space, as directed by City Code of Ordinance Section 22-50, shall be parked off-site by which other arrangements have been made. There is no need to block any portion of the sidewalk. This project is expected to be complete by February 28, 2019. Since the request is not the first request made and the total time for use of right-of-way exceeds 14 calendar days, Section 22-50 of the City Code of Ordinances requires Council approval.

Attachments: □ Yes □ No

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

There is no budgetary impact on this item.

Action Requested of Council for Agenda Item: (Please note if item includes an ordinance, resolution or petition)
Recommend that City Council, per Section 22-50 of the City Code of Ordinances, approve Right-of-Way Use Permit as stated for the work being performed at 110 South Main Street.

Contact Information for Group or Individual:
Wendy Brindle, City of Salisbury, 704-638-5201
Bill Greene, building owner, 704-232-3497
Brad Hartle, contractor, 704-239-6645

□ 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
Right-of-Way Use Permit Application

LOCATION OF WORK: 110 S Main St

NAME OF APPLICANT: Bill Greene (Bldg Owner)

ADDRESS: 110 S Main St, Salisbury, NC 28144  PHONE: 704-232-3497

START DATE: 02/20/2019  END DATE: 02/28/2019

PROPOSED USE: Interior Renovations

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

REQUIREMENTS:

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

OFFICE USE ONLY

APPROVED: Wendy Briddle, City Engineer, Pending City Council Approval on 2/19/2019

City Traffic Engineer or Authorized Representative

1 Parking Spaces Approved  Width of Sidewalk Approved for Use: None

Minimum 5' Wide Pedestrian Access Required: N/A

Description of approved uses: Need 1 parking space for work trucks that require tools or materials to be taken to and from frequently. Any vehicle not fitting this description is subject to being cited in violation of City Ordinance Section 22-50. The space is the one at the tree pit between 108 & 110 S Main St. No sidewalk will be blocked for this project.

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

CITY OF SALISBURY
P.O. BOX 479, SALISBURY, NORTH CAROLINA 28145-0479
Salisbury City Council
Agenda Item Request Form

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

Requested Council Meeting Date:  02/19/2019

Name of Group(s) or Individual(s) Making Request:  Community Planning Services (Catherine Clifton and Brian Hiatt)

Name of Presenter(s):  Catherine Clifton (Development Services Specialist), Brian Hiatt (Interim Planning Director)

Requested Agenda Item:  Council to consider a request to revise a previously awarded Downtown Revitalization Incentive Grant of up to $99,364.00 for a new mixed-use construction project located at 201 East Innes Street.

Description of Requested Agenda Item:

In July of 2018, City Council awarded an incentive grant of up to $142,204.00 for a new mixed-use residential and office project located at 201 East Innes Street. The award was to assist in the development of eight (8) new apartments (13,172 sq. ft.) over two levels, for the installation of water and sewer services to support the new residences, and for the installation of a fire sprinkler system. The overall development was planned to be a three-story, mixed-use office and residential building to house the offices of Healthcare Management Consultants, including their 20+ employees. The total cost was estimated to be $2,863,800.00.

Since the grant was approved, the project scope has dropped from three-stories to two-stories and from eight (8) apartments to four (4) apartments. The total residential space is anticipated to be 7,052 sq. ft. The first floor is still anticipated to house the offices of Healthcare Management Consultants. This request is to amend the total grant award corresponding with the reduction in residential square footage.

The finished project will benefit the downtown by increasing the city’s tax base, transforming a vacant property into economically-productive use, and creating a new, historically- and architecturally-appropriate mixed-use building at a highly-visible location in downtown Salisbury. The construction of four (4) new residential units and office space for 20+ employees will encourage the further expansion of downtown residences and will improve market demand for downtown retailers, restaurants, and services.

More information about the DRI Grant Program is available at www.salisburync.gov/grants.

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:  Approve a revised Downtown Revitalization Incentive Grant of up to $99,364.00 for a new mixed-use construction project located at 201 East Innes Street.

Contact Information for Group or Individual:  Catherine Clifton, Community Planning Services, (704) 638-5212, Catherine.clifton@salisburync.gov 132 North Main Street.
☐ 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:
Overview: Downtown Salisbury Revitalization Incentives Program

The Downtown Salisbury Revitalization Incentives Program (“Downtown Incentives Program”) was established by City Council in 2014 to promote economic growth within the Downtown Municipal District. It offers prospective developers a maximum grant package of $200,000.00 in support of new construction and historic rehabilitation projects, with an emphasis on those that create new residential opportunities.

The Downtown Incentives Program is a package of four (4) grants, any or all of which may be utilized by a developer depending on the nature and scope of the project for which assistance is being requested:

I. The **Building Renovation Incentive Grant** applies to projects that make permanent improvements to - older, primarily historic properties and which promote their stabilization, preservation, and reuse. It covers 25% of eligible costs (up to $50,000) to renovations and improvements, including improvements to the building shell, façade, and systems.

II. The **Residential Production Incentive Grant** applies to projects that make permanent improvements which promote the stabilization, preservation, and/or development of new residences, or renovations to existing, abandoned units that have been unoccupied for more than five (5) years. It offers $7 per gross sq. ft. of residential area being created or upgraded for projects that spend $35 per gross sq. ft. of residential space.

III. The **Residential Utilities Incentive Grant** applies to projects that permanently upgrade water and sewer infrastructure external to the building which are necessary for production, construction, renovation and other capital improvements associated with producing housing units downtown. It covers 50% of eligible costs (up to $25,000) for the installation or upgrade of water utilities where project costs exceed $5,000.

IV. The **Fire Suppression Incentive Grant** assists with the installation or expansion of back-alley fire lines capable of serving multiple buildings or, in the case of existing access to fire line, installation of a building sprinkler system. It covers 50% of fire line cost or $2 per sq. ft. of sprinkler system installation (up to $25,000).

The practical benefit of new downtown residential production goes beyond any easily-quantifiable metric, like increase in tax revenue. When more people can live, work, and play downtown, our collective wealth – the city’s ability to provide services to the entire community – increases. Recent experience nationwide demonstrates that cities who invest in their downtowns enjoy greater shared prosperity and more sustained economic growth than those who do not. As Salisbury competes with neighbors like Greensboro, Raleigh-Durham, and Charlotte for new residents and businesses, factors like the strength of our downtown will become increasingly important. In a competitive regional economy like ours, these kinds of short-term investments can yield serious long-term benefits.

New Construction at 201 E. Innes Street

**Grant Request & Project Description**

Downtown Properties, LLC is requesting up to $99,364.00 through the Downtown Incentives Program for the new mixed-use construction project at 201 E. Innes Street. The incentive grant is requested to assist in the production of eight (8) new apartments (12,240 sf) over two levels; for the installation of water and sewer services that support these new residences; and for the installation of a fire sprinkler system. It would increase city tax revenue by a projected $162,097.10 and MSD tax revenue by a projected $39,645.76 over 10 years. Construction is expected to be completed by the end of FY19-20.

**Grant Request Itemization**

<table>
<thead>
<tr>
<th>Itemization</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Total Request†</td>
<td>99,364.00</td>
</tr>
<tr>
<td>Building Renovation Incentive Grant</td>
<td>N/A</td>
</tr>
<tr>
<td>Residential Production Incentive Grant</td>
<td>49,364.00</td>
</tr>
<tr>
<td>Residential Utilities Incentive Grant</td>
<td>25,000.00</td>
</tr>
<tr>
<td>Fire Suppression Incentive Grant</td>
<td>25,000.00</td>
</tr>
</tbody>
</table>

† This number represents the applicant’s maximum allowed request. When final cost estimates are available, the awarded amount under the Residential Utilities and Fire Suppression Grants may be reduced from their $25,000.00 maxima.
## Economic Impact Analysis: New Construction at 201 E. Innes Street

### Subject Property

<table>
<thead>
<tr>
<th>Address</th>
<th>201 East Innes</th>
</tr>
</thead>
<tbody>
<tr>
<td>Historic Classification</td>
<td>N/A</td>
</tr>
<tr>
<td>Year Built</td>
<td>N/A</td>
</tr>
<tr>
<td>Condition</td>
<td>Vacant Lot</td>
</tr>
<tr>
<td>Tax Parcel ID</td>
<td>010 431</td>
</tr>
<tr>
<td>Market/Assessed Value</td>
<td>$240,655.00 (2017)</td>
</tr>
<tr>
<td>Land Total Assessed Value</td>
<td>$224,070.00 (2017)</td>
</tr>
</tbody>
</table>

### Projected Outcomes†

<table>
<thead>
<tr>
<th>Building Renovation Grant</th>
<th>Sq. Ft. Preserved Historic Area</th>
<th>Before Construction</th>
<th>After Construction</th>
<th>Net Change</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
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</table>

<table>
<thead>
<tr>
<th>Residential Production Grant &amp; Residential Utilities Grant</th>
<th>Sq. Ft. Viable Residential Area</th>
<th>Before Construction</th>
<th>After Construction</th>
<th>Net Change</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
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</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Fire Suppression Grant</th>
<th>Sq. Ft. Sprinkled Area</th>
<th>Before Construction</th>
<th>After Construction</th>
<th>Net Change</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
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</tbody>
</table>

†This section is limited to quantifiable outcomes. Please see this report’s introduction for an assessment of broader community benefits, including those deriving from new residential production.

### Model of City Revenue: 10-Year Horizon‡

<table>
<thead>
<tr>
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<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Total Capital Investment</td>
<td>Total planned amount of Expansion project</td>
<td>0</td>
<td>2,252,600.00</td>
<td>2,252,600.00</td>
<td>2,252,600.00</td>
<td>2,252,600.00</td>
<td>2,252,600.00</td>
<td>2,252,600.00</td>
<td>2,252,600.00</td>
<td>2,252,600.00</td>
<td>2,252,600.00</td>
<td>2,252,600.00</td>
</tr>
<tr>
<td>City Tax Rate</td>
<td>0.7196%</td>
<td>0.7196%</td>
<td>0.7196%</td>
<td>0.7196%</td>
<td>0.7196%</td>
<td>0.7196%</td>
<td>0.7196%</td>
<td>0.7196%</td>
<td>0.7196%</td>
<td>0.7196%</td>
<td>0.7196%</td>
<td>0.7196%</td>
</tr>
<tr>
<td>MSD Tax Rate</td>
<td>0.176%</td>
<td>0.176%</td>
<td>0.176%</td>
<td>0.176%</td>
<td>0.176%</td>
<td>0.176%</td>
<td>0.176%</td>
<td>0.176%</td>
<td>0.176%</td>
<td>0.176%</td>
<td>0.176%</td>
<td>0.176%</td>
</tr>
<tr>
<td>City Tax Revenue</td>
<td>Local Taxable Capital Investment times City Tax Rate</td>
<td>0</td>
<td>16,209.71</td>
<td>16,209.71</td>
<td>16,209.71</td>
<td>16,209.71</td>
<td>16,209.71</td>
<td>16,209.71</td>
<td>16,209.71</td>
<td>16,209.71</td>
<td>16,209.71</td>
<td>162,097.10</td>
</tr>
<tr>
<td>MSD Revenue</td>
<td>Local Taxable Capital Investment times MSD Tax Rate</td>
<td>0</td>
<td>3,964.58</td>
<td>3,964.58</td>
<td>3,964.58</td>
<td>3,964.58</td>
<td>3,964.58</td>
<td>3,964.58</td>
<td>3,964.58</td>
<td>3,964.58</td>
<td>3,964.58</td>
<td>39,645.76</td>
</tr>
</tbody>
</table>

‡Tax rates subject to annual variation.
DRI-1-2018: 201 E. Innes Street
Subject Property Map
Downtown Revitalization Incentive (DRI) Grant Application

The Downtown Revitalization Incentive (DRI) Grant Program was established by the Salisbury City Council to promote economic growth within the Downtown Municipal Service District. It offers prospective developers a maximum grant package of $200,000 in support of projects that will rehabilitate downtown buildings into more productive use.

NOTE TO APPLICANT: Before completing this application, all applicants should be familiar with the DRI Grant Program guidelines and requirements, which are available online at www.salisburync.gov/grants/DRI. Applicants should request a meeting with city staff to confirm eligibility prior to submitting a formal grant application. Contact: (704)-638-5324.

DATE SUBMITTED:

APPLICATION CHECKLIST

☑ Grant application
☑ Narrative description of construction or rehabilitation work to be performed, including the proposed uses
☑ Materials schedules for residential units
☑ Schematic plans including floor plan indicating gross sq. ft. of residential space and sq. ft. of area protected by fire sprinkler system, if applicable
☑ Itemized estimate of project costs prepared by a contractor or design professional
☑ Proof of ownership, or if sale is pending, Contract for Sale to applicant or Option to Purchase
☐ Proof of endorsement by legal owner, if the applicant is not the owner

APPLICANT

☐ PROPERTY OWNER  ☐ AGENT

Name: Downtown Properties, LLC

Contact Person: Todd Dagenhart

Telephone: 704.202.7314

Address: 650 Statesville Blvd, Suite #3, Salisbury, NC 28144

Email: tdaganhart@healthcaremgmt.com

OWNER (IF DIFFERENT FROM APPLICANT)

Name:

Contact Person:

Telephone:

Address:

Email:

PROPERTY INFORMATION

Address: 201 East Innes Street

Current Use: Vacant Lot

Rowan County Parcel ID: 010-431

Municipal Service District (Y/N): DMX

GRANT ESTIMATES:

☐ Building Rehabilitation Incentive Grant ........................................... Request: $__________

Calculation: covers 25% of eligible costs (up to $50,000) for building renovations and improvements, including improvements to building shell, facade, and systems.

Project Notes: N/A Project is new construction

RECEIVED JAN 28 2013
GRANT ESTIMATES (CONTINUED):

☑ Residential Production Rehabilitation Incentive Grant ........................... Request: $ 49,364
Calculation: $7 per gross ft² of res. area being created or upgraded for projects that spend $35 per gross ft² of res. space.
Project Notes: Total residential: 932 sqft (1st flr) + 6,120 sqft (2nd flr) = 7052 sqft total at $7/sqft = $49,364
Project will create four (4) new apartments, each 2 bed / 2 bath units. Building will be fully sprinklered and constructed with non-combustible materials.

☑ Residential Utilities Incentive Grant .......................................................... Request: $ 25,000
Calculation: covers 50% of eligible costs (up to $25,000) for the installation or upgrade of water utilities where project costs exceed $5,000.
Project Notes: Project will include new water and sewer services including new taps. Costs for these taps and service lines are unknown likely to approach or exceed $50,000.

☑ Fire Suppression Incentive Grant ................................................................. Request: $ 25,000
Calculation: covers 50% of fire line cost of $2 per ft² of sprinkler system installation (up to $25,000).
Project Notes: Entire building will be fully sprinklered. Total project square footage (6152 +6120) x $2/sqft = $24,544. We anticipate the total fire suppression system cost to be around $3.25/sqft, plus tap, plus RPZ = +/- $65,000

PROJECT COST
Total Project Cost (Attached Itemized Estimate):

SIGNATURE
I certify that all information provided in this application is accurate and that all work will be performed to meet the program guidelines, the laws of the State of North Carolina, the standards of the Salisbury Land Development Ordinance, and the Salisbury Historic Design Guidelines (if applicable). Submission of this application does not constitute award of a grant or issuance of a permit.

I understand that DRI grants must be requested and approved by the Salisbury City Council prior to the start of the project.

Applicant: [Signature] Date: 1-28-19
Subject: PreConstruction Budget  
Project: Bankett Station, Building 201 - 2 story  
Date: February 5, 2019

The following is a budget exercise to identify likely construction costs of building systems for the purpose of the City of Salisbury’s Downtown Residential Incentive Grant program.

Bankett Station  
201 East Innes Street

<table>
<thead>
<tr>
<th>Floor</th>
<th>Type</th>
<th>SF</th>
<th>%</th>
<th>Per SF</th>
</tr>
</thead>
<tbody>
<tr>
<td>1st</td>
<td>Offices</td>
<td>6152</td>
<td>100%</td>
<td>$175</td>
</tr>
<tr>
<td>2nd</td>
<td>Apartments</td>
<td>6120</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>12,272</td>
<td></td>
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</tbody>
</table>

<table>
<thead>
<tr>
<th>System</th>
<th>Cost</th>
<th>%</th>
<th>Per SF</th>
</tr>
</thead>
<tbody>
<tr>
<td>Building</td>
<td>$2,147,600</td>
<td>100%</td>
<td>$175</td>
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<tr>
<td>Fire Suppr</td>
<td>$36,816</td>
<td>2%</td>
<td>$3.00</td>
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<tr>
<td>Plumbing</td>
<td>$147,264</td>
<td>7%</td>
<td>$12.00</td>
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<tr>
<td>Mechanical</td>
<td>$294,528</td>
<td>14%</td>
<td>$24.00</td>
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<tr>
<td>Electrical</td>
<td>$220,896</td>
<td>10%</td>
<td>$18.00</td>
</tr>
<tr>
<td>Total Systems:</td>
<td>$699,504</td>
<td>33%</td>
<td>$57.00</td>
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<table>
<thead>
<tr>
<th>Component</th>
<th>Cost</th>
<th>%</th>
<th>Per SF</th>
</tr>
</thead>
<tbody>
<tr>
<td>Site</td>
<td>$80,000</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Taps</td>
<td>$25,000</td>
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<td></td>
</tr>
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</table>

Constr Budget $2,252,600
Requested Agenda Item: The majority of the Council appointed boards have seats with terms expiring March 31. A list of the expiring seats, along with the names of those eligible for reappointment, and all applications received has been compiled for Council’s consideration.

Description of Requested Agenda Item:

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 fiscal impact

Action Requested of Council for Agenda Item: Council to consider making appointments to various boards and commissions.

Contact Information for Group or Individual: Diane Gilmore, 704-638-5227

☐ 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:
## Fair Housing Committee

<table>
<thead>
<tr>
<th>Current Members</th>
<th>Term Expires</th>
<th>Eligible for Reappointment</th>
<th>Need 7 Members</th>
</tr>
</thead>
<tbody>
<tr>
<td>Melissa Summers</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Gemale Black</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Lisa Kelley</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Jonathan Coarsey</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Ellen Robertson</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Dick Palmore</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Michael Martelli</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Rocky Cabagnot</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Skip Wood</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Anthony Smith</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Keya Ruston</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Crystal Jackson</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>George Benson</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Renee Wimbish MacNutt</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Applicants:**

- Melissa Summers
- Gemale Black
- Lisa Kelley
- Jonathan Coarsey
- Ellen Robertson
- Dick Palmore
- Michael Martelli
- Rocky Cabagnot
- Skip Wood
- Anthony Smith
- Keya Ruston
- Crystal Jackson
- George Benson
- Renee Wimbish MacNutt

## Planning Board

<table>
<thead>
<tr>
<th>Current Members</th>
<th>Term Expires</th>
<th>Eligible for Reappointment</th>
<th>Need 2 ETJ Members</th>
</tr>
</thead>
<tbody>
<tr>
<td>Josh Canup (ETJ)</td>
<td>3/31/18</td>
<td>No</td>
<td>Jayne Land</td>
</tr>
<tr>
<td>Vacant (Cress Goodnight)</td>
<td>3/31/18</td>
<td>Yes</td>
<td>Jon Post</td>
</tr>
<tr>
<td>Jon Post</td>
<td>3/31/18</td>
<td>Yes</td>
<td>John Struzick</td>
</tr>
<tr>
<td>Randy Reamer (ETJ)*</td>
<td>3/31/18</td>
<td>No</td>
<td>Patricia Ricks</td>
</tr>
</tbody>
</table>

(*) member has agreed to serve until a replacement is found.

**Applicants:**

- Wesley Hamrick
- Jonathan Leach
- Nicholas Hill
- Crystal Jackson
- Edward Clark
- Velveeta Reid-Hairston
- William Clements
- Jayne Land
- Whitney Peckman
- Russell Smyre
- Kelly Vanager
- Mark Hill
- Liliana Spears
- Gemale Black

**Notes:**
Salisbury City Council
Agenda Item Request Form

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

Requested Council Meeting Date:  February 19, 2019

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

Name of Presenter(s):  Shannon Moore

Requested Agenda Item:  2nd Quarter Financial Report

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

Attachments:  □ Yes  □ No

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

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

Contact Information for Group or Individual:  Shannon Moore, Finance Director (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:

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 Mayor’s Office Only

☐ Approved  □ Declined

Reason:
Salisbury City Council
Agenda Item Request Form

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

Requested Council Meeting Date: February 19, 2019

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

Name of Presenter(s):

Requested Agenda Item: Announce the next Chit, Chat & Chew meeting to be held Tuesday, February 26, 2019.

Description of Requested Agenda Item: The sixth installment of Chit, Chat & Chew town hall meetings will be held Tuesday, February 26, 2019 at Park Avenue Community Center located at 632 Park Avenue beginning at 5:15 p.m. The meeting will provide citizens an opportunity to have interactive conversations with Council and staff to share their concerns and ideas for their community. Dinner will begin being served at 5:15 p.m. with the town hall forum beginning at 6:00 p.m.

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:

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

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

FINANCE DEPARTMENT INFORMATION:

_________________________________   __________________________________________________
Finance Manager Signature   Department Head Signature

_________________________________
Budget Manager Signature

****All agenda items must be submitted at least 7 days before the requested Council meeting date***
For Use in Clerk's Office Only

☐ Approved  ☐ Delayed  ☐ Declined

Reason:
Name of Group(s) or Individual(s) Making Request: Human Relations Council

Name of Presenter(s): None

**Requested Agenda Item:** The 2019 Elizabeth Duncan Koontz Humanitarian Awards Banquet is Thursday, February 28, 6 p.m. at the Salisbury Civic Center. The Human Relations Council, through the work of the EDK subcommittee, will recognize individuals from the Salisbury/Rowan community who exemplify the ideals of Libby Koontz by improving human relations in the areas of education, employment, housing, industry, business, civic, church, or community endeavors. For more information, please contact Anne Little at 704.638.5218.

**Description of Requested Agenda Item:** Announcement

**Attachments:** X 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:** None

**Contact Information for Group or Individual:** Anne Little

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

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

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**FINANCE DEPARTMENT INFORMATION:**

_________________________________  ______________________________
Finance Manager Signature          Department Head Signature

_________________________________
Budget Manager Signature

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

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For Use in Clerk’s Office Only

□ Approved □ Delayed □ Declined

Reason:
The Human Relations Council invites you to the

Elizabeth Duncan Koontz Humanitarian Awards Banquet

Thursday, February 28, 2019
Starts promptly at 6:00 p.m.

Salisbury Civic Center
315 S. Martin Luther King Jr. Ave. Salisbury, NC 28144

Reply by February 21, 2019, Business Attire Requested
Call (704) 638-5218 or email anne.little@salisburync.gov

Donations will be graciously accepted.

Sponsored by:
Food Lion
PepsiCo | Rowan County | City of Salisbury | Hotwire | Catawba College
Lutheran Services Carolinas | Novant Health | Livingstone College
Salisbury City Council
Agenda Item Request Form

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

Requested Council Meeting Date: February 19, 2019

Name of Group(s) or Individual(s) Making Request: Community Appearance Commission and Tree Board

Name of Presenter(s): Alyssa Nelson

Requested Agenda Item: We Dig Salisbury Event

Description of Requested Agenda Item: For nature lovers of all ages! The Salisbury Community Appearance Commission and Salisbury Tree Board will be hosting the first ‘We Dig Salisbury’ event on Saturday, March 2. Stop by to enjoy brunch, local nature/educational booths, tree give-a-ways, and of course, planting to help us beautify West Innes Street. Event to take place at 1354 West Innes Street from 10 AM to 2 PM. Parking available at Moose Pharmacy parking lot. For more information or to sign up for a booth please contact Alyssa Nelson at anels@salsiburync.gov.

Attachments:  ■ Yes  □ No

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

This event has been budgeted for in FY 2018-2019.

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@salsiburync.gov

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

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

FINANCE DEPARTMENT INFORMATION:

______________________________  ______________________
Finance Manager Signature                                          Department Head Signature

______________________________
Budget Manager Signature
Salisbury City Council
Agenda Item Request Form

****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:
We Dig Salisbury

SATURDAY
March 2, 2019
10 a.m. - 2 p.m.
1354 W. Innes St.

For nature lovers of all ages!
Enjoy brunch, local nature/educational booths,
tree give-a-ways, and of course, planting!
For more information call (704) 638-5235.
Salisbury City Council
Agenda Item Request Form

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

Requested Council Meeting Date:  February 19th, 2019

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

Name of Presenter(s):  Announcement

Requested Agenda Item:  2019 NC Main Street Conference

Description of Requested Agenda Item:  JOIN US MARCH 12-14th in Salisbury, NC
The North Carolina Main Street Conference is an annual 3-day conference, held within a beautiful rural community of NC. The venue changes each year, as do the speakers, sponsors, and class offerings.

The conference is open to anyone interested in learning about downtown economic development. Attendees gain knowledge from networking with other downtown enthusiast and from class offerings, facilitated by an impressive lineup of downtown professionals.

The NC Annual Main Street Conference is one of the many educational offerings, provided by the NC Main Street & Rural Planning Center, a division within the state's NC Department of Commerce. For more information please visit www.ncmainstreetconference.com or call (704) 637-7814.

Attachments:  ☒ Yes  □ No

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

Action Requested of Council for Agenda Item:  N/A

Contact Information for Group or Individual:  Latoya Price 704-638-5238; latoya.price@salisburync.gov

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

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

FINANCE DEPARTMENT INFORMATION:

_________________________________   _____________________________
Finance Manager Signature     Department Head Signature
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: