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 September 1, 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. Mayor to proclaim the following observances:

   FIRST RESPONDER’S DAY                      September 11, 2020
   SUICIDE PREVENTION MONTH                   September 2020
   SALISBURY GO TRANSIT MONTH                 September 2020

6. Council to consider the CONSENT AGENDA:


   (b) Award Officer Rebecca Sexton her sidearm and badge in recognition of her retirement from the Salisbury Police Department October 3, 2020.

   (c) Award a contract to Diversified, LLC in the amount of $348,583.80 for construction of the Rowan Regional Crime Center. This project is funded by a Strategies for Policing Innovation grant received from the Department of Justice in 2019.

   (d) Adopt an ORDINANCE amending Chapter 9, Article III, of the Code of the City of Salisbury, relating to the Fire Prevention Code to ensure the Fire Department is enforcing the latest edition of the North Carolina Fire Code.

   (e) Authorize the City Manager to execute a contract renewal with Atlantic Coast Contractors, Inc. in the amount of $500,000 for construction related to the fifth phase of the Sanitary Sewer Rehabilitation Project. Funds for this contract are included in the adopted budget.
7. Council to receive public comment. *Public comment will begin following adoption of the Consent Agenda*. For electronic meetings speakers must sign-up before 5:00 p.m. by contacting Kelly Baker at kbake@salisburync.gov or by calling 704-638-5233. Citizens who are unable to speak during the meeting may submit written comments by 5:00 p.m. to the email above and they will be shared with Council.

8. Council to consider voluntary annexation of Rowan Woodland Apartments located at 2715 Statesville Boulevard, Tax Map 330 Parcel 151, effective September 15, 2020 (Presenter City Engineer Wendy Brindle):
   (a) Receive a presentation from staff
   (b) Hold a public hearing (Citizens who wish to speak regarding the voluntary annexation must sign-up before 5:00 p.m. by contacting Kelly Baker at kbake@salisburync.gov or by calling 704-638-5233)

9. Council to receive a presentation reporting results from market analyses performed by the UNC School of Government’s Development Finance Initiative (DFI). (Presenters – Community Planning Services Director Hannah Jacobson, and Ms. Sonyia Turner and Mr. Rory Dowling from the Development Finance Initiative, UNC School of Government)

10. Council to consider Land Development Ordinance Text Amendment TA-01-2020 to amend Chapter 15 regarding first-class mail notification for public or evidentiary hearings (Presenter – Senior Planner Catherine Garner).

11. Council to consider adopting a **RESOLUTION** authorizing the Mayor to execute an Agreement with Pilot Travel Centers. LLC for the Peeler Road Water Main project. (Presenter – Assistant Utilities Director Jason Wilson)

12. Council to consider appointments to the Greenway, Bicycle and Pedestrian Committee. (Presenter – Parks and Recreation Director Nick Aceves)


   (a) Update on General Fund financial data.

15. Mayor’s Announcements.
   (a) The City of Salisbury continues to encourage all residents to complete the 2020 Census either online at 2020Census.gov, by telephone at 844-330-2020, or by mail before the deadline of September 30, 2020. Responding accurately to the Census will provide millions of federal funds for needed programs in Rowan County such as schools, hospitals, employment initiatives, drug rehabilitation and roadway construction. An undercount would mean a loss for the state of $74 billion over the next 10 years. An undercount could also result in overcrowding in our schools due to an inaccurate count of school-aged children, loss of necessary health programs, or delayed road rehabilitation. All responses will be confidential by law. Please visit 2020Census.gov for more information.
Applications for the 2020-2021 Historic Preservation Incentive Grants are now available. These matching grants are available on a competitive basis for exterior projects on owner-occupied houses in Salisbury's four residential local historic districts: North Main Street, Brooklyn South Square, West Square and Ellis Street Graded School. Applications are due by September 25, 2020. To receive an application or inquire about eligibility, please call 704-638-5212.

17. Mayor Pro Tem’s Comments.
18. Mayor’s Comments.
19. Adjourn.
City of Salisbury
North Carolina

PROCLAMATION

WHEREAS, on average in North Carolina, a person dies because of suicide every six hours, which is nearly twice as many people than those who die because of homicide; and

WHEREAS, suicide is still the 10th leading cause of death for people of all ages nationwide, the 11th leading cause within North Carolina of all ages, and the 2nd leading cause of death for ages 10-34; and

WHEREAS, the pandemic has caused profound psychological and social effects on people not only physically, but also mentally as studies have shown 45% of adults in the United States are negatively impacted mentally due to the pandemic; and

WHEREAS, based on the 2015 Youth Risk Behaviors Survey, 8.6% of youth in grades 9-12 reported they made at least one suicide attempt in the past 12 months, and attempted suicide rates and suicidal ideation among LGBT youth is significantly higher than among the general population; and

WHEREAS, the NC Injury and Violence Prevention Branch has lead statewide suicide prevention efforts including a Youth Suicide Prevention Program and “It’s OK 2 Ask” media campaign; and

WHEREAS, in efforts to reduce the number of suicide deaths and suicide attempts, National Suicide Prevention Week will take place the week of September 6-12, 2020, and Suicide Prevention Month will also take place in September; and

WHEREAS, many of those who died never received effective behavioral health care services for many reasons such as the difficulty of accessing service by healthcare providers trained in the best practices to reduce suicide risk, the stigma of using behavioral health treatment, and the stigma associated with losing a loved one to suicide.

NOW, THEREFORE, I, Karen K. Alexander, Mayor of the City of Salisbury, North Carolina DO HEREBY PROCLAIM the month of September 2020 as

SUICIDE PREVENTION MONTH

in Salisbury, and encourage citizens to seek and support prevention, education, and advocacy efforts to reduce the incidences of suicide and remove the stigma associated with behavioral health services.

This the 1st day of September 2020.

Karen K. Alexander, Mayor
PROCLAMATION

WHEREAS, in 2017 the NC General Assembly designated September 11th of each year as First Responder’s Day, making it an official state holiday; and

WHEREAS, individuals, both career and volunteer, from public safety dispatchers, law enforcement, fire, emergency medical services, search and rescue, hazmat, and other organizations in the public safety sector, come together as first responders to aid the public during emergencies; and

WHEREAS, being the first line of defense for the public against all emergencies that may threaten our communities, requires first responders to be willing to risk their own safety in the execution of their duties to protect the public every day, standing ready 24 hours a day; and

WHEREAS, the City of Salisbury’s Fire Department has 85 full time employees working out of five stations, with one new station under construction and one new station planned for construction, and gives and receives assistance from numerous departments and services throughout Rowan County and beyond based on the severity of the call for service; and

WHEREAS, the City of Salisbury’s Police Department has 83 sworn positions and is a full-service internationally accredited police department whose vision is to create an environment in which citizens and visitors feel safe in all parts of the City; and

WHEREAS, on the 1st anniversary of September 11th, the City of Salisbury dedicated the expanded memorial at the Salisbury-Rowan Firefighter’s Memorial, located at Station 5 to honor and always remember the sacrifices made on that tragic day, and hosts a remembrance service at this location each year.

NOW, THEREFORE, I, Karen K. Alexander, Mayor of the City of Salisbury, North Carolina, DO HEREBY PROCLAIM Friday, September 11, 2020 as

FIRST RESPONDER’S DAY

in Salisbury, and encourage our community to take time out of their day to show first responders and their families how much we value their service to our cities, counties, and state. I further acknowledge the recognition of service and sacrifice, both in the past and that which is yet to come, can be done through small acts of kindness and simple words of praise.

This the 1st day of September 2020.

Karen K. Alexander, Mayor
PROCLAMATION

WHEREAS, the City of Salisbury Transit Department staff are vital members of our local transportation system who are dedicated to serving nearly 40,000 residents of Salisbury, Spencer, and East Spencer by covering over 203,436 miles per year in 150,000 trips; and

WHEREAS, Salisbury Transit drivers, support staff, dispatchers, and mechanics provide an essential service in our community that contributes to the social, environmental and economic viability of our City; and

WHEREAS, Salisbury Transit supports more than 26 direct and indirect jobs and capital investments which results in $1.41 million in wages; and

WHEREAS, Salisbury Transit is committed to professionalism, safety, and continued training to ensure the well-being of its riders and of other drivers who share Salisbury and Rowan County roadways.

NOW, THEREFORE, I, Karen K. Alexander, Mayor of the City of Salisbury, North Carolina DO HEREBY PROCLAIM the month of September 2020 as

SALISBURY GO TRANSIT MONTH

in Salisbury, and recognize the valuable contributions the Salisbury Transit staff make to the overall Rowan County transportation system and encourage residents to “Go Transit” and experience the excellent service it provides.

This the 1st day of September 2020

Karen K. Alexander, Mayor
REGULAR MEETING

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

ABSENT: Councilmember William Brian Miller.

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

PLEDGE OF ALLEGIANCE

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

RECOGNITION OF VIEWERS

Mayor Alexander welcomed all viewers.

ADOPTION OF THE AGENDA

Thereupon, Councilmember Post made a motion to adopt the Agenda as presented. Upon a roll call vote Mayor Alexander voted AYE, Mayor Pro Tem Heggins voted AYE, Councilmember Post voted AYE and Councilmember Sheffield voted AYE. (4-0)
CONSENT AGENDA

(a) Minutes


(b) UBS Financial Services

Approve UBS Financial Services to serve as an investment broker for the City and authorize Finance Director Shannon Moore and Finance Manager Wade Furches to initiate investment activity on behalf of the City.

(c) 2020 Justice Assistance Grant

Approve an application for a 2020 Justice Assistance Grant (JAG) in the amount of $32,740.

(d) Right-of-Way Use Permit- North Main Street

Approve a Right-of-Way Use Permit for the use of sidewalk along North Main Street for work being performed at the Plaza Building through November 3, 2020 and grant staff the ability to establish conditions as the project progresses.

(e) Right-of-Way Encroachment- South Jackson Street

Approve the encroachment of three gas lights in the right-of-way adjacent to 226 South Jackson Street in accordance with Sections 22-18 and 22-19 of the City Code.

(f) Sub-recipient of CARES Act Community Development Block Grant funding

Endorse the Human Relations Office as a sub-recipient of CARES Act Community Development Block Grant funding in the amount of $4,000 to purchase back-to-school materials and supplies for distribution at the Community Resource Fair.

(g) Voluntary Annexation-Rowan Woodlands Apartments

Receive the Certificate of Sufficiency and adopt a Resolution setting a public hearing for September 1, 2020 for the voluntary annexation of Rowan Woodland Apartments.

RESOLUTION SETTING DATE OF PUBLIC HEARING ON QUESTION OF THE ANNEXATION OF ROWAN WOODLAND APARTMENTS, LLC, PURSUANT TO G.S. 160A-31.

(The above Resolution is recorded in full in Resolution Book No. 16 at Page No. 33-34, and is known as Resolution 2020-20.)
Thereupon, Councilmember Post 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 Post voted AYE and Councilmember Sheffield voted AYE. (4-0)

**PUBLIC COMMENT**

Mayor Alexander opened the floor to receive public comment. She noted written comments would not be read aloud during the meeting and have been shared with Council.

Mr. Randy Lasseter stated the Salisbury Police Department should be supported and allowed to use all tools necessary to ensure the safety of police officers and the public.

Ms. Sharon Grant indicated there has been an increase in deaths caused by police officers and funding to the Police Department should be redirected and used to improve the quality of life for citizens within historically marginalized communities.

Dr. Seth Holtzman pointed out instead of banning the use of chemical agents by the Police Department the City should identify ways to improve training to prevent the unnecessary use of force.

Mr. Douglas Isham stated he is not in favor of banning the use of chemical weapons by the Police Department.

Mr. Mark Lajoi indicated the City should not ban the use of chemical weapons by the Police Department without providing other options to disperse violent crowds.

Mr. Kim Porter stated tear gas should not be used by the Salisbury Police Department because the gas will harm both violent and peaceful protesters.

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

**TOWN OF EAST SPENCER-WATER CREDIT**

East Spencer Mayor Barbara Mallet stated in 2000 the Town of East Spencer went into receivership based on information from the Local Government Commission (LGC). She explained the Town was required to enter into an agreement with the City of Salisbury to pay the debt with money and equipment. She added over the past several years the town has worked toward decreasing the debt by making continuous payments and selling equipment.

Mayor Mallet indicated in 2000 the City of Salisbury took over the maintenance and collection of the Town of East Spencer’s water system and the Town was required to pay the City $10,000 per month. She pointed out the payment to the City is approximately $120,000 per year. She added in 2015 the original debt was paid in full, and the Town is continuing to pay Salisbury for water service and the balance on remaining debt.
East Spencer Grant and Project Manager Macon Sammons pointed out finances of East Spencer are fragile with thin margins. He added years of revenue loss from water and sewer service has devastated the town financially. He noted in 2016 and 2017 the revenues were approximately $24,000 per month but in 2018 and 2019 there was a decline to approximately $9,900 per month. He added the total net receipts for 2019 to 2020 was approximately $7,900 per month.

Mr. Sammons stated the Town of East Spencer is required to pay $10,000 per month to the City for the management of its water system. He stated the rate is above what the City is charging retail customers and is included in the contract the Town has with the City. He explained in addition to the payment for managing water and sewer services the Town is paying other debt totaling $87,000 per year. He added the two expenses together total approximately $207,000 per year and has a great impact on East Spencer’s finances.

Mr. Sammons stated East Spencer is unable to handle the charges it is required to pay. He explained the Town purchases water from the City because it has confidence and trust in the City. He added the Town has experienced a loss in revenue as the result of the contract with the City and the increasing costs associated with the water system.

Mayor Mallet indicated a leak test was conducted over a 22-month period, and the Town had been paying for water that was not accounted for. East Spencer Town Administrator James Bennett explained approximately 85,000 gallons of water was being lost per day. He added the Town receives and pays for 100% of its water from Salisbury-Rowan Utilities (SRU). He noted 40% of the water was lost every day for several months due to leaks. He added paying for leaks has caused the Town to be in a financial crisis.

Mr. Bennett stated the Town financed a water line system in 2011 for $1.6 million from the United States Department of Agriculture (USDA) with a 4% interest rate and 40-year term. He indicated the rate was perceived to be reasonable, but hindsight suggested a 2% interest rate would have been better. He explained each year the Town pays $87,627 of which $20,000 is applied to the principle and the remaining toward interest. He added due to the size of East Spencer every percent counts and it would be greatly appreciated if the City of Salisbury could help with the debt.

Mayor Pro Tem Heggins asked Mayor Mallet if East Spencer is asking for an eight-month credit. Mayor Mallet stated the Town is asking for an eight-month credit instead of the six-month credit allowed by City Ordinance.

SRU Director Jim Behmer stated on January 2, 2020 a large leak was found in East Spencer and repaired. He explained the leak was approximately 80,000 to 85,000 gallons of water per day and a source of non-revenue water.

Mr. Behmer noted the two water meters going into East Spencer are smart meters. He explained he recommended the Town purchase smart meters to help identify non-revenue water and to assist with accurate billing. He added on February 10, 2020, following a 30-day cycle the
smart meters confirmed there was no reduction in water demand. He added the demand continued to be 80,000 to 85,000 gallons per day which indicated a leak.

Mr. Behmer commented he has worked for the City for approximately 20 years, and there has always been an issue with non-revenue water in East Spencer. He explained before and after the large leak was repaired, there were smaller sources of non-revenue water in East Spencer that have not been identified. He noted a leak averaging 80,000 to 85,000 gallons of water per day would not go unnoticed. He added a 90-day leak adjustment was offered as compensation for the large leak, and Mr. Bennett suggested reviewing records dating back to 2015 based on the Town’s financial data.

Mr. Behmer indicated the City’s Finance Manager Wade Furches met with East Spencer in March 2020 to discuss information regarding the leak and reviewed a monthly bill comparison. He explained the documents presented to the Town showed a reduction of the City's bill to the Town after the leak was repaired. He stated after reviewing the documents Mr. Furches recommended the City give the Town a five-month credit instead of a three-month credit.

Mr. Behmer presented documents to Council and explained why Mr. Furches recommended a five-month credit to the Town. He stated Mr. Bennett relayed the information to the Town Board who requested a 10-month credit. He noted a meeting was held on June 29, 2020 with East Spencer to discuss why a five-month credit was justified. He added SRU can justify a 90-day credit but he understands the challenges East Spencer is facing. He indicated he is in agreement with the five-month credit recommended by Mr. Furches if it will resolve this issue.

Mr. Behmer noted the Town has been proactive in trying to locate non-revenue water and has completed two projects that were unsuccessful. He explained when the projects were complete he spoke with East Spencer who hoped to see a decrease in non-revenue water. He added the amount of non-revenue water increased after the projects were completed and could not be explained by the engineers.

Mayor Mallet agreed with Mr. Behmer about the unsuccessful projects and asked for the current percentage of water loss the Town is experiencing. Mr. Behmer stated the water loss has continued to be approximately 30% over the last 20 years.

Mr. Furches pointed out net revenue for East Spencer may have decreased since 2018, but the gross revenue increased. He explained the gross revenue in FY2018 was $789,000 and in FY2020 it was $868,000. He added the change was in expenditures from the purchase of water from the City that increased from $485,000 in 2018 to $681,000 in 2019. He stated the City was issuing the town a 20% credit on sewer services because of leaks but the credits expired in July 2018. He explained the credit totaled approximately $60,000 per year and he discussed the expiration of the credit with the Town after its last project was completed. He indicated the Town anticipated no longer needing the credit because the projects were supposed to drastically reduce water loss.

Mr. Furches stated a five-month credit is approximately $123,750 and would increase the yearly net income for the Town from $111,000 to $235,000. He indicated the Town is required to
pay the City $120,000 per year and other debt in the amount of $87,000 per year which is approximately $200,000 annually. He added the 5-month credit would provide the Town income to pay its debt for the year.

Councilmember Sheffield stated she would like the City to continue its partnership with the Town of East Spencer. She indicated she is comfortable allowing City Manager Lane Bailey and staff to work with East Spencer to identify a solution. She added a priority should be locating water loss to prevent East Spencer from paying for water it is not using.

Mayor Pro Tem Heggins indicated she has confidence in the City Manager and would like the issue to be resolved. She stated she would like staff to consider issuing East Spencer a six-month credit as allowed in the City Ordinance. She added the town has struggled financially and the City should consider assisting the Town whenever possible.

By consensus, Council agreed to allow the City Manager and staff to work with East Spencer and decide on the amount of credit that will be given.

Councilmember Sheffield stated East Spencer’s water system needs several upgrades. She asked if there are grants or programs that may benefit the Town for which the City can assist with its application.

Mayor Alexander indicated one possible solution that may help East Spencer is for the County to take over its water system like it did in other local communities. She added the transfer would benefit the town and its citizens because the bills would decrease. Mayor Mallet stated the transfer is a great idea but she would not want the decision to impede the Town’s growth and economic development. She added the transfer of the water system would have to be researched and discussed further.

Councilmember Post asked how East Spencer’s net profit will be affected if the County takes over its water system. Mayor Alexander stated the transfer would be advantageous to the Town because the debt and interest would go away.

Mr. Bailey stated East Spencer has a large debt on a water system that has less value than the amount owed. He explained if the water system is transferred to the County the system will need to be repaired and require a significant investment to bring it up to standard.

Mayor Alexander stated a transfer of the water system would be a great option because it would eliminate the Town’s debt and interest that would be paid over the next 40 years. Mayor Mallet stated it sounds like a good idea, but she does not want to lose the Town’s boundaries. She stated she will speak to the Town Board regarding a transfer and how it may affect the Town’s growth.
BUDGET ORDINANCE- DIXONVILLE CEMETERY

Dixonville Task Force Chair Emily Perry stated Dixonville has been a centerpiece in what was formally the Dixonville neighborhood on the east end of Salisbury. She explained the cemetery provided a final resting place for African American citizens of Rowan County and many others. She added the cemetery contains well-worn paths created by children who walked through on their way to Lincoln Elementary School and it provides heartfelt memories to those who grew up in the area.

Ms. Perry indicated Salisbury's east urban renewal began in 1963 and included the demolition of homes and structures to realign Long Street to accommodate anticipated industrial development. She explained the Dixonville neighborhood was dramatically changed and over 197 families were displaced over the five-year project and new highways separated families.

Ms. Perry thanked everyone who was involved with the Dixonville Project and organizations that assisted with funding. She stated the Dixonville Task Force has held many events and dedications at the cemetery and was proud to present photos of the groundbreaking for the Memorial Project that took place in the fall of 2017. She explained Phase I of the project included the installation of the memorial walk path by Unit Paving Inc. She added Phase II of the project included an interpretive walk path with interpretive stops along the way. She indicated there are also high points within the cemetery where visitors can gather, study and reflect on the history of the cemetery and the Dixonville community. She added story benches would be installed by December 2020. She encouraged everyone to visit the Dixonville-Lincoln Memorial website to learn more about the project.

City Manager Lane Bailey stated there was a $200,000 Fund Balance appropriation for the project in the last fiscal year’s budget that rolled back into the General Fund because the contracts could not be issued before July 1. He stated the cost for the project is reflected in the current budget and staff would need to re-allocate the funds.

Thereupon, Councilmember Sheffield made a motion to adopt a budget Ordinance amending the FY2020-2021 budget to appropriate Fund Balance in the amount of $200,000 for Dixonville Cemetery and authorize the City Manager to execute an agreement with Unit Paving Inc. in the amount of $257,289.24 for Phase II of the project. Upon a roll call vote Mayor Alexander voted AYE, Mayor Pro Tem Heggies voted AYE, Councilmember Post voted AYE and Councilmember Sheffield voted AYE. (4-0)

ORDINANCE AMENDING THE FY2020-2021 BUDGET ORDINANCE OF THE CITY OF SALISBURY, NORTH CAROLINA TO APPROPRIATE FUND BALANCE IN GENERAL FUND FOR DIXONVILLE CEMETERY.

(The above Ordinance is recorded in full in Ordinance Book No. 29 at Page No. 67, and is known as Ordinance 2020-41.)
STORMWATER MANAGEMENT PROGRAM

Public Works Internal Services Manager Michael Hanna stated a stormwater audit was conducted October 14, 2019 by the North Carolina Department of Environmental Quality (NCDEQ). He explained during the audit four out of six minimum measures of the program were reviewed and found to be within regulation. He added a meeting took place following the audit and NCDEQ was impressed with the Stormwater Program, but noticed two documentation errors. He stated the errors were corrected and sent to NCDEQ within 10 days after the audit but the City still received a violation notice from NCDEQ after four months. He added the notice was for the documentation errors that had already been corrected so he sent NCDEQ a letter stating the City does not agree with the audit report but intends to comply with requirements.

Mr. Hanna stated one of the requirements is for the City to adopt a Resolution regarding support for a Stormwater Program. He explained once the Resolution is adopted staff will conduct a self-audit on minimal measures that were not inspected by NCDEQ which include elicit discharge detection and erosion control. He added staff would draft a new Stormwater Management Plan and submit it to NCDEQ for review. He noted once the plan is reviewed staff will apply for a new Phase II permit which will be active for five years. He added that an audit would be required every five years to receive a new permit.

Thereupon, Mayor Pro Tem Heggins made a motion to adopt a Resolution to declare support for a compliant Stormwater Management Program with the North Carolina Department of Environmental Quality (NCDEQ) National Pollutant Discharge Elimination System (NPDES). Upon a roll call vote Mayor Alexander voted AYE, Mayor Pro Tem Heggins voted AYE, Councilmember Post voted AYE and Councilmember Sheffield voted AYE. (4-0)

RESOLUTION TO DECLARE SUPPORT FOR A COMPLIANT STORMWATER MANAGEMENT PROGRAM WITH THE NORTH CAROLINA DEPARTMENT OF ENVIRONMENTAL QUALITY (NCDEQ) NATIONAL POLLUTANT DISCHARGE ELIMINATION SYSTEM.

(The above Resolution is recorded in full in Resolution Book No. 16 at Page No. 35-36, and is known as Resolution 2020-21.)

USE OF CHEMICAL AGENTS

Mayor Pro Tem Heggins addressed Council regarding a proposal to ban the use of chemical agents by the Salisbury Police Department. Mayor Alexander pointed out, as discussed earlier, Council does not have the authority to ban the use of chemical agents by the Police Department.

Mayor Pro Tem Heggins presented a Power Point presentation, and she pointed out Police Chief Jerry Stokes and Deputy Chief Shon Barnes have done an excellent job diversifying the Police Department. She referenced the National League of Cities (NLC) City Officials Guide to Policing in the 21st Century, and she noted nothing is more important than protecting citizen’s safety and in a civil society elected officials bear the responsibility of managing a City’s public
safety programs. She added trust between law enforcement and citizens is essential to the stability of communities, the integrity of the criminal justice system, and the safe and effective delivery of policing services. She commented City officials play a significant role in fostering trust and promoting transparency, equity and safety within communities. She referenced chemical agents, specifically tear gas, which she indicated is an umbrella term for riot control agents, and she noted the makeup and effects of tear gas on those who are exposed to it.

Mayor Pro Tem Heggins requested Council consider:

- Replicating what the City of Charlotte has done – not purchase chemical weapons
- Conducting a review of City policy regarding the deployment of chemical weapons
- Review the City’s Use of Force Policy
- Review what other jurisdictions are doing to address riots that is innovative and not punitive to peaceful protestors

Mayor Pro Tem Heggins questioned if the use of chemical agents was necessary on the night of June 1, 2020, and she commented the entire crowd was punished. She suggested Council review what took place and have a conversation regarding other ways the Police Department can engage with citizens when the actions of a few undermine the actions of peaceful protestors.

Mayor Alexander asked Chief Stokes to review the events that took place on the night of June 1, 2020 and answer any questions Council may have. Chief Stokes reviewed the criteria to deploy chemical agents and the elements of an unlawful protest and use of force. He explained a riot is public disturbance involving an assembly of three or more persons which by disorderly or violent conduct or by the imminent threat of disorderly or violent conduct results in injury, damage to property or creates the danger of injury or damage to property. He explained the toxicity of chemical agents and its effects on the body. He pointed out the chemical agent used by the Police Department was a powder suspended in a nerve gas.

Chief Stokes referenced the events that took place June 1, 2020 and June 2, 2020, and he noted it was one of six times tear gas has been used since he assumed the role of Police Chief in 2016.

Chief Stokes displayed clips from police video that included security and body camera footage of the events that took place June 1, 2020 and June 2, 2020. He indicated two individuals were charged during the protests, and he added the video being presented to Council has been reviewed by the District Attorney’s office and does not contain clips of pending matters. He added the City filed a petition in Superior Court to release the video clips as required by law, and it was released on the Superior Court Judge’s Order based on the consent of all interested parties. He cautioned the video is raw and includes harsh language.

Chief Stokes explained on the morning of June 1, 2020 the Police Department received multiple tips and intelligence information regarding threats to life and property in the City. He added the threats included an assault on police officers and intelligence confirmed associated gang members planned to attend protests later that day and indicated violent action would be taken against police officers and those whose beliefs differed than their own.
Chief Stokes stated specific threats were made toward the Rowan County Jail, Rowan County Court House, the Salisbury Police Department, and threats were directed towards looting and damaging of property in the downtown area. He stated intelligence indicated militia groups would attend the event and react with violence towards protestors committing any act the groups deemed unlawful. He added intelligence bulletins were sent out to law enforcement in the area and locations for possible violence and looting included Walmart, Big Lots, the Rowan County Jail, and Rowan County Court House.

Chief Stokes noted on June 1, 2020 at approximately 9:00 p.m. people began to assemble in the Big Lots parking lot and around the same time protests in opposition assembled in the 200 block of South Main Street. He indicated several hundred protestors assembled at Big Lots walked toward the Square. He pointed out the Police Department was tempered in its response and people were allowed to lawfully assemble. He commented when the protestors arrived at the Square police officers were there to make sure people were allowed to peacefully protest. He pointed out protestors began to lay down in traffic and the Police Department would have been in its authority to issue arrests for blocking traffic. He noted vehicles were able to maneuver around protestors so police officers did not engage at this time even though it has the authority to do so. He pointed out at approximately 9:20 p.m. police officers responded to an incident in the 100 block of South Main Street. He explained he was working that night and directed police officer’s response to the events taking place. He stated Major Barnes was also present and the patrol lieutenants were assisting and closer to police officers in action. He pointed out a patrol car dealt with a member of the crowd who had a rifle, and he commented the protestors took the rifle back to his car and returned to protest.

Chief Stokes explained the City had an agreement with the United Daughters of the Confederacy, who own the statue known as Fame, to enforce trespassing laws. He pointed out people were all around the statue, but police officers did not take action at this time. He referenced the location of police officers, and he pointed out protestors in opposition of moving the statue exercised their right to assemble. He indicated confrontations took place and police officers created a divide to make sure disagreements did not get out of hand. He added some of the people had firearms and were made to remove the weapons from the premises. He indicated the crowd started to move toward the church and there was a gentleman on the stairs who resembled the man who had fired shots in the air on Sunday. He stated it was not the same person, but the crowd identified him as the shooter and reacted. He noted police officers moved in to protect the gentleman from the crowd who surrounded him and several police officers. He commented the crowd began to move down Church Street toward Council Street, and the gentleman who was mistakenly identified was removed from the area. He clarified at this point the crowd was confrontational and began moving toward the rear of the Rowan County Jail which intelligence had confirmed was a target. He noted the crowd became loud and began cursing at police officers and additional police officers with shields were brought in to provide assistance. He added a street barricade, rocks, and water bottles were thrown at police officers, and he explained police officers intended to hold the line and prevent damage to the jail. He noted when the crowd began to push police officers a canister of gas was deployed.

Chief Stokes pointed out in 2019 the City was at a 20-year crime low and had increased training and accountability. He reviewed current crime data that included a 200% increase in
homicide, 20% increase in aggravated assault, a 93% increase in aggravated assault involving firearms, and a 34% increase in shots fired calls. He referenced a reduction in property crime, and he noted other categories of violent crime are down so there is a 15% reduction in overall crime. He called out the names of those killed by gun violence in the last few years, and he noted gun violence is an important issue that Council should consider.

Mayor Alexander thanked Chief Stokes for his presentation. Mayor Pro Tem Heggins asked about the tone Council wanted to set and what it wants to see happen in the City. She noted Council does not want to see an increase in crime, but wants to make sure when protests take place the agitators are removed instead of punishing peaceful protestors. She agreed intelligence is important, and she commented it is also important to know if someone is acting on that intelligence.

Mayor Alexander referenced letters Council received from citizens who do not want to ban the use of chemical agents by the Police Department. She referenced the videos and noted police officers threw the canisters on the ground away from protestors, and the people ran toward the canisters and threw them back at police officers which is unacceptable and the kind of behavior that needs to be controlled. She clarified the canister was thrown so people would not go toward the jail, and the people could have moved in the opposite direction of the canisters.

Mayor Pro Tem Heggins indicated her request is for Council to look at what the City of Charlotte is doing, to complete a review of City policy regarding the use of force, and to review what other jurisdictions are doing to address riots that is innovative and not punitive to peaceful protestors.

Mayor Alexander indicated police officers did not do anything to peaceful protestors, and she noted people were unruly, throwing rocks and cut a police officer’s head. Mayor Heggins added the people who were not committing those acts were also exposed to chemical agents, and she questioned how to remove the agitators without exposing peaceful protestors to chemical agents.

Councilmember Sheffield asked how many canisters were deployed on June 1, 2020. Chief Stokes noted three small, pocket size gas canisters were deployed. Ms. Sheffield asked how many canisters were deployed in the incident involving the restaurant. Chief Stokes noted two large canisters were deployed that night. Ms. Sheffield stated she understands the need to secure the jail. She commented the Police Department has worked toward community policing. She indicated citizens are concerned about the national topic of defunding police departments. She pointed out the City added a Deputy Chief, an Advisory Committee, a Victim’s Advocate position, and has a 20-year all crime low, partnerships with the National Association of the Advancement of Colored People (NAACP) on a cease-fire summer initiative, a branch patrol, resources to conduct in-school training and partnerships, and a department over budgeted by four police officers. She explained the conversation is not about defunding the Police Department, and she asked about the protocol for using chemical agents.

Councilmember Post noted it is easier to be critical of a video than during the heat of the moment. He pointed out it would be difficult to distinguish between the agitators and the peaceful protestors when dealing with a group of several hundred people. He added he received between 90
to 100 emails from citizens expressing their gratitude and support for the Salisbury Police Department and three that requested a need to control the Police Department. He added his biggest concern is the morale of the Police Department and City staff, and he indicated he does not believe it is the role of Council is to legislate procedure. He added he does not like second guessing the Police Department on a second by second basis. He commented the City had a hard time getting its Police Department to full staff. He pointed out the City has a cohesive unit and the neighborhoods appreciate the community policing. He noted bicycles have given police officers an opportunity to get closer to the public they serve, and if this demoralizes even one police officer it will be bad for the entire community. He added he is concerned about the attitude of some citizens toward leadership in the City. He stated he is proud to be a part of the City and he does not want employees to be demoralized by what is happening.

Mayor Pro Tem Heggins indicated she has the utmost respect for City Police Officers and she clarified the request is a critique of Council and what it is willing to do in terms of honoring public safety for everyone, including protestors. She reviewed her request for Council to consider.

Councilmember Post stated he is satisfied with the operation of the Police Department, and he likes the way it communicates with the public. He added he likes the way Chief Stokes backs up his presentations with facts, laws, data, and statutes and he does not want to get in the position of second guessing the Police Chief.

Mayor Pro Tem Heggins indicated she is not dissatisfied with the Police Department. She explained she has questions and is going to push Council to use a racial equity lens. She stated she is dissatisfied with what she saw on the video, and she has questions regarding why chemical weapons were deployed at this point during that particular protest.

Councilmember Sheffield stated she appreciates Chief Stokes presenting the video to Council, and she clarified she is not second guessing the events that took place. She indicated when anything like this happen it should be reviewed to determine if there is room for improvement and to continue community policing.

Mayor Alexander noted she spoke with Councilmember Miller and he requested she relay his support of the Police Department having all of the tools that are allowed by federal and state laws. She added Mr. Miller expressed his total confidence in Chief Stokes and the Salisbury Police Department. She stated she holds the same view, and she pointed out she saw nothing on the video that gave her any pause. She noted police officers reacted to events that were taking place, and she received over 100 texts and emails in support of the Salisbury Police Department. She commented the Police Department and its leadership should be allowed to do their job without Council micro-managing them. She indicated the majority of Council clearly supports the Police Department and its reaction to recent events. She added if Council has any feedback it needs to be shared with the Advisory Committee already in place which is diverse and has a good relationship with NAACP leadership and the Police Department.

Councilmember Sheffield stated she whole-heartedly supports the Police Department, and she added she wants the Advisory Committee to review this.
Mayor Pro Tem Heggins indicated this is a conversation about systems and institutions. She added Council is responsible for policies in the City and she wants to know what the policies are. She commented she whole-heartedly supports the Police Department, but as an elected official she has the right to ask questions.

City Manager Lane Bailey noted Chief Stokes plans for the Advisory Board to review the incident that took place on June 1, 2020 and June 2, 2020. He added the Advisory Board will meet with Chief Stokes to go over what happened that night and offer input.

**UPDATE – EQUITY AND DIVERSITY MURAL**

Mayor Pro Tem Heggins addressed Council regarding a follow up to the Diversity, Equity and Inclusion Mural presentation that was made at the previous Council meeting. She noted the first meeting took place on Thursday, July 30, 2020 at 6:00 p.m. She noted those who attended the meeting or wished to participate were: Councilmember Sheffield, Ms. Bailey Wingler, Ms. Whitney Peckman, Ms. Emma Duncan, Ms. Kayla Hunt, Ms. Candy Torres, Ms. Jenn Selby, Mr. Torian Parker, Ms. Whitney Wallace Williams, Ms. Taylor Ellerbee, and Ms. Linda Hunt.

Mayor Pro Tem Heggins indicated the next meeting will take place Thursday, August 6, 2020 at 5:30 p.m. and a representative from the Public Art Committee will attend the meeting. She added participants are excited about the prospect of developing a mural and the conversations were diverse and inspiring. She thanked all those who are participating in the process.

Councilmember Sheffield stated the participants are volunteers that came together with ideas beyond crosswalks. She referenced the Salisbury Sculpture Show and noted the benefit it provides to the City. She pointed out the City currently has a downtown mural and it would be great to have another one, but in the meantime smaller things can happen. She commented she is excited to see the group move forward.

Councilmember Post noted he spoke to Downtown Salisbury, Inc. (DSI) and Council about artwork in the streets and crosswalks and he is glad a citizen group has decided it may be a good idea. He requested a copy of the slide show presentations from the current and previous Council meeting. He clarified he would like to use the systems and institutions the City has in place including the Public Art Committee. He added he hopes the group will consider raising money to fix the existing downtown mural because it is an iconic mural in need of repair.

Mayor Alexander asked if the meetings should be noticed since two members of Council are involved in a project that will eventually be brought back to Council and to give the public an opportunity to participate. City Attorney Graham Corriher explained if Council establishes a body even if it is less than a quorum, that body would be a public body and have to comply with open meeting requirements. Mayor Alexander asked if the meetings need to be noticed. Mr. Corriher explained if Council has designated two members to participate in the meetings it should be noticed. Councilmember Sheffield clarified her involvement was to offer names of other committee members to the group. She added making the Public Art Committee an official Board and Commission should be explored in the future. Mr. Corriher clarified the distinction is if some
members are formally appointed by Council. He indicated if a member or quorum of Council shows up to a meeting that does not by itself make it a public meeting.

Councilmember Post noted Council created a nonprofit called Mural Preservation, Inc. 40 years ago that is currently unmanned but could be a vehicle for something like this. He indicated it is already in place, but would require some legal work because the members have passed away. He explained it was originally created by the City to raise money for the Mural on West Fisher Street. He pointed out the structure is in place and could possibly be revitalized. Mayor Alexander noted it would be a good place to hold grant money. She added she is the Council liaison to the Public Art Committee and happy to be involved in the process.

Councilmember Sheffield questioned if the Mural group mentioned by Councilmember Post still exists. Mr. Post explained the corporation has not been dissolved but the board members have passed away, and he added there are legal ways to reappoint board and members and continue the work to promote murals in the City. Mayor Alexander stated staff should look into that, and she thanked Mayor Pro Tem Heggins for the update.

**CITY ATTORNEY’S REPORT**

City Attorney Graham Corriher had nothing to report to Council.

**CITY MANAGER’S REPORT**

(a) **Update- Utility Billing Delinquencies**

City Manager Lane Bailey noted at its last meeting Council discussed the local Ordinance it adopted to suspend disconnections for nonpayment and its impact on the City. He asked Finance Director Shannon Moore to address Council regarding Executive Orders 124 and 142 from the office of Governor Roy Cooper in response to COVID-19 and utility disconnections. Ms. Moore explained Executive Order 124 allowed residential customers to defer their payments on past due balances incurred between March 31, 2020 and July 29, 2020. She noted the Executive Order also prohibited disconnections for residential customers for late payments and non-payments, and it prohibited charging penalties or interest on overdue residential accounts during the same dates.

Ms. Moore explained the Executive Order allowed utility providers to continue sending late notices and with the July 29, 2020 expiration, local utilities were required to make a six-month payment arrangement plan available to all delinquent customers. She added Finance staff worked with the Communications team to provide detailed communications to customers which continued for two to three months. She noted on August 1, 2020 the Lamplighter included a message asking customers to contact the City regarding payment plans for delinquent accounts.

Ms. Moore pointed out staff made multiple calls over the delinquency period to inform customers of the expiration of the Executive Order on July 29, 2020. She explained the City is
using a suggested sample payment plan that was released by the University of North Carolina School of Government (SOG) legal team.

Ms. Moore indicated after the Executive Order came into place average balances per customer increased by approximately $20 to $30 per month. She pointed out from June 2020 to July 2020, 138 accounts were added to the delinquency list and 179 customers made their accounts current. She noted the City had 317 additional accounts become delinquent, and at the end of last week of the 880 delinquent customers 78 had payment arrangements in place. She added staff reached out to community agencies such as Rowan Helping Ministries, the Salisbury-Rowan Community Action Agency, Rufty Holmes Senior and the United Way and are waiting to hear from the Salvation Army and Main Street Mission.

Ms. Moore reviewed the payment schedule for surrounding towns and cities including the Cities of Concord and Kannapolis and the Town of Mooresville. She pointed out one of the options Mr. Bailey would like to explore is a Share the Water Program. She noted staff had extensive conversations with Orange Water and Sewer Authority (OWSA) regarding the administration of its plan and staff developed three options:

- A round up option
- A fixed amount customers could add to their bill as a donation
- Donation campaign

Ms. Moore indicated the round up option would be the most difficult and possibly the most costly option. She added the fixed amount option would have to be manually managed in the City’s billing system creating room for error, and the donation program would be the quickest to implement. She stated staff is recommending the donation campaign be considered as the quickest, easiest, and least costly option to implement. She pointed out the City is in the process of switching accounting and billing software, and staff has spoken to the new provider to discuss options and what the provider has done for other clients. She added the new provider is hoping to program a round up and fixed amount option that would provide flexibility in the future. She pointed out the go live date is scheduled for February 1, 2021.

Salisbury-Rowan Utilities (SRU) Director Jim Behmer stated staff had discussions with OWSA Raleigh and Brunswick Regional Water and Sewer and learned from what other communities experienced trying to set up a water program. Ms. Moore noted OWSA had a round up program that received limited donations, and she added the company switched to a donation campaign that increased funding to the program. She explained staff would come back to Council to implement any of the proposed programs with a policy regarding how the funds would be managed. She explained a separate fund would be set up and staff would work with a partner agency to administer the funds. She noted customers have to request inclusion in a water program.

Ms. Moore pointed out Council adopted an Ordinance on March 17, 2020 that is in place until it is repealed or modified by Council. She noted all water polices must be uniformly applied to all residential customers despite their ability to pay or income level. She indicated North Carolina law does not allow staff to distinguish ability to pay or income in providing any type of discounted rates or debt forgiveness for customers. She stated staff suggests implementing a utility
assistance program through donations from the community and allowing all past due balances as of July 29, 2020 to be included in the payment arrangement. She added a six month and 12 month payment schedule could be considered, and she commented staff recommends setting a threshold so that small balances are not stretched out over 12 months. She noted a deadline for disconnection would be needed and would be announced to citizens if a payment plan is not in place for past due balances. She recommended a date of September 1, 2020 and all interest and late payments could be waived through January 2021. She commented a City appropriation could be considered, and she pointed out the funds would have to come from the General Fund and could only be used for citizens over 60 years of age or citizens of low to moderate income. She stated staff is requesting Council consider rescinding the local Ordinance temporarily suspending disconnections so the City can enter the repayment phase.

Councilmember Post commented he supports the 12-month option, and he suggested setting a middle or end of September deadline. He commended staff on its presentation, and he indicated it is troubling that over 800 homes are currently delinquent on utility bills in the City. He referenced the donation campaign, and he asked if the City has a plan on how to administer it. Mr. Bailey noted the internal conversation is to set up an account to receive funds, but it has not been considered by City Attorney Graham Corriher. He added Rowan Helping Ministries is active in working with City’s customers regarding delinquent utility payments. He explained the idea is to provide a grant to Rowan Helping Ministries to assist clients and determine who is deserving of those funds so City staff is not involved in that part of the process. Mr. Post asked if Rowan Helping Ministries agreed to administer the program. Mr. Bailey explained staff has not spoken with Rowan Helping Ministries, but it already receives funds for this purpose.

Councilmember Sheffield asked if Council needs to take action. Mr. Bailey stated staff is concerned about the number of delinquent accounts and suggests rescinding the local Ordinance. He added moving the September 1, 2020 deadline to October 1, 2020 would give staff additional time to notify citizens who are affected.

Mr. Bailey stated staff does a wonderful job working with customers. He added the round up option could be complicated due to the change in software providers, and he suggested a better option would be to set up a fund where people can donate money and send the money to Rowan Helping Ministries for distribution. He noted staff’s recommendation is to rescind the local Ordinance, change the deadline to October 1, 2020 and to work with delinquent customers on getting their bills caught up. Councilmember Post clarified customers would be given one year from October 1, 2020 to bring their accounts current. Mr. Bailey agreed. Mr. Post asked if customers will be disconnected between now and October 1, 2020. Mr. Bailey stated customers will not be disconnected. Mr. Behmer pointed out some customers have the funds to pay down their bill, and it would be good to start payment arrangements with those who can afford to pay.

Councilmember Post pointed out the City would have to collect 850 agreements within 25 days if Council approves the September 1, 2020 deadline. Ms. Moore explained the customer service team has made multiple calls to every customer on the delinquent list and has been making the calls for over two months. She added staff is now working on the 300 accounts that were added to cutoff in July. She commented Customer Service staff is working to remind customers the Executive Order has expired and that a payment arrangement must be made. She stated payment
arrangements can be made by mail, email, and in person. She added staff is working to provide as much flexibility as possible to remove barriers and get the payment arrangements to the City in a timely manner. Mr. Post asked if September 1, 2020 is enough time to get 850 payment arrangements in place. Ms. Moore indicated it is enough time to make individual connections with each customer and it is up to the customer to return the payment arrangement to the City. She added Finance Department staff can assist if additional help is needed.

Mayor Pro Tem Heggins thanked staff working with citizens and bringing options back to Council, and she pointed out many citizens are struggling.

Thereupon Councilmember Post made a **motion** to resend the Ordinance adopted on March 17, 2020 to amend the City of Salisbury Code of Ordinances to temporarily suspend utility service disconnections to ensure the public health during the COVID-19 public health crisis. Upon a roll call vote Mayor Alexander voted AYE, Mayor Pro Tem Heggins voted AYE, Councilmember Post voted AYE and Councilmember Sheffield voted AYE. (4-0)

**MAYOR’S ANNOUNCEMENTS**

(a) **Community Resource Fair**

Mayor Alexander announced the annual Community Action Teams Community Resource Fair will be held Saturday, August 15, 2020 from 9:30 a.m. until 12:00 noon at the Civic Center located at 315 South Martin Luther King, Jr. Avenue. To remain in compliance with COVID-19 precautions, families will drive-through the parking lot to collect school supplies and other items from participating agencies. Walk-ups will also be welcome. For more information please contact Human Relations Manager Anne Little at 7040 638-5218 or anne.little@salisburync.gov.

**COUNCIL’S COMMENTS**

Councilmember Sheffield thanked citizens for reaching out, sharing their perspective, and caring about the City.

**MAYOR PRO TEM’S COMMENTS**

Mayor Pro Tem Heggins thanked staff for all it does for the City. She added she is grateful for the opportunity to present tonight, and she hopes to move forward with the Equity Mural in a way that is positive and supportive of all citizens.

**MAYOR’S COMMENTS**

Mayor Alexander thanked Police Chief Jerry Stokes and the Police Department for all it does for the City.
ADJOURNMENT

Motion to adjourn the meeting was made by Councilmember Post. All Council members in attendance agreed unanimously to adjourn. The meeting was adjourned at 10:50 p.m.

___________________________________
Karen Alexander, Mayor

___________________________________
Kelly Baker, City Clerk
REGULAR MEETING

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

ABSENT: Councilmember Tamara Sheffield.

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

PLEDGE OF ALLEGIANCE

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

RECOGNITION OF VIEWERS

Mayor Alexander welcomed all viewers.

ADOPTION OF THE AGENDA

Thereupon, Mayor Pro Tem made a motion to adopt the Agenda as presented. Upon a roll call vote Mayor Alexander voted AYE, Mayor Pro Tem Heggins voted AYE, Councilmember Miller voted AYE and Councilmember Post voted AYE. (4-0)
PROCLAMATIONS

Mayor Alexander proclaimed the following observances:

100TH ANNIVERSARY OF THE 19TH AMENDMENT RATIFICATION August 18, 2020
WOMEN’S EQUALITY DAY August 26, 2020
LIBRARY CARD SIGN-UP MONTH September 2020

CONSENT AGENDA

(a) Minutes

Adopt Minutes of the Special meeting of August 6, 2020.

(b) Ordinance Amendment- Edward Byrne Memorial Justice Assistance Grant

Adopt a Budget Ordinance Amendment to the FY2020-2021 budget in the amount of $25,736 to appropriate a 2018 Edward Byrne Memorial Justice Assistance Grant.

ORDINANCE AMENDING THE 2020-2021 BUDGET ORDINANCE OF THE CITY OF SALISBURY, NORTH CAROLINA TO APPROPRIATE 2018 BYRNE JUSTICE ASSISTANCE GRANT.

(The above Ordinance is recorded in full in Ordinance Book No. 29 at Page No. 68, and is known as Ordinance 2020-42.)

(c) Ordinance Amendment- Joint Operations Funds

Adopt a Budget Ordinance Amendment to the FY2020-2021 budget in the amount of $3,000 to appropriate Joint Operations funds from the US Secret Service.

ORDINANCE AMENDING THE 2020-2021 BUDGET ORDINANCE OF THE CITY OF SALISBURY, NORTH CAROLINA TO APPROPRIATE JOPS SECRET SERVICE FUNDS.

(The above Ordinance is recorded in full in Ordinance Book No. 29 at Page No. 69, and is known as Ordinance 2020-43.)

(d) Contract- Hanes Construction Company

Authorize the City Manager to execute a contract with Hanes Construction Company for the Utility Cut Pavement Repairs contract for a fee not to exceed $120,000.

(e) Cellular Data Service for Water Meters
Approve the purchase of cellular data service for water meters from Badger Meter, Inc. in the amount of $213,170. This is an annual budgeted amount.

(f) Interlocal Coronavirus Relief Fund (CRF) Management Agreement

Adopt an Interlocal Agreement with the County of Rowan for management of funds from the Coronavirus Relief Fund (CRF) established by the Coronavirus Aid, Relief, and Economic Security (CARES) Act in the amount of $499,868.

Mayor Alexander noted CRF funds have been approved by the state to be used for Fire Department and Police Department expenses. Mayor Pro Tem Heggins asked if an itemized list of how the money is used will be provided. City Manager Lane Bailey stated the funds will be used for Fire Department and Police Department salaries.

Councilmember Post commented Consent Agenda items exceeding $100,000 should be explained briefly to inform the public. Mr. Bailey stated the contract with Hanes Construction Company will allow the company to repair utility lines that are cut or damaged. Councilmember Post asked if the cost of the contract is included in the budget. Mr. Bailey agreed. He added the cost for cellular data service which makes water meters work is also included in the City’s budget.

Councilmember Post asked if taxpayers will be required to pay an additional $.81 per installed meter or if the cost is built into the budget. Mr. Bailey indicated the cost for the meters is built into the budget and taxpayers will not have to pay additional fees. He noted cellular data service for smart meters is a great addition that will allow customers to track water usage and identify leaks.

Thereupon, Councilmember Post 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 and Councilmember Post voted AYE. (4-0)

PUBLIC COMMENT

Mayor Alexander opened the floor to receive public comments.

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

LAND DEVELOPMENT ORDINANCE TEXT AMENDMENT TA-01-2020

Senior Planner Catherine Garner stated until 2018 all public hearings related to the Land Development Ordinance required mailed notification to properties within 100 feet of the subject parcels. She explained in 2018 Council increased the radius from within 100 feet of the subject parcels to 500 feet for all public hearings. She indicated the proposal before Council is to tailor
the mail notification radius to the type of hearing being considered. She stated for legislative cases the radius would be 250 feet, and for quasi-judicial cases the radius would be 100 feet.

Ms. Garner indicated the rationale behind the notification radius for legislative hearings is to inform a greater number of citizens beyond a 100-foot radius. She explained legislative hearings are not limited to evidentiary testimony and more neighbors should be notified because of the potential impact to the community, and a radius of 250 feet will be adequate to achieve this purpose. She pointed out quasi-judicial hearings are intended to gather evidence and testimony regarding the impact of a change on a parcel to those parcels immediately surrounding the subject parcel. She added quasi-judicial cases are typically limited to parties with standing which implies a close nexus to the property.

Ms. Garner stated there is a considerable cost to applicants that require reimbursement in every case. She indicated a reimbursement schedule is adopted every year as part of the department’s fee schedule. She explained reimbursement is based on the number of envelopes that are sent, and a large number of envelopes will increase costs. She pointed out the average HPC case costs $150, and the reimbursement is per case. She added someone maintaining a home by completing significant rehabilitation work several times per year would accrue a large bill on a free permit. She explained the notifications also create significant confusion for citizens located near the outer limits of the current 500-foot radius requirement. She explained these citizens often call to inquire about the parcel in question because they do not understand why they are being notified.

Ms. Garner indicated mailings place a significant impact on staff because of the time required to process paperwork, make copies, fold documents and stuff envelopes. She added the HPC currently has nine cases for August, which required approximately 675 pieces of mail to be processed.

Ms. Garner pointed out the department has created additional means to get public notifications to the citizens. She stated there have been additions to the Planning Board’s website and the HPC’s website. She added citizens can go to the websites if they have questions regarding a notice or an application. She added the websites also have agendas and minutes that may be viewed by the public.

Ms. Garner presented information outlining the savings the proposed notification radius would provide versus the current 500-foot radius on current cases. She explained a rezoning that was completed earlier this year cost $150 to the applicant for reimbursement fees that would have been $75 with the proposed radius. She added one of the August HPC cases will cost $300 using the current notification radius but can be reduced to $25 if the proposed radius of 100 feet is used. She stated for quasi-judicial cases there will be significant reductions in reimbursement costs.

Ms. Garner indicated a chart was added to Chapter 15, Section 15.3, of the Ordinance that clearly identifies the type of items that are required to make public notices per case. She noted Section 15.3 is currently dense and difficult to read and the chart will provide clarity.
Ms. Garner pointed out signs are required to be posted for all public hearings except text amendments because they are not relative to a specific property. She stated notices for text amendments are posted in the newspaper along with map amendments such as rezoning, conditional district rezoning and issues related to vested rights.

Ms. Garner presented documents outlining the proposed changes to Chapter 15.3C of the Ordinance regarding first class mail notification. She stated the Planning Board met on July 28, 2020 and voted unanimously to recommend the approval of the proposed ordinance amendment.

Councilmember Brian Miller asked if state law requires a 100-foot notification radius. Ms. Garner stated the requirement is 100 feet which will be met and exceeded by the proposed radius.

Mayor Alexander convened a public hearing, after due notice thereof, to receive comments regarding the Land Development Ordinance Text Amendment TA-01-2020 to amend Chapter 15 regarding first-class mail notification for public or evidentiary hearings.

There being no one to address Council, Mayor Alexander closed the public hearing. She noted the public will have 24 hours to send comments to the City Clerk at kbake@salisbury.nc.gov in response to the hearing. She added Council will take action on the amendment September 1, 2020.

UPDATE- SALISBURY FIRE DEPARTMENT

Fire Department Chief Bob Parnell provided an update regarding initiatives of the Salisbury Fire Department.

Chief Parnell stated Fire Department staffing consists of 86 full-time positions, 10 part-time positions, and four full-time vacancies. He noted the department has extended four full-time offers of employment to applicants and three offers for part-time employment. He indicated new hires will participate in a Rookie Academy which will begin on August 24, 2020 and end in February 2021. He explained the academy is approximately 26 weeks long and will consist of over 1000 hours of combined classroom and practical training. He added the training will result in certifications in the skills, practices and experiences that are necessary to become urban firefighters.

Chief Parnell noted the department is anticipating additional vacancies during the last quarter of 2020 resulting from retiring personnel. He indicated the average age of a fire department member is 35 years old and the average years of service is 12 years. He explained 60% of the workforce has 10 years or less of fire service experience. He added training programs and activities conducted on a daily basis are important to the experience and abilities of firefighters. He added every day is a training day at the Fire Department and it is important for seasoned members to pass lessons and experiences to the young workforce.

Chief Parnell pointed out the department responds to approximately 6,000 emergencies every year which is 500 emergencies per month. He explained for the months of April and May
there was a significant reduction in emergency activity because of the stay-at-home order during the onset of the COVID outbreak. He added the number of emergency responses in April was 250 but July had more than 500, which may be indicative of activity within the community returning to normal.

Chief Parnell indicated the department is as efficient as possible given its resources which include personnel, budget and time. He added response time is important and the current 911 call processing time is approximately one minute and thirty-five seconds. He indicated from the time an alarm is sent to the station until fire crews arrive is approximately four minutes and fifty-eight seconds. He added the five minutes that it takes to get to the scene includes time to mount the apparatus, respond from the fire station and navigate traffic. He stated the total response time is approximately six and one half minutes from the time 911 is called until help arrives which is very efficient. He noted the department’s response time is well within the national standards and will decrease even further once Fire Station 6 is operating. He indicated the longest response time is to areas located on the south end of the City.

Chief Parnell stated the department receives several types of calls but the most abundant are Emergency Medical Services (EMS) calls. He reviewed the percentages of various calls received at the Fire Department:

- Fire 4%
- Rupture/Explosion 1%
- Rescue/EMS 58%
- Hazardous Conditions 3%
- Service Calls 10%
- Good Intent Calls 13%
- False Alarm and False Calls 11%
- Severe Weather/Natural Disaster 0%
- Special Incident Type 0%

Chief Parnell indicated every firefighter is a trained Emergency Medical Technician (EMT). He added firefighters are certified in advanced first aid and other medical training. He pointed out 58% of the calls received are EMS calls which is lower than the national average of approximately 70% EMS calls. He explained the City is fortunate to have a great EMS system and Emergency Dispatch System. He noted the number of false alarm calls is approximately 11% and has decreased in response to the City’s False Alarm Ordinance.

Chief Parnell noted the Fire Marshall’s Office has done a great job with fire inspections and code enforcement. He explained office personnel enforce state fire codes because the City does not have a fire code. He added personnel are required to maintain qualifications and certifications that allow them to enforce state codes. He pointed out during the first half of the year the office conducted approximately 400 inspections. He explained of the 400 inspections personnel revisited 50% of the inspected sites to ensure violations were corrected. He added the total number of inspections, including the re-inspections, were approximately 615. He stated based on the number of re-inspections the commercial and industrial public is in need of additional
training. He added the Fire Department does not handle residential enforcement because there are no state residential enforcement except for smoke detectors in rentals.

Chief Parnell stated there is a section within the Fire Marshall’s Office which offers fire and life safety education. He explained the office contacts approximately 4,000 people every month to share fire and life safety educational materials. He added this year most of the material has been shared over social media and other types of virtual means. He indicated there are several links on the department’s webpage that people are showing interest in. He added the number of views on the webpage are being tracked and will provide important information for the upcoming Insurance Services Office (ISO) inspection.

Chief Parnell pointed out all Fire Marshalls within the department are certified as Fire Investigators. He stated during the first half of the year 18 fires were investigated. He explained state law requires the cause of every fire to be determined, but sometimes Field Captains and Battalion Chiefs can determine the cause without an investigator. He added of the 18 fires that required an investigation three were undetermined, 10 were ruled accidental, and five were found to be intentionally set and resulted in three arrests. He pointed out many police departments are not always able to make fire related arrests. He added one reason the department has a successful arrest rate is because they have a cooperative joint taskforce with the Police Department.

Chief Parnell noted there were numerous fires between 2014 and 2016. He added Police Chief Jerry Stokes has played a major role in the success of the taskforce by allotting numerous resources to aid in the development of the force.

Chief Parnell stated Fire Station 3 is continuing to show signs of sinking and a steel plate has been placed over certain areas to distribute the weight of the fire trucks. He stated although Fire Station 3 is in need of repair it remains functional and continues to serve the City. He added the repairs needed for Fire Station 3 will be addressed as resources become available. He indicated Fire Station 6 will be ready for personnel to move in October 2020. He added the station will allow the department to serve the community on the south end of the City with faster response times.

Chief Parnell reviewed significant events of 2020. He stated on February 16, 2020 there was a fire at Salisbury Millwork located at 823 Corporate Circle. He reviewed another incident which had taken place on February 19, 2020 on I-85 involving a Yadkin River Bridge rescue.

Chief Parnell stated the North Carolina Rating Response System Evaluation is upcoming. He shared the department met with an evaluator to prepare for the evaluation. He added 50% of the evaluation will be water supply from Salisbury-Rowan Utilities (SRU), 40% Fire Department and 10% will be City and County communications. He indicated the evaluation will result in an ISO rating which will be used to determine fire insurance premiums for commercial and industrial properties in Salisbury. He noted the City’s current ISO rating is a 2 which is a great rating and most organizations in the United States have a rating of 2 or better.

Council thanked Chief Parnell for his presentation and for a job well done from the Salisbury Fire Department.
CITY ATTORNEY’S REPORT

City Attorney Graham Corriher had nothing to report to Council.

CITY MANAGER’S REPORT

City Manager Lane Bailey had nothing to report to Council.

ANNOUNCEMENTS

(a) 2020 CENSUS

Mayor Alexander reminded citizens that Census 2020 will come to a close at the end of September 2020. She stated Salisbury currently has a response rate of approximately 58.4% and the County is at 62%. She indicated she would like every citizen to respond to the Census because it will determine where billions of federal dollars will be placed for the next 10 years. She added if there is not adequate Census response North Carolina will be in jeopardy of losing $74 billion from the federal government to aid in healthcare and education. She noted there are several places citizens can go to participate in the Census including City Hall and libraries throughout the County.

(b) Women’s Vote Celebration

Mayor Alexander noted she participated in a presentation celebrating the 100th Anniversary of the ratification of the 19th Amendment giving women the right to vote. She thanked the presenters who spoke during the presentation Artist Mary Ruden and North Carolina State Capitol Museum Curator Kara Deadmon. She stated the presentation was phenomenal and urged everyone to view it on Vimeo.

COUNCIL COMMENTS

Councilmember Post stated he would like to present information to the public regarding the impact of COVID-19 on state and local governments. Mayor Alexander stated hopefully it can be added to a future Council meeting agenda. Councilmember Post stated he will also present information regarding Kiva, a financial program.

MAYOR PRO TEM COMMENTS

Mayor Pro Tem Heggies thanked staff for the great work being done throughout the City.
MAYOR’S COMMENTS

Mayor Alexander stated the next closed session meeting will be held electronically to remain consistent. She thanked Administrative Services Director and City Clerk Kelly Baker for all of her hard work and support to make the 100 years of Women’s Vote virtual celebration a success. She also thanked Ms. Dee Dee Wright for suggesting the celebration.

ADJOURNMENT

Motion to adjourn the meeting was made by Mayor Pro Tem Heggins. All Council members in attendance agreed unanimously to adjourn. The meeting was adjourned at 7:21 p.m.

___________________________________
Karen Alexander, Mayor

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

Please Select Submission Category:  
- [ ] Public  
- [ ] Council  
- [ ] Manager  
- [x] Staff

**Requested Council Meeting Date:**  9/1/2020

**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:**  Council to consider bestowing Officer Rebecca Sexton her sidearm and badge as a recognition of her retirement from the SPD on October 3, 2020.

**Description of Requested Agenda Item:**  Officers retiring from service from the SPD are gifted their sidearm and badge for the nominal fee of $1.00 per NCGS 20-187.2.

**Attachments:**  
- [ ] Yes  
- [x] 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)

In recognition of her service, Council consider gifting Officer Rebecca Sexton her sidearm and badge.

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

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

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

---

**FINANCE DEPARTMENT INFORMATION:**

_________________________________  
Finance Manager Signature  

_________________________________  
Department Head Signature

_________________________________  
Budget Manager Signature

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

---

For Use in Clerk’s Office Only

- [ ] Approved  
- [ ] Delayed  
- [ ] Declined

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

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

Requested Council Meeting Date:  09/01/2020

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:  Council to consider approving a contract for construction of the Rowan Regional Crime Intelligence Center.

Description of Requested Agenda Item:  In 2019, the SPD was awarded a DOJ, Bureau of Justice Assistance, Strategies for Policing Innovation grant to construct the Rowan Regional Crime Intelligence Center, a local crime analytics collaboration center to combat gun violence in the Rowan/Salisbury area. Of two bids received for the project the vendor offering the best proposal is Diversified, LLC.

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 will increase the FY21 budget for the police department and will be financed with DOJ BJA grant funding.

Action Requested of Council for Agenda Item:  (Please note if item includes an ordinance, resolution or petition)
Council consider awarding a contract in the amount of $348,583.80 to Diversified, LLC for construction of the Rowan Regional Crime Center.

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

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

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

FINANCE DEPARTMENT INFORMATION:

Finance Manager Signature  Department Head Signature

Budget Manager Signature

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

For Use in Clerk’s Office Only
□ Approved  □ Delayed  □ Declined
Reason:
Scope of Work
Salisbury Police Department
RTCC

Introduction

Owner has requested the turnkey design and integration of a Barco CMS computer switching and video collaboration system in the RTCC SOC at Salisbury. At the front of the main SOC floor will be a 6x2 grid of 55" UHD displays which will act as a single large video pallet capable of showing all video sources in the system. The video wall has been specified with remote redundant power to insure a clean reliable installation with a minimum engagement with external trades.

The Barco LVD Video Wall Series of monitors will be used to build the wall. They will be wall mounted on the owner furnished wall blocking structure and will be edged with a chief edge kit.

There will be an assortment of sources (see below) encoded into the Barco CMS network and available to the SOC video wall.

As specified the Barco CMS network will be standalone and isolated. Should screen scrape additions be desired then interconnection of the enterprise network will be needed and is easily supported in this specification. This would greatly increase the available source to the wall and could simplify the cabling regarding the PC locations, which are TBD.

Additionally, the downstairs Training Room will be upgraded and sent a feed from the CMS system.

Full audio switching is supported as is Barco SideBar controls and Crestron touch-panel controls as need.

A fully complimented 44RU floor standing rack has been specified to support the systems equipment.
Scope of Work

RTTC Core System – SOC Floor

1. Video Switching (CMS)
   a. Inputs: Sources
      i. CATV (NEWS)
      ii. CATV (Weather)
      iii. PC 1 (VMS 1) - Roster
      iv. PC 2 (VMS 2) - Roster
      v. PC 3 (VMS 3) - Roster
      vi. PC 4 (VMS 4) - Hotel
      vii. PC 5 (911 CAD) - Hotel
      viii. PC 6 (Future TBD) - Expansion
      ix. PC 7 (Future TBD) - Expansion

2. Outputs: Displays
   a. 6x2 Video Wall
   b. Dual 55” Flanking wall displays directly connected to discrete CATV Tuners in the rack.

3. Audio
   a. Inputs: Sources
      i. Every Source listed above will have a direct audio connection to a DSP in the rack which will be programmed to allow discrete switching throughout the system. Enabling audio to be sent, via the Crestron Xpanel control, to any speaker zone.
   b. Outputs: Speaker Zones
      i. Twelve ceiling speakers strategically distributed through the SOC floor to optimize coverage.
      ii. The speakers will be split into two (2) zones to ensure volume leveling is appropriate in the space.
      iii. No microphone audio has been specified in this scope.

4. Control
   a. Control Interfaces:
      i. Barco Side Bar control at 5 of the console PC’s.
      ii. Crestron Xpanel control at each console
      iii. One (1) wall mounted, portable, iPad with Crestron touch panel control app.
         1. Wall Mount location TBD
   b. Control Network: Isolated, provisioned by Diversified
      i. 24 Port Isolated PoE Control Network
      ii. Dual Band Isolated Wi-Fi Access Point – Ceiling Mounted
      iii. Dedicated Isolated subnetwork for control of the Video wall displays.
   c. Control Network: Enterprise (OFE)
      i. Barco CMS Side Bar control and server control will be on the enterprise network as loaded on local PC’s where needed.

5. Rack Hardware
   a. 44 RU floor standing cabinet rack:
      i. Final location TBD – May be anywhere within a 230-foot cable pull of the SOC
      ii. Plexi locking front door, Caster base, full thermal management, cable management.
b. UPS and power distribution for the AV and CMS components to provide circuit protection and boot down timing in the event of a power outage.

c. Note: The UPS will not be used to power the Video Wall or mobile display.

6. Additional Hardware:
   a. The client has requested that Diversified provide the monitors and PC's for the new SOC systems.
      i. Twenty-four (24) 27" LCD 2k displays have been specified.
         1. 3 displays per operator location and 2 spares.
      ii. Seven (7) Workstation Windows 10 PC's have been specified.
         1. 1 PC per operator location.

Video Wall (Barco LVU)

1. Twelve 55" Ultra-Narrow bezel UHD Displays will be wall mounted in a 6 Wide by 2 high grid to form a single display wall pallet on which all CMS sources will be viewable in an agile selection of configurations as determined by end-users through Barco SideBar controls and Crestron simplified controls.
   a. Chief Connexsys wall mounting hardware will be used to mount and align the wall. This system allows for accurate alignment and future serviceability without the need for rear access.
   b. Remote power has been included in this specification. This value add allows for the power for each display to be remotely located at the rack. This greatly simplifies the installation, lowers the labor costs, and removes the added expense of having an owner furnished electrician install accurately located wall outlets at each display location.
   c. A suggested three (3) year warranty has been included in this specification.

Furniture Solution

1. Five (5) Operator Consoles will be provided
   a. Three (3) will have Sit-Stand functionality
   b. Two (2) will be static
   c. Note – Image below only shows 2 Sit/stand desks. Upper right desk will be Sit Stand as well and this is included in the provided pricing
   d. All Consoles will include mounting systems for three flat panel displays

2. One (1) 8 Person Table will be provided to be positioned in the Middle of the room.
Training Room

1. Video Switching (CMS)
   a. Inputs: Sources
      i. HDMI Handoff from Barco CMS Decoder in room allowing a “push/accept’ model through which the SOC can send any video they want, and the training room can accept it by switching it up. In this way only the SOC controls what is sent to the training room.
      ii. HDMI wall plate (BYOD)
      iii. HDMI PC in put Module (Local PC)

3. Outputs: Displays
   i. New HD Projector set to a 16:9 aspect ratio and a 1080p default resolution.
      1. The projector will be installed at the current projectors ceiling location.

4. Audio
   a. Inputs: Sources
      i. The current OFE speakers will be left in place and connected to the speaker outputs of the new AV switcher.
      ii. A balanced stereo audio feed will be extended from the SOC DSP into the room and connected to the new AV switch.
   b. Outputs: Speaker Zones
      i. Four (4) OFE ceiling speakers.

5. Control
   a. Control Interfaces:
      i. Wall plate controller to adjust source switching, power cycling and volume.
      1. Note: The projection screen will only be controlled by its existing control switch and will not be integrated into the control system at this time.

6. Rack Hardware
   a. The equipment needed to support this specification will be housed in the ceiling above the projector and the current PC location.

Project Notes

- Installation of 120V power and data at credenza and display locations provided by others.
- Installation of in-wall backbox and appropriate bracing provided by others.
## Pricing

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<td>channels, dual LAN ports, POTS and VoIP telephony, 16x16 GPIO, 16 next-</td>
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<td>generation AEC processors, 1RU 1/2 RU 4 Channel ENERGY STAR amplifier /</td>
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<td>Multichannel operation 60 watts into 8 ohm &amp; 4 ohm, Bridged pair operation</td>
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<td>110-deg conical coverage, includes C-ring and rails. Priced individually</td>
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<td>but must be purchased in pairs.</td>
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**02 - Signal Management**

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**03 - Control**

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Items Subtotal: $5,365.40

Items Subtotal: $29,847.60

Items Subtotal: $7,036.89
### 04 - Barco Software and Licensing

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<td>40.00</td>
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<td>1.00</td>
<td>R9832703 TFN CMS2 LEGACY API LICENSE</td>
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<td>2.00</td>
<td>R9838141 &quot;SWK TFN USB (USB Stick for Installation Media Server)&quot; (USB Stick for installing Media NDN)</td>
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**Items Subtotal:** $18,223.60

### 05 - Barco Warranty

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<td>10042 Software Care - 1st Year Required</td>
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<td>Supplemental Years will be included as</td>
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<td>subcoverage additions to your CSA</td>
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<td>Renewal</td>
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<td>10050 System Commissioning - 3 Days Onsite</td>
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**Items Subtotal:** $13,647.00

### 06 - Rack

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<td>PFD-44 44SP PLEXI FRONTDER,UNIV.B</td>
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<td>1.00</td>
<td>WRK-RR44 ADD.44SP RAIL KIT</td>
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<td>V8K-WSA32 32 DP WRK-SA VENT BLOCK K</td>
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**Items Subtotal:** $3,614.74

### 08 - Videowall Feed to Training Room

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**Items Subtotal:** $1,544.36

### 09 - Workstation Technology

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<td>TBD Equipment Workstation PC Budget</td>
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**Items Subtotal:** $17,099.70

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# Professional Services

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<td>Labor to execute a complete and full commissioned system. Professional Services include: Design Engineering, Drafting (CAD), Project Management, Field Engineering, Programming, Rack Fabrication, On-Site Installation and other ancillary costs</td>
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<td>$25,978.00</td>
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## General & Administrative

<table>
<thead>
<tr>
<th>Quantity</th>
<th>Description</th>
<th>Rate</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.00</td>
<td>MiscMaterials</td>
<td></td>
<td>$3,692.31</td>
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<tr>
<td>1.00</td>
<td>Freight</td>
<td></td>
<td>$2,094.24</td>
</tr>
<tr>
<td>1.00</td>
<td>Support Contract</td>
<td></td>
<td>$4,299.00</td>
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**G&A Subtotal** $10,085.55

## Travel & Expense

<table>
<thead>
<tr>
<th>Quantity</th>
<th>Description</th>
<th>Rate</th>
<th>Amount</th>
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</thead>
<tbody>
<tr>
<td>1.00</td>
<td>Expenses</td>
<td></td>
<td>$6,764.40</td>
</tr>
</tbody>
</table>

**Expense Subtotal** $6,764.40

**Room/Task Total** $139,207.24

---

## Video Wall Solution

### 01 - Video Wall

<table>
<thead>
<tr>
<th>Quantity</th>
<th>Description</th>
<th>Rate</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>12.00</td>
<td>R98490018B LVD MONITOR</td>
<td></td>
<td>$48,825.00</td>
</tr>
<tr>
<td>1.00</td>
<td>R98484000B LVD Connect Kit, includes BCM, install kit, &amp; tools</td>
<td></td>
<td>$866.25</td>
</tr>
<tr>
<td>12.00</td>
<td>R98497050 UNI-7050 Ex power cable 50 m</td>
<td></td>
<td>$3,937.56</td>
</tr>
<tr>
<td>12.00</td>
<td>LVS1U ConnexSys Video Wall Landscape</td>
<td></td>
<td>$0.00</td>
</tr>
<tr>
<td>12.00</td>
<td>Mounting System with Rails</td>
<td></td>
<td>$0.00</td>
</tr>
<tr>
<td>2.00</td>
<td>CSACK06B Cover Kit with ConnexSys Brackets 6</td>
<td></td>
<td>$0.00</td>
</tr>
<tr>
<td>2.00</td>
<td>CSAC100 CONNEXSYS DEVICE HOLDER</td>
<td></td>
<td>$0.00</td>
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<tr>
<td>2.00</td>
<td>CSACLIPS CONNEXSYS CABLE MANAGEMENT CLIPS (25PK)</td>
<td></td>
<td>$0.00</td>
</tr>
<tr>
<td>1.00</td>
<td>S18e 16 Port unmanaged Gigabit Switch w/ 2 SFP Ports</td>
<td></td>
<td>$287.50</td>
</tr>
<tr>
<td>12.00</td>
<td>12359 5-Year LCD Essential Care Warranty</td>
<td></td>
<td>$7,536.00</td>
</tr>
<tr>
<td>3.00</td>
<td>R98491200 EXT-1200 Ext Pwr Supply block</td>
<td></td>
<td>$4,436.25</td>
</tr>
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</table>

**Items Subtotal** $65,888.56

### 02 - News/Weather Aux Displays

<table>
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<th>Description</th>
<th>Rate</th>
<th>Amount</th>
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<tbody>
<tr>
<td>2.00</td>
<td>C551 55&quot; Slim LED LCD Public Display Monitor, 1920 x 1080 (FHD), 400 cd/m²</td>
<td></td>
<td>$2,998.08</td>
</tr>
<tr>
<td>2.00</td>
<td>MSM1U Medium Fusion Micro-Adjustable Fixed Wall Mount</td>
<td></td>
<td>$239.40</td>
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<tr>
<td>2.00</td>
<td>HD-TX-101-C-E DM Lite – HDMI® over CATx Transmitter, Surface Mount</td>
<td></td>
<td>$412.50</td>
</tr>
<tr>
<td>2.00</td>
<td>HD-RX-101-C-1G-E-B-T DM Lite – HDMI® over CATx Receiver, Wall Plate, Black Textured</td>
<td></td>
<td>$475.00</td>
</tr>
</tbody>
</table>

**Items Subtotal** $4,124.98

---

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### Professional Services

| 1 | Labor | Labor to execute a complete and full commissioned system. Professional Services include: Design Engineering, Drafting (CAD), Project Management, Field Engineering, Programming, Rack Fabrication, On-Site Installation and other ancillary costs | Services Subtotal | $17,044.00 |

### General & Administrative

| 1.00 | MscMaterials | Miscellaneous Materials | $4,615.38 |
| 1.00 | Freight | Freight | $2,094.24 |
| 1.00 | Support Contract | Silver Service Contract, details specified in Proposal | $4,289.00 |

**G&A Subtotal** $10,998.62

### Travel & Expense

| 1.00 | Expenses | Travel and Expenses | $8,157.07 |

**Expense Subtotal** $8,157.07

**Room/Task Total** $106,213.23

### New Console Solution Option 2
(5 Positions with 3 Sit Stand)

| 2.00 | TBD Equipment | Standard Work Station | $17,600.00 |
| 3.00 | TBD Equipment | Sit Stand Work Station | $33,000.00 |
| 1.00 | TBD Equipment | Conference Room Table | $14,000.00 |
| 1.00 | TBD Equipment | Delivery and Installation | $17,000.00 |

**Items Subtotal** $81,600.00

**Room/Task Total** $81,600.00

### Training Room

#### 01 - Projector System

| 1.00 | NP-PA653U-412L | NP-PA653U with NP412L lens. Bundle includes PA653U 6500 Lumen Installation projector and NP412L lens, 3 Year Warranty. | $4,469.04 |
| 1.00 | RPMAUW | Elite Universal Ceiling Mount for Projectors | $188.10 |
| 1.00 | CMS440 | 8 Ceiling Plate with one slot | $95.48 |
| 1.00 | CMS009W | Fixed Pipe 9 | $25.36 |
| 1.00 | CMS492 | 2' x 2' Plenum Rated Storage Box | $376.20 |
| 1.00 | TBD Equipment | Owner Furnished Front Projection Screen (120"W) | $0.00 |

**Items Subtotal** $5,154.18

### 02 - Sources and Signal Transport

| 1.00 | TBD Equipment | Barco Decoder for Feed from RTCC | $0.00 |

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<table>
<thead>
<tr>
<th>Description</th>
<th>Details</th>
<th>Quantity</th>
<th>Unit Price</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.00 TBD Equipment</td>
<td>Owner Furnished Dedicated Room PC with Local Monitor</td>
<td>1.00</td>
<td>$0.00</td>
<td>$0.00</td>
</tr>
<tr>
<td>1.00 HD-RX-4K-410-C-E-SW4</td>
<td>DM Lite 4K Multiformat 4x1 AV Switch and Receiver with 4-Port Ethernet Switch</td>
<td>1.00</td>
<td>$1,906.25</td>
<td>$1,906.25</td>
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<tr>
<td>1.00 HD-TX-101-C-1G-E-W-T</td>
<td>DM Lite – HDMI® over CATx Transmitter, Wall Plate, White Textured</td>
<td>1.00</td>
<td>$237.50</td>
<td>$237.50</td>
</tr>
<tr>
<td>1.00 HD-TX-101-C-E</td>
<td>DM Lite – HDMI® over CATx Transmitter, Surface Mount</td>
<td>1.00</td>
<td>$206.25</td>
<td>$206.25</td>
</tr>
<tr>
<td>1.00 HD-DA2-4KZ-E</td>
<td>1:2 HDMI® Distribution Amplifier w/4K60 4:4:4 &amp; HDR Support</td>
<td>1.00</td>
<td>$250.00</td>
<td>$250.00</td>
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</table>

**03 - Control**

<table>
<thead>
<tr>
<th>Description</th>
<th>Details</th>
<th>Quantity</th>
<th>Unit Price</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.00 MPC3-101-B</td>
<td>3-Series Media Presentation Controller 101, Black</td>
<td>1.00</td>
<td>$406.25</td>
<td>$406.25</td>
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<tr>
<td>1.00 TBD Equipment</td>
<td>Owner Furnished Amplifier</td>
<td>1.00</td>
<td>$0.00</td>
<td>$0.00</td>
</tr>
<tr>
<td>1.00 TBD Equipment</td>
<td>Owner Furnished Ceiling Speakers (x4)</td>
<td>1.00</td>
<td>$0.00</td>
<td>$0.00</td>
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**Professional Services**

<table>
<thead>
<tr>
<th>Description</th>
<th>Details</th>
<th>Quantity</th>
<th>Unit Price</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Labor</td>
<td>Labor to execute a complete and full commissioned system. Professional Services include: Design Engineering, Drafting (CAD), Project Management, Field Engineering, Programming, Rack Fabrication, On-Site Installation and other ancillary costs</td>
<td>1</td>
<td></td>
<td>$8,432.00</td>
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</tbody>
</table>

**General & Administrative**

<table>
<thead>
<tr>
<th>Description</th>
<th>Details</th>
<th>Quantity</th>
<th>Unit Price</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.00 MscMaterials</td>
<td>Miscellaneous Materials</td>
<td>1.00</td>
<td>$1,229.23</td>
<td>$1,229.23</td>
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<tr>
<td>1.00 Freight</td>
<td>Freight</td>
<td>1.00</td>
<td>$208.38</td>
<td>$208.38</td>
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<tr>
<td>1.00 Support Contract</td>
<td>Silver Service Contract, details specified in Proposal</td>
<td>1.00</td>
<td>$549.00</td>
<td>$549.00</td>
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</table>

**Travel & Expense**

<table>
<thead>
<tr>
<th>Description</th>
<th>Details</th>
<th>Quantity</th>
<th>Unit Price</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.00 Expenses</td>
<td>Travel and Expenses</td>
<td>1.00</td>
<td>$2,984.29</td>
<td>$2,984.29</td>
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**Room/Task Total** | | | | $21,563.33 |
## SUMMARY

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<tr>
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<th>Room/Task Description</th>
<th>Extended Price</th>
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<tbody>
<tr>
<td>1.00</td>
<td>RTCC Core System</td>
<td>$139,207.24</td>
</tr>
<tr>
<td>1.00</td>
<td>Video Wall Solution</td>
<td>$106,213.23</td>
</tr>
<tr>
<td>1.00</td>
<td>New Console Solution Option 2 (5 Positions with 3 Sit Stand)</td>
<td>$81,600.00</td>
</tr>
<tr>
<td>1.00</td>
<td>Training Room</td>
<td>$21,563.33</td>
</tr>
<tr>
<td></td>
<td>Total Tax</td>
<td>$0.00</td>
</tr>
<tr>
<td></td>
<td>Grand Total</td>
<td>$348,583.80</td>
</tr>
</tbody>
</table>

### Terms
- Net 30
- 50/30/20 – 50% Invoice sent upon receipt of PO, 30% upon receipt of Equipment and 20% upon COC

### Approval

Authorized by (Printed Name): 

Signature: 

P.O. Number: 

Date: 

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The exception is that you may make copies of this document and distribute them to members of your staff charged with evaluation of our solution. If you prefer, we would be pleased to produce additional copies at no cost for this purpose.
PROJECT ASSUMPTIONS

- Project schedule as agreed upon by Diversified and the client will establish the milestones, dates, and period of performance.
- All work will be performed during regular business hours (Monday-Friday, 8AM – 5PM).
- All workspaces will be continuously available as scheduled.
- All workspaces will be unobstructed, clean, and dust free by the dates shown on the schedule.
- All client-provided CAD drawings or building plans provided to Diversified are accurate. (This includes but is not limited to plan views, reflected ceiling plans, elevations, conduit risers, electrical, millwork details, specific mounting details, etc.)
- All necessary technical infrastructure will be available, in place, and functional as defined in the project schedule. (This includes WAN, LAN, cable or satellite, ISDN, POTS lines/digital phones lines, etc.)
- All necessary client provided infrastructure will be provisioned, available, and functional as defined in the project schedule. (This includes the appropriate IP, server, DNS, gateway, and SPID information for any WAN, LAN, or ISDN connection that is part of the system.)
- All owner furnished equipment and cabling will be available, in place, and functional as defined in the project schedule.
- All electrical services will be available, in place, and functional as defined in the project schedule. (This includes but is not limited to, AC power, J boxes, conduit/cable pathways, cable trays, grounding wires or rods, floor boxes or pockets, etc.)
- All necessary ceiling trim work, drywall, woodworking, millwork painting, etc., will be in place as defined in the project schedule.
- All user furnished supplies will be available during system commissioning and training. (This includes laptops, computers, satellite/cable feeds, etc.)
- Building access through front doors, loading docks, elevators, etc. as required for large equipment and installation load in will be provided.
- Any necessary keys, security badges, clearance, etc. will be provided as needed for the course and duration of the project.
- Parking will be provided within a reasonable distance of the job site.
- All necessary test equipment will be allowed on site with no restrictions.
- Appropriate client representatives will be available during the course of the project and any scheduled training sessions.
- Any changes in the above assumptions must be approved by Diversified and the client following the prescribed change management process and the ramifications communicated.

DIVERSIFIED RESPONSIBILITIES

- Inspection and site survey (on premise).
- Weekly project status reports.
- Communicate proposed changes in writing as soon as they arise and follow prescribed change management process expeditiously.
- System delivery, installation, and testing as defined by functional scope.
- Training provided after completion of system installation.
- Clean up work area at end of each day.

CLIENT RESPONSIBILITIES

- Assign key project contact.
- Communicate proposed changes to any scope, assumptions, or schedule as soon as they arise and follow prescribed change management process expeditiously.
- Equipment damage from dust or other contaminants during the course of the project.
- Provide relevant architectural changes to the facility in order to accommodate the integration of equipment supplied by Diversified. (This includes, but is not limited to, rough openings for projection screens, ceiling finish work for projection screens, painting requirements for rear projection rooms (flat back), window treatments, lighting control systems, and lighting changes.)
• Identify third-party contractors (i.e., electricians, construction personnel, architects, and designers) and determine the client coordinator.
• Provide clean and secure installation area during project period. If the space is not clean or secure during installation, Diversified will only deliver equipment that is signed for. Client assumes risk for loss or damage to equipment under these conditions.
• Ensure all larger screen displays and projectors are turned off after use to prevent image burn. Diversified is not responsible for image burn caused by static images displayed over an extended period of time.

SCHEDULE
• Project schedule will be provided within five (5) days of receipt of purchase order or signed contract. This schedule includes client milestones, design, equipment procurement, programming, on-site work, and customer training and is based on the assumptions listed above.

GENERAL NOTES
• Diversified utilizes non-union labor. Union labor requirements will be the responsibility of the client.
• Job scope provides proprietary information developed by Diversified for the purpose of defining this specific project. This information may not be used by the owner or other contractors without written consent.
• Final completion and warranty engagement is reached when the items listed on this document are fulfilled. This includes testing, commissioning, and training on fully-operational integrated systems. In large multi-room projects, rooms may be brought online on a pre-determined schedule in order for warranty to remain in sync.
• Proposed changes to this document or additional labor charges resulting from changes to the scope, assumptions, or schedule are subject to a Change Order according to the prescribed change management process and may result in additional charges.

CONCLUSION
• This document, including any referenced attachments, represents Diversified and the Client’s mutual understanding of the scope, schedule, and functionality for AV systems to be designed and installed.
Requested Council Meeting Date: September 1, 2020

Name of Group(s) or Individual(s) Making Request: Fire Chief Bob Parnell

Name of Presenter(s): Fire Chief Bob Parnell

Requested Agenda Item: Section 9-46, Article III, Chapter 9 of the Code of the City of Salisbury

Description of Requested Agenda Item: The proposed Ordinance will update Chapter 9, Article III, of the Code of the City of Salisbury, to ensure the Fire Department is enforcing the latest edition of the N.C. Fire Code.

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)


Contact Information for Group or Individual: Fire Chief Bob Parnell

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

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

FINANCE DEPARTMENT INFORMATION:

Finance Manager Signature

Department Head Signature

Budget Manager Signature

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

For Use in Clerk’s Office Only

Approved  Delayed  Declined

Reason:
AN ORDINANCE AMENDING CHAPTER 9, ARTICLE III, OF THE CODE OF THE CITY OF SALISBURY, RELATING TO THE FIRE PREVENTION CODE

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

SECTION 1. That Section 9-46, Article III, Chapter 9 of the Code of the City of Salisbury be amended to delete the stricken language and add the underlined language as follows:

Sec. 9-46. FIRE PREVENTION CODE

There is hereby adopted the 2009 North Carolina Fire Code (2006 International Fire Code) edition of the International Fire Code, the North Carolina Fire Code, including any appendices thereto, as published and amended from time to time by the North Carolina Department of Insurance (the “Fire Code”) current edition, including appendix chapters B through H, regulating and governing the safe-guarding of life and property from fire and explosion hazards arising from the storage, handling and use of hazardous substances, materials and devices and from conditions hazardous to life or property in the occupancy of buildings and premises in the city, and providing for the issuance of permits for hazardous uses or operations. The Fire Code is adopted and incorporated into this section as if fully set out herein; provided, however, that if the other ordinances of the city impose greater restrictions than those imposed by this Fire Code, then the provisions of such city ordinance shall prevail. A copy of the Fire Code is filed with the fire marshal of the city.

(Code 1977, § 10-32; Ord. No. 1992-14, 4-21-92; Ord. No. 2002-7, §§ 1, 2, 2-5-02; Ord. No. 2009-01, § 1, 1-6-09)

State Law reference—Adoption of technical codes, G.S. 160A-76(b).

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 is passage.
Salisbury City Council
Agenda Item Request Form

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

Requested Council Meeting Date:  September 1, 2020

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

Name of Presenter(s):  Jason Wilson

Requested Agenda Item:  Sanitary Sewer Rehabilitation Project – Contract Renewal

Description of Requested Agenda Item:  Salisbury-Rowan Utilities (SRU) opened three (3) sealed bids on May 10, 2018 from qualified vendors for the Sanitary Sewer Rehabilitation project. Frazier Engineering, P.A. prepared the bid documents and reviewed all of the submitted bids, finding Atlantic Coast Contractors to be the lowest bidder in the amount of $494,624.70. With the fourth phase approaching completion, SRU requests to continue this project into a fifth phase, utilizing budgeted FY21 funding, through the execution of a contract renewal in the amount of $500,000.

Attachments:  □ Yes  □ No

Fiscal Note:  Sufficient funds were appropriated in the FY21 budget and the project is also part of CIP.

Action Requested of Council for Agenda Item:  Council to consider authorizing the City Manager to execute a contract renewal with Atlantic Coast Contractors, Inc. in the amount of $500,000 for construction related to the fourth phase of the Sanitary Sewer Rehabilitation project.

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

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

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

FINANCE DEPARTMENT INFORMATION:

S. Wade Freese
Finance Manager Signature

Department Head Signature

Anne Brumley
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:
CONTRACT RENEWAL
TO
CONTRACT FOR SRU SANITARY SEWER
REHABILITATION

THIS CONTRACT RENEWAL to the Contract for SRU Sanitary Sewer Rehabilitation Project (the “Renewal”) is made as of , 2020, by and between the CITY OF SALISBURY, a North Carolina municipal corporation (the “City”) and ATLANTIC COAST CONTRACTORS, INC. a corporation doing business in North Carolina (the “Contractor”) (collectively, the “Parties”).

Whereas, the Parties entered into a Contract for Sanitary Sewer Rehabilitation Contract (the “Contract”) on June 21, 2018;

Whereas, the Parties now desire to renew the Contract as allowed by and in accordance with the terms of the Contract, including adjustments to unit pricing;

Whereas, the City Council authorized this Renewal on September 1, 2020;

Now, therefore, in consideration of the mutual covenants and agreements contained herein, the Parties hereby renew the Contract as follows:

1. Unit prices. The unit prices in this Renewal are modified from the original Contract to reflect an increase of 3.69% based on the Consumer Price Index for All Urban Consumers (CPI-U) for the South from January 2018 to July 2020. The unit prices shown in Exhibit 1 are modified from the original Contract to reflect this increase. The unit prices as amended by this Renewal only apply to Work performed after previously approved funds are spent.

2. Work Orders. The Work shall be performed pursuant to orders issued and/or approved by the Engineer or the City, and the Contractor shall be compensated based on unit prices as amended by this Renewal. Payment to the Contractor will be only for the actual quantities of work performed or materials furnished in accordance with this Renewal and the original Contract.

3. Renewal Amount. The Work performed pursuant to this Renewal is estimated to be, but in no event shall it exceed, $500,000.

In all other respects and except as modified herein, the terms of the original Contract shall remain in full force and effect.
IN WITNESS WHEREOF, and in acknowledgement that the Parties hereto have read and understood each and every provision hereof, the parties have caused this Renewal to be executed as of the date first written above.

ATLANTIC COAST CONTRACTORS, INC.

BY: __________________________________________
   (signature)

PRINT NAME: _______________________________

TITLE: _______________________________________

DATE: _______________________________________

CITY OF SALISBURY

BY: _________________________________________
   (signature)

PRINT NAME: W. Lane Bailey

TITLE: City Manager

DATE: _______________________________________

This instrument has been pre-audited in the manner required by Local Government Budget and Fiscal Control Act.

BY: _______________________________ DATE: ________________________
Salisbury City Council
Agenda Item Request Form

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

Requested Council Meeting Date: September 1, 2020

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

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

Requested Agenda Item: Voluntary Annexation – Rowan Woodland Apts

Description of Requested Agenda Item:

A public hearing concerning the voluntary annexation for Rowan Woodland Apts, LLC has been scheduled for September 1, 2020. The hearing has been properly advertised, and staff finds the request to meet the standards of G.S. 160A-31. Statutes require the effective date of the annexation to be within 6 months of the date of passage, and the petitioner has requested that the annexation become effective on the date of adoption by City Council. Because of the virtual public hearing, Council will not take action until their next meeting on September 15, 2020.

Attachments: ☐ Yes ☒ No

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

The current tax value of the property is undetermined. The current plan is for 240 units. The adjacent property developed by the same company has 176 units with a tax value of $10,045,289. This would generate $72,285 in property tax revenue in FY20-21. Once developed, the City would incur additional costs for police and fire protection, which is indeterminate.

Action Requested of Council for Agenda Item: (Please note if item includes an ordinance, resolution or petition)
City Council to conduct a public hearing concerning the annexation of Rowan Woodland Apts, 24.414 acres, shown on Tax Map 330 Parcel 151

Contact Information for Group or Individual:
Wendy Brindle, City Engineer 704-638-5201/wbrin@salisburync.gov

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

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

FINANCE DEPARTMENT INFORMATION:

S. Wade Furr
Finance Manager Signature

Wendy Brindle
Department Head Signature

Anna Burch
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:
Salisbury City Council
Agenda Item Request Form

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

Requested Council Meeting Date: September 1, 2020

Name of Group(s) or Individual(s) Making Request: Hannah Jacobson, Director, Community Planning Services

Name of Presenter(s): Hannah Jacobson, Planning Director
Sonyia Turner, Development Finance Initiative, UNC School of Government
Rory Dowling, Development Finance Initiative, UNC School of Government

Requested Agenda Item: Summary Market Analysis Findings – Development Finance Initiative

Description of Requested Agenda Item: In January 2020, the Community Planning Services department engaged the Development Finance Initiative (DFI) to complete a Downtown Opportunity Site Selection, and a Pre-development Analysis for two City-owned parcels: Kesler Mill and the Civic Center. The scope of work includes a parcel analysis, market analysis, site suitability and high-level financial analysis. This presentation comes at the mid-point of the project, and is intended to share results of the market analysis.

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 receive a presentation reporting results from market analyses performed by the UNC School of Government’s Development Finance Initiative (DFI).

Contact Information for Group or Individual: Hannah Jacobson (704) 638-5230; Hannah.Jacobson@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
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:
To: Hannah Jacobson, Planning Director – City of Salisbury
From: Development Finance Initiative
Date: August 24, 2020
Re: City of Salisbury: DFI Engagement and Project Overview

The City of Salisbury contracted with the Development Finance Initiative (DFI) in January 2020 to provide two types of technical assistance concurrently – Opportunity Site Identification Services focused on downtown, and Phase 1 Pre-Development assistance for two City-owned sites in residential areas adjacent to downtown.

DFI was established in 2011 as a program of the School of Government (SOG) at the University of North Carolina at Chapel Hill. DFI’s mission is to provide specialized finance and real-estate development expertise, in connection with SOG’s educational mission, to enable local governments and their partners to accomplish their community and economic development goals.

As part of DFI’s Opportunity Site Identification Services, DFI is supporting the City of Salisbury in 1) undertaking a market analysis and 2) identifying sites that present catalytic (re)development opportunities within downtown. Concurrently, DFI is supporting the City in evaluating the redevelopment potential of two-City-owned sites as part of DFI’s Phase 1 Pre-Development Services.

DFI’s analysis involves several components: the collection of socioeconomic and demographic data; a parcel analysis combining tax parcel data and field research to understand current conditions, ownership patterns, and sales history; market research to understand demand and supply for office, retail, market-rate multifamily and single family, and hospitality; stakeholder engagement; high-level site analysis; and a financial feasibility analysis.
Salisbury, NC

DFI Project Update
Downtown Opportunity Site Identification & Phase 1 Predevelopment
Agenda

• Project Overview
• Market Analysis
  – Office
  – Retail
  – Multifamily
  – Single Family
  – Hospitality
• Next Steps
Development Finance Initiative

The Development Finance Initiative (DFI) is a program of UNC Chapel Hill’s School of Government and collaborates with communities in NC to attract private investment for transformative projects by providing specialized finance and real estate development expertise.
DFI Engagement

In January 2020, the City of Salisbury engaged DFI to provide two types of technical assistance concurrently. The scope of work includes:

1. Opportunity Site Identification services focused on downtown Salisbury
2. Phase 1 Pre-Development assistance for two City-owned sites in residential areas adjacent to downtown
DFI Pre-Development Process

- Site Analysis
- Public Interests
- Market Analysis
- Financial Analysis

Feasible Project
Opportunity Site ID: Downtown Salisbury

SOURCES: Google Earth, ESRI
Phase 1 Predevelopment: Kesler Mill & Civic Center
Project Timeline

Kick-Off Mar 9
Update #2 May 22
Update #3 Sep 1
Final Update Nov 3

1-Feb 2-Mar 2-Apr 2-May 2-Jun 2-Jul 2-Aug 1-Sep 2-Oct 1-Nov 2-Dec

Community Scan
Parcel Analysis
Market Analysis
Site Suitability Analysis
Financial Analysis
Final Recommendations

*Phase 1 Predevelopment only
Market Analysis
Market Analysis Process

DFI studied the existing conditions in downtown Salisbury and analyzed key market indicators to understand demand for office, retail, market-rate multifamily housing, single-family, and hospitality development.

Each market feasibility analysis by use includes:
1. Definition of market/trade area
2. Analysis of current market conditions
3. Analysis of demand drivers
4. Estimates of future growth based on projections of historic trends and downtown capture rates
Adjustments for COVID-19

In addition to studying existing conditions utilizing 2019 census data, DFI incorporated the following into our analysis to account for the impact of COVID-19 on the market analysis:

• Qualitative Data Collection
  – DFI engaged with various stakeholders and local RE brokers to understand market impacts in ‘real-time’

• Market assumptions
  – DFI will adjust certain assumptions in our COVID market analysis models to account for COVID impacts. Factors considered include: vacancy rate, SF per employee, rents, occupancy rate, etc.

This presentation will show market conditions pre-COVID 19.
DFI will provide additional analysis to account for COVID-19 impacts
Market Analysis Considerations for Each Study Area

Downtown Study Area
- Office
- Retail
- Multifamily
- Hospitality

Kesler Mill Study Area
- Multifamily
- Single Family

Civic Center Study Area
- Hospitality
Office
Salisbury Office Market Area

1.2K  
Total Businesses

7.3K  
Total Employees

$48K  
Median HH Income

896K  
Total Square Feet  
Class B*

3%  
Vacancy Rate  
Class B

$15.21↑  
Median Rent  
Per Square Foot  
Class B

* No Class A in Rowan County
SOURCES: CoStar, ESRI
Slow Office Delivery in Market Area

Salisbury Business Center

404 N Main St.
China Grove, NC
Vacancy and Rents have Decreased Over Time

Class B Office Inventory - Vacancy & Gross Rent
Rowan County, NC

No Class A Office Inventory in Market Area
Downtown Office Demand

<table>
<thead>
<tr>
<th>Office Demand over next 5 years</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Current demand @ stable vacancy* (SF)</td>
<td>40K</td>
</tr>
<tr>
<td>Projected new demand by 2024** (SF)</td>
<td>53K - 79K</td>
</tr>
<tr>
<td>Total Office Demand in Market Area (SF)</td>
<td>93K – 119K</td>
</tr>
<tr>
<td>Total Office Demand in Downtown Salisbury***</td>
<td>36K – 47K</td>
</tr>
</tbody>
</table>

Large Vacant Office Buildings

<table>
<thead>
<tr>
<th>Building</th>
<th>SF</th>
</tr>
</thead>
<tbody>
<tr>
<td>Former Wells Fargo Building (SF)</td>
<td>22.5K</td>
</tr>
<tr>
<td>Salisbury Post (SF)</td>
<td>56K</td>
</tr>
</tbody>
</table>

*Office market constrained at <3% vacancy. A stable vacancy is roughly 7%.
**Based on an estimated 1,100 new office-prone jobs in market area by 2024; assumes 150-250 sf of office per worker.
***Based on a historical capture rate of 40%

SOURCES: ESRI, NC Department of Commerce
COVID-19 Impact on Office

- Amount of sublease space has increased over 30% from same time last year. (CoStar)
- Leasing has dropped 56% from same time last year (CoStar)
- Remote workforce directives, rise of video conferencing software have driven lack of demand for office spaces
  - Businesses that do return to offices will operate at lower office worker density (more space per employee)
- Older, cheaper space may not be as attractive to tenants who don’t want to sacrifice health and safety standards that newer buildings may have. (Cushman Wakefield)
- Smaller office buildings may be more attractive to tenants (less interaction amongst other businesses, less need for elevators and other high touch areas) (Cushman Wakefield)
- A worst-case scenario would equate to a 50-60% reduction in office space demanded in Salisbury over the next five years. (CoStar, DFI Analysis)

SOURCES: CoStar, DFI Interviews and Analysis, Cushman Wakefield
Office Market Summary

• Low vacancy and rents suggest older office product in the market.
• Potential office demand in downtown Salisbury pre-COVID is **36K – 47K** over the next five years.
  – Recent vacancy, coupled with low rents, may make it difficult to develop new office in downtown.
• Uncertainty surrounds the impacts of COVID-19 on future office demand.
  – Worst case scenario shows a 50 – 60% reduction in office space demanded over the next five years.

SOURCES: CoStar, ESRI, DFI Interviews and Analysis
Retail
### Salisbury Retail Trade Area

<table>
<thead>
<tr>
<th>Metric</th>
<th>Value</th>
</tr>
</thead>
<tbody>
<tr>
<td>Daytime Population</td>
<td>166K</td>
</tr>
<tr>
<td></td>
<td>41% are workers</td>
</tr>
<tr>
<td>Total Households</td>
<td>67K</td>
</tr>
<tr>
<td></td>
<td>&lt;1% increase per year</td>
</tr>
<tr>
<td>Per Capita Sales</td>
<td>$7,725</td>
</tr>
<tr>
<td>Total Square Feet</td>
<td>7.5M</td>
</tr>
<tr>
<td>Vacancy Rate</td>
<td>3%</td>
</tr>
<tr>
<td>Average Rent PSF</td>
<td>$14.71</td>
</tr>
</tbody>
</table>

Based on trade area population

Downtown Salisbury: $12.50

**Sources:** CoStar, ESRI
Declining Vacancy, Modest Rent Growth

*Occupancy, Vacancy, and Rents for Class A & B Properties*
Retail Supply In the Pipeline

**Retail Proposed or Under Construction**

- **20,400 SF**  
  Rowan, Davidson County  
  Retail Supply in Pipeline

+ **33,900 SF**  
  Salisbury Downtown  
  Retail Supply in Pipeline

**54,300 SF**  
Total Retail Pipeline SF

**SOURCES:** CoStar, DFI Interviews and Analysis
Low Retail Demand in Downtown Salisbury

<table>
<thead>
<tr>
<th>Retail Demand over next 5 years</th>
</tr>
</thead>
<tbody>
<tr>
<td>Current demand @ stable vacancy* (SF)</td>
</tr>
<tr>
<td>Projected new demand by 2024** (SF)</td>
</tr>
<tr>
<td>Total Retail Demand in Market Area*** (SF)</td>
</tr>
<tr>
<td><strong>Total Retail Demand in Downtown Salisbury</strong>**</td>
</tr>
</tbody>
</table>

*S Retail market constrained at <3% vacancy. A stable vacancy is roughly 7%.
**Based on an estimated 69K new households in market area by 2024; assumes 150-250 sf of retail sf per customer.
***Is the sum of current demand plus projected demand minus pipeline supply.
****Based on a 3% historical capture rate.

SOURCES: ESRI, NC Department of Commerce
COVID-19 Impact on Retail

• Retail visits fell by 50% in April of 2020 and have plateaued at 25% less of pre-pandemic visits in recent months. (CoStar)
  – Accommodations and Food Services and Beverage are the most affected businesses (McKinsey)

• As of July 2020, Salisbury received 52 loans from the Paycheck Protection Program. Limited-service restaurant recipients include:
  – Team Carolinas Inc       $2-5M       (6 jobs)
  – Jaar Company LLC        $1-2M       (291 jobs)
  – Cook Out Salisbury Inc  $150-350K (29 jobs)

• Rowan county projecting a 4% reduction in downtown supportable sales

SOURCES: Opportunity Insights, ProPublica, DFI Interviews and Analysis, CoStar, McKinsey
Retail Trade Area Summary

• Though vacancy has declined since 2010 (9% → 3%), rent growth has been modest over the same time period (5%).
• The Empire Hotel will have a significant impact on retail demand in the trade area (adds 28K SF of retail)
• Potential retail demand in downtown Salisbury is 4,500 – 7,200 SF over the next five years.
  – Low retail rents ($12.50) pose a challenge for new development.
• Rowan county projecting a 4% reduction in downtown supportable sales
Multifamily
## Salisbury Multi-Family Market Area

<table>
<thead>
<tr>
<th>Metric</th>
<th>2019</th>
<th>2024</th>
<th>Change</th>
</tr>
</thead>
<tbody>
<tr>
<td>Total Population</td>
<td>363K</td>
<td>375K</td>
<td>&lt;1% increase per year</td>
</tr>
<tr>
<td>Total Households</td>
<td>141K</td>
<td>145K</td>
<td>&lt;1% increase per year</td>
</tr>
<tr>
<td>Median HH Income</td>
<td>$50K</td>
<td>$55K</td>
<td>2% increase per year</td>
</tr>
<tr>
<td>Total Units</td>
<td>2.8K</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Vacancy Rate</td>
<td>5%</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Average Asking Rent PSF</td>
<td>$0.85</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Sources:** CoStar, ESRI, DSI Economic Vitality Committee
Multifamily Delivery in the Market Area

SOURCES: CoStar

- Brenner Crossing +90
- Gold Hill +80
- 132 E Innes +4

Deliveries (Units) | Vacancy Rate | Stabilized Vacancy (Assumed)
## Multifamily Market Demand

<table>
<thead>
<tr>
<th>Multifamily Demand over next 5 years</th>
</tr>
</thead>
<tbody>
<tr>
<td>2024 Projected Total Households</td>
</tr>
<tr>
<td>Qualified <strong>Renter</strong> Households in Market Area*</td>
</tr>
<tr>
<td>Opportunity for MF Product in Market Area (2024)**</td>
</tr>
<tr>
<td>Projected new MF Demand: City of Salisbury (50 – 70% historical Capture rate)</td>
</tr>
<tr>
<td>Projected new MF Demand: Downtown Salisbury (15% historical Capture rate)</td>
</tr>
</tbody>
</table>

*Households earning $47K-$200K

**Deducts absorption and pipeline projects (including 65 units from Empire Hotel)
Downtown Multifamily Commands Higher Rents

**The Kitchen Store**
2 BR: 1757 SF at $1685 ($0.96 PSF)

**The Smoke Pit**
2 BR: 1250 SF at $1385 ($1.11 PSF)

**Washington Building**
1 BR: 810 SF at $1100 ($1.36 PSF)
2 BR: 832 SF at $1200 ($1.44 PSF)
Spotlight: Empire Hotel 212-228 S. Main St.

- Est. Completion: Winter 2022
- 104K+ SF
- 62 +/- market rate apartments
- Live/work, co-work/flex spaces

By adding ~50% more residential downtown, the Empire Hotel will test absorption and rents

SOURCES: DFI Interviews and Analysis
COVID-19 Impact on Multifamily

- Multifamily leasing levels-maintained stability for first portion of pandemic but have decreased in last month. (CoStar)
- 16% of NC renters didn’t pay rent in July with additional 7% deferring rent (US Census)
- Estimated 25% of NC renters have little to no confidence on making August rent payment (US Census)
- Federal eviction moratorium expired in July with lack of rental assistance program.
- Expiration of expanded federal unemployment benefits also raises concerns over renters ability to pay upcoming rent.
- Severe downside projections for Rowan county show a 6.5% vacancy rate, which is closer to a stabilized vacancy rate.

SOURCES: CoStar, DFI Interviews and Analysis, US Census Bureau Survey
Multifamily Market Summary

• New product close to downtown is limited.
• Downtown product commands avg rents of $1.21 PSF and is staying occupied.
• Potential multifamily demand for the City of Salisbury is 400 – 575 units over the next five years.
  – Potential demand for Downtown Salisbury is ~125 units.
• Empire hotel will test downtown absorption and rents, adding ~50% more product downtown.
• Impact of the expiration of both the eviction moratorium and pandemic unemployment benefit still to be seen.
Single Family
**Single Family Market**

- **140,600**
  - Total Households
  - 0.60% projected annual growth rate; NC: 1.13%

- **71%**
  - Single Family Units
  - Houses + Townhouses and Condos

- **$51,800**
  - Median HH Income
  - $40,000 for City of Salisbury

- **$130,700**
  - Median Home Value
  - *$124,300 for City of Salisbury

- **71%**
  - Owner Occupied Units
  - 51% for City of Salisbury

- **11.5%**
  - Vacancy Rate

**Sources:** CoStar, ESRI, DFI Parcel Analysis, DFI Interviews and Analysis
# Market Growth for Young Professionals and Seniors

## Households by Age and Income Change 2019-2014

<table>
<thead>
<tr>
<th>Income Range</th>
<th>25-34</th>
<th>35-44</th>
<th>45-54</th>
<th>55-64</th>
<th>65-74</th>
<th>75+</th>
</tr>
</thead>
<tbody>
<tr>
<td>&lt;$15,000</td>
<td>-3%</td>
<td>-22%</td>
<td>-17%</td>
<td>-24%</td>
<td>-22%</td>
<td>-12%</td>
</tr>
<tr>
<td>$15,000-$24,999</td>
<td>-8%</td>
<td>-20%</td>
<td>-18%</td>
<td>-24%</td>
<td>-19%</td>
<td>-9%</td>
</tr>
<tr>
<td>$25,000-$34,999</td>
<td>-11%</td>
<td>-18%</td>
<td>-14%</td>
<td>-24%</td>
<td>-17%</td>
<td>-5%</td>
</tr>
<tr>
<td>$35,000-$49,999</td>
<td>1%</td>
<td>-8%</td>
<td>-6%</td>
<td>-15%</td>
<td>-10%</td>
<td>4%</td>
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<td>$50,000-$74,999</td>
<td>9%</td>
<td>-2%</td>
<td>2%</td>
<td>-9%</td>
<td>1%</td>
<td>17%</td>
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<tr>
<td>$75,000-$99,999</td>
<td>12%</td>
<td>5%</td>
<td>8%</td>
<td>1%</td>
<td>9%</td>
<td>25%</td>
</tr>
<tr>
<td>$100,000-$149,999</td>
<td>19%</td>
<td>15%</td>
<td>19%</td>
<td>12%</td>
<td>20%</td>
<td>37%</td>
</tr>
<tr>
<td>$150,000-$199,999</td>
<td>45%</td>
<td>34%</td>
<td>47%</td>
<td>28%</td>
<td>44%</td>
<td>57%</td>
</tr>
<tr>
<td>$200,000+</td>
<td>9%</td>
<td>14%</td>
<td>20%</td>
<td>18%</td>
<td>19%</td>
<td>38%</td>
</tr>
</tbody>
</table>

Sources: ESRI
New Single-Family Average Asking Price is ~$200K

Greystone Village Condo’s
Preconstruction
23 Units | Avg SF: 1,800
Avg Sales Price: $179,990

Weatherstone
Under Construction
16+ Units | Avg SF: 1,600
Avg Sales Price: $141,990

Reserve at the Country Club
Preconstruction
37 Units | Avg SF: 2,015
Avg Sales Price: $253,210

Settler’s Grove
Preconstruction
13 Units | Avg SF: 2,144
Avg Sales Price: $215,990
## Single Family Market Demand

### Single-Family Demand over next 5 years

<table>
<thead>
<tr>
<th>Description</th>
<th>Value</th>
</tr>
</thead>
<tbody>
<tr>
<td>2024 Projected Total Households</td>
<td>145K</td>
</tr>
<tr>
<td><em>New HH moving to market area: ~4K</em></td>
<td></td>
</tr>
<tr>
<td>Qualified <strong>Owner</strong> Households in Market Area*</td>
<td>8,700</td>
</tr>
<tr>
<td>Opportunity for Single Family in Market Area (2024)**</td>
<td>3,525 units</td>
</tr>
<tr>
<td><strong>Projected new Demand: City of Salisbury</strong> (20% - 25% Capture rate)</td>
<td>700 - 800 units</td>
</tr>
</tbody>
</table>

*Households earning $58,100

**Deducts Absorption and pipeline projects
Single Family Market Summary

• High vacancy (11.5%) and stagnant home values since 2013 indicate slow housing production.

• Population growth in young professionals and seniors earning $50K+ over the next five years may prove potential demand.

• New single-family developments have an average asking price of ~$200K.

• Potential single-family demand for the city of Salisbury is 700 – 800 units over the next five years.
  – Lower median HH income in Salisbury (~$45K in 2024), compared to the market area (~$58K in 2024)

• Though single family has proven resilient during the pandemic, uncertainty exists as sales are slowing and unemployment rates remain at record highs. (NAHB)
## Salisbury Hospitality Trade Area

| **6** | Hotels Surveyed  
<table>
<thead>
<tr>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Along I-85 in Salisbury</td>
</tr>
</tbody>
</table>

| **528** | Total Rooms  
<table>
<thead>
<tr>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Average rooms per hotel: 94</td>
</tr>
</tbody>
</table>

| **74%** | Occupancy Rate  
<table>
<thead>
<tr>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>↓</td>
<td>Pre-COVID-19 (2019)</td>
</tr>
</tbody>
</table>

| **2005** | Average Open Date  
|---------|----------------|
|         | Newest: 2019  
|         | Oldest: 1991  
|         | Pre-COVID-19 (2019) |

- **Midscale to Upscale Hotel Class**  
- All classified as chain hotels

- **Average Daily Rate**  
- $108  
- Pre-COVID-19 (2019)
Smith Travel Reports and Hotel Indicators

STR reports are required by developers to initially assess local market performance indicators:

• **Average Daily Rate** (ADR): Room revenue per rooms sold
• **Occupancy Rate**: Percent of rooms occupied
• **Revenue Per Available Room** (RevPar): Room revenue per all rooms

Do not include:
• Details on a single hotel
• Demand trends
Hospitality Markets Comparison

Market indicators in Salisbury have remained strong despite new product coming online in 2017 and 2019

[Graphs showing ADR, Occupancy, and RevPAR comparisons for North Carolina and Salisbury over the years 2014 to 2019]
Sustained Year-Round Occupancy: Jan. – Dec. 2019

Top Quarter

74% Monthly Average
65% NC Average
Sustained Weekday Occupancy: April 2019 – March 2020

Tuesday and Wednesday each average 80%
Downtown Demand/Feasibility Indicators

• Strong market indicators - sustained year-round and mid-week occupancy  
• Proximity to restaurants, nightlife → walkability  
• Proximity to convention/civic center or performing arts center  
• Unique attractions – historic bldg., museums, etc.  
• Proximity to HWY (ability to compete with existing product)  
• Ability to generate ADR premium (to account for increased development costs)
Florence SC – Downtown Hotel Success

- 1 hour east of Columbia, just off I-95
- Pop: 38,000
- Majority of hotels clustered off I-95
- 2 successful products downtown → 190 rooms
- Downtown hotels generate up to 30% rate premium over HWY product

Sources: DFI Interviews and Analysis
COVID Impacts on Hospitality

- Projected annual occupancy for 2020 is 42.6% with an estimated 37% decline in RevPAR. (CBRE)
  - Salisbury market @ 51% occ and 36.7% reduction in RevPar through July 2020
- Slow rise in demand indicates lengthy delay in return to stabilization → took over 3 years in 2008
  - Virus still spreading; no formal timeline for vaccine
- Older, highly-leveraged supply may not survive recession
  - Potentially 30% decline in existing supply (interviews with hotel management firms)
Summary Hospitality Market Findings

• 100% of market supply currently clustered along I-85
  – 2 new hotels since 2017; HWY product likely saturated
• Market exhibiting strong, sustained year-round occupancy and mid-week demand
• Downtown hotels in comparable markets demonstrate that CBD locations can generate significant premium above highway products
• Increased costs of downtown hotels, coupled with unproven market would likely necessitate public participation
• Hospitality industry will be tested over next 24 months due to COVID-19
Next Steps
Salisbury Next Steps

• DFI Site Analysis and Financial Analysis
• DFI Final Recommendations
## Salisbury City Council
### Agenda Item Request Form

<table>
<thead>
<tr>
<th>Please Select Submission Category:</th>
<th>□ Public</th>
<th>□ Council</th>
<th>□ Manager</th>
<th>☑ Staff</th>
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<tr>
<th>Requested Council Meeting Date:</th>
<th>September 1, 2020</th>
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<table>
<thead>
<tr>
<th>Name of Group(s) or Individual(s) Making Request:</th>
<th>HANNAH JACOBSON, PLANNING DIRECTOR</th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th>Name of Presenter(s):</th>
<th>CATHERINE GARNER, SENIOR PLANNER</th>
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<tr>
<th>Requested Agenda Item:</th>
<th>LDOTA-01-2020 CITY OF SALISBURY</th>
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<table>
<thead>
<tr>
<th>Description of Requested Agenda Item:</th>
<th>AN ORDINANCE AMENDING CHAPTER 15 OF THE LAND DEVELOPMENT ORDINANCE RELATIVE TO FIRST-CLASS MAIL NOTIFICATION FOR PUBLIC OR EVIDENTIARY HEARINGS</th>
</tr>
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<th>Attachments:</th>
<th>☑ Yes</th>
<th>□ No</th>
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<tr>
<th>Fiscal Note:</th>
<th>(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)</th>
</tr>
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<tr>
<th>Action Requested of Council for Agenda Item:</th>
<th>COUNCIL TO TAKE ACTION ON PROPOSED ORDINANCE TO AMEND CHAPTER 15 OF THE LAND DEVELOPMENT ORDINANCE RELATIVE TO FIRST-CLASS MAIL NOTIFICATION FOR PUBLIC OR EVIDENTIARY HEARINGS.</th>
</tr>
</thead>
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<tr>
<th>Contact Information for Group or Individual:</th>
<th>Catherine Garner, x5212 or <a href="mailto:catherine.garner@salisburync.gov">catherine.garner@salisburync.gov</a></th>
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<tr>
<th>☑ Consent Agenda (item requires no discussion and will be voted on by Council or removed from the consent agenda to the regular agenda)</th>
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<tr>
<th>☑ Regular Agenda (item to be discussed and possibly voted on by Council)</th>
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## FINANCE DEPARTMENT INFORMATION:

<table>
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<tr>
<th>Finance Manager Signature</th>
<th>Department Head Signature</th>
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<tr>
<th>Budget Manager Signature</th>
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***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:
MEMORANDUM

TO: City Council Members
FROM: Catherine Garner, Senior Planner
DATE: City Council Meeting – August 18, 2020
RE: Ordinance Amendment: First Class Mail Notifications

Staff is proposing an amendment to Chapter 15 of the Land Development Ordinance (LDO) regarding required first class mail notifications for public hearings. Prior to 2018, all public hearings had a mailed notification radius of 100 feet from the subject parcel(s). Upon a suggestion from City Council, this radius was increased from 100 feet to 500 feet to provide abundant notice to properties in the vicinity. However, the significant increase in radius has proven to be problematic for neighbors, for applicants, and for staff. The radius covers so much distance that many recipients are not familiar with the property in question and call confused about why they received the notice in the first place. Applicants are often frustrated that the required reimbursement fee is so high; the fee is based on the total number of envelopes sent. Staff is struggling to keep up with processing the volume of notices, particularly for Historic Preservation Commission (HPC) meetings, which often have four or more cases per meeting.

Based on research of other municipalities and consideration of the needs of legislative hearings versus quasi-judicial hearings, staff proposes to change the radius to be dependent on the type of hearing to tailor the approach to the request. For quasi-judicial hearings, the radius will revert to 100 feet. This will include cases such as Special Use permits, variances, appeals, and certificate of appropriateness requests before the HPC. Quasi-judicial hearings are to gather testimony and evidence about the impact of a change on the parcels immediately surrounding the subject parcel. Those providing testimony should only be those with standing, which also implies a close proximity to the subject parcel. Thus, staff feels that the narrowed radius is appropriate with state law requirements for quasi-judicial hearings. However, legislative hearings, such as rezonings and conditional district rezonings, are open to broader comment, are not limited to evidentiary testimony, and have the potential to
impact a larger area. Staff is recommending reducing the radius from 500 feet to 250 feet in an effort to keep the notifications sufficiently broad, while keeping the notifications affordable and sustainable for applicants and staff.

The first class mail notification requirement is supplemented by additional notification requirements as outlined in LDO Section 15.3 Public Notification for Public of Evidentiary Hearings. All rezoning requests require the placement of public hearing signage and newspaper advertisements. Evidentiary hearings require public hearing signage. The Planning Board/Board of Adjustment website has already been reconstructed by the Communications Department for the ability to upload meeting agendas, minutes, and information on pending cases. The website will be incorporated into all future public hearing mailed notifications so that concerned citizens can readily obtain information about upcoming board business. A similar update is underway for the Historic Preservation Commission website.

Another change to LDO Section 15.3 is the introduction of a table that more clearly outlines the notification process for each hearing type (quasi-judicial, legislative, etc.). This addition to the ordinance is reflected in the proposed ordinance amendment.

Planning Board held a meeting on July 28, 2020 to review the proposed ordinance amendment and make a recommendation to City Council. On a motion made by Mr. Bill Burgin and seconded by Ms. P.J. Ricks, the Planning Board voted unanimously to recommend approval of the text amendment as proposed.
15.2 General Applicability

The provisions of this Chapter shall be applicable to all development activity under the jurisdiction of the City of Salisbury. No building, sign or other structure (except as otherwise provided for in this Ordinance) shall be erected, moved, extended or enlarged or structurally altered, nor shall the use conducted within the building change, nor shall any excavation or filling of any lot for the construction of any building be commenced, nor shall any change in the use of a property be commenced until the Administrator has issued an applicable permit for such work. The issuance of a permit is subject to the required development review process as applicable for the development petition. No grading or infrastructure work may commence prior to the issuance of a Zoning or Development Permit.

15.3 Public Notification for Public or Evidentiary Hearings

Public notification is statutorily required for legislative public hearings and quasi-judicial evidentiary hearings.

Public notification for quasi-judicial evidentiary hearings shall be made in the manner as described below in subsections B and C. Legislative public hearings are divided into two (2) categories: 1) Text Amendments and 2) Map Amendments (rezoning), which includes Conditional Districts and Vested Rights. Public notification for Text Amendments shall be made in the manner as described below in subsection A. Public notifications for Map Amendments shall be made in the manner as described below in subsections A, B, C, and D, if applicable. The notification procedures for E may replace those of C when the Map Amendment directly affects more than 50 properties owned by at least 50 different property owners.

<table>
<thead>
<tr>
<th>Request</th>
<th>Newspaper Notice</th>
<th>Sign to be Posted</th>
<th>First Class Mail Notification (Certified Mail required if applicant is not owner)</th>
<th>Alternate Notifications for Rezoning more than 50 Properties</th>
</tr>
</thead>
<tbody>
<tr>
<td>Quasi-Judicial (AMDC, HPC, Appeals, Special Use permits, and Variances)</td>
<td>X</td>
<td>X</td>
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<td>X</td>
</tr>
<tr>
<td>Map Amendments (including rezonings and Conditional District rezonings)</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
</tr>
<tr>
<td>Text Amendments</td>
<td>X</td>
<td></td>
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<tr>
<td>Vested Rights</td>
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15-2
CHAPTER 15: DEVELOPMENT PROCESS

A. **Newspaper Notice:** A notice of the proposed action shall be published in a newspaper having general circulation in the City once a week, for two (2) successive weeks, the first notice to be published not less than ten (10) days nor more than twenty-five (25) days prior to the hearing (the date of the publication shall not be included in this calculation, but the day of the hearing shall).

B. **Sign to be Posted:** A prominent sign shall be posted on the subject property(ies) or adjacent street right-of-way. The sign shall remain until after the decision-making authority has rendered its final decision.

C. **First-Class Mail Notification:** A notice of the proposed action shall be sent first class mail by the Administrator at least (10) but not more than (25) days prior to the hearing to the following: the person(s) or entity initiating the hearing, the owner(s) of the affected property(ies), the owners of all abutting properties, and owners of all property within 500 feet of the affected properties, as defined below:

1. Legislative hearings (including but not limited to rezoning and conditional district rezonings): 250 feet of the parcel(s) in question

2. Quasi-Judicial Hearings (including but not limited to Certificates of Appropriateness, Special Use permits and variances): 100 feet of the parcel(s) in question

D. **Registered or Certified Mail Notification:** If a petition for a Map Amendment (rezoning) is not requested by the owner(s) of the affected property(ies) or by the City of Salisbury, actual notice of the hearing shall be sent registered or certified mail to the owner(s) of the affected property(ies) by the petitioner of the rezoning.

E. **Alternate Notification for Rezoning more than 50 Properties:** First-class mailed notification shall not be required when the zoning reclassification action directly affects more than 50 properties, owned by a total of at least 50 different property owners. In this case, the City shall publish once a week for two successive calendar weeks in a newspaper having general circulation in the area with a map showing the boundaries of the area affected by the proposed Ordinance or amendment. The map shall not be less than one-half of a newspaper page in size. The notice shall only be effective for property owners who reside in the area of general circulation of the newspaper which publishes the notice. Property owners who reside outside of the City’s jurisdiction or outside of the newspaper circulation area, according to the address listed on the most recent property tax listing for the affected property, shall be notified by mail pursuant to this section. The person or persons mailing the notices shall certify to the City Council that fact, and the certificates shall be deemed conclusive in the absence of fraud. In addition to the published notice, the City shall post one or more prominent signs on or immediately adjacent to the subject property area reasonably calculated to give public notice of the proposed rezoning.

15.3.1 **Public Notice for Planning Board Courtesy Hearings**

As the Planning Board provides recommendations to City Council on all legislative matters, courtesy hearings, although not required by law, are an important opportunity for the affected and general public to express their opinions and concerns on the proposed petition.
History

- Until 2018: All public hearings required mailed notifications to properties within 100 feet of the subject parcel(s)

- 2018 – present: All public hearings require mailed notifications to properties within 500 feet of the subject parcel(s)
Proposal

• Tailor the mailed notification radius to the type of hearing:

  • **250 feet** - Legislative cases (rezonings and conditional district rezonings)

  • **100 feet** - Quasi-Judicial cases (special use permits, Historic Preservation Commission, variances, appeals)

Rationale

• **Legislative hearings:**
  • Are open to broader comment
  • Not limited to evidentiary testimony
  • Have the potential to impact a larger area

• **Quasi-Judicial hearings:**
  • Intended to gather testimony and evidence about the impact of the change on the parcels immediately surrounding the subject parcel
  • Limited to those parties with standing, which also implies a close nexus to the property
Rationale

- **Expense to applicant**
  - Reimbursement is based on number of envelopes sent – more envelopes, more expense
  - $150 – Typical HPC mailing reimbursement per case

- **Confusion for Citizens**
  - Citizens at the outer limits of the 500 ft. radius from subject parcel(s) are confused receiving a letter for a public hearing
  - often they are not familiar with the property or state they are not interested
  - Many citizens receive duplicate mailings despite our best efforts to cull duplicates

- **Impact to Staff**
  - Mailings take a large amount of staff time to complete
  - HPC meetings typically have 5 or more cases per meeting
    - August meeting: 9 cases at approx. 75 letters each = 675+ pieces of mail

Additional Means of Notification

- Signs are placed on the property for public hearings involving parcels of land (rezonings, conditional district rezonings, quasi-judicial hearings)

- Agendas, minutes, and pending cases are now posted on the Planning Board/Board of Adjustment website
  - HPC website undergoing updates for similar functionality
Z-02-2019: 506 W Marsh Street

[Legislative]

500 feet – 95 parcels, $150

250 feet – 41 parcels, $75

H-16-2020: 116 E Council St

[Quasi-Judicial]

500 feet – 120 parcels; $300

100 feet – 16 parcels; $25
# Amended Ordinance – 15.3

<table>
<thead>
<tr>
<th>Request</th>
<th>Newspaper Notice</th>
<th>Signs to be Posted</th>
<th>First Class Mail Notification (Certified Mail required if applicant is not owner)</th>
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<tr>
<td>Own/Judicial (AN/BC, HPC, Appeals, Special Use permits and Variances)</td>
<td>X</td>
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<td>X</td>
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<td>Vested Rights</td>
<td>X</td>
<td>X</td>
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# Amended Ordinance – 15.3.C

C. First-Class Mail Notification: A notice of the proposed action shall be sent first class mail by the Administrator at least (10) but not more than (25) days prior to the hearing to the following: the person(s) or entity initiating the hearing, the owner(s) of the affected property(ies), the owners of all abutting properties, and owners of all property within 500 feet of the affected properties—the specified distance per zoning type, as defined below:

1. Legislative hearings (including but not limited to rezonings and conditional district rezonings): 250 feet of the parcel(s) in question

2. Quasi-Judicial Hearings (including but not limited to Certificates of Appropriateness, Special Use permits and variances): 100 feet of the parcel(s) in question
Planning Board Recommendation

Planning Board met on July 28, 2020 and voted unanimously of those present to recommend approval.

<table>
<thead>
<tr>
<th>Member</th>
<th>Yes</th>
<th>No</th>
<th>Abstention</th>
<th>Absent</th>
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<tbody>
<tr>
<td>Ms. Jayne Land</td>
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<tr>
<td>Mr. Jon Post</td>
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<tr>
<td>Mr. Tim Norris (ETJ)</td>
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<td>Ms. PJ Ricks</td>
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<tr>
<td>Mr. John Schaffer, Chairman</td>
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<td>Mr. Bill Wagoner</td>
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<td>Mr. John Struzick, Vice-Chairman</td>
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<td>Mr. Dennis Rogers</td>
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<tr>
<td>Mr. Bill Burgin</td>
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</table>
AN ORDINANCE AMENDING CHAPTER 15 (DEVELOPMENT PROCESS) OF THE LAND DEVELOPMENT ORDINANCE OF THE CITY OF SALISBURY, NORTH CAROLINA RELATED TO FIRST CLASS MAIL NOTIFICATION FOR PUBLIC OR EVIDENTIARY HEARINGS. (PETITION NO. LDOTA-01-2020)

WHEREAS, the Salisbury Planning Board, an advisory board to the Salisbury City Council, reviewed the text amendment on July 28, 2020 and hereby recommends its approval; and

WHEREAS, the City Council held a properly-noticed public hearing at the regularly-scheduled City Council meeting of August 18, 2020 with a decision made at the September 1, 2020 City Council meeting; and

WHEREAS, the City Council hereby finds and determines that adoption of an ordinance to amend the Land Development Ordinance of the City of Salisbury as underlined or stricken herein is reasonable, in the public interest, and not inconsistent with the Vision 2020 Comprehensive Plan because there are no specific objections or continuance of adopted goals or policies.

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

SECTION 1. That CHAPTER 15 (DEVELOPMENT PROCESS), Exhibit A, is amended as underlined or stricken.

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

SECTION 3. That this ordinance shall be effective from and after its passage.
Salisbury City Council
Agenda Item Request Form

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

Requested Council Meeting Date:  September 1, 2020

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

Name of Presenter(s):  Jason Wilson

Requested Agenda Item:  Peeler Road Water Main Agreement

Description of Requested Agenda Item:  Pilot Travel Centers, LLC (Pilot) has requested that Salisbury-Rowan Utilities (SRU) extend a water main along Peeler Road to serve the existing commercial development, Pilot Travel Center #7983 located near the Interstate 85 interchange. Pilot has expressed a willingness to share in the cost of extending a water main to serve their development. The water main extension will expand SRU’s water system and accommodate future development in this area. The project consists of approximately 3,350 linear feet of 12” diameter water main at an estimated cost of $580,000. SRU is proposing that Pilot be obligated to pay 50% of the final project costs. Pilot has also been made aware that voluntary annexation may be a condition of this agreement.

Attachments:  ☑ Yes  □ No

Fiscal Note:  A budget ordinance for a fund balance appropriation equal to 50% ($290,000) of the project cost will be brought to council after the agreement is executed by the developer.

Action Requested of Council for Agenda Item:  Council to consider adopting a RESOLUTION authorizing the Mayor to execute an Agreement with Pilot Travel Centers, LLC for the Peeler Road Water Main project.

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

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

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

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:
RESOLUTION AUTHORIZING THE EXECUTION OF AN AGREEMENT
BETWEEN THE CITY OF SALISBURY, PILOT TRAVEL CENTERS,
LLC, AND PFJ SOUTHEAST, LLC FOR A WATER LINE EXTENSION
ALONG PEELER ROAD

WHEREAS, the City owns and operates a regional potable water supply system that currently extends
into the general area of Peeler Road, and

WHEREAS, the City desires to expand the SRU Water System in the Peeler Road area to accommodate
existing and future development, and

WHEREAS, Pilot Travel Centers LLC and PFJ Southeast LLC desire to connect their facility and
property located at 985 Peeler Road to the City of Salisbury water system and agree to pay a portion of
the cost of establishing the water main.

THEREFORE, be it resolved by the Salisbury City Council, that the Mayor be allowed to execute an
agreement with Pilot Travel Centers LLC and PFJ Southeast, LLC, for a water line extension along Peeler
Road, substantially in the form presented to City Council and with any changes approved by the City
Attorney.

This the 1st day of September, 2020

_________________________________________   ______________________________
Karen K. Alexander, Mayor                      Kelly Baker, City Clerk
AGREEMENT
between and among THE CITY OF SALISBURY, PILOT TRAVEL CENTERS, LLC, and PFJ SOUTHEAST, LLC
for the construction of THE PEELER ROAD WATER MAIN

This Agreement (the “Agreement”) is made and entered into this ___ day of ___________, 2020, by and between the City of Salisbury, a North Carolina municipal corporation, whose address is 217 South Main Street, Salisbury, NC 28144 (the “City”), Pilot Travel Centers LLC, a Delaware Limited Liability Company authorized to conduct business in North Carolina, whose address is 5508 Lonas Road, Knoxville, TN 37909 (the “Developer”), and PFJ Southeast, LLC, a Delaware Limited Liability Company authorized to conduct business in North Carolina, whose address is 5508 Lonas Road, Knoxville, TN 37909 (the “Landowner”) (collectively, the “Parties”).

For and in consideration of the mutual promises set forth in this Agreement, the Parties do mutually agree as follows:

1. Acknowledgements.
   a. The City owns and operates a public enterprise system known as “Salisbury-Rowan Utilities” (“SRU”), which includes a regional potable water supply system (“SRU Water System”) and a wastewater collection system (“SRU Wastewater System”). SRU operates its Water and Wastewater Systems in the City of Salisbury, within municipalities in Rowan County, and in unincorporated areas throughout Rowan County. The Systems currently extend into the general area of Peeler Road.
   b. The City desires to expand the SRU Water System in the Peeler Road area to accommodate existing and future development, including Developer’s existing commercial development, Pilot Travel Center #7983 (the “Travel Center”), through the construction of a Water Main as set forth in this Agreement.
   c. The City has the authority to operate the SRU public enterprise system and enter into this Agreement pursuant to N.C. Gen. Stat. §§ 160A-311 et seq. and Chapter 25 of the City of Salisbury Code of Ordinances.
   d. Developer desires to connect to the SRU Water System and agrees to pay a portion of the cost of establishing the Water Main.
   e. Developer understands that it must seek separate authorizations from the City for individual service connections to the SRU Water System.
   f. In order to more efficiently complete the Water Main, Developer has requested, and the City is willing, for the City to have full and sole authority and responsibility for the bidding, letting, and oversight of contracts and transactions for the acquisition, design, permitting, inspection, administration, and construction for the Water Main.
   g. Developer has requested, and the City is willing, to include the Water Main as part of the SRU Water System.
   h. The City Council for the City has by resolution adopted on ______________, __ 2020, authorized the execution of this Agreement, and Pilot Travel Centers, LLC, and...
PFJ Southeast, LLC, have taken all actions required and appropriate to authorize its representative to execute this Agreement on its behalf and bind the respective companies to perform the terms hereof.

2. **Project.** The Project includes the construction and establishment of a twelve-inch diameter water main that shall extend approximately 3,350 feet southeast along Chuck Taylor Lane and Peeler Road from the end of the existing water main located near 1105 Chuck Taylor Lane, through the intersection of Chuck Taylor Lane and Peeler Road, to a point approximately 550 feet southeast of Furniture Drive (the “Peeler Road Water Main” or “Water Main”). The route of the Water Main is generally depicted in Exhibit 1, which is attached to and made a part of this Agreement. The Project shall include all actions reasonably required for the City to build the Water Main, including, but not limited to, property acquisition, project design, bidding and letting of contracts, permitting, inspection, administration, and construction.

3. **Project Cost and Project Cost Estimate.** The “Project Cost” shall be the sum of the amounts paid by the City to its engineers, contractors, vendors, and any other individuals or entities providing equipment or performing services for the Project. The Project Cost is reasonably estimated to be $580,000 (“Project Cost Estimate”).

4. **Obligations of Developer.**

   a. **Project Cost Share.** Developer shall pay 50% of the Project Cost in accordance with this Paragraph.

   b. **Preliminary Cost Payment.** Within 90 days of the execution of this Agreement, Developer shall pay to the City an amount equal to 50% of the Project Cost Estimate (the “Preliminary Cost Payment”). The City shall not be required to start work on the Project until a reasonable time after the City has received the Preliminary Cost Payment. If Developer fails to pay the Preliminary Cost Payment as required by this Agreement, this Agreement shall automatically terminate and the City shall have no further obligations under this Agreement.

   c. **Petition for Voluntary Annexation.** Within 90 days of the execution of this Agreement, Developer shall ensure that Landowner petitions the City for voluntary annexation of the property to which this Agreement applies. Specifically, those parcels identified as Rowan County Parcel Nos. 408 024 and 408 089. If Landowner fails to petition the City for voluntary annexation as required by this Agreement, this Agreement shall automatically terminate and the City shall have no further obligations under this Agreement.

   d. **Final Cost Allocation.** Within 30 days after the City has made final payments to all of its contractors, engineers, vendors, and other individuals or entities providing equipment or performing services for the Project, the City shall provide to Developer a written statement of the Project Cost (“Cost Statement”). If the Project Cost is less than the Project Cost Estimate, SRU, within 30 days after SRU provides the Cost Statement, shall pay 50% of the surplus to Developer (“Surplus Payment”). If the Project Cost is more than the Project Cost Estimate, Developer, within 30 days after SRU provides the Cost Statement, shall pay to SRU 50% of the amount of the deficit (“Deficit Payment”); provided, however, that if the Project Cost exceeds the Project Cost Estimate, Developer shall pay 50% of the amount of the deficit to the City. In no event shall Developer be required to pay more than the Project Cost Estimate.

Page 2 of 8
Peeler Road Water Main Agreement
Cost Estimate by more than fifteen percent (15%), Developer shall have an additional thirty (30) days within which to pay the Deficit Payment.

5. **Obligations of the Landowner.**
   a. **Third party to Agreement.** Landowner is a separate legal entity from Developer that owns the real property on which Developer owns and operates its commercial enterprise. Landowner is a party to this Agreement to assist Developer in performing its obligations under this Agreement, for the mutual benefit of Landowner and Developer.
   
   b. **Petition for Voluntary Annexation.** Within 90 days of the execution of this Agreement, Landowner shall petition the City for voluntary annexation of Landowner’s property to which this Agreement applies. Specifically, those parcels identified as Rowan County Parcel Nos. 408 024 and 408 089. If Landowner fails to petition the City for voluntary annexation as required by this Agreement, this Agreement shall automatically terminate and the City shall have no further obligations under this Agreement.

6. **Obligations of the City.**
   a. **Capital Project Budget Ordinance.** The City, within a reasonable time after receipt of the Preliminary Cost Payment, shall prepare and have adopted for the Project a capital project budget ordinance appropriating the Preliminary Cost Payment and any additional amounts required to complete the Project.
   
   b. **Project Administration.** The City shall administer all aspects of the Project. Within a reasonable time after receipt of the Preliminary Cost Payment, the City shall design, bid, and let contracts to accomplish the Project in accordance with City Policy and North Carolina law. Project contracts shall be solely between the City and its engineers, contractors, vendors, and other individuals or entities providing equipment or performing services for the Project. Construction contracts for the Project shall be fixed unit price contracts.

7. **Term.** The Term of this Agreement shall be from the date it is executed by both Parties until the date of Termination in Paragraph 7.

8. **Termination.** The City may terminate this Agreement upon 20 days’ written notice to Developer prior to Developer having paid to the City the Project Cost Estimate. Unless earlier terminated by the City pursuant to this Paragraph, by the Developer pursuant to Paragraph 4.b. or Paragraph 8, or by agreement of the Parties, this Agreement terminates without further action of either Party upon the payment of the Final Cost Allocation required pursuant to Paragraph 4.c. Paragraphs 9, 11, 12, 16, and 17 shall survive the termination of this Agreement.

9. **Contract Funding.** It is understood and agreed between the Parties that the City’s obligations under this Agreement are contingent upon the availability of appropriated funds from which payment for the purposes of this Agreement can be made. In the event such appropriated funds are not available within a reasonable time after Developer having paid to the City the Project Cost Estimate, the City Shall, upon Developer’s written request, return the Project Cost Estimate to Developer, at which time this Agreement shall terminate.
10. **Monitoring and Auditing.** For a period of three (3) years following termination of this Agreement, Developer and Landowner shall cooperate with the City, or with any other person or agency as directed by the City, in monitoring, auditing, or investigating activities related to this Agreement. Developer and Landowner shall permit the City to evaluate all activities conducted under this Agreement as dictated by the City. Developer and Landowner shall provide auditors retained by the City with access to any records and files related to the provision of services under this Agreement. The City agrees that its auditors will maintain the confidentiality of any information maintained by Developer or Landowner and not available to the general public that is accessed during an audit conducted under this Agreement.

11. **Time of the essence.** The Parties agree that time is of the essence to each and every term or condition of this Agreement where a certain length of time is fixed for the performance of the term or condition. The Parties further agree that any additional time allowed for the completion of the Project by mutual agreement of the Parties shall be of the essence to this Agreement.

12. **Indemnification.** To the maximum extent allowed by law, Developer and Landowner shall indemnify and hold harmless the City and its agents and employees from and against all claims, actions, demands, costs, damages, losses, and/or expenses of any kind whatsoever proximately resulting from the negligence or willful misconduct of Developer and Landowner or their agents and/or employees related to the subject matter of this Agreement, including but not limited to court costs and reasonable attorney’s fees, incurred in connection with the defense of said matters.

13. **Mutual Cooperation.** The Parties understand and agree that the Project is for the mutual benefit of the Parties. The Parties shall fully cooperate in all phases and aspects of the Project and financing thereof. The Parties shall provide to each other pertinent information and documentation on issues pertaining to the Project and financing thereof.

14. **Notice.** The Parties’ Project Contacts shall receive notices made pursuant to this Agreement on behalf of the Parties except as otherwise provided in this Agreement. The Project Contacts, unless notice of a change is given pursuant to this paragraph, shall be the following:

   For the City:
   Jason Wilson, Salisbury-Rowan Utilities, 1 Water Street, Salisbury, North Carolina 28144.
   PHONE: (704) 216-7553

   For the Developer:
   Joey Cupp, Pilot Travel Centers, LLC, 5508 Lonas Drive, Knoxville, Tennessee 37909.
   PHONE: (800) 562-6210.

   For the Landowner:

Each Party may designate a new Project Contact by written notice to the other Party.

15. **Project Change Orders.** The City shall have full authority, without notice to or approval by Developer, to agree to any and all Project change orders that the City determines to be prudent
or necessary for the Project. An objection by Developer to a change order shall not be a basis for relief from Developer’s payment of the Cost Share.

16. **Project Access.** Developer shall have the right of reasonable access to and reasonable inspection of the Project during construction.

17. **Asset Ownership.** The City shall own and maintain any and all property, including real property, acquired, installed, or constructed pursuant to this Agreement (“Project Assets”).

18. **Separate Authorizations Required for Connections.** Acceptance by the City of any water or sewer systems within the Travel Center or within any other areas or developments in proximity to the Project are not authorized or required by this Agreement. Any party that wants the City to accept any water or sewer system shall seek individual authorization pursuant to the City’s ordinances and procedures. Developer shall, pursuant to the City’s ordinances and procedures, seek individual authorizations for any desired connections to the SRU Water System, including the Water Main. In no event shall Developer’s connection be authorized by the City unless and until Developer has paid to SRU any Deficit Payment it owes pursuant to this Agreement.

19. **No reimbursement for assessments.** Developer and Landowner are not entitled to any reimbursement of assessments collected by the City from any other property owners connecting to the Water Main.

20. **Amendments in writing.** This Agreement may be amended only in writing and signed by all Parties.

21. **Governing Law.** North Carolina law will govern the interpretation and construction of this Agreement.

22. **Recordation.** Any Party may record this Agreement at the recording Party’s sole expense.

23. **Entire agreement.** This Agreement, and any other document(s) expressly incorporated by reference as a part of this Agreement, constitutes and expresses the entire agreement and understanding between the Parties concerning its subject matter. This Agreement supersedes all prior and contemporaneous discussions, promises, representations, agreements and understandings relative to the subject matter of this Agreement. To the extent there may be any conflict between the four corners of this Agreement and other documents incorporated by reference herein, the terms of this Agreement will control.

24. **Attached Exhibits.** The following documents are attached to this Agreement and incorporated by reference herein:

   a. **Exhibit 1:** **Drawing of Route of Water Main**

25. **Severability.** If any provision of this Agreement shall be declared invalid or unenforceable, the remainder of the Agreement shall continue in full force and effect.

26. **Counterparts and execution.** This Agreement may be executed in any number of counterparts, each of which will be deemed an original but all of which together will constitute one and the same instrument. The Parties agree that computer scanned and/or faxed signatures or copies of this Agreement will have the same validity and force as an “original.”

27. **Authority to Enter Agreement.** The persons executing this Agreement on behalf of the
Parties have authority to do so as official, binding acts of the Parties.

28. **Additional Documentation and Other Actions to Effect Full Transfer and Conveyance.** If at any time (whether at the execution of this Agreement or at any time in the future), any other or additional action is reasonably requested by the City to effect the provisions of this Agreement, upon receipt of such request, Developer and its officials and representatives, or Landowner and its officials and representatives, shall promptly take such action, including but not limited to the making, filing, execution, and recording of documents as reasonably necessary to effect the provisions of this Agreement.

29. **No assignment.** Developer or Landowner shall not assign, subcontract, or otherwise transfer any interest in this Agreement without the prior written approval of the City.

30. **Successors.** This Agreement shall benefit and be binding and enforceable upon the Parties and their successors in interest.
IN WITNESS WHEREOF, the Parties hereto have made and executed this Agreement as of the day and year first above written.

CITY OF SALISBURY
A North Carolina Municipal Corporation

By: ______________________________
Karen K. Alexander, Mayor

ATTEST:

______________________________
(SEAL)

Kelly Baker, City Clerk

PILOT TRAVEL CENTERS, LLC
A Delaware Limited Liability Company

By: ______________________________
David Clothier, Authorized Representative

STATE OF TENNESSEE
COUNTY OF KNOX

I, ________________________________, a Notary Public of the County and State aforesaid, do hereby certify that David Clothier personally came before me this day and acknowledged that he is the Authorized Representative of Pilot Travel Centers LLC, a Delaware limited liability company, and that he by authority duly given signed the foregoing instrument on behalf of the Company.

Witness my hand and official and official stamp or seal, this the ____ day of ______________, 2020.

PFJ SOUTHEAST, LLC
A Delaware Limited Liability Company

By: ______________________________
__________, Authorized Representative

STATE OF TENNESSEE
COUNTY OF KNOX
I, ________________________________, a Notary Public of the County and State aforesaid, do hereby certify that __________ personally came before me this day and acknowledged that he is the Authorized Representative of PFJ Southeast, LLC, a Delaware limited liability company, and that he by authority duly given signed the foregoing instrument on behalf of the Company.

Witness my hand and official and official stamp or seal, this the ____ day of ______________, 2020.

This instrument has been preaudited in the manner required by the Local Government Budget and Fiscal Control Act.               Approved as to form and legal sufficiency:

_________________________________________  ________________________________
Shannon Moore, Finance Director           J. Graham Corriher, City Attorney
Salisbury City Council
Agenda Item Request Form

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

Requested Council Meeting Date:  September 1, 2020

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

Name of Presenter(s):  Nick Aceves

Requested Agenda Item:  Appoint members to the new Greenway, Bicycle and Pedestrian Committee.

Description of Requested Agenda Item:  Appoint new members and reappoint existing members to the recently changed Greenway, Bicycle and Pedestrian Committee. Since this is a new committee, taking place of the previous Greenway Committee, the existing members will be reappointed but will serve out their remaining terms. This will bring the member list to the maximum of 11 members.

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)  Council to appoint recommended applicants to the Greenway, Bicycle and Pedestrian Committee.

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

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

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

FINANCE DEPARTMENT INFORMATION:

Finance Manager Signature  Department Head Signature

Budget Manager Signature

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

For Use in Mayor’s Office Only

☐ Approved  ☐ Declined

Reason:
Greenway, Bicycle and Pedestrian Committee

<table>
<thead>
<tr>
<th>Name</th>
<th>Term Expires</th>
</tr>
</thead>
<tbody>
<tr>
<td>Edward Hirst</td>
<td>3/31/2021</td>
</tr>
<tr>
<td>Amy Smith</td>
<td>3/31/2021</td>
</tr>
<tr>
<td>Lisa Wear</td>
<td>3/31/2021</td>
</tr>
<tr>
<td>Carole Massey</td>
<td>3/31/2022</td>
</tr>
<tr>
<td>Sashi Sabaratnam</td>
<td>3/31/2022</td>
</tr>
<tr>
<td>John Wear</td>
<td>3/31/2022</td>
</tr>
<tr>
<td>Sharon Earnhardt</td>
<td>3/31/2023</td>
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<tr>
<td>Dylan Horne</td>
<td>3/31/2023</td>
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<tr>
<td>Sean Meyers</td>
<td>3/31/2023</td>
</tr>
<tr>
<td>Andrew Pitner</td>
<td>3/31/2023</td>
</tr>
<tr>
<td>Mary Rosser</td>
<td>3/31/2023</td>
</tr>
</tbody>
</table>
Sharon Earnhardt

First Name: Sharon
Last Name: Earnhardt
E-mail: woodleaflanes@gmail.com
Home Phone: 7046372287
Business Phone: 7046335342
Address: 360 Bonaventure Dr.
City: Salisbury
State: NC
ZIP Code: 28147
Place of Employment: Woodleaf Lanes/South Main Book Co.
Occupation: Web Administrator/Bookseller

Do you reside within the City limits of Salisbury?
No

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

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

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

Why are you interested in serving on the Board or Commission for which you are applying?
I have a vested interest in the greenway system in Salisbury, since as a founding board member of The Pedal Factory, I lead regular community bike rides on the greenway system and would like to stay off the roads as much as possible. I also belong to a run club that uses the greenway system for some of its regular runs.

Has any formal charge of professional misconduct ever been sustained against you in any jurisdiction?
No

Is there any possible conflict of interest or other matter that would create problems or prevent you from fairly and impartially discharging your duties as an
No
appointee of the Salisbury City Council?

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

I agree
Dylan
Horne

First Name  Dylan
Last Name   Horne
E-mail      dylanrosshorne@gmail.com
Home Phone  7044336945
Address     7613 Old Concord Road
City        Salisbury
State       NC
ZIP Code    28146

Do you reside within the City limits of Salisbury?  No
Are you within the City's Extraterritorial Jurisdiction (ETJ) area?  Yes

Please indicate your #1 preference:  Greenway Committee (No Requirement of Residency)
Please indicate your #2 preference:  Transportation Advisory Board (No Requirement of Residency)
Please indicate your #3 preference:  Parks and Recreation Advisory Board

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

Why are you interested in serving on the Board or Commission for which you are applying?
I was highly involved with the City of Corvallis, Oregon's Bicycle and Pedestrian Advisory board, chairing it for several years during my Ph.D. work. I'm now finished with my Ph.D. in Civil Engineering, and am looking for ways to get involved in the town where I'm from. I'm passionate about transforming our transportation system for the health, safety, and sustainability of all.

Interest/Skills/Education/Areas of Expertise/Professional Organizations that you feel would be of assistance to you in your duties as a member of the Board or Commission:
Through my extensive education in civil engineering, I'm well versed in planning, design, construction, and operations of our transportation system. My previous board leadership provides experience in facilitating productive conversations. My ability to have conversations with all types of people allows me to be an effective communicator, providing technical language to bridge the gap between professional engineers and lay folks.

Has any formal charge of professional misconduct ever been
No
sustained against you in any jurisdiction?

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

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

No

I agree
First Name: Sean
Last Name: Meyers
E-mail: Sean@SeanMeyersPhotography.com
Home Phone: 704.640.2206
Business Phone: 704.640.2206
Address: 1622 N Main St
City: Salisbury
State: NC
ZIP Code: 28144
Place of Employment: self-employed
Occupation: Photojournalist
Do you reside within the City limits of Salisbury? Yes
Are you within the City's Extraterritorial Jurisdiction (ETJ) area? No
Please indicate your #1 preference: Greenway Committee (No Requirement of Residency)
Please indicate your #2 preference: Greenway Committee (No Requirement of Residency)
Please indicate your #3 preference: Greenway Committee (No Requirement of Residency)
Have you served on a board or commission of the City of Salisbury? Yes
Why are you interested in serving on the Board or Commission for which you are applying? I am an avid 30-year cyclist that believes in the need for Salisbury to become a cycling friendly city as well as a walkable and rideable community.
Interest/Skills/Education/Areas of Expertise/Professional Organizations that you feel would be of assistance to you in your
I have served on Salisbury's Public Art's Council, Community Appearance Commission and currently serve on the Housing Advocacy Commission for the past 5 years. I have been an active and vocal member of the Salisbury Cycling Community for the past 17 years.
duties as a member of the Board or Commission:

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

No

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

No

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

I agree
Andrew Pitner

First Name: Andrew
Last Name: Pitner
E-mail: apitner2@yahoo.com
Home Phone: 7047542537
Address: 618 Wiley Ave
City: Salisbury
State: NC
ZIP Code: 28144
Place of Employment: DEQ
Occupation: Hydrogeologist

Do you reside within the City limits of Salisbury? Yes
Are you within the City's Extraterritorial Jurisdiction (ETJ) area? No

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

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

Why are you interested in serving on the Board or Commission for which you are applying? I'm interested in the recently expanded Pedestrian, Bike and Greenway Committee. I'm an avid cyclist and have dedicated lots of effort towards trails at Community Park. Before coming to Salisbury, I used to commute to work and school by bike. I'm also a daily walker, taking our dogs along sidewalks, streets, greenways and paths around the city and beyond. The desire to continue these healthy activities and to help the community do them safely drives my interest in serving on this Committee.

Interest/Skills/Education/Areas of Expertise/Professional Organizations that you feel would be of assistance to you in your duties as a member of the Board or Commission: I'm familiar with trail building practices and environmental rules & regulations. Additionally, previous experience serving on and chairing the Historic Preservation Commission gives me insight into how Salisbury conducts business and collects community feedback to help make decisions about projects.

Has any formal charge of professional misconduct ever been No
sustained against you in any jurisdiction?

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

No

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

I agree
Mary Rosser

First Name: Mary
Last Name: Rosser
E-mail: mary@thepedalfactory.org
Home Phone: 7048707145
Address: 1612 Bellevue Rd
City: Salisbury
State: NC
ZIP Code: 28144
Occupation: nonprofit director

Do you reside within the City limits of Salisbury?: Yes

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

Please indicate your #2 preference:
Parks and Recreation Advisory Board

Please indicate your #3 preference:
Transportation Advisory Board (No Requirement of Residency)

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

Why are you interested in serving on the Board or Commission for which you are applying?
I am interested in working to help the city adopt best practices and planning for infrastructure related to active transportation. By advocating for and increasing the city's walkability and bike friendliness, we can create a community that encourages healthy living and safety for all citizens. As a long time cyclist, safety of our streets means quite a bit. As an advocate for a healthy environment and community, I understand the importance of creating space for all citizens to move freely in town, and the value that adds to the city and surrounding areas.

Interest/Skills/Education/Areas of Expertise/Professional Organizations that you feel would be of assistance to you in your duties as a member of the Board or Commission:
I am a cyclist, nonprofit director of a community bicycle shop, and have spent my life working towards the health and physical fitness of the community as a trainer, coach and teacher. I am certified as a bike safety instructor through the League of American Cyclists, have a BS in Kinesiology/Health Promotion and have spent the past 5 years working at The Pedal Factory to increase access to bicycling in the Salisbury area. In that time, I've led numerous programs and efforts to provide bike safety measures and equity on our streets for all road users.
professional misconduct ever been sustained against you in any jurisdiction?

No

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

No

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

I agree
Salisbury City Council
Agenda Item Request Form

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

Requested Council Meeting Date:  September 1, 2020

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

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

Requested Agenda Item:  Staff to present update on General Fund Financial Data

Description of Requested Agenda Item:  City Staff to present unaudited financial data for the General Fund FY2020.

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:

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:

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:
Salisbury City Council
Agenda Item Request Form

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

Requested Council Meeting Date: September 1, 2020

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

Name of Presenter(s): Mayor Alexander

Requested Agenda Item: Mayor’s Announcement

Description of Requested Agenda Item:
The City of Salisbury continues to encourage all residents to complete the 2020 Census, online at 2020Census.gov, via telephone at 844-330-2020 or via U.S. mail before the deadline of September 30 – just a few weeks away. Responding accurately to the Census will provide millions of federal funds for needed programs in Rowan County such as schools, hospitals, employment initiatives, drug rehabilitation and roadway construction.
An undercount would mean a loss for the state of $74 billion over the next 10 years – until the next Census. An undercount also could result in overcrowding in our schools due to an inaccurate count of school-aged children, loss of necessary health programs or delayed road rehabilitation.
Remember, the money follows the numbers, not the need, and your responses will be confidential by law. Let’s do our part to Make RoCo Count. Please visit 2020Census.gov for more information.

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: None
Contact Information for Group or Individual: Linda McElroy, 704-638-4460

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)

X Mayor's Announcement
ANNOUNCEMENT: Applications for the 2020-2021 Historic Preservation Incentive Grants are now available. These matching grants are available on a competitive basis for exterior projects on owner-occupied houses in Salisbury's four residential local historic districts: North Main Street, Brooklyn South Square, West Square and Ellis Street Graded School. Applications are due by September 25, 2020. To receive an application or inquire about eligibility, please call 704-638-5212.

The Historic Preservation Incentive (HPI) Grants are matching grants for exterior rehabilitation projects on owner-occupied houses in Salisbury's four residential local historic districts. Postcards have been mailed to property owners within these four historic districts as well.

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

Regular Agenda (item to be discussed and possibly voted on by Council)
Salisbury City Council
Agenda Item Request Form

****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: