<table>
<thead>
<tr>
<th>No.</th>
<th>Item</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td>Call to Order</td>
<td>ächter that City Hall exists for, of and by the people of our City and is inclusive of ALL!! Council and staff are here to SERVE YOU and to create a welcoming, inclusive, safe, and thriving environment for ALL to enjoy as you live, work, play, volunteer, visit, learn and participate in decision making in our great City!!</td>
</tr>
<tr>
<td>2.</td>
<td>Moment of Silence</td>
<td>ächter that City Hall exists for, of and by the people of our City and is inclusive of ALL!! Council and staff are here to SERVE YOU and to create a welcoming, inclusive, safe, and thriving environment for ALL to enjoy as you live, work, play, volunteer, visit, learn and participate in decision making in our great City!!</td>
</tr>
<tr>
<td>3.</td>
<td>Pledge of Allegiance</td>
<td>ächter that City Hall exists for, of and by the people of our City and is inclusive of ALL!! Council and staff are here to SERVE YOU and to create a welcoming, inclusive, safe, and thriving environment for ALL to enjoy as you live, work, play, volunteer, visit, learn and participate in decision making in our great City!!</td>
</tr>
<tr>
<td>4.</td>
<td>Welcome to the People’s House!</td>
<td>ächter that City Hall exists for, of and by the people of our City and is inclusive of ALL!! Council and staff are here to SERVE YOU and to create a welcoming, inclusive, safe, and thriving environment for ALL to enjoy as you live, work, play, volunteer, visit, learn and participate in decision making in our great City!!</td>
</tr>
<tr>
<td>5.</td>
<td>Adopt Agenda</td>
<td>Adopt Agenda for May 7, 2019.</td>
</tr>
<tr>
<td>6.</td>
<td>Proclamations:</td>
<td></td>
</tr>
<tr>
<td></td>
<td>OMEGA DAY</td>
<td>May 21, 2019 Recognizes the Tau Alpha Chapter, Omega Psi Phi Fraternity, Inc. and the integral role in our community’s history and will be celebrating 80 years of service to the lasting legacy of civic contributions and servant leadership that it has provided to our community</td>
</tr>
<tr>
<td></td>
<td>DELTA DAY</td>
<td>May 21, 2019 Recognizes Delta Sigma Theta provides programs and services to assist and support communities with a focus on the disadvantaged. All Delta programs and services are under the umbrella of Delta Sigma Theta’s five-point programmatic thrust.</td>
</tr>
<tr>
<td></td>
<td>NATIONAL GUN VIOLENCE AWARENESS DAY</td>
<td>June 7, 2019 To honor and remember all victims and survivors of gun violence and to declare that we as a country must do more to reduce gun violence.</td>
</tr>
<tr>
<td>7.</td>
<td>Presentation – City of Mooresville</td>
<td>Council to receive a plaque from the City of Mooresville for its support following the death of a police officer in the line of duty.</td>
</tr>
<tr>
<td>8.</td>
<td>Consent Agenda:</td>
<td></td>
</tr>
<tr>
<td></td>
<td>(a) Minutes.</td>
<td>Adopt Minutes of the Regular meeting of May 7, 2019 and two Special meetings of May 7, 2019.</td>
</tr>
<tr>
<td></td>
<td>(b) Budget Ordinance – Joint Operations funds from the United States Secret Services.</td>
<td>Requestor(s): Police Department Adopt a budget ORDINANCE amendment to the FY2018-2019 budget in the amount of $5,000 to appropriate Joint Operations funds from the United States Secret Service.</td>
</tr>
</tbody>
</table>
### City of Salisbury

**North Carolina**

**COUNCIL MEETING AGENDA**

**June 4, 2019**

**6:00 p.m.**

<table>
<thead>
<tr>
<th>(c) Budget Ordinance – Police Department Donations.</th>
<th>Requestor(s): Police Department</th>
<th>Adopt a budget <strong>ORDINANCE</strong> amendment to the FY2018-2019 budget in the amount of $3,166 to appropriate Police Department donations.</th>
</tr>
</thead>
<tbody>
<tr>
<td>(d) Budget Ordinance– Axon Enterprises.</td>
<td>Requestor(s): Police Department</td>
<td>Adopt a budget <strong>ORDINANCE</strong> amendment to the FY2018-2019 budget in the amount of $71,169 to complete Phase 2 of the integrated video and audio capture system from Axon Enterprises.</td>
</tr>
<tr>
<td></td>
<td></td>
<td>The Salisbury Police Department has upgraded its video and audio capture system, with the second and final phase being installation of equipment. The police department received a 2017 JAG grant in the amount of $23,723 that will be applied to the project.</td>
</tr>
<tr>
<td>(e) Sole-Source Purchase – ImageTrend, Inc.</td>
<td>Requestor(s): Fire Department</td>
<td>Approve a sole-source purchase from ImageTrend, Inc. for an amount not to exceed $28,000 for purchase of a software record management system.</td>
</tr>
<tr>
<td>(f) Budget Ordinance – Reimbursement FEMA Grant.</td>
<td>Requestor(s): Finance Department</td>
<td>Adopt a budget <strong>ORDINANCE</strong> amendment to the FY2018-2019 budget in the amount of $69,870 to appropriate FEMA Grant.</td>
</tr>
<tr>
<td>(g) Budget Ordinance – Donations.</td>
<td>Requestor(s): Parks and Recreation</td>
<td>Adopt a budget <strong>ORDINANCE</strong> amendment to the FY2018-2019 budget in the amount of $5,000 to appropriate Parks and Recreation donations.</td>
</tr>
<tr>
<td>(h) Budget Ordinance – Donations.</td>
<td>Requestor(s): Finance Department</td>
<td>Adopt a budget <strong>ORDINANCE</strong> amendment to the FY2018-2019 budget in the amount of $9,439 to appropriate a donation from the Blanche and Julian Robertson Family Foundation for the West End sign.</td>
</tr>
<tr>
<td>9. Public Comment</td>
<td></td>
<td><em>Public comment will begin following adoption of the Consent Agenda. The public sign-in sheet will remain open until the public comment period ends.</em></td>
</tr>
<tr>
<td></td>
<td>Item</td>
<td>Description</td>
</tr>
<tr>
<td>---</td>
<td>------</td>
<td>-------------</td>
</tr>
</tbody>
</table>
| 10. | Proposed Budget FY2018-2019 | Council to hold a public hearing regarding the proposed FY2019-2020 City Budget. | City Manager | City Manager | (a) Receive a report  
(b) Hold a public hearing |
|   |   |   |   |   |   |
| 11. | Draft 2019 Analysis of Impediments (AI) to Fair Housing Choice Report | Council to hold a public hearing regarding the draft 2019 Analysis of Impediments (AI) to Fair Housing Choice Report. | Community Planning Services | Human Relations  
Director Anne Little and Planner Kyle Harris | (a) Receive a report  
(b) Hold a public hearing |
|   |   |   |   |   |   |
| 12. | Report – Pickle ball | Council to receive a report on the process, purpose, and need for the proposed pickle ball conversion at City Park. | Parks and Recreation Director Nick Aceves | Parks and Recreation Director Nick Aceves |   |
|   |   |   |   |   |   |
| 13. | Community Development Block Grant (CDBG) & HOME Program funds | Council to consider approving the FY2019-2020 Action Plan and Budget for the use of Community Development Block Grant (CDBG) and HOME program funds from the United States Department of Housing and Urban Development (HUD) in the amount of $454,219. | Community Planning Services | Planner Kyle Harris |   |
|   |   |   |   |   |   |
| 14. | Presentation – Recycling Practices | Council to receive a presentation on recycling practices and ways to help improve recycling in the community. | Public Services, Waste Collections | Mark Pullium, Crew Leader |   |
## City Attorney’s Report

## City Manager’s Report

| (a) Resolution | Requestor(s): City Manager Lane Bailey | Council to consider adopting a **RESOLUTION** of support seeking the inclusion of proposed funds for the Empire Hotel Project in the North Carolina State budget. 
| Presenter(s): City Manager Lane Bailey |

## Announcements

| (a) | The Salisbury Parks and Recreation Department will hold Movies in the Park on Friday, June 14, 2019 at City Park. The movie, A Dog’s Way Home, will begin at 9:00 pm. Concessions will be available for purchase. Bring a blanket or a chair and enjoy fun family time. This event is free and open to the public. For more information, please call (704) 216-PLAY. |

| (b) | The Salisbury Parks and Recreation Department in partnership with Dog PAWS will hold Woofstock on Saturday, June 15, 2019 at the Dog PAWS Dog Park located behind the Salisbury Civic Center from 10:00 am-1:00 pm. This event is a combination of activities beginning with the Fur Fun 5k Run at 10:00 am, music, pet vendors, and Every Snout Counts pet rescue information with the Salisbury Fire Department. This event is free and open to the public. For more information, please call (704) 216-PLAY. |

<p>| (c) | Gallery Gallop, a celebration of art in downtown Salisbury will be held Friday, June 21, 2019 from 5:00 p.m. until 9:00 p.m. There will be live music, downtown gallery tours, and kid’s activities. Artists will be set up on the sidewalk alongside participating businesses downtown. |</p>
<table>
<thead>
<tr>
<th>(d)</th>
<th>Applications are now being accepted for the 2019 Salisbury Citizen’s Academy. The Academy is a 10-week program that meets each Thursday evening from 5:30 p.m. until 8:30 p.m. beginning September 5. Participants will meet at various city facilities and have an inside view of City operations. Applications are available online at salisburync.gov/citizensacademy or by calling Kelly Baker at 704-638-5233. All applications must be received by July 19.</th>
</tr>
</thead>
<tbody>
<tr>
<td>18.</td>
<td>Council’s Comments</td>
</tr>
<tr>
<td>19.</td>
<td>Mayor Pro Tem Comments</td>
</tr>
<tr>
<td>20.</td>
<td>Mayor’s Comments</td>
</tr>
<tr>
<td>21.</td>
<td>Adjourn</td>
</tr>
</tbody>
</table>
Salisbury City Council
Agenda Item Request Form

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

Requested Council Meeting Date:  June 4, 2019

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

Name of Presenter(s):  Mayor Heggins


Description of Requested Agenda Item:

**Omega Day** recognizes the Tau Alpha Chapter, Omega Psi Phi Fraternity, Inc. and the integral role in our community’s history and will be celebrating 80 years of service to the lasting legacy of civic contributions and servant leadership that it has provided to our community.

**Delta Day** recognizes Delta Sigma Theta provides programs and services to assist and support communities with a focus on the disadvantaged. All Delta programs and services are under the umbrella of Delta Sigma Theta’s five-point programmatic thrust.

**National Gun Violence Awareness Day** to honor and remember all victims and survivors of gun violence and to declare that we as a country must do more to reduce gun violence.

Attachments:  ☑ Yes  ☐ No

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

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

Contact Information for Group or Individual:

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

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

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:  June 4, 2019

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

Name of Presenter(s):  Mayor Miles Atkins or a Mooresville City Council Member

Requested Agenda Item:  Council to receive a plaque from the City of Mooresville for its support following the death of a police officer in the line of duty.

Description of Requested Agenda Item:  Council to receive a plaque from the City of Mooresville for its support following the death of a police officer in the line of duty.

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 plaque from the City of Mooresville for its support following the death of a police officer in the line of duty.  Please note if item includes an ordinance, resolution or petition

Contact Information for Group or Individual:  Rupa Venkatesh 704-799-4016

☐ 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 City Clerk's Office Only

☐ Approved  ☐ Declined
Reason:
REGULAR MEETING

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

ABSENT: None.

Salisbury City Council met in Council Chambers in City Hall located at 217 South Main Street. The meeting was called to order by Mayor Heggins at 6:01 p.m.

PLEDGE OF ALLEGIANCE

Mayor Heggins led those present in the Pledge of Allegiance to the United States flag.

ALTERATIONS TO THE AGENDA

Mayor Heggins noted the following changes to the Agenda:

Remove – Item 7a Regular minutes of Council’s April 16, 2019 meeting.

Move – Item 7d from the Consent Agenda to the regular Agenda item 9a.

ADOPTION OF THE AGENDA

Thereupon, Mayor Pro Tem Post made a motion to adopt the Agenda with the presented revisions. Mayor Heggins, Mayor Pro Tem Post and Councilmembers Alexander, Miller and Sheffield voted AYE. (5-0)
PROCLAMATIONS

Mayor to proclaim the following observances:

NATIONAL SMALL BUSINESS WEEK      MAY 5-11, 2019
PEACE OFFICER’S MEMORIAL DAY         MAY 15, 2019
NATIONAL POLICE WEEK                 MAY 12-18, 2019

Mayor Heggins read and presented the National Small Business Week Proclamation to Small Business owners of Salisbury.

Mayor Heggins read and presented the Peace Officer’s Memorial Day and National Police Week Proclamation to Police Chief Jerry Stokes and members of the Police Department.

Chief Stokes commented the loss of Mooresville Police Officer Jordan Sheldon the past weekend points out the sacrifices that officers make to protect the communities they serve. He noted the Proclamation is a great way to honor Officer Sheldon.

CONSENT AGENDA

(a) Minutes

Adopt Minutes of the Regular Meetings of April 16, 2019. This item was removed from the Agenda.

(b) Right-of-Way Encroachment

Approve right-of-way encroachment by Spectrum per Section 11-24 (27) of the City Code for the installment of fractional bored duct within the City right-of-way near 1915 South Main Street, along the 100 block of South Church Street and the 100 block of West Fisher Street.

(c) Supplement Agreement and Budget Ordinance – Greenway Construction of Low Water Bridge

Authorize the City Manager to execute an agreement with LaBella Associates in the amount of $690,000 for design services associated with the Water Treatment Plant Capital Improvement Plan (CIP) Projects and adopt a Budget Ordinance amending the FY2018-2019 Budget Ordinance to appropriate Water Sewer Fund Balance funds.

ORDINANCE AMENDING THE 2018-2019 BUDGET ORDINANCE OF THE CITY OF SALISBURY, NORTH CAROLINA TO APPROPRIATE WATER SEWER FUND BALANCE FUNDS.
(The above Ordinance is recorded in full in Ordinance Book No. 28 at Page No. 147, and is known as Ordinance 2019-23.)

(d) Contract Agreement and Budget Ordinance – Crane Creek Lift Station

Authorize the City Manager to execute a contract with Buckeye Bridge, LLC in the amount of $1,932,248 for construction of the Crank Creek Lift Station and Force Main Upgrades Project, and adopt a Budget Ordinance amending the FY2018-2019 Budget Ordinance to appropriate Water Sewer Fund Balance funds. This item was moved to 9a.

ORDINANCE AMENDING THE 2018-2019 BUDGET ORDINANCE OF THE CITY OF SALISBURY, NORTH CAROLINA TO APPROPRIATE WATER SEWER FUND BALANCE FUNDS.

(The above Ordinance is recorded in full in Ordinance Book No. 28 at Page No. 151, and is known as Ordinance 2019-26.)

(e) Budget Ordinance – Cheerwine Festival

Adopt a Budget Ordinance amendment to the FY2018-2019 budget in the amount of $63,650 to appropriate revenue for the Cheerwine Festival.

ORDINANCE AMENDING THE 2018-2019 BUDGET ORDINANCE OF THE CITY OF SALISBURY, NORTH CAROLINA TO APPROPRIATE REVENUES FOR THE CHEERWINE FESTIVAL.

(The above Ordinance is recorded in full in Ordinance Book No. 28 at Page No. 148, and is known as Ordinance 2019-24.)

(f) Contract Award – Elliott Davis, PLLC

Award a contract to Elliott Davis, PLLC for auditing services for the fiscal year ending June 30, 2019.

(g) Waiver of Objection

Authorize the City Attorney to file a standing Waiver of Objection for the remission of court costs and fines, for which the City defers to the court’s discretion, and to discontinue receiving notices.

(h) Stormwater Grant – Salisbury Academy

Authorize a Stormwater Grant in the amount of $9,997.57 for improvements to Salisbury Academy.
Thereupon, Councilmember Alexander made a motion to adopt the Consent Agenda with previsions as presented. Mayor Heggins, Mayor Pro Tem Post and Councilmembers Alexander, Miller, and Sheffield voted AYE. (5-0)

PUBLIC COMMENT

Mayor Heggins opened the floor to receive public comments.

Mr. Michael Kirksey stated he is concerned about traffic congestion due to construction in the West End community and commercialization in the West End community. He noted noise disturbances occur throughout the night and early morning, and he asked about the noise ordinance in his neighborhood.

Mayor Heggins asked who Mr. Kirksey should speak to regarding his concerns. City Manager Lane Bailey noted it is a Code Enforcement issue, and he will follow up with Mr. Kirksey.

Ms. Carol Pomeroy provided a response to Ms. Elaine Hewitt’s letter regarding the Statue, “Fame” read at the April 16, 2019 City Council meeting. She presented histories of both the men and women of the confederacy and African America slaves. She commented slavery has ended but racial discrimination still exists. She indicated moving Fame would not destroy or erase its history, but would eliminate it having to be seen by those who would choose not to see it.

Ms. Liz Tennent pointed out her concerns regarding two tennis courts being converted into pickle ball courts at City Park. She indicated she was unaware of any conversation that may have taken place, and she asked why a more open and transparent process is not being followed. She noted she has several questions and further discussion is needed.

Ms. Melissa Utley noted her concerns regarding two tennis courts being converted into pickle ball courts at City Park, and she pointed out further discussion is needed. She stated she is not against pickle ball but does not want to see tennis courts eliminated at City Park.

Reverend Carol Hallman expressed her concerns regarding the tennis courts at City Park. She commented she read in the newspaper the tennis courts are not used, and she pointed out there are cracks, overgrown grass, and water damage on the courts.

Ms. Luann Nordine commented pickle ball may be a growing sport, but tennis is not a dying sport. She pointed out large cracks and weeds are growing in the tennis courts at City Park, and she added pickle ball lines are painted on two of the tennis courts which makes it unplayable to tennis players.

Mr. George Benson thanked Council and staff for their service to the City. He noted the passing of a Mooresville Police Officer the past weekend, and he thanked the City and County’s first responders for keeping the City safe. He asked about a noise ordinance concerning commercial garbage services taking place in the City between 4:00 a.m. and 7:00 a.m. He urged
citizens to support little league baseball in Salisbury, and he encouraged the public to sign up for Citizen’s Academy to learn how City government operates.

Mr. Charles Doxey indicated the house he rents is going to collapse, and he presented pictures of the dwelling to Council. He noted he has court tomorrow for the eviction his landlord filed without a proper 10-day notice, and he explained he does not owe his landlord money. He pointed out the City is unable to inspect his dwelling due to the eviction notice. He asked Council for guidance.

Mayor Heggins asked Mr. Doxey if he had spoken with Code Enforcement. Mr. Doxey commented he spoke with Code Enforcement and was advised the City is not responsible for investigating the home due to the eviction in process.

Mayor Heggins explained Council is unable to provide legal advice, and she noted Code Enforcement officials provide home inspections. Mr. Doxey stated he spoke with Code Enforcement Officer Michael Cotilla. City Manager Lane Bailey suggested Mr. Doxey speak with Planning Director Hannah Jacobson and Officer Cotilla regarding his concern.

Mr. Deke Abbott noted he is the chairman of the Economic and Development Committee in Troy, North Carolina. He pointed out surveys and interviews were conducted on how to attract businesses and people into the town. He indicated survey results found that pickle ball was ranked higher than golf and tennis for recreation.

Ms. Mary James noted her concerns regarding the conversion of two tennis courts into pickle ball courts at City Park. She added she does not oppose pickle ball but there needs to be an honest discussion and exploration of options. She suggested a private public partnership could be an option to build an independent facility for pickle ball.

Mr. Sam Lebowitz stated he is concerned about the conversion of two tennis courts into pickle ball courts. He asked Council to provide fair and transparent dialogue regarding the proposed repurposing of the two City Park tennis courts.

Mr. Jeff Saleeby pointed out tennis is not a dying sport and adding pickle ball courts at City Park would decrease the number of courts for tennis players. He added pickle ball is a growing sport and deserves its own courts.

Mr. Hans Roemer noted his concerns regarding the conversion of two tennis courts into pickle ball courts with little community input. He stated Mr. Reid Leonard hosts Rotary Tennis Tournaments and could not have it this year due to the tennis courts having pickle ball lines. He indicated there is a lack of attention for tennis and pickle ball and one sport should not dominate the other.

Mr. Jon Post asked Council to take the project on merit and not on the number of the people in attendance or a petition. He pointed out Healthy Rowan identified substance abuse, mental health and healthy lifestyle as priorities during the 2018 United Way Needs Assessment. He noted healthy lifestyle suggestions include better utilization of local parks and activities.
Mr. Michael Brooks noted he does not feel there is competition between tennis and pickle ball. He pointed out tennis is a growing sport. He added North Rowan High School uses City Park tennis courts for home matches and if two courts are taken away, it gives a disadvantage to students who play on those courts.

Ms. Linn Waggoner indicated she was disappointed the Rotary Tennis Tournament was not taking place this year. She added there is no competition between pickle ball and tennis, but the sports cannot be played at the same time due to the distraction to each sport.

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

Mayor Heggins commented the dialogue regarding pickle ball and the tennis courts are about transparency and a full discussion regarding the use of the six tennis courts at City Park not taking place. She asked Council to explore this issue at its next meeting.

Councilmember Miller asked if the changes have been made at the tennis courts. Mr. Bailey indicated they have not. Mayor Heggins suggested the discussion be added to the Agenda since changes have not been made to the tennis courts. Councilmember Miller noted it could be an item on the Agenda, and he asked if it would be a report from staff and not a public hearing. Mr. Bailey agreed. Mayor Heggins indicated there should be an opportunity to discuss the issue. Councilmember Miller pointed out if Council decides to include a full public process it should happen at a Parks and Recreation Board meeting and not at a Council meeting.

Mayor Heggins asked if public comment was allowed during the Parks and Recreation Advisory Board Meeting when this issue was discussed. Parks and Recreation Coordinator Sam Wilborn indicated it was discussed. Mayor Heggins noted several people in the audience disagreed.

Councilmember Sheffield pointed out an official request was made for this item to become a conversation but was denied placement on the Agenda. She commented the item needs to be placed on the Agenda for the next Council meeting. She added from what is presented at the next meeting, Council can determine if the Parks and Recreation Advisory Board will need to form a committee. She commented citizen input is needed, and she indicated this is the right process so transparency is included and to ensure Council is doing the right thing for both sports.

Mayor Heggins noted she does not disagree, but wanted to clarify there will be discussion and not just a presentation from staff. She pointed out Council needs to be made aware of any concerns regarding items on the Consent Agenda so a discussion can take place.

Mayor Heggins asked if Council agreed to have a discussion regarding the conversion of the tennis ball courts into pickle ball courts added to the Agenda for its next meeting. Mr. Bailey indicated the discussion had gone through a process with the Parks and Recreation Advisory Board and can be explained now or at the next Council meeting.
Councilmember Miller pointed out any work planned should be put on hold until the issue is resolved. Mr. Bailey noted from his understanding the conversion had not yet taken place. Councilmember Alexander commented the conversion process needs to be stopped until Council has received an explanation of the process.

Mayor Heggins clarified at its next meeting, Council will be advised of the process regarding the discussion of the conversion of two tennis courts into pickle ball courts. She questioned if the courts could be shared by both sports.

Mayor Pro Tem Post noted he will not be at the next Council meeting and stated the Rotary Club’s Tennis Tournament was not cancelled due to pickle ball lines being on the tennis courts. He pointed out the tournament was cancelled because no one was available to host it. He added the tournament was played at Catawba College last year. He pointed out Mr. Reid Leonard can discuss information with Council at the next meeting.

Mayor Heggins thanked everyone who came forward and brought the issue to Councils’ attention.

LAND DEVELOPMENT DISTRICT MAP ADMENDMENT CD-02-2019 – 1.421 ACRES ALONG NORTH LONG STREET AND EAST 11th STREET

Councilmember Alexander asked to recuse herself to join Development Services Coordinator Teresa Barringer due to being involved in the project proposal. Councilmember Miller made a motion to excuse Councilmember Alexander. Mayor Heggins, Mayor Pro Tem Post, Councilmembers Miller and Sheffield voted AYE. (4-0) Mayor Heggins noted Councilmember Alexander is excused from Council for this particular discussion.

Development Services Coordinator Teresa Barringer presented information regarding CD-02-2019 Grace Village proposal. She provided maps showing the three properties located at the corner of North Long Street and East 11th Street. She pointed out property owner Ms. Frances M. McCray is proposing a two phase campus-style retail/mixed-use development plan. She noted the proposal for this property would require rezoning from its current Heavy Industrial (HI) zoning to Corridor Mixed-Use (CMX) zoning with an established Conditional District (CD) overlay on all three parcels. She added the three parcels will be combined as an exception plat with no special conditions being requested. She commented there is an existing structure that houses an insurance office and once the three sites are combined, the proposal is to add nine additional modular units which Ms. McCray will renovate similar to the existing structure and architectural style.

Ms. Barringer noted the site plan is for the area to be developed as a campus-style development for a mix-use of retail, beauty salons, office space and various uses. Ms. Barringer pointed out Ms. McCray’s intent is to provide an affordable opportunity for startup businesses.

Ms. Barringer noted the total tract of land is approximately 1.421 acres with no encroachment to the railroad right-of-way located on the property. She pointed out the site plan
will have exterior finishes and roofing will be new or refurbished to closely match the exterior finishes and roof of the existing building.

Ms. Barringer noted staff and Planning Board reviewed the plan and found it to be consistent with the Vision2020 Plan with cultural diversity acceptance.

Ms. Barringer commented downzoning to CMX could provide benefits to the neighborhood and offer opportunities for shopping or personal needs within walking distance.

Ms. Alexander pointed out trees along the wall will have to be removed in order to obtain driveway permits and adhere to the new North Carolina Department of Transportation (NCDOT) standard that requires 70 feet on each side of the driveway as a sight line. She added other landscaping will be placed throughout the site to meet the landscaping code requirements.

Ms. Alexander noted Ms. McCray is sick and she introduced Ms. Sha’Myra Moore to speak on Ms. McCray’s behalf.

Ms. Moore indicated she helped Ms. McCray with the legal aspect of the project but also shares Ms. McCray’s vision for Grace Village. Ms. Moore pointed out Ms. McCray is a former educator and owner operator of a daycare in Salisbury for over 25 years. She added Ms. McCray’s vision of Grace Village is to provide future business owners the opportunity to develop and grow their business in Salisbury by providing reasonable rent options. Ms. Moore pointed out Ms. McCray wants to develop a program called, A Second Time Around, to provide employment opportunities to individuals with a criminal background. She asked Council to support Ms. McCray in this endeavor.

Ms. Alexander noted Ms. McCray’s late husband retired as a firefighter from the City of Salisbury years ago. Mayor Heggins pointed out he was also the first African American firefighter in the City.

Ms. Alexander commented it is a great opportunity, and she added Ms. McCray is able to repurpose modular units she is purchasing at reasonable costs from RSSS. She added these units will provide a place for young entrepreneurs to start a business and rent at a reasonable rent rate.

Ms. Alexander noted the construction will take place in phases. She pointed out the first two phases have taken place by obtaining temporary zoning permits to be allowed on site. She added the Planning Board voted unanimously to support Grace Village.

Councilmember Miller asked about garbage service and where the dumpsters will be located. Councilmember Alexander pointed out the trash service will include roll outs to be kept behind the units.

Councilmember Sheffield asked about the rezoning for the properties. Ms. Barringer noted the rezoning is from HI to CMX to allow general retail and mixed-use to be more compatible with residential neighborhoods.
Councilmember Sheffield asked if the trees to be removed will be replanted. Councilmember Alexander noted the trees have to be removed due to NCDOT standards, and she added additional landscaping will take place at each modular unit over time.

Mayor Heggins asked Ms. Alexander to clarify that regardless of the vote she will not receive any gain for the project. Ms. Alexander noted Ms. McCray is her client and is paying her for the services so she will get paid regardless of the vote. Mayor Heggins explained she wanted the public to understand there is no conflict of interest. Ms. Alexander added she is providing architectural and planning services to the client.

(b) Mayor Heggins convened a public hearing, after due notice thereof, to receive comments regarding CD-02-2019.

Ms. Dottie Hoy commented she thinks Grace Village is a creative idea to re-use the modular units and encourage small businesses in the community.

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

Mayor Pro Tem Post stated the City Council hereby finds and determines that adoption of an Ordinance to rezone the three parcels to be combined as one parcel described herein from Heavy Industrial to Corridor Mixed-Use district; and establishing a Conditional District (CD) Overlay for the combined parcels is reasonable and in the public interest. The proposal is fundamentally consistent with the Vision 2020 Comprehensive Plan regarding the vision for Cultural Diversity/Acceptance: We see a community which embraces and appreciates the strengths and interests of a diverse population made greater by the common objectives of quality education, economic opportunity, public safety, and civic purpose; and, Policy C-2: the City shall encourage a flexible, yet compatible development environment that supports new business formation and growth in the City’s older commercial areas. Thereupon, Mayor Pro Tem Post made a motion to adopt at an Ordinance amending the Land Development Ordinance and the Land Development District Map of the City of Salisbury, North Carolina, rezoning three parcels from Heavy Industrial to Corridor Mixed-Use and combine as one parcel; apply a Conditional District Overlay to approximately 1.421 Acres, in the 1100 block of North Long Street to permit the development of a two phase Campus-Style Retail/Mixed-Use development. Mayor Heggins, Mayor Pro Tem Post, and Councilmembers Miller and Sheffield voted AYE. (4-0)

ORDINANCE AMENDING THE LAND DEVELOPMENT ORDINANCE AND THE LAND DEVELOPMENT DISTRICT MAP OF THE CITY OF SALISBURY, NORTH CAROLINA, REZONING THREE PARCELS FROM HEAVY INDUSTRIAL TO CORRIDOR MIXED-USE AND COMBINE AS ONE PARCEL; APPLY A CONDITIONAL DISTRICT OVERLAY TO APPROXIMATELY 1.421 ACRES, IN THE 1100 BLOCK OF NORTH LONG STREET TO PERMIT THE DEVELOPMENT OF A TWO PHASE CAMPUS-STYLE RETAIL/MIXED USE DEVELOPMENT.

(The above Ordinance is recorded in full in Ordinance Book No. 28 at Page No. 149-150, and is known as Ordinance 2019-25.)
Councilmember Miller made a motion for Councilmember Alexander to rejoin Council. Mayor Heggins, Mayor Pro Tem Post, and Councilmembers Miller and Sheffield voted AYE. (4-0)

**CONTRACT AGREEMENT – BUCKEYE BRIDGE, LLC. AND BUDGET ORDINANCE**

Salisbury-Rowan Utilities (SRU) Director Jim Behmer pointed out the majority of waste water flows from the eastern areas of Salisbury through the Crane Creek Lift Station. He added a plan for upgrades has been in place for a while. He indicated the original budget included in the Capital Improvement Plan (CIP) was for $1 million and included two repair phases. He noted the lift station has one force main and one pump station and includes two points of failure. He indicated the new design will develop a duplex pump station with two force mains. Mr. Behmer noted five bids were received and ranged from $1.93 million to $3.12 million and an engineering estimate of $1.7 million. He commented it was decided to combine the project into one phase due to the increase in construction prices.

Councilmember Miller asked if the project will create a redundant system to the lift station. Mr. Behmer agreed, and he noted maintenance could take place on one force main while the other force main is in use.

Councilmember Sheffield asked if the lift station has ever failed. Mr. Behmer stated it had, and he pointed out a blowout valve failed on the force main about a year ago. Councilmember Sheffield asked if the lift station would have two force mains once the project is complete. Mr. Behmer agreed, and he noted it would be a redundant system.

Councilmember Alexander asked if the additional $932,248 will be transferred out of the Water Sewer fund. Mr. Behmer agreed.

Councilmember Sheffield commented she made the request to move the item from the Consent Agenda to the regular Agenda due to the significant amount of money involved. She thanked Mr. Behmer for the information he provided to Council.

Councilmember Sheffield made a motion to authorize the City Manager to execute a contract with Buckeye Bridge, LLC in the amount of $1,932,248 for construction of the Crank Creek Lift Station and Force Main Upgrades Project, and adopt a Budget Ordinance amending the FY2018-2019 Budget Ordinance to appropriate Water Sewer Fund Balance funds.

**ORDINANCE AMENDING THE 2018-2019 BUDGET ORDINANCE OF THE CITY OF SALISBURY, NORTH CAROLINA TO APPROPRAITE WATER SEWER FUND BALANCE FUNDS.**

(The above Ordinance is recorded in full in Ordinance Book No. 28 at Page No. 151, and is known as Ordinance 2019-26.)
POLICE CHIEF UPDATE

Police Chief Jerry Stokes reviewed staffing for the Police Department. He indicated all 81 budgeted positions have been filled and the two over hire positions are currently being filled. Chief Stokes pointed out one recruit will enter field training and four will go to Basic Law Enforcement Training (BLET) in August.

Chief Stokes shared information regarding crime for the first quarter and statistics from January 1, 2019 to May 7, 2019. He indicated no homicides have taken place within the past nine months and the last homicide took place on August 3, 2018 which is a significant accomplishment.

Chief Stokes noted assault with dangerous weapons declined 68% and total violent crime year to date decreased 14%. He commented shots fired has increased and the Police Department is working to identify why there was an increase. He added residential burglaries declined 25% and auto theft declined 16%. He pointed out motor vehicle theft has increased, and he noted a significant amount of the vehicles were unlocked. He indicated property crime decreased 10% with the total crime decreasing by 11%. He pointed out he is pleased with the numbers, but he noted crime traditionally tends to increase during the summer months.

Chief Stokes stated the City last received accreditation in 2017 for 2014 through 2016. He shared reporting issues regarding data on reports was found during the 2017 Annual Assessment. He added the Police Department has worked on the reporting issues and revamped the process and no issues were found during the 2018 Annual Assessment. He noted the Police Department is on track for its 2020 reaccreditation.

Chief Stokes indicated the Police Department continues to have a Public Safety Partnership (PSP) with the Department of Justice (DOJ).

Chief Stokes commented the Police Department has a grant strategy consultant to view two grants which include a partnership with the Rowan-Salisbury School System (RSSS) regarding school security. He noted the other grant involves a crime intelligence sharing center to gather and share intelligence information in order to combat violent and gang crime countywide.

Chief Stokes pointed out through the PSP, the Police Department is working to develop an overall crime problem solving strategy by working with the County and federal and state law enforcement agencies.

Chief Stokes commented the City has been a diagnostic site the past 18 months, and he applied to extend its use as an operations site for three more years. He noted the Police Department is working well with the DOJ and hopes the program will be extended.

Chief Stokes pointed out the county wide violent incident review and gang assessment found 392 individual gang association identifications and 21 identified gangs. He reviewed information regarding homicide victim and homicide offender profiles.
Mayor Heggins asked if individuals are identified by the assessment before they are killed or during investigation. Chief Stokes stated information can be gathered by either of those instances, and he added some individuals may be familiar to the Police Department due to their past criminal history. He added the incident review was intended to understand who the victim and offenders are as it relates to what needs to be conducted with Project Safe Neighborhood (PSN).

Chief Stokes pointed out there has been interest in the City-wide security camera systems. He noted $40,000 was carried over from FY2018 due to the camera system project being put on hold to concentrate on hiring. He added the Police Department has $22,000 from a Justice Assistance Grant awarded several years ago.

Chief Stokes noted there are two cameras currently available to be placed once the IT systems, data storage, and software infrastructure is complete. He noted the Police Department is working in coordination with two apartment complexes to place cameras at their facilities. He added the cameras would be funded in partnership with the apartments and would allow the City access to the camera system.

Chief Stokes pointed out the Salisbury Camera Action Network (SCAN) Program is in the development stage. He explained the program provides services to businesses to allow the City to monitor their parking lots or public spaces. He indicated the two ways SCAN works is if the businesses choose to provide videos to the Police Department or video software to pull the video in remotely. He added it depends on the logistics and systems the Police Department and businesses have as capability of pulling video footage in remotely.

Chief Stokes noted the Police Department currently participates in the Law Enforcement Portal but has not had much residential participation. He explained if a resident has the Ring camera system and sees something suspicious the video footage can be placed in the Ring Law Enforcement Portal and the Police Department is notified once footage is placed in the portal. He pointed out video footage from the Ring camera system’s has been helpful in solving residential burglary or larceny cases.

Mayor Heggins asked if local hotels have been notified regarding the SCAN program. Chief Stokes commented the SCAN program is in the beginning stages, and he added the Police Department is working with the Communications Department to develop a marketing campaign.

Chief Stokes referenced the slogan, “Every neighborhood has an officer, and every officer has a neighborhood.” He added the Police Department is developing a web portal where an address is typed in the web page and the results will show which officer is working in the area and includes the officer’s email address. He demonstrated how the portal works including night shift and day shift officer information.

Chief Stokes pointed out the City receives ballistics evaluations through the National Integrated Ballistic Information Network (NIBIN) which is used when shell casings or guns are collected from crime scenes, and the information can be submitted for verification. He noted NIBIN enables all law enforcement agencies to receive feedback faster.
Chief Stokes noted the City has an Alcohol, Tobacco, and Firearms (ATF) Task Force that was developed recently. He commented partnerships with the ATF and the Federal Bureau of Investigation (FBI) are outstanding. He noted the Police Department has an officer on the ATF Gang Task Force. He indicated he expects to see FBI related operations in the future.

Mayor Heggins added it is a positive move to work with the DOJ, and she added she is glad the Police Department had the foresight to do that.

Mayor Pro Tem Post asked if larceny with motor vehicle is due to people not locking their vehicles. Chief Stokes agreed, and he noted 80% of the cases are with vehicles being unlocked. Mayor Pro Tem Post asked about forced entry into the motor vehicles. Chief Stokes noted forced entry may occur if there is indication of high value items in the vehicle.

Councilmember Sheffield asked about the 11 recruit members on the Police Department. Chief Stokes pointed out the Field Training Officer (FTO) recruits are fully sworn officers. He noted the Basic Law Enforcement Training (BLET) recruits will attend BLET training and enter into an apprenticeship for three or more months. He added during apprenticeship recruits ride with another officer during three phases to ensure they are ready for solo patrol. He added six recruits are almost ready for solo patrol. He noted the BLET recruits are attending the community college BLET program, and he added FTO recruits are in the transition between BLET and solo patrol during apprenticeships.

Councilmember Sheffield asked why shots fired were up and how shots fired are measured. Chief Stokes commented shots fired are measured by 911 calls. Chief Stokes added if it is found shots were not fired, the call would be reclassified as to what the offense was determined to be. He added sometimes Police officers may find shell casings which helps when it is added into the NIBIN. He added it relates to fear in the neighborhoods and indicates false reporting with no related incident being found.

Councilmember Sheffield asked if a law is enforced regarding cameras being mounted in neighborhoods. Chief Stokes noted there is no law in North Carolina related to that. He added he is speaking with City Attorney Corriher regarding how it should be regulated. He pointed out the camera will not be monitored 24/7. He added it is a component to assist in investigation if something happens. He noted signs will indicate the areas that will be monitored.

Councilmember Sheffield pointed out she wanted to make sure the City was not in violation. Chief Stokes noted an advisory group will look at the SCAN program and ensure there are no privacy issues. He noted the program will be restrictive as to who in the Police Department can view the footage or use it on a case. He noted the video captured on Police officers’ body cameras is not public record due to the body camera law. He added the Police Department will make sure program details are within the Fourth Amendment and not infringing on citizen’s rights.

Councilmember Sheffield noted she liked the idea of working to partner with the school system. She added the neighborhood web portal website is a great tool.
Councilmember Alexander commented she is excited about the SCAN Program, and she noted she knew of a case being solved near her building with the help of a neighbor’s camera. She noted SCAN is a great opportunity for businesses and hotels due to the City’s problem with theft.

Mayor Heggins thanked Chief Stokes and the Police Department for their great work in the City.

COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) AND HOME PROGRAM FUNDS

Planner Kyle Harris provided an update regarding the draft action plan and budget for the Community Development Program administered with the City and the Community Development Corporation (CDC). He noted the action plan draft will be available tomorrow for the 30 day required public review period. He pointed out the City receives federal funds annually from the United States Department of Housing and Urban Development (HUD) to improve neighborhoods and expand housing opportunities. He noted this year the City will receive $454,219 through the Community Development Block Grant (CDBG) and HOME Investment Partnerships Program. He indicated the HOME Investment Program decreased from $152,000 last year to $134,000 this year. He noted the funds will be used to meet the goals and objectives established and approved by Council for the 2015-2019 consolidated plan. He pointed out the five year community development plan will be updated this summer and will represent a significant opportunity for the public to discuss the future of housing and neighborhood programs.

Mr. Harris pointed out the consolidated plan describes community needs and determines local priorities for using public resources to assist low-and moderate income (LMI) residents of Salisbury over a five year period.

Mr. Harris noted the City, the Planning Department, CDC, Fair Housing Committee, Housing Advocacy Commission (HAC) and Human Relations Council (HRC) will work collaboratively to implement the recommendations in the Analysis of Impediments to Fair Housing Action Plan.

Mr. Harris indicated the City will receive CDBG funds of $290,017, HOME and project funds of $134,202, and $30,000 through the CDBG Program.

Mr. Harris noted the FY19-FY20 CDBG budget includes $118,535 for owner-occupied rehabilitation for low income residents, $50,000 for West Monroe Street for the West End Sidewalk Project, $47,980 for Public Services divided between Rowan Helping Ministries, Family Crisis Council, Community Care Clinic, Salisbury Youth Employment and Gateway Freedom Center, $47,980 for program administration, and $39,498 is to pay the debt service for Park Avenue Center. He added the debt service will be paid off in 2022. Mayor Pro Tem Post asked if the payment is the same each year. Mr. Harris agreed, and he noted the last year the debt service is paid the payment reduces to nearly $14,000.
Mr. Harris indicated the HOME budget includes $126,606 for owner occupied rehabilitation and approximately $8,000 for administration.

Mr. Harris pointed out the Citizen Participation Plan includes working with the Communications Department to ensure meaningful community engagement is conducted. He added two public meetings will take place on May 14, 2019 and May 30, 2019. He added a public hearing took place on February 19, 2019 regarding the use of the CDBG and HOME Funds. He pointed out the 30 day public review period will begin tomorrow and information is posted online, a Facebook event was created, and hard copies are provided at City Hall, the City office Building, West End Community Center and Rowan Public Library. He added flyers are placed throughout the City.

Mr. Harris presented the draft of the CDBG and HOME action plan. He added staff made the public notice available to make sure the public is aware that each year they have an opportunity to comment on the plan.

Mr. Harris reviewed a map regarding West End sidewalks, and he pointed out where the sidewalks will be constructed to complete circulation and connections on West Monroe Street.

Councilmember Sheffield noted the HOME funds received this year were less than last year, and she asked how much was received last year in total. Mr. Harris noted approximately $474,000 was received last year. Councilmember Alexander noted funds are decreasing each year.

Mayor Heggies thanked Mr. Harris for the presentation and she requested flyers and the draft action plan be provided to Fair Housing Committee members.

UPDATE – CHEERWINE FESTIVAL

Events Coordinator Vivian Koontz provided Council an update regarding the third annual Cheerwine Festival that will take place Saturday, May 18, 2019 from 12:00 noon until 10:00 p.m. She noted the time was changed due to feedback from the community after last year’s event. She pointed out it is a family friendly event hosted by the City and Cheerwine, and she anticipates more than 30,000 visitors to the City. She added the event will include food, crafts, and kid’s activities. Ms. Koontz reviewed the festival’s schedule of events and the parking plan.

Ms. Koontz noted free shuttle parking will be provided from West End Plaza and Rowan Cabarrus Community College (RCCC). She pointed out the road closures, safety and sanitation plans during the event. She commented the festival layout includes 113 vendors compared to 61 vendors last year.

Communications Director Linda McElroy noted the Communications Department worked closely with Cheerwine and the Parks and Recreation Department regarding preparation for the Cheerwine Festival. She pointed out Web and Marking Services Coordinator Fern Blair developed the Frequently Asked Questions (FAQ), or tip sheet, for festival goers to have before they come to Salisbury so visitors know how to navigate the event.
Ms. Koontz stated this year Cheerwine will donate proceeds from its drink sales at the official Cheerwine merchandise tent to benefit Meals on Wheels. She indicated the proceeds last year went to Rowan Helping Ministries.

Ms. McElroy pointed out the marketing efforts include a comprehensive marketing plan to provide information to the public. She added Cheerwine developed a Facebook event page which has reached 731,000 people currently. She added earned media impressions reached over 9 million people to include 25 published placements including an article on Smithsonian.com.

Ms. McElroy added the City has radio partnership with Beasley Media Group to do remotes in Salisbury. She pointed out Ms. Blair created a dedicated Cheerwine Festival Website with an average of 1,500 visitors per day with a current total of 43,868 page views. Councilmember Miller asked how it compares to last year. Ms. McElroy noted there has been an increase.

Councilmember Miller asked if there is a way to predict how many people will be at the festival relative to the numbers being seen. Ms. McElroy noted on the Facebook event page a person has an opportunity to say if they are going, are interest or not attending. She noted 4,000 viewers have indicated they are coming on the Facebook page. She added just the reach they have received and the posts from vendors and music groups, the number to be reached of visitors may be a little over 30,000. Mayor Pro Tem Post asked if that was the estimate this year. Ms. McElroy noted it is, but she thinks this year they have a better handle on those numbers and do expect for that number to grow.

Ms. Koontz noted within the first few weeks the Facebook event page was active, it had exceeded the reach they had by the end of the festival last year. Ms. McElroy noted the number of people reached last year was 424,000 people. Ms. Koontz thanked all community and the surrounding area sponsors who are assisting with the day to make this possible.

Mayor Heggins noted this Cheerwine Event is outstanding and fantastic. She noted flight magazines would be a great place for a feature story on the Cheerwine Festival. Ms. McElroy agreed, and she commented Communications would love to pitch those publications as well and she will add it to the list. Mayor Heggins added it would be a great feature for the City, and she stated staff has done a fabulous job and she thanked staff for the work it has done for the Cheerwine Festival.

Councilmember Miller commented the volunteer spreadsheet last year was nicely done. Ms. Koontz noted she is working on this year’s spreadsheet and once completed she will get it to Council.
BOARDS AND COMMISSIONS

Extraterritorial Jurisdiction (ETJ)

Upon a motion by Councilmember Miller Mr. Timothy Norris was recommended to be appointed by Rowan County as an Extraterritorial jurisdiction (ETJ) member on the Planning Board. Councilmember Alexander seconded. Mayor Heggins, Mayor Pro Tem Post, and Councilmembers Alexander, Miller, and Sheffield voting AYE, the following recommendation to Rowan County for the ETJ seat on the Planning Board was

Mr. Timothy Norris

Fair Housing Committee

Upon a motion by Mayor Pro Tem Post. Mayor Heggins, Mayor Pro Tem Post, and Councilmembers Alexander, Miller and Sheffield voting AYE, the following appointments were made to the Fair Housing Committee:

Ms. Brenda Brown
Mr. David Treme

Councilmember Sheffield asked if all vacancies for the Boards and Commission have been filled. City Clerk Diane Gilmore agreed.

Mayor Pro Tem Post asked if the Fair Housing Committee is under the umbrella of Human Relations Council (HRC) and the Housing Advocacy Commission (HAC). Mayor Heggins noted it is under both the HRC and the HAC. Mayor Pro Tem Post asked if the FHC will be permanent or if it will be folded into one and is there a vision. Mayor Heggins noted the Fair Housing Committee is being staffed by two staff members, one from HRC and one from the HAC as a joint effort now and the goal is to remain that way. Councilmember Sheffield noted board members from both commissions have to be a part of the committee.

Mayor Pro Tem Post asked if having boards and commissions would create conflicts. Mayor Heggins noted she does not think so, and she added Council has provided the Fair Housing Commission specifics and will have input from both HRC and HAC. Councilmember Miller asked to review if the Fair Housing Commission is a short-term or a long-term commission. City Attorney Graham Corriher noted he will look at the resolution and the minutes to find out the resolution of how the FHC was formed.

CITY ATTORNEY’S REPORT

City Attorney Graham Corriher indicated he had nothing to report to Council.
CITY MANAGER’S REPORT

City Manager Lane Bailey introduced the City’s new Planning Director Hannah Jacobson. He noted Ms. Jacobson served as the Senior Planner in Durham and has a great deal of experience in housing issues.

Ms. Jacobson commented she is honored to be selected as the Planning Director, and she added she looks forward to working for the City and working with Council. Mayor Heggins thanked Ms. Jacobson for choosing Salisbury. Council welcomed Ms. Jacobson to the City.

Mr. Bailey pointed out Finance Director Shannon Moore will present Council the third quarter financial report to Council.

(a) Third Quarter Financial Update

Finance Director Shannon Moore provided information regarding the General Fund. She pointed out the City is currently at 70% of the FY2019 budget. She noted the current budget is $42.9 million and $33.5 million has been received through reoccurring revenue. Mayor Pro Tem Post asked why the City is ahead. Ms. Moore commented it is due to sales tax. Ms. Moore noted General Fund expenses are approximately 66% of the City budget.

Ms. Moore pointed out the property taxes currently include $18.5 million in annual receipts towards the budget of $18.7 million, and she added the City is trending better than in the last three years.

Ms. Moore pointed out the largest portion of General Fund revenue comes from property taxes and sales tax receipts. She added the County billed $19.1 million in property taxes and the City had budgeted $18.7 million. She commented there will be a higher budgeted amount for sales tax than currently in FY2018 and FY2019 as there continues to be growth in sales tax receipts.

Ms. Moore indicated the General Fund expenses are currently at approximately 66% of the budget, and she noted the expense growth in public safety was due to additional positions for the Police and Fire Departments. She added City Manager Lane Bailey had mentioned there will be an increase in those areas for the next budget cycle which will present a challenge for the budget. She noted overall the City is trending well in the entire General Fund.

Mayor Pro Tem Post asked if any further interest or principle payments will be made this year since interest is at 100%. Ms. Moore noted some of the numbers are from budget transfers that have been completed. She noted when the budget was created the debt was issued for Fire Station 6 and there were no exact figures until bids were received and the debt was finalized.

Mayor Pro Tem Post asked if the information provided included three quarters of a year. Ms. Moore agreed, and she noted it would not be exactly one third due to payments occurring both semiannually and annually. Mayor Pro Tem Post asked if the information is on a cash basis instead of an accrual basis. Ms. Moore agreed.
Ms. Moore indicated the Stormwater Fund revenues are at 76% of the budget. She added Stormwater expenses are 50% of the budget which are slightly less than they normally are. She noted last year the water and sewer rate was increased to fund capital improvement and repair projects. She noted these funds are encumbered and projects have not been completed and will not show up in the actuals until invoices are paid.

Mayor Pro Tem Post asked if the audit is based on accrual. Ms. Moore noted it is based on modified accrual.

Ms. Moore pointed out the Water Sewer Fund is at 80% of revenues which is a slight increase from the past three years. She noted the large projects budgeted in the Water Sewer Fund have not been paid. She added the numbers will be closer to 100% towards the end of the fiscal year and whatever is not complete at the time will be carried forward to next year.

Ms. Moore pointed out Transit Fund revenues are 50% in the first three quarters due to a previously completed grant. She noted the Transit Department was notified its new grant funds are available for withdrawal. She added additional revenue will be submitted to the Transit Fund for reimbursement of expenses.

Councilmember Miller asked if the government shutdown affected the City receiving revenues. Ms. Moore noted it affected the timing in which the City could draw available funds.

Ms. Moore commented Transit expenses are at 55% on a cash basis, and she added encumbered funds for Americans with Disabilities (ADA) accessible vehicles, and smaller vans will be spent before the end of the fiscal year.

Ms. Moore pointed out the Fibrant Fund has changed quite a bit over the past year. She commented the City adopted a budget based on a full year of operations, and she added the change occurred when the City entered the lease agreement with Hotwire Communications. She commented the Fibrant Fund is at 54% of revenues and 50% of expenses. She indicated FY2019 actuals are less than FY2018 due to the anticipation of the private partnership with Hotwire Communications.

Ms. Moore commented the City received lease revenues from Hotwire Communications, and she added the lease began December 31, 2018. She added gross lease revenue from the private partnership was $235,000. She added the large debt service payment is in relation to the debt in the Fibrant Fund and is the reason the information shows a large loss.

Mayor Pro Tem Post pointed out $235,000 from Fibrant is included in one quarter. Ms. Moore agreed, and she added the months for the quarter were September through December 31, 2018. Mayor Pro Tem Post indicated those months included the transfer of billing and separation of water and Fibrant accounts and no additional accounts were created. Mayor Pro Tem Post commented the first quarter this year Hotwire Communications spent a great amount of time helping Fibrant customers with new equipment instead of marketing to new customers. He pointed out citizens need to be encouraged to use Hotwire as the growth could be beneficial to the City
Ms. Moore noted $235,000 of gross receipts was received from Hotwire Communications and the net payment received was $161,000 due to credits Hotwire was allowed for service they provided of drops, dark fiber, and capital.

Ms. Moore compared subscriber information for Hotwire Communications to when the City stopped billing in September 2018 and current subscriber numbers. She noted Hotwire provided current billing information for the services and added dark fiber clients and other residual service it provided. Mayor Heggins asked for an example of other residual services. Ms. Moore noted she is unsure what Hotwire is considering residual services but could possibly be services provided through the head end.

Mayor Pro Tem Post asked if the provided information is the most current from Hotwire Communications. Mr. Bailey noted the most recent information has not been received yet.

Councilmember Sheffield asked why nothing is shown in the second quarter regarding debt service for Fibrant and why the number is so high in the third quarter. Ms. Moore noted the amount is an annual principal payment that is made in early March. Councilmember Miller asked if it is an annual interest payment as indicated in the first quarter. Ms. Moore clarified there is a semi-annual interest payment and an annual principal payment.

ANNOUNCEMENTS

Communications Director Linda McElroy announced on Saturday, May 11, 2019 the Community Appearance Commission and Housing Advocacy Commission will host, ‘Spring Clean ‘19’, a litter clean-up day along the main corridors of Salisbury. Take an hour or more to drop by and help us clean up the streets. The check in will take place at City Hall, 217 South Main Street, anytime between 7:00 a.m. until 7:00 p.m. to pick up equipment, coffee and water, and to sign up for a block. The #Trashtag Challenge has come to Salisbury. In the chance of all day rain, ‘Spring ’19’ will be cancelled, however, supplies will still be available Monday through Friday for pick up during normal business hours. Please call Stephen Brown at (704) 638-4481 or email sbrow@salisburync.gov to arrange for pick up.

Communications Director Linda McElroy announced the Salisbury Parks and Recreation will hold its annual Middle School Prom Saturday, May 11, 2019 from 6:00 p.m. until 9:00 p.m. at the Salisbury Civic Center. All middle school students in Rowan County are welcome. Participants will enjoy an evening of dancing, photos, and a good time with friends. Refreshments will be served and photo packages will be available for purchase. Tickets are limited and must be purchased in advance. For more information, please call (704) 216-PLAY.

Communications Director Linda McElroy announced A Peace Officers’ Memorial Service will be held Wednesday, May 15, 2019 at noon at First Presbyterian Church, 308 West Fisher Street, Salisbury. The annual memorial service is an opportunity to remember officers who have died in the line of duty and is part of local National Police Week observances.
Communications Director Linda McElroy announced a dedication ceremony will be held Thursday, May 16, 2019 at 2:00 p.m. on the grounds of the County Courthouse, 210 North Main Street, Salisbury unveiling a memorial honoring all police officers who died in the line of duty serving in Rowan County. The memorial will serve as a reminder and to honor all the officers who have made the ultimate sacrifice in service to the community and is part of the local National Police Week observances. The public is invited to attend the dedication.

Communications Director Linda McElroy announced the City of Salisbury and Cheerwine are teaming up to host the 2019 Cheerwine Festival. The free event will take place Saturday, May 18, 2019 in downtown Salisbury from noon until 10:00 p.m. Cheerwine fanes will enjoy cold Cheerwine, live music, great Southern food, shopping for Cheerwine merchandise, family-friendly activities, a beer garden and local craft vendors. For more information, please call 704-216-PLAY.

COUNCIL COMMENTS

Councilmembers indicated they had nothing else to report.

MAYOR PRO TEM COMMENTS

Mayor Pro Tem Post commented he will be out of town and unable to attend the next Council meeting. He added he would be grateful if the item regarding Pickle ball could be postponed until he returns.

Mayor Pro Tem Post suggested copies of the Small Business Proclamation be provided to all seven of the small business owners present at the meeting. Mayor Heggins noted she will provide copies to all the Small Business owners if she could be provided a list.

Mayor Pro Tem Post pointed out tennis is not a growing sport. He noted the Rotary Tennis Tournament is not being held this year because Rotary cannot find anyone to host the event. He pointed out there were 168 people at the YMCA pickle ball tournament last spring and the pickle ball tournament planned for the fall may not happen now. He indicated the pickle ball tournament could bring a couple hundred people. He pointed out the Tourism Development Agency (TDA) provided funds for that and if the tournament is not held, the money is not provided. He noted last Sunday 28 people were playing pickle ball with people standing in line due to not enough courts, and he commented there was nobody on the tennis courts.

Mayor Pro Tem Post commented North Rowan High and Sacred Heart Catholic Schools are not City schools, and if the City maintains the tennis courts then Council needs to decide how to handle the use of the courts as stewards of tax payer’s money. He indicated there are other tennis court locations. He noted he hopes Council will listen to everyone involved in the pickle ball discussion at the next meeting, and he added several pickle ball players may attend Council meetings until the issue is resolved.
MAYOR’S COMMENTS

Mayor Heggins thanked staff, Council, City Manager, City Attorney, and Liz Moomey with the Salisbury Post.

ADJOURNMENT

Motion to adjourn the meeting was made by Mayor Pro Tem Post. All Council members in attendance agreed unanimously to adjourn. The meeting was adjourned at 9:12 p.m.

____________________________________
Al Heggins, Mayor

_____________________________
Diane Gilmore, City Clerk
SALISBURY, NORTH CAROLINA
MAY 7, 2019

SPECIAL MEETING

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

ABSENT: None.

Salisbury City Council met in Council Chambers in City Hall located at 217 South Main Street. The meeting was called to order by Mayor Heggins at 1:00 p.m.

CAPITAL IMPROVEMENT PLAN

City Manager Lane Bailey stated the coming year’s budget is extremely challenging. He noted the addition of positions and salary adjustments combined with less than anticipated increases in revenue have contributed to the City’s budget challenges. He introduced WR-Martin Management Consultant Denny Martin who is assisting with the Capital Improvement Plan (CIP) for the City’s General Fund and Salisbury-Rowan Utilities (SRU) Fund.

(a) General Fund

Mr. Martin explained the goal is to update last year’s Capital Improvement Plan (CIP) regarding projects that are complete or to revise the cost and scheduling of projects that are incomplete. He added it is important to note when projects will be implemented in the CIP 10-year time frame.

Mr. Martin noted staff has worked to bring high priority and mandated projects to Council and to address asset management issues relating to existing infrastructure that is in need of rehabilitation or replacement. He referenced CIP categories related to updating and replacing
HVAC, roofing, and other items that recognize the age of infrastructure and address issues critical to sustaining facilities.

Mr. Martin reviewed the format of the CIP, and he pointed out the capital improvements listed are considered essential. He noted the CIP begins with the current fiscal year and extends 10 years to FY 2029. He explained CIP projects are paid for in the year that is shown in the CIP. He pointed out many of the projects are reoccurring capital projects such as HVAC and roof replacements that are not financed. He indicated the projects that are noted in color are typically financed with debt due to the magnitude of the project. He stated projects that are highlighted under the column funding source include a combination of local capital, grant, and other resources. He emphasized the City is looking at a $61 million CIP and over half of it is new debt. He explained two of the projects are fire stations including $4.5 million for Fire Station 6 in the current year project and $6.75 million for Fire Station 3 included in year two. He noted the cost for Fire Station 6 needs to be reviewed to take inflation into consideration.

Mr. Martin pointed out inflation is a factor in the CIP and across the country the cost for infrastructure is drastically increasing. He noted the last two debt packages include the Main Street Infrastructure Replacement Program which is estimated to cost $20 million and is the largest project listed on the CIP. He explained the project is divided into two phases based on cash flow, scope, and the estimated cost of the project. He indicated the project is not completely vetted and needs a master plan that addresses the scope and scheduling of the project. He noted the cash flow issue can be solved by phasing the financing or financing the project with general obligation bonds. He suggested having a detailed strategy before the project is launched.

Mr. Bailey stated the Empire Hotel project was taken into consideration during planning for the Main Street Infrastructure Plan. He agreed with Mr. Martin that the master plan needs to be updated, and he pointed out the footprint of the area should also be considered. He suggested the master plan include The Depot area so all of the City’s transportation issues are considered.

Mayor Heggins asked about the status of the master plan. Mr. Bailey noted Downtown Salisbury, Inc. (DSI) has completed a master plan in the past, but it will need to be updated with a concentration on downtown infrastructure. He noted staff has considered what has been done in other communities, and he commented Goldsboro is one of the first Transportation Investment Generating Economic Recovery (TIGER) Discretionary Grant communities. He added Lexington recently approved a $10 million plan for the total downtown area, and he pointed out Lexington’s downtown footprint is smaller than the City’s. Mayor Heggins asked if a consultant would be part of the City’s updated master plan. Mr. Bailey explained there are different types of plans, and he suggested staff reach out to the people who are revising the master plan to address potential uses for some of the buildings to make sure the infrastructure fits the intended use. He indicated parking would be an issue, and he noted a downtown parking study is being completed. He commented staff has reached out to the County and is interviewing community members regarding parking needs in the City. He added the consultant will be on site at the Cheerwine Festival to interview citizens regarding downtown parking needs.
Mr. Bailey noted Council may have been approached regarding Bell Tower Green and streetscape improvements around the proposed park. He suggested combining the Main Street Study and a road diet for South Main Street regarding the reduction of travel lanes and how it would look.

Mr. Martin pointed out it is important to include a financial component in the master plan to determine how to finance the City’s share and to determine what resources are available to help pay for the improvements. He added the assumption is that the City will complete the project through the issuance of two $10 million debts that are two years apart. He indicated additional phases may be needed to spread the debt over a longer period of time. He explained the last four years of the CIP do not have any debt projects. He pointed out the capital outlay is relatively uniform throughout the period and the major debt is happening in the first five years. He stated the project represents one-third of the total CIP. He added the total CIP is $61 million and Main Street Infrastructure Replacement Program is $20 million. He pointed out the cost estimate may need to be updated.

Mr. Martin noted the remaining half of the CIP is a combination of $12.8 million in outside funding for projects and approximately $16.7 million in annual capital outlay. He indicated the CIP will evolve annually, and he added staff has done a very good job with CIP funding for the current fiscal year.

Mr. Bailey noted the West End transformation and housing stabilization numbers were extended and City Park Lake was added to the CIP and is funded through the Fund Balance. Finance Director Shannon Moore noted the only other item that was added to the adopted CIP was the South Long Street traffic calming project for $85,000 that coincides with North Carolina Department of Transportation (NCDOT) revisions.

Mr. Bailey stated the City received complaints last summer regarding dredging at the City Park Lake, and he noted there are also structural concerns with the dam. He pointed out both issues need to be addressed.

Mayor Pro Tem Post asked for clarification regarding Fire Station 6. He noted Fire Station 6 was projected to cost $6 million and it appears to be running over by $4.45 million. He asked if the City still needs to spend $4.45 million to finish Fire Station 6. Ms. Moore explained the project was debt financed at $7.5 million. She noted the City made the first payment in March 2019 and another payment will be made September 2019. She added the debt is not included because the final payment information was not available when the updates were made. She noted other than the fire station the City has not issued any new debt.

Mayor Pro Tem Post pointed out the CIP addresses money the City is going to spend and not the funding source. Ms. Moore agreed. Mr. Post clarified $4.45 million is the amount of the $7.5 million total cost for Fire Station 6 that the City still needs to spend to finish the project. Ms. Moore agreed. She added there will be $4.5 to $5 million remaining debt on Fire Station 6. Mr. Post noted the $4.45 million for Fire Station 6 included on the CIP may be low. Ms. Moore agreed, and she explained when Council approved the debt $7.5 million was financed.
Mayor Pro Tem Post noted Fire Station 3, which will be located on Mahaley Avenue, was originally estimated at $6 million and is now estimated at $6.75 million. Ms. Moore noted the debt was originally listed in the CIP for $4 million because it is a smaller fire station with fewer bays. She noted the totals are based on the $6.7 million estimate provided by Architect Bill Burgin based on the square footage of Fire Station 6.

Councilmember Alexander stated according to the CIP Fire Station 6 is $4.45 million and Fire Station 6 is $6.7 million. Mr. Post clarified the City has spent approximately $3 million on Fire Station 6 to purchase the land and begin construction. He added approximately $4.5 million is needed to complete the project. Ms. Moore agreed, and she pointed out it is the approximate figure needed to complete Fire Station 6. Ms. Alexander asked if there is a way to reconcile the total so the public is aware of the total cost of the fire stations. Mr. Martin stated Fiscal Year 2018 could be added to the CIP to better reflect the total cost of the fire stations.

Mayor Pro Tem Post pointed out Fire Station 3 will currently cost $6.5 million and the threat of additional tariffs could increase the cost. Mr. Bailey commented he does not think tariffs have driven immediate constructions costs, and he indicated the costs are driven by storms over the last two years and economic growth. He added he understands Mr. Post’s point regarding inflation, but he explained spreading the cost out helps deal with the issue of available fund balance. He cautioned if the City is too aggressive it could impact the fund balance going forward. Ms. Alexander pointed out the cost for the fire stations has risen by approximately 35%. Councilmember Sheffield asked if that explains the $1.25 million increase from the CIP Council received in August 2018. Mr. Martin agreed. Ms. Sheffield pointed out $5.5 million was listed for Fire Station 3 in August 2018 and approximately $400,000 had been spent to acquire the land. Ms. Moore clarified $6.75 million is projected to be the total cost for Fire Station 3. Ms. Sheffield noted $6.75 million is the total cost and includes the land purchase and funds that have already been spent. Ms. Moore stated staff just closed on the last piece of property for Fire Station 3 in January 2019.

Councilmember Alexander stated $6.75 million should cover the total cost for Fire Station 3. Ms. Moore stated she would verify the cost is all-inclusive. Ms. Sheffield pointed out the total cost is through the current date and the projected completion date is 2021. Mr. Miller suggested a footnote stating dollar amounts are based on a certain date. Mr. Martin indicated the number could be inflated. Mr. Miller pointed out inflating the costs would not change reality. Mr. Martin agreed.

Councilmember Miller indicated Fire Station 3 will be completed after Fire Station 6, and he noted the imminent settlement threat to the existing Fire Station 3. He pointed out the new Fire Station 3 is scheduled to be completed in two years and when the money is borrowed it is approximately 18 months or longer before the fire station is operational. Mr. Martin indicated the number in the CIP reflects the estimate for the first debt service payment. He explained it is conventional financing and the debt service is arranged in six month payments.

Mr. Bailey noted the City will have to bid the fire station and present the bids to the Local Government Commission (LGC) and then solicit bids for the financing. Mr. Miller asked how imminent the threat to Fire Station 3 is and if it can be pushed out for another year. Mr. Bailey
noted the condition of the fire station is monitored on a regular basis. He indicated if needed Fire Chief Bob Parnell would come up with an alternate plan for temporary sleeping quarters in another building as close to the current fire station as possible. Mr. Miller commented the City is challenged in the current budget cycle and in the next five years. He noted if the construction of the fire station can be pushed out another year it would provide the City some relief. Mr. Martin agreed.

Chief Parnell noted a study was conducted on the footing and earth beneath the building and it did not receive a favorable report. He clarified there is a report that states the fire station was built on substandard soil and the deterioration is expected to continue. Mr. Miller noted the condition of Fire Station 3 has been talked about for the last five years, and he asked if the study was over five years old. Chief Parnell agreed. Mr. Miller asked if there would be any value to updating the study. Mr. Bailey stated the study could be updated. Mr. Miller clarified he would like to update the study provided it is cost effective. Mr. Bailey stated staff will speak with Architect Bill Burgin to see if the geologists who are being used for Fire Station 6 could update the report for Fire Station 3.

Councilmember Sheffield pointed out the cost of Fire Station 3 increased by approximately $1.1 million from August 2018 to May 2019, and she indicated the longer the project is delayed the more expensive the fire station will be. Ms. Alexander asked if any other project could be put on hold or switch places to complete Fire Station 3. Mr. Post noted the downtown project will not be started until the fire stations are complete.

Councilmember Miller explained one of the reasons he supported Fire Station 6 was the potential expansion of a large company in the area. Mr. Bailey noted one of the two proposed expansions is happening and the other is on hold. He added the City is moving its hazmat operation to Fire Station 6, and he commented the City provides hazmat service for the entire county. He stated the new fire station will enhance the Fire Department’s response time.

Councilmember Miller pointed out additional revenues would be created by the two proposed expansions, and he asked if it would provide relief for the City in the next few years. Mr. Bailey noted it would be part of the consideration regarding the 1% per year tax growth in the property tax projections. Ms. Alexander stated a company in the district of Fire Station 6 relocated to Concord and the City lost property, sales, and real estate taxes.

Councilmember Sheffield noted the Housing Stabilization Program is scheduled to end in 2020, and she asked if there are plans to extend the program. Mr. Bailey stated the West End Transformation Plan was extended and the Housing Stabilization Plan is scheduled to end in 2020 but can be expanded if it is the wish of Council.

Councilmember Alexander asked for clarification regarding $400,000 per year for the West End Transformation Plan. Ms. Moore explained it is a grant program that the Community Development Corporation (CDC) administers which includes City, private, and Community Development Block Grant (CDBG) funds. She pointed out this is the first year of the West End Transformation Housing Program, and the City contributes $400,000 annually to the program.
Mr. Martin stated the $20 million Main Street Program includes flexibility regarding when and how the project is completed. He added the objective is to reduce the CIP to essential projects. Mr. Miller noted the Main Street Revitalization requires a determined plan and a scope before the City can apply for grants. He asked if there is a way to factor in planning dollars for the project and push it out knowing if a grant opportunity arises the project will be reconsidered. He added he is an advocate for downtown revitalization, but with personnel increases and other projects, a tax increase would be necessary for the next five years. Mr. Bailey stated at the end of the 10-year period the downtown would have approximately $.05 effect on the property tax rate.

Councilmember Miller asked if moving the downtown revitalization out would be to the City’s benefit or detriment. Mr. Bailey clarified if downtown revitalization was not included in the CIP there would be approximately a $.05 lower tax rate at the end of the ten year period. He added planning dollars might be a better way of doing proceeding while pushing the project out a little further. He noted there will be pressure from Bell Tower Green Park representatives who have already requested work around the park. He indicated $10 million has been raised and a contribution has been requested from the City.

Mr. Bailey pointed out the Empire Hotel will also have an effect on downtown revitalization and will most likely need sidewalk improvements in front of the building which should be a minimal cost. He indicated whatever is completed will need to tie in with the future of South Main Street, and planning dollars for the project would be wisely spent. Ms. Alexander suggested starting with planning dollars and pushing the project forward.

Mr. Martin stated whatever debt is incurred for Main Street will be on the books for 15 to 25 years. Ms. Alexander indicated hiring a company to work with the City regarding infrastructure could possibly bring federal funding to the project and reduce the cost to the City. Mr. Bailey pointed out securing federal funding for this project could be challenging. He added many communities have requested federal funding but Goldsboro is the only community to receive it. Mr. Martin recommended completing enough preliminary planning to understand the basis of the cost estimates. Mr. Miller suggested allocating money for planning and infrastructure around the park and pushing out the rest of the project subject to grant opportunities. He commented $10 million has been raised privately and a $1 million to $1.5 million contribution is a great deal for the City.

Councilmember Miller added he does not feel comfortable raising taxes every year for the next seven to 10 years based on current decisions. Ms. Alexander agreed with Mr. Miller. Mr. Martin noted many things are taking place in the federal and state government and there will be opportunities that cannot be evaluated based on existing information.

Mr. Martin pointed out the $20 million for Main Street revitalization would not be spent in one year, and he suggested devising a plan that would include two or more phases. He noted it is important to implement the plan in a way that does not damage downtown and negatively impact existing businesses. Ms. Alexander suggested determining the infrastructure needs of the park. She stated the community has made a substantial investment in the park bids have been sent out, and construction will soon begin. She explained because of the investment from the community the City should focus on the park and wait on other projects. Mr. Martin noted the City does not
know the scope that the $20 million estimate for Main Street revitalization is based on. He pointed out some of the infrastructure need may come from other funds such as Water, Sewer and Stormwater and the debt service payment may be prorated.

Councilmember Alexander stated when construction begins on the Empire Hotel project other companies may invest in the downtown creating additional tax revenue. She commented a balance is needed between what is being spent and what is being brought in. Mr. Miller suggested using planning dollars to complete the master plan and seek clarification regarding the City’s contribution and pushing other projects back.

Mayor Pro Tem Post cautioned Council the project will not start for three years and if it is pushed out the focus could be lost. He noted the project is not currently impacting tax rates, but it may affect tax rates in three to four years. Ms. Alexander stated Council needs the scope of what is needed to support the park because the community has already made a substantial investment. Mr. Post agreed with Ms. Alexander. Mr. Bailey pointed out some of the scope will be included in the streetscape the City is currently working on.

City Engineer Wendy Brindle explained the City hired a consultant to provide a scope of services in a 10-block section of Main Street to coincide with NCDOT resurfacing. She noted the consultant will phase its recommendations to coincide with the resurfacing of Main Street which will take place next year to include curb outlook and small improvements to intersections that can be easily implemented. She explained the second phase of the plan would be to develop something that could be used to apply for grants for a Main Street project. She added staff is still working with the consultant regarding the level of plan needed to be competitive regarding the grants and to decide what can be completed with the funds currently available. She added additional funds may be needed to connect the plan with the DSI Master Plan and to look at underground infrastructure. She explained the process began due to the impending NCDOT resurfacing project.

Mayor Heggins asked about the age of the DSI Master Plan and if City staff participated in developing the plan. Ms. Alexander stated the plan is 10 years old. Mr. Miller indicated staff participated in the plan development, but those staff members may no longer work for the City. Mayor Heggins noted a parking study is currently being conducted and the streetscape plan for the resurfacing of Main Street will also take place. Ms. Brindle noted staff is in negotiation with a consultant regarding the streetscape plan. She noted the consultant is aware of the parking study that should be completed in July and will work to incorporate the parking study into the streetscape plan.

Councilmember Alexander asked if the events taking place at the Depot and between NCDOT will be included in the plans. Ms. Brindle explained the work at the Depot is a Transportation Improvement Program (TIP) Project that is being handled through the NCDOT Rail Division, but it needs to be considered with downtown planning. She indicated staff is waiting on feedback from NCDOT regarding the schedule of the project. Mr. Bailey asked about the discussion regarding converting Depot Street into a one-way street so transit buses could stop
directly in front of the Depot. Ms. Alexander stated the one-way street would also improve parking and convenience in the area. Ms. Brindle noted the possibility of converting Depot Street to a one-way street near the Depot has been considered by City staff and the NCDOT Rail Division, but it is separate from the platform project. She explained funds been identified in the upcoming State Transportation Improvement Program (STIP) for improvements around the Depot. She indicated the City’s parking consultant is aware of the plan, but the plan has not been officially adopted by NCDOT Rail Division.

Mayor Heggins noted the City needs someone to help connect the individual plans to create a comprehensive plan for downtown. Mr. Bailey noted Ms. Brindle, DSI Director Larissa Harper and Planning Director Hannah Jacobson are working together to coordinate and share information. Mr. Bailey clarified the firm that is being considered for the streetscape is familiar with the parking study.

Mayor Heggins stated a facilitator is needed to make sure the plans are connected and the specific projects are completed in a way that is fluid and seamless. Mr. Post agreed, and he stated a grant administrator may need to be considered to tie the loose ends together.

Ms. Alexander asked for clarification regarding the Fibrant charges which seem to be decreasing. Ms. Moore explained in the current year the City budgeted $3 million from the General Fund to support the Fibrant Fund. Ms. Alexander asked if the number is after the City receives revenue from Hotwire Communications. Mr. Bailey agreed. Ms. Moore noted next year’s number is projected to decrease to $2.4 million and the debt will continue to decrease until it rolls off in Fiscal Year 2029. Mr. Bailey explained after 2029 there will be no Fibrant debt service expense.

Mayor Pro Tem Post noted Fiscal Year 2019 includes a General Fund charge of $2.9 million to support the Fibrant Fund and the number decreases in Fiscal Year 2020 to $2.4 million. He asked if the decrease takes into consideration any income the City may receive from Hotwire Communications in 2019. Ms. Moore noted in 2019 the City will need the full $3 million that was budgeted due to expenses covered by the City. Mr. Post questioned if the 2020 projection estimates $400,000 being received from Hotwire Communications. Mr. Bailey stated approximately $600,000 is projected to be received from Hotwire Communication in 2020.

Mayor Pro Tem Post pointed out the City will need approximately $3 million annually if it does not receive a contribution from Hotwire Communication and if it receives the projected $600,000 the City will need to contribute approximately $2.4 million. Mr. Bailey indicated the City will need slightly less than $3 million, and he noted the City is making a $300,000 payment from the Fibrant Fund to SRU for the enterprise loan. He indicated the $300,000 loan payment is scheduled for the next 10 years of the CIP. Ms. Moore commented inter fund interest is also being paid. Mr. Post asked if the $300,000 payment is included in the $2.4 million. Mr. Bailey stated the $2.4 million shows what the General Fund is having to do to support Fibrant and the debt service. Ms. Moore pointed out Fiscal Year 2019 includes three quarters of revenue from Hotwire Communications since the lease began on September 21, 2018 and next year will include the first full year of Hotwire contributions.
Councilmember Sheffield asked how long the City has to repay the $300,000 debt to the Water Sewer Fund for Fibrant. Mr. Bailey noted the debt will go beyond year 11. Ms. Moore stated the outstanding debt to the Water Sewer Fund is approximately $7 million. Ms. Alexander indicated it will take approximately 20 years to pay off the debt. Mr. Bailey agreed, and he explained only 10 years is shown on the CIP. Ms. Moore commented the debt for Fibrant Broadband would be retired in Fiscal Year 2029, year 11 of the CIP, and in Fiscal Year 2030 the debt payment could be increased to repay the Fibrant inter fund loan from the Water Sewer Fund.

Councilmember Alexander asked if Hotwire Communications has provided projections regarding their contribution and if it will increase. Ms. Moore noted minimum payments are included in the lease. Mr. Bailey stated the City will not have to pay for the capital improvements that have to be made and there are other benefits regarding the lease with Hotwire Communications that cannot be shown in a spread sheet. He added Hotwire has made significant capital improvements at their expense.

Mayor Heggins asked if any numbers are available regarding customer recruitment or retention. Mr. Bailey noted the information will be presented in the quarterly financial reports. Mayor Heggins asked how the customer base impacts the CIP. Mr. Bailey noted an increased customer base will positively impact the CIP. Mr. Miller explained there are minimum lease payments and the City has an opportunity to share in any gains above certain thresholds. He pointed out there is opportunity for the numbers to improve if the growth in subscribership is better than projected. Mr. Bailey agreed.

Mayor Heggins asked what the City is doing to maintain the customer base. Mr. Miller explained when the City leased the broadband system to Hotwire Communications it also leased the operational responsibility of the system to the company. Mr. Bailey noted the best way to help is to subscribe to Hotwire Communications.

Mayor Pro Tem Post pointed out Fibrant made money on internet, lost money on television, and received a minimal profit on telephone service. He noted Hotwire is getting away from the services that Fibrant was losing money on.

Mayor Heggins questioned the legal parameters regarding recruiting and asked how the City can help to grow the customer base. Mr. Bailey stated the best thing to do is speak positively about Hotwire and to promote it when the opportunity arises. He added subscribing to Hot Wire reduces the tax burden on the community. Mayor Heggins asked what the City is doing to make sure customers are retained. Mr. Bailey added it is Hotwire’s responsibility, and he noted customer complaints are passed on to the company. Mayor Heggins then asked about the feedback Hotwire is providing to the City. Mr. Bailey noted Hotwire has been responsive to the issues that are presented to the company. Mayor Heggins asked if Hotwire is providing any additional feedback regarding customer retention. Mr. Miller pointed out the lease includes service level standards that Hotwire Communications is required to meet and so far it has exceeded the standards and has been quick and through to respond to problems. He indicated the City’s promotion of the utility is limited by state law and the Level Playing Field Act.
Councilmember Alexander asked if the Ketner corner property has been sold. Mr. Post noted the property has been sold. Mr. Bailey stated the money included in the CIP is to recognize Food Lion and its contribution to the City. Mr. Miller stated the money could be allocated somewhere else. Mr. Bailey agreed. Mayor Heggies asked if it will take the total allocated to recognize Food Lion. Mr. Bailey explained the plan is to do something significant to recognize Food Lion where Store 1 is located. He added Food Lion’s Corporate Headquarters is located in the City, and Food Lion is the City’s largest employer. He pointed out he has spoken to County Manager Aaron Church regarding the County possibly participating in the recognition.

Ms. Moore noted Ms. Alexander asked about the West End Transformation Plan earlier in the meeting. She stated Former Planning Director Janet Gapen provided a description of the project in last year’s budget documents. She noted the goal is to focus on the West End Neighborhood to improve housing and neighborhood conditions by offering homeowners in the pilot area an opportunity to be eligible for deferred loans to be used for exterior rehabilitation. Mr. Bailey explained there is a $140,000 combined contribution from the Robertson Foundation and Stanback funding. Ms. Alexander stated the $400,000 annually is a combination of City and outside funding. Mr. Bailey explained $40,000 is from the Robertson Foundation and $100,000 is from the Stanback Foundation. Mr. Moore stated the outside funding is in addition to the $400,000 included in the City’s CIP. She pointed out Fiscal Year 2019 was the first year money for the West End Transformation Plan was included in the CIP, and it has been carried out for an additional five years. Mr. Martin stated money in the CIP is only City funding. Ms. Alexander asked if the $400,000 includes CDBG funding. Mr. Moore explained the money in the CIP is in addition to any federal funding the City receives.

(b) Salisbury-Rowan Utilities CIP

WR-Martin Management Consultant Denny Martin and Salisbury-Rowan Utilities (SRU) Director Jim Behmer addressed Council regarding the SRU Capital Improvement Plan (CIP). Mr. Behmer referenced the capital improvement projects that are taking place, and he noted updated numbers for the River Pump Station design and construction are based on ongoing conversations with Cube Hydro. He noted the River Pump Station project is being pushed out to Fiscal Year 2022. He indicated filter updates were conducted at the Water Treatment Plant and it was determined that filter upgrades would be needed. He pointed out $4 million for filter upgrades and residuals handling is proposed for capital projects. He added the residuals handling would improve efficiency.

Mr. Behmer explained it has been a difficult year for wastewater treatment due to record rainfall. He noted deficiencies were found in the sewer system and staff is constantly working to increase the money invested in inflow and infiltration reduction to prevent sanitary sewer overflows. He indicated two major capital improvement projects are being proposed on the wastewater treatment side. He explained the grant creek project to move the influent pump station out of the flood area and upgrading it is approximately 90% designed with a current estimate of $16.9 million. He commented funding for the project is listed in three years and included in the debt service package for the coming fiscal year.
Mr. Behmer pointed out the smart meter project has been completed and staff is starting to see increased efficiencies. He added staff is working with the state and the City’s stakeholders regarding wastewater nutrient removal. He noted staff has submitted the five-year permit renewal for the Waste Water Treatment Plant and is waiting on approval from the state.

Councilmember Miller asked if the water the City puts back in the Yadkin River is cleaner than the water that is taken out. Mr. Behmer stated the water is cleaner and that is why it costs more to treat. He explained it is easier to treat the sediment in the Yadkin River on the water side, and he pointed out treating wastewater is more expensive. He noted the City has an ample water supply and water treatment capacity, but sewer has been the challenge during the current year. Mr. Martin explained the mandated minimum standards for wastewater evolve much faster than water because of the surface water quality issues.

Mayor Pro Tem Post referenced the raw water intake, pump station construction and design, and reservoir which totals approximately $25 million. Mr. Behmer explained it is an approximately $20 million project to move the river pump station. Mr. Post pointed out there is also a $17 million project with the wastewater treatment station. Mr. Behmer agreed, and he indicated those are the two major capital improvement projects for SRU. He stated staff is proceeding with the wastewater treatment project which is at 90% design on the wastewater treatment side. He explained because of the ongoing dispute with Cube Hydro on the water side, the City is looking at having to move forward with a design at some point.

Mr. Post pointed out the two debt packages are included in years four and five, and he questioned where the money will come from. Mr. Martin explained with the larger projects the City will probably borrow from the state revolving loan fund. Mr. Post stated the cash is for design work and paid for out of current operating dollars. Mr. Behmer agreed. Mr. Martin added it is preliminary cost, but may include land acquisition and other things.

Mayor Heggins noted the Grant Creek Wastewater Treatment Plant will be completed at one time rather than in phases. Mr. Behmer explained the construction will take place over three fiscal years, and the City will borrow the majority of the money upfront to lock in a lower interest rate. Mr. Martin noted the project may be in multiple construction contracts depending on the design but it would be one debt. Councilmember Alexander asked if it is like a credit line where interest is charged as the money is used. Mr. Martin stated the entire amount is borrowed and interest is earned on what is not being used.

Councilmember Miller asked about a debt schedule, and he clarified he is looking for an overall debt burden table where debts roll off and is replaced by new debt. A debt summary table was presented to Council.

Mayor Heggins referenced the pump station design and construction, and she asked when the funds for the project need to be included in the budget. Mr. Behmer explained the numbers were updated after discussions with Cube Hydro took place this year. He added the current cost estimate is the most conservative number, and it does not impact the proposed budget.
Mr. Behmer noted until the state imposes the nutrient limits the City has different thresholds regarding what it can do. Mayor Heggins stated staff needs to address the water pump station issue as soon as possible and start putting money towards addressing the issue. Mr. Bailey noted until the legal dispute is resolved it is best not to do that. He added it will be harder to get the money if the City has already spent it to fix the problem. Mayor Heggins stated the City will be reactive instead of proactive and she does not want to be in a fragile state when weather situations arise. She added there is no guarantee the legal issues will be worked out and the fragile state of the pump station needs to be addressed. Mr. Behmer pointed out staff has been heavily engaged with numerous consultants and the state this past year.

Councilmember Alexander asked if the state understands the risk and costs for the community. Mr. Behmer explained the environmental counsel is not here but if damages occur the City is entitled to submit a claim. He commented forecasting the events has been a challenge. Mr. Miller added the opponent in the process is hoping the City will take care of the situation. Mr. Bailey suggested having the outside counsel provide an update in the near future. Mayor Heggins requested the update before voting on the budget. Mr. Bailey noted it should not have any effect on the coming year’s budget. Mr. Miller stated he would like a decision from the Federal Energy Regulatory Commission (FERC). He commented the City has been dealing with this for over 10 years. Mr. Behmer stated staff monitors FERC regularly waiting for a decision but does not know when a decision will be made.

Mr. Miller pointed out the City had the wettest weather in its history from August 2018 until April 2019 and SRU is still operating without fail. Mr. Behmer added the sedimentation issue is never going away and it comes with increased risk of flooding. Mr. Miller suggested continuing to look at this and staying abreast of what is taking place, but he added it is not so drastic that a decision has to be made in six weeks on the issue. Mr. Behmer indicated staff is heavily engaged with the consultant and sufficient reserves are in place to work on a design if something should happen. He commented the numbers have been updated, and staff is waiting on a decision from FERC.

Mayor Heggins asked if it will be more expensive to address what does happen rather than dealing with what staff can predict. She questioned what the numbers would look like if the pump station goes down because there would be other issues to deal with on top of getting the station replaced. Mr. Behmer noted staff has contingency plans in place that have been used in the past. He added the situation needs to be resolved and staff has the best plan in place to relocate the station. He pointed out Cube Hydro has offered a different plan that staff does not agree with and FERC has to decide how to proceed.

Councilmember Alexander asked what the City will do if FERC agrees with Cube Hydro. City Attorney Graham Corriher stated the City would need to contact Attorney Randy Tinsley to discuss the City’s options. He added if FERC makes a decision in favor of the City staff will need to figure out what the City’s options are. He indicated the City received an update several months ago, and he does not believe there will be any additional information in the time frame prior to adoption of the budget. Mr. Miller noted Mr. Bailey and Mr. Behmer have dealt with water and sewer issues longer than he has and if they determined there is an imminent threat he is ready to act. He cautioned the City needs to be prepared, but right now the best course of action is to the
let the court process, or FERC process, come to a conclusion unless the situation should change. Mr. Bailey agreed, and he noted there is too much money involved and the potential impact to customer rates not to get the money the City is entitled to through Cube Hydro. He added he would prefer to start as soon as possible, but given the situation it would be more prudent to wait and let it play out. He commented the City is closer to a resolution than it was a few years ago. Mr. Post noted it is hard to plan for a catastrophe. Mayor Heggins added when disaster strikes the most vulnerable communities suffer the most. She asked how long the issue has been going on. Mr. Behmer stated the issue has been going on since the Alcoa relicensing in 2006.

Councilmember Alexander asked Mr. Behmer if he is optimistic the City can handle whatever happens and has a plan in place for a temporary fix. Mr. Behmer stated the City has purchased a diesel pump and can bring in additional diesel pumps if needed. He added the City has backups and an inter-connection with the City of Statesville. He stated there is redundancy regarding water storage, and the City will not run out of water.

Mayor Heggins asked about the financial impact of the redundancy plan and how long the City would have to rely on it if there was an emergency. Mr. Behmer stated he did not have the information with him. Mr. Miller pointed out it will be more expensive for the City to pay for the entire project than if it has a partner. He noted the City does not have to make a decision today it may have to make the decision at a later date but not at this time. He added he is comfortable relying on Mr. Behmer’s expertise to tell him when it is the right time. Mr. Behmer stated he would like to have a resolution, and he pointed out it has been six months since the final comments were submitted. He added he is hopeful to hear something positive in the next six months and if not the City will take the appropriate action based on guidance from its environmental counsel.

Mayor Heggins suggested the City put a six-month cap on the situation. Councilmember Sheffield questioned what the City will do in six months. Mayor Heggins noted if a decision is not made in six months Council needs to have a serious discussion regarding what it will need to do to move forward in a substantial way. Mr. Bailey suggested having those conversations in closed session with the City Attorney.

Mayor Pro Tem Post stated building a new pump station is at least a three year process, and he pointed out the sediment is not going away. He asked about the legal risk if the City began the process to address a problem it knows will not go away. He then asked why and what the City would lose if it began the process. Mr. Corriher stated it would be more appropriate question for Mr. Tinsley to answer because it involves federal administrative law, environmental law, and federal district court. He added he would be happy to meet with Mr. Tinsley and Mr. Behmer and then provide an update to Council.

Mr. Martin pointed out the City is managing and administering a regional water and wastewater program. He indicated the total cost of the 10-year CIP is approximately $119 million and beyond year 10 includes an additional $42 million. He noted the CIP also includes seven debt events. He explained the annual capital outlay is based on the CIP averages of approximately $4 to $5 million per year in cash for capital. He indicated the total debt for the numbers mentioned is $69 million. He commented it is a substantial program and every year the City gets better with
the CIP. He indicated SRU began an asset management program two years ago and is better able to predict and anticipate replacements and repairs.

Mr. Martin commented it is difficult to manage what is underground and staff must assess the high risk issues in the system and determine how to systematically replace assets that cannot be seen to inspect. He pointed out next year’s information will be more complete and the cash flow is beginning to level out. He indicated the debt service has increased because of the high dollar projects that are included in the CIP but he noted it is very manageable.

Mr. Martin pointed out the Water Sewer Enterprise Fund is more capital intensive than the General Fund. He explained the General Fund addresses replacements, repairs and things related to operational programs and the Water Sewer Enterprise Fund is all hardware. He pointed out the system is regional and growing and changes and additions are required. He noted SRU is looking after more infrastructure than it was 10 years ago. He stated it is important to stay ahead of depreciation and to manage the debt margin anticipating and replacing old debt with new debt so the debt margin never gets to the point where rates have to be raised radically to fund a major project. He noted there have been many improvements in the fund over the last three to four years from the financial management standpoint.

Mr. Martin pointed out the summary sheet recommends a 2% increase in rates, half of which will cover inflation and the other half is for the CIP to replace and refurbish assets on the systematic approach that includes asset management planning. Mr. Post referred to the proposed 2% rate increase, and he noted there is approximately a 2.2% inflation rate and if 1% of the proposed rate increase is for inflation he questioned if the City will constantly stay behind. Mr. Martin explained the City is dealing with averages over a 10-year period.

Mayor Pro Tem Post stated the City is paying approximately 20% of its revenue into debt service, and he asked if 20% of the revenue stream going toward debt service is a normal amount to pay. Mr. Martin stated a system that is behind the curve on replacements and repairs can have a 10-15% higher percentage of its revenue going to debt service. He pointed out the City’s infrastructure is much better than many systems. He noted there are major wastewater treatment plant projects in other communities that are fully depreciated and are 50 years old with the replacement costs at approximately $50 million. Mr. Post commented the CIP does not show depreciation charges but the number is included somewhere. Mr. Martin agreed and he added 20% is a healthy number. Mr. Miller pointed out the City is operating more effectively which is why it can maintain the 2% rate increase. Mr. Bailey noted automated meter reading helped to improve efficiencies. Mr. Behmer pointed out as replacements are made staff will look for more efficient upgrades.

Mr. Martin noted the Advanced Metering Infrastructure (AMI) system gained $.750 million in new revenue cash flow annually. Mr. Behmer added the goal is to increase efficiency and remain competitive in the region. He pointed out others have delayed their expenditures and are paying for it now with major rate increases.

Councilmember Alexander stated state legislators are working on money for wastewater around the state for aging 50-year old systems. She asked if the City will be able to take advantage
of any grant funding from the state. Mr. Behmer noted several proposed bills are currently being debated. He noted grant funding usually goes back to rates and there is threshold regarding where the City fits in among the region. He commented the City’s average rate is less than the state average which may not be beneficial when applying for grant funding.

Ms. Moore stated the annual principal and interest payments going into next year’s budget are $3.9 million. She added five fiscal years ago in 2015 the principal and interest payments were $6.29 million and going into fiscal year 2020-2021 the debt payments will be $3.2 million. She added it is a good time for Council to consider debt issuance in the next fiscal year because the City has approximately $700,000 in debt that will roll off. Mr. Miller pointed out that is before any decisions Council will make in its regular meeting. Ms. Moore indicated the total outstanding debt going into next year’s budget is $21.1 million in the Water and Sewer Fund. Mr. Post noted most of the debt service payment will be repayment on the $69 million the City will borrow to repair and replace the systems and stay ahead of the curve. He commented the majority of the debt service will be related to new rather than 50-year old projects.

Mr. Martin stated in the financial analysis for this year SRU resources were set aside to build up the reserves to offset future debt for nutrient removal and the contingencies that it presents. He added the numbers are so large it was proposed to build the capital reserve aspect of the budget annually to better manage the larger amounts. He pointed out managing the reserves will be another variable that will be incorporated into the planning. Ms. Alexander stated $480,000 is being put in this year to build the capital reserve. Mr. Martin stated next year $1 million will be set aside and it will increase as the budget grows. Mr. Miller commented it is a balance and not a contribution. Mr. Martin agreed, and he pointed out the cumulative balance is listed on the CIP. Ms. Alexander commented it is essentially a savings account, and she asked if the money is drawing interest. Mr. Martin agreed, and he explained the money is managed along with the Fund Balance and the accounts the Finance Department oversees. Ms. Alexander indicated the interest is not taken into consideration only the contributions are listed on the CIP. Mr. Martin agreed.

Mayor Heggins thanked Mr. Martin for his presentation. Mayor Pro Tem Post commended Mr. Behmer for all he does for SRU.

**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 3:32 p.m.

____________________________________
Al Heggins, Mayor

____________________________________
Diane Gilmore, City Clerk
SALISBURY CITY COUNCIL

May 7, 2019

SALISBURY, North Carolina

May 7, 2019

SPECIAL MEETING

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

ABSENT: None.

Salisbury City Council met in Council Chambers in City Hall located at 217 South Main Street. The meeting was called to order by Mayor Heggins at 4:02 p.m.

PUBLIC TRANSPORTATION MASTER PLAN

Transit Director Rodney Harrison introduced Architecture Engineering Construction Operations and Management (AECOM) Technical Services of North Carolina, Inc. Transportation Planner Kurt Neufang who is the Project Manager for the City’s Long-Range Public Transportation Master Plan.

Mr. Neufang indicated AECOM has worked on the City of Salisbury's Transit System Long-Range Plan since November 1, 2018 and presentations were provided to Steering Committee members and the Transportation Advisory Board. He indicated he presented a portion of the five-month evaluation plan to Council at its March 19, 2019 meeting, and Council requested an update regarding route recommendations and demographic information.

Mr. Neufang stated the developed funding analysis provides an overview of the City’s existing Special Transportation Service (STS) fixed-route system, and he recommended a revised STS fixed-route system. He pointed out the recommended routes would provide service to all major traffic generated areas such as the Veterans Affair (VA) Medical Center, Walmart, Rowan County Department of Social Services, and various downtown areas. He presented Route One that
would begin at the Train Depot and travel toward the Rowan County Department of Social Services with a round-trip duration of 30 minutes. He recommended routes be coordinated so riders know when to disembark and how to board other vehicles to get to their destination. He noted Route Two would serve Rowan-Cabarrus Community College (RCCC), Rufty-Holmes Senior Center, Salisbury Customer Service and Civic Centers, Trinity Living Center, and the United States Postal Office with a round-trip duration of 30 minutes. He indicated Route Three would primarily serve the Main Street area, Courtyard Apartments, Salisbury High School, Southgate Shopping Center, and the State Employees Credit Union (SECU) with a round-trip duration of 30 minutes. He stated Route Four would serve areas such as Brenner Crossing Apartments, Harris Teeter, Livingstone College, and the YMCA with a 30 minute round-trip time. He commented Route Five would primarily serve the VA Medical Hospital area to help provide direct transit services for out-of-town patients. He indicated Route Six is referred to as the Spencer route and is a looped route starting in Spencer and returning on the East Spencer side. He noted Route Six also includes a Walmart stop, and he stated the survey indicated Walmart is a place which people want to travel. He stated Route Seven is referred to as the East Spencer route and is a bi-directional route with stops at the Greyhound bus station, North Rowan High School, Novant Health Rowan Medical Center, and senior housing in East Spencer. He referenced Route Eight as the Jake Alexander route that would extend services to the Shoppes at Summit Park area.

Mr. Neufang stated staff received 249 surveys with input from citizens regarding their transportation needs. He provided additional information relating to population density for the proposed routes as requested by Council, and he indicated the transportation plan is a 20-year plan to attract new riders and better accommodate current riders. He noted the Americans with Disabilities Act (ADA) is a federal requirement that requires transit to provide service within a three-quarter mile area of all fixed-routes and provide operations during the same days and hours of fixed-route services. He stated Safe Ride Salisbury (SRS) is a route recommended for Catawba and Livingstone Colleges for safer transportation services to the Walmart and Tinseltown areas, and he noted there could be opportunities for partnerships with local colleges to provide matched funding for services.

Mr. Neufang discussed micro-transit as an option that could be implemented by using smaller vehicles similar to a taxi service. He stated the on-demand service would need to be available from 9:00 p.m. until 1:00 a.m. to serve Catawba and Livingstone Colleges, Innes Street area, Southgate Shopping Center, Walmart, and Tinseltown theater. He recommended revising the City’s current fixed-routes before looking to be innovative and creative in other areas. He suggested feeder points to connect riders from a micro-transit service to fixed-route services. He noted micro-transit services can be operated directly by the City of Salisbury or contracted through a service provider.

Mr. Neufang noted Rowan Express extends its services into Kannapolis, and he added NCDOT has implemented a plan to regionalize services for connectivity. He commented the proposal highlights and includes growth from the surrounding regions.

Mr. Neufang indicated recommendations have been combined into five scenarios to provide the City with different transit options and levels of investments. He stated he has worked closely with the Finance Department and staff has requested at least one cost neutral scenario and
four full funding scenarios. He stated full funding scenarios include fixed-route services such as micro-transit services which would be operated by a contracted provider, regional and college service, administration, and capital service. He indicated there is a need for additional administration support such as transportation mechanics, dispatchers, and planners. He presented the cost neutral scenario with a base budget of $1.59 million in relation to the City’s current budget. He stated there would be a 1.9% increase in operating costs moving forward, and he added the increase is considered typical for the transit system industry. He stated electronic fare boxes are an example of technology that should be considered a necessity to keep track of rider information to help determine needs as they change throughout the community. He noted the surveys indicated there is a need for operational hours to be extended and the number of weekday routes increased during peak hours. He stated there is required investment for full funding scenarios, and he added 50% of the operating cost would be funded by the federal government through grant programs. He pointed out there is a scenario that includes all recommended routes and zones and is the most expensive proposal, and he added federal and state funding is available.

Mr. Neufang indicated the City’s bus fares offset operating expenses by 6% which is a little over $70,000 per year. He commented advertising could generate revenue and help the City move toward offering free transportation services and increase ridership sufficiently. He recommended adjusting the routes and times before adjusting the fares.

Mr. Neufang pointed out concerns regarding transit services provided to the East Spencer and Spencer areas because no funds are provided by those towns in return for services received. He stated there was an analysis completed for transit trips per resident and East Spencer’s averages were high with 9.2 transit trips per resident. He stated the estimated cost of Spencer’s share would be $47,000 and East Spencer’s cost share would be $58,000. He added figures were based on transit’s percentages of revenue hours of service provided to the areas. He noted looped route services for Spencer would cost the City $202,000 and using the percentage of rides Spencer’s cost would be $40,000 and East Spencer’s would be $54,000. He stated another option would be to implement a bi-directional service to include two vehicles and two additional routes, and he indicated expenses would then double.

Mr. Neufang noted current funding is provided through the Federal Transit Administration (FTA) Section 5307 which is 50% of federal funds to cover operating cost and Section 5303 is considered a planning fund that includes a 20% local match. He stated FTA Section 5339 offers separate funds for bus and facilities expenses with 80% federal funding and 10% state funding. He indicated State Maintenance Assistance Program (SMAP) is a state discretionary fund offered to smaller urban systems, and he added vehicle registration fees are a transit expense the County would help to offset.

Mr. Neufang noted there are potential sources for alternative funding such as the NCDOT intercity bus program, advertising fees, rental car sales tax, increased fare prices, and contract revenue. He commented if fares were increased $1.50 there would be an additional $30,000 in revenue but there could be a decrease in ridership.

Mr. Neufang presented an implementation plan including short-term, medium-term, and long-term projections for fixed-route service. He pointed out scenario ‘D’ would extend weekday
operating hours to 11:00 p.m. and modify operating times for Saturday services. He presented an implementation plan for micro-transit service and recommended keeping the micro-service scenario in the plan. He commented the Vanpool rideshare transit program would add businesses to routes and form partnerships with local colleges in the future. He presented short-term and long-term implementation plans for administration and operations, and he recognized City transit drivers for their work in the City. He provided the implementation plan for Capital and the future replacement of vehicles and alternative fueling.

Councilmember Alexander asked what alternative fueling options were included in the research. Mr. Neufang stated the hybrid-electric vehicle was considered, and he noted the technology to operate those vehicles is very expensive and the City is in a non-attainment area. He recommended the City consider energy efficient vehicles at a later time because there are other needs to be met first. Councilmember Alexander asked how other cities are paying for energy efficient vehicles. Mr. Neufang stated some are funded by grants and some are funded locally. Transit Director Rodney Harrison commented grants are competitive and have minimum size requirements transit vehicles.

Mayor Pro Tem Post asked how many buses are owned by the City and the operating expense for each bus. Mr. Harrison stated there are six buses in the Transit fleet, and he noted buses cost around $500,000. Mayor Pro Tem Post asked how reliable grant funding is based on what the City currently receives. Mr. Neufang stated he believes federal funding will be very reliable in the future, and it currently funds 50% of the City’s operating cost. Mayor Pro Tem Post noted 6% of the City’s funding is from rider fares and asked how the remaining 44% is funded. Mr. Harrison commented the Section 5307 grant is the main source of revenue and a portion of that grant is used for operating expenses. He noted the grant offers capital funding for mechanics and maintenance of the facility or vehicles. Mayor Pro Tem Post asked if the majority of the expenditures are funded by a grant. City Manager Lane Bailey commented the General Fund contributes an estimated $600,000. Mr. Neufang pointed out the City receives SMAP funding as well.

Mayor Pro Tem Post asked if consideration has been given for an experimental based micro-transit operation. Mr. Neufang stated the Triangle Transit Authority implemented micro-transit programs that focused on areas with high density, and he noted the experiment was a failure. He added the results of the interview process and surveys indicated if transit systems are designed correctly there would be more riders using the transit system, and he recommended looking into transit design to enhance ridership.

Mayor Pro Tem Post asked if electronic monitoring would be an expense to add to City buses. Mr. Neufang noted the Automatic Passenger Counter (APC) devices are not a large expense, but he noted electronic fare boxes collect rider fares and track route stops. Mayor Pro Tem Post asked how many passengers the buses carry. Mr. Harrison commented 35-foot buses have capacities of 50 to 52 people. Mr. Neufang stated adding an APC would be a great investment, and he noted he would provide expense information to Mr. Harrison. Councilmember Miller asked if leasing the APC is an option. Mr. Neufang stated he is not sure. Councilmember Alexander asked if there are grants that could help fund the APC. Mr. Neufang stated there are grants available and the City has shown a definite need.
Councilmember Miller asked how people responded to the surveys. Mr. Neufang stated there were 249 survey participants who expressed that they liked the transit service and are thankful to have a ride, but he noted there is so much potential to attract new riders. Councilmember Miller asked if the City’s six buses could handle proposed routes one through five and eight. Mr. Harrison stated they could not. Councilmember Miller asked for clarification regarding the cost neutral proposal in Scenario A. He asked if Scenario A would require additional vehicles. Mr. Neufang stated it would require one additional vehicle. Mr. Harrison stated the City has several buses that are beyond their useful life, and he noted in a typical situation one spare bus would be sufficient. Councilmember Miller asked what percentage the federal government participates in capital investment. Mr. Neufang stated 80% is funded by the federal grant. Councilmember Miller asked how many buses are needed. Mr. Harrison stated at least two to three buses are needed. Mayor Pro Tem Post pointed out Scenario A, the cost neutral plan, does not include services to Spencer and East Spencer areas.

Councilmember Sheffield stated transportation systems are about creating a better culture. She stated Spencer and East Spencer are a big part of the Transit system. She recommended obtaining more data because there will be an expense associated with replacing assets and additional routes. She asked how critical the timeline is relating to making changes to the Transit system. Mr. Bailey commented a budget will need to be adopted before July 1, 2019, and budget allocations would fund the Transit system. He pointed out the fund balance for the Transit fund has decreased, and he added he is working with Finance Director Shannon Moore to address the concern this year. He noted right now the General Fund appropriation to Transit is $630,000. He stated he thinks Transit operations and routes can be adjusted at any time throughout the fiscal year. He noted a portion of federal funding received is based on bus mileage and population density. He indicated he does not believe routes need to be selected before July 1, but funds would need to be allocated.

Mayor Heggins asked why there is a decrease in fund balance. Mr. Bailey stated each fund has its own retained earnings and there have been withdrawals from the Transit fund from previous years. He commented several years ago the City’s Transit system was changed from a rural system to a large urban transit system and added to in the Concord and Kannapolis areas without increased funds. He pointed out former Interim Planning Director Brain Hiatt helped with the transition and the state provided some funds to help with the conversion into the larger transit system.

Mayor Heggins asked if micro-transit service pick-up and drop-off locations are the same as bus sites. Mr. Neufang stated the goal is to try and find bus stops that are centrally located.

Mr. Neufang indicated electronic fare boxes are $18,000 each and an APC would cost $10,000. Mayor Pro Tem Post asked if the tracking devices would qualify for the 80/20 capital contribution. Mr. Neufang stated it would qualify for Section 5339. Councilmember Alexander stated she would support adding the data tracking devices to Transit vehicles. Mayor Pro Tem Post stated the data would help the City make better decisions for Transit services.
Mayor Heggins asked about the methodology used to obtain data. Mr. Neufang commented over a five-month period AECOM implemented onboard survey’s, held community meetings, and spoke with drivers, community leaders and people who attend the local colleges, and they also received online responses. Mayor Heggins asked how the Transit department currently tracks ridership. Mr. Harrison stated ridership is tracked manually, and he pointed out one route has an estimated 80 to 90 stops.

Councilmember Miller asked Mr. Neufang if he could provide examples of a municipality where taxpayers are paying for another municipality’s ridership who do not contribute. Mr. Neufang stated recently a transit plan was completed for the City of Jacksonville, North Carolina that served the Marine Corps Base at Camp Lejeune who are not a part of the City’s tax base, but Camp Lejeune does pay to support Jacksonville’s transit service. He stated he has not had a City in North Carolina where the transit service serves a community that does not provide support for transportation services. He recommended retrieving a payment based on the hours of service being provided to those areas. Councilmember Alexander asked if there are any grant funds available for those communities to receive out of town transit services. Mr. Harrison stated he is not aware of any grants available. Councilmember Miller asked if a community would have to have a transit system to qualify for federal funds. Mr. Neufang agreed. Councilmember Miller asked if a contracted transit system could be classified as a community’s transit system. Mr. Neufang stated that would be a creative approach and considered a capital cost of contracting, and he noted he would look into that information for options. He pointed out East Spencer’s Mayor has indicated the town wants to partner with the City to provide transportation service to the community.

Councilmember Sheffield asked if the City currently has a partnership with RCCC for rideshare services. Mr. Harrison commented it does and RCCC service will continue. Councilmember Sheffield asked if the Safe Ride Salisbury program is a current program. Mr. Harrison indicated it is not. Mr. Neufang stated Safe Ride Salisbury would be a new program. Mr. Bailey commented the City has previously partnered with Livingstone College to offer students free fares and transit times were extended on weekends to accommodate student needs. Councilmember Sheffield commented RCCC is looking to bridge a connection to its second campus located in Kannapolis, and she asked if the connection referenced in the proposal would be near RCCC’s south campus. Mr. Neufang commented he does not believe so, and he pointed out recommendations are for services to be offered near the Kannapolis train station and its future development. Mr. Harrison commented staff is working to provide a more convenient route for RCCC’s Kannapolis campus.

**ADJOURNMENT**

Motion to adjourn the meeting was made by Councilmember Miller. All Council members in attendance agreed unanimously to adjourn. The meeting was adjourned at 5:27 p.m.

________________________________________
Al Heggins, Mayor

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

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

Requested Council Meeting Date:  6/4/19

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

Name of Presenter(s):  Chief Jerry Stokes

Requested Agenda Item:  Adopt a budget ORDINANCE Amendment to the FY2018-2019 budget in the amount of $5000 to appropriate Joint Operations funds from the US Secret Service.

Description of Requested Agenda Item:  The Police Department received funds from the Treasury Executive Office for Asset Forfeiture, Joint Operations / Secret Service to be used for the purpose of purchasing equipment and training for Criminal Investigations.

Attachments:  □ Yes  ☑ No

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

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

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

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

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

FINANCE DEPARTMENT INFORMATION:

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: 6/4/19

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

Name of Presenter(s): Chief Jerry Stokes

Requested Agenda Item: Adopt a Budget ORDINANCE Amendment to the FY2018-2019 budget in the amount of $3166 to appropriate Police Department donations.

Description of Requested Agenda Item: The Police Department has received donations of $1300 to purchase training supplies, $1413 to support Police Mentoring Summer Camp 2018, and $453 to support Make My School GREAT program.

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 block for finance at bottom of form and provide supporting documents)

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

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

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

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

FINANCE DEPARTMENT INFORMATION:

Finance Manager Signature

Department Head Signature

Budget Manager Signature

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

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

Reason:
AN ORDINANCE AMENDING THE 2018-2019 BUDGET ORDINANCE OF THE CITY OF SALISBURY, NORTH CAROLINA TO APPROPRIATE POLICE DEPARTMENT DONATIONS

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

Section 1. The City has received funds from The Blanche & Julian Robertson Family Foundation, Inc. in the amount of $1413 for the 2018 Salisbury Police Mentoring Summer Camp, G.R.E.A.T. Foundation, Inc. in the amount of $453 for Make My School A G.R.E.A.T. Place project, and from Walmart in the amount of $1300 for police training supplies. NC General Statutes require that the City appropriate these revenues so that they can be legally spent.

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

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

(1) Increase line item 010-000-000-44521.07 General Police Donations $3,166

(2) Increase line item 010-511-326-5131.06 Youth Programs $1,866

(3) Increase line item 010-514-000-5299.02 Tactical Unit $1,300

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

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

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

Requested Council Meeting Date:  6/4/19

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

Requested Agenda Item: Adopt a Budget ORDINANCE Amendment to the FY2018-2019 budget in the amount of $71,169 to complete Phase 2 of the integrated video and audio capture system from Axon Enterprises.

Description of Requested Agenda Item: City of Salisbury Police Department has upgraded its video and audio capture system, with the second and final phase being the installation of the equipment in the interview rooms at a cost of $71,169. The police department received a 2017 JAG grant in the amount of $23,723 that will be applied to this project.

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) 2017 JAG grant of $23,723 will be used to cover and the balance of $47,446 will be covered from additional revenues over budget in the following accounts: Insurance Claim Proceeds, Sale of Assets – Online and Interest.

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

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

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

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

FINANCE DEPARTMENT INFORMATION:

S. Warfel Furr
Finance Manager Signature

[Signature]
Department Head Signature

Anna Bungener
Budget Manager Signature

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

For Use in Clerk’s Office Only

☐ Approved  ☐ Delayed  ☐ Declined

Reason:
AN ORDINANCE AMENDING THE 2018-2019 BUDGET ORDINANCE
OF THE CITY OF SALISBURY, NORTH CAROLINA TO
APPROPRIATE GENERAL FUND REVENUES FOR INTERVIEW CAMERAS

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

Section 1. Appropriate General Fund revenues for interview room cameras. NC General
Statutes require that the City appropriate revenues so that they can be legally spent.

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

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

(1) Increase line item 010-000-000-483000
    Insurance Claim Proceeds
    $ 10,166

    Increase line item 010-000-000-481305
    Sale of Assets – Online
    $ 32,125

    Increase line item 010-000-000-461201
    Interest
    $ 5,155

    Increase line item 010-000-000-446301
    Police Grants
    $ 23,723

    Total Revenues
    $ 71,169

(2) Increase line item 010-516-000-545003
    Contracted Services
    $ 71,169

Section 4. That all ordinances, or parts of ordinances, in conflict with this ordinance are
hereby repealed to the extent of such conflict.

Section 5. 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: 06/04/2019

Name of Group(s) or Individual(s) Making Request: Jay Baker, Fire Department and Dale Waters, Information Technology

Name of Presenter(s): Division Chief Baker and IT Manager Dale Waters

Requested Agenda Item: Approve a sole-source purchase from ImageTrend, Inc. for an amount not to exceed $28,000 for purchase of a software record management system.

Description of Requested Agenda Item: The Salisbury Fire Department is transitioning to ImageTrend, a new software program, beginning July 1, 2019 to manage and upgrade the departments’ record management system. The departments’ current provider is ESO ETI Visual Fire.

Attachments: □ Yes □ No

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

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

Contact Information for Group or Individual: Fire Chief Parnell 704-638-4464

☐ 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:
Elite Fire Quote

Prepared For
Salisbury Fire Department
Rodney Misenheimer
514 E. Innes St.
Salisbury, North Carolina 28144

Prepared By
Eric Bambard
May 17, 2019
<table>
<thead>
<tr>
<th>Description</th>
<th>Qty</th>
<th>Frequency</th>
<th>Unit Price</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Elite™ Fire Setup</td>
<td>1</td>
<td>One Time</td>
<td>$2,967.00</td>
<td>$2,967.00</td>
</tr>
<tr>
<td>MARS Setup</td>
<td>1</td>
<td>One Time</td>
<td>$2,500.00</td>
<td>$2,500.00</td>
</tr>
<tr>
<td>Webinar Training 2hr Session</td>
<td>4</td>
<td>One Time</td>
<td>$350.00</td>
<td>$1,400.00</td>
</tr>
<tr>
<td>Elite™ Fire - SaaS</td>
<td>1</td>
<td>Recurring</td>
<td>$8,790.00</td>
<td>$8,790.00</td>
</tr>
<tr>
<td>Mobile Fire Inspections - SaaS</td>
<td>1</td>
<td>Recurring</td>
<td>$2,500.00</td>
<td>$2,500.00</td>
</tr>
<tr>
<td>Investigations</td>
<td>1</td>
<td>Recurring</td>
<td>$1,500.00</td>
<td>$1,500.00</td>
</tr>
<tr>
<td>Permits</td>
<td>1</td>
<td>Recurring</td>
<td>$1,500.00</td>
<td>$1,500.00</td>
</tr>
<tr>
<td>Mapping and Reporting System (MARS)</td>
<td>1</td>
<td>Recurring</td>
<td>$3,000.00</td>
<td>$3,000.00</td>
</tr>
<tr>
<td>CAD Distribution</td>
<td>1</td>
<td>Recurring</td>
<td>$3,500.00</td>
<td>$3,500.00</td>
</tr>
<tr>
<td>CAD Vendor: Other CAD Vendor</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>TOTAL Year 1</strong></td>
<td></td>
<td></td>
<td><strong>$27,657.00</strong></td>
<td></td>
</tr>
<tr>
<td><strong>Annual Fees after Year 1</strong></td>
<td></td>
<td></td>
<td><strong>$20,790.00</strong></td>
<td></td>
</tr>
</tbody>
</table>

**Prepared By:** Eric Bambard

**Terms of Agreement:** The above mentioned items will be invoiced upon Contract signature with payment terms of net 30 days.

- The recurring annual fees will be invoiced annually in advance.
- Project completion occurs upon receipt of the product.
- ImageTrend's license, annual support and hosting are based on 5,900 annual incidents as provided by Client.
  *IMAGE TREND will perform price increases of the recurring fees. The first price increase will occur with the fees due for year two. These price increases will occur once a year and may not exceed 3% of the price then currently in effect.
- This proposal is valid for 90 days.

**DISCLAIMER:** This quote creates no legal obligations. This letter is intended to confirm the parties' current understanding of the terms, but it is not intended to create any legal obligations with respect to any of the terms. Neither party should rely on this quote and no legal or equitable remedy will arise from any such reliance. Instead, the parties must reach a final agreement. A final agreement will be a condition precedent to any binding obligations. A fully executed Contract Agreement will be required to be completed before an order is processed.
**Product Descriptions**

<table>
<thead>
<tr>
<th>Product</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Elite™ Fire - SaaS</td>
<td>Similar to Elite EMS, Elite Fire is the core offering for NFIRS compliance. With a platform-independent design and intuitive interface, Elite Fire gives you the power to manage operations data, import/export NFIRS files, dive into CQI, use the Training/Activities module and streamline reporting with Report Writer.</td>
</tr>
<tr>
<td>Mobile Fire Inspections - SaaS</td>
<td>Elite Mobile Fire Inspections allows you to enter or edit location, occupant, and inspection records while offline and working in the field. It synchronizes all data bidirectionally with Elite Web. Note: Elite Fire or Rescue is required.</td>
</tr>
<tr>
<td>Investigations</td>
<td>Investigations is a separate module that allows your investigators to document all aspects of a fire-related investigation, including such things as witnesses, evidence grids and weather related information. Note: Elite Fire or Rescue is required.</td>
</tr>
<tr>
<td>Permits</td>
<td>The Permits module allows you to create, track and complete records, such as building or construction permits. Note: Elite Fire or Rescue is required.</td>
</tr>
<tr>
<td>Mapping and Reporting System (MARS)</td>
<td>Expand data reporting and understanding to include mapping techniques through MARS. Using intensity shading, cluster mapping or individual pin displays, users can experience advanced data visualization. MARS provides flexible display and data output through aerial, satellite or road views. MARS also includes automatic geocoding (latitude and longitude) of addresses (Incident Address for EMS and Fire) to ensure accurate rendering on maps or exporting to 3rd party mapping tools. Please note, geocoding legacy data is not included in the cost.</td>
</tr>
<tr>
<td>CAD Distribution</td>
<td>The ability to easily integrate CAD data into run reports is very beneficial in ensuring accurate data. CAD data can be obtained via a file export, a query or it can be sent directly to the ImageTrend web service. Only fields listed in the CAD integration workbook are available for population through the integration.</td>
</tr>
<tr>
<td>Webinar Training 2hr Session</td>
<td>Training sessions that are completed via webinar (maximum of 2 hours per session). Topics can include administrator or user education, in-depth education on various modules or features of the system, or learning how to better use Report Writer.</td>
</tr>
</tbody>
</table>
Requested Council Meeting Date: June 4, 2019

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

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

Requested Agenda Item: Council to consider adopting an Appropriation of $69,870.00, the reimbursement received from FEMA Grant for Fire Department Equipment and Training. Fire Department was awarded a 95% grant on 8-16-18 (for same amount) by the Federal Emergency Management Agency for training and equipment related to fire cause investigation and determination. Fire Dept’s (City’s) match was $3,493.00 to total $73,363.00.

Description of Requested Agenda Item: Council to appropriate budget reimbursement from FEMA for the amount of $69,870.00.

Attachments: Yes No (Ordinance amending the 18-19 Budget Ordinance to Appropriate FEMA Grant/ City of Salisbury Grant Information Form; Total Pages: 2)

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

Action Requested of Council for Agenda Item: Council to consider approval of budget appropriation.

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

XX☐ 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

Budget Manager Signature

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

For Use in Clerk’s Office Only

☐ Approved ☐ Delayed ☐ Declined

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

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

Section 1. The City’s Fire Department has been awarded a grant from the Federal Emergence Management Agency (FEMA), and these funds need to be appropriated.

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

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

(1) Increase line item 010-531-366-5161.00 Department Supplies $ 69,870

(2) Increase line item 010-000-000-4460.01 Miscellaneous Federal Grants $ 69,870

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

Section 4. That this ordinance shall be effective from and after its passage.
CITY OF SALISBURY GRANT INFORMATION FORM

Official Name of Grant: Fire Prevention and Safety Grant

Amount of grant funds to be received: $73,363.00

Percentage of Grant Funding (must add to 100%): City’s required match:
- Federal 95% 5% or $3,493.00
- State %
- Local (foundation) %

Key dates for grant:
- Award date (date of approval): 8/16/2018
- Funds receipt date:
- Action beginning date(s): 8/17/2018
- Required completion date: 8/16/2019

Name or grantor agency or foundation and contact information (phone #, e-mail, etc.):
U. S. Department of Homeland Security

If part or all of the grant funds come from a federal agency but are passed through a state agency, what is the name of the funding federal agency? (State agency should be listed above as granting agency).

Grant’s Catalog of Federal Assistance number (CFDA#):

Grant number, if any: EMW-2017-FP-00778

How will the City be receiving the grant funds, electronically □ or via check ☒?

Will grant funds be paid to the City (check one):
☒ in a lump sum prior to incurring expenditures? If so, when?
□ in a lump sum reimbursement after completion of all expenditures?
□ on a reimbursement basis with progressive payments allowed after some, but not all expenditures have been incurred?
□ in a combination of the above? Please explain:

Which City employee will be responsible for requesting grant reimbursements and fulfilling any reporting requirements imposed by the granting agency? Division Chief Terry Smith

Were revenues for this grant budgeted in the City’s annual operating budget? Yes □ No ☒

If not, has City Council approved a special appropriation of these grant funds? Yes ☒ No □

Other comments or other critical information related to this grant:
Salisbury City Council
Agenda Item Request Form

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

Requested Council Meeting Date:  June 4, 2019

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

Name of Presenter(s):  Nick Aceves

Requested Agenda Item:  Adopt a Budget ORDINANCE Amendment to the FY2018-2019 budget in the amount of $5,000 to appropriate Parks and Recreation Donations.

Description of Requested Agenda Item:  The City of Salisbury Parks and Recreation Department have received a donation to support various programs (Athletics, Camps, Special Events).

Attachments:  ☑ Yes   □ No

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

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

Contact Information for Group or Individual:  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:
AN ORDINANCE AMENDING THE 2018-2019 BUDGET ORDINANCE
OF THE CITY OF SALISBURY, NORTH CAROLINA TO
APPROPRIATE PARKS AND RECREATION DONATIONS

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

Section 1. The City’s Parks and Recreation Department has received donations from
Novant Health that need to be appropriated.

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

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

1. Increase line item 010-621-601-5131.05 Recreation Programs $ 500
2. Increase line item 010-621-606-5131.05 Recreation Programs 3,250
3. Increase line item 010-621-100-5450.28 Special Events $ 1,250
4. Increase line item 010-000-000-4515.04 Parks and Recreation Donations $ 5,000

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

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

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

Requested Council Meeting Date: June 4, 2019

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

Name of Presenter(s): Hannah Jacobson

Requested Agenda Item: Council to consider appropriating donation from the Blanche and Julian Robertson Family Foundation for the West End Sign.

Description of Requested Agenda Item: As part of the ongoing West End Transformation project, the City installed a new entrance sign for the West End neighborhood. The City has received a $9,439.02 reimbursement to cover the expenses incurred. These funds need to be appropriated so that the City can use these fund to further support the West End Transformation project.

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 approve Budget Ordinance appropriating donation in the amount of $9,439 from the Blanche and Julian Robertson Family Foundation for the West End sign.

Contact Information for Group or Individual: Hannah Jacobson

☒ 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***
Salisbury City Council
Agenda Item Request Form

☐ Approved          ☐ Delayed          ☐ Declined

Reason:
AN ORDINANCE AMENDING THE 2018-2019 BUDGET ORDINANCE
OF THE CITY OF SALISBURY, NORTH CAROLINA TO
APPROPRIATE DONATION FOR WEST END SIGN

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

Section 1. The City has received a donation from the Blanche and Julian Robertson Foundation Family Foundation for the new West End sign that needs to be appropriated.

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

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

(1) Increase line item 010-491-000-5450.00 $ 9,439
Special Projects

(2) Increase line item 010-000-000-4821.10 $ 9,439
General Fund Donations

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

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

<table>
<thead>
<tr>
<th>Please Select Submission Category:</th>
<th>☐ Public</th>
<th>☐ Council</th>
<th>☐ Manager</th>
<th>☒ Staff</th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th>Requested Council Meeting Date:</th>
<th>June 4, 2010</th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th>Name of Group(s) or Individual(s) Making Request:</th>
<th>Lane Bailey</th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th>Name of Presenter(s):</th>
<th>Lane Bailey</th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th>Requested Agenda Item:</th>
<th>Council to hold a public hearing regarding the proposed FY2019-2020 City Budget.</th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th>Description of Requested Agenda Item:</th>
<th>Council to hold a public hearing regarding the proposed FY2019-2020 City Budget.</th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th>Attachments:</th>
<th>☐ Yes</th>
<th>☒ No</th>
</tr>
</thead>
</table>

<table>
<thead>
<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>
</thead>
</table>

<table>
<thead>
<tr>
<th>Action Requested of Council for Agenda Item:</th>
<th>No action. Information only. A budget work session is planned for July 11, 2019 at 10:30 a.m. at 1 Water Street. <em>(Please note if item includes an ordinance, resolution or petition)</em></th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th>Contact Information for Group or Individual:</th>
<th>Lane Bailey</th>
</tr>
</thead>
</table>

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

**FINANCE DEPARTMENT INFORMATION:**

<table>
<thead>
<tr>
<th>Finance Manager Signature</th>
<th>Department Head Signature</th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th>Budget Manager Signature</th>
</tr>
</thead>
</table>

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

For Use in City Clerk's Office Only

<table>
<thead>
<tr>
<th>☐ Approved</th>
<th>☐ Declined</th>
</tr>
</thead>
</table>

Reason:
Project Details:

**Project Name**: Salisbury City Council Agenda Item Request Form

- **Requested Council Meeting Date**: 06/04/2019

**Name of Group(s) or Individual(s) Making Request**: Anne Little & Kyle Harris

**Name of Presenter(s)**: Anne Little & Kyle Harris

**Requested Agenda Item**: Council to hold a Public Hearing concerning the Draft 2019 Analysis of Impediments (AI) to Fair Housing Choice Report.

**Description of Requested Agenda Item**:

The Draft 2019 Analysis of Impediments (AI) Report has been made available for a 30-day public inspection and comment period, taking place between May 27 – June 25, 2019. The document is available online at [www.salisburync.gov/fairhousing](http://www.salisburync.gov/fairhousing) and in hard-copy format at the following seven (7) locations: Salisbury City Hall; Salisbury City Office Building; West End Business & Community Center; Rowan Public Library; Salisbury-Rowan Community Action Agency; Salisbury Civic Center; and City Park Recreation Center. Three (3) high-quality, bound copies have been placed at each location by city staff.

The availability of the draft online and at the above locations was announced in a public notice which ran in the Salisbury Post on Sunday, May 26, 2019. Additionally, staff created a flyer which has been posted at various locations across the City, and is being promoted by Communications via social media and other standard means.

This Public Hearing is one available method for citizens to provide comments on the draft report. Written comments are also being accepted by city staff.

**Attachments**: Yes

The appurtenant public notice and flyer are attached.

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

**Action Requested of Council for Agenda Item**: Hold a Public Hearing concerning the Draft 2019 Analysis of Impediments (AI) to Fair Housing Choice Report.

**Contact Information for Group or Individual**: Anne Little and Kyle Harris

- **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

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:
CITY’S “ANALYSIS OF IMPEDIMENTS TO FAIR HOUSING CHOICE” REPORT IS AVAILABLE FOR PUBLIC REVIEW

Citizens are invited to review the draft report and submit comments during 30-day comment period, between May 27 – June 25, 2019, and attend a public hearing.

The Analysis of Impediments (AI) to Fair Housing Choice is a process that recipients of funding from the U.S. Department of Housing & Urban Development (HUD), such as states and local governments, undertake as part of their obligation to affirmatively further fair housing (AFFH) under the federal Fair Housing Act.

The City of Salisbury invites residents to attend a public hearing during the City Council meeting scheduled for June 4, 2019 at 6:00 p.m. at City Hall, 217 South Main Street, to provide comments on the draft Analysis of Impediments.

Comments can also be provided during the open public comment period. Written comments can be sent to Anne Little or Kyle Harris using the information below. Copies of the document are available on the City’s website and at the locations listed at right.

Attn: Anne Little
City of Salisbury – HR
P.O. Box 479
Salisbury, NC 28145-0479

Attn: Kyle Harris
City of Salisbury – CPS
P.O. Box 479
Salisbury, NC 28145-0479

You may also call or email:
(704)-638-5218
anne.little@salisburync.gov

You may also call or email:
(704)-638-5324
kharr@salisburync.gov

PUBLIC HEARING:
Tuesday, June 4, 2019
6:00 P.M.
Salisbury City Hall
217 South Main Street

Hard-Copy Draft Report available for review during regular business hours:

Salisbury City Hall
217 South Main Street

Salisbury City Office Building
132 North Main Street

West End Business Center
1400 West Bank Street

Rowan Public Library
2nd Floor Reference Desk
201 West Fisher Street

Salisbury-Rowan Community Action Agency
1300 West Bank Street

Salisbury Civic Center
315 South MLK Jr. Ave.

City Park Recreation Center
316 Lake Drive

Draft available online:
www.salisburync.gov/fairhousing

Requests for printed copies should be sent to:
Anne Little
anne.little@salisburync.gov
(704)-638-5218
PUBLIC NOTICE

City of Salisbury

Analysis of Impediments (AI) to Fair Housing Choice

Public Hearing and 30-Day Public Comment Period

The Analysis of Impediments (AI) to Fair Housing Choice is a process that recipients of grant funds from the U.S. Department of Housing and Urban Development (HUD), such as states, local governments, and public housing agencies, undertake as part of their obligation to affirmatively further fair housing (AFFH) under the Fair Housing Act.

The City of Salisbury invites residents to attend a public hearing during the City Council meeting scheduled for June 4, 2019 at 6:00 p.m. at the City Hall at 217 S Main St, Salisbury, NC 28144 to provide comments on the draft Analysis of Impediments. Comments can also be provided during an open public comment period which will begin on May 27 and conclude on June 25.

Citizens may send written comments to: Anne Little, City of Salisbury, P.O. Box 479, Salisbury, NC 28145-0479, or by email anne.little@salisburync.gov or phone (704)-638-5218. Citizens may also send written comments to: Kyle Harris, City of Salisbury, P.O. Box 479, Salisbury, NC 28145-0479, or by email kharr@salisburync.gov or phone (704)-638-5324. Copies of the document are available on the City’s website at www.salisburync.gov/fairhousing.

Hard copies will also be available at the following locations: Salisbury City Hall, 217 South Main Street; Salisbury City Office Building, 132 North Main Street; West End Business & Community Center, 1400 West Bank Street; Rowan Public Library, 2nd Floor Reference Desk, 201 West Fisher Street; Salisbury-Rowan Community Action Agency, 1300 West Bank Street; Salisbury Civic Center, 315 South MLK Jr. Avenue; City Park Recreation Center, 316 Lake Drive. Requests for printed copies should be sent to Anne Little at anne.little@salisburync.gov.

This notice was posted the 26th day of May 2019.

CITY COUNCIL OF THE CITY OF SALISBURY, NORTH CAROLINA

By: Diane Gilmore
City Clerk
S a l i s b u r y  C i t y  C o u n c i l
Agenda Item Request Form

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

Requested Council Meeting Date: June 4, 2019

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

Name of Presenter(s): Nick Aceves

Requested Agenda Item: Pickleball Conversion/Facility Options Report

Description of Requested Agenda Item: This will provide an informational report on the process, purpose and need for the proposed pickleball conversion at City Park as well as discuss other additional facility options and its impact on department budget, staffing, etc.

Attachments: ☑ Yes ☐ No Power Point

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

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

Contact Information for Group or Individual: 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:
Requested Agenda Item: Council to consider approval of the City’s FY 2019-20 Action Plan & Budget for the use of Community Development Block Grant (CDBG) & HOME Program funds from the U.S. Department of Housing & Urban Development (HUD).

Description of Requested Agenda Item:

Budget Summary

The City of Salisbury receives federal formula funds annually from the U.S. Department of Housing & Urban Development (HUD). As a condition of receiving these funds, the City is required to develop an annual Action Plan & Budget that outlines the community development goals on which it will focus these funds.

The FY 2019-20 Action Plan & Budget covers the period between July 1, 2019 and June 30, 2020. During this period, the City will receive the following Federal formula funds:

- Community Development Block Grant (CDBG) ............................................................. $290,017.00
- Community Development Block Grant (CDBG) Projected Program Income .............. $ 30,000.00
- HOME Investment Partnerships Program (HOME) .................................................. $134,202.00

TOTAL: $454,219.00

The above funds will be used to meet the goals and objectives established and approved by the Salisbury City Council and articulated in the City’s 2015-19 Consolidated Plan. The Consolidated Plan describes community needs and determines local priorities for using public resources to assist low- and moderate-income (LMI) residents of Salisbury over a five-year period.

The 2015-19 Consolidated Plan is available online at www.salisburync.gov/housing/con-plan.

Action Plan & Budget Details

The Consolidated Plan is augmented by Annual Action Plans, which identify how the City will spend limited public resources each year to meet the goals and priorities of the 2015-19 Consolidated Plan.

This year’s CDBG & HOME Action Plan & Budget identifies government action that will be taken in FY 2019-20 to develop and strengthen viable communities by ensuring the provision of decent housing and a suitable living environment, and by expanding economic opportunities, principally for low- and moderate-income persons in Salisbury.
The proposed Budget & Action Plan (attached) continue the City’s investment in owner-occupied housing rehabilitation to assist low- and moderate-income homeowners. Based on past activities, the vast majority of those who apply for this assistance are elderly, minority homeowners. The Budget & Action Plan also continue the City’s investment in local public service agencies that benefit low- and moderate-income populations.

Finally, the Budget & Action Plan allocates the second and final round of funding for the construction of sidewalks along West Monroe Street in the West End neighborhood. Sidewalk installation is planned on West Monroe Street from Brenner Avenue to Grim Street, in order to address neighborhood concerns about pedestrian safety and walkability and to connect existing sidewalk/greenway at Brenner Avenue with the Livingstone University campus. This project will have been funded across two HUD award cycles, and construction is projected to begin in 2019-20.

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

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

Special Announcement: Upcoming 2020-24 Consolidated Plan Update

In 2019-20, the City will update its Consolidated Plan for the period between 2020-24. This Update represents an important opportunity for all citizens of Salisbury to review the City’s existing community development goals and priorities, and offer feedback to ensure Salisbury continues to operate a strong and effective Community Development program.

Community Planning Services will provide additional details on this important project in the months ahead. A special announcement of this project is available on Page 4 of the attached Draft Action Plan.

Incorporation of Public Comments – Two (2) public input meetings will have been held on May 14 and May 30, and all received comments will be incorporated into the Action Plan by the time Council considers approval. A summary of the citizen participation period will be attached to this memo and included in the June 4 presentation at Council. Because the May 30 public input meeting will occur the Thursday before Council meets, a summary of received comments for that meeting will be provided to Councilmembers on Friday, May 31, for review over the weekend.

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)

Finance has approved this item to move forward without a fiscal note. All public notice costs have been included in the current fiscal year’s budget.

Action Requested of Council for Agenda Item: Approve the City’s FY 2019-20 Action Plan & Budget for the use of Community Development Block Grant (CDBG) & HOME Program funds from the U.S. Department of Housing & Urban Development (HUD).

Contact Information for Group or Individual: Kyle Harris, Community Planning Services, (704) 638-5324, kharr@salisburync.gov.
☐ Consent Agenda (item requires no discussion and will be voted on by Council or removed from the consent agenda to the regular agenda)

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

FINANCE DEPARTMENT INFORMATION:

_________________________________ ______________________________
Finance Manager Signature Department Head Signature

_________________________________
Budget Manager Signature

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

For Use in Mayor’s Office Only

☐ Approved ☐ Declined

Reason:
COMMUNITY DEVELOPMENT PUBLIC INPUT MEETING # 1
West End Business & Community Center
1400 West Bank Street
Tuesday, May 14, 2019
5:30 – 7:00 p.m.

COMMUNITY DEVELOPMENT PUBLIC INPUT MEETING # 1 – CITIZEN INPUT
SUMMARY WITH ATTACHMENTS

ATTACHMENTS: Staff PowerPoint Presentation; budget and goals handout; goals and priorities worksheet; and public input meeting flyer.

CITY OFFICIALS PRESENT: Kyle Harris (Planner); Hannah Jacobson (Planning Director); Wendy Brindle (Engineering Director); Alyssa Nelson (Urban Design Planner); Chanaka Yatawara (CDC Executive Director)

CITIZENS PRESENT: Shirley McLaughlin (West End); Almead er Holt (West End); Mary Lattimore (Wet End); Dorothy Campbell (West End); Joyce Smyre (West End); John Douglas (West End); Renee Wimbish (Catawba College Area); Mary Frances Edens (Catawba College Area); Walter Vaughn [email: ahthoss@yahoo.com] (West Cliff).

MEETING SUMMARY:

A public input meeting was held regarding the City of Salisbury’s Draft FY 2019-20 Community Development Block Grant (CDBG) & HOME Investment Partnerships (HOME) Action Plan & Budget. This meeting was the first of two public input meetings during the required public inspection and comment period (Wednesday, May 8 – Friday, June 7, 2019). Citizens were encouraged to review the draft plan (which was made available online and at various locations across Salisbury) and submit comments to planning staff regarding the proposed use of HUD funds.

At the May 14 meeting, nine (9) citizens attended and provided feedback. The meeting was proposed on Facebook, a notice in the Salisbury Post, through the City’s social media accounts, and hard-copy flyers. Feedback at the meeting was gathered via open discussion and via a worksheet and survey instrument, which was collected by staff at the end of the meeting. At the beginning of the meeting, staff gave a presentation which covered the following topics: CDBG & HOME program overview and FY 2019-20 funding; description of eligible activities under both programs; overview of FY 2019-20 goals and priorities; specific details regarding budgeted investments in housing activities, infrastructure activities, public services, program administration, and debt payments; and a description of the citizen participation process. The full PPT, including all handouts and the worksheet and survey instrument, are attached to this document.
OVERVIEW OF FEEDBACK:

Overall, the attendees agreed with the City’s five (5) draft goals and did not recommend any revisions to them. These goals are:

- **Goal 1: Affordable Housing – Rehabilitation of Existing Units.**
  - **Objective:** Owner-Occupied Rehabilitation.

- **Goal 2: Public Facilities & Improvements**
  - **Objective:** Public Infrastructure Improvements.

- **Goal 3: Public Services**
  - **Objective:** Provision of Public Services.

- **Goal 4: Affirmatively Furthering Fair Housing.**
  - **Objective:** Following the adoption by City Council of the Analysis of Impediments to Fair Housing Choice (AI) Update in FY 2018-19, the City will strengthen its fair housing planning activities in partnership with the Fair Housing Committee (FHC) and begin implementation of the AI Report Action Plan.

- **Goal 5: Planning & Administration.**
  - **Objective:** Effective Planning & Administration.

However, attendees did reach general consensus related to additional priority activities the City should incorporate into its Community Development planning efforts:

- **Traffic Calming on Horah.** Several residents recommended that Engineering explore possible traffic calming treatments on Horah, where it is perceived there is a speed problem. Residents also suggested that a traffic signal be installed at the intersection of Horah and Institute, and that a speed trailer be placed on Horah near Institute to gather data.

- **Lighting on Horah.** Several residents recommended that Horah should be better-lit through improved street lighting.

- **Demolition of Deteriorated / Vacant and Abandoned Structures & Code Enforcement.** There was general consensus that housing demolition and Code Enforcement must continue to be high-priority activities for the City. Attendees noted that vacant and blighted properties bring animals such as groundhogs which are a nuisance. Residents encouraged the City to address the most urgent conditions of blight in a targeted and sustained manner.

- **Sidewalks in the West End.** The City should continue to ensure pedestrian safety and walkability throughout the West End neighborhood. Grim Street and Standish were suggested as candidate sites.
Other comments include:

- Create better atmosphere for families by improving parks and playgrounds and expanding recreational opportunities;
- Create a better structure for litter and trash removal, including creative partnerships (such as with local schools) and the development of special action plan for trash and litter removal;
- Rehabilitate the Monroe Street School. Consider opening a pharmacy for lower-income people who cannot walk to other pharmacies. Consider establishing classroom space for learning trades such as masonry, electrical work, plumbing, CNAs, etc. Could become a ladder of opportunity for lower-income young people, improve job prospects and reduce crime, and elevate the Monroe Street school as an important historic landmark;
- Consider providing funding or local adoption agencies as part of the CDBG public services investment program;
- Demolish or rehabilitate deteriorated / vacant and abandoned homes in the 800 – 1500 blocks of West Horah Street;
- Ensure drivers can see around corners for traffic safety purposes;
- Code Enforcement or Rowan County need to better enforce leash laws throughout the West End because loose dogs create an atmosphere of danger for pedestrians;
- There are dangerous pedestrian conditions around Sycamore of West Cliff because people use it as a cut-through and there are currently no sidewalks;
- There needs to be better follow-up by the City regarding sidewalk complaints and requests;
- There are animals in the vacant buildings on Partee Street across from Head Start, and in the Monroe Street School.
The following activities emerged as high-priority activities based on responses from the Goals & Priorities worksheet. The priority assigned to each activity is based on the number of respondents who identified the activity as a “high-priority” item.

<table>
<thead>
<tr>
<th>Priority Level</th>
<th>High-Priority Eligible Activities</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Highest</strong></td>
<td>Code Enforcement in deteriorating or deteriorated areas</td>
</tr>
<tr>
<td></td>
<td>Streets and sidewalks / curbs and gutters</td>
</tr>
<tr>
<td></td>
<td>Special garbage, trash, and debris removal, including neighborhood cleanup campaigns</td>
</tr>
<tr>
<td></td>
<td>Clearance activities – demolition of deteriorated / vacant and abandoned properties</td>
</tr>
<tr>
<td><strong>Second-Highest Priority</strong></td>
<td>Rehabilitation of owner-occupied, single-family residential homes.</td>
</tr>
<tr>
<td></td>
<td>Renovation of closed buildings, such as closed school buildings, for use as an eligible public facility or to rehabilitate such buildings for housing</td>
</tr>
<tr>
<td></td>
<td>Funding for public services, including job training and employment services, health care and substance abuse services, child care, crime prevention and fair housing counseling</td>
</tr>
<tr>
<td><strong>Third-Highest Priority</strong></td>
<td>Homeownership assistance, such as down payment assistance and other assistance to eligible homeowners and new home buyers</td>
</tr>
<tr>
<td></td>
<td>Rehabilitation, preservation or restoration of historic properties, whether publicly or privately owned</td>
</tr>
<tr>
<td><strong>Fourth-Highest Priority</strong></td>
<td>Planning &amp; Administration – preparation of general plans, functional plans such as housing plans, neighborhood plans, historic preservation plans, and policy planning and management</td>
</tr>
<tr>
<td></td>
<td>Construction of new affordable housing (single-family residences) – including the purchase of real property for improvement</td>
</tr>
<tr>
<td><strong>Fifth-Highest Priority</strong></td>
<td>Sewer and water infrastructure improvements and other basic utilities</td>
</tr>
<tr>
<td></td>
<td>Develop, improve, or install public facilities such as senior citizens center, community center, etc.</td>
</tr>
</tbody>
</table>
Below are responses to the Public Input Q&A Exercise:

Question:

Over the previous five-year period, the City has received between $400,000 and $500,000 annually through the federal CDBG & HOME programs. Given such limited resources (in relation to the community’s need), the City has had to prioritize its investment activities. The City has prioritized housing rehabilitation, public infrastructure improvements, public services funding, and fair housing activities, principally for lower-income individuals and families.

Do you agree with the above priorities? Why or why not?

Responses:

- Yes I do agree if the plans are carried out as stated.
- Yes I do agree.
- Yes → Notice a remarkable attitude change in people receiving housing restoration grants.
- Yes. Low income families need help to have a decent place to live. People and children need a place to go for recreation. Clean up activities and more opportunities to get rid of trash that is not picked up on regular trash day. Sonic’s fast food caused students from the college to litter our street (Institute St.). Somebody should be responsible for cleaning up the street. Elderly people cannot take care of cleaning.

Question:

If you do not agree with the City’s investment priorities, please recommend other housing and neighborhood improvement activities the City should prioritize in its investment planning. See the table on the previous page for a list of eligible activities under the CDBG & HOME programs.

Responses:

- I agree.
Question:

Think about your neighborhood or neighborhoods in the City that are distressed or need help. In general, what types of investments are most needed? (e.g. better roads and sidewalks, improved housing conditions, demolition of vacant or abandoned structures, more parks and landscaping/aesthetic improvements, better public facilities, etc.)

Responses:

- Need improving of the home – housing conditions, demolition of vacant or abandoned structures, clean up the area where you live. Need stop light at Horah and Institute Street. People do not stop at stop sign.
- Demolition of vacant or abandoned structures.
- All of the above listed. We also need a stop light at Horah and Institute Street. People do not stop at stop sign and caution light.
Below are responses to the question, “Please rate your level of agreement with the following statements about housing and neighborhoods”. The options are: Strongly Agree, Agree, Neutral, Disagree, Strongly Disagree.

My neighborhood has adequately maintained roads and basic infrastructure.
- Agree.
- Disagree. Potholes are in streets, streets have patched work.
- No.
- Agree.
- Agree.
- Agree.

My neighborhood has adequately maintained sidewalks, curbs, and gutters.
- Disagree.
- There is improving on the sidewalks.
- No they need improving. They are poor looking.
- Neutral.
- Neutral.

I can walk safely in my neighborhood because there are adequate sidewalks connecting my home to goods and services nearby.
- Neutral. Need to control animals, dogs, groundhogs.
- Disagree.
- Agree.
- Neutral.
- Strongly Disagree. Speed.

The houses in my neighborhood are in good condition.
- Neutral.
- Strongly Disagree. Houses are in poor condition. Houses need to be repaired. Landlords should be held accountable.
- They all need a face [lift].
- Disagree.
- Not all houses are in fair to good shape. Renovations should be made on many housing.
- Agree.
(If you have children) My children have access to adequate community facilities like libraries, recreation centers, parks and playgrounds, etc.

- Disagree.
- Agree.
- Neutral.
- Strongly Disagree. *We drive.*

Code Enforcement is able to adequately respond to complaints about poor housing and neighborhood conditions.

- Agree. *Need more staff.*
- Strongly Disagree. *Takes so long for code enforcement to do anything. Rules should be changed when it comes to houses that need to be demolished.*
- Neutral.
- Neutral.
- Neutral. *N/A*

There are no vacant or abandoned properties on my street.

- Disagree. *Vacant property.*
- Strongly Disagree.
- Strongly Disagree.
- Neutral.
- Strongly Agree.

I like the appearance of my neighborhood.

- Disagree. *Could be better.*
- Strongly Disagree. *Neighborhood could be better if more guidelines were enforced by Code or City. Landlords should be held accountable for the vacant property.*
- Disagree.
- Neutral.
There are adequate opportunities to access affordable housing in Salisbury.

- Agree.
- Strongly Disagree.
- Unknown.
- Strongly Agree.

In Salisbury, there are adequate services and help for vulnerable populations (homeless, low-income, unemployed, those in need of child care, health care, or substance abuse services, etc.)

- Agree.
- Neutral
- Unknown.
- Agree.
- Strongly Agree.

In my neighborhood, there is adequate access to public transportation to goods and services and employment centers.

- Disagree. Need for improvement.
- Neutral.
- Agree.
- Neutral.
- Strongly Agree.
Planned investments in community and neighborhood development projects and related efforts toward achieving Salisbury’s community development objectives. This year’s draft Action Plan & Budget continues the City’s investments in owner-occupied residential rehabilitation, the provision of public services to vulnerable populations, and public infrastructure improvements in disadvantaged neighborhoods.

**Community Development Block Grant (CDBG) Program**

<table>
<thead>
<tr>
<th>FY 19-20 Investment Priorities</th>
<th>FY 19-20 Budgeted Funds</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Affordable Housing:</strong></td>
<td></td>
</tr>
<tr>
<td>• Owner-Occupied Rehabilitation</td>
<td>$118,535.00</td>
</tr>
<tr>
<td><strong>Public Infrastructure Improvements:</strong></td>
<td></td>
</tr>
<tr>
<td>• West End Sidewalk Project</td>
<td>$50,000.00</td>
</tr>
<tr>
<td>(West Monroe Street – Livingstone)</td>
<td></td>
</tr>
<tr>
<td><strong>Public Services Funding:</strong></td>
<td></td>
</tr>
<tr>
<td>• Rowan Helping Ministries</td>
<td>$17,180.00</td>
</tr>
<tr>
<td>• Family Crisis Council</td>
<td>$11,450.00</td>
</tr>
<tr>
<td>• Salisbury Youth Employment</td>
<td>$  5,950.00</td>
</tr>
<tr>
<td>• Gateway Freedom Center</td>
<td>$  3,950.00</td>
</tr>
<tr>
<td><strong>Debt Service Section 108 Loan:</strong></td>
<td></td>
</tr>
<tr>
<td>• Park Avenue Community Center</td>
<td>$39,498.60</td>
</tr>
<tr>
<td><strong>Planning &amp; Administration:</strong></td>
<td></td>
</tr>
<tr>
<td>• Program Administration</td>
<td>$64,003.40</td>
</tr>
</tbody>
</table>

**TOTAL CDBG BUDGET:** $320,017.00

**HOME Investment Partnerships Program**

<table>
<thead>
<tr>
<th>FY 19-20 Investment Priorities</th>
<th>FY 19-20 Budgeted Funds</th>
</tr>
</thead>
<tbody>
<tr>
<td>• Owner-Occupied Rehabilitation</td>
<td>$126,606.00</td>
</tr>
<tr>
<td>• Program Administration</td>
<td>$  7,596.00</td>
</tr>
</tbody>
</table>

**TOTAL HOME BUDGET:** $134,202.00

**TOTAL COMBINED BUDGET:** $454,219.00

The Draft FY 2019-20 Action Plan & Budget will be available for public inspection and comment during the period between Wednesday, May 8 and Friday, June 7, 2019. More information is available online at www.salisburync.gov/housing. Citizens may send written comments regarding the Draft Action Plan & Budget to: Kyle Harris, City of Salisbury, Community Planning Services, P.O. Box 479, Salisbury NC 28145-0479, or email kharr@salisburync.gov.
Draft Goals & Objectives

The 2019-2020 Action Plan identifies goals and outcomes promulgated in the Consolidated Plan. This year’s plan includes the five (5) goals outlined below, addressing community needs related to affordable housing and housing stabilization. A secondary focus will be on non-housing community development activities, including the provision of public services and public infrastructure improvements.

Goal 1: Affordable Housing – Rehabilitation of Existing Units: Due to the advanced age of the current housing stock, the City of Salisbury has placed a high priority on rehabilitating existing homes, allowing residents to have safe, affordable, and stable living environments.

- **Objective 1.1: Owner-Occupied Rehabilitation**
  Create a suitable, decent living environment that is safe, affordable, and sustainable for low- and moderate-income residents of the City of Salisbury. Rehabilitation activities that may be undertaken include, but are not limited to, acquisition for rehabilitation and rehabilitation for residential purposes; energy improvements; water efficiency improvements; connection to water and sewer lines; testing for and abatement of lead-based paint; and accommodations for the elderly and persons with disabilities.

Goal 2: Public Facilities & Improvements: Provide improvements and updates to aging infrastructure.

- **Objective 2.1: Public Infrastructure Improvements**
  Provide improvements and upgrades to ageing infrastructure, including but not limited to streets, sidewalks, water and sewer lines, and parks. CDBG funds may be used for the acquisition, construction, reconstruction, rehabilitation, or installation of public improvements or public facilities in designated revitalization neighborhoods (West End, Park Avenue, East End, and Jersey City).

Goal 3: Public Services: Partner with public service agencies that provide assistance to and meet specific needs of residents of the City of Salisbury.

- **Objective 3.1: Provision of Public Services**
  Public services are needed to help address the needs of the homeless population and victims of domestic abuse as well as those at risk of becoming homeless. Services include shelter, meals, food programs, utility assistance, referrals and legal aid, counseling, childcare, education services, transportation, etc.

Goal 4: Affirmatively Furthering Fair Housing: Remove or ameliorate barriers to affordable housing choice.

- **Objective 4.1: Following the adoption by City Council of the Analysis of Impediments to Fair Housing Choice (AI) Update in FY 2018-19, the City will strengthen its fair housing planning activities in partnership with the Fair Housing Committee (FHC) and begin implementation of the AI Report Action Plan.**
  As a HUD program participant, the City of Salisbury is required to connect housing and community development policy and investment planning with meaningful actions that affirmatively further fair housing. The City will review the AI Report Action Plan and take actions to overcome the effects of any impediments identified through such analysis.

  - More information is available online at [www.salisburync.gov/fairhousing](http://www.salisburync.gov/fairhousing).

Goal 5: Planning & Administration: Implement a well-managed Community Development program with effective progress toward five-year goals as delineated in the 2015-2019 Consolidated Plan.

- **Objective 5.1: Effective Planning & Administration**
  Administer the Community Development program to meet community needs and funding requirements by developing, guiding, and managing activities that generate long-term impact and self-sufficiency.
### FY 2019-20 Community Development Draft Plan & Budget – Goals & Priorities Worksheet

**Instructions:** The table below lists all activities the City can undertake using CDBG & HOME funds. Please review each eligible activity and rank how important this activity is to you (low, medium, or high priority). You may write additional comments in the space provided.

<table>
<thead>
<tr>
<th>Priority Level (Low, Medium or High)</th>
<th>Eligible Activities under HUD’s CDBG &amp; HOME Programs</th>
<th>Additional Comments</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Must benefit low-moderate income (LMI) areas or households or benefit deteriorating/deteriorated areas of Salisbury</td>
<td></td>
</tr>
<tr>
<td>Sewer and water infrastructure improvements and other basic utilities</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Streets and sidewalks / curbs and gutters</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Parks and playgrounds</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Special garbage, trash, and debris removal, including neighborhood cleanup campaigns</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Develop, improve, or install public facilities such as a senior citizens’ center, community center, etc.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Aesthetic amenities on public land such as landscaping (trees and flowers, art and sculptures, walls and monuments, etc.) and other community appearance improvements</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Clearance activities – demolition of deteriorated / vacant and abandoned properties and removal of rubble and debris after demolition</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Construction of new affordable housing (single-family residences) – includes the purchase of real property for improvement</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Priority Level (Low, Medium or High)</td>
<td>Eligible Activities under HUD’s CDBG &amp; HOME Programs</td>
<td>Additional Comments</td>
</tr>
<tr>
<td>----------------------------------</td>
<td>-----------------------------------------------------</td>
<td>--------------------</td>
</tr>
<tr>
<td></td>
<td>Homeownership assistance, such as down payment assistance or mortgage interest subsidies for lower-income homebuyers, and other financing assistance to eligible homeowners and new home buyers.</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Rehabilitation of owner-occupied, single-family residential homes.</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Rehabilitation of publicly or privately-owned commercial or industrial buildings</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Rehabilitation of nonresidential buildings owned by nonprofits</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Code Enforcement in deteriorating or deteriorated areas</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Rehabilitation, preservation or restoration of historic properties, whether publicly or privately owned</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Renovation of closed buildings, such as closed school buildings, for use as an eligible public facility or to rehabilitate such buildings for housing</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Planning &amp; Administration – preparation of general plans, functional plans such as housing plans, neighborhood plans, historic preservation plans, &amp; policy planning and management</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Funding for public services, including job training and employment services, health care and substance abuse services, child care, crime prevention and fair housing counselling.</td>
<td></td>
</tr>
</tbody>
</table>
Public Input Exercise – Q&A

Please take a moment to answer the following questions related to the City of Salisbury’s Draft FY 2019-20 Action Plan & Budget for the use of CDBG & HOME funds. These funds must be used to benefit low-moderate income (LMI) areas or households, or benefit deteriorating or deteriorated areas of Salisbury.

1. Where in Salisbury do you live? (Can be general area or neighborhood, e.g. “West End” or “North Main Street”)

2. Over the previous five-year period, the City has received between $400,000 and $500,000 annually through the federal CDBG & HOME programs. Given such limited resources (in relation to the community’s need), the City has had to prioritize its investment activities. The City has prioritized housing rehabilitation, public infrastructure improvements, public services funding, and fair housing activities, principally for lower-income individuals and families.

Do you agree with the above priorities? Why or why not?
3. If you do not agree with the City’s investment priorities, please recommend other housing and neighborhood improvement activities the City should prioritize in its investment planning. See the table on the previous page for a list of eligible activities under the CDBG & HOME programs.

4. Think about your neighborhood or neighborhoods in the City that are distressed or need help. In general, what types of investments are most needed? (e.g. better roads and sidewalks, improved housing conditions, demolition of vacant or abandoned structures, more parks and landscaping/aesthetic improvements, better public facilities, etc.)
5. Please rate your level of agreement with the following statements about housing and neighborhoods.

<table>
<thead>
<tr>
<th>Statement</th>
<th>Strongly Agree</th>
<th>Agree</th>
<th>Neutral</th>
<th>Disagree</th>
<th>Strongly Disagree</th>
</tr>
</thead>
<tbody>
<tr>
<td>My neighborhood has adequately maintained roads and basic infrastructure.</td>
<td>Strongly Agree</td>
<td>Agree</td>
<td>Neutral</td>
<td>Disagree</td>
<td>Strongly Disagree</td>
</tr>
<tr>
<td>Comments:</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>My neighborhood has adequately maintained sidewalks, curbs, and gutters.</td>
<td>Strongly Agree</td>
<td>Agree</td>
<td>Neutral</td>
<td>Disagree</td>
<td>Strongly Disagree</td>
</tr>
<tr>
<td>Comments:</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>I can walk safely in my neighborhood because there are adequate sidewalks</td>
<td>Strongly Agree</td>
<td>Agree</td>
<td>Neutral</td>
<td>Disagree</td>
<td>Strongly Disagree</td>
</tr>
<tr>
<td>connecting my home to goods and services nearby.</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Comments:</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>The houses in my neighborhood are in good condition.</td>
<td>Strongly Agree</td>
<td>Agree</td>
<td>Neutral</td>
<td>Disagree</td>
<td>Strongly Disagree</td>
</tr>
<tr>
<td>Comments:</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>(If you have children) My children have access to adequate community facilities like libraries, recreation centers, parks and playgrounds, etc.</td>
<td>Strongly Agree</td>
<td>Agree</td>
<td>Neutral</td>
<td>Disagree</td>
<td>Strongly Disagree</td>
</tr>
<tr>
<td>---</td>
<td>---</td>
<td>---</td>
<td>---</td>
<td>---</td>
<td>---</td>
</tr>
<tr>
<td>Comments:</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Code Enforcement is able to adequately respond to complaints about poor housing and neighborhood conditions.</th>
<th>Strongly Agree</th>
<th>Agree</th>
<th>Neutral</th>
<th>Disagree</th>
<th>Strongly Disagree</th>
</tr>
</thead>
<tbody>
<tr>
<td>Comments:</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>There are no vacant or abandoned properties on my street.</th>
<th>Strongly Agree</th>
<th>Agree</th>
<th>Neutral</th>
<th>Disagree</th>
<th>Strongly Disagree</th>
</tr>
</thead>
<tbody>
<tr>
<td>Comments:</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>I like the appearance of my neighborhood.</th>
<th>Strongly Agree</th>
<th>Agree</th>
<th>Neutral</th>
<th>Disagree</th>
<th>Strongly Disagree</th>
</tr>
</thead>
<tbody>
<tr>
<td>Comments:</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Strongly Agree</td>
<td>Agree</td>
<td>Neutral</td>
<td>Disagree</td>
<td>Strongly Disagree</td>
</tr>
<tr>
<td>--------------------------------</td>
<td>----------------</td>
<td>-------</td>
<td>---------</td>
<td>----------</td>
<td>-------------------</td>
</tr>
<tr>
<td><strong>There are adequate opportunities to access affordable housing in Salisbury.</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Comments:</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>In Salisbury, there are adequate services and help for vulnerable populations (homeless, low-income, unemployed, those in need of child care, health care, or substance abuse services, etc.)</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Comments:</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>In my neighborhood, there is adequate access to public transportation to goods and services and employment centers.</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Comments:</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

*Please turn in this worksheet at the end of the meeting. If you would like more time to think about these questions, you can take home the worksheet and submit later to: Kyle Harris, City of Salisbury, Community Planning Services, P.O. Box 479, Salisbury NC 28145-0479. You can also email your completed worksheet to kharr@salisburync.gov or drop it off at the Development Services front-desk, 1st floor, City Office Building, 132 North Main Street, Salisbury.*
Community Development Block Grant (CDBG) & HOME Programs

FY 19-20 Proposed Action Plan & Budget

Prepared for:

May 14th Public Input Meeting

Community Planning Services
Program Overview & Funding

The City of Salisbury receives federal formula funds annually from the U.S. Department of Housing & Urban Development (HUD) to improve neighborhoods and expand housing opportunities.

In FY 2019-20, the City will receive $454,219.00 through these programs:

- Community Development Block Grant (CDBG) $290,017.00
- CDBG Projected Program Income $30,000.00
- HOME Investment Partnerships Program (HOME) $134,202.00

These funds will be used to meet the goals and objectives established by the Salisbury City Council in the 2015-2019 Consolidated Plan.

The Consolidated Plan describes community needs and determines local priorities for using public resources to assist low- and moderate-income (LMI) residents of Salisbury over a five-year period.
What is… “Community Development”?

- Broad term encompassing many activities, including housing, economic development, health, employment and educational services, infrastructure and many other activities designed to improve the welfare of neighborhoods and families.

- *But*… because federal and local resources for community development are **limited** and are not sufficient to address all needs, CDBG & HOME funds must be used wisely to obtain maximum benefit.
Community Development in Salisbury

- **Community Development Block Grant (CDBG)**
  - Authorized under Title I of the Housing & Community Development Act of 1974, the primary objective of which is the development of viable urban communities.
  - These viable communities are achieved by providing the following, principally for persons of low and moderate income:
    - Decent housing;
    - A suitable living environment; and
    - Expanded economic opportunities.

- **HOME Investment Partnerships (HOME)**
  - Also a block grant that funds a wide range of activities including building, buying, and/or rehabilitating affordable housing for rent or homeownership or providing direct rental assistance to low-income people.

Programs jointly administered by the City and the Salisbury Community Development Corporation (CDC).
Community Development in Salisbury

- Community Development Block Grant (CDBG) Eligible Activities include:
  - Homeownership assistance;
  - Acquisition of real property;
  - Relocation and demolition;
  - Rehabilitation of residential and non-residential structures;
  - Construction of public facilities and improvements, such as water and sewer lines, streets, sidewalks, neighborhood centers, etc.
  - Funding for public services, including job training and employment services, health care and substance abuse services, child care, crime prevention and fair housing counseling.
  - Activities relating to energy conservation;
  - Code enforcement;
  - Historic preservation.

Online Resources:

Community Development Block Grant (CDBG):
- [https://www.hudexchange.info/programs/cdbg-entitlement/](https://www.hudexchange.info/programs/cdbg-entitlement/)
- [https://www.hudexchange.info/programs/cdbg/cdbg-ta-products/#all-products](https://www.hudexchange.info/programs/cdbg/cdbg-ta-products/#all-products)

HOME:
- [https://www.hudexchange.info/programs/home/](https://www.hudexchange.info/programs/home/)
Community Development in Salisbury

- HOME Investment Partnerships (HOME) Eligible Activities include:
  - **Homebuyer Activities** - Providing home purchase or rehabilitation financing assistance to eligible homeowners and new homebuyers;
  - **Homeowner Rehabilitation** – Assisting homeowners with the repair or rehabilitation of their homes.
  - Other reasonable and necessary expenses related to the development of affordable housing, including site acquisition or improvement, demolition of dilapidated housing, and payment of relocation expenses.

  - **All activities are aimed at increasing the supply of affordable housing for low- and very low-income households.**

---

**Online Resources:**

Community Development Block Grant (CDBG):
- [https://www.hudexchange.info/programs/cdbg-entitlement/](https://www.hudexchange.info/programs/cdbg-entitlement/)
- [https://www.hudexchange.info/programs/cdbg/cdbg-ta-products/#all-products](https://www.hudexchange.info/programs/cdbg/cdbg-ta-products/#all-products)

HOME:
- [https://www.hudexchange.info/programs/home/](https://www.hudexchange.info/programs/home/)
Community Development in Salisbury

- The Consolidated Plan is augmented by annual Action Plans, which identify how limited annual federal funding will be used.

- The 2019-20 Action Plan prioritizes the following goals:
  - Goal 1: Affordable Housing – Rehabilitation of Existing Units
  - Goal 2: Public Infrastructure Improvements – West End Sidewalks
  - Goal 3: Provision of Public Services – to vulnerable communities, including the homeless and victims of domestic violence, and low-income persons in need of primary medical and dental care.
  - Goal 4: Fair Housing – Following the adoption of the AI Report Update, the City will strengthen its fair housing planning activities in partnership with the Fair Housing Committee and begin implementation of the AI Action Plan.
  - Goal 5: Continue making effective progress toward five-year goals.
## FY 2019-20 CBDG & HOME Budget

<table>
<thead>
<tr>
<th>Program</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Community Development</td>
<td></td>
</tr>
<tr>
<td>Block Grant - CDBG</td>
<td>$290,017.00</td>
</tr>
<tr>
<td>HOME</td>
<td>$134,202.00</td>
</tr>
<tr>
<td>Program Income</td>
<td>$30,000.00</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>$454,219.00</strong></td>
</tr>
</tbody>
</table>

Source of Funds: U.S. Dept of Housing & Urban Development
FY 2019-20 CBDG Budget

Project Activities:

Housing Activities
Owner-Occupied Rehab $118,535.00

Infrastructure Activities
West End Sidewalk Project (West Monroe Street) $50,000.00

Public Services: (15% cap)
Rowan Helping Min. $17,180.00
Family Crisis Council $11,450.00
Community Care Clinic $9,450.00
Salisbury Youth Employ. $5,950.00
Gateway Freedom Center $3,950.00

Program Administration (20% cap)
General Administration $64,003.40

Section 108 Loan
Park Ave. Comm. Ctr. $39,498.60

Total CDBG Funds: $320,017.00
FY 2019-20 HOME Budget

Project Activities:
Housing Activities
Owner-Occupied Rehab $126,606.00
Program Administration
General Administration $ 7,596.00

Total HOME Funds $134,202.00

Recap:
Total HOME Funds $134,202.00
Total CDBG Funds $320,017.00

Combined Total $454,219.00
Community Development in Salisbury: FY 18-19 Budget & Citizen Participation Process

- The following slides use the FY18-19 Budget Development Process to illustrate how the City works with the community to develop goals and strategies for neighborhood investment – specifically, the use of CDBG & HOME funds.

- Typically, the City receives between $400,000 and $500,000 annually from both programs.

- Investment priorities usually stable across years, with investments targeted in low- and moderate-income neighborhoods for:
  - Owner-Occupied Rehab and related housing assistance: approx. $260,000 - $270,000
  - Infrastructure Improvements: $20,000 - $50,000
  - Public Services Funding: $40,000 - $45,000

- Funds also used to make payments on the Park Avenue Community Center, which was rehabilitated using CDBG funding, and for general program administration.
  - Park Avenue Ctr. Debt Service: approx. $40,000
  - Community Development Program Administration: $60,000 - $70,000
Community Development in Salisbury: FY 18-19 Budget & Citizen Participation Process

- In FY 2018-19, the City received a $457,661.00 federal formula allocation from HUD through the CDBG & HOME programs.

- Public Input/Stakeholder Meeting – held February 15, 2018, at West End Business & Community Center.

- Advertisements placed in the Salisbury Post for all meetings/hearings.

- Information posted to City’s social media accounts.

- Flyers available at the Miller Rec Center & West End.

- Public hearing held on February 20, 2018, for citizens to comment on the use of CDBG & HOME funds.

- Annual Action Plan made available for 30-day public review and comment.
During the FY18-19 citizen participation process, citizens guided budget development by:

- Reiterating safety needs for sidewalks along Old Plank Road and West Monroe Street in the West End Neighborhood;
- Emphasizing need for home repairs for low- and moderate-income households and the need for additional exterior home repairs, home/landscaping improvements, and other community appearance improvements in revitalization neighborhoods;
- Emphasizing need for public service funding to address the needs of the homeless, victims of domestic violence, women transitioning from incarceration or who are struggling with substance abuse, and uninsured families in need of dental care;
- Identifying need for better marketing for the Salisbury CDC’s first-time homebuyers program so that more citizens are aware of its availability; and
- Identifying ongoing need for demolition of blighted structures.
Goal 1: Affordable Housing – Rehabilitation of Existing Units: Due to the advanced age of the current housing stock, the City of Salisbury has placed a high priority on rehabilitating existing homes, allowing residents to have safe, affordable, and stable living environments.

Objective 1.1: Owner-Occupied Rehabilitation
Create a suitable, decent living environment that is safe, affordable, and sustainable for low- and moderate-income residents of Salisbury. Rehabilitation activities that may be undertaken include, but are not limited to, acquisition for rehabilitation and rehabilitation for residential purposes; energy improvements; water efficiency improvements; connection to water and sewer lines; testing for and abatement of lead-based paint; and accommodations for the elderly and persons with disabilities.

- **Budget:** $245,141.00
- **Goal Outcome Indicator:** Complete 7 substantial rehabs for low- to –moderate-income Salisbury residents that will bring the properties up to HUD housing and building code standards.
Community Development in Salisbury: FY 19-20 Primary Goals & Objectives

- **Goal 2: Public Facilities & Improvements**: Provide improvements and updates to aging infrastructure.

  - **Objective 2.1: Public Infrastructure Improvements**
    Provide improvements and upgrades to ageing infrastructure. CDBG funds may be used for the acquisition, construction, reconstruction, rehabilitation, or installation of public improvements in designated revitalization neighborhoods (West End, Park Avenue, East End, and Jersey City).

    - **Budget**: $50,000 – West End / Monroe Street Sidewalks
    - **Goal Outcome Indicator**: Construction of new sidewalks in the West End Neighborhood at West Monroe Street, to benefit at least 25 adjacent households assisted through creation or improvement of public infrastructure. Note: proximity to Livingstone College and benefit to student population, connection of campus to Brenner Avenue and greenway. Emphasis on safety of children playing in streets without sidewalks currently.

Salisbury Community Development
This map displays the boundaries of Salisbury’s Revitalization Neighborhoods, also known as neighborhood revitalization strategy areas. These are locations where federal Community Development Block Grant (CDBG) funds can be invested more flexibly than other locations in a city. They are meant to encourage enhanced program development and delivery in economically disadvantaged neighborhoods. Salisbury’s four revitalization neighborhoods receive priority funding for housing stabilization, infrastructure expansion, and public facility improvements. For example, the Park Avenue Community Center was financed, in part, using CDBG funds earmarked for revitalization neighborhoods.
Community Development in Salisbury: FY 19-20 Primary Goals & Objectives

- **Goal 3: Public Services**: Partner with public service agencies that provide assistance to and meet specific needs of residents of the City of Salisbury.

  - **Objective 3.1: Provision of Public Services**
    Public services are needed to help address the needs of the homeless population and victims of domestic abuse as well as those at risk of becoming homeless. Additional eligible services include shelter, meals, food programs, utility assistance, referrals and legal aid, counseling, childcare, education services, transportation, etc.

  - **Budget**: $47,980.00
    - Rowan Helping Ministries: ..................$17,180.00
    - Family Crisis Council: ......................$11,450.00
    - Community Care Clinic: .....................$9,450.00
    - Salisbury Youth Employment: ..............$5,950.00
    - Gateway Freedom Center: ...................$3,950.00

  - **Goal Outcome Indicator**: At least 150 persons assisted; homeless prevention: 150 persons assisted.
Goal 4: Affirmatively Furthering Fair Housing: Remove or ameliorate barriers to affordable housing choice.

Objective 4.1: Following the adoption of the Analysis of Impediments to Fair Housing Choice (AI) Update in FY 2018-19, the City will strengthen its fair housing planning activities in partnership with the Fair Housing Committee and begin implementation of the AI Action Plan.
Goal 5: Planning & Administration: Implement a well-managed Community Development program with effective progress toward five-year goals as delineated in the 2015-2019 Consolidated Plan.

Objective 5.1: Effective Planning & Administration
Administer the Community Development program to meet community needs and funding requirements by developing, guiding, and managing activities that generate long-term impact and self-sufficiency.

- **Budget**: $71,599.40
- **Goal Outcome Indicator**: Implement a well-managed community development program with effective progress toward annual and five-year goals as delineated in the 2015-2019 Consolidated Plan.
Community Development in Salisbury: Summary of Expenditures/Activities Over Past 5 Year Period

FY14-15:

Community Development Block Grant CDBG

Project Activities:

Housing:
- Owner-Occupied Rehab $100,000.00
- Emergency Rehab $40,000.00
- Acquisition/Rehab/Resale $21,400.00

$161,400.00

Public Services: (15% cap)
- Rowan Helping Ministries $17,255.00
- Family Crisis Council $10,942.00
- Rowan Community Care Clinic $8,417.00
- Salisbury Youth Employment $5,472.00
- SHA Family Self-Sufficiency $0.00

$42,086.00

Program Administration: (20% cap)
- Administration $62,349.80

$62,349.80

Debt Service Section 108 Loan (Park Avenue Comm. Ctr.): $45,913.20

Total CDBG Funds $311,749.00

HOME Investment Partnership (HOME Program)

Project Activities:

Salisbury CDC set-aside: Owner-occupied Rehab $105,875.00

Total HOME Funds $105,875.00
Total Community Development Funds $417,624.00

Sources of Income
CDBG $236,749.00
HOME $105,875.00
Program Income $35,000.00
Total $417,624.00

Salisbury Community Development
Community Development in Salisbury: Summary of Expenditures/Activities Over Past 5 Year Period

<table>
<thead>
<tr>
<th>FY15-16:</th>
</tr>
</thead>
</table>

**Community Development Block Grant - CDBG**

<table>
<thead>
<tr>
<th>Project Activities</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Housing</td>
<td></td>
</tr>
<tr>
<td>Owner-Occupied Rehab</td>
<td>$125,905.80</td>
</tr>
<tr>
<td>Emergency Rehab</td>
<td>$30,000.00</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>$155,905.80</strong></td>
</tr>
<tr>
<td>Infrastructure Project - Civic Park Redevelopment</td>
<td><strong>$18,000.00</strong></td>
</tr>
</tbody>
</table>

| Public Services (15% cap) |
| --- | --- |
| Rowan Helping Ministries | $17,250.00 |
| Family Crisis Council | $10,900.00 |
| Rowan Community Care Clinic | $8,400.00 |
| Salisbury Youth Employment | $5,450.00 |
| **Total** | **$42,000.00** |

| Program Administration (20% cap) |
| --- | --- |
| SCDC | $61,300.00 |
| Fair housing activities | $700.00 |
| **Total** | **$62,000.00** |

| Park Avenue Comm. Ctr. (Debt Service for Section 108 loan) | **$38,562.20** |

| Total CDBG Funds | **$316,468.00** |

---

**HOME Investment Partnership (HOME Program)**

| Project Activities: ($85,238 available) |
| --- | --- |
| Civic Park Redevelopment Phase II | $75,000.00 |
| Owner-occupied Rehab | $10,238.00 |

| Program Administration: | **$5,114.00** |

| Total HOME Funds | **$90,352.00** |

| Total CDBG & HOME Funds | **$406,820.00** |

City participated in Brenner Crossing (Civic Park) Redevelopment Project
Community Development in Salisbury: Summary of Expenditures/Activities Over Past 5 Year Period

FY16-17:

Community Development Block Grant (CDBG) Activities Amount of Funding
Housing:
  • Owner Occupied Rehab $135,656.40
  • Emergency Rehab 20,000.00
Public Services:
  • Rowan Helping Ministries 16,412.50
  • Family Crisis Council 10,380.00
  • Rowan Community Care Clinic 8,005.00
  • Salisbury Youth Employment 5,202.50
Debt Service Section 108 Loan – (Park Ave. Comm. Ctr.) 42,671.60
  Program Administration 59,082.00
  Fair Housing Activities 500.00
  Total Budget 297,910.00

HOME Investment Partnership Program Activities
  Owner-Occupied Rehab 90,084.00
  Program Administration 5,404.00
  Total Budget 95,488.00

FY17-18:

Community Development Block Grant (CDBG) Activities Amount of Funding
Housing:
  • Owner Occupied Rehab 117,126.20
Public Services:
  • West End Sidewalk Project (West Monroe Street) 40,000.00
Debt Service Section 108 Loan – (Park Ave. Comm. Ctr.) 40,994.80
  Program Administration 59,082.00
  Fair Housing Activities 500.00
  Total Budget 301,203.00

HOME Investment Partnership Program Activities
  Owner-Occupied Rehab 102,674.00
  Program Administration 6,160.00
  Total Budget 108,834.00

Note: This $40,000 for West Monroe Street sidewalk was redirected to Old Plank Road because of specific citizen-raised safety concerns. As of April 2019, construction of West Monroe Street sidewalk is planned for 2019-2020.
Community Development in Salisbury: Summary of Expenditures/Activities Over Past 5 Year Period

**FY18-19:**

### Community Development Block Grant (CDBG)

<table>
<thead>
<tr>
<th>Activities</th>
<th>Amount of Funding</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Housing:</strong></td>
<td></td>
</tr>
<tr>
<td>• Owner Occupied Rehab</td>
<td>$118,888.80</td>
</tr>
<tr>
<td><strong>Public Infrastructure:</strong></td>
<td></td>
</tr>
<tr>
<td>• West End Sidewalk Project</td>
<td>$40,000.00</td>
</tr>
<tr>
<td>(West Monroe Street)</td>
<td></td>
</tr>
<tr>
<td><strong>Public Services:</strong></td>
<td></td>
</tr>
<tr>
<td>• Rowan Helping Ministries</td>
<td>$16,730.00</td>
</tr>
<tr>
<td>• Family Crisis Council</td>
<td>$11,000.00</td>
</tr>
<tr>
<td>• Rowan Community Care Clinic</td>
<td>$9,000.00</td>
</tr>
<tr>
<td>• Salisbury Youth Employment</td>
<td>$5,500.00</td>
</tr>
<tr>
<td>• Gateway Freedom Center</td>
<td>$3,500.00</td>
</tr>
<tr>
<td><strong>Debt Service Section 108 Loan –</strong></td>
<td></td>
</tr>
<tr>
<td>(Park Ave. Comm. Ctr.)</td>
<td>$39,287.60</td>
</tr>
<tr>
<td><strong>Program Administration</strong></td>
<td></td>
</tr>
<tr>
<td>• Fair Housing Activities</td>
<td>$15,000.00</td>
</tr>
<tr>
<td><strong>HOME Investment Partnership Program</strong></td>
<td></td>
</tr>
<tr>
<td>Activities</td>
<td></td>
</tr>
<tr>
<td>Owner-Occupied Rehab</td>
<td>$144,131.00</td>
</tr>
<tr>
<td>Program Administration</td>
<td>$8,647.00</td>
</tr>
<tr>
<td><strong>TOTAL BUDGET</strong></td>
<td><strong>$457,661.00</strong></td>
</tr>
</tbody>
</table>

Salisbury Community Development
Special Announcement:  
2020-2024 Consolidated Plan Update

• In 2019-20, the City will update its Consolidated Plan for the period between 2020-2024.

• Important opportunity for citizens to review the City’s existing community development goals and priorities, and offer feedback to ensure the City continues to operate a strong and effective Community Development program.

• Several themes have emerged based on previous public input:
  – Taking additional meaningful actions to **affirmatively further fair housing** and to incorporate fair and affordable housing planning into city-wide planning policies;
  – Ensuring **meaningful community engagement** at all stages of plan development, and that outreach strategies reach the broadest possible audience;
  – Building stronger bonds of **trust** with all community groups, ensuring that the history, context, and needs of such communities are not overlooked;
  – Provide **clearer and more detailed information** about Salisbury’s Community Development program to the public;
  – Ensuring the City follows **best practices** in its community development strategies while also giving due consideration to **innovative practices** where appropriate.
$454,000

This is the amount of federal grant money that Salisbury will receive to improve neighborhoods and expand housing opportunities in 2019-20*.

Would you like to help us SPEND IT?

ATTEND A PUBLIC MEETING ON:

**MAY 14 TUESDAY**
5:30 - 7 p.m.
West End Business Center
1400 W. Bank St.

**MAY 30 THURSDAY**
5:30 - 7 p.m.
Park Avenue Community Center
632 Park Ave.

Why should I care?
This money will be used for:
- Streets & Sidewalks
- Affordable/Fair Housing
- Grants for Home Repairs
- Helping vulnerable communities

Speak up for your area!

Review the Budget:
The draft fiscal year 2019-20 CDBG & HOME Program Action Plan & Budget is available at: www.salisburync.gov/SpendIt

CONTACT US:
Kyle Harris, Community Planning Services
(704) 638-5324 | kharr@salisburync.gov
P.O. Box 479 Salisbury, NC 28145

You can also email or mail your comments to us.

*Source: HUD’s Community Development Block Grant (CDBG) & HOME Programs
TUES. MAY 14 & THURS. MAY 30
COMMUNITY DEVELOPMENT
PUBLIC INPUT MEETINGS


During the period between July 1, 2019 and June 30, 2020, the City will receive approximately $470,000.00 CDBG and HOME program dollars from the US Department of Housing and Urban Development (HUD). Citizen input is encouraged to help determine community development needs and priorities for the use of these funds in the next year.

The Draft FY 2019-20 Action Plan & Budget will be available for public review and comment between Wednesday, May 8 and Friday, June 7, 2019. Affordable housing, public services, and public infrastructure funding continue to be high priorities among all budgeted investments.

For more information, or to submit comments, contact: Kyle Harris, Community Planning Services, (704)-638-5324 or kharr@salisburync.gov, and visit our website at www.salisburync.gov/housing.
Salisbury City Council
Agenda Item Request Form

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

Requested Council Meeting Date: June 4, 2019

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

Name of Presenter(s): Mark Pullium, Waste Collections Crew Leader

Requested Agenda Item: Council to hear a presentation on best practices for recycling.

Description of Requested Agenda Item: Council to hear a short presentation on recycling to help educate our community on ways to improve our recycling stream, how to dispose of certain products and the current state of recycling.

Attachments: □ Yes □ No

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

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

Contact Information for Group or Individual: Craig Powers, 704-216-2718

□ 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
Salisbury City Council
Agenda Item Request Form

Reason:
Salisbury City Council
Agenda Item Request Form

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

Requested Council Meeting Date:  June 4, 2019

Name of Group(s) or Individual(s) Making Request:  Brian Miller and DSI Board, Lane Bailey

Name of Presenter(s):  Lane Bailey

Requested Agenda Item:  Council to consider adopting a Resolution of support seeking the inclusion of proposed funds for the Empire Hotel Project in the North Carolina State budget.

Description of Requested Agenda Item:  Governor Roy Cooper has proposed funds for local economic development projects including $1 million for the Empire Hotel Project. The funds are not currently included in the draft of the budget being considered by the N.C. Senate, and the draft Resolution would seek support from Representative Harry Warren and Senator Carl Ford for inclusion of funds in the budget.

Attachments:  ☐ Yes  ☐ No

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

Action Requested of Council for Agenda Item:  Council to consider adopting a Resolution of support seeking the inclusion of proposed funds for the Empire Hotel Project in the North Carolina State budget.  Please note if item includes an ordinance, resolution or petition

Contact Information for Group or Individual:  Brian Miller or Lane Bailey

☐ 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 City Clerk's Office Only
☐ Approved          ☐ Declined

Reason:
RESOLUTION OF SUPPORT FOR INCLUSION OF
LOCALLY IDENTIFIED PROJECTS IN THE N.C. STATE BUDGET

WHEREAS, Governor Roy Cooper has proposed a Locally Identified and Transformational Projects Initiative to invest $26.4 million in 68 projects throughout North Carolina; and

WHEREAS, the Empire Hotel has been identified as a Locally Identified and Transformational Project and recommended for a $1 million grant to spur economic growth in Salisbury and Rowan County; and

WHEREAS, An analysis of the Empire Hotel Project estimates the project will generate 93.5 temporary jobs during each year of the two year construction and 101.9 total permanent jobs when completed; and

WHEREAS, The Empire Hotel is currently valued at $1,000,000 and is anticipated to increase to $17 million upon completion which will provide significant tax base growth for both the City of Salisbury and Rowan County; and

WHEREAS, the Locally Identified and Transformational Projects Initiative requires local communities to invest $1 for every $4 received in State funds and the City of Salisbury has committed to investing in the project through use of its Downtown Revitalization Incentive Program, Innes Street Improvement Grants, and Municipal Service District Grants; and

WHEREAS, the Empire Hotel Project will truly be transformational for downtown Salisbury as it serves as the cornerstone for Salisbury’s downtown development strategy and will tie directly into the studies being completed for the Main Street Redesign, Bell Town Green Park, and Downtown Master Plan.

NOW, THEREFORE BE IT RESOLVED that the City Council of the City of Salisbury supports the inclusion of the Locally Identified and Transformational Projects Initiative in the North Carolina Senate’s Budget and encourages our local legislators to support funding for the Empire Hotel Project which will provide economic growth for Salisbury and Rowan County for future generations.

This the 4th day of June 2019 day of May 2015.

________________________________________
Al Heggies, Mayor

Emilly Michael, Deputy City Clerk
Salisbury City Council
Agenda Item Request Form

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

Requested Council Meeting Date: June 4, 2019

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

Name of Presenter(s):

Requested Agenda Item: Announcement

Description of Requested Agenda Item: The Salisbury Parks and Recreation Department will hold Movies in the Park on Friday, June 14, 2019 at City Park. The movie, A Dog’s Way Home, will begin at 9:00 pm. Concessions will be available for purchase. Bring a blanket or a chair and enjoy fun family time. This event is free and open to the public. For more information, please call (704) 216-PLAY.

Attachments: □ Yes   ☒ No

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

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

Contact Information for Group or Individual: Vivian Koontz (704) 638-5294

☐ 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:  June 4, 2019

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

Name of Presenter(s):

Requested Agenda Item:  Announcement

Description of Requested Agenda Item:  The Salisbury Parks and Recreation Department in partnership with Dog PAWS will hold Woofstock on Saturday, June 15, 2019 at the Dog PAWS Dog Park located behind the Salisbury Civic Center from 10:00 am-1:00 pm. This event is a combination of activities beginning with the Fur Fun 5k Run at 10:00 am, music, pet vendors, and Every Snout Counts pet rescue information with the Salisbury Fire Department. This event is free and open to the public. For more information, please call (704) 216-PLAY.

Attachments:  ☐ Yes  ☒ No

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

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

Contact Information for Group or Individual:  Vivian Koontz (704) 638-5294

☐ 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:  June 4th, 2019

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

Name of Presenter(s):  Announcement

Requested Agenda Item:  Gallery Gallop

Description of Requested Agenda Item:  A celebration of art in downtown Salisbury. Artists come out to showcase and demonstrate their art! There will be live music, downtown gallery tours, and kid’s activities. Friday, June 21st from 5-9pm. Artists will be setting up on the sidewalk alongside participating businesses downtown.

Attachments:  ☐ Yes  ☑ No

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

Action Requested of Council for Agenda Item:  N/A

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

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

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

FINANCE DEPARTMENT INFORMATION:

_________________________________   _____________________________
Finance Manager Signature     Department Head Signature

Budget Manager Signature

****All agenda items must be submitted at least 7 days before the requested Council meeting date***
Salisbury City Council
Agenda Item Request Form

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:  June 4, 2019

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

Name of Presenter(s):  Announcement

Requested Agenda Item:  Announce applications are being accepted for the 2019 Citizen’s Academy.

Description of Requested Agenda Item:  Applications are now being accepted for the 2019 Salisbury Citizen's Academy. The academy is a 10-week program that meets each Thursday evening from 5:30 p.m. until 8:30 p.m. beginning September 5. Participants will meet at various city facilities and have an inside view of City operations. Applications are available online at salisburync.gov/citizensacademy or by calling Kelly Baker at 704-638-5233. All applications must be received by July 19.

Attachments:  ☐ Yes  ☐ No

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

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

Contact Information for Group or Individual:  Kelly Baker 704-638-5233

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

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

FINANCE DEPARTMENT INFORMATION:

_________________________________  _________________
Finance Manager Signature          Department Head Signature

_________________________________
Budget Manager Signature

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

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

☐ Approved  ☐ Delayed  ☐ Declined

Reason: