City of Salisbury
North Carolina

COUNCIL MEETING AGENDA

May 4, 2021
6:00 p.m.

The City is operating under a State of Emergency declaration related to the spread of COVID-19. The City Council meeting will be held electronically to remain consistent with limiting physical interactions and the potential spread of COVID-19, and Council Chambers will be closed. The meeting will be streamed live at salisburync.gov/webcast and on the City’s Twitter account. Anyone who wishes to speak during public comment must sign-up by 5:00 p.m. on May 4, 2021 by contacting Kelly Baker at kbake@salisburync.gov or 704-638-5233.

1. Call to order.
3. Pledge of Allegiance.
4. Adoption of Agenda.
5. Council to recognize Fire Department personnel for their life saving actions.
6. Mayor to proclaim the following observances:

   NATIONAL SMALL BUSINESS WEEK          May 2-8, 2021
   NATIONAL DAY OF PRAYER                   May 6, 2021
   NATIONAL SKILLED NURSING CARE WEEK      May 9-15, 2021
   NATIONAL PREVENTION WEEK                May 9-15, 2021
   NATIONAL POLICE WEEK                    May 9-15, 2021
   PEACE OFFICERS MEMORIAL DAY             May 15, 2021
   ARMED FORCES DAY                        May 15, 2021
   BETTER HEARING AND SPEECH MONTH         May 2021
   MENTAL HEALTH AWARENESS MONTH           May 2021

7. Council to consider the CONSENT AGENDA:

   (a) Adopt Minutes of the Special Meeting of April 20, 2021 and the Regular Meeting of April 20, 2021.

   (b) Adopt a budget ORDINANCE Amendment to the FY2020-2021 budget in the amount of $11,800 to appropriate donations received for BlockWork.

   (c) Adopt a budget ORDINANCE Amendment to the FY2020-2021 budget in the amount of $400,735 to appropriate connection fees and miscellaneous revenues in the Water and Sewer Fund.

   (d) Adopt a budget ORDINANCE Amendment to the FY2020-2021 budget in the amount of $137,880 to appropriate the Sale of Assets-Online in the General Fund.

   (e) Authorize the City Engineer to accept agreement extensions with the North Carolina Department of Transportation regarding Schedules A (Signs), B (Markings and Markers), C (Traffic Signals), and D (Computerized Traffic Signal System).
8. Council to receive public comment. Public comment will begin following adoption of the Consent Agenda. **For electronic meetings speakers must sign-up before 5:00 p.m.** by contacting Kelly Baker at kbake@salisburync.gov or by calling 704-638-5233. Citizens who are unable to speak during the meeting may submit written comments by 5:00 p.m. to the email above and they will be shared with Council.

9. Council to consider closing an unimproved right-of-way in the 300 block of Harrel Street: *(Presenter — City Engineer Wendy Brindle)*
   (a) Receive a presentation from staff
   (b) Hold a public hearing
   (c) Comments regarding the proposed closing will be accepted for 24 hours from the close of the public hearing. Action cannot be taken until the end of the 24 hour period.

10. Council to consider supporting a concept plan by the North Carolina Department of Transportation for a U-turn bulb on Jake Alexander Boulevard near Morlan Park Road and submission for consideration for statewide safety funding. *(Presenter – City Engineer Wendy Brindle)*

11. Council to receive a presentation of the Draft FY2021-2022 Action Plan and Budget for the use of Community Development Block Grant (CDBG) and HOME program funds from the U.S. Department of Housing and Urban Development. *(Presenter — Housing Planner Candace Edwards)*

12. Council to receive an update regarding selections for the Salisbury Paul Bruhn Grant Program and authorize the City Manager to execute contracts for the grants. *(Presenter – Community Planning Services Director Hannah Jacobson)*

13. Council to consider appointments to various Boards and Commissions.


15. City Manager’s Report.


17. Mayor Pro Tem’s Comments.

18. Mayor’s Announcements and Comments.
   (a) A Peace Officers Memorial Service will be held May 14, 2021 at 11:30 a.m. at the Rowan County Court House front lawn located at 210 North Main Street. For additional information or questions please contact Sergeant Daniel Lancaster at 704-638-2130.

19. Adjourn.

*Council meetings are streamed live at [www.salisburync.gov/webcast](http://www.salisburync.gov/webcast)*
Salisbury City Council
Agenda Item Request Form

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

Requested Council Meeting Date:   May 4, 2021

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

Name of Presenter(s):   Chief Bob Parnell

Requested Agenda Item:   Council to recognize Fire Department personnel who are being awarded Life Saving – Rescue Medals for life saving actions on three separate occasions.

Description of Requested Agenda Item:   Firefighters Spencer White, Cory Orbison, Jared Hoke, Caleb Renner, William Parris and Nicholas Martin saved three persons after their kayaks overturned from the swollen Yadkin River.

Firefighters Halsey Hoosier, Andrew Woodall and Nicholas Martin save a young man from a rushing and swollen Third Creek on March 26, 2021.

Firefighter Jacob Vodochodsky and another firefighter saved a man who fell 70 to the ground from the Interstate 85 bridge over the Yadkin River.

Attachments:   [x] Yes   [ ] No

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

Action Requested of Council for Agenda Item:   Council to recognize Fire Department personnel who are being awarded Life Saving – Rescue Medals for life saving actions on three separate occasions.  (Please note if item includes an ordinance, resolution or petition)

Contact Information for Group or Individual:   Chief Bob 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
Salisbury City Council
Agenda Item Request Form

Budget Manager Signature

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

For Use in Clerk’s Office Only

☐ Approved    ☐ Delayed    ☐ Declined

Reason:
City of Salisbury  
North Carolina

PROCLAMATION

WHEREAS, America’s progress has been driven by pioneers who think big, take risks, and work hard; and

WHEREAS, from the storefront shops that anchor Main Street to the high-tech startups that keep America on the cutting edge, small businesses are the backbone of our economy and the cornerstones of our nation’s promise; and

WHEREAS, small business owners and Main Street businesses have energy and a passion for what they do; and

WHEREAS, when we support small business, jobs are created and local communities preserve their unique culture; and

WHEREAS, because this country’s 30 million small businesses create nearly two out of three new jobs in our economy, we cannot resolve ourselves to create jobs and spur economic growth in America without discussing ways to support our entrepreneurs; and

WHEREAS, the President of the United States has proclaimed National Small Business Week each year since 1963 to highlight the programs and services available to entrepreneurs through the United States Small Business Administration and other government agencies.

NOW, THEREFORE, I, Karen K. Alexander, Mayor of the City of Salisbury, North Carolina, DO HEREBY PROCLAIM the week of May 2-8, 2021 as

NATIONAL SMALL BUSINESS WEEK

in Salisbury, and encourage citizens to support and join in this national effort to help America’s small businesses do what they do best - grow their business, create jobs, and ensure that our communities remain as vibrant tomorrow as they are today.

This the 4th day of May 2021.

_________________________________
Karen K. Alexander, Mayor
PROCLAMATION

WHEREAS, the history of our Nation is indelibly marked with the role that prayer has played in the lives of individual Americans and indeed the United States as a whole; and

WHEREAS, our greatest leaders have always turned to prayer in times of crisis; and

WHEREAS, we acknowledge that prayer is a deeply personal experience and the way on which it finds expression depends on our individual dispositions as well as on our religious convictions; and

WHEREAS, the virtues of prayer have a common bond with our hope and aspirations; our sorrows and fears; and deepest remorse and renewed resolve; our thanks and joyful praise; and most importantly our love all turned toward God; and

WHEREAS, we join with our President, the Governors and the Mayors of our United States and invite all Salisburians to join us in earnest prayer for our Nation, our State, and our City.

NOW, THEREFORE, I, Karen K. Alexander, Mayor of the City of Salisbury, North Carolina, DO HEREBY PROCLAIM Thursday, May 6, 2021 as

NATIONAL DAY OF PRAYER

in Salisbury, and encourage our fellow citizens of Salisbury to join in prayer, asking that God’s light may illuminate the minds and hearts of our people and our leaders, so that we may meet the challenges that lie before us with courage, wisdom and justice.

This the 4th day May 2021.

_________________________________
Karen K. Alexander, Mayor
PROCLAMATION

WHEREAS, we honor and respect our elders and citizens of any age with physical or intellectual disabilities who reside in skilled nursing care centers nationwide; and

WHEREAS, skilled nursing care centers throughout our area will observe National Skilled Nursing Care Week, May 9th through 15th, using this year’s theme of “Sharing Our Wisdom”; and

WHEREAS, the City of Salisbury is committed to the quality of health, and take this moment to also embrace the nationwide theme, “Together Through the Seasons”; and

WHEREAS, National Skilled Nursing Care Week is a week to honor and recognize the role of skilled nursing care centers in caring for America’s seniors and those with disabilities.

NOW, THEREFORE, I, Karen K. Alexander, Mayor of the City of Salisbury, North Carolina, DO HEREBY PROCLAIM the week of May 9-15, 2021, as

NATIONAL SKILLED NURSING CARE WEEK

in Salisbury, and urge all citizens to help celebrate residents, patients, caregivers, nurses, and health care staff during this very special week.

This the 4th day of May 2021.

___________________________________
Karen K. Alexander, Mayor
PROCLAMATION

WHEREAS, National Prevention Week is an annual health observance that takes place each May dedicated to increasing public awareness and action around mental health and substance use disorders; and

WHEREAS, the purpose of National Prevention Week includes community involvement, partner engagement, and resource sharing; and

WHEREAS, National Prevention Week is a way for communities to raise awareness and implement prevention strategies and programs; and

WHEREAS, partnerships and collaborations with federal agencies and national organizations are dedicated to improving public health; and

WHEREAS, National Prevention Week is observed each May as a timely opportunity for schools and organizations to host prevention-themed activities before the school year ends and to create an opportunity to develop and strengthen the community, schools, and family bonds.

NOW, THEREFORE, I, Karen K. Alexander, Mayor of the City of Salisbury, North Carolina, DO HEREBY PROCLAIM May 9-15, 2021 as

NATIONAL PREVENTION WEEK

in Salisbury, and encourage citizens to seek and support prevention, education, and advocacy efforts to improve public health.

This the 4th day of May 2021.

__________________________________
Karen K. Alexander, Mayor
City of Salisbury
North Carolina

PROCLAMATION

WHEREAS, The Congress and President of the United States have designated May 15 as Peace Officers’ Memorial Day, and the week in which May 15 falls as National Police week; and

WHEREAS, the members of the law enforcement agency of Salisbury play an essential role in safeguarding the rights and freedoms of Salisbury; and

WHEREAS, it is important that all residents know and understand the duties, responsibilities, hazards, and sacrifices of their law enforcement agency, and that members of our law enforcement agency recognize their duty to serve the people by safeguarding life and property, by protecting them against violence and disorder, and by protecting the innocent against deception and the weak against oppression; and

WHEREAS, the men and women of the Salisbury Police Department unceasingly provide a vital public service.

NOW, THEREFORE, I, Karen K. Alexander, Mayor of the City of Salisbury, North Carolina, DO HEREBY PROCLAIM the week of May 9-15, 2021 as

NATIONAL POLICE WEEK

in Salisbury, and call upon our residents and our patriotic, civic and educational organizations to observe the week with appropriate ceremonies and observances in which all people may join in commemorating law enforcement officers, past and present, who, by their faithful and loyal devotion to their responsibilities, have rendered a dedicated service to their communities and, in so doing, have established for themselves an enviable and enduring reputation for preserving the rights and security of all citizens.

I further call upon all residents of Salisbury to observe May 15, 2021 as Peace Officers’ Memorial Day in honor of those law enforcement officers who, through their courageous deeds, have made the ultimate sacrifice in service to their community or have become disabled in the performance of duty, and let us recognize and pay respect to the survivors of our fallen heroes.

This the 4th day of May 2021.

__________________________________________
Karen K. Alexander, Mayor
PROCLAMATION

WHEREAS, the third Saturday of each May is proclaimed Armed Forces Day, a patriot day in the United States and a day to honor all Americans who gave their lives for this great country; and

WHEREAS, Armed Forces Day is a day for observing and memorializing the contributions, sacrifices and lives of all Veterans of all wars; and

WHEREAS, the City of Salisbury recognizes and values the gift of freedom afforded by the many Veterans who have so nobly served the cause of our great nation; and

WHEREAS, the many examples of selfless devotion of our many Veterans to the greater good of our community, state and nation have provided a shining beacon for future generations to follow as we strive to preserve the freedom of our great nation.

NOW, THEREFORE, I, Karen K. Alexander, Mayor of the City of Salisbury, North Carolina, DO HEREBY PROCLAIM Saturday, May 15, 2021 as

ARMED FORCES DAY

in Salisbury, and encourage all residents to reflect upon the sacrifices made for freedom and demonstrate their thanks and gratitude for the many Veterans who have so valiantly given their all to defend our cherished freedoms.

This the 4th day of May 2021.

________________________________
Karen K. Alexander, Mayor
WHEREAS, hearing loss is one of the nation’s leading handicapping disabilities, affecting an estimated 48.9 million Americans; and

WHEREAS, hearing impairments can adversely affect an individual’s ability to function effectively on the job, in school, and in social situations; and

WHEREAS, hearing impairments strike persons of all ages and all economic situations; and

WHEREAS, many hearing impairments could be avoided by following simple hearing conservation measures; and

WHEREAS, following such hearing conservation measures is in the best interest of the health, safety, and welfare of the general public; and

WHEREAS, speech impairments affect more than four million Americans.

NOW, THEREFORE, I, Karen K. Alexander, Mayor of the City of Salisbury, North Carolina, DO HEREBY PROCLAIM the month of May 2021 as

BETTER HEARING AND SPEECH MONTH

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

This the 4th day of May 2021.

____________________________________
Karen K. Alexander, Mayor
City of Salisbury
North Carolina

PROCLAMATION

WHEREAS, mental health is an essential factor to the overall health and well-being of our bodies; and

WHEREAS, a majority of Americans have been touched by a mental health illness at some point in their lives, and approximately one in five Americans will experience mental illness either directly or through someone they care about; and

WHEREAS, 1 in 17 adults live with a mental illness, and it is estimated that one-half of chronic mental illness transpires by the age of 14 and three-quarters by age 24 regardless of geography, politics, or economics; and

WHEREAS, it is important to maintain our mental wellness and identify key symptoms in order to successfully manage and treat mental illness; and

WHEREAS, investments made in the prevention, early identification, and recovery can provide substantial positive social outcomes that affect every aspect of our communities; and

WHEREAS, public education and civic activities can encourage mental well-being and help improve the lives of individuals and families affected by mental illness.

NOW, THEREFORE, I, Karen K. Alexander, Mayor of the City of Salisbury, North Carolina, DO HEREBY PROCLAIM May 2021 as

MENTAL HEALTH AWARENESS MONTH

in Salisbury, and to increase public understanding of the importance of mental health and fight stigma, provide support and be advocates for equal care and opportunities.

This the 4th day of May 2021.

_________________________________
Karen K. Alexander, Mayor
REGULAR MEETING

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

ABSENT: None.

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

PLEDGE OF ALLEGIANCE

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

RECOGNITION OF VIEWERS

Mayor Alexander welcomed all viewers.

ADOPTION OF THE AGENDA

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

Mayor Alexander proclaimed the following observance:

EARTH DAY April 22, 2021

CONSENT AGENDA

(a) Minutes

Adopt Minutes of the Regular Meeting of April 6, 2021.

(b) Parking – Long Street and Old Concord Road

Adopt an Ordinance amending Section 13-338, Parking Prohibited at All Times, to remove the prohibition in some areas (primarily residential) and add the prohibition in areas where parking is not utilized and the bicycle lane was added; and adopt an Ordinance amending Section 13-339, Parking Prohibited Except Sundays, to remove the prohibition in the 400 block of South Long Street adjacent to First Calvary Baptist Church. The changes in the Ordinances also provide general corrections to these two sections of the Code for other areas of the City (for example, Boundary Street is being corrected to Martin Luther King Jr Avenue).

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

(The above Ordinance is recorded in full in Ordinance Book No. 29 at Page No. 73-76, and is known as Ordinance 2021-24.)

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

PUBLIC COMMENT

Mayor Alexander opened the floor to receive public comments.

There being no one to address Council, Mayor Alexander closed the public comment session.
LAND DEVELOPMENT DISTRICT MAP AMENDMENT CD-01-2021

Development Services Manager Teresa Barringer addressed Council regarding Land Development District Map Amendment CD-01-2021. She noted the request is to rezone 9.227 acres, tax map 061 parcel 071, located in the vicinity of Jake Alexander Boulevard and South Main Street from Residential Mixed Use (RMX) and Highway Business (HB) and remove the existing General Development Overlay to RMX and establish a Conditional District (CD) Overlay to permit an 84-unit multi-family development.

Ms. Barringer pointed out the revised site plan includes a temporary gate to be installed at the development entrance off of Rosemont Street while cul-de-sac improvements and utility work are completed. She added a permanent gate will then be installed and construction vehicles will enter off of South Main Street. She noted a left turn lane was added to the site plan on South Main Street to comply with a North Carolina Department of Transportation (NCDOT) requirement. She pointed out improvements to the driveway include a 30-foot drive and a five foot sidewalk connection to South Main Street.

Councilmember Post asked if further feedback was received. Ms. Barringer noted no further feedback was received.

Councilmember Miller stated the City Council hereby finds and determines that adoption of an Ordinance to rezone the parcel described herein from Residential Mixed Use with a General Development Overlay to Residential Mixed Use district, and establishing a Conditional District Overlay for the parcel is reasonable and in the public interest. The proposal is fundamentally consistent with the Vision 2020 Comprehensive Policies N-16, Policy N-18, and Policy N-19. Thereupon, Councilmember Miller made a motion to adopt an Ordinance amending the Land Development Ordinance and the Land Development District Map of the City of Salisbury, North Carolina rezoning approximately 9.227 acres by removing the existing General Development Overlay while rezoning the Residential Mixed Use and Highway Business to Residential Mixed Use and applying a Conditional District Overlay to the unnumbered West Jake Alexander Boulevard parcel, establishing a Conditional District Overlay to permit the development of an 84-unit multifamily residential campus style apartment development. Upon a roll call vote Mayor Alexander voted AYE, Mayor Pro Tem Heggins voted AYE, Councilmember Miller voted AYE, Councilmember Post voted AYE, and Councilmember Sheffield voted AYE. (5-0)

ORDINANCE AMENDING THE LAND DEVELOPMENT ORDINANCE AND THE LAND DEVELOPMENT DISTRICT MAP OF THE CITY OF SALISBURY, NORTH CAROLINA REZONING APPROXIMATELY 9.227 ACRES BY REMOVING THE EXISTING GENERAL DEVELOPMENT OVERLAY WHILE REZONING THE RESIDENTIAL MIXED USE AND HIGHWAY BUSINESS TO RESIDENTIAL MIXED USE AND APPLYING A CONDITIONAL DISTRICT OVERLAY TO THE UNNUMBERED WEST JAKE ALEXANDER BOULEVARD PARCEL, ESTABLISHING A CONDITIONAL DISTRICT OVERLAY TO PERMIT THE DEVELOPMENT OF AN 84-UNIT MULTIFAMILY RESIDENTIAL CAMPUS STYLE APARTMENT DEVELOPMENT.
Development Services Manager Teresa Barringer addressed Council regarding Land Development District Map Amendment CD-02-2021. She noted the request is to rezone 6.137 acres located in the 100 block of Brenner Avenue, tax map 062 and parcels 055 and 065, to maintain the underlying Corridor Mixed-Use (CMX) zoning, remove the existing, expired Conditional District (CD) Overlay and establish a new CD Overlay to permit an 84-unit multi-family development.

Ms. Barringer pointed out the revised site plan includes a crosswalk from the egress and ingress point at Milford Hills Road and a sidewalk along the entire perimeter of Milford Hills Road. She added the developer has agreed to work with staff on a future traffic study and any potential egress and ingress changes that may result from the study.

Councilmember Miller suggested a crosswalk at Milford Hills Road across Brenner Avenue. By consensus, Council agreed. Ms. Barringer noted the plan can be revised and submitted to staff for verification.

Councilmember Miller asked if there is adequate room for a left turn only lane. Ms. Barringer commented she would speak with City Engineer Wendy Brindle, and she indicated a roundabout has been discussed along with possible grant funding. She explained a roundabout may be more beneficial than a proposed turn lane as traffic may bottleneck coming from the Jake Alexander Boulevard intersection.

Ms. Brindle pointed out a previous traffic study of the area may provide insight because it included the area of Brenner Avenue and Jake Alexander Boulevard. She noted the potential roundabout would include a median to restrict left turns out of the shopping centers. She added a grant may be available and could be considered before requesting the developer conduct a specific study or other requirements.

Councilmember Miller noted a left turn only lane would be less expensive than a roundabout. Ms. Brindle commented the turn left only option has been considered, but would be difficult due to the egress and ingress. She commented safety would not be improved unless left turns were prohibited, and she added a roundabout would provide a way to Jake Alexander Boulevard without making a left turn from the shopping centers.

Councilmember Miller noted there are two other egress and ingress points where the development is proposed. He commented the roundabout would solve various issues especially if left turns are restricted. He noted a roundabout would be a more expensive solution, but hopefully grants would help with the costs.
Mayor Alexander referenced a letter Council received from a property owner on Milford Hills Road. She asked if the existing row of trees would be cleared during construction. Ms. Barringer noted the landscape plan shows the existing trees will be removed and new plantings will be added. She noted it may be possible to ask the developer to plant a tree species that grows at a faster rate. Mayor Alexander then asked if the lighting criteria will be met. Ms. Barringer agreed.

Councilmember Post asked if the intersection is large enough for a roundabout. Ms. Barringer agreed. Councilmember Post then asked if staff could provide an image of what the area would look like with the roundabout and cars circling around it. Ms. Brindle commented staff will look at the area and determine the size of the roundabout that would be most feasible.

Councilmember Miller pointed out he supports the roundabout, and he requested staff determine if grant funding is available for the project.

Councilmember Post stated the City Council hereby finds and determines that adoption of an Ordinance to rezone the parcel described herein from Residential Mixed Use with a General Development Overlay to Residential Mixed Use district, and establishing a Conditional District Overlay for the parcel is reasonable and in the public interest. The proposal is fundamentally consistent with the Vision 2020 Comprehensive Policies N-16, Policy N-18, and Policy N-19.

Councilmember Miller suggested an amendment to include a crosswalk to extend across Brenner Avenue at Milford Hills Road.

Thereupon, Councilmember Post made a motion to adopt an Ordinance amending the Land Development Ordinance and the Land Development District Map of the City of Salisbury, North Carolina rezoning two parcels with a combined total of approximately 6.137 acres by maintaining the underlying zoning of Corridor Mixed Use and establishing a Conditional District Overlay to permit the development of an 84-unit multifamily residential campus style apartment development. Upon a roll call vote Mayor Alexander voted AYE, Mayor Pro Tem Heggins voted AYE, Councilmember Miller voted AYE, Councilmember Post voted AYE, and Councilmember Sheffield voted AYE. (5-0)

(The above Ordinance is recorded in full in Ordinance Book No. 29 at Page No. 79-80, and is known as Ordinance 2021-26.)

**NORTH CAROLINA DEPARTMENT OF TRANSPORTATION AGREEMENTS — GREENWAY PROJECTS**

City Engineer Wendy Brindle explained the Cabarrus-Rowan Metropolitan Planning Organization (MPO) and the City solicited funds for the extension of Grants Creek Greenway from Meadowbrook to Kelsey Scott Park. She noted project funding was obtained through Transportation Alternative Program (TAP) funds and Surface Transportation Block Grant (STBG) funds, and Phase A – Project EB-56198A will begin construction in May 2021.
Ms. Brindle provided an overview of the Grants Creek section of the Greenway, and she noted the project started at Catawba College moving toward Kelsey Scott Park. She explained the trail was divided into sections to make the best use of the funding. She noted in May a connection to Catawba College will extend the sidewalk to the parking lot and a low water bridge will be constructed across Grants Creek to allow users to access the trail from the College.

Ms. Brindle pointed out Section B of the Greenway is in the design phase and the plans are approximately 65% complete. She added Section B will extend from the existing trail to Section C to connect to Kelsey Scott Park.

Ms. Brindle indicated Project EB-5619B has approximately $323,000 left in TAP funding. She stated the City has been awarded approximately $1.2 million in STBG funds. She noted the supplemental agreement is for $1.47 million will allow the City to construct Section B. She pointed out for Section C, Project EB-5619C, the City has been awarded $2.176 million in STBG funds with an 80% City match for a total of $2.72 million. She commented when the new funding is received the City will have over $4 million for the Greenway expansion. She added staff is requesting Council allow the City Manager to sign a supplemental agreement for EB-5619B, and the new agreement for EB-5619C.

Councilmember Miller clarified the City is receiving $4.7 worth of Greenway funding at a cost of approximately $1.1 million. Ms. Brindle agreed.

Thereupon, Councilmember Miller made a motion to authorize the City Manager execute agreements with the North Carolina Department of Transportation for Grants Creek Greenway Projects. Upon a roll call vote Mayor Alexander voted AYE, Mayor Pro Tem Heggins voted AYE, Councilmember Miller voted AYE, Councilmember Post voted AYE, and Councilmember Sheffield voted AYE. (5-0)

NORTH CAROLINA DEPARMENT OF TRANSPORTATION AGREEMENT – SIGNAL SYSTEM NETWORK UPGRADE PROJECT

City Engineer Wendy Brindle stated the City was awarded grant funding through the Cabarrus-Rowan Metropolitan Planning Organization (MPO) Surface Transportation Block Grant (STBG). She explained the City applied for this grant at the same time it applied for the grant for the Greenway and was fortunate to receive both grants.

Ms. Brindle stated the City has been awarded $343,000 in federal funding and it has a required match of $86,000 for a total of approximately $429,000. She noted some of the items qualify for a prorated reimbursement through Schedule D with the North Carolina Department of Transportation (NCDOT). She explained NCDOT pays for 85% of the maintenance costs because it owns 85% of the traffic signal systems in the City. She explained the City’s match will be less than 20% because a portion of the match will be refunded to the City through Schedule D.

Thereupon, Councilmember Sheffield made a motion to authorize the City Manager execute agreements with the North Carolina Department of Transportation for a Signal System
Network Upgrade Project. Upon a roll call vote Mayor Alexander voted AYE, Mayor Pro Tem Heggins voted AYE, Councilmember Miller voted AYE, Councilmember Post voted AYE, and Councilmember Sheffield voted AYE. (5-0)

**BOARDS AND COMMISSIONS**

**Human Relations Council**

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

- Ms. Brunetta Franklin    Term Expires 3/31/2024
- Mr. Preston Sale     Term Expires 3/31/2024

**Community Appearance Commission**

Upon a motion by Councilmember Sheffield. Mayor Alexander, Mayor Pro Tem Heggins, and Councilmembers Miller, Post, and Sheffield voting AYE, the following appointments were made to the Community Appearance Commission:

- Mr. Jeffery Martinez     Term Expires 3/31/2024
- Mr. Michael Mills     Term Expires 3/31/2024
- Ms. Kelly Vanager     Term Expires 3/31/2024

**Housing Advocacy Commission**

Upon a motion by Councilmember Sheffield. Mayor Alexander, Mayor Pro Tem Heggins, and Councilmembers Miller, Post, and Sheffield voting AYE, the following appointment was made to the Housing Advocacy Commission:

- Ms. Susanna Hollingsworth   Term Expires 3/31/2024

**Planning Board**

Upon a motion by Councilmember Sheffield. Mayor Alexander, Mayor Pro Tem Heggins, and Councilmembers Miller, Post, and Sheffield voting AYE, the following reappointments were made to the Planning Board:

- Mr. John Struzick     Term Expires 3/31/2024
- Mr. Dennis Rogers     Term Expires 3/31/2024
- Mr. Jon Post     Term Expires 3/31/2024
- Ms. Jayne Land     Term Expires 3/31/2024
- Mr. Timothy Norris (ETJ)   Term Expires 3/31/2024
Historic Preservation Commission

Upon a motion by Councilmember Sheffield. Mayor Alexander, Mayor Pro Tem Heggins, and Councilmembers Miller, Post, and Sheffield voting AYE, the following reappointments were made to the Historic Preservation Commission:

Mr. Jon Planovsky     Term Expires 3/31/2024
Mr. Steven Cobb     Term Expires 3/31/2024

Upon a motion by Councilmember Sheffield. Mayor Alexander, Mayor Pro Tem Heggins, and Councilmembers Miller, Post, and Sheffield voting AYE, the following appointment was made to the Historic Preservation Commission:

Mr. Marcelo Menza     Term Expires 3/31/2024

CITY ATTORNEY’S REPORT

City Attorney Graham Corriher had no report for Council.

CITY MANAGER’S REPORT

(a) FY2021-2022 Budget Preparation Process

City Manager Lane Bailey addressed Council regarding the proposed FY2022 City Budget. He noted in an earlier budget meeting Council discussed having a Capital Improvement Plan (CIP) meeting, but staff is not ready for another CIP due to the financial issues associated with the pandemic.

Mr. Bailey pointed out the current year’s budget included approximately $2.6 million in Fund Balance appropriation. He added it does not look like the Fund Balance appropriation will take place, and the City should finish the current fiscal year with a $1.5 to $1.7 million surplus. He pointed out sales tax is projected to be $1.5 to $2 million over the budgeted amount. He added property taxes are projected to be $200,000 to $300,000 over budget. He referenced $850,000 in savings in vacant salaries comprised mostly from Police Department and Public Works. He noted the proposed FY2022 budget will include $1 million in other expenditure savings and will also include:

- 5% increase for sworn Police Department positions effective July 1
- 5% to 15% for select employees in the Public Works Department effective July 1
- 2% Cost of Living Adjustment (COLA) for all employees effective January 1

Mr. Bailey reviewed items not funded in the proposed FY2022 budget:

- Additional pay raises for the Police Department to remain competitive
Funded with a tax increase

- An increase in discretionary spending which has remained the same for five plus years
- New CIP projects

Mr. Bailey pointed out significant cuts were made to discretionary spending in many departments. He added he plans to meet with staff to discuss the cuts. He indicated some departments are being allowed to purchase items in the current fiscal year instead of the next fiscal year to bring the budget in line. He stated the FY2023 budget could be challenging and new items may be needed in the CIP at that time.

Mr. Bailey reviewed Police Department salaries in neighboring communities, and he noted the Police Department has a number of vacancies. He stated a few years ago Council increased compensation for the Police Department to make the salaries more competitive. He pointed out there are 18 vacancies in the patrol division and police officers are being taken off of investigation to meet the current need. He pointed out the City is no longer a leader regarding salaries and fewer people want to be police officers making the demand even greater.

Mr. Bailey reviewed the Public Works staffing challenges:

- Currently there are 50 full-time positions and two additional positions for the Bell Tower Green
- 24 employees have left in the past 21 months
  - 9 employees left for other cities or counties
- Currently there are 8 vacancies
- No employees were hired in 2020 due to uncompetitive salaries
  - 3 have been hired since September.
- Strong competition from the private sector and higher salaries in neighboring cities has created challenges for the department

Mr. Bailey stated the City is training employees to operate heavy equipment and then losing them to the private sector or neighboring jurisdictions. He noted staff is requesting an increase in pay for that area in order to be competitive. He noted the starting pay for entry positions and CDL operators is considerably higher in neighboring communities.

Mr. Bailey indicated the FY2022 proposed budget is approximately $1.5 million out of balance. He commented the City will finish FY2021 with a projected surplus of $1.5 to $1.7 million. He requested Council’s guidance, and he expressed concern about using Fund Balance to balance the budget.

Mr. Bailey indicated the City has challenges regarding its tax values and transfers to other funds. He referenced the City’s tax base compared to neighboring communities, and he added the second part of the challenge are the transfers into other funds. He added the City does things other communities do not do such as the broadband network. He commented the Hotwire lease is a good thing, but the City is transferring a significant amount of money to meet the need. He indicated the projections for FY2022 are to transfer $2.9 million to the broadband fund which is equivalent to $.095 on the tax rate.
Mr. Bailey stated the City is the smallest community in North Carolina that has a fixed route transit system and it will transfer $630,000 to the Transit Fund. He noted a portion of the funds will be transferred through a vehicle tax. He clarified if the vehicle tax is deducted the transfer is $.0164 on the tax rate.

Mr. Bailey noted staff anticipates receiving $7.16 to $8 million from the American Recovery Plan and is waiting for guidance regarding how the funds can be spent. He indicated if there are no limitations on how the money can be used, he recommends refinancing the Fibrant debt while keeping the same termination date. He explained paying the debt down by $7.1 million would have the greatest effect on the General Fund. He added he does not think the City will be able to use the money for this purpose, but it may be able to use it for capital expenditures. He noted the largest item in the CIP is Fire Station 3, which was placed on hold last year. He stated if the funds cannot be used for Fire Station 3 and Council wishes to pursue the project a tax increase would be needed. He added three fire trucks will also be needed in the next three years, and the telecom system will need an upgrade in 2024. He indicated he is hopeful staff will receive guidance regarding the possible uses of American Recovery Plan funds by end of this month or the first of May. He added he would like to meet with Council for guidance on how to finish the budget.

Councilmember Post stated one of the hazards of using this year’s savings to cover next year’s budget is that the need catches up the following year. He clarified the City can save $1.5 million this year and then next year Council is facing the lack of the $1.5 million along with the budget pressures at that particular time.

Councilmember Post indicated the City owes approximately $21 million on the Fibrant debt. He added if the City was able to pay off one-third of the debt it could refinance the remaining debt to free up approximately $1 million annually or cut three years off of the loan. Mr. Bailey indicated the Fibrant debt is approximately $19.5 million.

**BOARDS AND COMMISSIONS**

**Parks and Recreation Advisory Board**

Upon a roll call vote Mayor Alexander voted AYE, Mayor Pro Tem Heggins voted AYE, Councilmember Miller voted AYE, Councilmember Post voted AYE, and Councilmember Sheffield voted AYE. (5-0), the following appointment was made to the Parks and Recreation Advisory Board:

Mr. Dennis Rivers Term Expires 3/31/2024
COUNCIL COMMENTS

Councilmember Sheffield thanked the Community Appearance Commission (CAC), the Tree Board, and others who helped with the tree giveaway that took place this past weekend. She noted it was a successful event, and she thanked Fine Frame Gallery and Godley’s for their support of the raffle.

Councilmember Sheffield reminded citizens to keep their grass clipping away from the road as it is hazardous to people walking, riding motorcycles, and biking.

Councilmember Post thanked staff for the work it does for the City. He pointed out when he provides staff contact information for citizen complaints he often receives feedback regarding how friendly and willing staff was to resolve the issue.

MAYOR PRO TEM COMMENTS

Mayor Pro Tem Heggins thanked staff for the work it does for the City. She commented she was relieved when the monumental decision regarding the Derek Chauvin trial was rendered. She indicated the outcome is a great way to propel relationships between the community and the Police Department forward.

MAYOR’S ANNOUNCEMENTS AND COMMENTS

Mayor Alexander commented she is grateful for the professionalism of staff and for the great work it does to take care of the public.

Mayor Alexander announced the Public Art Committee invites artists to submit designs for consideration for the first Salisbury Paint the Pavement Project. Entries will be accepted through Friday, April 30, 2021. Designs will be selected by a local and diverse selection committee, and teams will paint their design on one of five crosswalks in the Rail Walk Arts District. Winning designs will reflect the history, culture and vibrancy of Salisbury and display creativity and diversity. For more information please visit www.salisburync.gov/paintthepavement.

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 7:47 p.m.

________________________________
Karen Alexander, Mayor

________________________________
Kelly Baker, City Clerk
SALISBURY, North Carolina
April 20, 2021

SPECIAL MEETING

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

ABSENT: None.

In response to the State of Emergency declaration related to the spread of COVID-19 and to limit physical interactions and the potential spread of COVID-19 the Salisbury City Council met electronically. The meeting was called to order by Mayor Alexander at 4:00 p.m. A moment of silence was taken.

ADOPTION OF THE AGENDA

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

CLOSED SESSION

Thereupon, Councilmember Post made a motion to go into closed session to consult with an attorney as allowed by NCGS 143-318.11(a)(3).

Upon a roll call vote Mayor Alexander voted AYE, Mayor Pro Tem Heggins voted AYE, Councilmember Miller voted AYE, Councilmember Post voted AYE and Councilmember Sheffield voted AYE. (5-0)
RETURN TO OPEN SESSION

Mayor Alexander reconvened the meeting in open session.

Mayor Alexander announced that the City Council gave instructions to the City Attorney concerning the settlement of a pending workers compensation claim.

ADJOURNMENT

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

__________________________________________
Karen Alexander, Mayor

__________________________________________
Kelly Baker, City Clerk
Salisbury City Council
Agenda Item Request Form

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

Requested Council Meeting Date:  May 4, 2021

Name of Group(s) or Individual(s) Making Request:  Community Appearance Commission - BlockWork

Name of Presenter(s):  Alyssa Nelson

Requested Agenda Item:  Council to consider adopting a Budget Ordinance Amendment to the FY 2020-2021 budget in the amount of $11,800 to appropriate revenue for the BlockWork Neighborhood Improvement Project.

Description of Requested Agenda Item:

The Community Appearance Commission has received a total of $11,800 from the following sources to be appropriated toward remaining BlockWork projects for the 2019 North Main Street BlockWork as well as 2020 South Shaver Street BlockWork.

- Margaret C. Woodson Foundation  $5,000
- Blanche & Julian Robertson Family Foundation  $6,800

Funding was received in the form of grants to complete remaining tasks.

Attachments:  ☒ Yes  ☐ No

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

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

   Council to adopt a budget ordinance amendment to FY 2020-2021 budget to appropriate $11,800 to BlockWork.

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

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

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

FINANCE DEPARTMENT INFORMATION:
Salisbury City Council
Agenda Item Request Form

_________________________________ _____________________________
Finance Manager Signature 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 2020-2021 BUDGET ORDINANCE OF THE CITY OF SALISBURY, NORTH CAROLINA TO APPROPRIATE DONATIONS IN GENERAL FUND FOR BLOCKWORK

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

Section 1. The City would like to use donations from various groups/individuals for Blockwork expenses. NC General Statutes require that the City appropriate these revenues so that they can be legally spent.

Section 2. That the 2020-2021 Budget Ordinance of the City of Salisbury, adopted on June 16, 2020, is hereby amended as follows:

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

(1) Increase line item 010-000-000-482110 $11,800
General Fund Donations

(2) Increase line item 010-491-000-545041 $11,800
Blockwork

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

Requested Council Meeting Date: May 4, 2021

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

Name of Presenter(s): Jason Wilson

Requested Agenda Item: Water and Sewer Fund Budget Ordinance Amendment

Description of Requested Agenda Item: Salisbury-Rowan Utilities is requesting to utilize connection fees and miscellaneous sewer revenues that have been received over budgeted amounts to cover expenses related to meters and maintenance. NC General Statutes require that the City appropriate these revenues before they can be legally spent.

Attachments: □ Yes □ No

Fiscal Note:
Sufficient revenues have been received over the budgeted amounts to allow for this appropriation in the FY21 budget.

Action Requested of Council for Agenda Item: Council to consider adopting a budget ORDINANCE Amendment to the FY2020-2021 budget in the amount of $400,735 to appropriate connection fees and miscellaneous revenues in the Water and Sewer Fund.

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

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

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

FINANCE DEPARTMENT INFORMATION:

S. Wade Funches
Finance Manager Signature

Joni Bahn
Department Head Signature

Anna Bungaine
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:
AN ORDINANCE AMENDING THE 2020-2021 BUDGET ORDINANCE OF THE CITY OF SALISBURY, NORTH CAROLINA TO APPROPRIATE CONNECTION FEES AND MISCELLANEOUS REVENUES IN THE WATER AND SEWER FUND

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

Section 1. The City would like to use connection fees and miscellaneous sewer revenues for expenses related to meters and maintenance. NC General Statutes require that the City appropriate these revenues so that they can be legally spent.

Section 2. That the 2020-2021 Budget Ordinance of the City of Salisbury, adopted on June 16, 2020, is hereby amended as follows:

(a) That the following Water & Sewer Fund line items be amended as follows:

(1) Increase line item 030-000-000-467201 Water Connection Fees $ 248,291
Increase line item 030-000-000-467202 Sewer Connection Fees $ 110,055
Increase line item 030-000-000-467915 Sewer Miscellaneous Revenues $ 42,389
Total Revenues $ 400,735

(2) Increase line item 030-813-850-517101 Meter & Meter Boxes $ 65,000
Increase line item 030-813-850-517102 Hose and Fittings $ 65,000
Increase line item 030-813-850-525201 Maintenance Equipment $ 28,000
Increase line item 030-813-854-517101 Meter & Meter Boxes $ 28,000
Increase line item 030-813-854-517102 Hose and Fittings $ 28,000
Increase line item 030-813-858-514306 Material New Streets $ 96,346
Increase line item 030-813-858-525201 Maintenance Equipment $ 48,000
Increase line item 030-817-901-525201  $ 22,389
Maintenance Equipment

Increase line item 030-817-902-525201  $ 20,000
Maintenance Equipment

Total Expenses  $ 400,735

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: May 4, 2021

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

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

Requested Agenda Item: Appropriate Sale of Assets - Online

Description of Requested Agenda Item: Council to appropriate additional Sale of Assets – Online in General Fund. After a recent auction Sale of Assets-Online is currently $137,880 over budget.

Finance is proposing to use these proceeds for unbudgeted items in our Solid Waste department. The City has seen a significant increase in our landfill charges due to increase tonnage from citizens being at home. The current estimate for covering landfill overage is $70,000. The remaining $67,880 will be used to cover other expense overages in public works.

Attachments: □ Yes □ No

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

Action Requested of Council for Agenda Item: (Please note if item includes an ordinance, resolution or petition)
Council to approve budget ordinance appropriating Sale of Assets - Online in the General Fund.

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

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

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

FINANCE DEPARTMENT INFORMATION:

Finance Manager Signature

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 2020-2021 BUDGET ORDINANCE OF THE CITY OF SALISBURY, NORTH CAROLINA TO APPROPRIATE SALE OF ASSETS - ONLINE IN GENERAL FUND

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

Section 1. The City would like to use additional revenue received from sale of assets – online to cover expenses in public works. NC General Statutes require that the City appropriate these revenues so that they can be legally spent.

Section 2. That the 2020-2021 Budget Ordinance of the City of Salisbury, adopted on June 16, 2020, is hereby amended as follows:

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

(1) Increase line item 010-000-000-482110 General Fund Donations $137,880

(2) Increase line item 010-581-000-525901 County Landfill Charges $70,000
   Increase line item 010-581-661-525301 Maint Auto $30,000
   Increase line item 010-561-661-525301 Maint Auto $20,000
   Increase line item 010-551-000-525103 B&G Other Depart $9,180
   Increase line item 010-550-661-525201 Maint Equipment $3,700
   Increase line item 010-562-661-525301 Maint Auto $5,000

Total Expenses $137,880

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:  05/04/2021

Name of Group(s) or Individual(s) Making Request:  Vickie Eddleman, Traffic Engineering Coordinator

Name of Presenter(s):  Vickie Eddleman

Requested Agenda Item:  NCDOT Reimbursement Contract Extension for Schedules A (Signs), B (Markings & Markers), C (Traffic Signals) and D (Computerized Traffic Signal System).

Description of Requested Agenda Item:  The North Carolina General Statutes charge the NCDOT Division of Highways with the responsibility of maintaining the State Highway System. However, within municipalities, the General Statutes permit the Division of Highways to delegate the actual maintenance of the system streets to municipalities qualified to perform the work. A standard reimbursement agreement must be executed with each municipality.

The City has agreements that were executed with NCDOT in March 26, 2019, and is allowed to be renewed in subsequent years. This year, NCDOT has asked for a renewal, with no changes for reimbursements. The agreements define maintenance functions and corresponding reimbursement rates. These agreements would be valid for service dates of July 1, 2020 through June 30, 2021, and has requested the signature of the City Engineer.

Attachments:  ☒ Yes  □ No

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

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

Council action will be to authorize the City Engineer to accept agreements with NCDOT concerning maintenance of signs (Schedule A), of markings & markers (Schedule B), of traffic signals (Schedule C), and of the computerized traffic signal system (Schedule D).

Contact Information for Group or Individual:  Vickie Eddleman – 704-638-5213

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

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

FINANCE DEPARTMENT INFORMATION:

_________________________________   ____________________________________
Finance Manager Signature           Department Head Signature
Salisbury City Council
Agenda Item Request Form

Budget Manager Signature

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

For Use in Clerk's Office Only

☐ Approved  ☐ Delayed  ☐ Declined

Reason:
Ms. Wendy Brendle, Traffic Engineer  
City of Salisbury  
P.O. Box 479  
Salisbury, North Carolina 28145-0479  

SUBJECT: MUNICIPAL OPERATIONS AGREEMENT-TRAFFIC SCHEDULE A - EXTENSION OF AGREEMENT  

Dear Ms. Brendle:  

This is in reference to the current Municipal Operations Agreement for Traffic Schedule A (Traffic Control Devices/Signs) between the City of Salisbury and NCDOT, which was executed on March 26, 2019, for Fiscal Year 2018-19.  

In accordance with the executed agreement, I am proposing to extend this agreement, with the reimbursement remaining the same at $4,000.00, until June 30, 2021. The budget amount for the Fiscal Year will be $4,000.00.  

If the City agrees with this extension, please sign and date the bottom of this letter and return the original to me for approval. A signed copy will be returned to the City of Salisbury for its records.  

If we may be of further assistance, please advise.  

Sincerely,  

J. P. Couch, P.E.  
Division Traffic Engineer  

JPC/ddk  

cc: Division Engineer  
LPMO – Contract Officer  

CONCUR:
Ms. Wendy Brendle, Traffic Engineer  
City of Salisbury  
P.O. Box 479  
Salisbury, North Carolina 28145-0479  

SUBJECT: MUNICIPAL OPERATIONS AGREEMENT-TRAFFIC SCHEDULE B-EXTENSION OF AGREEMENT  

Dear Ms. Brendle:  

This is in reference to the current Municipal Operations Agreement for Traffic Schedule B (Markings and Markers) between the City of Salisbury and NCDOT, which was executed on March 26, 2019, for Fiscal Year 2018-19.  

In accordance with the executed agreement, I am proposing to extend this agreement, with the reimbursement remaining the same at $5,000.00, until June 30, 2021. The budget amount for the Fiscal Year will be $5,000.00.  

If the City agrees with this extension, please sign and date the bottom of this letter and return the original to me for approval. A signed copy will be returned to the City of Salisbury for its records.  

If we may be of further assistance, please advise.  

Sincerely,  

J. P. Couch, P.E.  
Division Traffic Engineer  
JPC/ddk  

cc: Division Engineer  
LPMO – Contract Officer  

CONCUR:

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<tr>
<th>City Representative</th>
<th>Date</th>
<th>Division Engineer</th>
<th>Date</th>
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**Mail Address:**  
NC DEPARTMENT OF TRANSPORTATION  
DIVISION 9  
375 SILAS CREEK PARKWAY  
WINSTON-SALEM, NC 27127  

**Telephone:** (336) 747-7800  
**Fax:** (336) 761-2004  
**Customer Service:** 1-877-368-4568  

**Website:** www.ncdot.gov  
**Location:**  
375 SILAS CREEK PARKWAY  
WINSTON-SALEM, NC 27127
Ms. Wendy Brendle, Traffic Engineer  
City of Salisbury  
P.O. Box 479  
Salisbury, North Carolina 28145-0479

SUBJECT: MUNICIPAL OPERATIONS AGREEMENT-TRAFFIC SCHEDULE C - EXTENSION OF AGREEMENT

Dear Ms. Brendle:

This is in reference to the current Municipal Operations Agreement for Traffic Schedule C (Traffic Signal Operation) between the City of Salisbury and NCDOT, which was executed on March 26, 2019, for Fiscal Year 2018-19.

In accordance with the executed agreement, I am proposing to extend this agreement, with the reimbursement remaining the same at $127,000.00, until June 30, 2021. The budget amount for the Fiscal Year will be $127,000.00.

If the City agrees with this extension, please sign and date the bottom of this letter and return the original to me for approval. A signed copy will be returned to the City of Salisbury for its records.

If we may be of further assistance, please advise.

Sincerely,  

J. P. Couch, P.E.  
Division Traffic Engineer  

JPC/ddk

cc: Division Engineer  
LPMO – Contract Officer

CONCUR:

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<tr>
<th>City Representative</th>
<th>Date</th>
<th>Division Engineer</th>
<th>Date</th>
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</table>

Mailing Address:  
NC DEPARTMENT OF TRANSPORTATION  
DIVISION 9  
375 SILAS CREEK PARKWAY  
WINSTON-SALEM, NC 27127

Telephone: (336) 747-7800  
Fax: (336) 761-2004  
Customer Service: 1-877-368-4968

Website: www.ncdot.gov

Location:  
375 SILAS CREEK PARKWAY  
WINSTON-SALEM, NC 27127
Ms. Wendy Brendle, Traffic Engineer  
City of Salisbury  
P.O. Box 479  
Salisbury, North Carolina 28145-0479  

SUBJECT: MUNICIPAL OPERATIONS AGREEMENT-TRAFFIC SCHEDULE D - EXTENSION OF AGREEMENT  

Dear Ms. Brendle:  

This is in reference to the current Municipal Operations Agreement for Traffic Schedule D (Signal Systems Operation) between the City of Salisbury and NCDOT, which was executed on March 23, 2019, for Fiscal Year 2018-19.  

In accordance with the executed agreement, I am proposing to extend this agreement, with the reimbursement amount at 97,000.00, until June 30, 2021. The budget amount for the Fiscal Year will be $97,000.00.  

If the City agrees with this extension, please sign and date the bottom of this letter and return the original to me for approval. A signed copy will be returned to the City of Salisbury for its records.  

If we may be of further assistance, please advise.  

Sincerely,  

J. P. Couch, P.E.  
Division Traffic Engineer  
JPC/ddk  

cc: Division Engineer  
LPMO – Contract Officer  

CONCUR:
Salisbury City Council
Agenda Item Request Form

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

Requested Council Meeting Date:  May 4, 2021

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

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

Requested Agenda Item:  Conduct a public hearing in consideration of closing an unimproved right-of-way, known as Lloyd Street, in the 300 block of Harrel Street

Description of Requested Agenda Item:
On April 6, 2021, City Council adopted a resolution of intent to permanently close an unimproved right-of-way referenced as Lloyd Street, in the 300 block of Harrel Street. A public hearing was scheduled for May 4, 2021, and all notifications were made to the public as required by state statues.

Street and alley closings are regulated by General Statute 160A-299. In accordance with the statute, closing of a street must not be "contrary to the public interest", and no individual shall be "deprived of reasonable means of ingress and egress to his property" by the closing. Staff believes that these conditions have been satisfied.

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)
Conduct a public hearing concerning closing an unimproved right-of-way, referenced as Lloyd Street, in the 300 block of Harrel Street

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

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

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

FINANCE DEPARTMENT INFORMATION:

Finance Manager Signature ____________________________  Department Head Signature ____________________________

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

For Use in Clerk's Office Only

☐ Approved  ☐ Declined

Reason:
Salisbury City Council
Agenda Item Request Form

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

Requested Council Meeting Date:  05/04/2021

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

Name of Presenter(s):  Wendy Brindle

Requested Agenda Item:  Council to consider support of an NCDOT project for a U-turn bulb on Jake Alexander Blvd near Morlan Park Road

Description of Requested Agenda Item:  The Traffic Safety Unit of the North Carolina Department of Transportation (NCDOT) has been made aware of a crash pattern occurring from motorists travelling east on Jake Alexander Blvd (JAB), and being hit while attempting to make a U-turn around the directional left-over median for Morlan Park Road in order to head west on JAB. They are proposing to install a U-turn bulb to help alleviate the crashes. A concept sketch is attached. If the City supports the concept, NCDOT Traffic Safety Unit will submit the project to compete statewide for safety funding.

Attachments:  ☑ Yes  ☐ No

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

Action Requested of Council for Agenda Item:  (Please note if item includes an ordinance, resolution or petition)
Council to consider support of the concept plan by NCDOT and submission to compete for statewide safety funding

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

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

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

FINANCE DEPARTMENT INFORMATION:

_________________________  __________________________
Finance Manager Signature  Department Head Signature

_________________________
Budget Manager Signature
Salisbury City Council
Agenda Item Request Form

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

For Use in Clerk’s Office Only

☐ Approved       ☐ Delayed       ☐ Declined

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

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

**Requested Council Meeting Date:** 05/04/2021

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

**Name of Presenter(s):** Candace Edwards, Housing Planner

**Requested Agenda Item:** Council to review the City’s Draft FY 2021-22 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 2021-22 Action Plan & Budget covers the period between July 1, 2021 and June 30, 2022. During this period, the City will receive the following Federal formula funds:

- Community Development Block Grant (CDBG) ……………………………………..….... $285,158.00
- Community Development Block Grant (CDBG) Projected Program Income ................. $25,000.00
- HOME Investment Partnerships Program (HOME) …………………………………..…… $146,510.00

**TOTAL:**

$ 456,668.00

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 2020-24 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 2020-24 Consolidated Plan is available online at [www.salisburync.gov/housing](http://www.salisburync.gov/housing)

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*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 2020-24 Consolidated Plan.

This year’s CDBG & HOME Action Plan & Budget identifies government action that will be taken in FY 2021-22 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 a sidewalk along Lash Drive. This project will have been funded across two HUD award cycles.

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

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

Attachments: ☑ Yes ☐ No

Action Requested of Council for Agenda Item: No action is requested at this time. Council will be asked to approve the FY 2021-22 CDBG & HOME Action Plan & Budget at a subsequent meeting, once the period of citizen participation and consultation has concluded and all feedback on the Draft Plan & Budget has been reviewed by planning staff.

Contact Information:
Candace Edwards, Community Planning Services, (704) 638-5324, Candace.Edwards@salisburync.gov.

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

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

FINANCE DEPARTMENT INFORMATION:

_________________________________  ______________________________
Finance Manager Signature  Department Head Signature

_________________________________
Budget Manager Signature

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

For Use in Clerk’s Office Only

☐ Approved  ☐ Declined

Reason:
City of Salisbury, North Carolina

Community Development Block Grant (CDBG) & HOME Investment Partnerships

Action Plan

FY 2021-2022

Planned investments in community & neighborhood development projects and related efforts toward achieving the objectives described in Salisbury’s 2020-2024 Consolidated Plan.
The FY 2021-2022 Action Plan is presented to you in a format that is prescribed by HUD. Data and narrative are entered into a federal database system called the Integrated Disbursement and Information System (IDIS) and the Action Plan report is then downloaded into a Word format. The Action Plan template in IDIS has a series of prescribed questions that align with the CDBG, HOME, ESG, and Consolidated Plan program requirements. The report you are reviewing is the result of that data entry process and is the prescribed and recommended format by HUD.

Copies of this document and related information may be accessed online at:

www.salisburync.gov/housing
Pictured: Example of owner occupied rehabilitation completed by Salisbury Community Development Corporation.
Executive Summary

AP-05 Executive Summary - 24 CFR 91.200(c), 91.220(b)

1. Introduction

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 that outlines the community development goals on which it will focus these funds. This Action Plan covers the period between July 1, 2021 and June 30, 2022. During this period, the City will receive the following Federal formula funds:

- Community Development Block Grant (CDBG) ............................................. $285,158.00
- Community Development Block Grant (CDBG) Projected Program Income .......... $25,000.00
- HOME Investment Partnerships Program (HOME) .................................. $146,510.00

TOTAL: $456,668.00

These funds will be used to meet goals and objectives established and approved by the Salisbury City Council and articulated in the City’s 2020-2024 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 Consolidated Plan is augmented by Annual Action Plans, which identify how jurisdictions will spend limited public resources each year to meet the goals and priorities of the 2020-2024 Consolidated Plan. This CDBG & HOME Action Plan is a document which identifies government action that will be taken in FY 2021-2022 to develop and strengthen viable urban 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 City of Salisbury recognizes the importance of developing this plan using input from citizens who are most likely to be impacted by the goals and objectives set forth in the plan. The strategy to gather input and participate in consultation activities is outlined by the framework provided by the U.S. Department of Housing and Urban Development (HUD). Citizen participation is incorporated within each step of the process through public outreach and engagement activities by City planning staff and partnering agencies. The City of Salisbury and the Salisbury Community Development Corporation are responsible for plan coordination and reporting.
More information about the CDBG Program is available online at: https://www.hudexchange.info/programs/cdbg-entitlement/

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

2. **Summarize the objectives and outcomes identified in the Plan**

The FY 2020-2024 Consolidated Plan will be used as a framework to guide this Annual Action Plan’s programs and activities that are funded by federal CDBG and HOME program dollars. Therefore, the following goals have been developed to both respond to current needs, but will allow the City to be nimble in responding to challenges as we evolve due to COVID-19.

<table>
<thead>
<tr>
<th>1</th>
<th>Goal Name</th>
<th>Increase supply of decent, affordable housing</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Goal</strong></td>
<td>Create a suitable, decent living environment that is safe, affordable and sustainable for low to moderate income residents through programs such as, but not limited to, an owner-occupied rehabilitation program or an acquisition/rehab/resale program.</td>
<td></td>
</tr>
<tr>
<td><strong>Objective:</strong></td>
<td>Complete at least three rehabilitations of owner-occupied housing for low-income families.</td>
<td></td>
</tr>
<tr>
<td><strong>Objective:</strong></td>
<td>Through new construction, add at least one unit of housing affordable to a low or moderate income family</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>2</th>
<th>Goal Name</th>
<th>Improve public facilities and infrastructure</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Goal</strong></td>
<td>Undertake capital improvements to community facilities and other public infrastructure such as sidewalks in areas that serve low and moderate income people.</td>
<td></td>
</tr>
<tr>
<td><strong>Objective:</strong></td>
<td>Complete a sidewalk project on Lash Drive, connecting housing to a bus route and commercial center.</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>3</th>
<th>Goal Name</th>
<th>Provide opportunities for home ownership</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Goal</strong></td>
<td>Provide education and assistance to either allow people to maintain homeownership or to become home buyers for the first time through programs such as, but not limited to, down-payment assistance, home buyers counseling, or foreclosure prevention.</td>
<td></td>
</tr>
<tr>
<td><strong>Objective:</strong></td>
<td>Offer down payment assistance and counseling to at least three low-income first time home buyers.</td>
<td></td>
</tr>
</tbody>
</table>
3. Evaluation of past performance

The City of Salisbury’s investments in housing and public infrastructure have helped to stabilize neighborhoods by removing blighted structures, improving the condition of existing homes, increasing the supply of affordable homes, replacing aging sidewalks, and creating safe and more inviting parks and community centers. The City has partnered with Salisbury Community Development Corporation for more than twenty years to carry out housing programs have produced concrete positive results. Homebuyer education programs offered by the Salisbury CDC have helped families prepare for homeownership, improve their credit worthiness, obtain financing and maintain their home. By promoting homeownership and investing in housing and public infrastructure, the City has helped to strengthen neighborhoods and improve the overall quality of life. The City’s involvement as a development partner in the affordable rental market has helped with a critical need for safe and affordable units for rent.

4. Summary of Citizen Participation Process and consultation process

The City of Salisbury – Community Planning Services (CPS), in coordination with the Salisbury Community Development Corporation (CDC), developed this 2021-2022 Action Plan with consultation from a diverse group of individuals and organizations.
Planning staff collaborated closely with the City’s Communications department to develop an outreach strategy to reach a broad audience and to encourage public participation in a COVID era. To that end, a Citizen Participation & Consultation Plan guided plan development at each stage of the process.

**FY 2021-2022 Action Plan: Citizen Participation & Consultation Plan**

<table>
<thead>
<tr>
<th>Date</th>
<th>Activity</th>
</tr>
</thead>
<tbody>
<tr>
<td>Thursday, March 4, 2021</td>
<td>Published Public Hearing notice in Salisbury Post for formal public hearing</td>
</tr>
<tr>
<td>Tuesday, March 16, 2021</td>
<td>Public Hearing, City Council meeting</td>
</tr>
<tr>
<td>Monday, March 29, 2021</td>
<td>Community Input Session</td>
</tr>
<tr>
<td>Thursday, April 29, 2021</td>
<td>Published Public Hearing notice in Salisbury Post for formal public hearing</td>
</tr>
<tr>
<td>Tuesday, May 4, 2021</td>
<td>Public Hearing, Presentation of Draft Annual Action Plan at City Council, public comments accepted</td>
</tr>
<tr>
<td>May 4, 2021- June 1, 2021</td>
<td>Opportunities for additional public input and stakeholder meetings and informational sessions. These meetings should be duly-noticed and promoted with Communications.</td>
</tr>
<tr>
<td>Tuesday June 1, 2021</td>
<td>City Council Meeting. Final presentation of Draft Action Plan and Budget to Council. Encourage citizens to submit comments by this date</td>
</tr>
<tr>
<td>Wednesday, June 2, 2021</td>
<td>Update Adopted Action Plan to submit to HUD</td>
</tr>
</tbody>
</table>

A public hearing for the use of these funds was held on March 16, 2021 at a meeting of the Salisbury City Council. No one signed up to speak at the public hearing. A virtual public information and input session on the use of federal formula funds from the CDBG & HOME programs were held on March 29, 2021. No members of the public attended the meeting, however, one comment was received via email.
March 27, 2021

Hannah Jacobson
Planning Director
Community Planning Services
City of Salisbury
132 North Main Street
Salisbury, NC 28144

RE: Public Input for Use of City of Salisbury’s CDBG and HOME Program Funds Fiscal Year 2021-2022 for March 29, 2021 Public Input Session

Dear Hannah:

Because I will not be able to attend the March 29, 2021 Public Input Session, I wanted to formally submit my citizen input as to how the City of Salisbury should expend CDBG/HOME federal dollars in the upcoming 2021-2022 fiscal year (which I assume is to start July 1, 2021 like the NC state fiscal year).

To start, while the COVID-19 pandemic has been a quite trying time for all Americans, the pandemic has provided some new opportunities for municipalities seeking to ensure ‘the development of viable communities by the provision of decent housing, a suitable living environment, and expanded economic opportunities, primarily for persons of low and moderate income’ in the form of increased CDBG funding from the federal government (two rounds of CDBG allotments in 2020 of approximately $370,000.00).

Specifically, the focus of my public input/comment is upon the use of the $200,221 available in the CDBG-CV 2nd Round allotment that may be spent on housing activities. As you are well aware, the City of Salisbury has an ‘insufficient supply of adequate and affordable housing to meet the growing needs of low-and-moderate income residents including members of protected classes.’[^1] Additionally, the real estate activity in Salisbury has been ‘heating up’ because of

[^1]: This is taken from Impediment 2 from the City of Salisbury’s 2019 Analysis of Impediments to Fair Housing Choice.
COVID-19\(^2\) and that has been increasing the prices of housing throughout Salisbury and Rowan County. While interest rates are still very low, we also know that "mortgage lending practices reduce homeownership opportunities for racial and ethnic minorities."\(^3\) Hence, for low-and-moderate income residents (disproportionately racial and ethnic minorities), both the ability to both obtain suitable housing and moreover build wealth as a homeowner is clearly a problem in the City of Salisbury.

While there are great programs in the City of Salisbury that are trying to increase homeownership for low-and-moderate income residents\(^4\) the supply created by these programs is far outpaced by the demand and need. Additionally, all of these programs rely very heavily on multiple outlays of public subsidies to work. While the use of subsidies to assist a low-income homeowner access to housing is critical, the market forces of economic growth and increasing housing sales will result in the lost utility of said subsidy.

What do I mean? If the Salisbury CDC assists a low-income homeowner with homebuyer education, down payment assistance and closing cost assistance (let's say that's about $25,000) to get into a house that's sold for $100,000.00 that seems like a pretty good use of a public subsidy investment. However, as market forces increase, that house that was $100,000 (with $25,000 public money investment) will appreciate in value (which is normally good). That said, when this once $100,000 house is eventually sold for $250,000, the public subsidy's utility is gone and the community has lost a house that was once considered "affordable."\(^5\)

While there are a lot of ways that the planning and community development function within the City of Salisbury can address these problems, my public input and proposal for the use of CDBG-CV 2nd Round money is:

**Set Aside $50,000 of the CDBG-CV 2nd Round Money and Develop an Request for Proposal (RFP) for the creation of a City of Salisbury Focused Community Land Trust**

**Why a Community Land Trust for the City of Salisbury?**

Community land trusts (CLTs) are typically private, non-profit organizations that purchase (or receive) land to lease to residents with low and middle incomes for housing use. CLTs separate ownership of the home from the land it occupies. The land is leased to homeowners as part of a long-term ground lease (typically for 99 years). Homeowners on CLT-owned land are required to sell the home back to the CLT or to another resident with low income at an affordable price. Additionally, CLTs may also purchase and hold land to support community development, open space efforts, community gardens, and similar initiatives.

\(^2\) Pandemic accompanied by fever for home buying in Rowan County, Salisbury Post September 15, 2020
\(^3\) This is taken from Impediment 5, City of Salisbury 2019 Analysis of Impediments to Fair Housing Choice
\(^4\) The Salisbury CDC’s new construction/rehab and Habitat for Humanity’s sweat equity program come to mind.
\(^5\) Some argue that the use of “soft second mortgages” can disincentive early sale of houses, however, most of the time housing prices appreciate so much that home owners can easily satisfy "soft second mortgages" at closing.
By restricting sales to families who meet income requirements, CLTs increase access to affordable housing for households with low and moderate incomes. CLTs may also preserve affordable housing options for homeowners with low incomes when current homeowners sell and retain affordable multi-unit housing options for renters. CLTs can retain affordable housing in perpetuity, often beyond the duration of inclusionary zoning ordinances.\footnote{There would be a lot less state legislature problems with a robust CLT program versus proposing an inclusionary zoning ordinance for sure.}

Many CLT owners go on to purchase market-rate homes after participating in a CLT, often leveraging wealth and assets accumulated through CLT home ownership.\footnote{CLT homes may not build wealth like a ‘fee simple’ home but can be a ‘stepping stone’ to a new house by helping build wealth in the CLT homes. This is much better than being a renter in regards to wealth building for low income and moderate income residents.} Hence, CLT homeownership can help low-income residents build wealth but also the community avoids the problem of losing affordable housing units at the same time (because the land is always owned by a nonprofit). One Durham, NC-based study indicates that CLTs have successfully helped minority individuals and families purchase homes.\footnote{Gray KA, Miller-Cribbs JE. The Durham community land trusts. Journal of Community Practice. 2012} Hence, a successful CLT program in the City of Salisbury could be a tangible response to current impediments to Fair Housing Choice.

Why an RFP? And if so, who can apply for this money?

The City of Salisbury, while an entitlement city for both CDBG and HOME money does not conduct community development activities as a ‘line’ department. Historically, the City of Salisbury has ‘outsourced’ much of this activity to the Salisbury CDC, a private 501c3 tax exempt not for profit corporation via transfer of the bulk of CDBG monies on an annual basis. As we know, the CDC leverages the transferred CDBG monies with other monies derived as a tax-exempt entity to conduct new construction and rehab projects (usually layering subsidy to benefit qualified low-and-moderate income home buyers). To date, the Salisbury CDC has not utilized any of its operations towards starting or operating a community land trust (nor any other nonprofit dedicated to housing in Salisbury).

One may ask ‘Why not just condition continued annual receipt of CDBG money by the CDC upon establishing a CLT program?’ Honestly, this would be the easiest means of accomplishing a CLT program in Salisbury given the huge leverage the City of Salisbury has over the CDC based upon funding position. However, while it may be easier, it may not necessarily be a fair or wise demand.

CLT programming is ‘niche’ and needs some expertise in the area. For one, operators of the CLT model must educate potential CLT homebuyers that they are not buying these homes (while quite affordable compared to other housing options in traditional ‘fee simple’ and that while they are building wealth with a CLT home, they will not be able to walk away with all the equity upon the sale of the home. This means a CLT operator needs experience with marketing the
CLT model and educating homebuyers about the CLT model. Additionally, there is the administrative work related to maintaining the CLT ground lease payments (though these are typically ‘de minimis monthly payments) and providing support to and communication with the CLT homeowner. I do believe the City of Salisbury needs a community land trust program, but I also believe that if public monies are used to “seed” a Salisbury CLT, these dollars need to go to an outfit that knows how (or at least willing to hire technical assistance if no experience) to operate a CLT program.

Hence, my proposal for the use of this COVID CDBG money is that the City issue a Request for Proposal (RFP) to any 501(c)(3) organization locally, regionally, and nationally that can take the $50,000 and start a community land trust pilot program in Salisbury by the end of FY 2021. An RFP would not preclude the Salisbury CDC from applying for the CLT money, but here the City is not ‘forcing’ the CDC to operate a CLT program. Additionally, there are a number of nonprofits statewide that are operating community land trusts and could be enticed by an RFP to operate in Salisbury with CLT operational staff and established program design already in tow. An RFP could attract an established community land trust like the Durham Land Trust (Durham NC) or the Westside Community Land Trust (Charlotte NC) to come to Salisbury and start a community land trust immediately. That said, I could also see local operations like Habitat for Humanity or the Salisbury Housing Authority interested in this opportunity (and with proper technical assistance could probably be quite successful).

Obviously, there are a lot specifics that would need to be ‘ironed out’ with such an RFP (deadlines, criteria, etc.). That said, the risk of issuing this RFP is low and the benefit is high. If nobody meets the criteria for the award, the award is not issued, and it can be returned to be used for other ‘proven’ housing programming. However, if a suitable awardee responds, then Salisbury has taken a huge step towards addressing the impediments to fair housing. I do believe that there should be some possibility that if CLT related deliverables are met during the initial ‘pilot’ funding year, then the notion of continued CDBG or HOME support should be available into future fiscal years.9

In short, the City of Salisbury has this new COVID CDBG money, I think it should take this opportunity and try to seed a community land trust program to benefit our low and moderate income residents via an RFP process.

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9 As a side note, there would also need to be a lot of partnership between the Salisbury CLT program (hence, a local outfit would be an ideal operator), the City of Salisbury and other landowners in Salisbury. The CLT model is fueled on the nonprofit owning the land. The key to this program’s success is facilitating transfers of land to the CLT to manage. Great sources of land for the CLT would be properties already owned by the City (or properties encumbered by liens or poised for demolition per zoning for example) and land owned by churches, colages or individual landowners (seeking a tax deduction by donating land at Fair Market Value to a CLT 501c3).
Sincerely,

Rocky M. Cabagnot

Rocky M. Cabagnot
Chair of City of Salisbury’s Fair Housing Committee
Resident of Salisbury, NC
5. **Summary of public comments**

*Public comments are still being collected as of April 27, 2021. This section will be updated upon completion of the 30-day comment period.*

6. **Summary of comments or views not accepted and the reasons for not accepting them**

All comments are accepted and will be incorporated into this Action Plan, and will be used to inform Community Development planning moving forward.

7. **Summary**

The City of Salisbury’s 2021-2022 Action Plan identifies government action that will be taken in FY 2021-2022 to develop and strengthen viable urban 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.

This plan advances goals and outcomes outlined in the 2020-2024 Consolidated Plan. This year’s plan prioritizes owner-occupied rehabilitation activities, public infrastructure improvements, continuing the provision of public services to address the needs of low- and moderate-income residents, continuing the City’s commitment to affirmatively furthering fair housing, and administering these programs effectively.
PR-05 Lead & Responsible Agencies – 91.200(b)

1. **Agency/entity responsible for preparing/administering the Consolidated Plan**

Describe the agency/entity responsible for preparing the Consolidated Plan and those responsible for administration of each grant program and funding source.

<table>
<thead>
<tr>
<th>Agency Role</th>
<th>Name</th>
<th>Department/Agency</th>
</tr>
</thead>
<tbody>
<tr>
<td>CDBG Administrator</td>
<td>Salisbury</td>
<td>Salisbury Community Development Corporation</td>
</tr>
<tr>
<td>HOME Administrator</td>
<td>Salisbury Community</td>
<td>Salisbury Community Development Corporation</td>
</tr>
</tbody>
</table>

Table 1 – Responsible Agencies

**Narrative (optional)**

The City, through the department of Community Planning Services, will coordinate all planning and reporting activities for the CDBG and HOME programs, including developing budgets and completion of annual Action Plans and Performance Reports. The City will provide a staff contact and participate in the Cabarrus/Iredell/Rowan HOME Consortium and the Piedmont Regional Continuum of Care. Planning staff will manage non-housing/infrastructure projects and will be responsible for monitoring the activities of public service agencies or other sub recipients. The Finance Department will oversee the drawdown of Federal funds and disbursement.

The Salisbury Community Development Corporation (CDC) will implement the CDBG and HOME grant programs as they relate to housing. The CDC will manage all aspects of housing acquisition, rehabilitation, site development, new construction and other housing activities. Related functions such as inspections, work write-ups, bid process, construction contracts, homebuyer education/counseling and confirming eligibility of applicants will be carried out of managed by the CDC. The CDC will also act on the City's behalf to forge partnerships with lenders and other agencies to obtain reduced interest rates, grants and other leveraged assets. The CDC will work with residents of public housing and other referrals for housing assistance and will provide foreclosure prevention and credit counseling services to the community. The City and the CDC will work with neighborhood organizations in designated revitalization areas to ensure that activities are tailored to the needs and desires of residents and will provide assistance as needed to other non-profits and agencies serving low-to-moderate income populations, the homeless and special needs populations.
Consolidated Plan Public Contact Information

For comments, questions and additional information about this plan contact:

Candace Edwards, Housing Planner
City of Salisbury, Community Planning Services
704-638-5324

candace.edwards@salisburync.gov
AP-10 Consultation – 91.100, 91.200(b), 91.215(l)

1. Introduction

It’s the goal of the City of Salisbury to develop the Action Plan with input from those most likely to be affected by the goals and objectives set forth in the plan. The strategy to gather input and participate in consultation activities is outlined by the framework provided by the U.S. Department of Housing and Urban Development. Citizen participation is incorporated within each step of the process through public outreach and engagement activities by City planning staff and partnering agencies.

Provide a concise summary of the jurisdiction’s activities to enhance coordination between public and assisted housing providers and private and governmental health, mental health and service agencies (91.215(l))

The City of Salisbury makes effective use of federal funds through many partnerships and collaboration, and by providing in-kind assistance and technical resources to other agencies in support of mutual goals. Federal funding allocation priorities are based on the City’s intent to focus funds in order to achieve the greatest possible impact in areas with the greatest need. The City of Salisbury works closely with the Salisbury Housing Authority (SHA) to raise awareness and distribute media about the housing programs available through the Salisbury Community Development Corporation (CDC). The CDC is a non-profit, Community Housing Development Organization that helps to administer the City’s CDBG and HOME grants. The organization offers homeownership and housing counseling to eligible first-time homebuyers, as well as homeowners in need of mortgage refinancing or facing foreclosure. The City helps address the needs of public housing residents by coordinating with the Family Self-Sufficiency Program (Salisbury Housing Authority) to encourage participation in financial literacy classes and to provide an advisory role at the program board meetings. Homeless prevention activities include foreclosure prevention programs offered by the Salisbury CDC, as well as emergency and owner-occupied rehab to help owners stay in their existing homes. These activities particularly benefit elderly homeowners. City planning staff regularly attends meetings with local housing, Continuum of Care and other health and human services organizations to share information and coordinate strategies to address poverty, health and housing challenges in our community.

Staff provides updates on City planning and Community Development Block Grant and HOME funding activities, as well as updates on planning, development and housing activities.

The City will continue efforts to improve service coordination. Some activities will include:

- Continue to participate in the Piedmont Regional Continuum of Care which strives to meet the housing needs of the homeless through regional partnerships;
- Regularly communicate with homeless service providers to stay attuned to periodic fluctuations in the homeless population and better understand the priority needs;
• Continue to engage public housing residents through community policing efforts and providing information about public transportation, recreation and other city services;
• Continue to participate in the Self-Sufficiency Programs (Salisbury Public Housing Authority) and encourage residents to attend classes at the Salisbury CDC on budgeting, home financial management, insurance needs and related topics;
• Continue to be responsive to requests from community service providers for GIS services, technical assistance or other assistance that the city is able to provide;
• Continue to support the efforts of the Human Relations Council and the Hispanic Coalition to engage diverse populations and encourage their participation in civic affairs.

Describe coordination with the Continuum of Care and efforts to address the needs of homeless persons (particularly chronically homeless individuals and families, families with children, veterans, and unaccompanied youth) and persons at risk of homelessness.

The City does not directly administer programs providing support or care to homeless individuals and families however, the City provides annual public service funding for emergency shelters for persons at risk of homelessness that are administered by Rowan Helping Ministries and the Family Crisis Council. Through allocation of CDBG-CV funds, the City has helped to fund a homelessness coordinator at Rowan Helping Ministries, who is both providing direct outreach and assistance to homeless individuals and coordinating meetings among a variety of service providers, City departments, County departments and the business community.

Describe consultation with the Continuum(s) of Care that serves the jurisdiction's area in determining how to allocate ESG funds, develop performance standards for and evaluate outcomes of projects and activities assisted by ESG funds, and develop funding, policies and procedures for the operation and administration of HMIS

Rowan County is part of a regional committee under the NC Balance of State Continuum of Care (CoC) that consists of 79 rural counties and broken into 30 regional committees. The Piedmont Regional Committee includes the following counties: Cabarrus, Davidson, Rowan, Stanly and Union counties. Locally, Rowan Helping Ministries (RHM) provides services to the homeless, including overnight shelter services. RHM provides bi-annual point-in-time homeless population counts, tracking information and other coordination activities to the Piedmont Regional Committee lead organization, Community Link in Charlotte, North Carolina. There is an Action Plan for the entire NC Balance of State COC but not specific to the Piedmont Region.

2. Describe Agencies, groups, organizations and others who participated in the process and describe the jurisdiction's consultations with housing, social service agencies and other entities
Table 2 – Agencies, groups, organizations who participated

<table>
<thead>
<tr>
<th></th>
<th>Agency/Group/Organization</th>
<th>Agency/Group/Organization Type</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>ROWAN HELPING MINISTRIES</td>
<td>Services-homeless</td>
</tr>
<tr>
<td></td>
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<tr>
<td></td>
<td><strong>What section of the Plan was addressed by Consultation?</strong></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Homeless Needs - Chronically homeless</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Homeless Needs - Families with children</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Homelessness Needs - Veterans</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Homelessness Strategy</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Anti-poverty Strategy</td>
</tr>
<tr>
<td></td>
<td><strong>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</strong></td>
<td>Organization is in regular, face-to-face, email and telephone contact with the City of Salisbury. The City will continue efforts to improve service coordination through: Regularly communicate with homeless service providers to stay attuned to periodic fluctuations in the homeless population and better understand the priority needs: Staff will continue to participate in Neighbor to Neighbor meetings to coordinate efforts and strategies to address poverty</td>
</tr>
<tr>
<td>2</td>
<td>Housing Authority of the City of Salisbury</td>
<td>PHA</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td><strong>What section of the Plan was addressed by Consultation?</strong></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Housing Need Assessment</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Public Housing Needs</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Homeless Needs - Chronically homeless</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Homeless Needs - Families with children</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Anti-poverty Strategy</td>
</tr>
<tr>
<td>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</td>
<td>Organization is in regular, face-to-face, email and telephone contact with the City of Salisbury. The City will continue efforts to improve service coordination through: Continuing to engage public housing residents through community policing efforts and providing information about public transportation, recreation and other city services; Continuing to participate in the Self-Sufficiency Programs (Salisbury Public Housing Authority) and encourage residents to attend classes at the Salisbury CDC on budgeting, home financial management, insurance needs and related topics.</td>
<td></td>
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<td>---</td>
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<td></td>
</tr>
<tr>
<td>3</td>
<td>Agency/Group/Organization</td>
<td></td>
</tr>
<tr>
<td>ROWAN COUNTY</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
| Agency/Group/Organization Type | Housing  
Services - Housing  
Services-Children  
Services-Elderly Persons  
Services-Persons with Disabilities  
Services-Victims of Domestic Violence  
Services-homeless  
Services-Health  
Health Agency |
| What section of the Plan was addressed by Consultation? | Housing Need Assessment  
Homeless Needs - Chronically homeless  
Homeless Needs - Families with children  
Homelessness Needs - Unaccompanied youth  
Homelessness Strategy  
Non-Homeless Special Needs  
Anti-poverty Strategy |
<table>
<thead>
<tr>
<th>Agency/Group/Organization</th>
<th>Salisbury Community Development Corporation</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Agency/Group/Organization Type</strong></td>
<td>Housing</td>
</tr>
<tr>
<td></td>
<td>Services - Housing</td>
</tr>
<tr>
<td></td>
<td>Service-Fair Housing</td>
</tr>
<tr>
<td><strong>What section of the Plan was addressed by Consultation?</strong></td>
<td>Housing Need Assessment</td>
</tr>
<tr>
<td></td>
<td>Market Analysis</td>
</tr>
<tr>
<td></td>
<td>Economic Development</td>
</tr>
<tr>
<td></td>
<td>Anti-poverty Strategy</td>
</tr>
<tr>
<td></td>
<td>Lead-based Paint Strategy</td>
</tr>
<tr>
<td></td>
<td>Fair Housing Education</td>
</tr>
<tr>
<td><strong>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</strong></td>
<td>Face to face, telephone and email interviews with Rowan County Department of Social Services, Health Department and Senior Services. Anticipate continued partnership to better the lives of residents.</td>
</tr>
<tr>
<td>Agency/Group/Organization</td>
<td>Rowan County United Way</td>
</tr>
<tr>
<td><strong>Agency/Group/Organization Type</strong></td>
<td>Services - Housing</td>
</tr>
<tr>
<td></td>
<td>Services-Children</td>
</tr>
<tr>
<td></td>
<td>Services-Elderly Persons</td>
</tr>
<tr>
<td></td>
<td>Services-Persons with Disabilities</td>
</tr>
<tr>
<td></td>
<td>Services-Health</td>
</tr>
<tr>
<td></td>
<td>Services-Education</td>
</tr>
<tr>
<td></td>
<td>Services-Employment</td>
</tr>
<tr>
<td></td>
<td>Foundation</td>
</tr>
<tr>
<td><strong>What section of the Plan was addressed by Consultation?</strong></td>
<td>Services-Health</td>
</tr>
<tr>
<td></td>
<td>Services-Education</td>
</tr>
<tr>
<td></td>
<td>Services-Employment</td>
</tr>
<tr>
<td></td>
<td>Foundation</td>
</tr>
</tbody>
</table>
| What section of the Plan was addressed by Consultation? | Housing Need Assessment  
Market Analysis  
Anti-poverty Strategy |
<table>
<thead>
<tr>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</td>
<td>Rowan County United Way supports 15 agencies that serve the county and produced a 2012 County Needs Assessment that provides valuable input into the Consolidated &amp; Action Plans and to better coordinate service efforts.</td>
</tr>
</tbody>
</table>

**6**  
**Agency/Group/Organization** CENTRALINA COUNCIL OF GOVERNMENTS  
**Agency/Group/Organization Type**  
Housing  
Land Planning & Governmental Admin Services  
**What section of the Plan was addressed by Consultation?**  
Housing Need Assessment  
Market Analysis  
**Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?**  
Salisbury Planning Staff collaborated with the Centralina Council of Governments to develop a local housing stabilization program.

---

**Identify any Agency Types not consulted and provide rationale for not consulting**

**Other local/regional/state/federal planning efforts considered when preparing the Plan**

<table>
<thead>
<tr>
<th>Name of Plan</th>
<th>Lead Organization</th>
<th>How do the goals of your Strategic Plan overlap with the goals of each plan?</th>
</tr>
</thead>
<tbody>
<tr>
<td>Continuum of Care</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Table 3 – Other local / regional / federal planning efforts**

**Narrative (optional)**
Salisbury Community Development Corporation is a non-profit, Community Housing Development Organization (CHDO) The organization oversees the day-to-day administration of the City's CDBG and HOME funding. The City is in regular, face-to-face, email and telephone contact with the City of Salisbury and local residents. The City will continue efforts to improve service coordination. The organization provides valuable input into the City's Consolidated Plan, Action Plans and end of year CAPER documents.
AP-12 Participation – 91.105, 91.200(c)

1. Summary of citizen participation process/Efforts made to broaden citizen participation

Summarize citizen participation process and how it impacted goal-setting

Citizens are encouraged to become involved in the community development process, particularly low to moderate income residents and those living in areas characterized by blighted conditions. Minority residents, persons with disabilities, elderly and frail residents, public service agencies, and civic groups are also encouraged to participate.

As required by law, a public hearing was held on March 16, 2021 to gather ideas and input for community development priorities. Advance notice was be given through publication in the Salisbury Post on March 5, 2021. Additionally, advertisement of the meeting was on ACCESS16 Local Government Channel and the City’s website homepage. Due to the spread of COVID-19 during the development of this plan and the declared State of Emergency, the Salisbury City Council met virtually via Zoom on March 16th. The meeting was streamed live via webcast and on the City’s Twitter account. Members of the public were invited to participate either by joining the meetings virtually or submitting written comments.

Apart from the official public hearing, a public input session was scheduled for March 29, 2021. The meeting was advertised on the City’s website and Facebook page, and was held virtually via Zoom.

More information will be added regarding the 30-day public input period and a subsequent meeting to collect comments on the draft on May 7.

In addition to meeting requirements of the Citizen Participation Plan, the City is in the midst of two projects that inform housing and community development: 1) The City is updating the Comprehensive Plan, a guide for how Salisbury will grow and change during the next 20 years. Significant outreach efforts including pop-up events, online surveys, and small group meetings have helped to inform citizen priorities for housing and revitalization areas, 2) The Planning Department hosted a Housing Retreat of the Housing Advocacy Commission, the Fair Housing Committee and the Human Relations Council to discuss roles and priorities. Input and feedback regarding community development programs was received at that retreat held on February 23, 2021.
## Citizen Participation Outreach

<table>
<thead>
<tr>
<th>Sort Order</th>
<th>Mode of Outreach</th>
<th>Target of Outreach</th>
<th>Summary of response/attendance</th>
<th>Summary of comments received</th>
<th>Summary of comments not accepted and reasons</th>
<th>URL (If applicable)</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Internet Outreach</td>
<td>Minorities, Persons with disabilities, Non-targeted/broad community, Residents of Public and Assisted Housing</td>
<td>The post on the City’s website garner over 500 views</td>
<td>No one signed up for public comment, please see written comment that was received below.</td>
<td>No comments were rejected. All comments are being considered for future projects.</td>
<td><a href="http://www.salisburync.gov/housing">www.salisburync.gov/housing</a></td>
</tr>
<tr>
<td>Sort Order</td>
<td>Mode of Outreach</td>
<td>Target of Outreach</td>
<td>Summary of response/attendance</td>
<td>Summary of comments received</td>
<td>Summary of comments not accepted and reasons</td>
<td>URL (If applicable)</td>
</tr>
<tr>
<td>------------</td>
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<td>------------------------------------------</td>
<td>-------------------</td>
</tr>
<tr>
<td>2</td>
<td>Public Meeting</td>
<td>Non-targeted/broad community</td>
<td>No one signed up for public comment, please see written comment that was received below.</td>
<td>No comments were rejected. All comments are being considered for future projects.</td>
<td>Meeting was held via Zoom meeting link.</td>
<td><a href="http://https://us02web.zoom.us/meeting/register/tZ0ode6hpjkpHNc8EPzbo7HVBzyhUFPXqFWG">http://https://us02web.zoom.us/meeting/register/tZ0ode6hpjkpHNc8EPzbo7HVBzyhUFPXqFWG</a></td>
</tr>
<tr>
<td>3</td>
<td>Public Hearing</td>
<td>Non-targeted/broad community</td>
<td>No one signed up for public comment.</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>4</td>
<td>email list serve</td>
<td>Non-targeted/broad community</td>
<td>Sent to list public service organization s throughout the city and county</td>
<td>No public comments received.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Sort Order</td>
<td>Mode of Outreach</td>
<td>Target of Outreach</td>
<td>Summary of response/attendance</td>
<td>Summary of comments received</td>
<td>Summary of comments not accepted and reasons</td>
<td>URL (If applicable)</td>
</tr>
<tr>
<td>------------</td>
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<td>---------------------------------------------</td>
<td>-------------------</td>
</tr>
<tr>
<td>5</td>
<td>Social Media Outreach</td>
<td>Non-targeted/broad community</td>
<td>Shared on Facebook, Twitter, WSRG and Nextdoor; no way of knowing how many citizens reached</td>
<td>No public comments received</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Table 4 – Citizen Participation Outreach
City Looking For Public Input On 2021 CDBG Funds

Community Planning Services / Wednesday, March 24, 2021

The City of Salisbury is currently accepting applications for the CDBG grant program, and will have a virtual public input meeting on March 29 at 4:00 p.m. The primary objective of the program is the development of viable communities by the provision of decent housing, a suitable living environment, and expanded economic opportunities, principally for persons of low- and moderate-income.
## Expected Resources

### AP-15 Expected Resources – 91.220(c)(1,2)

#### Introduction

#### Anticipated Resources

<table>
<thead>
<tr>
<th>Program</th>
<th>Source of Funds</th>
<th>Uses of Funds</th>
<th>Expected Amount Available Year 1</th>
<th>Narrative Description</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td>Annual Allocation: $</td>
<td>Program Income: $</td>
</tr>
<tr>
<td>CDBG</td>
<td>public - federal</td>
<td>Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services</td>
<td>285,158</td>
<td>25,000</td>
</tr>
<tr>
<td>Program</td>
<td>Source of Funds</td>
<td>Uses of Funds</td>
<td>Expected Amount Available Year 1</td>
<td>Expected Amount Available Remainder of ConPlan</td>
</tr>
<tr>
<td>---------</td>
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<td>---------------</td>
<td>---------------------------------</td>
<td>-----------------------------------------------</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Annual Allocation: $</td>
<td>Program Income: $</td>
</tr>
<tr>
<td>HOME</td>
<td>public - federal</td>
<td>Acquisition Homebuyer assistance Homeowner rehab Multifamily rental new construction Multifamily rental rehab New construction for ownership TBRA</td>
<td>146,510</td>
<td>0</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>HOME allocation is $146,510.00 that is disbursed and reported by the City of Concord.</td>
<td></td>
</tr>
</tbody>
</table>

Table 5 - Expected Resources – Priority Table

**Explain how federal funds will leverage those additional resources (private, state and local funds), including a description of how matching requirements will be satisfied**

Federal funds will leverage in-kind support from the city related to infrastructure improvements with new housing development, park maintenance and future upgrades, and other state and federal grants that can be secured through the efforts of city staff. For the past three years the City has allocated $600,000 to a housing program in the West End and Park Avenue neighborhoods to assist with exterior rehabilitations to homes. Roofs, gutters, porches, windows, doors and paint are among eligible projects. A portion of these funds are used as the required match for HOME program, allowing owner-occupied rehabs to be completed.
If appropriate, describe publically owned land or property located within the jurisdiction that may be used to address the needs identified in the plan

The City owns a 12-acre site in the Park Avenue neighborhood that was recently awarded an EPA Brownfields Cleanup grant. After cleanup has been completed, the City will be developing an RFP which could include stipulations or requirements for the creation of new affordable housing in the future redevelopment of the site.
## Annual Goals and Objectives

### AP-20 Annual Goals and Objectives

#### Goals Summary Information

<table>
<thead>
<tr>
<th>Sort Order</th>
<th>Goal Name</th>
<th>Start Year</th>
<th>End Year</th>
<th>Category</th>
<th>Geographic Area</th>
<th>Needs Addressed</th>
<th>Funding</th>
<th>Goal Outcome Indicator</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Increase supply of decent, affordable housing</td>
<td>2020</td>
<td>2024</td>
<td>Affordable Housing</td>
<td>Park Avenue Neighborhood West End Neighborhood Jersey City Neighborhood East End Neighborhood North Main Neighborhood</td>
<td>Rehabilitation</td>
<td>CDBG: $157,000 HOME: $108,217</td>
<td>Homeowner Housing Added: 1 Household Housing Unit Homeowner Housing Rehabilitated: 3 Household Housing Unit</td>
</tr>
<tr>
<td>Sort Order</td>
<td>Goal Name</td>
<td>Start Year</td>
<td>End Year</td>
<td>Category</td>
<td>Geographic Area</td>
<td>Needs Addressed</td>
<td>Funding</td>
<td>Goal Outcome Indicator</td>
</tr>
<tr>
<td>------------</td>
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<td>---------------------------------</td>
<td>-----------------------------------------------------------------------------------------</td>
</tr>
<tr>
<td>2</td>
<td>Provide opportunities for home ownership</td>
<td>2020</td>
<td>2024</td>
<td>Affordable Housing</td>
<td>Park Avenue Neighborhood</td>
<td>West End Neighborhood</td>
<td>Jersey City Neighborhood</td>
<td>East End Neighborhood</td>
</tr>
<tr>
<td>3</td>
<td>Improve public facilities and infrastructure</td>
<td>2020</td>
<td>2024</td>
<td>Non-Housing Community Development</td>
<td>Public Facilities and Improvements</td>
<td>CDBG: $53,308</td>
<td>Public Facility or Infrastructure Activities for Low/Moderate Income Housing Benefit: 200 Households Assisted</td>
<td></td>
</tr>
<tr>
<td>4</td>
<td>Provide assistance to public service agencies</td>
<td>2020</td>
<td>2024</td>
<td>Homeless Non-Homeless Special Needs</td>
<td>Public Services</td>
<td>CDBG: $42,773</td>
<td>Public service activities other than Low/Moderate Income Housing Benefit: 150 Persons Assisted Homeless Person Overnight Shelter: 150 Persons Assisted</td>
<td></td>
</tr>
<tr>
<td>5</td>
<td>Effectively plan and administer programs</td>
<td>2020</td>
<td>2024</td>
<td>Administration</td>
<td>CDBG: $57,032 HOME: $8,293</td>
<td>Other: 100 Other</td>
<td>Other: 100 Other</td>
<td></td>
</tr>
<tr>
<td>6</td>
<td>Affirmatively further Fair Housing</td>
<td>2020</td>
<td>2024</td>
<td>Fair Housing</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Table 6 – Goals Summary
Annual Action Plan
2021
### Goal Descriptions

<table>
<thead>
<tr>
<th></th>
<th>Goal Name</th>
<th>Goal Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Increase supply of decent, affordable housing</td>
<td>Create a suitable, decent living environment that is safe, affordable and sustainable for low- and moderate-income residents of the City of Salisbury. Activities that may be undertaken include, but are not limited to rehabilitation of owner occupied unit, acquisition, rehabilitation, and resale for residential purposes; energy efficiency improvements, testing and abating of lead-based paint; and accommodations for the elderly and persons with disabilities.</td>
</tr>
<tr>
<td>2</td>
<td>Provide opportunities for home ownership</td>
<td>Provide education and assistance to either allow people to maintain homeownership or to become home buyers for the first time through programs such as down-payment assistance program.</td>
</tr>
<tr>
<td>3</td>
<td>Improve public facilities and infrastructure</td>
<td>Provide improvements and upgrades to aging infrastructure and community assets, including but not limited to streets, sidewalks, lighting, water and sewer lines, parks, and community facilities. In 2021-2022 these funds will be used to pay down debt service on the Park Avenue Community Center and to fill a funding gap in the construction of a sidewalk on Lash Drive, connecting several Low Income Housing Tax Credit apartment complexes to bus routes.</td>
</tr>
<tr>
<td>4</td>
<td>Provide assistance to public service agencies</td>
<td>Public services are needed to help address the needs of the homeless population and victims or domestic abuse, as well as those at risk of becoming homeless. Services include shelter, meals, food programs, utility assistance, referrals and legal aid, counseling, education services and transportation.</td>
</tr>
<tr>
<td>5</td>
<td>Effectively plan and administer programs</td>
<td>Implement a well-managed Community Development program with effective progress toward five-year goals.</td>
</tr>
<tr>
<td></td>
<td>Goal Name</td>
<td>Description</td>
</tr>
<tr>
<td>---</td>
<td>----------------------------</td>
<td>---------------------------------------------------------------------------------------------------------------------------------------------</td>
</tr>
<tr>
<td>6</td>
<td>Affirmatively further Fair Housing</td>
<td>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.</td>
</tr>
</tbody>
</table>
Projects

AP-35 Projects – 91.220(d)

Introduction

Salisbury’s community development projects are centered on stabilizing existing housing stock. This year’s activities will focus predominantly on owner-occupied rehabilitation, sidewalk construction, public service funding, fair housing activities, and debt service repayments. Owner-occupied rehabilitation is a primary focus because of the weak housing market in Salisbury.

Projects

<table>
<thead>
<tr>
<th>#</th>
<th>Project Name</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>2021-2022 Owner-Occupied Rehabilitation</td>
</tr>
<tr>
<td>2</td>
<td>2020-2021 Public Improvements &amp; Infrastructure</td>
</tr>
<tr>
<td>4</td>
<td>2021-2022 Public Service</td>
</tr>
<tr>
<td>5</td>
<td>2021-2022 Fair Housing</td>
</tr>
<tr>
<td>6</td>
<td>2021-2022 Debt Service</td>
</tr>
<tr>
<td>7</td>
<td>2021-2022 Planning &amp; Administration</td>
</tr>
</tbody>
</table>

Table 7 - Project Information

Describe the reasons for allocation priorities and any obstacles to addressing underserved needs
AP-38 Project Summary
Project Summary Information
<table>
<thead>
<tr>
<th></th>
<th>Project Name</th>
<th>2021-2022 Owner-Occupied Rehabilitation</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Target Area</td>
<td>Park Avenue Neighborhood</td>
</tr>
<tr>
<td></td>
<td></td>
<td>West End Neighborhood</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Jersey City Neighborhood</td>
</tr>
<tr>
<td></td>
<td></td>
<td>East End Neighborhood</td>
</tr>
<tr>
<td></td>
<td></td>
<td>North Main Neighborhood</td>
</tr>
<tr>
<td></td>
<td>Goals Supported</td>
<td>Increase supply of decent, affordable housing</td>
</tr>
<tr>
<td></td>
<td>Needs Addressed</td>
<td>Rehabilitation</td>
</tr>
<tr>
<td></td>
<td>Funding</td>
<td>CDBG: $125,000</td>
</tr>
<tr>
<td></td>
<td></td>
<td>HOME: $108,217</td>
</tr>
<tr>
<td></td>
<td>Description</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Target Date</td>
<td>6/30/2022</td>
</tr>
<tr>
<td></td>
<td>Estimate the number and type of families that will benefit from the proposed activities</td>
<td>3 units of homeowner housing rehabilitated</td>
</tr>
<tr>
<td></td>
<td>Location Description</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Planned Activities</td>
<td>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.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th></th>
<th>Project Name</th>
<th>2020-2021 Public Improvements &amp; Infrastructure</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Target Area</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Goals Supported</td>
<td>Improve public facilities and infrastructure</td>
</tr>
<tr>
<td></td>
<td>Needs Addressed</td>
<td>Public Facilities and Improvements</td>
</tr>
<tr>
<td></td>
<td>Funding</td>
<td>CDBG: $17,569</td>
</tr>
<tr>
<td></td>
<td>Description</td>
<td>Construct approximately 1,838 linear feet of concrete sidewalk (5 ft. width) on Lash Drive</td>
</tr>
<tr>
<td></td>
<td>Target Date</td>
<td>6/30/2022</td>
</tr>
<tr>
<td>Estimate the number and type of families that will benefit from the proposed activities</td>
<td>200 households assisted through the creation or improvement of public infrastructure – specifically, new sidewalk construction in the Lash Road area of the city, nestled in a neighborhood of apartment communities, many income-based rental units serving LMI individuals and families.</td>
<td></td>
</tr>
<tr>
<td>---</td>
<td>---</td>
<td></td>
</tr>
<tr>
<td>Location Description</td>
<td>Lash Drive</td>
<td></td>
</tr>
<tr>
<td>Planned Activities</td>
<td></td>
<td></td>
</tr>
<tr>
<td>3</td>
<td>Project Name</td>
<td>2021-2022 Public Service</td>
</tr>
<tr>
<td>Target Area</td>
<td>City-wide</td>
<td></td>
</tr>
<tr>
<td>Goals Supported</td>
<td>Provide assistance to public service agencies</td>
<td></td>
</tr>
<tr>
<td>Needs Addressed</td>
<td>Public Services</td>
<td></td>
</tr>
<tr>
<td>Funding</td>
<td>CDBG: $42,774</td>
<td></td>
</tr>
<tr>
<td>Description</td>
<td>Partner with public service agencies assisting low-moderate income populations</td>
<td></td>
</tr>
<tr>
<td>Target Date</td>
<td>6/30/2022</td>
<td></td>
</tr>
<tr>
<td>Estimate the number and type of families that will benefit from the proposed activities</td>
<td>Public service activities other than low- and moderate-income housing benefit: 150 persons assisted; homeless prevention: 150 persons assisted</td>
<td></td>
</tr>
<tr>
<td>Location Description</td>
<td>City-wide</td>
<td></td>
</tr>
<tr>
<td>Planned Activities</td>
<td>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</td>
<td></td>
</tr>
<tr>
<td>4</td>
<td>Project Name</td>
<td>2021-2022 Fair Housing</td>
</tr>
<tr>
<td>Target Area</td>
<td>City-wide</td>
<td></td>
</tr>
<tr>
<td>Goals Supported</td>
<td>Affirmatively Further Fair Housing</td>
<td></td>
</tr>
<tr>
<td>Needs Addressed</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Funding</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Description</td>
<td>Raise awareness of Fair Housing laws through educational campaigns targeted at landlords, tenants and lenders.</td>
<td></td>
</tr>
<tr>
<td>Target Date</td>
<td>6/30/2022</td>
<td></td>
</tr>
<tr>
<td>Estimate the number and type of families that will benefit from the proposed activities</td>
<td>Location Description</td>
<td>City-wide</td>
</tr>
<tr>
<td>---</td>
<td>---</td>
<td>---</td>
</tr>
<tr>
<td>Planned Activities</td>
<td>o Host an educational and informational series to take place weekly during Fair Housing month (April); o A proclamation announced commemorating April as Fair Housing month; o Prepare for launch of new one-stop housing resources website; o Regular meetings of the Salisbury Fair Housing Committee will continue to focus on action items identified in the 2019 Analysis of Impediments to Fair Housing. o Hold monthly meetings of the Housing Advocacy Commission will continue to focus on housing conditions and public education about landlord/tenant rights and responsibilities.</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Project Name</th>
<th>2021-2022 Debt Service</th>
</tr>
</thead>
<tbody>
<tr>
<td>Target Area</td>
<td>Park Avenue</td>
</tr>
<tr>
<td>Goals Supported</td>
<td>Improve public facilities and infrastructure</td>
</tr>
<tr>
<td>Needs Addressed</td>
<td>Public Facilities and Improvements</td>
</tr>
<tr>
<td>Funding</td>
<td>CDBG: $35,740</td>
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<tr>
<td>Description</td>
<td>Section 108 Loan Debt Service Payment</td>
</tr>
<tr>
<td>Target Date</td>
<td>6/30/2022</td>
</tr>
<tr>
<td>Estimate the number and type of families that will benefit from the proposed activities</td>
<td>Location Description</td>
</tr>
<tr>
<td>Planned Activities</td>
<td>Section 108 Loan Debt Service Payment</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Project Name</th>
<th>2021-2022 Planning &amp; Administration</th>
</tr>
</thead>
<tbody>
<tr>
<td>Target Area</td>
<td></td>
</tr>
<tr>
<td>Goals Supported</td>
<td>Effectively plan and administer programs</td>
</tr>
<tr>
<td>Needs Addressed</td>
<td></td>
</tr>
<tr>
<td><strong>Funding</strong></td>
<td>CDBG: $57,032</td>
</tr>
<tr>
<td><strong>Description</strong></td>
<td></td>
</tr>
<tr>
<td><strong>Target Date</strong></td>
<td>6/30/2022</td>
</tr>
<tr>
<td><strong>Estimate the number and type of families that will benefit from the proposed activities</strong></td>
<td></td>
</tr>
<tr>
<td><strong>Location Description</strong></td>
<td>City-wide</td>
</tr>
<tr>
<td><strong>Planned Activities</strong></td>
<td>Effectively plan, administer and monitor housing activities and non-housing community development activities.</td>
</tr>
</tbody>
</table>
AP-50 Geographic Distribution – 91.220(f)

Description of the geographic areas of the entitlement (including areas of low-income and minority concentration) where assistance will be directed

Geographic Distribution

<table>
<thead>
<tr>
<th>Target Area</th>
<th>Percentage of Funds</th>
</tr>
</thead>
<tbody>
<tr>
<td>Park Avenue Neighborhood</td>
<td>10</td>
</tr>
<tr>
<td>West End Neighborhood</td>
<td>10</td>
</tr>
<tr>
<td>Jersey City Neighborhood</td>
<td>10</td>
</tr>
<tr>
<td>East End Neighborhood</td>
<td>10</td>
</tr>
<tr>
<td>North Main Neighborhood</td>
<td>10</td>
</tr>
</tbody>
</table>

Table 8 - Geographic Distribution

Rationale for the priorities for allocating investments geographically

Housing revitalization efforts will be focused in neighborhoods near the center of the city, including West End, Park Avenue, East End, Jersey City and North Main. Abandoned and deteriorated housing and aging infrastructure have been persistent issues in these areas where the age of housing, lower income levels, high percentages of rental property and other factors have contributed to the decline in conditions. These areas also have a higher concentration of minority residents compared to other areas. Housing will be the primary focus in order to preserve existing housing stock, provide assistance to homeowners, create more affordable housing and boost property values.

Discussion
Affordable Housing

AP-55 Affordable Housing – 91.220(g)

Introduction

<table>
<thead>
<tr>
<th>One Year Goals for the Number of Households to be Supported</th>
</tr>
</thead>
<tbody>
<tr>
<td>Homeless</td>
</tr>
<tr>
<td>Non-Homeless</td>
</tr>
<tr>
<td>Special-Needs</td>
</tr>
<tr>
<td>Total</td>
</tr>
</tbody>
</table>

Table 9 - One Year Goals for Affordable Housing by Support Requirement

<table>
<thead>
<tr>
<th>One Year Goals for the Number of Households Supported Through</th>
</tr>
</thead>
<tbody>
<tr>
<td>Rental Assistance</td>
</tr>
<tr>
<td>The Production of New Units</td>
</tr>
<tr>
<td>Rehab of Existing Units</td>
</tr>
<tr>
<td>Acquisition of Existing Units</td>
</tr>
<tr>
<td>Total</td>
</tr>
</tbody>
</table>

Table 10 - One Year Goals for Affordable Housing by Support Type

Discussion

To complete 3 substantial rehabilitation to owner occupied units for City of Salisbury residents that will bring the properties up to HUD housing and building code standards.
AP-60 Public Housing – 91.220(h)

Introduction

**Actions planned during the next year to address the needs to public housing**

Participation by public housing residents in Salisbury CDC classes on financial literacy will continue to be encouraged. Classes offered on budgeting, how to purchase insurance, purchasing a car and similar topics. These classes are offered by the CDC at no charge, except for course materials.

**Actions to encourage public housing residents to become more involved in management and participate in homeownership**

The City has a community partner in the Salisbury Housing Authority which offers the Self Sufficiency program. Tenants have the benefit of creating a viable self-sufficiency plan with a certified self-sufficiency case manager who assists tenants in reaching home ownership goals with housing counseling through another community partner, the Salisbury Community Development Corporation. Additionally, the down payment assistance program is available to help LMI individuals and families become home owners.

**If the PHA is designated as troubled, describe the manner in which financial assistance will be provided or other assistance**

N/A

**Discussion**
AP-65 Homeless and Other Special Needs Activities – 91.220(i)

Introduction

Describe the jurisdictions one-year goals and actions for reducing and ending homelessness including

Reaching out to homeless persons (especially unsheltered persons) and assessing their individual needs

The City of Salisbury will fund a public service activity this year to help offset costs of the overnight shelter manager position for Rowan Helping Ministries. Also this year the City will help support the overnight shelter manager for Family Crisis Council which provides emergency assistance for victims of domestic abuse. This assistance will help ensure that these facilities are adequately staffed to meet the individual needs of shelter guests.

Addressing the emergency shelter and transitional housing needs of homeless persons

Public services funding will be allocated to two emergency shelter facilities to offset a portion of the salaries for shelter staff.

Helping homeless persons (especially chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth) make the transition to permanent housing and independent living, including shortening the period of time that individuals and families experience homelessness, facilitating access for homeless individuals and families to affordable housing units, and preventing individuals and families who were recently homeless from becoming homeless again

The City of Salisbury partners with the Salisbury CDC to offer classes in budgeting, purchasing insurance, and related topics that help public housing residents become self-sufficient. Rowan Helping Ministries offers counseling services to individuals to address obstacles that may be contributing to their homelessness.

Helping low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families and those who are: being discharged from publicly funded institutions and systems of care (such as health care facilities, mental health facilities, foster care and other youth facilities, and corrections programs and institutions); or, receiving assistance from public or private agencies that address housing, health, social services,
employment, education, or youth needs.

The City will assist elderly and small family households through emergency and owner-occupied rehabilitation. Improvements such as roof repairs, HVAC systems, plumbing, electrical and modifications to assist with mobility will help these families remain in their home or to age in place. While the City does not have a specific strategy to help individuals avoid becoming homeless upon discharge from mental health institutions or other types of facilities, the public services funding it allocates to Rowan Helping Ministries helps provide shelter and supportive services for the general homeless population where these individuals can receive other supportive services that may help them assimilate back into the community.

Discussion
AP-75 Barriers to affordable housing – 91.220(j)

Introduction:

As identified in the Consolidated Plan Needs Assessment, demand for affordable housing surpasses the supply. Lack of supply of housing means that rents can increase and waitlists for subsidized housing grow longer. The City’s zoning and land development policies, ordinance and zoning are generally favorable and provide opportunity for development of “missing middle” and multi-family residential. However, in some instances public opposition (NIMBYism) has created an unfavorable climate at public hearings and thwarted plans of developers to push forward with projects. The City has been supportive by providing financial assistance to several Low Income Housing Tax Credit projects, including Westridge Village and Brenner Crossing.

Actions it planned to remove or ameliorate the negative effects of public policies that serve as barriers to affordable housing such as land use controls, tax policies affecting land, zoning ordinances, building codes, fees and charges, growth limitations, and policies affecting the return on residential investment

The City of Salisbury will focus on implementing the Action Plan developed as part of its 2019 Analysis of Impediments to Fair Housing Choice (AI) Report Update. Activities plan for 2021-2022 are below:

- Host an educational and informational series to take place weekly during Fair Housing month (April);
- A proclamation announced commemorating April as Fair Housing month;
- Prepare for launch of new one-stop housing resources website;
- Regular meetings of the Salisbury Fair Housing Committee will continue to focus on action items identified in the 2019 Analysis of Impediments to Fair Housing.
- Hold monthly meetings of the Housing Advocacy Commission will continue to focus on housing conditions and public education about landlord/tenant rights and responsibilities.

The City is also currently updating the Comprehensive Plan and Future Land Use Map, Forward 2040, which will guide where growth and development occur over the next twenty years. Goals and policies are being created to encourage housing choices at a range of price points across the City.

The City is also initiating several text amendments to the Land Development Ordinance that are intended to streamline the development process by setting clear standards under which more development approvals can be approved “by right” at the staff level without seeking legislative approval.

Discussion:
AP-85 Other Actions – 91.220(k)

Introduction:

Actions planned to address obstacles to meeting underserved needs

The City will continue to pursue grant funding to bolster existing resources. The City recently received a brownfield's cleanup grant from the EPA to remediate a 12 acre former textile mill site in the Park Avenue neighborhood. The City will continue to pursue grant funding to bolster CDBG and other resources to address underserved needs.

Actions planned to foster and maintain affordable housing

Efforts this year will focus on the rehabilitation of existing units to preserve housing stock and ensure quality living environments for homeowners.

The City intends to begin work on a comprehensive Housing Strategy that will take stock of federal, local and other resources to address housing challenges.

Actions planned to reduce lead-based paint hazards

For all rehab work, the Salisbury Community Development Corp. will conduct lead inspections and include abatement as part of the project if needed.

Actions planned to reduce the number of poverty-level families

The Salisbury CDC, in partnership with the city, will offer classes in budgeting and related topics to help families become more financially stable. Owner-occupied rehab projects will include weatherization components if this is an identified need to reduce energy costs for the family.

Actions planned to develop institutional structure

The city will continue its long-standing partnership with Salisbury CDC to manage its housing programs and homeowner education courses. City staff will continue to manage the public input and budget development process. City staff will attend monthly CDC board meetings to stay apprised of current activities and rehab work being conducted.

Actions planned to enhance coordination between public and private housing and social service agencies

City staff will coordinate with the Continuum of Care, Salisbury Housing Authority, homeless providers
and public service agencies to identify issues where the city can provide assistance.

**Discussion:**
Program Specific Requirements
AP-90 Program Specific Requirements – 91.220(l)(1,2,4)

Introduction:

Community Development Block Grant Program (CDBG)
Reference 24 CFR 91.220(l)(1)
Projects planned with all CDBG funds expected to be available during the year are identified in the Projects Table. The following identifies program income that is available for use that is included in projects to be carried out.

1. The total amount of program income that will have been received before the start of the next program year and that has not yet been reprogrammed
2. The amount of proceeds from section 108 loan guarantees that will be used during the year to address the priority needs and specific objectives identified in the grantee’s strategic plan.
3. The amount of surplus funds from urban renewal settlements
4. The amount of any grant funds returned to the line of credit for which the planned use has not been included in a prior statement or plan
5. The amount of income from float-funded activities
Total Program Income:

Other CDBG Requirements

1. The amount of urgent need activities
2. The estimated percentage of CDBG funds that will be used for activities that benefit persons of low and moderate income. Overall Benefit - A consecutive period of one, two or three years may be used to determine that a minimum overall benefit of 70% of CDBG funds is used to benefit persons of low and moderate income. Specify the years covered that include this Annual Action Plan.

HOME Investment Partnership Program (HOME)
Reference 24 CFR 91.220(l)(2)

1. A description of other forms of investment being used beyond those identified in Section 92.205 is as follows:
2. A description of the guidelines that will be used for resale or recapture of HOME funds when used
for homebuyer activities as required in 92.254, is as follows:

3. A description of the guidelines for resale or recapture that ensures the affordability of units acquired with HOME funds? See 24 CFR 92.254(a)(4) are as follows:

4. Plans for using HOME funds to refinance existing debt secured by multifamily housing that is rehabilitated with HOME funds along with a description of the refinancing guidelines required that will be used under 24 CFR 92.206(b), are as follows:
Salisbury City Council
Agenda Item Request Form

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

Requested Council Meeting Date:  5/4/2021

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

Name of Presenter(s):  Hannah Jacobson, Planning Director

Requested Agenda Item:  Salisbury Paul Bruhn Grant Update and Contract Authorization

Description of Requested Agenda Item:  The City of Salisbury received a $543,185 grant from the National Park Services’ Paul Bruhn Historic Revitalization Grant program in order to create a subgrant program for the rehabilitation of commercial buildings in the Salisbury Historic District. City Council approved Program Guidelines on November 17, 2020 that outline the criteria and process to select award recipients. Following a community-wide call for applications and a two-part application process, the selection committee considered five (5) applications for historic rehabilitation in the Salisbury Historic District, and recommends the following detailed in the table below. Note that descriptions of only four of the projects are provided; the fifth will be presented to Council at a later date.

Sufficient funds are available to award each project at the maximum amount they are eligible for based on the program guidelines.

<p>| | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td></td>
</tr>
<tr>
<td>Address:</td>
<td>212 W. Liberty Street</td>
</tr>
<tr>
<td>Project/Property Name:</td>
<td>Glenn Manse</td>
</tr>
<tr>
<td>Applicant:</td>
<td>Soldiers Memorial AME Zion Church, Dr. Derrick Anderson</td>
</tr>
<tr>
<td>Project Scope:</td>
<td>Rehabilitation to include restoration of exterior doors and windows and complete interior restoration including plumbing and electrical to bring structure into compliance with building code.</td>
</tr>
<tr>
<td>Estimated Capital Investment:</td>
<td>$145,000</td>
</tr>
<tr>
<td>Grant Award:</td>
<td>$36,250</td>
</tr>
</tbody>
</table>

<p>| 2. |   |
| Address: | 133 S. Main Street |
| Project/Property Name: | Bell Block |
| Applicant: | Greene Rock Development, Bill Greene |
| Project Scope: | Complete rehabilitation of building into two (2) commercial units, and seven (7) 2-bedroom apartments. |
| Estimated Capital Investment: | $2,200,000 |
| Grant Award: | $150,000 |</p>
<table>
<thead>
<tr>
<th></th>
<th>Address:</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>3.</td>
<td>121 W. Innes Street</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Project/Property Name:</td>
<td>Holmes Building</td>
</tr>
<tr>
<td></td>
<td>Applicant:</td>
<td>Wilson Professional Realty, Dileika Wilson-Ballard and Marva Wilson</td>
</tr>
<tr>
<td></td>
<td>Project Scope:</td>
<td>Conversion and upfit of office space into 1 one-bedroom apartment Exterior repair to include columns, masonry, paint</td>
</tr>
<tr>
<td></td>
<td>Estimated Capital Investment:</td>
<td>$112,365</td>
</tr>
<tr>
<td></td>
<td>Grant Award:</td>
<td>$28,091</td>
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</table>

<table>
<thead>
<tr>
<th></th>
<th>Address:</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>4.</td>
<td>115 S. Jackson Street</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Project/Property Name:</td>
<td>Wrenn House/Historic Female Academy Building</td>
</tr>
<tr>
<td></td>
<td>Applicant:</td>
<td>Bell Tower Green Inc., Jason Walser</td>
</tr>
<tr>
<td></td>
<td>Project Scope:</td>
<td>Exterior and interior restoration and restaurant upfit</td>
</tr>
<tr>
<td></td>
<td>Estimated Capital Investment:</td>
<td>$1,300,000</td>
</tr>
<tr>
<td></td>
<td>Grant Award:</td>
<td>$93,750</td>
</tr>
</tbody>
</table>


**Attachments:**  
☑ Yes  
☐ No

**Fiscal Note:** These sub-grants will be funded through an award from the National Park Service, Department of Interior’s Paul Bruhn Historic Revitalization program. As part of the grant agreement with the National Park Service, the City pledged matching funds in the amount of $100,000 towards Fire Suppression grants, which will come before Council for approval separately.

**Action Requested of Council for Agenda Item:** Council to receive an update regarding selections for the Salisbury Paul Bruhn Grant Program and to consider authorizing the City Manager to execute contracts for the grants.

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

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

☑ **Regular Agenda** (item to be discussed and possibly voted on by Council)
FINANCE DEPARTMENT INFORMATION:

____________________________  _____________________________
Finance Manager Signature    Department Head Signature

____________________________
Budget Manager Signature

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

For Use in Clerk’s Office Only

☐ Approved  ☐ Declined

Reason:
Program Update and Contract Authorization
City Council – May 4, 2021
September 2020 – City awarded $543,185 to create a sub-grant program to help fund historic rehabilitations in the Salisbury Historic District

November 2020 – Council adopted Program Guidelines

- Substantial Rehabilitation – minimum investment of $100,000 in property
- Grant will provide a 25:75 match to awarded projects, up to $150,000
- Selection Criteria aimed at incentivizing projects that:
  - Activate the Bell Tower Green Park
  - Create residential units
  - Rehabilitate commercial units
  - Rehabilitate older structures
  - Install sprinkler systems
  - Add to the back-alley fire loop system
  - Create affordable housing
  - Contract with Minority-owned or Women-owned businesses
  - Substantially invest private funds
TIMELINE

- December 31, 2020 - Part A applications due
  - 9 Applications Received
- April 22, 2021 – Part B applications due
  - 5 Applications Received
- April 27, 2021 – Review Committee Selections
Address: 121 W. Innes Street

Project/Property Name: Holmes Building

Applicant: Wilson Professional Realty

Project Scope: Conversion and upfit of office space into 1 one-bedroom apartment

Exterior repair to include columns, masonry, paint

Estimated Capital Investment: $112,365

Grant Award: $28,091
Address: 133 S. Main Street

Project/Property Name: Bell Block

Applicant: Greene Rock Development, Bill Greene

Project Scope: Complete rehabilitation of building into two (2) commercial units, and seven (7) 2-bedroom apartments.

Estimated Capital Investment: $2,200,000

Grant Award: $150,000
<table>
<thead>
<tr>
<th><strong>Address:</strong></th>
<th>212 W. Liberty Street</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Project/Property Name:</strong></td>
<td>Glenn Manse</td>
</tr>
<tr>
<td><strong>Applicant:</strong></td>
<td>Soldiers Memorial AME Zion Church, Dr. Derrick Anderson</td>
</tr>
<tr>
<td><strong>Project Scope:</strong></td>
<td>Rehabilitation to include restoration of exterior doors and windows and complete interior restoration including plumbing and electrical to bring structure into compliance with building code.</td>
</tr>
<tr>
<td><strong>Estimated Capital Investment:</strong></td>
<td>$145,000</td>
</tr>
<tr>
<td><strong>Grant Award:</strong></td>
<td>$36,250</td>
</tr>
</tbody>
</table>
**Address:** 115 S. Jackson Street

**Project/Property Name:** Wrenn House/Historic Female Academy Building

**Applicant:** Bell Tower Green Inc., Jason Walser

**Project Scope:** Exterior and interior restoration and restaurant upfit

**Estimated Capital Investment:** $1,300,000

**Grant Award:** $93,750
### Budget

<table>
<thead>
<tr>
<th>Project</th>
<th>Grant Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Glenn Manse</td>
<td>$36,250.00</td>
</tr>
<tr>
<td>Bell Block</td>
<td>$150,000.00</td>
</tr>
<tr>
<td>Holmes Building</td>
<td>$28,091.00</td>
</tr>
<tr>
<td>Wrenn House</td>
<td>$93,750.00</td>
</tr>
<tr>
<td>Pending Project</td>
<td>$150,000.00</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>$458,091</strong></td>
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</tbody>
</table>

- Approximately $42,000 remaining
- Anticipate a 2nd call for applications in Fall 2021
- Fire Suppression Grants (emphasis on back alley fire loop construction) can be applied for separately, and must be approved by City Council.

### Request:

Authorize the City Manager to execute contracts for the Salisbury Paul Bruhn Grant Program for:
- 212 W. Liberty Street
- 133 S. Main Street
- 121 W. Innes Street
- 115 S. Jackson Street
Salisbury City Council
Agenda Item Request Form

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

Requested Council Meeting Date:  May 4, 2021

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

Name of Presenter(s):  City Council

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

Description of Requested Agenda Item:  The following boards and commissions still have the following vacancies/seats open: three seats on the Greenway, Bicycle and Pedestrian Committee; one landlord seat and one at-large seat on the Housing Advocacy Commission; two seats on the Human Relations Council; two seats for the Hurley Park Advisory Board; two regular seats and one ETJ seat for the Planning Board; and one seat for the Transportation Advisory Board. A worksheet for appointments and the active applications are attached.

Attachments:  ☒ Yes  □ No

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

Action Requested of Council for Agenda Item:  Council to consider making appointments to various boards and commissions.  (Please note if item includes an ordinance, resolution or petition)

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

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

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

FINANCE DEPARTMENT INFORMATION:

_________________________________  _____________________________
Finance Manager Signature  Department Head Signature

______________________________
Budget Manager Signature

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

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

☐ Approved  ☐ Delayed  ☐ Declined

Reason:
## Greenway, Bicycle and Pedestrian Committee

<table>
<thead>
<tr>
<th>Current Members</th>
<th>Term Expires</th>
<th>Eligible for Reappointment</th>
<th>Need 3 Members</th>
</tr>
</thead>
<tbody>
<tr>
<td>Edward Hirst</td>
<td>3/31/21</td>
<td>Yes</td>
<td></td>
</tr>
<tr>
<td>Amy Smith</td>
<td>3/31/21</td>
<td>Yes</td>
<td></td>
</tr>
<tr>
<td>Lisa Wear</td>
<td>3/31/21</td>
<td>Yes</td>
<td></td>
</tr>
</tbody>
</table>

**Applicants:**
- Annie Boone-Carroll (1st Choice)
- Kyle Whisenant

**Notes:** When the Greenway Committee was redesigned to include Bicycle and Pedestrians, the terms were staggered. The members listed served a one year term.

## Housing Advocacy Commission

<table>
<thead>
<tr>
<th>Current Members</th>
<th>Eligible for Reappointment</th>
<th>Need 1 Member</th>
</tr>
</thead>
<tbody>
<tr>
<td>Greta Conner (Neighborhood)</td>
<td>3/31/21</td>
<td>At-Large</td>
</tr>
<tr>
<td>Jayne Helms (Landlord)</td>
<td>3/31/21</td>
<td>Neighborhood</td>
</tr>
<tr>
<td>Vacant (At-Large)</td>
<td>3/31/21</td>
<td>Landlord</td>
</tr>
<tr>
<td>Vacant (Landlord)</td>
<td>3/31/22</td>
<td>Landlord</td>
</tr>
<tr>
<td>Vacant (At-Large)</td>
<td>3/31/23</td>
<td>At-Large</td>
</tr>
</tbody>
</table>

**Applicants:**
- Kyna Grubb
- Barbara Sorel
- Liliana Spears (2nd Choice)
- Sada Stewart
- Judith Whitehead

**Notes:** Seats have been designated for representatives from Neighborhoods, Landlords and At-large.

## Human Relations Council

<table>
<thead>
<tr>
<th>Current Members</th>
<th>Term Expires</th>
<th>Eligible for Reappointment</th>
<th>Need 1 Member</th>
</tr>
</thead>
<tbody>
<tr>
<td>Annie Boone-Carroll</td>
<td>3/31/21</td>
<td>No</td>
<td>Alissa Redmond</td>
</tr>
<tr>
<td>Mark Hill</td>
<td>3/31/21</td>
<td>No</td>
<td>Colleen Smiley</td>
</tr>
<tr>
<td>John Schaffer</td>
<td>3/31/21</td>
<td>No</td>
<td>Brunetta Franklin</td>
</tr>
<tr>
<td>Liliana Spears</td>
<td>3/31/21</td>
<td>No</td>
<td>Preston Sale</td>
</tr>
<tr>
<td>Vacant</td>
<td>3/31/22</td>
<td>N/A</td>
<td></td>
</tr>
<tr>
<td>Vacant</td>
<td>3/31/22</td>
<td>N/A</td>
<td></td>
</tr>
</tbody>
</table>

**Applicants:**
- Evelyn Uddin-Khan
- Judith Whitehead

**Notes:** Eight members of the HRC are appointed by City Council and eight members are appointed by the HRC.

## Hurley Park Advisory Board

<table>
<thead>
<tr>
<th>Current Members</th>
<th>Term Expires</th>
<th>Eligible for Reappointment</th>
<th>Need 2 Members</th>
</tr>
</thead>
<tbody>
<tr>
<td>Kathryn Davis</td>
<td>3/31/21</td>
<td>Yes</td>
<td></td>
</tr>
<tr>
<td>Laura Thompson</td>
<td>3/31/21</td>
<td>Yes</td>
<td></td>
</tr>
</tbody>
</table>

**Applicants:**

**Notes:** The City will ensure that a member of the Hurley Family Foundation and a person who lives within 100 feet of the park are appointed to the board.
George W
Benson

First Name: George W
Last Name: Benson
E-mail: georgewbenson50@gmail.com
Home Phone: 7042455900
Address: 100 W. Corriher Ave. Apt. 1
City: Salisbury
State: NC
ZIP Code: 28144
Ethnicity: Caucasian/Non-Hispanic
Gender: Male

Do you reside within the City limits of Salisbury? Yes
Are you within the City’s Extraterritorial Jurisdiction (ETJ) area? Yes

Please indicate your #1 preference:
Transportation Advisory Board (No Requirement of Residency)

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

Why are you interested in serving on the Board or Commission for which you are applying?
As a dialysis patient, I see the ADA transit buses in operation on Mon.,Wed.,Fri. I have interaction with some of the drivers and all of the patients.

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

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

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

No

I agree
First Name: Kathleen
Last Name: Bergeron
E-mail: kathleenabergeron@gmail.com
Home Phone: 571 524 6226
Address: 1722 E. Park Road
City: Salisbury
State: NC
ZIP Code: 28144
Place of Employment: home (1722 E. Park Road, Salisbury, NC)
Occupation: consultant
Do you reside within the City limits of Salisbury?: Yes
Are you within the City's Extraterritorial Jurisdiction (ETJ) area?: Yes
Please indicate your #1 preference:
Transportation Advisory Board (No Requirement of Residency)
Have you served on a board or commission of the City of Salisbury?: No

Why are you interested in serving on the Board or Commission for which you are applying?
Most of my career’s experience and education has focused on surface transportation. I believe this might be helpful to the Transportation Advisory Board.

Interest/Skills/Education/Areas of Expertise/Professional Organizations that you feel would be of assistance to you in your
EXPERIENCE:
- 17 years with Federal Highway Administration
- 9 years with Texas Department of Transportation
- 4 years with Texas Railroad Commission
- 9 years with consulting engineering & architecture firm
duties as a member of the Board or Commission:

EDUCATION:
- Master of Science in Transportation Management, San Jose State University
- Bachelor of Journalism, University of Texas at Austin

Primary focus at Federal Highway Administration was on getting innovations into common practice. Developed relationships with other federal, state and local transportation agencies, University Transportation Centers, trade association of contractors, engineering consultants, state transportation agencies. Have kept up with current innovations such as autonomous vehicles, new construction methods for highways and bridges, alternative fuels programs for mass transit, and alternative mobility systems such as e-scooters and bicycles.

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

No

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

No

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

I agree
**Planning Board**

<table>
<thead>
<tr>
<th>Current Members</th>
<th>Term Expires</th>
<th>Eligible for Reappointment</th>
<th>Need 3 Members</th>
</tr>
</thead>
<tbody>
<tr>
<td>John Struzick</td>
<td>3/31/21</td>
<td>Yes</td>
<td>John Struzick</td>
</tr>
<tr>
<td>Dennis Rogers</td>
<td>3/31/21</td>
<td>Yes</td>
<td>Dennis Rogers</td>
</tr>
<tr>
<td>Jon Post</td>
<td>3/31/21</td>
<td>Yes</td>
<td>Jon Post</td>
</tr>
<tr>
<td>Jayne Land</td>
<td>3/31/21</td>
<td>Yes</td>
<td>Jayne Land</td>
</tr>
<tr>
<td>Timothy Norris (ETJ)</td>
<td>3/31/21</td>
<td>Yes</td>
<td>Timothy Norris (ETJ)</td>
</tr>
<tr>
<td>Vacant (ETJ)</td>
<td>3/31/21</td>
<td>N/A</td>
<td></td>
</tr>
<tr>
<td>Vacant</td>
<td>3/31/22</td>
<td>N/A</td>
<td></td>
</tr>
<tr>
<td>Vacant</td>
<td>3/31/23</td>
<td>N/A</td>
<td></td>
</tr>
</tbody>
</table>

**Applicants:**
- James Carli (1st Choice)
- Bill Clements (2nd Choice)
- Yvonne Dixon
- Daniel King (1st Choice)
- David Rouche (1st Choice)
- Liliana Spears (1st Choice)

**Notes:** Last year Bill Wagoner was reappointed to fill one of the partial terms per his request. This leaves Mr. Wagoner’s full term vacant for appointment.

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**Transportation Advisory Board**

<table>
<thead>
<tr>
<th>Current Members</th>
<th>Term Expires</th>
<th>Eligible for Reappointment</th>
<th>Need 1 Member</th>
</tr>
</thead>
<tbody>
<tr>
<td>Levi Coldiron</td>
<td>3/31/21</td>
<td>Yes</td>
<td>Levi Coldiron</td>
</tr>
<tr>
<td>Cristina Rodriguez</td>
<td>3/31/21</td>
<td>Yes</td>
<td>Cristina Rodriguez</td>
</tr>
<tr>
<td>Laura Schmidt</td>
<td>3/31/21</td>
<td>Yes</td>
<td>Laura Schmidt</td>
</tr>
<tr>
<td>Vacancy</td>
<td>3/31/21</td>
<td>n/a</td>
<td></td>
</tr>
</tbody>
</table>

**Applicants:**
- George Benson
- Kathleen Bergeron
- Annie Boone-Carroll (3rd Choice)
- James Carli (2nd Choice)
- David Moore (2nd Choice)
- Dylan Horne

**Notes:** Membership shall be representative of the population of the service area and include representatives from human service agencies, transportation providers, business sector, government sector, and the public within the service area.
Annie
Boone-Carroll

First Name: Annie
Last Name: Boone-Carroll
E-mail: carrollab8@yahoo.com
Home Phone: 704-314-5997
Fax: 980-458-0036
Business Phone: 704-278-3640
Address: 111 Railroad Street
City: Cleveland
State: NC
ZIP Code: 27013
Place of Employment: Boone-Carroll Funeral Home
Occupation: Manager/Funeral Director

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

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

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

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

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

Why are you interested in serving on the Board or Commission for which you are applying?

I am interested in helping to make things better and available for the people in Salisbury, by assisting in the availability and the beautification of the city.

Interest/Skills/Education/Areas of Expertise/Professional Organizations that you feel would be of assistance to you in your duties as a member of the Board or Commission:

I have a degree BS Administration and have experience in managerial skills, accounting skills and have worked with the public in customer service for over thirty-eight years. I am willing to acquire any knowledge to provide efficient assistance to fulfill any obligations that may be needed. There is always room to learn more.

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

No

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

No

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

I agree
First Name: James
Last Name: Carli
E-mail: jcarli@carolina.rr.com
Home Phone: 704 636 2521
Business Phone: 704 639 5223
Address: 419 S. Ellis St.
City: Salisbury
State: NC
ZIP Code: 28144
Place of Employment: N/C Machinery LLC
Occupation: Owner

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

Please indicate your #1 preference: Planning Board
Please indicate your #2 preference: Transportation Advisory Board (No Requirement of Residency)
Please indicate your #3 preference: Community Appearance Commission

Have you served on a board or commission of the City of Salisbury? No
Why are you interested in serving on the Board or Commission for which you are applying?

I would like to leave a better city for my grandchildren and great grandchildren till now I was traveling too much.

Interest/Skills/Education/Areas of Expertise/Professional Organizations that you feel would be of assistance to you in your duties as a member of the Board or Commission:

I spent 20+ years on habitat construction board and like amount of time on the HSF was in charge of Grimes Mill Restoration. While on the HPC board I was involved with the writing of the new guidelines. I am a civil engineer from Georgia Tech have actually spent most of my life as a mechanical engineer designing and building custom machinery.

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

Yes

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

No

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

I agree
First Name: William (Bill)  
Last Name: Clements  
E-mail: williamwcllements3@gmail.com  
Home Phone: 7046093904  
Business Phone: 7046093904  
Address: 225 W. Corriher Avenue  
City: Salisbury  
State: NC  
ZIP Code: 28144  
Place of Employment: Valet Living  
Occupation: Regional Sales Executive  

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

Please indicate your #1 preference: Fair Housing Committee  
Please indicate your #2 preference: Planning Board  
Please indicate your #3 preference: Other  

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

Why are you interested in serving on the Board or Commission for which you are applying?  
I am re-submitting since I changed employers at the end of 2019. I chose the boards my background most closely matches HOWEVER, I am more interested in serving the community and offering my time than I am WHERE you need to put me.
Interest/Skills/Education/Areas of Expertise/Professional Organizations that you feel would be of assistance to you in your duties as a member of the Board or Commission:

My previous committee/board involvement was largely within two sectors:

Greater Charlotte Apartment Association- 2 terms on the board, served on a dozen committees overall and chaired at least 4 for one year at a time. PR/ Education/ Membership Retention

City of Charlotte- Community Relations Committee, chaired Discrimination Sub Committee

City of Charlotte- Business Advisory Board

Charlotte Chamber- Board member 3 years, Chaired SouthPark Area Council

I do hold a NC brokers license and a Notary as well.

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

No

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

No

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

I agree
<table>
<thead>
<tr>
<th><strong>Submission Date</strong></th>
<th>Apr 22, 2021 5:56 PM</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>First Name</strong></td>
<td>Yvonne</td>
</tr>
<tr>
<td><strong>Last Name</strong></td>
<td>Dixon</td>
</tr>
<tr>
<td><strong>E-mail</strong></td>
<td><a href="mailto:vonwd@icloud.com">vonwd@icloud.com</a></td>
</tr>
<tr>
<td><strong>Home Phone</strong></td>
<td>704 223-0498</td>
</tr>
<tr>
<td><strong>Address</strong></td>
<td>911 West Bank Street</td>
</tr>
<tr>
<td><strong>City</strong></td>
<td>Salisbury</td>
</tr>
<tr>
<td><strong>State</strong></td>
<td>NC</td>
</tr>
<tr>
<td><strong>ZIP Code</strong></td>
<td>28144</td>
</tr>
<tr>
<td><strong>Ethnicity</strong></td>
<td>African American</td>
</tr>
<tr>
<td><strong>Gender</strong></td>
<td>Female</td>
</tr>
<tr>
<td><strong>Place of Employment</strong></td>
<td>Novant Health</td>
</tr>
<tr>
<td><strong>Occupation</strong></td>
<td>Director Health Equity</td>
</tr>
<tr>
<td><strong>Do you reside within the City limits of Salisbury?</strong></td>
<td>Yes</td>
</tr>
<tr>
<td><strong>Are you within the City's Extraterritorial Jurisdiction (ETJ) area?</strong></td>
<td>Yes</td>
</tr>
<tr>
<td><strong>Please indicate your #1 preference:</strong></td>
<td>Planning Board</td>
</tr>
<tr>
<td><strong>Have you served on a board or commission of the City of Salisbury?</strong></td>
<td>No</td>
</tr>
<tr>
<td><strong>Why are you interested in serving on the Board or Commission for which you are applying?</strong></td>
<td>I am interested in being a participant and a voice in the ongoing development within Salisbury.</td>
</tr>
<tr>
<td><strong>Interest/Skills/Education/Areas of Expertise/Professional Organizations that you feel would</strong></td>
<td>Great listening and verbal skills. I have great interest in implementing innovation within the city that I live, work and play. Artificial intelligence is a key driver in innovation and I’d like to participate in</td>
</tr>
</tbody>
</table>
Artificial intelligence is a key driver in innovation and I'd like to participate in how many processes of innovation will make the difference in the development of Salisbury.

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

No

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

No

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

I agree
First Name: Kyna
Last Name: Grubb
E-mail: kgrubb@rowanhelpingministries.org
Home Phone: 704-798-4286
Business Phone: 704-637-6838 ext 101
Address: 205 Bethel Drive
City: Salisbury
State: NC
ZIP Code: 28144
Place of Employment: Rowan Helping Ministries
Occupation: Executive Director
Do you reside within the City limits of Salisbury?: Yes
Are you within the City’s Extraterritorial Jurisdiction (ETJ) area?: Yes
Please indicate your #1 preference: Housing Advocacy Commission
Have you served on a board or commission of the City of Salisbury?: No
Why are you interested in serving on the Board or Commission for which you are applying?:
I served on the Better Housing Committee formed in 2010 shortly after beginning employment at Rowan Helping Ministries. In my work at Rowan Helping Ministries our focus is on preventing homelessness by helping individuals maintain safe and affordable housing while also helping homeless obtain stable housing. We currently are operating homeless sheltering services on our site.
and temporarily at Hood Seminary. We also provide transitional housing and permanent supportive housing to assist homeless individuals transition to housing.

My work at Rowan Helping Ministries guides my understanding of the challenges of finding safe and affordable housing as well as the lack of education renters have regarding obtaining a written lease and renter's insurance or understanding their rights. We also partner with Operations Hope to help low income clients work to raise their credit score and plan for a future that may include home ownership.

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

- No

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

- Yes

The only conflict that might be a concern is that my husband and I own rental property within the City limits. I wanted to disclose this but I do not believe it would prevent me from being fair or impartial.

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

- I agree
Dylan Horne

First Name: Dylan
Last Name: Horne
E-mail: dylanrosshorne@gmail.com
Home Phone: 7044336945
Address: 7613 Old Concord Road
City: Salisbury
State: NC
ZIP Code: 28146
Place of Employment: The Pedal Factory
Occupation: Bicycle Mechanic

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

Please indicate your #1 preference:
- Transportation Advisory Board (No Requirement of Residency)

Have you served on a board or commission of the City of Salisbury? Yes
Please list the board or commission:
- Greenway Committee
Please list the date of service:
- Nov 1, 2020

Why are you interested in serving on the Board or I currently serve the city on the Greenway, Bicycling and Pedestrian Committee, and I am grateful to have forum to discuss
<table>
<thead>
<tr>
<th>Commission for which you are applying?</th>
</tr>
</thead>
<tbody>
<tr>
<td>active transportation issues in our community. Through these boards, citizens can work with city staff to develop context sensitive solutions to the issues that the city faces. Citizen input is key to an equitable representation in city decision making.</td>
</tr>
</tbody>
</table>

The Transportation Committee is of interest to me as I ride transit. During the COVID-19 pandemic, transit agencies have faced a difficult road. Adapting our buses to be fareless, decreasing vehicle capacity, and requiring masks are all good steps to reducing the spread. However, transit is often the only option for many people in our community, so reductions in service days and frequency makes it exceedingly difficult to get where they need to go. My goal is to improve bus stop signage and increase integration of sidewalks to transit stops.

<table>
<thead>
<tr>
<th>Interest/Skills/Education/Areas of Expertise/Professional Organizations that you feel would be of assistance to you in your duties as a member of the Board or Commission:</th>
</tr>
</thead>
<tbody>
<tr>
<td>I earned my PhD in Civil Engineering from Oregon State University in 2019 with a focus on transportation. I was involved in a similar board in Oregon, working to develop and distribute state transit funding to local agencies. My technical knowledge and leadership abilities make me a thoughtful and inspiring member of any board. My goal is to improve the safety, accessibility and equity of our transportation systems, and recognize that transit is a key part of a multimodal community.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Has any formal charge of professional misconduct ever been sustained against you in any jurisdiction?</th>
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</table>

<table>
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</thead>
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<tr>
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</tr>
</thead>
<tbody>
<tr>
<td>I agree</td>
</tr>
</tbody>
</table>

https://www.jotform.com/inbox/51244332060138/4882505061774730305
Daniel King

First Name: Daniel
Last Name: King
E-mail: dksmilez29@gmail.com
Home Phone: 9803187847
Address: 706 e Cherry st
City: Salisbury
State: NC
ZIP Code: 28144
Ethnicity: African American
Gender: Male
Place of Employment: Pure vision barber studio
Occupation: Barber

Do you reside within the City limits of Salisbury? Yes
Please indicate your #1 preference: Planning Board
Please indicate your #2 preference: Alternate Methods of Design Commission
Please indicate your #3 preference: Community Appearance Commission

Have you served on a board or commission of the City of Salisbury? No
Why are you interested in serving on the Board or Commission for which you are applying?

I’m from East Spencer, but I’ve been in Salisbury all my life.

Interest/Skills/Education/Areas of Expertise/Professional Organizations that you feel would be of assistance to you in your duties as a member of the Board or Commission:

Bachelor criminal justice, Barber since 2010, athlete, musical artist

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

No

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

No

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

I agree
<table>
<thead>
<tr>
<th><strong>Submission Date</strong></th>
<th>Apr 18, 2021 11:43 PM</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>First Name</strong></td>
<td>Joseph (Joe)</td>
</tr>
<tr>
<td><strong>Last Name</strong></td>
<td>McKinney</td>
</tr>
<tr>
<td><strong>E-mail</strong></td>
<td><a href="mailto:joemckinney3@gmail.com">joemckinney3@gmail.com</a></td>
</tr>
<tr>
<td><strong>Home Phone</strong></td>
<td>7042990085</td>
</tr>
<tr>
<td><strong>Address</strong></td>
<td>1217 Edgedale Dr</td>
</tr>
<tr>
<td><strong>City</strong></td>
<td>Salisbury</td>
</tr>
<tr>
<td><strong>State</strong></td>
<td>NC</td>
</tr>
<tr>
<td><strong>ZIP Code</strong></td>
<td>28144</td>
</tr>
<tr>
<td><strong>Ethnicity</strong></td>
<td>Caucasian/Non-Hispanic</td>
</tr>
<tr>
<td><strong>Gender</strong></td>
<td>Male</td>
</tr>
<tr>
<td><strong>Place of Employment</strong></td>
<td>North Carolina Department of Agriculture</td>
</tr>
<tr>
<td><strong>Occupation</strong></td>
<td>Assistant Manager/ Logistics planner</td>
</tr>
<tr>
<td><strong>Do you reside within the City limits of Salisbury?</strong></td>
<td>Yes</td>
</tr>
<tr>
<td><strong>Are you within the City's Extraterritorial Jurisdiction (ETJ) area?</strong></td>
<td>Yes</td>
</tr>
<tr>
<td><strong>Please indicate your #1 preference:</strong></td>
<td>Tree Board</td>
</tr>
<tr>
<td><strong>Please indicate your #2 preference:</strong></td>
<td>Parks and Recreation Advisory Board</td>
</tr>
<tr>
<td><strong>Please indicate your #3 preference:</strong></td>
<td>Community Appearance Commission</td>
</tr>
<tr>
<td><strong>Have you served on a board or commission of the City of Salisbury?</strong></td>
<td>No</td>
</tr>
<tr>
<td><strong>Why are you interested in serving?</strong></td>
<td>I attended the Salisbury digs it event and tree giveaway, I spoke with several...</td>
</tr>
</tbody>
</table>
Why are you interested in serving on the Board or Commission for which you are applying?

I attended the Salisbury digs it event and tree giveaway. I spoke with several ladies, including mayor, about joining the board in regards to tree and community appearance. They said they'd love to have me based on my experience working for the NC Department of Agriculture. I've worked closely with the NC Forestry Service as well.

Interest/Skills/Education/Areas of Expertise/Professional Organizations that you feel would be of assistance to you in your duties as a member of the Board or Commission:

Community development, outdoor recreation availability, helping with community improvement projects.

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

No

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

No

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

I agree
First Name  
David

Last Name  
Moore

E-mail  
feartheblitz@yahoo.com

Home Phone  
7042237517

Address  
111 E Horah St, Apt 2

City  
Salisbury

State  
NC

ZIP Code  
28144

Do you reside within the City limits of Salisbury?  
Yes

Are you within the City's Extraterritorial Jurisdiction (ETJ) area?  
Yes

Please indicate your #1 preference:  
Parks and Recreation Advisory Board

Please indicate your #2 preference:  
Transportation Advisory Board (No Requirement of Residency)

Please indicate your #3 preference:  
Community Appearance Commission

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

Why are you interested in serving on the Board or Commission for which you are applying?  
I work in the public eye and have been doing so for the pass 3 years. Want to help the city by being on a board. I love giving my ideas and info. Believe I can be of help on any of these boards. I enjoy doing volunteer work. I have done block work in the pass 2 years and have helped with downtown events before covid.
Interest/Skills/Education/Areas of Expertise/Professional Organizations that you feel would be of assistance to you in your duties as a member of the Board or Commission:

I have done some work with the parks and recreation in the past before COVID hit. Have helped with some of their events. Have an idea on how things work. Also I work in the public eye and have a good understanding on how things with in the city works.

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

No

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

No

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

I agree
First Name: David
Last Name: Roueche
E-mail: davidroueche1@gmail.com
Home Phone: 704 877 8727
Business Phone: 704 877 8727
Address: 550 club house drive
City: Salisbury
State: NC
ZIP Code: 28144
Place of Employment: Retired
Occupation: Pharmaceutical Executive

Do you reside within the City limits of Salisbury?: Yes
Are you within the City's Extraterritorial Jurisdiction (ETJ) area?: Yes

Please indicate your #1 preference:
- Planning Board
Please indicate your #2 preference:
- Fair Housing Committee
Please indicate your #3 preference:
- Alternate Methods of Design Commission

Have you served on a board or commission of the City of Salisbury?: No
Why are you interested in serving on the Board or Commission for which you are applying?

Since moving back to Salisbury after retiring in 2013, I've looked for ways to use my professional experience to benefit the community with active involvement in a wide range of civic and professional organizations. I'd like to continue to be an advocate for all of the citizens in Salisbury.

Interest/Skills/Education/Areas of Expertise/Professional Organizations that you feel would be of assistance to you in your duties as a member of the Board or Commission:

Current member on the Board of Utilization and Review w/Rowan Co Tax Assessor
Past President Country Club of Salisbury
Past member Rowan Co ABC Board
Past President Men's Auxiliary, Hudson-Tatum VFW #3006
Past President Sacred Heart Catholic Church Men's Club
Past President Rowan Co. Republicans Men's Club
Member of various pharmaceutical and PDMA organizations

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

No

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

No

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

I agree
<table>
<thead>
<tr>
<th><strong>Submission Date</strong></th>
<th>Apr 27, 2021 8:46 AM</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>First Name</strong></td>
<td>Barbara</td>
</tr>
<tr>
<td><strong>Last Name</strong></td>
<td>Sorel</td>
</tr>
<tr>
<td><strong>E-mail</strong></td>
<td><a href="mailto:barbsorel@gmail.com">barbsorel@gmail.com</a></td>
</tr>
<tr>
<td><strong>Home Phone</strong></td>
<td>7047851599</td>
</tr>
<tr>
<td><strong>Address</strong></td>
<td>603 S Fulton Street</td>
</tr>
<tr>
<td><strong>City</strong></td>
<td>Salisbury</td>
</tr>
<tr>
<td><strong>State</strong></td>
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<tr>
<td><strong>ZIP Code</strong></td>
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<td><strong>Ethnicity</strong></td>
<td>Caucasian/Non-Hispanic</td>
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<tr>
<td><strong>Gender</strong></td>
<td>Female</td>
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<tr>
<td><strong>Place of Employment</strong></td>
<td>Retired</td>
</tr>
<tr>
<td><strong>Do you reside within the City limits of Salisbury?</strong></td>
<td>Yes</td>
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<td><strong>Are you within the City’s Extraterritorial Jurisdiction (ETJ) area?</strong></td>
<td>No</td>
</tr>
<tr>
<td><strong>Please indicate your #1 preference:</strong></td>
<td>Housing Advocacy Commission</td>
</tr>
<tr>
<td><strong>Please indicate your #2 preference:</strong></td>
<td>Housing Advocacy Commission</td>
</tr>
<tr>
<td><strong>Have you served on a board or commission of the City of Salisbury?</strong></td>
<td>Yes</td>
</tr>
<tr>
<td><strong>Why are you interested in serving on the Board or Commission for which you are applying?</strong></td>
<td>I feel there is a need for clarity in the relationships between landlords and tenants, as well as between landlords and code enforcement. There are many absentee landlords and run down properties in this community and we need a better way to get them to take ownership seriously.</td>
</tr>
<tr>
<td><strong>Interest/Skills/Education/Areas of expertise</strong></td>
<td>I have been involved in many facets of housing serving on neighborhood board</td>
</tr>
</tbody>
</table>
Interest/Skills/Education/Areas of Expertise/Professional Organizations that you feel would be of assistance to you in your duties as a member of the Board or Commission:

I have been involved in many facets of housing—serving on neighborhood board and working with code enforcement, serving on board of Historic Salisbury Foundation, as a landlord.

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

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

I certify that the facts contained in this application are true and correct to the best of my knowledge. I understand and agree that any misstatement will be cause for my removal from any board or commission. I agree
First Name: Liliana
Last Name: Spears
E-mail: llatinamix11@aol.com
Home Phone: 7044882162
Fax: 704-633-0142
Address: 931 S Fulton St
City: Salisbury
State: NC
ZIP Code: 28144
Ethnicity: Hispanic
Gender: Female
Place of Employment: Latin Mix

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

Please indicate your #1 preference: Planning Board
Please indicate your #2 preference: Housing Advocacy Commission
Please indicate your #3 preference: Community Appearance Commission
Have you served on a board or commission of the City of Salisbury?

Yes

Why are you interested in serving on the Board or Commission for which you are applying?

I live in Salisbury and would like to help our community move forward.

Interest/Skills/Education/Areas of Expertise/Professional Organizations that you feel would be of assistance to you in your duties as a member of the Board or Commission:

My interest in seeing our city be inclusive to all.

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

No

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

No

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

I agree
First Name: Sada
Last Name: Stewart
E-mail: director@historicsalisbury.org
Home Phone: 7176680060
Business Phone: 7046360103
Address: 923 N Main Street
City: Salisbury
State: NC
ZIP Code: 28144
Ethnicity: Caucasian/Non-Hispanic
Gender: Female
Place of Employment: Historic Salisbury Foundation
Occupation: Executive Director
Do you reside within the City limits of Salisbury?: Yes
Are you within the City’s Extraterritorial Jurisdiction (ETJ) area?: No
Please indicate your #1 preference: Housing Advocacy Commission
Have you served on a board or commission of the City of Salisbury?: Yes
<table>
<thead>
<tr>
<th>Why are you interested in serving on the Board or Commission for which you are applying?</th>
</tr>
</thead>
<tbody>
<tr>
<td>I would be honored to serve on the Housing Advocacy Commission, because of professional and personal interests in seeing the education and availability of information for people seeking assistance regarding properties improve—for renters, homeowners and landlords. I think the maintenance and quality of existing housing stock could be improved, and I would love to be part of it.</td>
</tr>
</tbody>
</table>

<table>
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<tr>
<th>Interest/Skills/Education/Areas of Expertise/Professional Organizations that you feel would be of assistance to you in your duties as a member of the Board or Commission:</th>
</tr>
</thead>
<tbody>
<tr>
<td>-Professional connection to property owners in the community -Professional connection and familiarity with the Historic Preservation Commission and Planning Boards, both of which could aid this Commission -Familiarity with code enforcement department and process -Education in planning, development, rehabilitation and preservation -Participation on the Forward 2040 Planning Commission, where this is a focus topic</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Has any formal charge of professional misconduct ever been sustained against you in any jurisdiction?</th>
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</tr>
</thead>
<tbody>
<tr>
<td>I agree</td>
</tr>
</tbody>
</table>
Submission Date: Apr 22, 2021 5:59 PM
First Name: Evelyn
Last Name: Uddin-Khan
E-mail: ukexit786@gmail.com
Home Phone: 19803303650
Address: 1630, Secret Garden Court,
City: Salisbury
State: NC
ZIP Code: 28146
Ethnicity: Asian or Pacific Islander
Gender: Female
Place of Employment: Retired
Occupation: Retired Teacher/Professor
Do you reside within the City limits of Salisbury? Yes
Are you within the City’s Extraterritorial Jurisdiction (ETJ) area? Yes
Please indicate your #1 preference: Human Relations Council
Please indicate your #2 preference: Fair Housing Committee
Please indicate your #3 preference: Historic Preservation Commission
Have you served on a board or commission of the City of Salisbury? No

Why are you interested in serving? With reference to Human Relations, I think that we as a nation is a misunderstood
Why are you interested in serving on the Board or Commission for which you are applying?

I am a retired educator. I worked for the NYC Board of Education for 21 years and as an adjunct professor at SUNY Suffolk College for 20 years. I have given lectures on Gender Issues, Immigrants & Immigrations & Women in Religion. I have a Doctoral Degree in Comparative & International Education from Columbia University, NYC. Degrees also in English & Philosophy.

Interest/Skills/Education/Areas of Expertise/Professional Organizations that you feel would be of assistance to you in your duties as a member of the Board or Commission:

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

No

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

No

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

I agree
Kyle Whisenant

First Name: Kyle
Last Name: Whisenant
E-mail: akwhisenant@gmail.com
Home Phone: 7046406530
Address: 121 Canteberry Drive
City: Salisbury
State: NC
ZIP Code: 28144
Ethnicity: Caucasian/Non-Hispanic
Gender: Male
Place of Employment: Rowan-Salisbury Schools
Occupation: Teacher

Do you reside within the City limits of Salisbury? Yes

Are you within the City's Extraterritorial Jurisdiction (ETJ) area? Yes

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

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

Why are you interested in serving on the Board or Committee? My family and I use the Greenway regularly, and I want to be a part of the group that decides what improvements, changes, and
Commission for which you are applying?

Interest/Skills/Education/Areas of Expertise/Professional Organizations that you feel would be of assistance to you in your duties as a member of the Board or Commission:

I work at Horizons Unlimited, which also maintains a walking trial. Our property line comes very close to the Greenway. We aim to tech students about social studies and the environment, so I have experience with signage, and developing activities based on the trail. I am a lifelong resident of Salisbury, and I am interested in being a more invested and involved citizen. I personally use the Greenway, and explore each section with my family including the trail back to the Catawba Preserve (which has unfortunately become a waterfall recently).

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

No

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

No

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

I agree
Submission Date: Mar 16, 2021 12:39 PM

First Name: Judith
Last Name: Whitehead
E-mail: otbministriesllc@gmail.com
Home Phone: 8042431038
Address: 833 Hamilton Dr
City: Salisbury
State: NC
ZIP Code: 28147
Ethnicity: Hispanic
Gender: Female
Place of Employment: Verizon
Occupation: Solutions specialist

Do you reside within the City limits of Salisbury? Yes
Are you within the City's Extraterritorial Jurisdiction (ETJ) area? Yes

Please indicate your #1 preference: Human Relations Council
Please indicate your #2 preference: Fair Housing Committee
Please indicate your #3 preference: Housing Advocacy Commission

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

Why are you interested in serving on the Board or Commission for which you are applying? I work in Ministry, and I would love to do my outreach and volunteer work and helping with them my community

Interest/Skills/Education/Areas of Expertise/Professional Organizations that you feel would be of assistance to you in your role: I currently work in outreach and have in the past worked in several different areas with the public
duties as a member of the Board or Commission:

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

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

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

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

Requested Council Meeting Date:  5/4/21

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

Name of Presenter(s):  Staff Member reading announcements

Requested Agenda Item:  Announcement: there will be a Peace Officers Memorial Service on May 14, 2021 at 11:30 at the Rowan County Court House front lawn, 210 North Main St, in 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. The public is invited to attend the service. Please contact Sgt. Lancaster at 704-638-2130 with any questions.

Description of Requested Agenda Item:  Announcement of the Peace Officer Memorial Service.

Attachments:  ☐ Yes  ☒ No

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

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

Contact Information for Group or Individual:  Chief Jerry Stokes, SPD 704-638-5333/Sgt. Daniel Lancaster 704-638-2130

☐ 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: