



# City of Salisbury

North Carolina

## COUNCIL MEETING AGENDA

**June 4, 2024**  
**6:00 p.m.**

*The meeting will be held in a hybrid format and will be streamed live at [salisburync.gov/webcast](https://salisburync.gov/webcast) and on the City's Facebook account. Anyone who wishes to speak via Zoom during public comment must sign-up by 5:00 p.m. on June 4, 2024 by contacting Connie Snyder at [csnyd@salisburync.gov](mailto:csnyd@salisburync.gov). Citizens who wish to speak in person can sign up in Council Chambers.*

1. Call to order.
2. Moment of Silence.
3. Pledge of Allegiance.
4. Adoption of Agenda.
5. Council to recognize Salisbury-Rowan Utilities staff Chad Jennings, Johnny Hawkins, Jon Handy and Damon Davis for their customer service to citizens. (*Presenter – Mayor Karen Alexander and Ms. Brunetta Franklin*)
6. Council to recognize Administrative Service Director Kelly Baker who has been named Assistant City Manager effective June 20, 2024. (*Presenter – City Manager Jim Greene, Jr.*)
7. Mayor to proclaim the following observance:

SALISBURY PRIDE DAY

June 22, 2024

8. Council to consider the CONSENT AGENDA:
  - (a) Approve the Minutes of the regular meeting of May 7, 2024, and the two special meetings of May 14, 2024.
  - (b) Authorize the City Manager to execute an Assignment Agreement for Retention and Expansion Assistance for DHL to assume the economic incentive agreement for real property initially provided to Crow Holdings. The incentive provides for a grant equivalent to 90% of the property taxes paid on real property for a period of three years.
  - (c) Adopt a budget Ordinance amendment to the FY2023-2024 budget in the amount of \$2,083 to appropriate a donation to Parks and Recreation for the Summer Reels and Riffs Concert Series at Bell Tower Green Park.
  - (d) Adopt a budget Ordinance amendment to the FY2023-2024 budget in the amount of \$4,275 to appropriate a reimbursement received by the Fire Department from Rowan Cabarrus Community College for 50% of the cost for leadership training.

**COUNCIL MEETING AGENDA – PAGE 2 – JUNE 4, 2024**

- (e) Authorize the City Manager to enter into an Interlocal Agreement with Rowan County for the administration of HOME-ARP funds for the construction of permanent supportive housing through Shelter Ministries, Inc.
  - (f) Approve additional compensation in the amount of \$21,958.85 for required easements for the sidewalk and intersection improvements on Brenner Avenue.
  - (g) Authorize the City Manager to approve a new purchase order in the amount of \$148,000 for EMA Resources for land application services for Salisbury-Rowan Utilities. This will replace a previously approved purchase order to cover the final invoice for land application services. Funds are available in Salisbury-Rowan Utilities FY24 budget.
  - (h) Authorize the City Manager to approve a purchase order in the amount of \$115,480.17 for the purchase of new 2023 Dodge Chargers from Performance Automotive Group. This will replace the previously approved purchase order to Parks Ford who is experiencing severe production delays. Vehicles from Performance Automotive are ready for delivery.
  - (i) Authorize the sale of sidearm and badge to Police Lieutenant Joseph Miller in the amount of \$1.00 in recognition of his retirement from the Police Department on June 1, 2024.
  - (j) Adopt a budget Ordinance amendment to the FY2023-2024 budget in the amount of \$2,000 to appropriate Controlled Substance tax funds for the Police Department for the use as a donation to Crime Stoppers.
9. Council to receive public comment. ***Speakers who wish to speak via Zoom must sign-up before 5:00 p.m. by contacting Connie Snyder at csnyd@salisburync.gov.*** Citizens who wish to speak in person can sign-up in Council Chambers. Citizens who are unable to speak during the meeting may submit written comments to the email above and they will be shared with Council.
10. Council to hold a public hearing regarding the proposed FY2024-2025 City Budget. (*Presenter – City Manager Jim Greene, Jr. and Budget Manager Tracey Keyes*)
- (a) Receive a presentation from staff
  - (b) Hold a public hearing
11. Council to consider adopting an Ordinance amending an existing Conditional District Overlay for Sacred Heart Church located at 375 Lumen Christi Lane to permit a new rectory and 36-space expansion of the existing parking lot. (*Presenter – Senior Planner Victoria Bailiff*)
- (a) Receive a presentation from staff
  - (b) Hold a public hearing
  - (c) Issue a Statement of Consistency and Statement of Reasonableness and consider adopting an Ordinance amending the Conditional District Overlay.

**COUNCIL MEETING AGENDA – PAGE 3 – JUNE 4, 2024**

12. Council to receive an update on the 10-Year Housing Strategy Plan and to provide feedback on the draft Strategic Focus Areas. (*Presenter – Planning and Neighborhoods Director Hannah Jacobson and Housing Director Aaron Finley with Thomas P. Miller & Associates*)
13. Council to consider appointments to various boards and commissions.
14. City Attorney's Report.
15. City Manager's Report.
16. Council's Comments.
17. Mayor Pro Tem's Comments.
18. Mayor's Announcements and Comments.
19. Adjourn.



# Salisbury City Council Agenda Item Request Form

## Agenda Item

**Item Title:** Council to recognize customer service provided by Salisbury-Rowan Utilities staff Chad Jennings, Johnny, Hawkins, Jon Handy, and Damon Davis.

**Requested Council Meeting Date:** June 4, 2024

**Name and Title of Presenter(s):** Mayor Karen Alexander, Citizen Ms. Brunetta Frankin

**Main Point of Contact Email:** kbake@salisburync.gov

**Phone:** 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 for consideration by Council)*

**Item Category:**  Action  Information Only  Other **Attachment:**  Yes  No

**Select if one of these categories apply:**  Ordinance  Resolution  Contract

## Strategic Plan

Focus Areas:

- Healthy, Safe & Engaged Neighborhoods
- Economic & Workforce Development
- Public Safety
- Organizational Excellence
- Sustainable Infrastructure
- Cultural Amenities

[Strategies:](#) *(Click to view specific Strategic Plan strategies)*

## Fiscal Note

**Is this item included in the current Fiscal Year budget?**  Yes  No  No Budgetary Impact

**If no, identify the funding source**

**Finance Manager Signature**

**Budget Manager Signature:**

*(If this agenda item involves funding, including grants, donations, and budget ordinance amendments, it must have a fiscal note included above along with the signature(s) of approval from the Finance Manager and/or Budget Manager)*





# Salisbury City Council Agenda Item Request Form

**Description of Requested Agenda Item:** *(Please provide detailed information necessary for City Council to make an informed decision)*

On May 13 Ms. Brunetta Franklin emailed to thank SRU staff for her experience working with staff for a lateral transfer at her home. She met with Chad Jennings, Johnny Hawkins, Jon Handy, and Damon Davis who Ms. Franklin felt exemplified customer service.



# Salisbury City Council Agenda Item Request Form

**Specific Action Requested of Council:** *(Recommended motion and Statement of Consistency if applicable)*

No action requested. For information only.

**Department Head Signature (Required)**

Kelley Baker



# Salisbury City Council Agenda Item Request Form

## Agenda Item

**Item Title:** Council to recognize Administrative Services Director Kelly Baker who has been named Assistant City Manager effective June 20, 2024

**Requested Council Meeting Date:** June 4, 2024

**Name and Title of Presenter(s):** City Manager Jim Greene, Jr.

**Main Point of Contact Email:** jim.greene@salisburync.gov

**Phone:** 704-216-7537

**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 for consideration by Council)*

**Item Category:**  Action  Information Only  Other **Attachment:**  Yes  No

**Select if one of these categories apply:**  Ordinance  Resolution  Contract

## Strategic Plan

Focus Areas:

- Healthy, Safe & Engaged Neighborhoods
- Economic & Workforce Development
- Public Safety
- Organizational Excellence
- Sustainable Infrastructure
- Cultural Amenities

[Strategies:](#) *(Click to view specific Strategic Plan strategies)*

## Fiscal Note

**Is this item included in the current Fiscal Year budget?**  Yes  No  No Budgetary Impact

**If no, identify the funding source**

**Finance Manager Signature**

**Budget Manager Signature:**

*(If this agenda item involves funding, including grants, donations, and budget ordinance amendments, it must have a fiscal note included above along with the signature(s) of approval from the Finance Manager and/or Budget Manager)*



# Salisbury City Council Agenda Item Request Form

**Description of Requested Agenda Item:** *(Please provide detailed information necessary for City Council to make an informed decision)*

Kelly Baker will become our new Assistant City Manager effective June 10, 2024. Kelly is currently serving as Administrative Services Director and has worked for the City of Salisbury for almost 21 years. She has helped lead many areas in our organization and was formerly City Clerk. She is very involved in the community including serving on the Alumni Board of Directors of Catawba College. In her new role as Assistant City Manager, Kelly will continue to provide administrative leadership for all departments, coordinate communication with Council, lead customer service initiatives and the City's State and Federal agendas, and assist with special projects. As Assistant City Manager, Kelly will work with the Finance Department and other departments to coordinate implementation of Council's Strategic Plan and she will supervise several departments and programs including, human resources, downtown development, internal and external communications and information technology. Kelly was selected for this position after an open, internal application process and panel interview. Kelly has a true collaborative and creative spirit and is focused on quality services to our customers. I am confident that Kelly will do a great job as Assistant City Manager. In working with all departments to promote Council's vision, she will help us all meet our goals and objectives.



# Salisbury City Council Agenda Item Request Form

**Specific Action Requested of Council:** *(Recommended motion and Statement of Consistency if applicable)*

No action requested. For information only.

**Department Head Signature (Required)**

*Jim Greene, Jr.*



# *City of Salisbury*

*North Carolina*

## **PROCLAMATION**

**WHEREAS**, our nation is founded on principles of equal rights for all people; and

**WHEREAS**, members of the LGBTQ+ community are increasingly under attack from rhetoric and hate targeting their fundamental human rights; and

**WHEREAS**, the City of Salisbury supports the right of every person to experience equality and freedom from discrimination and believes that by protecting human rights, we enhance the value of our society; and

**WHEREAS**, LGBTQ+ people are an integral part of the vibrant culture of our city and whose contributions enrich our community immensely; and

**WHEREAS**, Salisbury Pride continues to organize and participate in events to promote conversations about inclusion, spreading awareness and educating about LGBTQ+ issues; and

**WHEREAS**, Salisbury Pride consistently serves as a call to our collective consciousness to respect the rights of all people and to persist in the fight to eradicate prejudice, hate, and discrimination wherever it exists.

**NOW, THEREFORE**, I, Karen K. Alexander, Mayor of the City of Salisbury, North Carolina, DO HEREBY PROCLAIM Saturday, June 22, 2024 as

## **SALISBURY PRIDE DAY**

in Salisbury, and encourage all people to celebrate the contributions of the LGBTQ+ community to our City and reaffirm our commitment to diversity, mutual respect, and equality for all.

This the 6<sup>th</sup> day of June 2024.

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Mayor Karen K. Alexander

Salisbury, North Carolina  
May 7, 2024

## **REGULAR MEETING**

**PRESENT:** Mayor Karen K. Alexander, Presiding; Mayor Pro Tem Tamara Sheffield, Council Members Harry McLaughlin, David Post and Anthony Smith; City Manager Jim Greene, Jr. City Clerk Connie B. Snyder; and City Attorney J. Graham Corriher.

**ABSENT:** None.

Salisbury City Council met in Council Chambers in City Hall located at 217 South Main Street. The meeting was called to order by Mayor Alexander at 6:10 p.m. Mayor Alexander extended sympathy to the family of the Charlotte Police Officers who passed away, and she noted the passing of former City Attorney Rivers Lawther. A moment of silence was taken.

## **PLEDGE OF ALLEGIANCE**

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

## **ADOPTION OF THE AGNEDA/CHANGES TO THE AGENDA**

Mayor Alexander noted the following changes to the Agenda:

Add 5a. Council to receive an introduction to Parks and Recreation Director Keisha Coxe.

Add Proclamation: National Historic Preservation Month – May 2024

Thereupon, Mayor Pro Tem Sheffield made a **motion** to adopt the Agenda as amended. Mayor Alexander, Mayor Pro Tem Sheffield, and Councilmembers McLaughlin, Post and Smith voted AYE. (5-0)

**RECOGNITION – SALISBURY YOUTH COUNCIL**

Salisbury Youth Council (SYC) Advisor and Communications Coordinator Kaisha Brown noted the Salisbury Youth Council received an \$800 mini-grant through the State Youth Council.

SYC Vice President Ava Morris stated SYC members voted to use the grant to provide essential feminine hygiene products to girls and women in Salisbury. She stated the Council packed and prepared 100 bags containing feminine hygiene products and an informative pamphlet was delivered to Rowan Helping Ministries.

Council thanked Ms. Morris and the SYC for the all they do for the City and recognized staff who work with the SYC members.

**INTRODUCTION – NEW PARKS AND RECREATION DIRECTOR KEISHA COXE**

Deputy City Manager Richard White introduced new Parks and Recreation Director Keisha Coxe. He noted Ms. Coxe has over 17 years of recreation experience and served as Recreation District Manager in Orlando, Florida. He stated she spent eleven years with Mecklenburg County as a program supervisor and facility director.

Ms. Coxe thanked Council for its support and noted her excitement to be working with the City’s Parks and Recreation Department.

Council welcomed Ms. Coxe to the City.

**PROCLAMATIONS**

Mayor to proclaim the following observances:

PEACE OFFICER’S MEMORIAL DAY	May 15, 2024
DRINKING WATER WEEK	May 5-11, 2024
NATIONAL POLICE WEEK	May 12-18, 2024
NATIONAL PREVENTION WEEK	May 12-18, 2024
NATIONAL SKILLED NURSING CARE WEEK	May 12-18, 2024
NATIONAL PUBLIC WORKS WEEK	May 19-25, 2024
ASIAN PACIFIC AMERICAN HERITAGE MONTH	May 2024
BETTER HEARING AND SPEECH MONTH	May 2024
BIKE MONTH	May 2024
EXERCISE IS MEDICINE MONTH	May 2024
JEWISH HERITAGE MONTH	May 2024
MENTAL HEALTH AWARENESS MONTH	May 2024
MOTORCYCLE SAFETY AND AWARENESS MONTH	May 2024
NATIONAL HISTORIC PRESERVATION MONTH	May 2024



## **CONSENT AGENDA**

(a) Minutes

Approve Minutes of the special meetings of March 27, 2024 and April 16, 2024 and the regular meetings of April 2, 2024 and April 16, 2024.

(b) Budget Ordinance Amendment – Transit Department

Adopt a budget Ordinance amendment to the FY2023-2024 budget in the amount of \$8,914 to appropriate insurance proceeds for expenses related to a vehicle ramp replacement.

ORDINANCE AMENDING THE 2023-2024 BUDGET ORDINANCE OF THE CITY OF SALISBURY NORTH CAROLINA TO APPROPRIATE INSURANCE PROCEEDS.

(The above Ordinance is recorded in full in Ordinance Book No. 32 at Page No. 47, and is known as Ordinance 2024-28.)

(c) Budget Ordinance Amendment – Parks and Recreation

Adopt a budget Ordinance amendment to the FY2023-2024 budget in the amount of \$6,249 to appropriate a donation to Parks and Recreation for expenses related to Summer Reels and Riffs Concert Service at Bell Tower Green.

ORDINANCE AMENDING THE 2023-2024 BUDGET ORDINANCE OF THE CITY OF SALISBURY NORTH CAROLINA TO APPROPRIATE A PARKS AND RECREATION DONATION.

(The above Ordinance is recorded in full in Ordinance Book No. 32 at Page No. 48, and is known as Ordinance 2024-29.)

(d) Right-of-Way Encroachment – Hotwire Communications

Approve a right-of-way encroachment for the installation of underground fiber optic cable by Hotwire Communications within the right-of-way of Prescott Drive and Sycamore Road per Section 11-24(27) of the City Code.

(e) Right-of- Way Encroachment – AT&T

Approve a right-of-way encroachment for the installation of underground fiber optic cable by AT&T within the rights-of-way of Peeler Road and Parkway Lane per Section 11-24(27) of the City Code and subject to North Carolina Department of Transportation approval.

(f) Installment Financing Contract Second Amendment

Authorize the City Manager to execute a Second Amendment to the Installment Financing Contract between the City of Salisbury and First Bank to amend the definition of “interest rate” to match the way interest is calculated in the amortization schedule.

(g) Interlocal Agreement – Rowan County

Authorize the City Manager to enter into an interlocal agreement with Rowan County for property acquisition services related to Mid-Carolina Regional Airport, as authorized by Article 20 of Chapter 160A of the North Carolina General Statutes.

(h) Radio Equipment Loan Agreement

Authorize the City Manager to enter into a Radio Equipment Loan Agreement with Rowan County to provide new public safety portable and mobile radios for the Police and Fire Departments.

(i) Contract – Ground Maintenance Innes Street Innerchange

Authorize the City Manager to enter into a three-year contract in the amount of \$63,515.15 annually with Tim Johnson Landscaping, Inc. for ground maintenance of the I-85 and East Innes Street interchange.

(j) Contract – Ground Maintenance Bell Tower Green Park

Authorize the City Manager to enter into a three-year contract in the amount of \$38,493.78 annually with Tim Johnson Landscaping, Inc. for ground maintenance of Bell Tower Green Park.

(k) Voluntary Annexation – 570 Earnhardt Road

Receive a request for the voluntary annexation of 23.78 acres located at 570 Earnhardt Road, Tax Map 065 Parcel 008, Tax Map 067 Parcel 189 and a portion of Tax Map 058 Parcel 088, and adopt a Resolution instructing the City Clerk to investigate the sufficiency of the request.

RESOLUTION DIRECTING THE CITY CLERK TO INVESTIGATE A PETITION RECEIVED UNDER G.S. 160A-31, FOR VOLUNTARY ANNEXATION OF TAX MAP 065 PARCEL 008, TAX MAP 067 PARCEL 189, AND A PORTION OF TAX MAP 058 088, 23.78 ACRES LOCATED AT 570 EARNHARDT ROAD.

(The above Resolution is recorded in full in Resolution Book No. 17 at Page No. 17, and is known as Resolution 2024-12.)

(l) Supplemental Agreement – North Carolina Department of Transportation

Authorize the City Manager to execute a Supplemental Agreement with the North Carolina Department of Transportation for additional Congestion Mitigation Air Quality funds in the amount of \$1,277,268 that will require a 20% local match of \$319,317.

Thereupon, Councilmember Post made a **motion** to adopt the Consent Agenda as presented. Mayor Alexander, Mayor Pro Tem Sheffield, and Councilmembers McLaughlin, Post and Smith voted AYE. (5-0)

### **PUBLIC COMMENT**

Mayor Alexander opened the floor to receive public comment.

Ms. Dee Dee Wright requested Council consider an extension on the proposed demolition at 230 West Henderson Street.

Ms. Estelle Wright noted the property at 1133 Short Street has a creek in the back that floods and causes property damage for the church. She asked Council for any assistance it can provide.

Ms. Linda Janniton stated she is the realtor for 230 West Henderson Street, and she requested additional time to transfer the property to the potential buyer.

Mr. Jerry Miller stated he lives at 235 West Henderson Street, and he requested Council consider an extension on the proposed demolition.

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

### **UPDATE – BYRNE CRIMINAL JUSTICE INITIATIVE**

Police Chief Patrick Smith provided an update on the Byrne Criminal Justice Initiative (BCJI). He noted Major Corey Brooks has assumed the responsibilities of BCJI Coordinator, with the assistance of Lieutenant Jennifer Moreau. He added Ms. Gwen Jackson of Urbane Environments agreed to remain as a consultant. He indicated Major Justin Crews will oversee contracts and reports required to meet the Bureau Justice Assistance measures.

Chief Smith noted an onboarding workshop will be held at Livingstone College event center Tuesday, May 14, 2024 for non-profit grant awardees from 10:00 a.m. until 1:00 p.m.

City Manager Jim Greene thanked Chief Smith for his leadership and for working closely with the neighborhood. He added the City is committed to implementing the grant program.

## **LEASE AGREEMENT – NEW SARUM BREWING COMPANY**

Downtown Development Director Sada Troutman asked Council to authorize the City Manager to renew a one-year lease agreement with New Sarum Brewing Company to allow New Sarum to use a portion of the parking lot adjacent to their property from Friday evening through Sunday. She covered lease terms and noted New Sarum's and the City's lease responsibilities.

Ms. Troutman noted additions to the 2024-2025 lease and displayed a map of the proposed area. She stated staff finds the request consistent with the City's Strategic Plan under Economic and Workforce Development.

Councilmember McLaughlin inquired about resident concerns related to noise or parking conditions. Ms. Troutman confirmed there have been no noise ordinance violations.

Councilmember Post asked if the lease rate remains the same. Ms. Troutman confirmed and noted New Sarum has fifteen allotted parking spaces at a prorated rate.

Thereupon, Mayor Pro Tem Sheffield made a **motion** to authorize the City Manager to renew a one-year lease agreement with New Sarum Brewing Company to allow New Sarum to use a portion of the parking lot adjacent to their property from Friday evening through Sunday. Mayor Alexander, Mayor Pro Tem Sheffield, and Councilmembers McLaughlin, Post and Smith voted AYE. (5-0)

## **CITY OF SALISBURY INVESTMENT GRANT PROGRAM**

Downtown Development Director Sada Troutman proposed modifications to amend the City's Investment Grant Program to adjust the incentive percentages for qualifying projects. Ms. Troutman noted the existing policy was adopted on March 21, 2006. She explained incentive grants are offered in tiers based on anticipated investment, and Rowan County amended its policy in April 2023. She added the proposed changes will match Rowan County's policy.

Ms. Troutman highlighted the current policy incentives:

- Level 1- \$5MM investment- 75%
- Level 2 - \$50MM investment - 80%
- Level 3 - \$100MM investment- 85%

Ms. Troutman noted the proposed modified incentives:

- Level 1- \$5MM investment - 40%
- Level 2 - \$50MM investment - 45%
- Level 3 - \$100MM investment - 50%

Councilmember Post asked what incentive programs surrounding municipalities offer. Ms. Troutman noted she does not have that information, but will reach out to nearby cities for details.

Councilmember Post asked if the Rowan Economic Development Council (EDC) supports the City having the same incentive program as the County. Ms. Troutman stated staff worked with the EDC on the proposed recommendations and revisions and noted their support.

Administrative Services Director Kelly Baker stated modifying the existing incentives was presented at Council's Retreat in January 2024, and revising the incentives will allow Council to be more selective with awarding incentives. Councilmember Post noted concerns with vacant buildings. Ms. Baker stated staff has been working to update the Industrial Revitalization Grant program to assist with the restoration of older buildings.

City Manager Jim Greene stated Council has the authority to set the percentages at its discretion. He noted at the Council Retreat the Rowan EDC presented on incentives and discussed granting incentives for specific business types. He emphasized Council agreed not to focus on specific business types.

Thereupon, Mayor Pro Tem Sheffield made a **motion** to amend the City of Salisbury Investment Grant Program to adjust the incentive percentage for qualifying projects. Mayor Alexander, Mayor Pro Tem Sheffield, and Councilmembers McLaughlin, Post and Smith voted AYE. (5-0)

## **DEMOLITIONS**

Code Services Manager Michael Cotilla asked Council to adopt an Ordinance to order the demolition of a structure located at 230 West Henderson Street and a structure located at 210 South Jake Alexander Boulevard.

Mr. Cotilla noted the property located at 230 West Henderson Street suffered significant fire damage on April 19, 2019, and a fire notice was issued. He stated the property was cited for minimum housing violations on September 4, 2023, and a minimum housing hearing was held on October 11, 2023.

Mr. Cotilla stated heirs to the property attended the hearing and advised they were in negotiations to sell the property. He noted the compliance deadline to make repairs or sell was January 11, 2024, and added no work was attempted to bring the structure up to code. He explained a 30-day extension was granted on February 1, 2024, and on April 25, 2024, the closing attorney advised they still had not obtained a title to the property.

Mr. Cotilla stated the dwelling at 230 West Henderson Street should not be allowed to continue to deteriorate and staff recommended the demolition of the structure. He noted the cost for demolition and asbestos remediation is \$24,000, and if not paid it will result in a lien on the property.

Mr. Cotilla noted the structure located at 210 South Jake Alexander Boulevard suffered significant fire damage on August 21, 2022, and a fire notice was issued on October 12, 2022. He noted the property was cited for minimum housing violations and a minimum housing hearing was held on January 30, 2024.

Mr. Cotilla stated heirs to the property attended the hearing and noted they were financially unable to make the needed repairs to comply with City Ordinance and unable to receive a title to the property to sell. He commented the compliance deadline to make repairs or sell was April 30, 2024, and no work has been completed to bring the structure up to Code. He mentioned the property has had several calls for service due to trespassing.

Mr. Cotilla noted in its current condition the dwelling should not be allowed to continue to deteriorate and staff recommends demolition of this structure. He stated demolition and asbestos cost remediation is \$20,000.

Ms. Linda Janniton, realtor for 230 West Henderson Street, requested additional time to transfer the property to the potential buyer that has worked with City Code to increase the safety of the property.

Mayor Alexander emphasized safety concerns with the property, and she asked Mr. Cotilla for his recommendation on an extension. Mr. Cotilla noted 90 days is the common procedure for extensions. Council agreed to approve a 90-day extension with the understanding at the end of 90 days staff will move forward with the demolition.

Thereupon, Councilmember Post made a **motion** to adopt an Ordinance to order the demolition of a dwelling unfit for human habitation located at 2010 South Jake Alexander Boulevard in the City of Salisbury, North Carolina. Mayor Alexander, Mayor Pro Tem Sheffield, and Councilmembers McLaughlin, Post and Smith voted AYE. (5-0)

**ORDINANCE TO ORDER THE DEMOLITION OF A DWELLING UNFIT FOR HUMAN HABITATION LOCATED AT 2010 SOUTH JAKE ALEXANDER BOULEVARD IN THE CITY OF SALISBURY, NORTH CAROLINA.**

(The above Ordinance is recorded in full in Ordinance Book No. 32 at Page No. 49-50, and is known as Ordinance 2024-30.)

### **CONGESTION MITIGATION AIR QUALITY (CMAQ) FUND REALLOCATION**

Transportation Director Wendy Brindle presented an overview map of various projects taking place in the City. She explained the current two projects on the map including the Brenner Avenue Sidewalk and intersection improvements project and the Jake Alexander Boulevard Sidewalk improvement project.

Ms. Brindle pointed out the area where the sidewalk and intersection improvement project will take place on Brenner Avenue. She indicated this project began prior to Covid with a cost of \$770,000 with \$608,000 from Congestion Mitigation and Air Quality (CMAQ) and \$152,000 for the City's 20% match. She noted due to the delays, increase in costs, and design changes, the project has a \$1.2 million deficient. She added if the project is not completed the funds expended would have to be paid back. She commented the project has 90% plans completed and is currently

in the right-of-way certification stage with an anticipated late summer to early fall construction timeline.

Ms. Brindle commented the sidewalk improvements on Jake Alexander Boulevard have an anticipated cost of \$845,000 including \$676,032 of federal funds and City match of \$169,008. She indicated staff worked with the North Carolina Department of Transportation (NCDOT) on alternatives to take the center turn lane out to shift the traffic for more room for the sidewalk, however, NCDOT offered the solution of moving the traffic two to four feet from the existing sidewalk. She added a field study would need to take place at Grant's Creek and would increase the cost of the project. She noted after discussion with the consultant and NCDOT, staff does not recommend moving forward with the project due to safety and adequate funding to complete the project. She noted since the City has not expended any funds for the project it can request the Cabarrus-Rowan Metropolitan Planning Organization (CRMPO) reallocate the funds.

Thereupon, Mayor Pro Tem Sheffield made a **motion** to adopt a Resolution supporting the reallocation of Congestion Mitigation Air Quality (CMAQ) funds from Project BL-0034, Jake Alexander Boulevard Sidewalk, to Project C-5603H, sidewalk on Brenner Avenue from Statesville Boulevard to Horah Street and intersection improvements at Brenner and Link Avenues. Mayor Alexander, Mayor Pro Tem Sheffield, and Councilmembers McLaughlin, Post and Smith voted AYE. (5-0)

**RESOLUTION SUPPORTING THE REALLOCATION OF CONGESTION MITIGATION AIR QUALITY (CMAQ) FUNDS FROM PROJECT BL-0034, JAKE ALEXANDER BOULEVARD SIDEWALK, TO PROJECT C-5603H, SIDEWALK ON BRENNER AVENUE FROM STATESVILLE BOULEVARD TO HORAH STREET AND INTERSECTION IMPROVEMENTS AT BRENNER AND LINK AVENUES.**

(The above Resolution is recorded in full in Resolution Book No. 17 at Page No. 18, and is known as Resolution 2024-13.)

### **RESOLUTION OF SUPPORT – SECONDARY ROAD SYSTEM MAINTENANCE**

Transportation Director Wendy Brindle noted the City annexed Airport Loop Road in 2005 and provided maintenance until 2013 when the State de-annexed the area. She stated the City stopped maintaining the road and removed the road from the Powell Bill map. She indicated the County has petitioned for the road to go back onto the state's secondary road maintenance system. She commented following the submission of the County's petition it was found the City has .23 miles near Red Acres Road that remains in the City limits, so the City must petition for the state to add this section to the secondary road maintenance system.

Thereupon, Councilmember McLaughlin made a **motion** to adopt a Resolution supporting the supporting the North Carolina Department of Transportation request to add Airport Loop Road to the state-maintained secondary road system. Mayor Alexander, Mayor Pro Tem Sheffield, and Councilmembers McLaughlin, Post and Smith voted AYE. (5-0)

RESOLUTION SUPPORTING THE SUPPORTING THE NORTH CAROLINA DEPARTMENT OF TRANSPORTATION REQUEST TO ADD AIRPORT LOOP ROAD TO THE STATE-MAINTAINED SECONDARY ROAD SYSTEM.

(The above Resolution is recorded in full in Resolution Book No. 17 at Page No. 19, and is known as Resolution 2024-14.)

**BOARDS AND COMMISSIONS**

Planning Board/Board of Adjustment

Upon a motion by Councilmember Post, Mayor Alexander, Mayor Pro Tem Sheffield, and Councilmembers McLaughlin, Post, and Smith voting AYE, the following appointment was made to the Planning Board/Board of Adjustment:

Mr. Ben Tobey

Term Expires 3/31/2027

**CITY MANAGER'S REPORT**

City Manager Jim Greene noted the Budget Presentation meeting will take place Tuesday, May 14, 2024 at 6:00 p.m. He added he will present information along with Finance Director Wade Furches and Deputy City Manager Richard White.

City Manager Jim Greene pointed out changes to the Agenda submittal forms. He thanked City Clerk Connie Snyder and the Management Team for working to update the forms to tie to the City's Strategic Plan. He asked Council for any additions or changes. Councilmember Post noted the forms are easier to understand and quicker to review.

**COUNCIL COMMENTS**

Councilmember Post noted it was great to see the Salisbury Youth Council (SYC) at the Council meeting.

Councilmember McLaughlin extended condolences to the family of the federal agents who recently lost their lives in Charlotte.

Councilmember Smith noted several citizens gathered this past weekend at Bell Tower Green in response to the recent gun violence in Salisbury. He thanked those who gathered for the discussion.



## **MAYOR PRO TEM COMMENTS**

Mayor Pro Tem Sheffield thanked the Salisbury Police Department for the hard work it does for the City, and she asked the community to continue to support the Police Department.

Mayor Pro Tem Sheffield requested citizens to remember Rivers Lawthers as he served the City for 33 years. She provided condolences to his family.

## **MAYOR'S ANNOUNCEMENTS AND COMMENTS**

(a) National Peace Officer's Memorial Day

Mayor Alexander announced National Peace Officer's Memorial Day is May 15, 2024; however, Rowan County is holding their Memorial Service on May 14, 2024 from 11:00 a.m. until 12:00 noon in front of the Rowan County Court House so law enforcement officers can participate in a Torch Run for Special Olympics on May 15, 2024.

(b) Cheerwine Festival

Mayor Alexander announced the Cheerwine Festival will take place Saturday, May 18<sup>th</sup> from noon until 10:00 pm in downtown Salisbury. This family-friendly festival will feature live entertainment, Cheerwine-inspired food and drinks, arts and crafts, kid's activities and all the Cheerwine you can drink! The Cheerwine History display will take place at the Rowan Museum from noon until 5:00 pm. Historic Salisbury Trolley Tours will be available from noon until 6:00 pm at the Rowan County Visitors Center. Live music will be provided from 2:00 pm until 10:00 pm. Free shuttle parking will be provided from Rowan Cabarrus Community College, Catawba College and the Livingstone College School of Hospitality Management and Culinary Arts from 11:40 am-11:00 pm. For additional details, maps and more, visit [www.cheerwinefest.com](http://www.cheerwinefest.com).

## **ADJOURNMENT**

Motion to adjourn the meeting was made by Mayor Pro Tem Sheffield. Mayor Alexander, Mayor Pro Tem Sheffield, and Councilmembers McLaughlin, Post and Smith voted AYE. (5-0)

The meeting was adjourned at 7:50 p.m.

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Karen K. Alexander, Mayor

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Connie B. Snyder, City Clerk

Salisbury, North Carolina  
May 14, 2024

## **REGULAR MEETING**

**PRESENT:** Mayor Karen K. Alexander, Presiding; Mayor Pro Tem Tamara Sheffield, Council Members Harry McLaughlin, David Post, and Anthony Smith; City Manager Jim Greene, Jr., and City Attorney J. Graham Corriher.

**ABSENT:** City Clerk Connie B. Snyder.

Salisbury City Council met in Council Chambers in City Hall located at 217 South Main Street. The meeting was called to order by Mayor Alexander at 6:00 p.m. A moment of silence was taken.

## **ADOPTION OF THE AGENDA**

Thereupon, Mayor Pro Tem Sheffield made a **motion** to adopt the Agenda as presented. Mayor Alexander, Mayor Pro Tem Sheffield, and Councilmembers McLaughlin, Post and Smith voted AYE. (5-0)

## **PROPOSED FY2024-2025 BUDGET PRESENTATION**

City Manager Jim Greene, Jr. reviewed the highlights of the FY2024-2025 proposed budget. He noted the budget reemphasizes a commitment to financials stewardship, service efficiency, strategic investment, infrastructure maintenance, and planning for growth.

Mr. Greene pointed out the issues impacting the budget which include:

- Growth and service demand
- Recruitment and retention
- Slowing revenue growth and limited resources
- Capital projects, maintenance and repair
- Inflation and its impact on contracts, supplies and equipment

He noted the priorities for the budget:

- Strategic Plan
- Invest in employees
- Realistic revenue estimates
- Plan and manage for growth
- Infrastructure and capital improvements
- Use Fund Balance wisely for Council priorities and one-time needs
- High quality of life

Mr. Greene pointed out the 2024 Strategic Plan was used as the guiding document for the budget, and he reviewed the focus areas and how they will be addressed in the budget:

- Healthy, Safe and Engaged Neighborhoods
  - Begin implementation of Housing Strategy Plan once approved
  - Develop and recommend Community Engagement Plan
  - Improve walkability through construction of Brenner Avenue and Old Concord Road sidewalk projects
  - Begin bicycle plan
- Economic and Workforce Development
  - Conduct branding study
  - Internships funded in Human Resources
  - Implement Microtransit (grant not included in budget)
  - Downtown façade grants
  - Budget infrastructure grants for Phase I of Empire Project
  - Continue Small Business grants
- Sustainable Infrastructure
  - Continues SRU Capital Projects investment including Intake Facility and Stormwater Master Plan Progress
  - Design fuel site with gas, diesel and electric Charging
  - Conduct roof audits
  - Fund new technology, including Microsoft 365 Citywide and Fusus for Police Department
  - Improve Signal Maintenance Shop/Cone Center
- Public Safety
  - Recommend three additional Police Officer positions, IT and Transportation positions
  - Pursue three-year SAFER Grant for six new Firefighter positions to reduce OT and callbacks
  - Complete construction of Fire Station 3
  - Support Police and Fire Purchase of new technology and Fire Department cancer screening/physicals and turn-out gear

- Organizational Excellence
  - Evaluate staffing needs in Solid Waste, Fire and Police
  - Recommend compensation increases for all employees and to help address livable wage
  - Continue to fund DEI training and other leadership training
  - Expand wellness programs for employees
- Cultural Amenities
  - Complete Master Plan in conjunction with Rufty Holmes for new Multi-Generational Center Project
  - Complete design of improvements for Wells Fargo Downtown Event Space
  - Continue to improve and grow our greenway system

Mr. Greene indicated the total budget is \$119,746,878 which is an approximate 11% increase from the FY2023-2024 budget. He noted the increase is due to \$7,000,000 in grants, infrastructure, compensation, new positions, and increased benefit costs.

Mr. Greene stated the budget includes retirement system increases from 12.89% to 13.64% for most employees and 14.04% to 15.04% for law enforcement officers. He reviewed the salary adjustments approved in previous years and stated the compensation goal is to provide fair and competitive salaries for all employees. He stated the proposed budget includes the following pay adjustments:

- 1.5% Cost of Living in August 2024
- 4.5% salary range adjustment in September 2024
- 3.0% average merit in January 2025
- Annual 1% lump sum bonus December 2024

Mr. Greene indicated he is recommending a 4.9 cent tax increase to a rate of \$.665 per \$100 valuation. He pointed out that a 4.9 cent tax increase will generate \$2,102,100 for the General Fund and Transit Fund. He noted a home valued at \$200,000 would see a \$98 annual tax increase, while a home valued at \$231,685, the average home value for Salisbury, would increase \$114 annually.

Mr. Greene reviewed the value of one cent on the tax rate for Salisbury and surrounding communities:

- Salisbury - \$429,000
- Statesville - \$465,000 (FY2024)
- Kannapolis - \$888,232
- Mooresville - \$1,290,000
- Concord - \$2,295,423
- Rowan County - \$1,900,000

Mr. Greene recommended the Municipal Service District tax rate remain the same as FY2024 at \$0.156 per \$100 of valuation.

Deputy City Manager Richard White reviewed the highlights of the General Fund budget. He noted the largest expenditures from the General Fund are for public safety, general government and transportation. He also reviewed the large projects and proposed new positions be included in the proposed budget.

Mr. White noted the retirement increase, longevity bonus, increase in health insurance, continuation of additional one percent to 401K and an increase in the tax collection fee from Rowan County total \$900,321, which will be absorbed by the City.

Mr. White indicated an additional Solid Waste crew is needed to address growth and increased demand for service. He explained the additional crew will help address safety concerns from high volume operations and reduce stress on staff. He indicated to help recover the cost of operations a Solid Waste fee increase of \$2.29 per month and Recycling fee increase of \$0.48 per month is recommended. He stated this will result in a total fee of \$22.98 for residential properties and \$23.09 for commercial.

Mr. White also reviewed the 10-year Capital Improvement Plan (CIP) and noted this is the first year it has been incorporated into the budget. He noted the total General Fund request is \$22,708,838 and includes:

- Fueling site design
- The Depot purchase and design
- Neighborhood rehabilitation and revitalization
- Sidewalk projects – Brenner Avenue, Old Concord Rd
- Parks and Recreation Infrastructure (Old ARPA funds)
- Signal Shop/Cone Center design improvements

Mr. White noted there are large projects not included in the CIP because of grants or funds associated with the projects, including additional phases for the Empire Building Project, MicroTransit, Depot Project renovations, Downtown Streetscape project, Kesler Mill site redevelopment, and sale of the Plaza revenues.

Finance Director Wade Furches reviewed General Fund revenues by source and noted the largest portion of revenue is derived from property tax. He then reviewed the assumptions made during revenue projections.

Mr. Furches indicated fees are reviewed annually and in the proposed budget fees have been added or increased in Land Management and Development Services to offset increased demand for services, increased re-review of submitted plans and new services provide.

Mr. Furches reviewed the General Fund balance as a percent of expenditures and noted it increased to 61.05% in FY2023. He explained as of June 30, 2023, the remaining Fund Balance in excess of working capital and the Fund Balance Policy was \$16,872,922. He stated using that

balance and the estimated revenue surplus for FY2024 less several large one-time projects being paid from Fund Balance, the estimated percentage is 48% or \$11,718,634. He commented that the recommended budget appropriates \$2,455,794 for one-time projects.

Mr. Furches stated there has been some revenue growth despite conservative estimates, but the growth is slowing. He added the growth is helpful to the City but the increases are not sustainable long-term and a potential economic downturn is still a possibility. He noted additional revenue is needed in the General Fund to address the growth and Council's Strategic Plan priorities. He stated these appropriations for one-time needs to support needed infrastructure and Council priorities, adding the appropriations will be an investment in public safety, technology, new positions, infrastructure, and employees.

Mr. Furches reviewed the Stormwater Fund recommended budget with expected expenditures and revenues of \$2,597,895. He noted the Stormwater CIP recommends an increase to Stormwater fees to \$5.29 per ERU per month to cover the CIP. He explained these funds are used to pay for leaf collection, street sweeping, public education and involvement, and infrastructure projects.

Mr. Furches then reviewed the Salisbury-Rowan Utilities recommended budget with expenditures and revenues totaling \$39,325,841. He reviewed the key initiatives including:

- Continued investment in infrastructure upgrades to meet future demands due to growth
- Implement System Development fees
- Continued master planning
- Continue to implement adopted Capital Improvement Program (CIP)
- Evaluate staffing needs/invest in Training
- Proceed \$22.5 million grant with bidding and construction activities to meet the proposed 2021 BRIC grant project timeline for the River Pump Station Relocation Project
- \$9 million local contribution (Cube Yadkin)
- \$22.5 million grant

Mr. Furches noted the Consumer Price Index (CPI) of the South Region has increased 22.4% over the past 5 years while rates have only increased 8.03% during that same period. He indicated the City Manager recommends a water and wastewater rate increase of 3.5% for FY2025. He explained this equates to approximately \$2.12 per month for residential units based on 4,000 gallons usage. He pointed out a comparison of rates for the region:

	<u>Municipality</u>	<u>Service Population</u>	<u>No. of Water Connections</u>	<u>Water</u>	<u>Sewer</u>	<u>Residential W/S Bill Total</u>
1	Town of East Specer	1,550	793	\$47.58	\$56.46	\$104.04
2	Town of Landis (Electric City)	3,200	1,855	\$47.75	\$55.60	\$103.35
3	OWASA	86,300	21,849	\$46.54	\$53.90	\$100.44
4	City of Thomasville - Inside Rate	27,485	10,821	\$33.07	\$50.66	\$83.73
5	City of Lexington - Inside Rate (Electric City)	19,632	8,368	\$36.24	\$47.30	\$83.54
6	City of Highpoint - Inside Rate (Electric City)	116,065	43,328	\$28.70	\$47.96	\$76.66
7	City of Wilson - Inside Rate (Electric City)	50,001	21,926	\$33.91	\$39.99	\$73.90
8	City of Statesville - Inside Rate (Electric City)	28,419	12,205	\$25.86	\$41.46	\$67.32
9	<b>Salisbury-Rowan Utilities (proposed FY25)</b>	<b>53,000</b>	<b>20,469</b>	<b>\$28.14</b>	<b>\$37.06</b>	<b>\$65.20</b>
10	City of Lincolnton - Inside Rate (Electric City)	13,135	5,607	\$25.51	\$39.57	\$65.08
11	City of Kannapolis - Inside Rate	51,995	19,958	\$34.15	\$30.60	\$64.75
12	Charlotte Water	1,122,573	304,146	\$17.75	\$44.85	\$62.60
13	Town of Mooresville - Inside Rate (Electric City)	49,552	18,080	\$23.67	\$34.51	\$58.18
14	City of Concord - Inside Rate (Electric City)	116,845	46,002	\$25.92	\$25.87	\$51.79
15	City of Albemarle - Inside Rate (Electric City)	17,368	7,451	\$23.73	\$22.88	\$46.61
16	City of Lenoir - Inside Rate	23,192	9,800	\$22.00	\$22.46	\$44.46
*Information obtained from UNC Environmental Finance Center and adopted fee schedule 2023-2024						
*Rates based on 4,000 gallons (535 cf) for residential customers (approx. 5.347 billing units)						
*All communities are shown at current inside rates (not outside rates)						

Mr. Furches referred to the Broadband Fund and stated the General Fund contribution of \$2,700,000 remains flat from last year. He noted the principal and interest payment for the installment financing debt is \$2,721,313, and the budget includes \$500,000 debt principal payment to SRU. He pointed out that is the same as FY2024 but is a \$200,000 increase from FY2023.

Mr. Furches reviewed the Transit Fund and noted the grant monies used in the FY2025 proposed budget:

- \$817,812 in Grant funds
- \$23,709 allocated for third party services to clean interior and exterior of City buses
- \$678,000 contribution from General Fund (An increase of \$48,000 from current year)

He indicated there will be a continued focus on strategic focus areas including:

- Micro-transit Request for Proposal (RFP) is drafted and being reviewed by Integrated Mobility Division
- Awaiting signed Grant Agreement from Federal Transportation Administration to publish RFP publicly
- Micro-transit costs/revenues are not included in the FY2025 budget as City awaits word on grant and RFP results for service costs. A budget amendment will be needed in the future to budget for this service

Mr. Greene summarized the proposed tax and fee adjustment:

- Recommended tax rate of \$0.665 per \$100 valuation key to fund growth, public safety initiatives & City Council goals (an increase of 4.9 cents)
- Increase in Stormwater fees by \$0.48 per month to address master plan implementation as discussed with City Council

- Increase in Water and Sewer rates of 3.5% to fund infrastructure needs as discussed with City Council
- Increase in Solid Waste Fee of \$2.29 per month to fund additional crew needed for service growth as discussed with City Council
- Increase in Recycling Fee of \$0.48 per month to address increased contract costs as discussed with City Council

He reviewed the residential monthly proposed increase:

- Property Tax Increase: \$9.50 (based on \$231,685 home)
- Solid Waste Increase: \$2.29
- Recycling Increase: \$0.48
- Stormwater Increase: \$0.48
- Utility Bill Increase: \$2.12 (based on 4,000-gallon usage)
- Total Approximate Monthly Increase: \$14.87

Mr. Greene noted the proposed budget adoption process and indicated time had been reserved for an additional workshop on May 21, June 4 and June 11. He pointed out the public hearing is scheduled for June 4 with the budget adoption scheduled for June 18. After discussion, Council agreed to hold the public hearing on June 4 before scheduling additional workshops in order to hear from the public on the proposed budget.

Council thanked Mr. Greene and staff for presenting pieces of the proposed budget over the last several meetings.

Councilmember McLaughlin asked if the budget revenues include the residential developments approved over the past year. Mr. Furches indicated not all growth is reflected in the budget yet because they are valued as of January 1, 2024 and many of the developments are still valued as land without improvements. He added this is the case for commercial development projects that have recently been approved.

Councilmember Post stated the Fund Balance has grown and is also used for one-time projects. He clarified using Fund Balance will leave approximately 50%. Mr. Furches agreed and indicated the estimate is 48%.

Mayor Pro Tem Sheffield noted the General Fund balance is sound and asked if there are cuts from departmental requests that can be covered. Mr. Greene indicated Council has been supportive of staff returning at mid-year if revenues are strong in order to fund items on the list. He stated, if Council agrees, he will give a mid-year update to see if there is additional revenue for project consideration. Council agreed it was a good approach.

Councilmember Smith commented he appreciated the way the Strategic Plan has been incorporated into the budget.

Mr. Greene asked Council to let him know if there is any additional information needed.



Mayor Alexander thanked Mr. Greene and staff for their work on the budget and the way it has been shared with Council.

**ADJOURNMENT**

Motion to adjourn the meeting was made by Mayor Pro Tem Sheffield. Mayor Alexander, Mayor Pro Tem Sheffield and Councilmembers McLaughlin, Post and Smith voted AYE. (5-0)

The meeting was adjourned at 7:40 p.m.

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Karen Alexander, Mayor

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Connie B. Snyder, City Clerk

Salisbury, North Carolina  
May 14, 2024

## **SPECIAL MEETING**

**PRESENT:** Mayor Karen Alexander, Mayor Pro Tem Tamara Sheffield, Council Members Harry McLaughlin, David Post and Anthony Smith, City Manager Jim Greene, Jr., City Attorney J. Graham Corriher.

**ABSENT:** City Clerk Connie Snyder

Salisbury City Council met in Council Chambers in City Hall located at 217 South Main Street. The meeting was called to order by Mayor Alexander at 5:00 p.m.

## **ADOPTION OF THE AGENDA**

Thereupon, Mayor Pro Tem Sheffield made a **motion** to adopt the Agenda as presented. Mayor Alexander, Mayor Pro Tem Sheffield and Councilmembers McLaughlin, Post and Smith voted AYE. (5-0)

## **CLOSED SESSION**

Thereupon, Mayor Pro Tem Sheffield made a **motion** to go into Closed Session concerning an economic development matter as allowed by NCGS 143-318.11(a)(4) and to consult with an attorney as allowed by NCGS 143-318.11(a)(3). Mayor Alexander, Mayor Pro Tem Sheffield and Councilmembers McLaughlin, Post and Smith voted AYE. (5-0)

**RETURN TO OPEN SESSION**

Council returned to open session. Mayor Alexander noted no action was taken in closed session.

**ADJOURNMENT**

Motion to adjourn the meeting was made by Councilmember David Post. Mayor Alexander, Mayor Pro Tem Sheffield and Councilmembers McLaughlin, Post and Smith voted AYE. (5-0)

The meeting was adjourned at 6:04 p.m.

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Karen K. Alexander, Mayor

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Connie B. Snyder, City Clerk



# Salisbury City Council Agenda Item Request Form

## Agenda Item

**Item Title:** Assignment Agreement with DHL Supply Chain for Economic Incentive Agreement

**Requested Council Meeting Date:** June 4, 2024

**Name and Title of Presenter(s):** Graham Corriher, City Attorney

**Main Point of Contact Email:** graham.corriher@salisburync.gov **Phone:** 704-638-5309



**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 for consideration by Council)*

**Item Category:**  Action  Information Only  Other **Attachment:**  Yes  No

**Select if one of these categories apply:**  Ordinance  Resolution  Contract

## Strategic Plan

Focus Areas:

- Healthy, Safe & Engaged Neighborhoods
- Economic & Workforce Development
- Public Safety
- Organizational Excellence
- Sustainable Infrastructure
- Cultural Amenities

[Strategies:](#) *(Click to view specific Strategic Plan strategies)*

## Fiscal Note

**Is this item included in the current Fiscal Year budget?**  Yes  No  No Budgetary Impact

**If no, identify the funding source**

**Finance Manager Signature**

**Budget Manager Signature:**

*(If this agenda item involves funding, including grants, donations, and budget ordinance amendments, it must have a fiscal note included above along with the signature(s) of approval from the Finance Manager and/or Budget Manager)*



# Salisbury City Council Agenda Item Request Form

**Description of Requested Agenda Item:** *(Please provide detailed information necessary for City Council to make an informed decision)*

In February 2023, City Council approved an economic incentive agreement with Crow Holdings for the construction of industrial buildings on Peeler Road. The economic incentive agreement provides for a cash grant equivalent to 90% of the property taxes paid on improvements to real property (not personal property) for a period of three years. Crow has completed construction of the buildings and has found a tenant, DHL Supply Chain. As part of the lease agreement between DHL and Crow, DHL has agreed to assume all of Crow's rights and responsibilities related to the existing real property economic incentive agreement between the City and Crow. The real property economic incentive agreement allows for the agreement to be assigned from Crow to DHL with the City's consent. The attached Assignment Agreement presented for City Council's consideration provides that consent. Once approved, DHL would be responsible for paying the real property taxes and the City would make the incentive payments to DHL (not to Crow).

As information, the City Council also approved a separate economic incentive agreement with DHL for personal property. At the time it was approved, DHL was still operating under a project named assigned by the EDC ("Project Crow"). The personal property economic incentive agreement provides for the same three-year, 90% incentive payment as the incentive agreement referenced above but is only for personal property (not real property). No action is needed for the personal property incentive agreement because it has already been approved by City Council.



# Salisbury City Council Agenda Item Request Form

**Specific Action Requested of Council:** *(Recommended motion and Statement of Consistency if applicable)*

City Council to authorize the City Manager to execute an Assignment Agreement for Relocation and Expansion Assistance Agreement.

**Department Head Signature (Required)**

**ASSIGNMENT AGREEMENT  
FOR  
RELOCATION AND EXPANSION ASSISTANCE AGREEMENT**

This *Assignment Agreement For Relocation And Expansion Assistance Agreement* (the “Assignment Agreement”) is made and entered into as of June \_\_\_\_, 2024, by and between the **City of Salisbury**, a North Carolina municipal corporation (“City”), **Exel Inc., a Massachusetts corporation d/b/a DHL Supply Chain (USA)** (the “Company”) and **CH-M SELC Peeler, L.L.C.**, a North Carolina limited liability company (the “Property Owner”) (collectively, the “Parties”).

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

1. **Acknowledgments.** The City and the Property Owner entered into a *Relocation and Expansion Assistance Agreement* dated October 13, 2023 (the “Incentive Agreement”), which is attached to this Assignment Agreement as **Exhibit A** and incorporated by reference. Pursuant to the Incentive Agreement, the Property Owner constructed a Class A Industrial facility located at what is now known as 1395 Peeler Road (Tax Parcel 410-001) (previously known as, and in the Incentive Agreement described as, but for all intents and purposes the same as the address and parcel number set forth herein, “331 Pietryk Dr. (Tax Parcels 408-030, 410-001, 410-019, 410-029, 410-112, 410-124, and 410-128”) (the “Property”). The Property Owner has entered into an lease agreement with the Company to lease the Property and, pursuant to the lease agreement, the Company will be responsible for, *inter alia*, paying rent to the Property Owner and for paying all real and personal property taxes assessed on the Property on behalf of the Property Owner. Since the Company will now be paying the Property taxes, the Company has requested that the Property Owner assign the Incentive Agreement to the Company. The Property Owner is willing to assign the Incentive Agreement. The City is willing to consent to the Property Owner assigning the Incentive Agreement, as required by Article V, paragraph 2 of the Incentive Agreement. The Parties desire to enter into this Assignment Agreement to memorialize the assignment.
2. **Assignment of the Incentive Agreement.** By entering into this Assignment Agreement, the Property Owner hereby assigns all of its rights and responsibilities in the Incentive Agreement to the Company.
3. **City’s Consent to Assignment.** By entering into this Agreement, pursuant to Article V, paragraph 2 of the Incentive Agreement, the City consents to Property Owner’s assignment of the Incentive Agreement to the Company.
4. **Effective Date.** This Assignment Agreement shall be effective as of the date first indicated above (“Effective Date”).
5. **Term.** This Assignment Agreement remain in effect from the Effective Date and shall terminate on the date the Incentive Agreement terminates.
6. **General Conditions.**
  - a. **No assignment.** The Company may not further assign or otherwise transfer any interest in this Assignment Agreement without the prior written approval of the City.

- b. **Amendments in writing.** This Assignment Agreement may be amended only in writing and signed by all Parties.
- c. **Governing law.** North Carolina law will govern the interpretation and construction of this Assignment Agreement.
- d. **Entire agreement.** This Assignment Agreement, and any other document(s) expressly incorporated by reference as a part of this Assignment Agreement, constitutes and expresses the entire agreement and understanding between the Parties concerning its subject matter. This Assignment Agreement supersedes all prior and contemporaneous discussions, promises, representations, agreements and understandings relative to the subject matter of this Assignment Agreement. To the extent there may be any conflict between the four corners of this Assignment Agreement and other documents incorporated by reference herein, the terms of this Assignment Agreement will control.
- e. **Severability.** If any provision of this Assignment Agreement shall be declared invalid or unenforceable, the remainder of the Assignment Agreement shall continue in full force and effect.
- f. **Counterparts and execution.** This Assignment Agreement may be executed in any number of counterparts, each of which will be deemed an original but all of which together will constitute one and the same instrument. The Parties agree that computer scanned and/or faxed signatures or copies of this Assignment Agreement will have the same validity and force as an “original.”
- g. **Authority to enter agreement.** The person(s) executing this Assignment Agreement on behalf of the Parties have authority to do so as official, binding acts of the Parties.

**(Signature Pages Follow)**



**IN WITNESS WHEREOF**, Exel Inc. d/b/a DHL Supply Chain, has caused this Agreement to be executed as of the day and year first above written.

**EXEL INC., A MASSACHUSETTS CORPORATION  
D/B/A DHL SUPPLY CHAIN (USA)**

By: \_\_\_\_\_  
**PRINT NAME, TITLE**

**STATE OF** \_\_\_\_\_  
**COUNTY OF** \_\_\_\_\_

I, \_\_\_\_\_, a Notary Public of said State and County, do hereby certify that **PRINT NAME** came before me this day and acknowledged that s/he is the **TITLE** of Exel Inc., a Massachusetts corporation d/b/a DHL Supply Chain (USA), and that the foregoing instrument was voluntarily executed in the corporation's name for the purposes set forth therein.

**WITNESS** my hand and official stamp or seal, this \_\_\_\_\_ day of \_\_\_\_\_, 2024.

[SEAL]

\_\_\_\_\_  
Notary Public

My commission expires: \_\_\_\_\_

**IN WITNESS WHEREOF**, CH-M SELC PEELER, L.L.C., has caused this Assignment Agreement to be executed as of the day and year first above written.

**CH-M SELC PEELER, L.L.C.**  
a North Carolina limited liability company

By: \_\_\_\_\_  
**PRINT NAME, TITLE**

**STATE OF** \_\_\_\_\_  
**COUNTY OF** \_\_\_\_\_

I, \_\_\_\_\_, a Notary Public of said State and County, do hereby certify that **PRINT NAME** came before me this day and acknowledged that s/he is the **TITLE** of CH-M SELC Peeler, L.L.C., and that the foregoing instrument was voluntarily executed in the company's name for the purposes set forth therein.

**WITNESS** my hand and official stamp or seal, this \_\_\_\_\_ day of \_\_\_\_\_, 2024.

[SEAL]

\_\_\_\_\_  
Notary Public

My commission expires: \_\_\_\_\_

**IN WITNESS WHEREOF**, the City of Salisbury has caused this Assignment Agreement to be executed as of the day and year first above written.

**CITY OF SALISBURY,**  
a North Carolina municipal corporation

By: \_\_\_\_\_  
Jim Greene, Jr., City Manager

[SEAL]

**ATTEST:**

\_\_\_\_\_  
Connie B. Snyder, City Clerk

**STATE OF NORTH CAROLINA**  
**COUNTY OF ROWAN**

I, \_\_\_\_\_, a Notary Public of said State and County, do hereby certify that Jim Greene, Jr. and Connie B. Snyder personally came before me this day and acknowledged that they are the City Manager and the City Clerk, respectively, of the City of Salisbury, North Carolina, and that by authority duly given and as the act of such City, the foregoing instrument was signed in the City's name by the City Manager, sealed with its corporate seal and attested by the City Clerk.

**WITNESS** my hand and official stamp or seal, this \_\_\_\_ day of \_\_\_\_\_, 2024.

[SEAL]

\_\_\_\_\_

Notary Public

My commission expires: \_\_\_\_\_



# Salisbury City Council Agenda Item Request Form

## Agenda Item

**Item Title:** A Parks and Recreation donation/sponsorship for the Summer Reels and Riffs Concert Series at BTG.

**Requested Council Meeting Date:** June 4, 2024

**Name and Title of Presenter(s):** Keisha Coxe, Parks and Recreation Director

**Main Point of Contact Email:** keisha.coxe@salisburync.gov

**Phone:** 704-638-5299

**Consent Agenda**

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

**Regular Agenda**

*(Item to be discussed for consideration by Council)*

**Item Category:**  Action  Information Only  Other

**Select if one of these categories apply:**  Ordinance  Resolution  Contract

## Strategic Plan

Focus Areas:

- Healthy, Safe & Engaged Neighborhoods
- Economic & Workforce Development
- Public Safety
- Organizational Excellence
- Sustainable Infrastructure
- Cultural Amenities

[Strategies:](#) *(Click to view specific Strategic Plan strategies)*

Support high-quality parks, open spaces, greenways, and community spaces that provide a wide range of diverse amenities and programs to support healthy lifestyles for all ages - youth to retirees - and celebrate the rich cultural diversity of our community.

## Fiscal Note

**Is this item included in the current Fiscal Year budget?**  Yes  No  No Budgetary Impact

**If no, identify the funding source**

Budget ORDINANCE Amendment to appropriate a donation/sponsorship of \$2083.00 to FY23-24 Budget.

**Finance Manager Signature**

**Budget Manager Signature:**

*(If this agenda item involves funding, including grants, donations, and budget ordinance amendments, it must have a fiscal note included above along with the signature(s) of approval from the Finance Manager and/or Budget Manager)*



# Salisbury City Council Agenda Item Request Form

**Description of Requested Agenda Item:** *(Please provide detailed information necessary for City Council to make an informed decision)*

To Adopt a Budget ORDINANCE Amendment Appropriating a Parks & Recreation sponsorship/donation to the FY2023-2024 budget in the amount of \$2083.00 to help with expenses related to the Summer Reels and Riffs Concert Series at Bell Tower Green. The City has received a sponsorship/donation in the amount of \$2083.00 to help with expenses related to the Summer Reels and Riffs Concert Series at Bell Tower Green. NC General Statutes require that the City appropriate these revenues so that they can be legally spent.



# Salisbury City Council Agenda Item Request Form

**Specific Action Requested of Council:** *(Recommended motion and Statement of Consistency if applicable)*

Adopt a Budget Ordinance amending the FY2023-2024 Budget in the General Fund of \$6,249.00 for additional revenue.

**Department Head Signature (Required)**

*Kristi Cox*

AN ORDINANCE AMENDING THE 2023-2024 BUDGET ORDINANCE  
OF THE CITY OF SALISBURY, NORTH CAROLINA TO  
APPROPRIATE PARKS AND RECREATION DONATION

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

Section 1. The City has received a sponsorship/donation in the amount of \$2,083.00 for expenses related to the Reels and Riffs Concert Series at Bell Tower Green. NC General Statutes require that the City appropriate this revenue so that it can be legally spent.

Section 2. That the 2023-24 Budget Ordinance of the City of Salisbury, adopted on June 20, 2023 is hereby amended as follows:

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

- |     |   |                    |
|-----|---|--------------------|
| (1) | Increase line item 010-611-000-5131.05<br>BTG Recreation Programs             | <u>\$ 2,083.00</u> |
| (2) | Increase line item 010-000-000-4515.04<br>Recreation Donations & Sponsorships | <u>\$ 2,083.00</u> |

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

Section 4. That this ordinance shall be effective from and after its passage.



# Salisbury City Council Agenda Item Request Form

## Agenda Item

**Item Title:** Budget Ordinance Amendment for Fire Department FY23-24 Budget - Training Reimbursement from RCCC



**Requested Council Meeting Date:** June 4, 2024

**Name and Title of Presenter(s):** Fire Chief Robert Parnell

**Main Point of Contact Email:** bparn@salisburync.gov

**Phone:** 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 for consideration by Council)*

**Item Category:**  Action  Information Only  Other **Attachment:**  Yes  No

**Select if one of these categories apply:**  Ordinance  Resolution  Contract

## Strategic Plan

Focus Areas:

- Healthy, Safe & Engaged Neighborhoods
- Economic & Workforce Development
- Public Safety
- Organizational Excellence
- Sustainable Infrastructure
- Cultural Amenities

[Strategies:](#) *(Click to view specific Strategic Plan strategies)*

Public Safety Workforce Development. SFD hosted a nationally known Leadership instructor for two classes. Topics included: Step-up and Lead on March 5th, and Ste up Your Teamwork on March 6th. Attended by SFD leadership

## Fiscal Note

**Is this item included in the current Fiscal Year budget?**  Yes  No  No Budgetary Impact

**If no, identify the funding source**

**Finance Manager Signature**

**Budget Manager Signature:**

*(If this agenda item involves funding, including grants, donations, and budget ordinance amendments, it must have a fiscal note included above along with the signature(s) of approval from the Finance Manager and/or Budget Manager)*





# Salisbury City Council Agenda Item Request Form

**Description of Requested Agenda Item:** *(Please provide detailed information necessary for City Council to make an informed decision)*

Salisbury Fire Department hosted a Fire Service Leadership training seminar on March 5th and 6th, 2024, along with Rowan Cabarrus Community College (RCCC) Emergency Service Training Department. RCCC agreed to split the cost of the training with Salisbury Fire Department. SFD paid 100% to book the training. RCCC has submitted an electronic deposit to the City of \$4,275.00, 50% of the total costs on April 1, 2024. Requesting consideration to apply the \$4,275.00 back to the Fire Department Training Budget Line.



# Salisbury City Council Agenda Item Request Form

**Specific Action Requested of Council:** *(Recommended motion and Statement of Consistency if applicable)*

Council to consider approval of budget amendment to reimburse Fire Department Training Budget a total of \$4,275.00 received from Rowan Cabarrus Community College for Leadership Training conducted on March 5th and 6th, 2024.

**Department Head Signature (Required)**

Robert A. Pavee

AN ORDINANCE AMENDING THE 2023-2024 BUDGET ORDINANCE  
OF THE CITY OF SALISBURY, NORTH CAROLINA TO  
APPROPRIATE FIRE TRAINING REIMBURSEMENT

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

Section 1. The City has received a reimbursement in the amount of \$4,275.00 for expenses related to the Fire Service Leadership training seminar. NC General Statutes require that the City appropriate this revenue so that it can be legally spent.

Section 2. That the 2023-24 Budget Ordinance of the City of Salisbury, adopted on June 20, 2023 is hereby amended as follows:

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

- |     |  |                    |
|-----|--|--------------------|
| (1) | Increase line item 010-531-367-5294.00<br>Fire Training          | <u>\$ 4,275.00</u> |
| (2) | Increase line item 010-000-000-4522.06<br>General Fire Donations | <u>\$ 4,275.00</u> |

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

Section 4. That this ordinance shall be effective from and after its passage.



# Salisbury City Council Agenda Item Request Form

## Agenda Item

**Item Title:** Interlocal Agreement with Rowan County - HOME-ARP grant administration

**Requested Council Meeting Date:** June 4, 2024

**Name and Title of Presenter(s):** Hannah Jacobson, Planning and Neighborhoods Director

**Main Point of Contact Email:** hannah.jacobson@salisburync.gov **Phone:** 704-638-5230



**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 for consideration by Council)*

**Item Category:**



Action



Information Only



Other

**Attachment:**



Yes



No

**Select if one of these categories apply:**



Ordinance



Resolution



Contract

## Strategic Plan

**Focus Areas:**



Healthy, Safe & Engaged Neighborhoods



Economic & Workforce Development



Public Safety



Organizational Excellence



Sustainable Infrastructure



Cultural Amenities

[Strategies:](#) *(Click to view specific Strategic Plan strategies)*

Continue to build partnerships to provide services to the unhoused population as well as short- and long-term housing.

## Fiscal Note

**Is this item included in the current Fiscal Year budget?**



Yes



No



No Budgetary Impact

**If no, identify the funding source**

**Finance Manager Signature**

**Budget Manager Signature:**

*(If this agenda item involves funding, including grants, donations, and budget ordinance amendments, it must have a fiscal note included above along with the signature(s) of approval from the Finance Manager and/or Budget Manager)*



# Salisbury City Council Agenda Item Request Form

**Description of Requested Agenda Item:** *(Please provide detailed information necessary for City Council to make an informed decision)*

The City of Salisbury and Rowan County have each received HOME-ARP funding and each have allocated a portion of their respective awards to Shelter Ministries, Inc. for the construction of permanent supportive housing. City of Salisbury staff proposes that the City Council approve an interlocal agreement with Rowan County to jointly seek and contract with a grant administrator to manage this project. This collaboration aims to ensure efficient and effective administration of the funds and the successful completion of the project while establishing and maintaining compliance and reporting requirements.

Under the agreement, Rowan County would take the role as the lead grant administrator and, in consultation with the City, issue a Request for Qualifications and enter into a contract with a service provider. The City would be responsible to reimburse the County for services on a prorata basis according to the amount each has received for administration.



# Salisbury City Council Agenda Item Request Form

**Specific Action Requested of Council:** *(Recommended motion and Statement of Consistency if applicable)*

City Council to authorize the City Manager to enter into an Interlocal Agreement with Rowan County for the administration of HOME-ARP funds.

**Department Head Signature (Required)**

*Fernando Jackson*

NORTH CAROLINA

ROWAN COUNTY

**INTERLOCAL AGREEMENT**

This Interlocal Agreement (“Agreement”) is made this the \_\_\_ day of \_\_\_\_\_, 2024, by and between Rowan County, North Carolina (“County”), a North Carolina body politic, and the City of Salisbury, a North Carolina municipal corporation (“City”), as follows:

**RECITALS:**

**WHEREAS**, the County and City, each as sub-recipients, have individually entered into an Agreement for the Execution of the HOME-ARP American Relief Plan (collectively the “Funding Agreement”), incorporated herein by reference as if fully set forth; and

**WHEREAS**, the purpose of the Funding Agreement is to allocate specified portions of the funds approved by the Funding Agreement in accordance with the policies expressed by and declared in Title II of the Cranston-Gonzales National Affordable Housing Act (the “Act”) for the general purpose of administrative expenses for due diligence related to development and support of affordable housing in Salisbury, Rowan County for veterans, homeless or those at-risk of homelessness (the “Program”); and

**WHEREAS**, the County and City have determined that this Interlocal Agreement is in the best interest of the public to more efficiently manage administrative expenses as well as the County’s and City’s obligations set forth in the Funding Agreement Exhibit A “Action Plan”; and

**WHEREAS**, it is the intent of this Interlocal Agreement to allocate administrative costs of the Program on a prorata basis according to the amount of funding each has received and to appoint the County as the primary Grant Administrator for purposes of bidding and purchasing requirements for such administrative services; and

**WHEREAS**, The County and City are authorized to enter into Interlocal Agreements for the purposes expressed herein pursuant to NCGS 160A-461; and

**NOW WHEREFORE**, in consideration of the mutual promises contained herein the parties hereto agrees as follows:

1. County and City each represent to the other that it has received the appropriate approvals of its respective governing boards and that by signing below each is authorized to enter into this Interlocal Agreement and the same shall be valid and binding on each of them.
2. The County shall follow all federal HUD and ARPA requirements and guidelines as well as state and local purchasing and bidding requirements and shall issue appropriate requests for qualifications and/or proposals for the administrative services related to the Project. The County and City shall agree on the content of all such requests in advance of releasing them for responses and shall be consulted on decisions to engage specific service providers.
3. The County shall enter contracts with approved service providers, and submit to the City proof of payment of qualified invoices received and approved by the County and City for work completed or materials purchased specifically related to and consistent with the plans

for the Project, and the City shall reimburse such expenditures to County according to its prorata share based on the City's allocated funding amount compared to the total funding amount of both the City and County's allocations for administrative costs.

4. The City's total obligations herein shall not exceed its funding allocation without prior written approval of the City.
5. It is understood and agreed that the County shall begin submitting invoices to the City for reimbursement upon commencement of the Project and the term of this Interlocal Agreement shall continue until completion of the Project.
6. Responsibilities of the Parties:
  - A. City shall pay all qualified expenditures within thirty (30) days of receipt from County, provided the County has received such properly executed invoices together with any and all required supporting documentation required by the City to verify the invoiced amounts.
  - B. County shall in its name enter into all contracts and agreements for services related to the Project to advance the goals and objectives of this Agreement.
  - C. County shall insure compliance of its service providers with Article 2 Chapter 64 of the North Carolina General Statutes.
  - D. County will require its service providers to maintain and provide certificates of coverage for the following insurance coverage:
    - General commercial liability in the amount of \$500,000 per occurrence/\$1,000,000 aggregate with County listed as additional insured.
    - If required, Workers' Compensation in the amount of \$500,000 employer's liability
    - Automobile liability covering all owned, hired, and non-owned vehicles used in connection with this Agreement. The minimum combined single limit shall be \$1,000,000 for bodily injury and property damage; and, \$1,000,000 uninsured/underinsured motorist coverage.
7. City, during the term hereof and for two (2) years after completion of the Project, shall have the right to audit, either itself or through an independent auditor at County's expense, all books and records related to the Project to evaluate compliance with Terms and Conditions hereof.
8. Either Party may terminate this Agreement for breach of its terms by the other Party provided the non-breaching Party has provided notice of such breach and the breach remains uncured for more than ten (10) days or a reasonable longer time consistent with time needed to cure the breach. Notwithstanding the foregoing, all bona fide invoices for Contractor Project work rendered prior to Agreement termination presented by the City shall be paid by County.
9. Notices to each Party:

Rowan County  
ATTN: County Manager  
130 West Innes Street  
Salisbury, NC 28144



City of Salisbury  
ATTN: City Manager  
132 North Main Street  
Salisbury, NC 28144

10. This is the entire Agreement between the Parties, and the same may be executed in multiple originals. Any amendments to this Agreement must be in writing and approved by each Party's respective governing board.
11. This Agreement shall be governed by and construed in accordance with the laws of the State of North Carolina and venue for any and all actions arising out of this Agreement shall be Rowan County, North Carolina.
12. No delay or omission by either Party to exercise any right or power it has under this Agreement shall impair or be construed as a waiver of such right or power, nor shall any such omission or waiver of a covenant or breach operate as a waiver of any succeeding breach.
13. The invalidity of one or more of the provisions contained herein shall not affect the validity of the remaining portions of this Agreement so long as the material purposes of this Agreement can be determined and effectuated.

{ Signature Page Follows }

IN WITNESS WHEREOF, each of the parties has duly executed this Interlocal Agreement for the Execution of the HOME-ARP American Relief Plan (collectively the "Funding Agreement") or caused this Interlocal Agreement to be duly executed by its authorized representative as of the date first written above.

COUNTY OF ROWAN,

BY: \_\_\_\_\_

Its: Chairman of the Rowan County Board of Commissioners

Attest:

\_\_\_\_\_  
Its: Clerk to the Board

CITY OF SALISBURY,

BY: \_\_\_\_\_

Its: City Manager

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

\_\_\_\_\_  
Name: Anna Bumgarner  
Rowan County Finance Director

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

\_\_\_\_\_  
Name: Wade Furches  
Its: City Finance Director



# Salisbury City Council Agenda Item Request Form

## Agenda Item

**Item Title:** Project C-5603H Additional Reimbursement for Easements

**Requested Council Meeting Date:** June 4, 2024

**Name and Title of Presenter(s):** Wendy Brindle, Transportation Director

**Main Point of Contact Email:** wbrin@salisburync.gov

**Phone:** 704-638-5201



**Consent Agenda**

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



**Regular Agenda**

*(Item to be discussed for consideration by Council)*

**Item Category:**



Action



Information Only



Other

**Attachment:**



Yes



No

**Select if one of these categories apply:**



Ordinance



Resolution



Contract

## Strategic Plan

**Focus Areas:**



Healthy, Safe & Engaged Neighborhoods



Economic & Workforce Development



Public Safety



Organizational Excellence



Sustainable Infrastructure



Cultural Amenities

[Strategies:](#) *(Click to view specific Strategic Plan strategies)*

This project will provide sidewalk and intersection improvements along Brenner Avenue between Statesville Blvd and Horah Street.

## Fiscal Note

**Is this item included in the current Fiscal Year budget?**



Yes



No



No Budgetary Impact

**If no, identify the funding source**

**Finance Manager Signature**

*M. O. O'Donoghue*

**Budget Manager Signature:**

*Tracey Keyes*

*(If this agenda item involves funding, including grants, donations, and budget ordinance amendments, it must have a fiscal note included above along with the signature(s) of approval from the Finance Manager and/or Budget Manager)*



# Salisbury City Council Agenda Item Request Form

**Description of Requested Agenda Item:** *(Please provide detailed information necessary for City Council to make an informed decision)*

Council approved a municipal agreement with NCDOT in May 2018 for CMAQ funds for design, easement acquisition and construction of sidewalk on Brenner Avenue from Statesville Boulevard to Horah Street, along with intersection improvements at Brenner and Link Avenues (the main entrance to the VA Hospital). The project will utilize existing right-of-way on Brenner Avenue, but where necessary, easements were acquired in accordance with federal funding requirements. Easement types consist of temporary construction easements, permanent sidewalk easements, permanent drainage easements and right-of-way. In April 2023, Council approved payment of approximately \$32,000 for these easements. After review by NCDOT, it was determined that a new reimbursement formula had been established, and additional compensation is due to 13 properties before construction authorization can be granted. The initial payment was based on 100% of the tax value of the land for right-of-way, 50% for permanent easement and 25% for temporary construction easement. The new reimbursement formula, to be used on this and all projects moving forward, is 100% of tax value of the land for right-of-way, 100% for permanent easement and 50% for temporary construction easement. The additional compensation for this project totals \$21,958.85 and affects 13 parcels. Once these payments are made, the project can move forward with an anticipated construction by end of summer.



# Salisbury City Council Agenda Item Request Form

**Specific Action Requested of Council:** *(Recommended motion and Statement of Consistency if applicable)*

Council to approve additional compensation of \$21,958.85 for easements necessary for Project C-5603H, Sidewalks and Intersection Improvements on Brenner Avenue

**Department Head Signature (Required)**

Wendy Biddle



# Salisbury City Council Agenda Item Request Form

## Agenda Item

**Item Title:**

**Requested Council Meeting Date:**

**Name and Title of Presenter(s):**

**Main Point of Contact Email:**

**Phone:**

**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 for consideration by Council)*

**Item Category:**      Action      Information Only      Other      **Attachment:**      Yes      No

**Select if one of these categories apply:**      Ordinance      Resolution      Contract

## Strategic Plan

Focus Areas:

- Healthy, Safe & Engaged Neighborhoods
- Economic & Workforce Development
- Public Safety
- Organizational Excellence
- Sustainable Infrastructure
- Cultural Amenities

[Strategies:](#) *(Click to view specific Strategic Plan strategies)*

## Fiscal Note

**Is this item included in the current Fiscal Year budget?**      Yes      No      No Budgetary Impact

**If no, identify the funding source**

**Finance Manager Signature**

**Budget Manager Signature:**

*(If this agenda item involves funding, including grants, donations, and budget ordinance amendments, it must have a fiscal note included above along with the signature(s) of approval from the Finance Manager and/or Budget Manager)*



# Salisbury City Council Agenda Item Request Form

**Description of Requested Agenda Item:** *(Please provide detailed information necessary for City Council to make an informed decision)*



# Salisbury City Council Agenda Item Request Form

**Specific Action Requested of Council:** *(Recommended motion and Statement of Consistency if applicable)*

**Department Head Signature (Required)**





# Salisbury City Council Agenda Item Request Form

## Agenda Item

**Item Title:** Approve Purchase Order 241106

**Requested Council Meeting Date:** June 4, 2024

**Name and Title of Presenter(s):** Mark Drye, Assistant Finance Director

**Main Point of Contact Email:** mdrye@salisburync.gov

**Phone:** 704-638-5308



**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 for consideration by Council)*

**Item Category:**  Action  Information Only  Other **Attachment:**  Yes  No

**Select if one of these categories apply:**  Ordinance  Resolution  Contract

## Strategic Plan

Focus Areas:

- Healthy, Safe & Engaged Neighborhoods
- Economic & Workforce Development
- Public Safety
- Organizational Excellence
- Sustainable Infrastructure
- Cultural Amenities

[Strategies:](#) *(Click to view specific Strategic Plan strategies)*

## Fiscal Note

**Is this item included in the current Fiscal Year budget?**  Yes  No  No Budgetary Impact

**If no, identify the funding source**

PO 241106 replaces PO 240251 for Police Vehicles. The vehicles being purchased on PO 250251 are experiencing

**Finance Manager Signature**

**Budget Manager Signature:**

*(If this agenda item involves funding, including grants, donations, and budget ordinance amendments, it must have a fiscal note included above along with the signature(s) of approval from the Finance Manager and/or Budget Manager)*



# Salisbury City Council Agenda Item Request Form

**Description of Requested Agenda Item:** *(Please provide detailed information necessary for City Council to make an informed decision)*

Approve Purchase Oder:

PO #241106 - Performance Automotive Group Inc -

3 New 2023 Dodge Charger Pursuit Vehicles - \$115,480.17.



# Salisbury City Council Agenda Item Request Form

**Specific Action Requested of Council:** *(Recommended motion and Statement of Consistency if applicable)*

Authorize the City Manager to approve Purchase Order 241106 in the amount of \$115,480.17 for the purchase of 3 new 2023 Dodge Chargers from Performance Automotive Group.

**Department Head Signature (Required)**

*S. Wade Funches*



# Salisbury City Council Agenda Item Request Form

## Agenda Item

**Item Title:** Service Weapon Sale Authorization Retiree Joseph Miller

**Requested Council Meeting Date:** June 4, 2024

**Name and Title of Presenter(s):** Chief Patrick Smith

**Main Point of Contact Email:** psmit@salisburync.gov

**Phone:** 704-216-7581



**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 for consideration by Council)*

**Item Category:**



Action



Information Only



Other

**Attachment:**



Yes



No

**Select if one of these categories apply:**



Ordinance



Resolution



Contract

## Strategic Plan

Focus Areas:



Healthy, Safe & Engaged Neighborhoods



Economic & Workforce Development



Public Safety



Organizational Excellence



Sustainable Infrastructure



Cultural Amenities

[Strategies:](#) *(Click to view specific Strategic Plan strategies)*

Authorize the sale of city property to retiring Police Lieutenant Joseph Miller as outlined in NC General Statute 20-187.2.

## Fiscal Note

**Is this item included in the current Fiscal Year budget?**



Yes



No



No Budgetary Impact

**If no, identify the funding source**

**Finance Manager Signature**

*M. O. O.*

**Budget Manager Signature:**

*Tracey Keyes*

*(If this agenda item involves funding, including grants, donations, and budget ordinance amendments, it must have a fiscal note included above along with the signature(s) of approval from the Finance Manager and/or Budget Manager)*



# Salisbury City Council Agenda Item Request Form

**Description of Requested Agenda Item:** *(Please provide detailed information necessary for City Council to make an informed decision)*

Authorizing the sale of issued service weapon and distribution of issued duty badge to retiring Police Lieutenant Joseph Miller.

It is customary to offer a retiring officer their sidearm as a purchase from the city for \$1. I have included the NCGS that authorizes the sale. This Officer has a retirement date of June 1, 2024.

The sidearms of note are the following:

Lieutenant Joseph Miller  
Glock Model 45/ 9mm  
Serial # BZLH746

§ 20-187.2. Badges and service side arms of deceased or retiring members of State, city and county law-enforcement agencies; weapons of active members.

(a) Surviving spouses, or in the event such members die unsurvived by a spouse, surviving children of members of North Carolina State, city and county law-enforcement agencies killed in the line of duty or who are members of such agencies at the time of their deaths, and retiring members of such agencies shall receive upon request and at no cost to them, the badge worn or carried by such deceased or retiring member. The governing body of a law-enforcement agency may, in its discretion, also award to a retiring member or surviving relatives as provided herein, upon request, the service side arm of such deceased or retiring members, at a price determined by such governing body, upon determining that the person receiving the weapon is not ineligible to own, possess, or receive a firearm under the provisions of State or federal law, or if the weapon has been rendered incapable of being fired. Governing body shall mean for county and local alcohol beverage control officers, the county or local board of alcoholic control; for all other law-enforcement officers with jurisdiction limited to a municipality or town, the city or town council; for all other law-enforcement officers with countywide jurisdiction, the board of county commissioners; for all State law-enforcement officers, the head of the department.

(b) Active members of North Carolina State law-enforcement agencies, upon change of type of weapons, may purchase the weapon worn or carried by such member at a price which shall be the average yield to the State from the sale of similar weapons during the preceding year.

(c) For purposes of this section, certified probation and parole officers shall be considered members of a North Carolina State law enforcement agency. (1971, c. 669; 1973, c. 1424; 1975, c. 44; 1977, c. 548; 1979, c. 882; 1987, c. 122; 2013-369, s. 19; 2016-77, s. 9(b).)



# Salisbury City Council Agenda Item Request Form

**Specific Action Requested of Council:** *(Recommended motion and Statement of Consistency if applicable)*

Authorize the sale of city property to retiring Police Lieutenant Joseph Miller as outlined in NC General Statute 20-187.2.

**Department Head Signature (Required)**



# Salisbury City Council Agenda Item Request Form

## Agenda Item

**Item Title:** Adopt a Budget ORDINANCE Amendment to the FY2023-2024 budget in the amount of \$2,000 to appropriate Police Department Controlled Substance Tax Funds.

**Requested Council Meeting Date:** 6/4/2024

**Name and Title of Presenter(s):** Chief PJ Smith

**Main Point of Contact Email:** psmit@salisburync.gov

**Phone:** 704-216-7581

**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 for consideration by Council)*

**Item Category:**

Action

Information Only

Other

**Attachment:**

Yes

No

**Select if one of these categories apply:**

Ordinance

Resolution

Contract

## Strategic Plan

Focus Areas:

Healthy, Safe & Engaged Neighborhoods

Economic & Workforce Development

Public Safety

Organizational Excellence

Sustainable Infrastructure

Cultural Amenities

[Strategies:](#) *(Click to view specific Strategic Plan strategies)*

## Fiscal Note

**Is this item included in the current Fiscal Year budget?**

Yes

No

No Budgetary Impact

**If no, identify the funding source**

Police Department Controlled Substance Tax

**Finance Manager Signature**

**Budget Manager Signature:**

*M. O. O.*

*Tracey Keyes*

*(If this agenda item involves funding, including grants, donations, and budget ordinance amendments, it must have a fiscal note included above along with the signature(s) of approval from the Finance Manager and/or Budget Manager)*



# Salisbury City Council Agenda Item Request Form

**Description of Requested Agenda Item:** *(Please provide detailed information necessary for City Council to make an informed decision)*

The Police Department has received controlled substance tax funds that are restricted for use in the Police Department. These funds will be used for a donation to Crime Stoppers.





# Salisbury City Council Agenda Item Request Form

**Specific Action Requested of Council:** *(Recommended motion and Statement of Consistency if applicable)*

Adopt a Budget ORDINANCE Amendment to the FY2023-2024 budget in the amount of \$2,000 to appropriate Police Department Controlled Substance Tax.

**Department Head Signature (Required)**

A handwritten signature in blue ink, appearing to read "R. J. [unclear]", is written inside a rectangular box.

AN ORDINANCE AMENDING THE 2023-2024 BUDGET ORDINANCE  
OF THE CITY OF SALISBURY, NORTH CAROLINA TO  
APPROPRIATE POLICE DEPARTMENT CONTROLLED SUBSTANCE TAXES

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

Section 1. The City has received funds that are restricted for use in the Police Department and must be appropriated. NC General Statutes require that the City appropriate these revenues so that they can be legally spent.

Section 2. That the 2023-2024 Budget Ordinance of the City of Salisbury, adopted on June 20, 2023, is hereby amended as follows:

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

- |     |  |                |
|-----|--|----------------|
| (1) | Increase line item 010-000-000-4125.04<br>Controlled Substance Taxes | <u>\$2,000</u> |
| (2) | Increase line item 010-511-302-5450.00<br>Special Projects           | <u>\$2,000</u> |

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

Section 4. That this ordinance shall be effective from and after its passage.



# Salisbury City Council Agenda Item Request Form

## Agenda Item

**Item Title:** Council to hold a public hearing regarding the proposed FY2024-25 City Budget

**Requested Council Meeting Date:** June 4, 2024

**Name and Title of Presenter(s):** Jim Greene, City Manager and Wade Furches, Finance Director

**Main Point of Contact Email:** jim.greene@salisburync.gov or  
wffurc@salisburync.gov

**Phone:** 704-638-5224 or  
704-638-5302

**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 for consideration by Council)*

**Item Category:**  Action  Information Only  Other **Attachment:**  Yes  No

**Select if one of these categories apply:**  Ordinance  Resolution  Contract

## Strategic Plan

Focus Areas:

- Healthy, Safe & Engaged Neighborhoods
- Economic & Workforce Development
- Public Safety
- Organizational Excellence
- Sustainable Infrastructure
- Cultural Amenities

[Strategies:](#) *(Click to view specific Strategic Plan strategies)*

## Fiscal Note

**Is this item included in the current Fiscal Year budget?**  Yes  No  No Budgetary Impact

**If no, identify the funding source**

**Finance Manager Signature**

**Budget Manager Signature:**

*(If this agenda item involves funding, including grants, donations, and budget ordinance amendments, it must have a fiscal note included above along with the signature(s) of approval from the Finance Manager and/or Budget Manager)*



# Salisbury City Council Agenda Item Request Form

**Description of Requested Agenda Item:** *(Please provide detailed information necessary for City Council to make an informed decision)*

Council to hold a public hearing regarding the proposed FY2024-25 City Budget, as required by NCGS 159-3, The Local Government Budget and Fiscal Control Act.



# Salisbury City Council Agenda Item Request Form

**Specific Action Requested of Council:** *(Recommended motion and Statement of Consistency if applicable)*

Hold a public hearing to receive feedback on the proposed FY2024-25 City Budget

**Department Head Signature (Required)**

*S. Wade Funches*



# Salisbury City Council Agenda Item Request Form

## Agenda Item

**Item Title:** RZCA04-2024-0001: Sacred Heart Catholic Church - Amendment to Conditional District Overlay, existing base districts to remain unchanged.

**Requested Council Meeting Date:** 6/4/24

**Name and Title of Presenter(s):** Victoria Bailiff, Senior Planner

**Main Point of Contact Email:** victoria.bailiff@salisburync.gov      **Phone:** 704-638-5212

**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 for consideration by Council)*

**Item Category:**  Action     Information Only     Other      **Attachment:**  Yes     No

**Select if one of these categories apply:**  Ordinance     Resolution     Contract

## Strategic Plan

- Focus Areas:
- Healthy, Safe & Engaged Neighborhoods
  - Economic & Workforce Development
  - Public Safety
  - Organizational Excellence
  - Sustainable Infrastructure
  - Cultural Amenities
- [Strategies:](#) *(Click to view specific Strategic Plan strategies)*

## Fiscal Note

**Is this item included in the current Fiscal Year budget?**  Yes     No     No Budgetary Impact

**If no, identify the funding source**

**Finance Manager Signature**

**Budget Manager Signature:**

*(If this agenda item involves funding, including grants, donations, and budget ordinance amendments, it must have a fiscal note included above along with the signature(s) of approval from the Finance Manager and/or Budget Manager)*



# Salisbury City Council Agenda Item Request Form

**Description of Requested Agenda Item:** *(Please provide detailed information necessary for City Council to make an informed decision)*

Sacred Heart Catholic Church is requesting an amendment to an existing Conditional District overlay for seven parcels located at 375 Lumen Christi Lane (PID: 326 239, 327 001, 327 132, 327 129, 327 130, 327 133, 327 131) to construct a new rectory and expand the existing parking lot for the church by 36 spaces. The existing conditional district overlay totals approximately 107.56 acres. The base zoning districts are General Residential (GR6), Residential Mixed Use (RMX), Neighborhood Mixed Use (NMX), and Community & Institution (CI); all of these districts are to remain the same.



# Salisbury City Council Agenda Item Request Form

**Specific Action Requested of Council:** *(Recommended motion and Statement of Consistency if applicable)*

The City Council hereby finds and determines that the adoption of an Ordinance to amend the conditional district overlay for the property described in Petition RZCA04-2024-00001, is consistent with the goals objectives and policies of the Forward 2040 Comprehensive Plan. The City Council finds that the map amendment is reasonable due to the limitations set forth in the petition and the compatibility of the proposed use and existing surrounding uses and hereby moves to approve the Conditional District overlay amendment for 375 Lumen Christi Lane (Tax Map: 327 Parcels: 001, 132, 129, 130, 133, 131 and Tax Map: 326 Parcel: 239) to permit a new rectory and 36 space expansion of the existing parking lot.

**Department Head Signature (Required)**





## Planning & Zoning Analysis

<b>CASE NO.</b>	<b>RZCA04-2024-00001</b>
<b>Petitioner(s)</b>	Sacred Heart Catholic Church
<b>Owner(s)</b>	Sacred Heart Catholic Church
<b>Representative(s)</b>	Gray Stout
<b>Address</b>	375 Lumen Christi Lane
<b>Tax Map &amp; Parcel(s)</b>	326 239, 327 001, 327 132, 327 129, 327 130, 327 133, 327 131
<b>Size / Scope</b>	Seven parcels of approximately 107.56 acres in total
<b>Location</b>	Located along Lumen Christi Lane north of its intersection with N Jake Alexander Boulevard.

---

### PETITIONER REQUEST

<b>Request:</b>	Petition proposes to amend the existing conditional district overlay for seven (7) parcels, totaling approximately 107.56 acres. The base zoning districts are General Residential (GR6), Residential Mixed Use (RMX), Neighborhood Mixed Use (NMX), and Community & Institution (CI); all of these districts are to remain the same.
<b>Staff Comments:</b>	The properties are currently located within the city limits of Salisbury.
<b>Is the use permitted in the base Zoning without the Conditional District Overlay?</b>	Yes.



## Planning & Zoning Analysis

### Base Zoning District Descriptions

*Existing:*

General Residential (GR6), Residential Mixed Use (RMX), Neighborhood Mixed Use (NMX), and Community & Institution (CI); with Conditional District Overlay (CD)

*Proposed:*

General Residential (GR6), Residential Mixed Use (RMX), Neighborhood Mixed Use (NMX), and Community & Institution (CI); with Conditional District Overlay (CD)

**Development Type:**

Religious Institution / Dwelling – Single Family

### CHARACTER OF AREA

**Overview:**

Two of the parcels identified in this petition are currently developed, the others remain vacant.

Existing uses in the vicinity include residential, institutional, agricultural, and undeveloped properties. This amendment will likely have little effect on adjacent properties.

### Surrounding Land Use(s) & Zoning:

<i>Location</i>	<i>Existing Land Uses</i>	<i>Existing Zoning</i>
North of area	Agricultural	GR6
East of area	Residential, undeveloped	GR6
South of area	Institutional, Residential	UR12, GR6, CI
West of area	Agricultural	GR6



## Planning & Zoning Analysis

---

### INFRASTRUCTURE & CIVIC/COMMUNITY FACILITIES

**Public Schools:**

**Elementary:** Isenburg Elementary  
**Middle:** North Rowan Middle  
**High:** North Rowan High

**Fire District:**

These parcels are currently within the Salisbury City Fire District service area.

**Utilities**

*Water & Sewer:*

Existing public water and sewer is available to the properties.

**Transportation**

*Transit:*

This site is not currently served by Salisbury Public Transit. The nearest transit stop is at the intersection of N Jake Alexander Boulevard and Statesville Boulevard, approximately two thirds of a mile from the site.

*Property Access(s):*

These parcels have frontage on Lumen Christi Lane which meets N Jake Alexander Boulevard; this access point will not be affected by amending the overlay.

*Public Improvements:*

Lumen Christi Lane is maintained by the City of Salisbury, no public improvements are proposed with this amendment.

---

### ENVIRONMENT

**Topography / Hydrology:**

The property is partially wooded and due to its' size, has many grade changes.

**Flood Hazard / Streams / Wetlands:**

This site does have a USGS blue line stream and floodplain, however, these features are not to be disturbed by the proposed development.



## Planning & Zoning Analysis

### COMPREHENSIVE & AREA PLANS

#### Applicable Plans:

*Policy 6.3.3:*

#### **Forward 2040 Comprehensive Plan**

*Protect trees, ponds, creeks, and other natural features during development. Discourage the practice of clear-cutting.*

#### **Future Land Use Map**

*The Future Land Use Map has this property designated as Public, Office, & Institutional. CI and NMX are associated Zoning Districts with the Public, Office, & Institutional Place Type, GR and RMX are not. However, given the restrictions provided by the Conditional District overlay, staff finds that the petition is consistent with the Place type.*

*Staff recommends approval of **RZCA04-2024-00001**, determining the request is consistent with the goals, objectives, and policies of the Forward 2040 Comprehensive Plan.*



## Planning & Zoning Analysis

---

### TRC & PLAN REVIEW

#### **TRC Meeting:**

The master plan was reviewed by the City's Technical Review Committee (TRC) on April 18, 2024, where the TRC recommended approval of the plan subject to minor revisions. All comments were satisfied upon resubmittal.

#### **Conditional District Alternative Design Request(s)**

#### *Alternative Design Requests:*

None.

#### **Planning Board Recommendation:**

This proposal was presented to Planning Board at their courtesy hearing on May 14, 2024. After deliberation, the Planning Board unanimously recommended approval, stating that the proposal is consistent with the Forward 2040 Comprehensive Plan as submitted.





RZCA04-2024-00001

Church of the Sacred Heart

Sacred Heart Cemetery

Lumen Christi Lane

Isenberg Elementary School

Crescent Golf by Century Communities

The Revival Golf Course At The Crescent

Tan Lines

Isolation Door Caddy

Laurel Valley Way

C T Harris Imaging

Joe's Tree Care

Northgate Church

Deer Brook Dr

White Farm Rd

601

Hidden Creek Cir

Hidden Creek Cir

Kerrin Dr

Lumen Christi Lane

Lumen Christi Lane

Jump and Run Branch

Run Branch

Piccor Cr

Procar Dr

1944

2048


















Pray

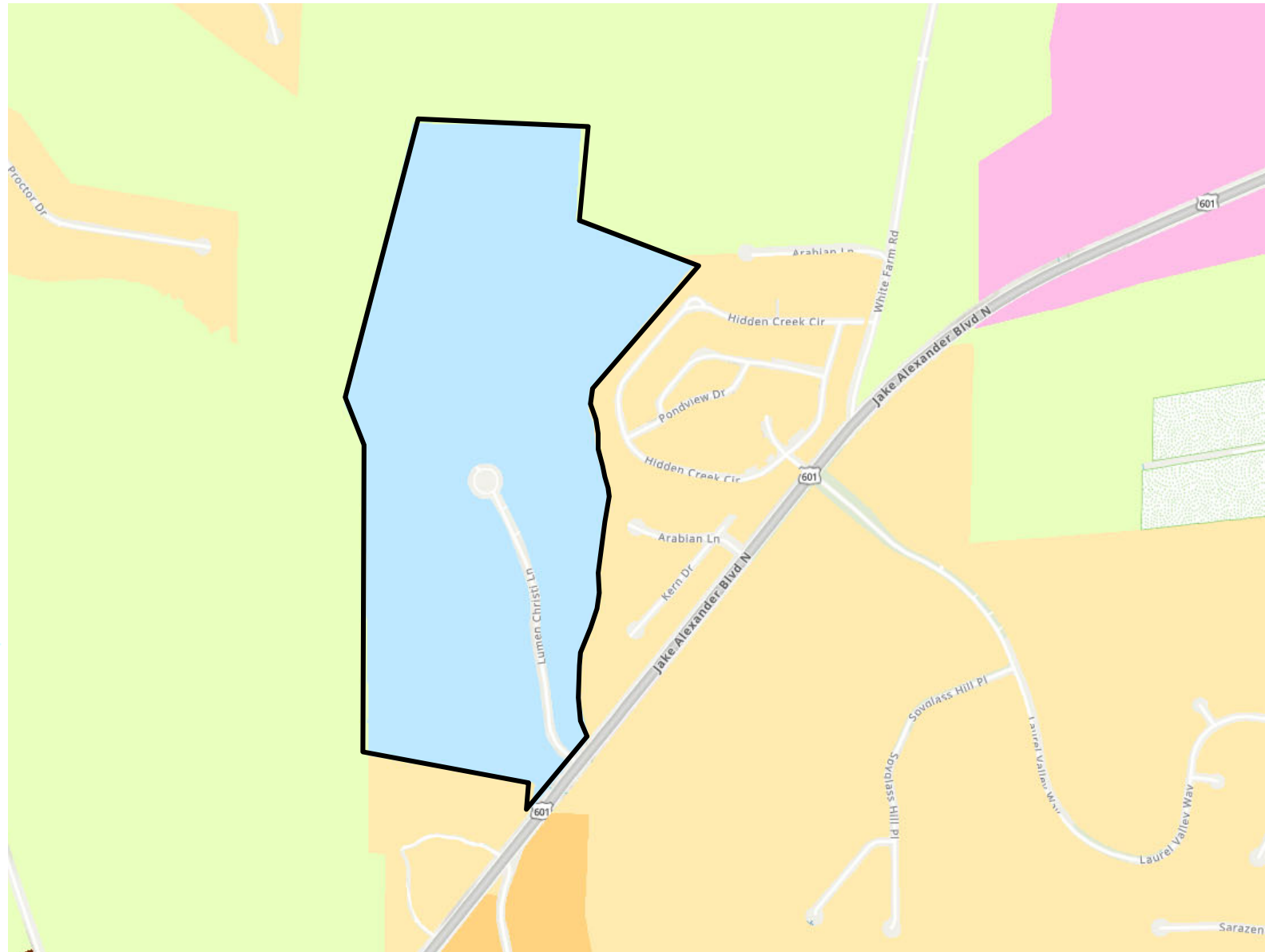
Line Cr





### Future Land Use Map Category

-  TN - Traditional Neighborhood
-  SN - Suburban Neighborhood
-  MFC - Multi-family Community
-  EN - Emerging Neighborhood
-  FN - Future Neighborhood
-  RN - Rural Residential
-  OSP - Open Space
-  IC - Institutional Center
-  EC - Employment Center
-  DTC - Downtown Center
-  AC - Activity Corridor
-  HCC - Highway Commercial Corridor
-  RCC - Regional Commercial Center
-  CAC - Community Activity Center
-  NAC - Neighborhood Activity Center
-  POI - Public, Office, and Institutional
-  PP - Production and Processing







5/6/24

**DRAWING INDEX**

- SITE PLANS**
- L-1 OVERALL CAMPUS SITE PLAN
  - L-2 SITE / LANDSCAPE PLAN AT RECTORY 1:20
  - L-3 SITE / LANDSCAPE PLAN AT RECTORY 1:10
  - L-4 SITE PLAN AT NEW PARKING 1:20
- FLOOR PLANS**
- A-1 FOUNDATION PLAN
  - A-2 LOWER LEVEL FLOOR PLAN
  - A-3 MAIN LEVEL FLOOR PLAN
  - A3.1 MAIN LEVEL FLOOR FRAMING PLAN
  - A-4 ROOF PLAN
  - A-5 ROOF FRAMING PLAN
- ELEVATIONS**
- A-6 FRONT & RIGHT SIDE ELEVATIONS
  - A-7 REAR & LEFT SIDE ELEVATIONS
- SCHEDULES & DETAILS**
- A-8.0 SCHEDULES
  - A-8.1 SCHEDULES
  - A-9 WALL SECTIONS
  - A-10 WALL SECTIONS & CONSTRUCTION DETAILS
  - A-11 WALL SECTIONS & CONSTRUCTION DETAILS
  - A-12 WINDOW & DOOR CONSTRUCTION DETAILS
- INTERIOR ELEVATIONS**
- A-13 INTERIOR ELEVATIONS
  - A-14 INTERIOR ELEVATIONS & APPLIANCE SCHEDULE
- ELECTRICAL**
- E-1 LOWER LEVEL ELECTRICAL PLAN
  - E-2 MAIN LEVEL ELECTRICAL PLAN

SACRED HEART  
CATHOLIC CHURCH  
NEW RECTORY  
SALISBURY, NC

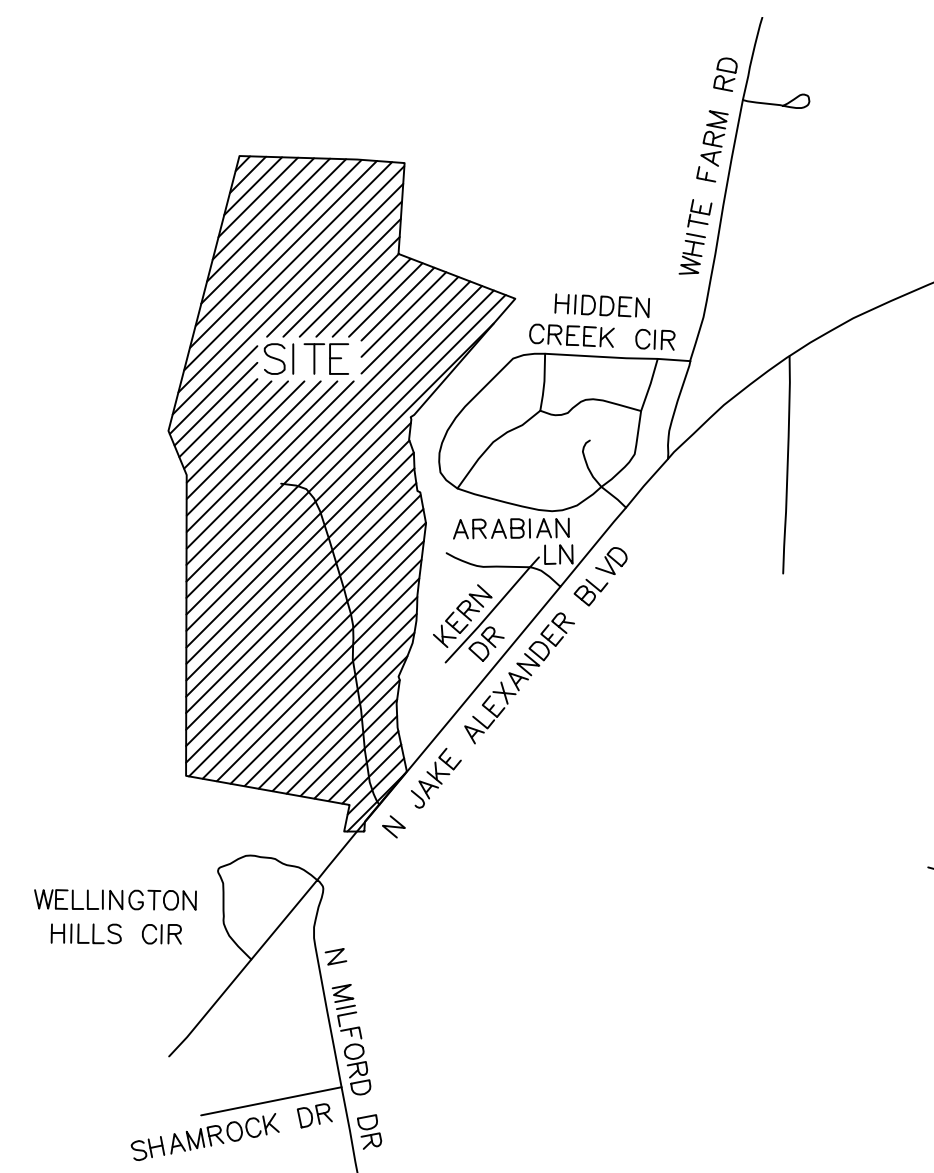
CAMPUS SITE PLAN  
1" = 100'

4/11/24

REVISIONS:  
4/22/24  
5/6/24

**L-1**

SITE DATA TABLE		
PROPERTY OWNER: <i>Peter J. Jugis, Bishop of the Roman Catholic Diocese of Charlotte, N. C.</i>		
SCALE: 1" = 100'	375 LUMEN CHRISTI LANE SALISBURY, NC	ZONING: CI-CD GR6-CD, NMX-CD
DATE: 5-6-24		
FRANKLIN TOWNSHIP, ROWAN COUNTY, NORTH CAROLINA REFERENCES: 326-239, 327-001, 327-132, 327-129, 327-130, 327-133, 327-131 Deed Book 1076 Page 935. Book of Maps 9995 Page No.		
SITE ACREAGE - 107.56 AC.		
RECTORY PARKING- 5 BEDROOMS- 5 SPACES PROVIDED		



VICINITY MAP \*\*\*NOT TO SCALE

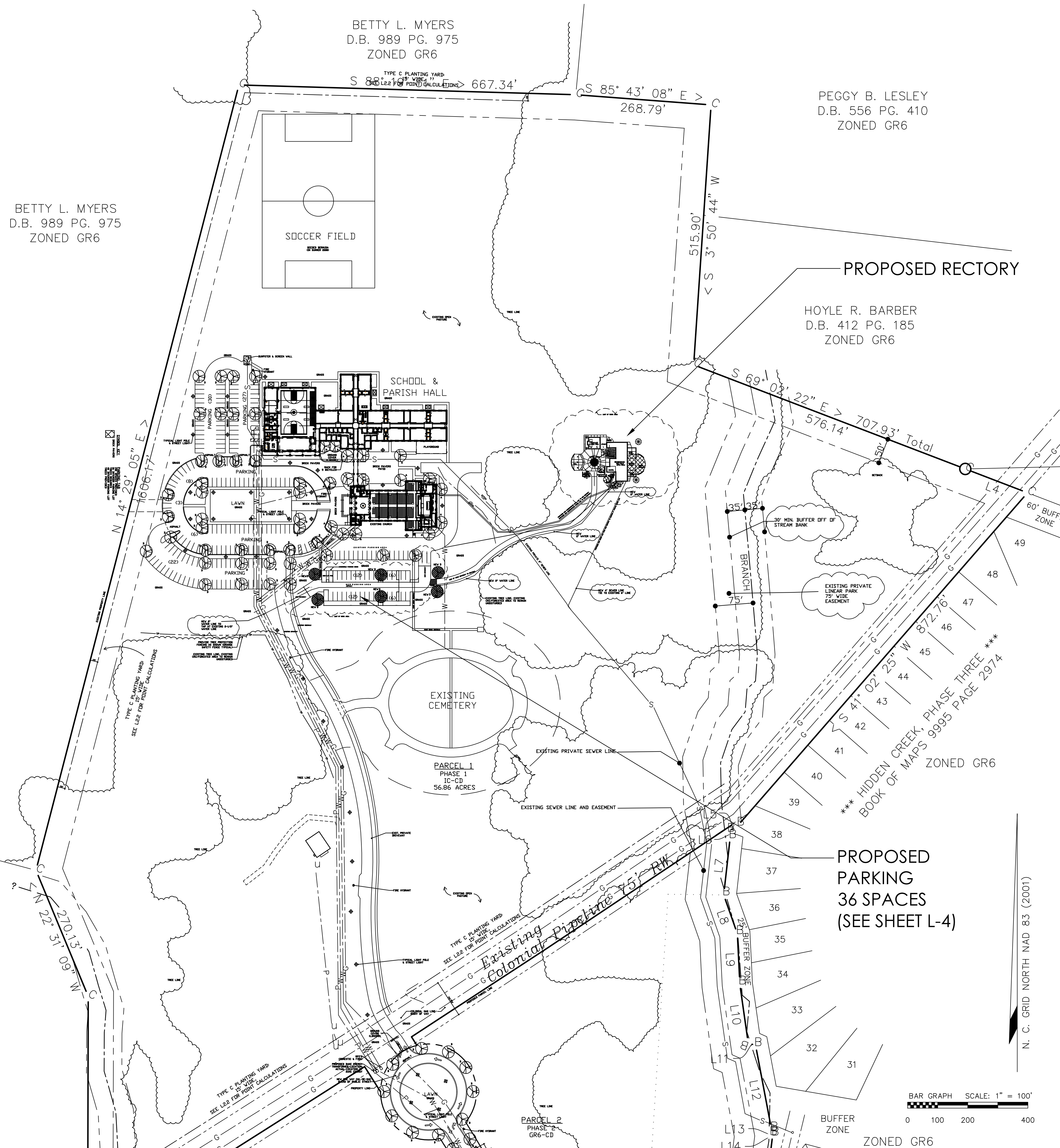
HARRY L. HIPPI, JR.  
D.B. 219 PG. 79  
D.B. 323 PG. 268  
ZONED GR6

BETTY L. MYERS  
D.B. 989 PG. 975  
ZONED GR6

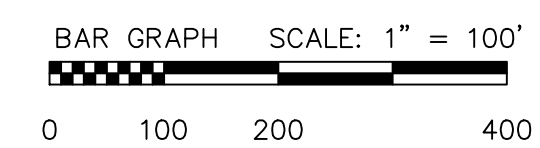
BETTY L. MYERS  
D.B. 989 PG. 975  
ZONED GR6

PEGGY B. LESLEY  
D.B. 556 PG. 410  
ZONED GR6

HOYLE R. BARBER  
D.B. 412 PG. 185  
ZONED GR6



PROPOSED  
PARKING  
36 SPACES  
(SEE SHEET L-4)



N. C. GRID NORTH NAD 83 (2001)





5/6/24

FRED B. BLACKLEY, ASLA  
LANDSCAPE ARCHITECT

704.484.1731 704.913.2222

fredblackley@gmail.com

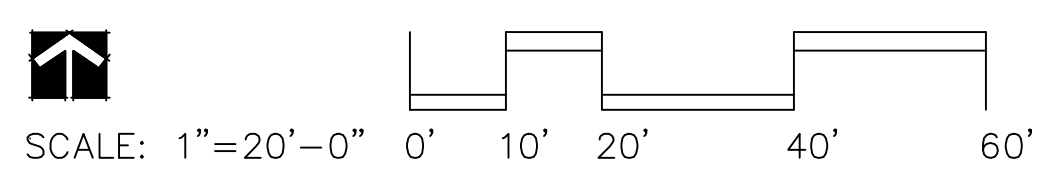
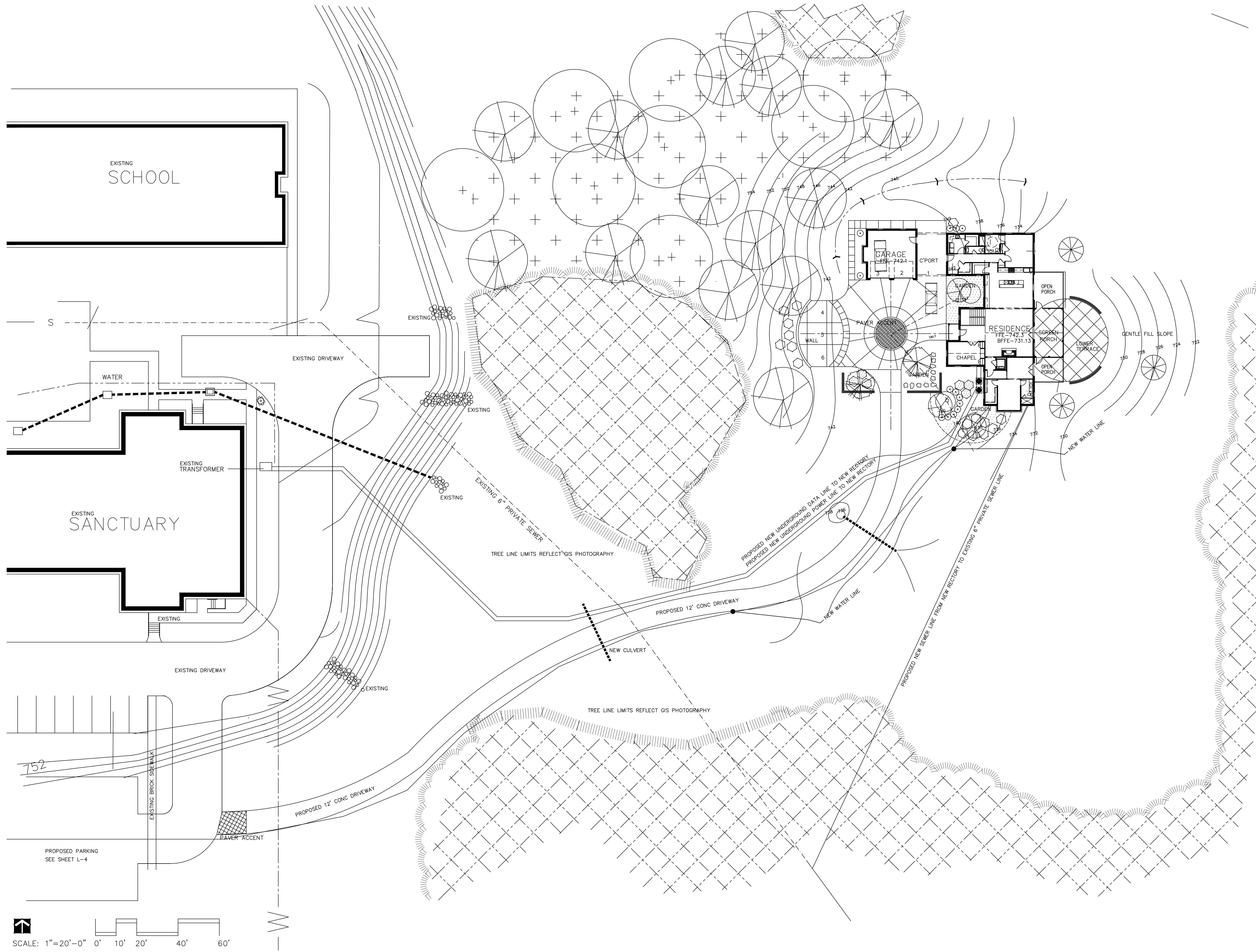
504 SOUTH DEKALB STREET  
SHELBY, NORTH CAROLINA 28150

SACRED HEART  
CATHOLIC CHURCH  
NEW RECTORY  
  
SALISBURY, NC

SITE PLAN  
1" = 20'

4/11/24

REVISIONS:  
4/22/24  
5/6/24







FRED B. BLACKLEY, ASLA  
LANDSCAPE ARCHITECT

704.484.1731 704.913.2222

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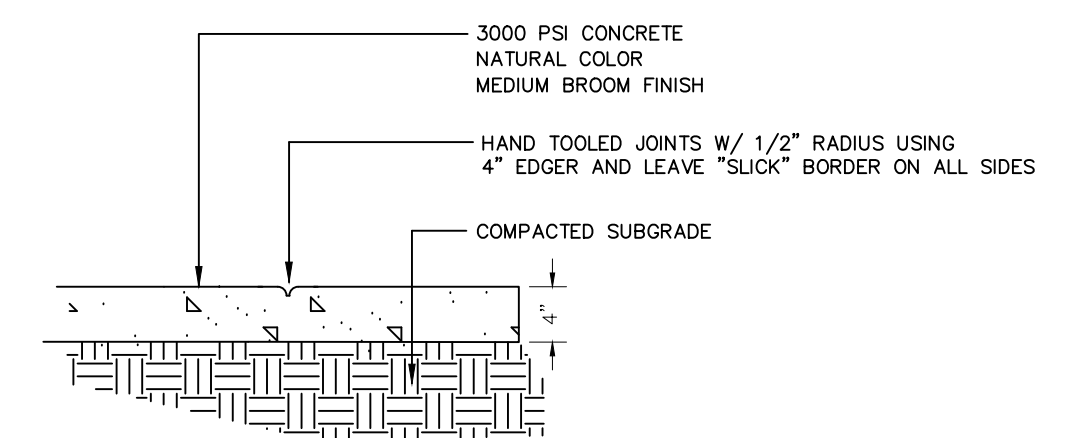
504 SOUTH DEKALB STREET  
SHELBY, NORTH CAROLINA 28150

SACRED HEART  
CATHOLIC CHURCH  
NEW RECTORY  
  
SALISBURY, NC

SITE PLAN  
1" = 10'

4/11/24

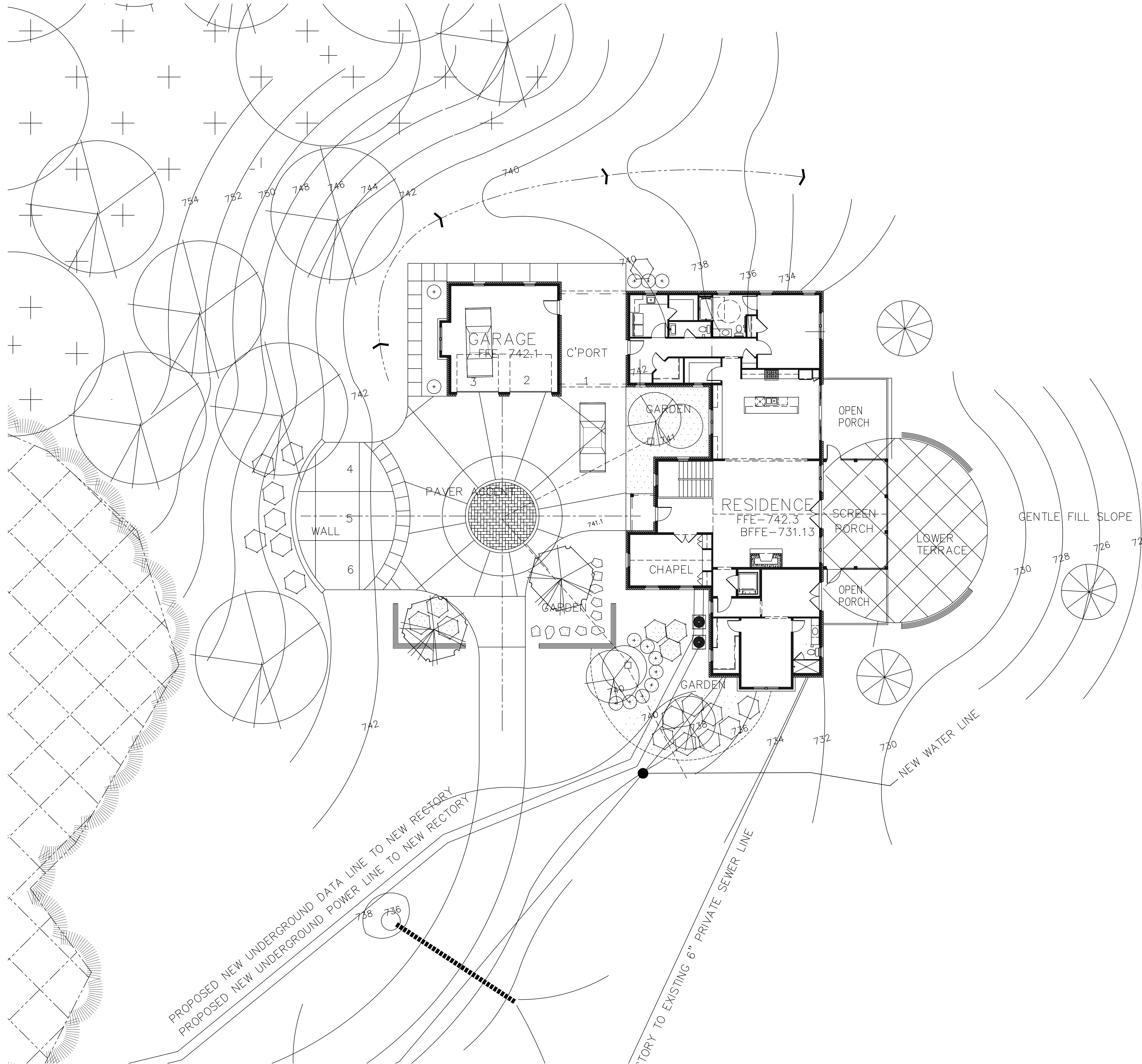
REVISIONS:  
4/22/24  
5/6/24



SECTION

2 CONCRETE PAVING  
L3 NTS

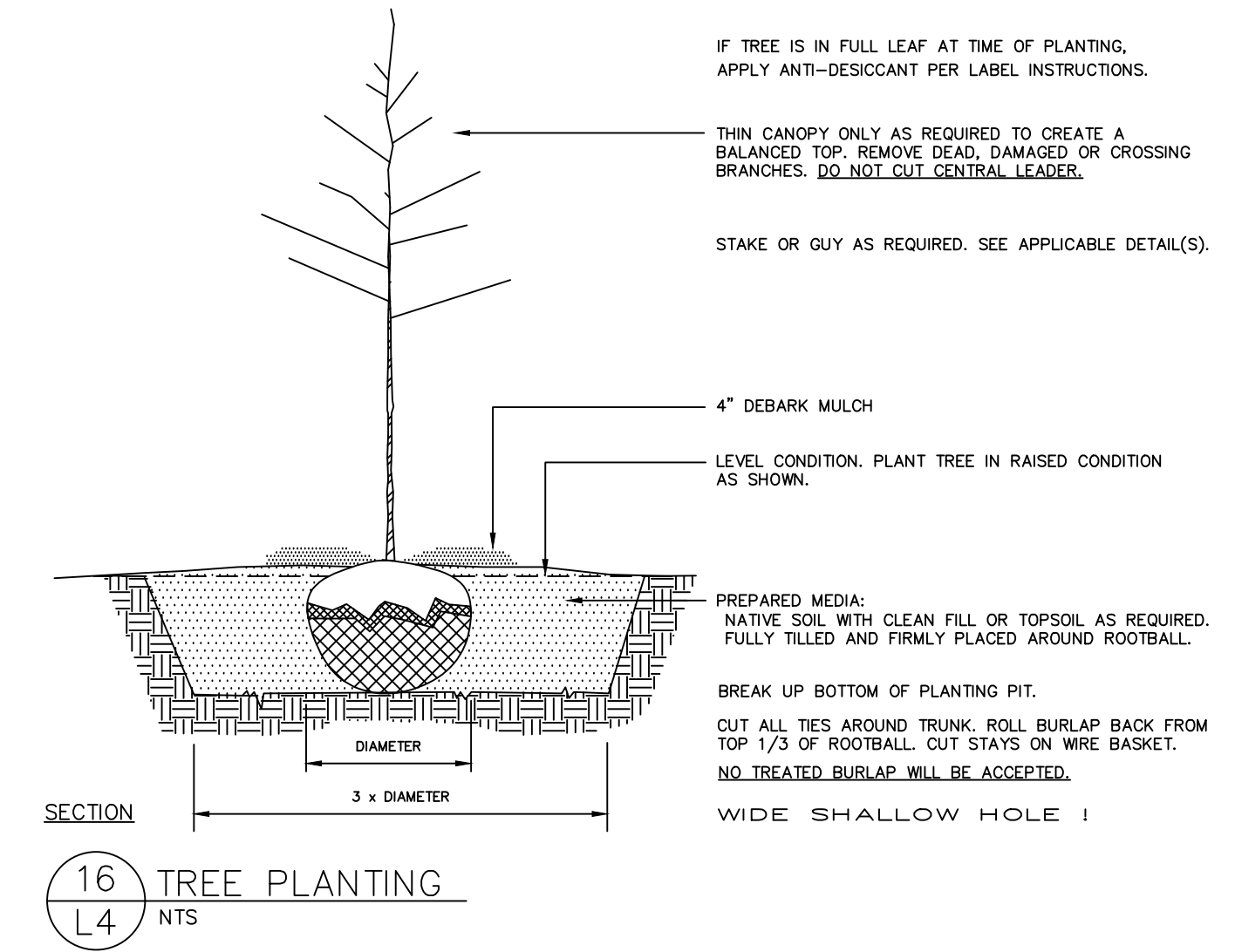
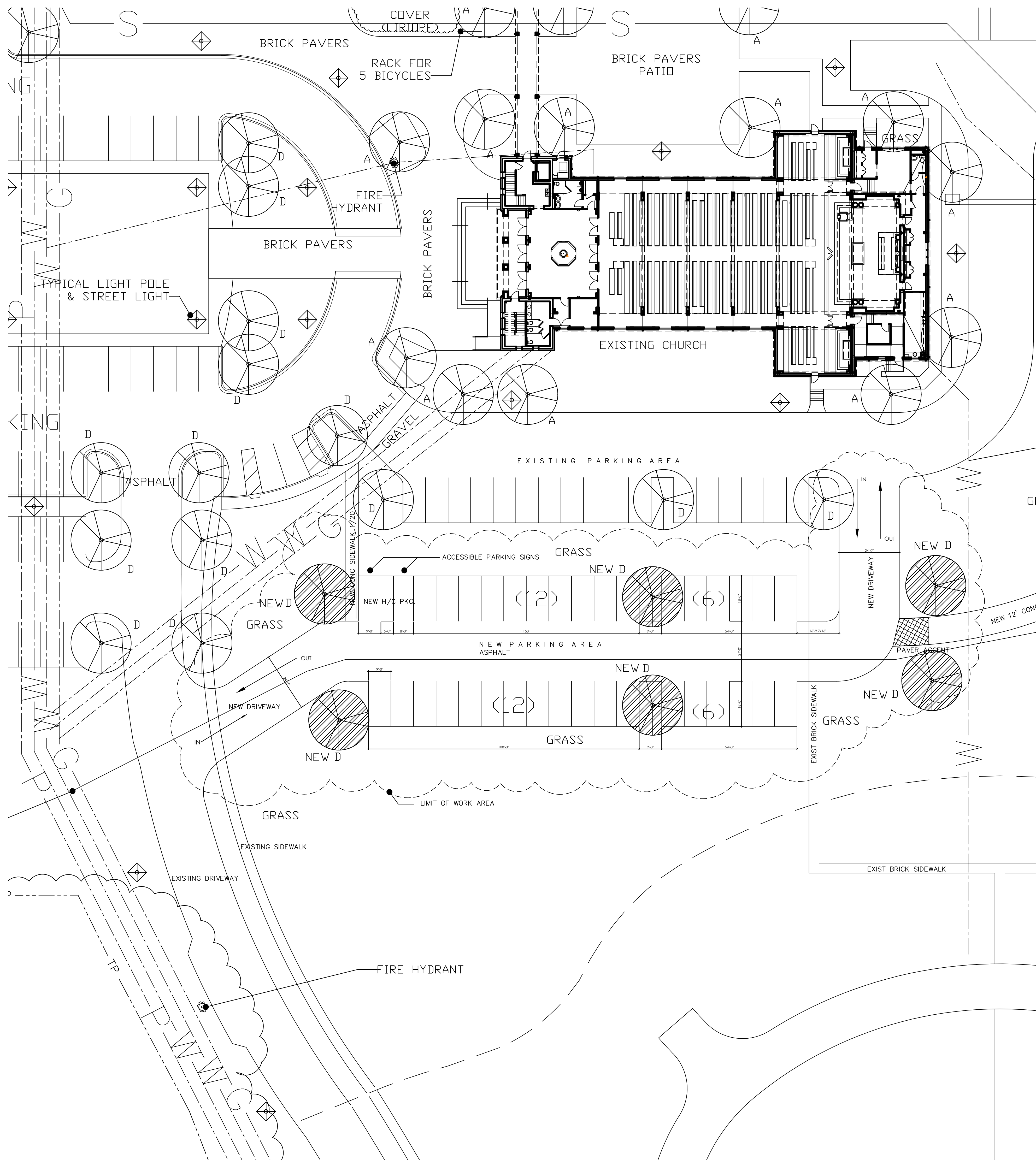
L-3



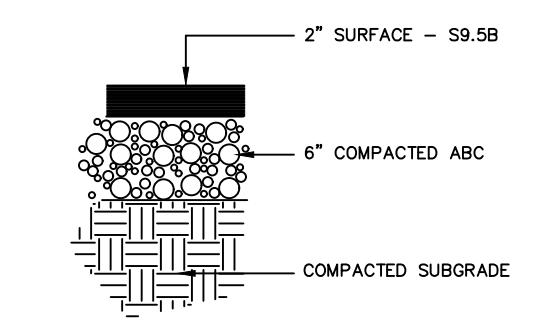




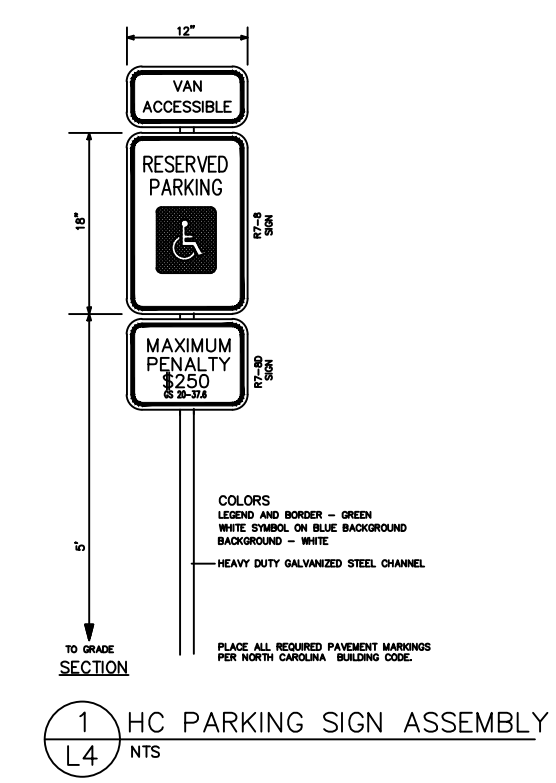
5/6/24



16 TREE PLANTING  
L4 NTS



10 ASPHALT PAVING  
L4 NTS



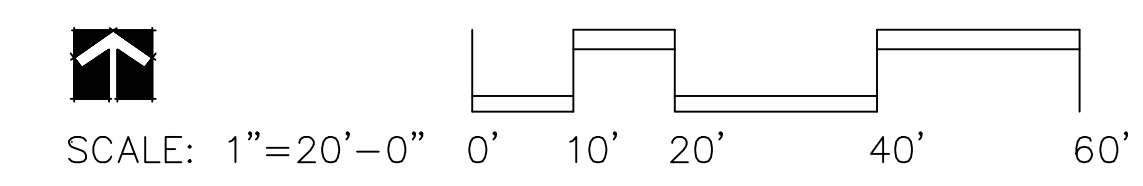
1 HC PARKING SIGN ASSEMBLY  
L4 NTS

SACRED HEART  
CATHOLIC CHURCH  
NEW RECTORY  
SALISBURY, NC

SITE PLAN AT  
NEW PARKING  
1" = 20'

4/11/24  
REVISIONS:  
4/22/24  
5/6/24

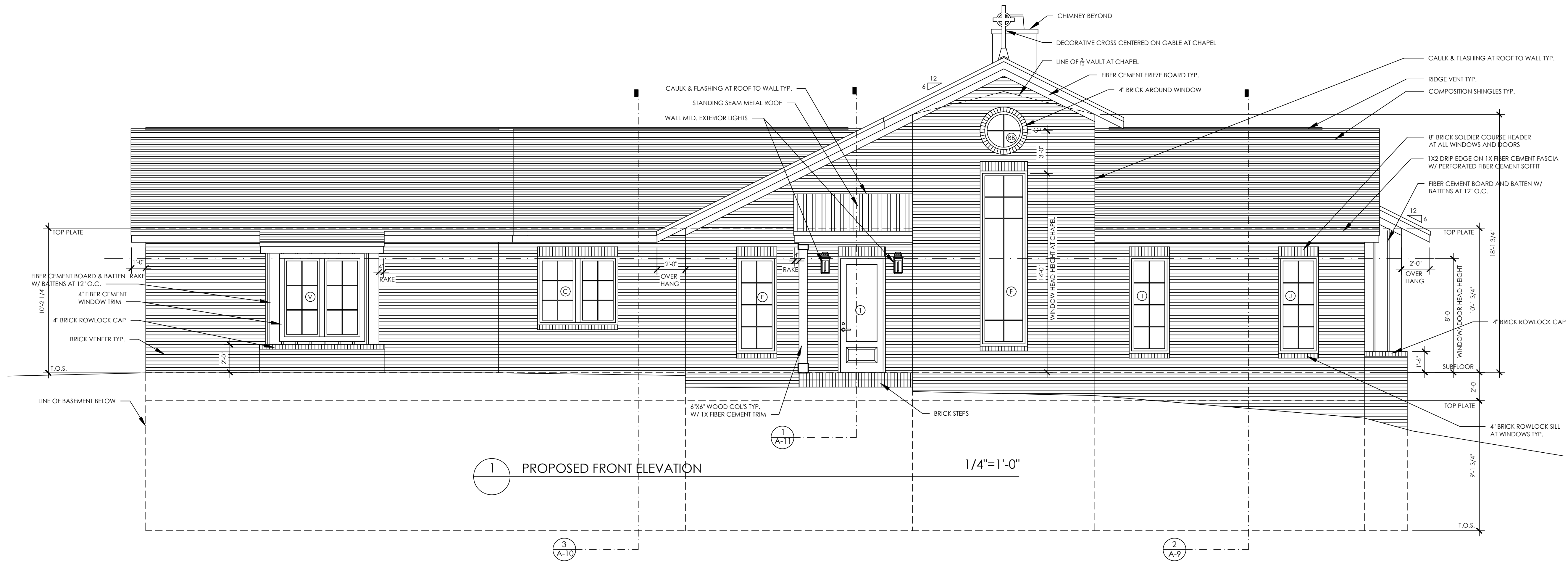
N. C. GRID NORTH NAD 83 (2001)





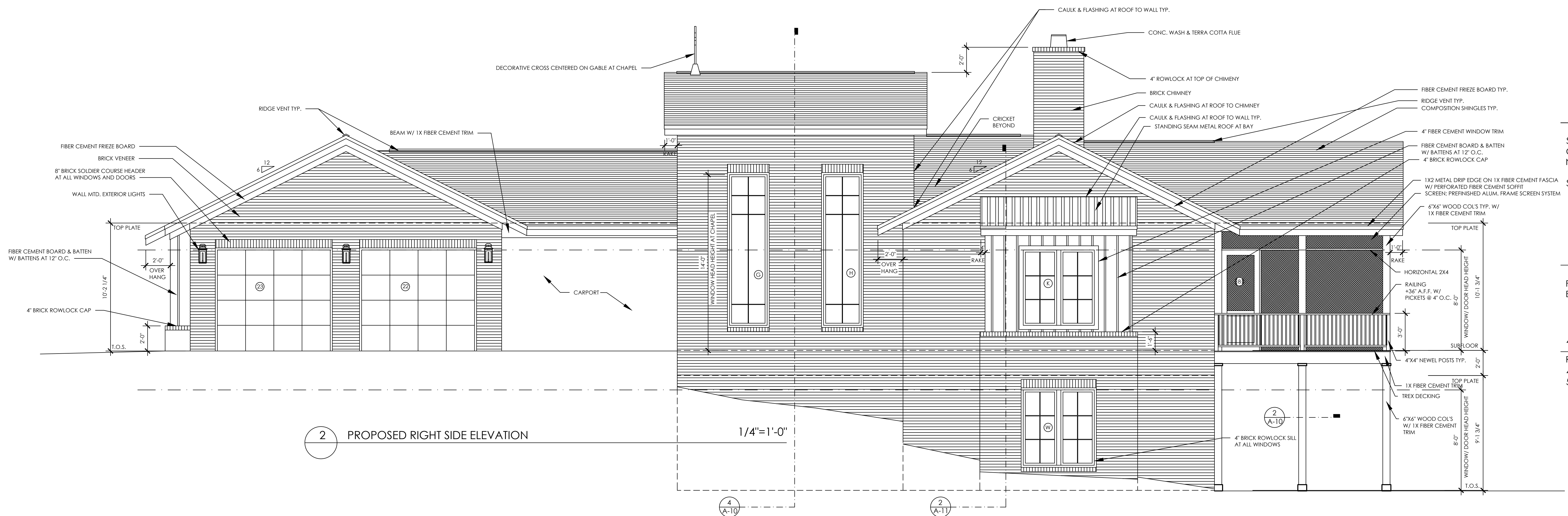


5/6/24



1 PROPOSED FRONT ELEVATION

1/4"=1'-0"



2 PROPOSED RIGHT SIDE ELEVATION

1/4"=1'-0"

SACRED HEART  
CATHOLIC CHURCH  
NEW RECTORY  
SALISBURY, NC

FRONT & RIGHT SIDE  
ELEVATIONS

4/11/24

REVISIONS:  
4/22/24  
5/6/24

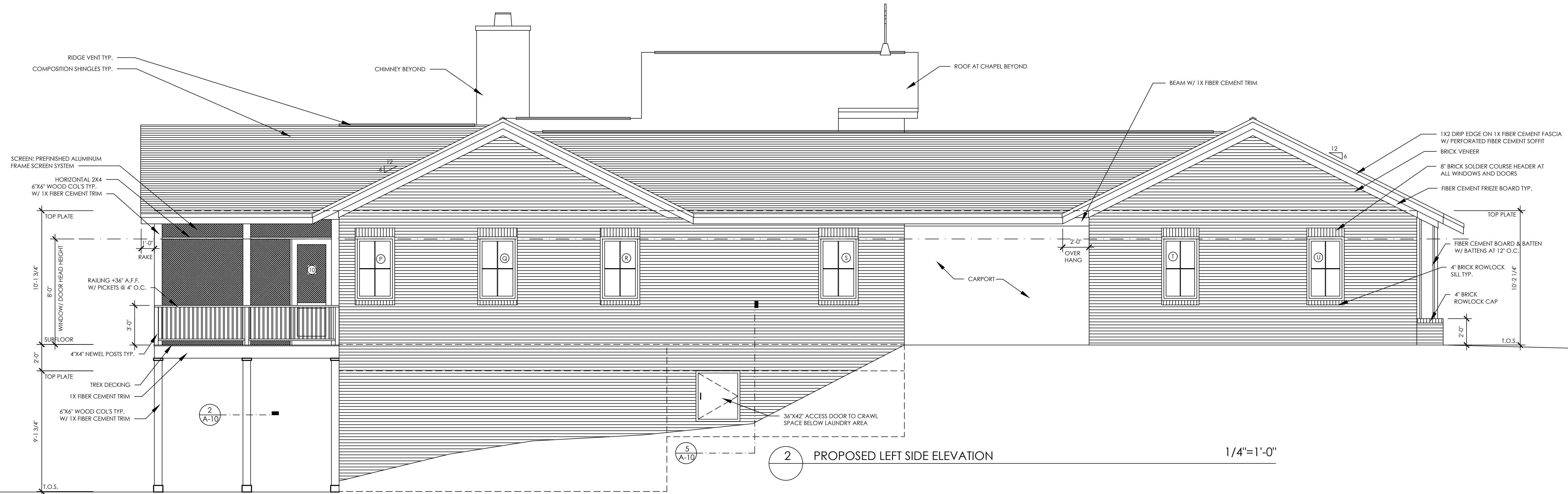




5/6/24



1 PROPOSED REAR ELEVATION 1/4"=1'-0"



2 PROPOSED LEFT SIDE ELEVATION 1/4"=1'-0"

SACRED HEART  
CATHOLIC CHURCH  
NEW RECTORY  
SALISBURY, NC

REAR & LEFT SIDE  
ELEVATIONS

4/11/24

REVISIONS:  
4/22/24  
5/6/24





**stout**  
**studio**  
ARCHITECTURE

Gray Stout AIA  
447 Merwick Circle • Charlotte, NC 28211  
704-640-7544 • gray@stoutstudio.com  
www.stoutstudio.com

## SACRED HEART RECTORY



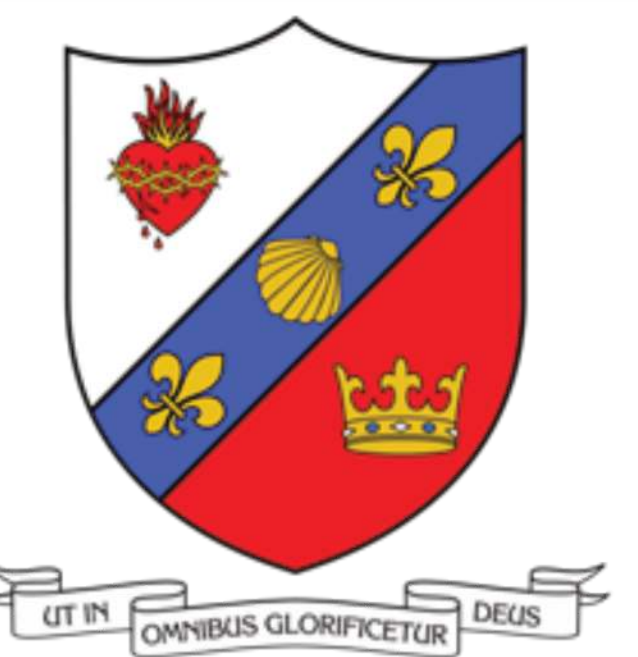




stout  
studio  
ARCHITECTURE

Gray Stout AIA  
447 Merwick Circle • Charlotte, NC 28211  
704-640-7544 • gray@stoutstudio.com  
www.stoutstudio.com

## SACRED HEART RECTORY







**Salisbury City Council  
Statement of Consistency & Zoning Recommendation**

**DISTRICT MAP AMENDMENT: RZCA04-2024-00001**

<b>Petitioner(s):</b>	Sacred Heart Catholic Church
<b>Owner(s):</b>	Sacred Heart Catholic Church
<b>Address:</b>	375 Lumen Christi Lane
<b>Tax Map - Parcel(s):</b>	Tax Map: 326 Parcel(s): 239 Tax Map: 327 Parcel(s): 001, 132, 129, 130, 133, 131
<b>Size / Scope:</b>	Approximately 107.56 acres
<b>Location:</b>	Located along Lumen Christi Lane north of its intersection with N Jake Alexander Boulevard.

**REQUEST:**

**Request to amend the existing Conditional District overlay for seven (7) parcels at 375 Lumen Christi Lane (PID 326 239, 327 001, 327 132, 327 129, 327 130, 327 133, 327 131) for the addition of a new rectory and 36-space expansion of the existing parking lot.**

**STATEMENT OF CONSISTENCY & RECOMMENDATION:**

The Salisbury City Council held a public hearing and reviewed the petition on June 4, 2024. The Council finds that the rezoning petition of the aforementioned parcels is CONSISTENT with the Salisbury Forward 2040 Comprehensive Plan, is reasonable, and in the public interest due to consistency with:

<b>Policy 6.3.3:</b>	Protect trees, ponds, creeks, and other natural features during development. Discourage the practice of clear-cutting.
----------------------	--

AN ORDINANCE AMENDING THE LAND DEVELOPMENT DISTRICT MAP OF THE CITY OF SALISBURY, NORTH CAROLINA, AMENDING THE EXISTING CONDITIONAL DISTRICT OVERLAY FOR 375 LUMEN CHRISTI LANE, APPROXIMATELY 107.56 ACRES, (TAX MAP & PARCELS: 326 239, 327 001, 327 132, 327 129, 327 130, 327 133, 327 131) TO PERMIT A NEW RECTORY AND PARKING LOT EXPANSION. (PETITION NO. RZCA04-2024-00001)

WHEREAS, a petition to amend the Conditional District overlay for the property described herein was properly filed by the City of Salisbury; and

WHEREAS, the Salisbury Planning Board, an advisory board to the Salisbury City Council, reviewed the petition on May 14, 2024, and unanimously found the request to be consistent with the Forward 2040 Comprehensive Plan, and recommended approval of the request; and

WHEREAS, the City Council held a properly-noticed public hearing at the regularly-scheduled City Council meeting of June 4, 2024; and

WHEREAS, the City Council hereby finds and determines that adoption of an Ordinance to amend the Conditional District overlay for the properties described herein, is reasonable and is in the public interest. The proposal is fundamentally consistent with the goals, objectives, and policies of the Forward 2040 Comprehensive Plan due to the proposed limitations set forth in the petition, surrounding development pattern, and observations provided by city staff, identifying the policies that support the petition.

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

SECTION 1. That the Conditional District overlay for the properties identified in the City of Salisbury and Rowan County as Parcel ID 326 239, 327 001, 327 132, 327 129, 327 130, 327 133, and 327 131, including those abutting rights-of-way and reaching to the respective centerlines, as designated on the official property identification maps of Rowan County, with base zoning districts of General Residential (GR6), Residential Mixed Use (RMX), Neighborhood Mixed Use (NMX), and Community & Institution (CI); is hereby amended to permit the addition of a new rectory and expansion of an existing parking lot.

SECTION 2. PERMITTED USES (PRIMARY): Only the following uses shall be permitted by right in this Conditional District (CD) Overlay.

- Those uses permitted by the original Ordinance CD-7-02-2008-15
- Rectory (Religious Institution)

SECTION 3. DEVELOPMENT CONDITIONS: That the following conditions are applicable to the development proposal associated with this Ordinance within the Conditional District (CD) Overlay:

- Those conditions set forth in the original Ordinance CD-7-02-2008-15

SECTION 4. DEVELOPMENT DOCUMENTS: That as permitted by the Land Development Ordinance, the development documents associated with this Conditional District (CD) Overlay may establish alternatives to specific provisions of the Land Development Ordinance; however, where alternatives are not provided, those and all other applicable Land Development Ordinance provisions remain applicable for any and all development within this Conditional District (CD) Overlay.

SECTION 5. That improvements (public and/or private) for Stormwater drainage, streets, water and sewer shall be designed and installed in accordance with applicable City and Salisbury-Rowan Utilities standards and policies. Layouts shown on the approved, stamped, and signed Development Documents are considered schematic and may require administrative revision(s) upon review of engineering drawings or details (Construction Documents).

SECTION 6. That all Ordinances, or parts of Ordinances, in conflict with this Ordinance are hereby repealed to the extent of such conflict.

SECTION 7. That this Ordinance shall be effective from and after its passage.



The Salisbury Planning Board held its regular meeting on Tuesday, May 14, 2024, at 4:00 p.m. with the following being present:

**PRESENT:** Esther Adkins Smith, Larry Cartner, David Midgley, Steven Raffa, PJ Ricks, John Schaffer, Katherine Thornton, Ben Tobey

**STAFF:** Victoria Bailiff, Senior Planner; Phillip Lookadoo, Director of Land and Development Services; Jennifer Pfaff, Senior Administrative Specialist

Jennifer Pfaff administered the Oath of Office to new member, Ben Tobey.

### **WELCOME GUESTS AND VISITORS**

Larry Cartner, Vice-Chair, called the Planning Board meeting to order at 4:02 p.m.

### **APPROVAL OF MINUTES**

Planning Board Minutes of April 23, 2024 were approved by all members present.

### **NEW BUSINESS**

**RZCA04-2024-00001, 375 Lumen Christi Lane, Parcels 326 239, 327 001, 327 132, 327 129, 327 130, 327 133, 327 131; Owner: Sacred Heart Catholic Church**

#### **Request**

The applicant is requesting to amend the existing conditional district overlay for seven properties located along Lumen Christi Lane, north of the intersection with North Jake Alexander Boulevard. This amendment would be to permit a rectory and an expansion of an existing parking lot for the church.

#### **Staff Presentation**

Victoria Bailiff presented the request to the Board. The property is currently located within Salisbury City Limits. Staff recommends approval, as the request is consistent with the goals, objectives, and policies of the Forward 2040 Comprehensive Plan.

Gray Stout, the architect managing the project, was asked how many people can be housed in the rectory. He said that the priest and associate priest will live there. The rectory will also have space for visiting priests, and summer seminarians.

#### **Public Comment**



Gwen and John Mangler, who live in the Hidden Creek neighborhood which is behind the church spoke about their concerns that this project will further exacerbate the stormwater flooding they experience during rain. Ms. Mangler also noted erosion around the sewer cap near their house.

Mr. Stout explained the manner by which stormwater was addressed in the project, and showed on the drawings the location of the rectory and parking lot. He will ensure the church is aware of their concerns, especially with regard to erosion and runoff close to the Hidden Creek neighborhood.

Victoria explained that TRC has already reviewed and recommended approval of the project; during the review, engineering staff expressed no concerns over stormwater runoff for this project.

Further discussions led to the realization that stormwater problems most likely do not stem from the church, but other issues. Staff will ask the Public Works department to contact the Manglers in an effort to address the neighborhood's predicament.

### **Deliberation**

Members agreed with the staff recommendation, and asked staff to facilitate the investigation into the concerns of Mr. and Mrs. Mangler.

### **Consistency Statement**

David Midgley made a motion: "The City of Salisbury Planning Board finds that the map amendment requested in petition RZCA04-2024-00001 **is consistent** with the goals and policies of the adopted Forward 2040 Comprehensive Plan."

Esther Adkins Smith seconded the motion. All members present voted AYE.

### **Recommendation to City Council**

David Midgley made a motion: "Having reviewed the proposed amendment, the Comprehensive Plan, and considered information from City Staff, comments from the applicant and other persons, the City of Salisbury Planning Board finds that the map amendment requested in petition RZCA04-2024-00001 **IS** reasonable, and in the public interest, due to compatibility with surrounding uses and zoning, therefore, the Planning Board recommends **APPROVAL** of the request."

PJ Ricks seconded the motion. All members present voted AYE.

## **STAFF UPDATES**



Victoria welcomed new member, Ben Tobey.

She reviewed notice procedures, as there have been comments regarding the distance requirements. Members discussed the notice process with staff, as well as the methods used to advertise cases.

Victoria reminded members of the upcoming online board training.

**ADJOURN 4:53 p.m.**

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John Schaffer, Chair

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Jennifer Pfaff, Secretary

DRAFT



# Salisbury City Council Agenda Item Request Form

## Agenda Item

**Item Title:** 10 Year Housing Strategy Focus Areas

**Requested Council Meeting Date:** June 4, 2024

**Name and Title of Presenter(s):** Hannah Jacobson, Planning and Neighborhoods Director  
Aaron Finley, Housing Director with Thomas P. Miller & Associates

**Main Point of Contact Email:** hannah.jacobson@salisburync.gov **Phone:** 704-638-5230

**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 for consideration by Council)*

**Item Category:**  Action  Information Only  Other **Attachment:**  Yes  No

**Select if one of these categories apply:**  Ordinance  Resolution  Contract

## Strategic Plan

Focus Areas:

- Healthy, Safe & Engaged Neighborhoods
- Economic & Workforce Development
- Public Safety
- Organizational Excellence
- Sustainable Infrastructure
- Cultural Amenities

[Strategies:](#) *(Click to view specific Strategic Plan strategies)*

Increase the supply of housing for all incomes, and those with special needs by completing and taking steps toward implementing the 10 year Housing Strategy Plan with funding recommended in the study including Housing and Urban Development (HUD) collaboration.

## Fiscal Note

**Is this item included in the current Fiscal Year budget?**  Yes  No  No Budgetary Impact

**If no, identify the funding source**

**Finance Manager Signature**

**Budget Manager Signature:**

*(If this agenda item involves funding, including grants, donations, and budget ordinance amendments, it must have a fiscal note included above along with the signature(s) of approval from the Finance Manager and/or Budget Manager)*



# Salisbury City Council Agenda Item Request Form

**Description of Requested Agenda Item:** *(Please provide detailed information necessary for City Council to make an informed decision)*

At City Council's Retreat in January 2023, Council established the goal to complete a comprehensive 10-Year Housing Strategy that addresses housing availability and affordability at all income levels. In August of 2023, the City selected Thomas P. Miller and Associates to complete the Housing Strategy which includes a market analysis, needs and gap analysis, identification of strategic focus areas (goals), and recommendations for strategies (programs and policies).

Significant work has been completed to date including:

- A review of existing plans, policy and program documents
- Data collection from sources such as US Census, CoStar, and (list other sources)
- Windshield survey of 373 parcels to assess housing condition
- Public Opinion Survey with 500+ submissions
- Business Survey
- Workshops and Interviews with feedback from 45 stakeholders
- Development of a 10-Year Housing Demand Model

Next steps include the development of Strategic Focus Areas and the more detailed work of outlining specific recommendations for policies, programs, initiatives and resource alignment.

During the presentation, TPMA will share a summary of their findings that support five broad focus areas, along with preliminary ideas for specific strategies to pursue within each. Data and inputs from community engagement will be used to explain the recommendations. An outline of Preliminary Focus Areas and Strategies is attached.

Discussion and feedback from Council will help to inform the next phase of the project, which is to further develop the strategic action plan with recommendations for short, medium and long term priorities and resource needs.





# Salisbury City Council Agenda Item Request Form

**Specific Action Requested of Council:** *(Recommended motion and Statement of Consistency if applicable)*

No action is required of Council.

**Department Head Signature (Required)**

*Fernando Jackson*

# City of Salisbury

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## 10-Year Housing Strategic Plan – City Council Strategy Workshop

### City Council Strategy Workshop

The purpose of today's session is to explore areas of need for housing in the city, discuss possible strategic directions and recommendations, and gauge levels of interest and support from members of City Council. The goals and strategies listed below are presented as options for today's workshop and do not represent the final strategies for the 10-Year Housing Strategic Plan.

#### **Goal 1: Increase Opportunities for New Affordable For-Sale and For-Rent Developments**

The city's low- and moderate-income earning households are in need of additional housing options. Despite the city's successful housing and community development organizations, there are limited options for those households earning the area's median income (\$48,888 in 2022). At this income level, even with \$20,000 down payment and a good credit score, a family could afford to purchase a home at \$143,739. Right now there are 9 homes available for a purchase price under \$150,000.

Rent is also unaffordable for a majority of Salisbury households. A family earning the median household income for renters (\$31,173) could spend around \$780 in rent and utilities per month. Currently, the average one-bedroom apartment rents for over \$1,200.

One of the major barriers to developing affordable housing is the high cost of construction right now. Single family construction costs were about \$153 per square foot in 2022 and there is reason to believe those costs have continued to rise since. The CDC is reporting its break-even cost to be around \$220K for a new single-family home. Everyone agrees that affordable housing is needed, but developers cannot produce it without subsidies.

Strategy 1.1: Establish Dedicated Affordable Housing Fund

Strategy 1.2: Explore Options to Partner on a Community Land Trust for Long-term Affordable Homeownership

Strategy 1.3: Develop Strategic Approach to City-Endorsed LIHTC Applications

Strategy 1.4: Offer Regulatory Incentive Packages to Developers that Include Affordable Units in New Developments

Strategy 1.5: Maximize Funding Opportunities and Programs for Affordable Housing Development

#### **Goal 2: Ensure Residential Development Meets Community Needs**

In large part due to the high cost of construction, current development patterns are not necessarily providing good housing that meets the greatest needs of the community. Large, for-profit developers are recognizing the need for new housing in Salisbury, but the need to turn a profit is limiting the type of new housing to what is financially feasible in this market. Typically that means luxury single-family subdivisions or high-density apartment complexes. Salisbury has also seen a surge in smaller single-family homes and condos that are quickly and cheaply built by developers like PRESPRO – the least expensive of which start at \$234,900 and have been sitting on the market for around 6 months.

One way to meet some of the needs of the community and helping to save on some construction costs are to develop “missing middle” housing, which generally refers to smaller units often built in middle-density developments that largely disappeared from communities due to zoning barriers and the growth of suburban development patterns since the 1940’s. It is often the case that missing middle housing, like duplexes, triplexes, cottage courts, etc. offer lower profit margins and are thus not often produced by large-scale developers. Small-scale and/or local developers, however, are more likely to build a greater variety of housing types and tend to build more closely to what a community needs. However, small and local developers often do not usually have the same access to capital and/or cannot produce at great volume. Encouraging local and small-scale developers to develop missing middle housing takes effort and coordination, but is more likely to produce the types of housing that Salisbury is missing.

Strategy 2.1: Formalize Land Bank with CDC

Strategy 2.2: Encourage Missing Middle Development through Zoning Changes

Strategy 2.3: Improved Construction Standards to Improve Quality of New Builds

### **Goal 3: Maintain and Improve Existing Supply of For-Sale and For-Rent Housing**

Salisbury is an old community. Fifty-five percent of the homes in the city were built before 1980, which means that over half of the housing stock is at least 45 years old. Roughly 20% are 75 years old. Many of these homes are central to the cultural and aesthetic history of the community, but they must be maintained, which becomes increasingly expensive with each passing year. Many of these houses and apartments are also in lower income areas of the city and are home to residents and families who may not have the resources to update and maintain them. Many are also home to seniors who may not be physically as capable of maintaining their homes as they once were. In many cases, older housing can be more affordable than newer options and therefore plays a critical role in housing for the community.

Salisbury is also old enough to have been through a variety of economic changes over the years. Currently, it is facing vacancy in commercial buildings that has been a national trend for a number of years. In addition to maintaining the older housing that exists in the city, city leaders should consider encouraging the conversion of commercial spaces and structures to residential redevelopment. Some of these efforts are also in place in Salisbury’s historic downtown district, but additional opportunities for mixed-use or other residential conversion development exist.

Strategy 3.1: Expand Programming to Assist/Fund Home Rehabilitation

Strategy 3.2: Develop Affordable Housing Preservation Inventory and Campaign

Strategy 3.3: Develop strategy for encouraging infill redevelopment and commercial-to-residential conversions

### **Goal 4: Foster Efficient and Collaborative Housing Approaches**

The City of Salisbury is very fortunate to have such effective and dedicated individuals within city staff and as members of various community organizations. Many of the types of recommendations that are made to cities trying to address their housing needs are already active and working in Salisbury. However, there is still a need to build greater capacity and work more collaboratively between the city and its community organizations. Due to the high level of poverty and low wage jobs, Salisbury faces

many significant challenges that will continue to challenge even the most effective programs and strategies.

Interviews with community stakeholders revealed a number of obstacles that persist with meeting housing needs. Long approval wait times, a need for more active code enforcement, an ability to take action on vacant and dilapidated properties, lack of coordinated and innovative approaches, landlord-tenant disputes, and limitations due to state-level policy are all impacting the ability of the city, community organizations, and partners to effectively and efficiently address some critical issues.

Strategy 4.1: Review Existing Staffing Capacity to Administer Current and New Programs

Strategy 4.2: Convene Housing Solutions Task Force

Strategy 4.3: Take Active Role in Improving Tenant-Landlord Relations

Strategy 4.4: Conduct Public Education Campaign Around Affordable Housing Issues

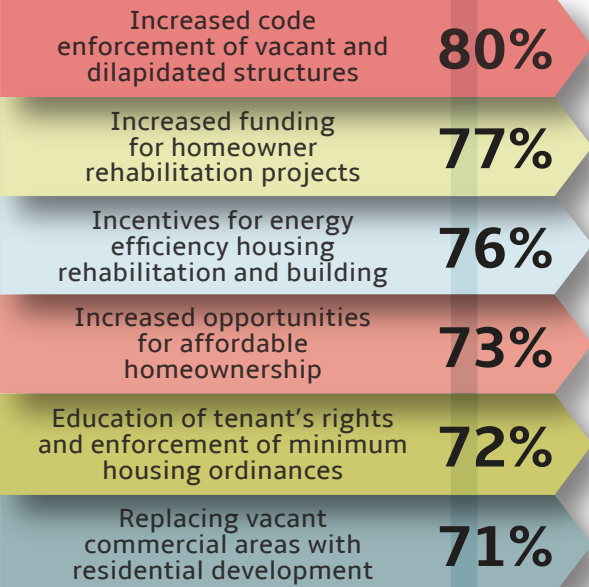
Strategy 4.5: Advocate for Changes to State-Level Housing Policy



# Housing Survey Preliminary Findings

## Housing Policies

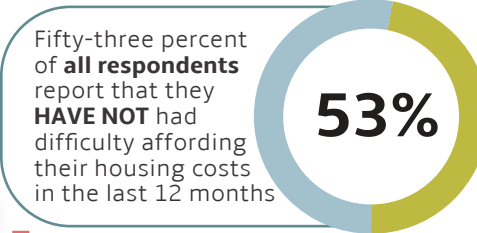
with the highest levels of support among survey participants



"Salisbury will be a community of safe and flourishing neighborhoods that offer quality, variety, and affordable housing choices for all."

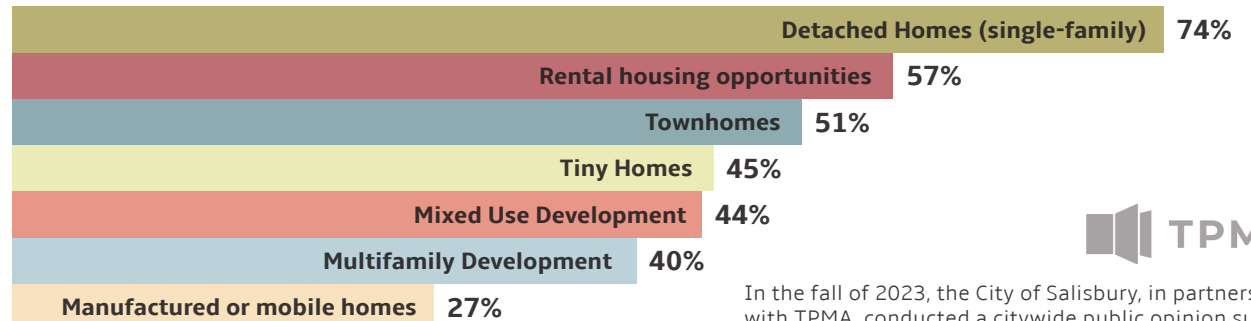
## Affordability

Have you had difficulty affording your housing costs?



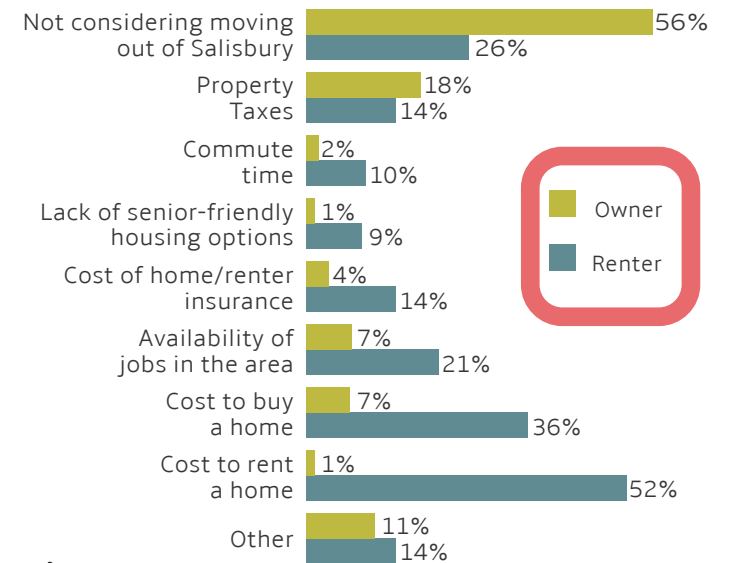
## Support for Future Housing Development

New housing development in Salisbury should prioritize creating additional:



## Reasons to Move

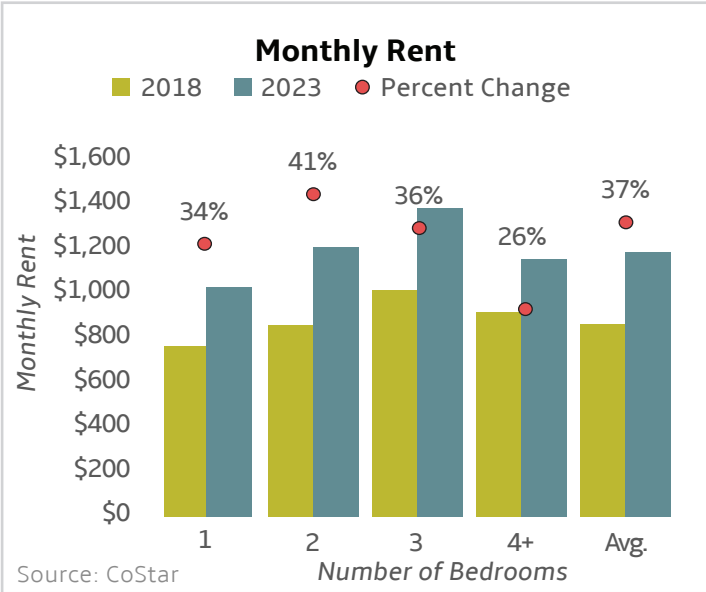
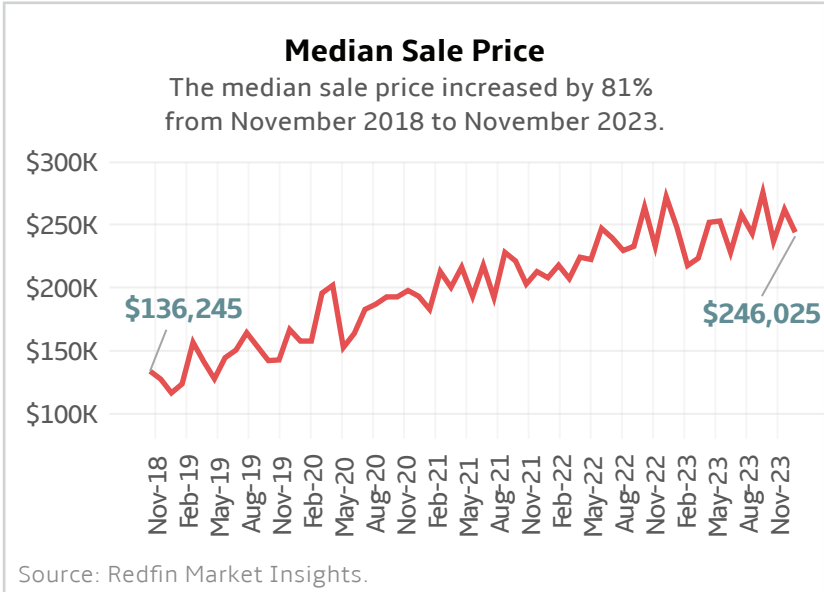
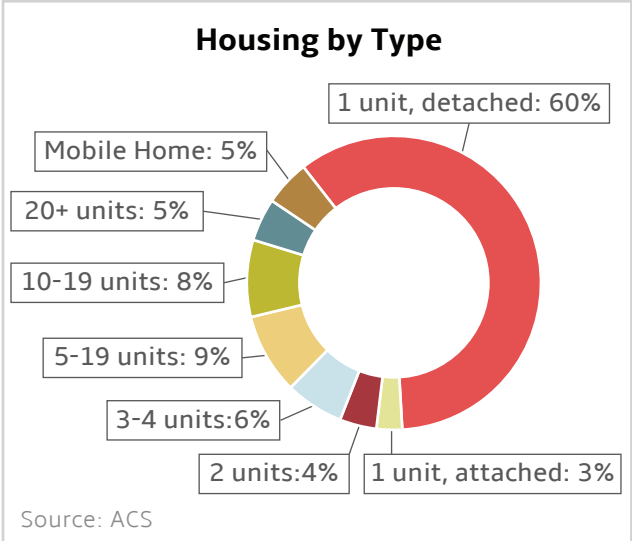
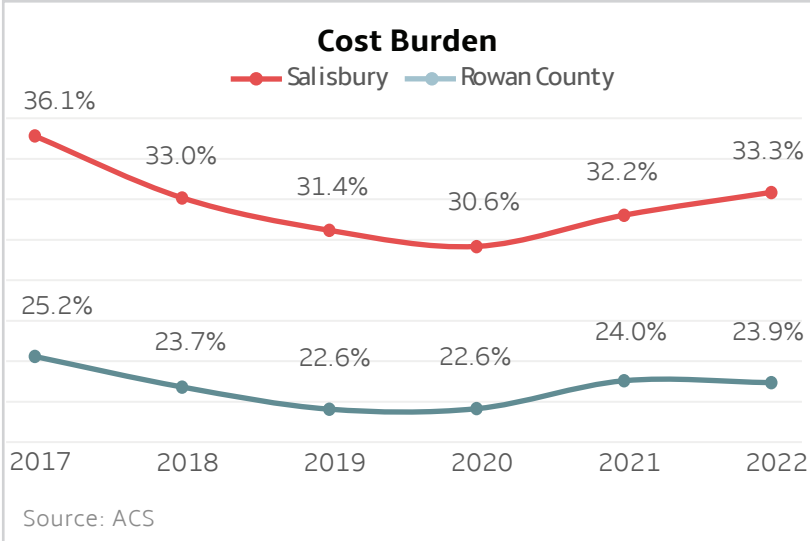
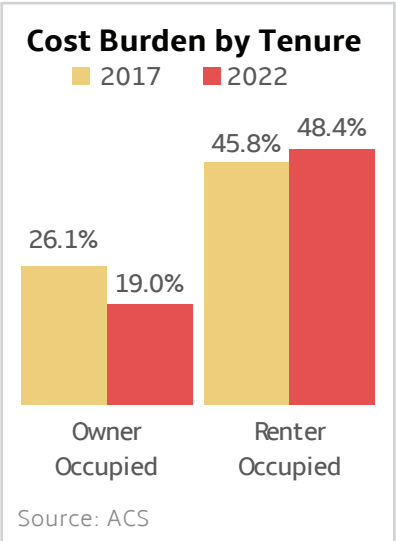
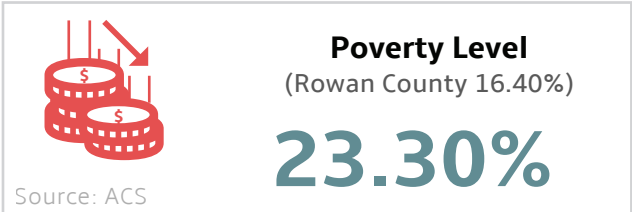
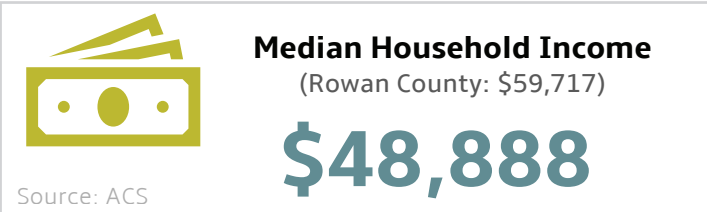
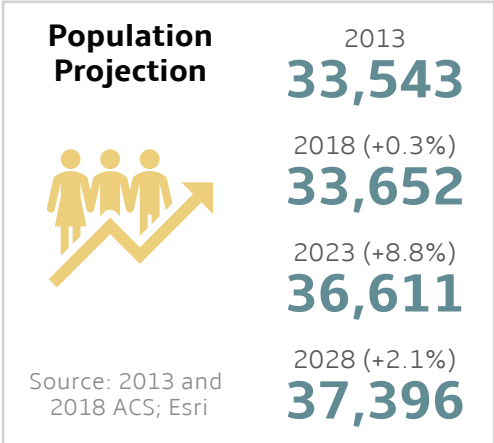
Are you considering moving out of Salisbury due to any of the following reasons?



In the fall of 2023, the City of Salisbury, in partnership with TPMA, conducted a citywide public opinion survey as part of the development of the Housing Strategic Plan. Over 500 participants have completed the survey.



# Data Overview



INTERNAL DOCUMENT

The information shown in this document is preliminary. It should be used for planning purposes only.

Data sources: American Community Survey (ACS) 5-Year Estimates, Esri, CoStar, Redfin Market Insights

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## Boards and Commissions Worksheet – 2024

### Community Appearance Commission – Tamara Sheffield, Council Liaison

<u>Current Members</u>	<u>Term Expires</u>	<u>Eligible for Reappointment</u>	<u>Need 2 Members</u>
Hugo Correa	3/31/24	No	Jennifer Baldi
Michael Mills	3/31/24	No	Krystal Biskner
James Carli	3/21/24	No	Linda Moser
Kelly Vanager	3/31/24	Yes	Kelly Miller
Jeffrey Martinez	3/31/24	No	Beth Rutledge
Vacant	3/31/26	n/a	Rebecca Wells
Vacant	3/31/25		
Vacant	3/31/26		

**Applicants:**

Karen Lilly-Bowyer  
Carlton Jackson, Jr.

**Notes:** Efforts are made to maintain a majority of members who have had special training or experience in a design field, such as architecture, landscape design, horticulture, city planning or a closely related field. **Need two members. No recommendations at this time.**

### Greenway, Bicycle and Pedestrian Committee - Harry McLaughlin, Council Liaison

<u>Current Members</u>	<u>Term Expires</u>	<u>Eligible for Reappointment</u>	<u>Need 1 Member</u>
Edward Hirst	3/31/24	No	Lisa Bowman
Sara Clymer*	3/31/24	Yes	Sara Clymer
Amy Smith*	3/31/24	Yes	Amy Smith
Vacant	3/31/25		

**Applicants:**

Karen South Jones

**Notes:**

### Planning Board/Board of Adjustment

<u>Current Members</u>	<u>Term Expires</u>	<u>Eligible for Reappointment</u>	<u>Need 2 Members</u>
Jayne Land	3/31/24	No	Famous Lusti
Timothy Norris (ETJ)	3/31/24	No	
Dennis Rogers	3/31/24	No	Katherine Thornton
John Struzick	3/31/24	No	Steven Raffa
Mr. Jon Post	3/31/24	No	Ben Tobey
Mr. John Struzick	3/31/24	No	

**Applicants:**

Robert Schmidt  
Karen Lilly-Bowyer  
Becky Candelora

**Notes:** **Need 1 regular members and 1 ETJ member.**

## Tree Board – Harry McLaughlin, Council Liaison

<u>Current Members</u>	<u>Term Expires</u>	<u>Eligible for Reappointment</u>	<u>Need 1 Member</u>
Jonathan Barbee *	3/31/24	Yes	Jonathan Barbee
Melissa Eller *	3/31/24	Yes	Melissa Eller
Melissa Shaver	3/31/24	No	Melissa Shaver
Vacant	3/31/25		Dr. Louis Kandl
Vacant	3/31/25		

**Applicants:**

**Notes:** Need 1 member