REGULAR MEETING

PRESENT: Mayor Al Heggins Presiding; Mayor Pro Tem Post; Council Members Karen Alexander, William Brian Miller, and Tamara Sheffield; Assistant City Manager Zack Kyle; City Clerk Diane Gilmore and City Attorney J. Graham Corriner.

ABSENT: City Manager Lane Bailey.

Salisbury City Council met in Council Chambers in City Hall located at 217 South Main Street. The meeting was called to order by Mayor Heggins at 6:00 p.m.

RECESS

Mayor Heggins made a motion to recess the meeting to relocate and reconvene at the Civic Center located at 315 Martin Luther King Jr. Avenue South. All council members in attendance agreed unanimously to recess. The meeting was recessed at 6:05 p.m.

PLEDGE OF ALLEGIANCE

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

ALTERATIONS TO THE AGENDA

Mayor Heggins noted the following changes to the Agenda;

Add – Proclamation for Reverend Doctor Leamon E. Brown.
Add – Resolution to support a more powerful North Carolina Opioid Awareness Campaign.
Change – Rearrange the Agenda to place public hearings earlier in the meeting.
ADOPTION OF THE AGENDA

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

PROCLAMATION

Mayor to proclaim the following observances:

INDEPENDENT RETAILER MONTH JULY 2019
CHICKWEED DAY JULY 20, 2019
DAIR CALDWELL DAY JULY 18, 2019
REVEREND DOCTOR LEAMON E. BROWN DAY JULY 16, 2019

Mayor Heggies read and presented the Independent Retailer Month Proclamation to local independent retailers.

Mayor Heggies read and presented the Chickweed Day Proclamation to Ms. Sue McHugh.

Mayor Heggies read and presented the Dari Caldwell Day Proclamation to Ms. Dari Caldwell.

Mayor Heggies read and presented the Reverend Doctor Leamon E. Brown Day Proclamation to Reverend Doctor Leamon E. Brown.

CONSENT AGENDA

(a) Minutes

Adopt Minutes of the Regular Meetings of June 4 and June 18, 2019 and the Special Meetings of June 11, June 17 and June 18, 2019.

(b) Badger Meter, Inc.

Approve the purchase of cellular data service for water meters from Badger Meter, Inc. in the amount of $206,550.

(c) Budget Ordinance – Police Department Controlled Substance Tax Funds

Adopt an Ordinance amending the FY2018-2019 budget in the amount of $4,210 to appropriate Police Department Controlled Substance Tax Funds.
ORDINANCE AMENDING THE 2018-2019 BUDGET ORDINANCE OF THE CITY OF SALISBURY, NORTH CAROLINA TO APPROPRIATE POLICE DEPARTMENT CONTROLLED SUBSTANCE TAX FUNDS.

(The above Ordinance is recorded in full in Ordinance Book No. 28 at Page No. 193, and is known as Ordinance 2019-42.)

(d) **Task Order**

Authorize the City Manager to execute a task order to an existing professional services agreement with HDR Engineering, Inc. of the Carolinas for an amount not to exceed $10,500 for engineering services associated with Sunset Drive drainage improvements.

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

**PUBLIC COMMENT**

Mayor Heggins opened the floor to receive public comments.

Ms. Dee Wright stated she supports changing the election form. She added the mayor’s seat should be elected separately and Council members should serve staggered terms. She questioned the need for a referendum on the election ballot.

Ms. Nan Lund asked what revisions were made to the draft Analysis of Impediments Report that reflects the input of Salisbury residents and the Fair Housing Committee. She then asked what steps have been taken to remove impediments to fair housing opportunities. She indicated the City should not wait five years to evaluate its progress meeting current goals.

Ms. M.T. Sidoli indicated she is pleased with the downtown sidewalk project, and she asked if the removed trees would be replaced. She stated there is a need for additional bus shelters. She indicated future construction near the Confederate Monument is another reason to relocate the monument.

Mr. Rodney Queen noted he spoke with Planning Director Hannah Jacobson and Development Service Coordinator Teresa Barringer regarding residential housing ordinances that are being rewritten. He suggested Ordinances be rewritten to attract development, and he noted the City’s tax base should be broadened.

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

Human Resource Analyst Brianna Kenny stated three of the five summer youth employees will present an overview of their five weeks working with various City departments.

Ms. Asantwa Smith commented she is rising junior at Rowan-County Early College and this is her first year working with the City of Salisbury. She stated she enjoyed her time with the City. She noted she worked with the Human Resource Department where she learned the value of teamwork. She added during her time with the Engineering Department she learned the importance of traffic signals, and she also enjoyed coding during her time with the Communications Department.

Ms. Zyaira Smyre stated she attends Rowan County Community College (RCCC) and this is her third year working with the Summer Youth Employee Program. She noted she worked with Salisbury-Rowan Utilities (SRU), Engineering, Parks and Recreation, Planning and Public Services. She commented she enjoyed the hands-on experience with SRU and she learned the City’s main water system comes from the Yadkin River. She stated after working with SRU she has changed her career choice to Water System Technician.

Ms. Janayia Pheifer noted this is her first year with the Summer Youth Employee Program, and she attends Salisbury High School. She commented she worked with SRU, Public Services, Transit, Downtown Salisbury Inc. and Human Resources.

Mayor Heggins asked if anyone would like to share their favorite part of the program. Ms. Smith noted that she enjoyed coding and making signs. Ms. Smyre commented working with the City has changed her mindset regarding how the City functions. Ms. Pheifer stated she enjoyed working with staff.

Mayor Heggins thanked staff for working with the summer youth employees and helping them learn about the City.

RESOLUTION – SANFORD HOLSHOUSER, LLP. EMPIRE HOTEL REDEVELOPMENT

Mayor Heggins stated Council will not receive a report, but will open the floor for a public hearing.

(b) Mayor Heggins convened a public hearing, after due notice thereof, to receive comments regarding the new terms for the Empire Hotel Redevelopment Project.

Ms. Dee Dee Wright asked if the State would provide any funding for the Empire Hotel.

Downtown Salisbury, Inc. Director Larissa Harper stated Governor Cooper has proposed a $1 million grant in the State’s budget. She noted, if approved, the grant would be for 68 locally identified projects with potential economic development, such as the Empire Hotel, located in
opportunity zones throughout the State. She noted the legislature is working with the Governor to finalize a budget.

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

City Attorney Graham Corriher requested a motion to reopen and continue the public hearing until Council’s August 6, 2019 meeting to receive additional public input.

Thereupon, Councilmember Alexander made a **motion** to reopen the public hearing regarding new terms for the Empire Hotel Redevelopment Project. Mayor Heggins, Mayor Pro Tem Post, and Councilmembers Alexander, Miller, and Sheffield voted AYE. (5-0)

Thereupon, Mayor Pro Tem Post made a **motion** to continue the public hearing to August 6, 2019 at 3:00 p.m. in City Hall Council Chambers. Mayor Heggins, Mayor Pro Tem Post, and Councilmembers Alexander, Miller, and Sheffield voted AYE. (5-0)

**ECONOMIC DEVELOPMENT INCENTIVE AGREEMENT PROJECT CARE**

City Attorney Graham Corriher stated Council approved a local incentive agreement in October. He explained after Council’s approval the company acquired a parcel of land adjacent to its current operations. He noted the request before Council is to amend the economic development incentive grant agreement to include the additional parcel in the property description and to include any improvements made to the adjacent parcel.

Mayor Pro Tem Post asked if the tax incentive would change if the additional land is included in the agreement. Rowan Economic Development Commission (EDC) Vice President of Operations Scott Shelton commented the terms of the agreement will remain the same with a $45.2 million investment and 35 new jobs created. He indicated the announcement of Project Care will take place once the additions to the agreement are approved.

Councilmember Alexander asked if the scope of the project would remain the same or if the project would increase with the additional land. Mr. Shelton commented there will be new construction, but the terms and investment will remain the same. He explained there are no additional incentives and the only request is to add a legal description of the newly acquired property to the existing agreement.

(b) Mayor Heggins convened a public hearing, after due notice thereof, to receive comments regarding revising the existing Project Care incentive agreement to include a description of the newly-acquired property adjacent to the property described in the existing incentive agreement.

Ms. Dee Dee Wright asked where is property is located. Councilmember Miller explained the details of Project Care must remain private until the incentives are made public.

There being no one to address Council, Mayor Heggins closed the public hearing.
Thereupon, Mayor Pro Tem Post made a motion to improve the revision to the existing Project Care incentive agreement to include a description of the newly-acquired property adjacent to the property described in the existing incentive agreement. Mayor Heggies, Mayor Pro Tem Post, and Councilmembers Alexander, Miller, and Sheffield voted AYE. (5-0)

**FINAL DRAFT ANALYSIS OF IMPEDIMENTS TO FAIR HOUSING CHOICE REPORT**

Human Relations Manager Anne Little introduced Centralina Council of Government (CCOG) Assistant Director of Community and Economic Development Victoria Avramovic who addressed Council regarding the 2019 final draft of the Analysis of Impediments to Fair Housing Choice Report. Ms. Little stated the work will begin upon Council’s approval. She added the Fair Housing Committee is working on strategies and action plans for addressing impediments and looks forward to taking the next steps.

Ms. Avramovic explained the Analysis of Impediments Report is required for receiving entitlement funds through the United States Department of Housing and Urban Development (HUD). She indicated as a requirement to receive Community Development Block Grant (CDBG) funds annually the City must affirmatively further fair housing. She stated one of the ways to fulfill the federal obligations is to prepare the Analysis Impediments (AI) Report and to develop strategies that resolve or eliminate identified impediments. She noted progress should be reported annually through the annual Consolidated Annual Performance and Evaluation Report (CAPER). She noted project progress and activities:

- Council passed a Resolution of Intent to establish the Fair Housing Committee on December 5, 2018
- The Fair Housing webpage was updated on January 11, 2019
- The first open house was held in partnership with the Martin Luther King Celebration at City Hall
- A press conference was held by Fair Housing Committee members from the Human Relations Council (HRC) and the Housing Advocacy Commission (HAC) with Mayor Heggies and Councilmember Sheffield and copies of the AI Report were made available to the public in English and Spanish
- CCOG representatives held stakeholder focus groups in February and April of 2019 with attendance from the public and private sector and received input relating to the City’s Fair Housing Impediments
- CCOG presented the draft report during the City Council meeting in May and finalized a draft of AI Report for approval in June 2019
  - The original date was May 15, 2019 and HUD provided an extension until July 19, 2019 to submit the approved AI Report to HUD

Ms. Avramovic commented the AI format is guided by the Federal Fair Housing Act and the North Carolina Fair Housing Act and ensures the seven protected classes have the right to choose housing free from unlawful discrimination. She pointed out the North Carolina Fair Housing Act mirrors the federal act and prohibits discrimination regarding affordable housing.
Ms. Avramovic clarified that the 2019 Analysis of Impediments is a review of public and private policies, practices and procedures to determine possible barriers to fair housing choice. She stated it provides a five-year Fair Housing Action Plan to help address these barriers and improve access to housing and serves as the basis for fair housing planning.

Ms. Avramovic noted five impediments to fair housing choice were identified and 24 recommended strategies were chosen. She reviewed the impediments identified:

- Impediment 1: Lack of formalized structure for the local fair housing system
- Impediment 2: Insufficient supply of adequate and affordable housing to meet the growing needs of low and moderate-income residents including members of the protected classes
- Impediment 3: Public transportation limitations reduces housing choice for low to moderate income and special needs populations
- Impediment 4: Lack of access to housing that accommodates special populations
- Impediment 5: Mortgage lending practices reduce homeownership opportunities for racial and ethnic minorities

Ms. Avramovic stated the Action Plan recommends goals and strategies to affirmatively further fair housing choices and activities built on the work of the current program and working groups. She recommended continuing to update the goals to meet new fair housing objectives. She commented the next steps in the process are for the AI Report to be submitted to HUD on July 19, 2019 and to implement the action plan and continue reporting to HUD and residents.

Mayor Heggins thanked the committee and CCOG for their work.

Councilmember Sheffield asked what work from the committee was integrated into the AI Report, and she asked why there is a deadline to submit the final report to HUD. Ms. Avramovic stated HUD would be able to answer the question regarding the reporting deadline. She noted input was taken from the Fair Housing Committee who worked through the plan to determine actions that are relative to resolving identified impediments.

Councilmember Sheffield asked where citizens can access the full report once it is finalized. Ms. Little commented the full report will be available on the City’s website. Councilmember Sheffield asked if there is another location were the report can be obtained. Ms. Little stated printed copies will be available and she and City Planner Kyle Harris are available by telephone or at the City Office Building located at 132 North Main Street.

Mayor Heggins referenced the first impediment, and she questioned how staff can help citizens in a protected class who might feel they have been discriminated against if there is no formalized structure. She then asked if staff is scheduled to attend the National Fair Housing Training Academy. Ms. Little noted the Fair Housing Committee is new and its first committee meeting will take place August 2019. She added the plan is to begin with impediment one and address the challenges. She noted there has been discussion regarding training for the Fair Housing Committee and staff members.
Councilmember Alexander asked how this relates to the Salisbury Community Development Corporation (CDC). She stated she has been a board member for approximately 25 years and $9 million has been returned into minority homeownership. She asked how those funds were included in the AI report. Ms. Avramovic stated CDBG and HOME program funds are included in the AI Report.

Councilmember Alexander pointed out $400,000 is budgeted by the City to address affordable housing. She noted in the West End community 35 projects received funds for homeownership. Mr. Harris commented staff does not want to overwhelm the CDC members and distract them from their primary work. Ms. Little noted the Fair Housing Committee includes a CDC representative seat.

Mayor Heggins asked what kind of attention will be given to the naturally occurring fair housing areas. Ms. Avramovic referenced impediment number two and a comprehensive assessment to review land-use policies. She noted locations that are at a higher risk of becoming areas of poverty. Mayor Heggins asked how the City can begin to address investments that provide benefits to community members. Ms. Avramovic pointed out communities are quickly identifying available spaces and creating flexible zonings to encourage investment opportunities. She stated the CCOG would be glad to have a further conversation regarding helping the City establish areas and seek investment opportunity.

Mayor Pro Tem Post commented the City is restricted to what it can do because of federal law. He noted the transportation system in the City could be an issue to be addressed. He asked if HUD cares about communities. Ms. Avramovic stated she could not speak on behalf of HUD. She noted CDBG regulations are being reviewed for the first time, and she expects HUD to improve formulas that generate the amount of funds dispersed.

Ms. Avramovic thanked Council for inviting CCOG to assist in the City’s Fair Housing Project. Mayor Heggins thanked CCOG for their work with the City.

Thereupon, Mayor Pro Tem Post made a **motion** to approve the 2019 Analysis of Impediments to Fair Housing Choice Report final draft. Mayor Heggins, Mayor Pro Tem Post, and Councilmembers Alexander, Miller, and Sheffield voted AYE. (5-0)

**RECESS**

Councilmember Miller made a **motion** to take a three minute recess and all Councilmembers in attendance agreed unanimously to recess.

The meeting reconvened at 7:25 p.m.
UPDATE – DOWNTOWN SALISBURY, INC.

Downtown Salisbury, Inc. (DSI) Director Larissa Harper presented Council with an annual update in accordance with the Municipal Service District (MSD) Fund Agreement. She explained the agreement was signed last year and updates will be provided to Council annually.

Ms. Harper reviewed the MSD area, and she explained property owners in the MSD area pay 17.6 cents valuation for downtown programs in their district. She stated the DSI Board is composed of 21 members who are responsible for working in coordination with the Downtown Development Director regarding the City’s Main Street Program. She pointed out Salisbury has participated in the program since 1981. She stated the downtown development department, DSI, staff, volunteers, and City Board and Commission members collaborate to create and implement programs for improvement and partnerships in the areas of business retention and recruitment, promotions and events, property development, streetscape design, and the overall place making. She noted DSI partners with the Community Appearance Commission (CAC) and the City’s Planning and Engineering Departments. She pointed out DSI’s work to educate business owners included a quarterly educational seminar series for downtown stakeholders. She stated DSI assists property owners with recruitment needs, and she noted the data is tracked and reported annually to the North Carolina Department of Commerce. She stated downtown gained three new businesses in the last three years.

Ms. Harper stated the Economic Vitality Committee is one of four committees that help operate the Main Street Program. She pointed out there are collaborations and partnerships with Rowan–Cabarrus Community College (RCCC) Small Business Center and seminars are held throughout the year.

Ms. Harper stated a survey was provided to business owners regarding the First Friday Event to see which businesses support or are opposed to this event. She noted survey results would be presented at a later meeting for discussion.

Ms. Harper explained DSI has a marketing partnership with the Rowan Tourism Development Authority. She pointed out DSI’s Facebook followers have increased 36% from 2017 to 2018 and social media outlets had an overall increase of 9.1% from 2018 to 2019.

Ms. Harper presented highlights from the North Carolina Main Street Conference which had 600 registered attendees and 30 exhibitors. She commented it was the largest crowd for a North Carolina Main Street Conference in the past six years.

Ms. Harper noted DSI tracks and monitors property development and investments, forms partnerships, and identifies opportunities. She stated in fiscal year 2017-2018 seven buildings were rehabilitated and six buildings were rehabilitated in fiscal year 2018-2019. She added 14 façade grants were awarded the past two fiscal years. She explained private investment is a sign for growth and in fiscal year 2017-2018, $6,818,225 was generated from private investments and $405,077 was generated from public investment totaling $7,223,302 of new investments.
Ms. Harper provided an overview of downtown property development and investment. She pointed out the City has 155 residential units that house approximately 233 residents. She indicated the O.O Rufty Building renovations created six apartment units that house 13 residents. She referenced projects in process: 132 Flats that will be the City’s first street-level apartment units, the mixed-use Bankett Station at the corner of South Lee and East Innes Streets, and the Empire Hotel Project with a creation of 62 market-rate apartments with mixed-use for a live and work environment. She noted DSI initiated an updated Master Plan in 2010 that helped identify opportunities for development of public spaces.

Ms. Harper stated DSI is a volunteer organization. She added in fiscal year 2017-2018 there were 1,500 volunteer hours contributed to downtown and the North Carolina volunteer hourly rate is $23.41.

Ms. Harper provided a DSI 2019-2020 budget overview with a goal to implement great events for Salisbury and to breakeven on profits. She noted DSI is a property owner of the Empire Hotel and looks forward to its future development.

Mayor Pro Tem Post pointed out there are 155 housing units in the downtown area, and he asked if there are any locations other than the Yadkin House that have more than 15 residential units. Councilmember Miller indicated the Plaza would be the biggest residential unit. Ms. Harper stated the Plaza has approximately 20 residential units, the Barnhardt building and the Washington Building each have six units, and she offered to provide Council a breakdown of the City’s residential housing units. Councilmember Miller stated he would like for that breakdown to be included in future annual updates.

Councilmember Sheffield asked about retaining businesses. Ms. Harper commented there are a variety of options and DSI currently offers seminars, educational experiences, and provides one-on-one consulting and resources.

AMENDMENTS TO THE DOWNTOWN REVITALIZATION INCENTIVE GRANT PROGRAM

City Planner Kyle Harris provided information regarding five proposed amendments to the Residential Production Incentive Grant included in the Downtown Revitalization Incentive Grant Program.

Mr. Harris pointed out two of the proposed amendments include requirements for projects to begin construction within 12 months of being awarded the grant and for applicants to show progress within six months of the being awarded the grant. He added progress would include non-construction development and permitting activity.

Councilmember Miller asked if the applicant would lose grant funding if requirements were not met. Mr. Harris explained the applicant would not lose funding but would meet with staff to discuss plans to move forward. Councilmember Sheffield asked if an applicant could reapply if requirements are not met. Mr. Harris agreed.
Mr. Harris indicated the third proposed amendment would add a requirement that any substantial deviation from the Council approved project must be reviewed and approved in writing by both the Planning Director and City Manager before the project can be undertaken. He added it would not restrict the project being presented back to Council.

Mayor Heggins asked if Council would receive notification if a project is sent to the Planning Director and City Manager for approval. Mr. Harris noted it is a possibility. Mayor Heggins indicated she wanted Council to be notified. Councilmember Alexander agreed.

Councilmember Miller asked if a project would have to come back to Council if the scope expanded. Mr. Harris agreed, and he added it would have to come back to Council if additional funds are requested.

Councilmember Alexander asked when a project would not have to be brought back to Council. Mr. Harris noted if there was a change from four apartments to three apartments or the size of each residential unit the Planning Director and City Manager could approve it.

Councilmember Alexander pointed out she did not agree with the amendment. Mr. Harris noted the proposed amendment is a procedural improvement to ensure staff is not bringing items to Council that could be approved at a staff level. Mayor Heggins noted Council needs to discuss substantial changes but does not want to delay development.

Councilmember Miller commented there needs to be clarification regarding the language of the third proposed amendment which requires that any substantial deviation from the Council approved project be reviewed and approved, in writing, by both the Planning Director and City Manager. Mayor Heggins agreed. Mr. Harris advised he would remove amendment three from consideration and come back with improved language. He indicated there was not a time restraint on this particular amendment.

Mr. Harris pointed out the fourth proposed amendment is to add additional project inspection procedures for planning staff, include a requirement for staff to maintain and update a project inspection logbook and submit quarterly progress reports to the Planning Director. He added the Planning Department is already doing that. Council agreed with the fourth proposed amendment.

Councilmember Miller asked if a document has to be signed to acknowledge the process and guidelines. Mr. Harris agreed.

Mr. Harris pointed out the fifth proposed amendment is to revise the method of calculation for the Residential Production Grant to a flat rate award of $7,500 per residential unit created or substantially upgraded. He explained the new method is based on number of units and would accommodate smaller residential projects.

Mr. Harris indicated the amendment would be more generous to smaller projects and less generous to larger projects. Councilmember Alexander asked if this proposal would encourage people to build smaller units rather than larger units. Mr. Harris noted the market will dictate the
size of the units. He added the grant would provide reasonable assistance to smaller projects, and he does not foresee a larger developer creating smaller units just to get the grant.

Mayor Pro Tem Post asked how many developers were spoken to regarding this proposed amendment. Mr. Harris noted staff did not do an exhaustive review or consult with multiple developers other than Pete Bogle. Mayor Pro Tem Post commented developer input would be useful. Councilmember Alexander agreed.

Planning Director Hannah Jacobson pointed out $7,500 is a reflection of the amount projects received in the past. She added the major objective is to create additional units and not to misuse incentives to create a much larger unit in a building. She noted the building code is the driver behind the minimum size of units. Mr. Harris noted a complete review of the entire program could take place and the guidelines could be rewritten for each of the subgrants. He indicated the program would be more accommodating for smaller projects and less generous for larger projects.

Councilmember Miller pointed out he is in favor of this amendment because the goal is to increase the number of units and activity on the street to create more vibrancy downtown. He noted he was initially concerned about a minimum requirement, but he added the market would dictate the square footage of each unit.

Councilmember Alexander asked if the proposed amendments are for any current projects. Mr. Harris noted applications have not been accepted due to the revisions being brought to Council.

Mayor Heggins asked how Council would like to proceed regarding the proposed third amendment. Councilmember Miller requested the language be clarified and for staff to seek City Attorney Graham Corriher’s assistance since there are no time restraints. He added he is satisfied with the other proposed amendments. Mr. Corriher and Council agreed.

Councilmember Sheffield asked if the proposed amendments Council agrees on could be passed. Mayor Heggins pointed out it could be done, but she recommended waiting on all the amendments so when applications were submitted then it would include all the amendments.

Mr. Harris pointed out it would be beneficial for the four amendments to be passed with a hold on the third amendment. He indicated several applicants are on hold. He added the applicants are aware that changes would be presented at the Council meeting and were informed August 6, 2019 would be the earliest Council could consider new applications.

Mayor Heggins asked if August 6, 2019 was the earliest applications could be submitted. Mr. Corriher pointed out the language would not have been formally adopted, and he asked if the application includes acknowledgement that the applicant read and understands the guidelines. Mr. Harris agreed. Mr. Corriher noted that the guidelines the applicant is agreeing to at the time of submission would not include the amendments if prior to Council adopting them.

Mr. Corriher indicated his understanding is Council is not in agreement on the third proposed amendment, and he clarified the proposed amendment would determine who has authority to approve the change, not if the change is allowed.
Mayor Hoggins asked if it would be better if all the proposed amendments are included on the application at one time so everything will be in order prior to application being submitted.

Mr. Corriher noted he does not think it would change anything regarding the applicants agreeing to the guidelines. Mayor Heggins noted the third amendment would not apply because the applicant agreed to the guidelines in place prior to the amendment. She added applicants could come forward with substantial change and not have the opportunity for a staff person to sign off on it and possibly prevent progress for two weeks.

Councilmember Miller recommended the language for the third amendment say any substantial deviation has to come back to Council, and he asked Council to approve all amendments.

Councilmember Miller made a motion to approve amendments to the Downtown Revitalization Incentive Grant Program with amendment three being revised to read that any substantial deviation from the Council approved project must be reviewed and approved in writing by Council before it can be undertaken. Ms. Alexander seconded the motion. Mayor Heggins, Mayor Pro Tem Post, and Councilmembers Alexander, Miller, and Sheffield voted AYE. (5-0)

CHAPTER 13 SECTIONS 13-338 AND 13-343 PARKING AMENDMENT

Traffic Engineering Coordinator Vickie Eddleman addressed Council regarding parking concerns near Livingstone College. She explained Livingstone College’s facility expansion resulted in the closure of a campus parking lot. She pointed out the college currently provides a temporary parking lot for students. She noted the Police Department is concerned about the high volume of parking violations and towed vehicles in the area. She explained, due to the inability to maneuver the area, the Fire Department must detour around the 400 block of Institute Street and has requested street widths be examined.

Ms. Eddleman displayed a map of existing parking conditions, and she noted parking codes and measurements of road widths in the area. She pointed out City Code specifies the distance from an intersection where parking is prohibited. She explained a discrepancy was found regarding the no parking signs on Institute Street that were posted farther away from the intersection than City Code allows. She noted the proposed amendment recommends no parking signs be posted 75-feet from the stop sign.

Councilmember Miller asked if the proposed amendment would provide more or less parking and if the street signage would change. Ms. Eddleman stated the change would provide less parking. She explained signage would remain the same but the Code would be rewritten to match the existing conditions.

Ms. Eddleman noted roadway widths are less than 24-feet in the 500 block of Grim Street which does not support two-way traffic or parking on both sides of the street. She added staff recommends parking be restricted to one side of the street. She pointed out property owners and
tenants were notified of the proposed change. She asked Council to consider restricting parking to one side of the street in the 500 block of Grim Street.

Ms. Eddleman noted discussions took place with citizens and representatives from the Police and Fire Departments who recommended allowing residential parking only in the 400 block of Institute Street to help address parking concerns. She indicated Livingstone College and 80% of property owners in the area support the proposed parking changes.

Ms. Eddleman commented the Police Department is allowed to tow vehicles in violation of City Code without posted signage. She added the Police Department and Livingstone College have discussed adding supplementary code enforcement plaques to increase parking compliance in the area. She noted the plaques have been successfully implemented at Catawba College. She indicated the proposed change does not require Council’s approval, but staff wanted to address Council and receive feedback.

Ms. Eddleman asked Council to consider amending the parking code to correct discrepancies, to restrict parking in the 500 block of Grim Street, and to change parking in the 400 block of Institute Street to residential parking only.

Thereupon, Councilmember Miller made a motion to adopt an Ordinance amending Chapter 13, Article X, of the Code of the City of Salisbury, relating to parking. Mayor Higgins, Mayor Pro Tem Post, and Councilmembers Alexander, Miller, and Sheffield voted AYE. (5-0)

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

(The above Ordinance is recorded in full in Ordinance Book No. 28 at Page No. 194, and is known as Ordinance 2019-43.)

ELECTORAL REFORM DISCUSSION

Mayor Pro Tem Post pointed out four meetings took place regarding the electoral process, and he added a separate mayoral election was mentioned during each meeting. He stated the Salisbury Post ran a poll with 80% of the public preferring a separate mayoral election. He pointed out whatever is decided will not affect the coming election, and he noted several steps have to be taken to get a separate mayoral election on the ballot.

Councilmember Sheffield noted her role as a committee member was to gather citizen input. She commented both a separate mayoral election and staggered terms have come before Council in the past, but no action was taken. She added these topics were discussed in all four of the committee meetings.

Councilmember Miller asked about the process to get a vote regarding a separate mayoral election on the ballot. City Attorney Graham Corriher explained on the November 5, 2019 ballot Council would need to adopt a Resolution of Intent to make a change to the City Charter and call
a public hearing tonight, hold a public hearing August 6, 2019, and adopt an Ordinance on August 20, 2019. He indicated 70 days from August 20, 2019 would be October 20, 2019 and in time to be included in the November election. He added if Council decided not to have a referendum and make the Ordinance change on its own, there is a process where the citizens can petition Council to have it placed on the ballot.

Councilmember Miller asked if time would be allowed for public comment. Mr. Corriher noted a public hearing would be called, and he explained Council would have to act at the next regular meeting due to the wording of the Statute. He added Council can make changes during the process, but it would only change the time line regarding which election the mayoral vote would be included. He added it would be 70 days or more after the Ordinance is adopted when the referendum can be placed on the ballot.

Mayor Heggins asked if Council could decide whether to include the separate mayoral election on the November or March ballot if all requirements are met in time. Mr. Corriher pointed out the meeting that Council decides to adopt the Ordinance is also when it is decided whether Council will call a special election.

Mr. Corriher noted the Statute states the date fixed shall be the next day permitted as more than 70 days after the adoption of the Ordinance, and he added the next election would be the November election. Mayor Heggins commented it would have to take place in November, and she added she felt like March would bring a higher voter turnout than November.

Councilmember Sheffield pointed out if Council chooses to pass a Resolution and then hold a public hearing, it would not lose options for the November ballot. She asked if Council could pass a Resolution of Intent, hold a public hearing and vote on it as a Council versus strictly putting it on the ballot for a special election. Mr. Corriher agreed, and he added Council can decide not to have a special election and only adopt the Ordinance, but it would not be put into effect for this election.

Councilmember Miller commented Council does not lose any options by taking action today and would be able to place it on the November ballot. He added he is going to reserve his decision until he hears from the public, but is willing to support moving forward with the understanding Council would not be lose any options. Councilmember Alexander agreed with Mr. Miller.

Mayor Pro Tem Post stated Council will need to vote on the Resolution of Intent to consider an Ordinance to amend the City's Charter to establish a separate mayoral election. He read the proposed Resolution of Intent.

Councilmember Miller asked if the motion needed a second. Mayor Heggins asked if Mayor Pro Tem Post made a motion. Mayor Pro Tem Post noted he made a motion to adopt the Resolution of Intent. Mayor Heggins, Mayor Pro Tem Post, and Councilmembers Alexander, Miller, and Sheffield voted AYE. (5-0)
RESOLUTION OF INTENT TO CONSIDER AN ORDINANCE TO AMEND THE CITY CHARTER TO ESTABLISH A SEPARATE MAYORAL ELECTION.

(The above Resolution is recorded in full in Resolution Book No. 16 at Page No. 16-17, and is known as Resolution 2019-13.)

Mr. Corriher noted a motion is needed to call a public hearing. Mayor Pro Tem Post made a motion to hold a public hearing on August 6, 2019 to consider the Resolution of Intent and to consider an Ordinance to amend the City Charter to establish a separate mayoral election. Mayor Heggies, Mayor Pro Tem Post, and Councilmembers Alexander, Miller, and Sheffield voted AYE. (5-0)

Councilmember Sheffield made a motion regarding the Resolution for Councilmembers having a four year staggered term, and she recommended Council approve the motion so the discussion can be opened to public comment. She pointed out the topic of a four year staggered term was equally discussed during the election process meetings.

Mayor Heggies asked how many citizens attended the meetings. Councilmember Sheffield noted 10 people attended the December 5, 2018 meeting, 21 people attended the October 17, 2018 meeting and the first meeting had a large turnout in Council Chambers.

Councilmember Alexander asked if the same people attended each meeting. Mayor Pro Tem Post noted the same conversations took place with the same people. Councilmember Sheffield commented some of the people attended all the meetings and she added she does not think only one group was being heard since other citizens attended as well.

Mayor Heggies asked if the four year staggered terms would be put to referendum. Councilmember Sheffield agreed. Mayor Heggies pointed out it would provide an opportunity for public input. Councilmember Sheffield commented the proposal would be similar to the separate mayoral election. Councilmember Alexander asked if both items could be included in one election. Mr. Corriher noted the Ordinances have to be adopted and voted on separately unless it is combined into one and voted on together.

Councilmember Miller noted he appreciated the information received from the committee and public input. He added he is not in favor of the staggered terms, but does not mind if the conversation takes place in the future with additional time for public input. He added the change of the mayoral election process is significant enough and should have its own focus. He indicated he is comfortable with the process of two year terms and councilmember terms ending at the same time.

Mayor Heggies commented a separate mayoral race is a significant change, and she added she thinks it is something the public clearly understands. She noted discussion regarding the makeup of Council and the possibility of increasing Council to six members is needed.
Councilmember Miller suggested moving forward to change the mayoral process and continue the conversation regarding the four year staggered terms at a later date following the election. Mayor Heggins, Mayor Pro Tem Post, and Councilmember Alexander agreed.

Mayor Heggins asked if a vote was on the table. Councilmember Miller noted the consensus of four councilmembers who would rather delay the discussion regarding four year staggered terms for a future time, and he asked to move on to the next item on the agenda.

Mr. Corriher noted the August 6, 2019 regular Council meeting will begin at 3:00 p.m.

RESOLUTION – MORE POWERFUL NC OPIOID AWARENESS CAMPAIGN

Councilmember Alexander presented a Resolution supporting a North Carolina Opioid Awareness Campaign. She asked Council to consider supporting the work being championed by State Attorney Josh Stein. She shared information included in the proposed Resolution.

Councilmember Alexander announced Rowan County will host an Opioid Conference on Thursday, August 8, 2019 from 3:00 p.m. until 7:45 p.m. at the West End Plaza. She encouraged citizens to attend and support the work of the Health Department and Healthy Rowan.

Councilmember Miller accepted the motion from Councilmember Alexander. Mayor Heggins, Mayor Pro Tem Post, and Councilmembers Alexander, Miller, and Sheffield voted AYE. (5-0)

RESOLUTION SUPPORTING A MORE POWERFUL NC OPIOID AWARENESS CAMPAIGN.

(The above Resolution is recorded in full in Resolution Book No. 16 at Page No. 18-20, and is known as Resolution 2019-14.)

Councilmember Miller made a motion to adjourn. Mayor Heggins, Mayor Pro Tem Post, and Councilmembers Alexander, and Miller voted AYE. Councilmember Sheffield voted NAY (4-1) Mayor Pro Tem Post commented he would like to hear Councilmember Sheffield’s comments.

CITY ATTORNEY’S REPORT

City Attorney Graham Corriher noted he would forgo his comments until the next Council meeting to honor Councilmember Miller’s request.

CITY MANAGER’S REPORT

City Manager was not in attendance.
COUNCIL COMMENTS

Councilmember Sheffield pointed out as a part of CHICKWEED Week, a mobile mammogram unit will be available for free mammograms on July 17, 2019 from 2:00 p.m. until 7:00 p.m. at Morgan Ridge Railwalk.

MAYOR PRO TEM COMMENTS

Mayor Pro Tem Post had no comments.

MAYOR COMMENTS

Mayor Heggins announced Senator Carl Ford is advocating for the City to receive $50,000 for the Bell Tower Green Project.

ADJOURNMENT

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

Al Heggins, Mayor

Diane Gilmore, City Clerk