

Salisbury, North Carolina  
November 15, 2022

## **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., Deputy City Clerk Connie 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 6:00 p.m. A moment of silence was taken.

## **PLEDGE OF ALLEGIANCE**

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

## **ADOPTION OF THE AGENDA**

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

## **RECOGNITION – PUBLIC WORKS EMPLOYEES**

Mayor Alexander recognized Public Works Employees Greg Hyde, Charles King and Joey Carter for assisting an injured citizen who had fallen on the sidewalk.

Councilmember Smith introduced Executive Director of InsideOut Global Beth Fusser. He explained InsideOut Global is a community of filmmakers and artists providing opportunities for youth in Salisbury.

Ms. Fusser stated seven local students gathered at City Hall to experience storytelling through video. She noted the students created a video about recycling as part of InsideOut Global's fall 2022 Video Camp. She displayed the video to Council.

Mayor Alexander recognized Communications Director Linda McElroy and Communications Specialist Kaisha Brown for assisting the students with the video production.

**PROCLAMATIONS**

Mayor to proclaim the following observances:

INTERNATIONAL SURVIVORS OF SUICIDE LOSS DAY	November 19, 2022
SURVIVORS OF HOMICIDE VICTIMS AWARENESS MONTH	November 20-December 20, 2022
SMALL BUSINESS SATURDAY	November 26, 2022

**CONSENT AGENDA**

(a) Minutes

Approve Minutes of the regular meeting of November 1, 2022.

(b) Right-of-Way Use Permit

Approve a Right-of-Way Use Permit for the use of three parking spaces, adjacent to 132 North Main Street, on North Main Street or West Council Street for interior renovations to 132 North Main Street from October 31, 2022 through December 2, 2022.

(c) Right-of-Way Use Encroachment

Approve a Right-of-Way encroachment by Spectrum for the installation of approximately 9,300 linear feet of trenched and directional bore duct on Industrial Avenue and Old Wilkesboro Road to serve 1330 Jake Alexander Boulevard in accordance with Section 11-24(27) of the City Code, subject to approval by the North Carolina Department of Transportation.

(d) Ordinance – Off-Street Parking Lots

Adopt an Ordinance amending Chapter 13, Article X of the City Code as it relates to off-street parking lots.

ORDINANCE AMENDING CHAPTER 13, ARTICLE X OF THE CITY CODE AS IT RELATES TO OFF-STREET PARKING LOTS.

(The above Ordinance is recorded in full in Ordinance Book No. 30 at Page No. 193, and is known as Ordinance 2022-75.)

(e) Contract – Kisinger-Campo

Authorize the City Manager to enter into a contract with Kisinger-Campo in the amount of \$72,926.17 for construction engineering inspection services on Project HL-0005 for the installation of upgrades to the traffic system.

(f) Contract – Alley, Williams, Carmen, and King

Authorize the City Manager to enter into a unit price contract with Alley, Williams, Carmen, and King in the amount of \$182,468.77 for professional engineering services for project EB-5619C for the Grants Creek Greenway.

(g) Voluntary Annexation – Barbour Street

Receive a request for the voluntary annexation of .100 acres on Tax Map 025 Parcel 018 located at 1132 Barbour Street 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 025 PARCEL018, .100 ACRES LOCATED AT 1132 BARBOUR STREET.

(The above Resolution is recorded in full in Resolution Book No. 16 at Page No. 74, and is known as Resolution 2022-53.)

(h) Budget Ordinance Amendment – Grant Funds

Adopt a budget Ordinance amendment to the FY2022-2023 budget in the amount of \$25,000 to appropriate grant funds from the North Carolina Governor’s Highway Safety Program for traffic safety efforts.

AN ORDINANCE AMENDING THE 2022-2023 BUDGET ORDINANCE OF THE CITY OF SALISBURY, NORTH CAROLINA TO APPROPRIATE NC GOVERNOR’S HIGHWAY SAFETY PROGRAM GRANT FUNDS.

(The above Ordinance is recorded in full in Ordinance Book No. 30 at Page No. 194, and is known as Ordinance 2022-76.)

(i) Update – Employee Pay Grade and Classification Schedule

Consider approving an update to the adopted employee pay grade and classification schedule.

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

**PUBLIC COMMENT**

Mayor Alexander opened the floor to receive public comments.

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

**DOWNTOWN SALISBURY PARKING PILOT PROGRAM**

City Manager Jim Greene noted staff has heard from citizens regarding the possibility of leasing parking spaces in the downtown. He asked Downtown Development Director Sada Troutman and City Engineer Wendy Brindle to address Council regarding a Downtown Salisbury Parking Pilot Program.

Ms. Troutman stated staff has heard from citizens regarding the need for downtown parking options for residents, property owners, merchants, and employees and staff wanted to make sure the City's parking options met the needs of the people who visit downtown. She pointed out the proposed pilot program would open Main Street and Innes Street parking for visitors and customers and potentially create a revenue source that could be used to improve parking infrastructure elements.

Ms. Troutman reviewed the current parking map, and she pointed out various parking opportunities. She stated the City-owned parking lots have a total of 535 parking spaces. She referenced the pilot program, and she noted:

- Downtown Development will handle applications and parking permits on a first come, first served basis for 30 parking spaces in various downtown locations
- Pilot program will run from January 1 through December 31, 2023
- Updates will be provided to Council

Ms. Troutman pointed out people interested in leasing available parking spaces later in the year would pay prorated rates. She added refunds would only be permitted if the City can re-lease the parking space. She stated marketing will begin once the program is approved by Council. She indicated leasing will commence on December 14, 2022, and the parking program will begin on

January 1, 2023. She explained leasing a parking space would cost \$35 per parking space per month or \$420 per parking space per year, and she pointed out the cost was determined by the current market rate for parking in the City.

Ms. Troutman noted Downtown Development will have quarterly check-ins with permitted individuals to make sure the parking spaces are used appropriately. She stated current identification, a completed application, proof of residency, building ownership or employment would be required to lease a parking space. She pointed out a permit will be available within three to five days of approval. She indicated the permit will not be parking space specific, rather it will be parking lot specific and designated by color. She displayed examples of the placard and signage that could be used, and she noted staff reached out to the Police Chief Jerry Stokes who recommended the signage. She added Downtown Development would assist with monitoring the leased parking spaces.

Ms. Troutman reviewed a map of the proposed pilot program, and she pointed out the program will include parking lots on North and South Main Streets and a parking lot that is central to the City. She noted there would be a total of 30 leased parking spaces which equates to 5.6% of the total City-owned parking spaces. She commented staff will provide updates to Council regarding the changing needs of the program.

Ms. Troutman stated 10 parking spaces will be located in the West Fisher Lot, formerly the Wells Fargo Lot, and will encompass 20% of the total parking area. She noted 15 parking spaces will be located in the lower lot at the City Office Building which equates to approximately 20% of the total parking area. She indicated five parking spaces will be located in the Center City Lot, formerly known as the Bernhardt Lot, which equates to approximately 12% of the parking area.

Ms. Troutman noted staff reached out to downtown stakeholders:

- 90.5% of respondents supported the program
- Many felt the program would need to expand to accommodate demand
- One person stated \$35 per month is too expensive for residents
- Multiple people indicated better lighting and safety measures are needed for existing parking lots
- Another person indicated the proposal does not address the need for additional parking spaces
- One person voiced opposition to the program because it will limit space turnover in two-hour parking (five parking spaces in the Bernhardt Lot), which is essential to economic development, and parking for upper floor tenants should not come at the expense of first floor business and retail profitability

Councilmember Post asked if a vehicle would be towed if someone without a parking permit parks in a permitted parking space. Officer Lynn Foster explained the vehicle would be cited and if there were other permitted parking spaces available the vehicle would not be towed,

but if all permitted parking spaces were taken, the Police Department would be obligated to tow the vehicle.

Mayor Alexander and Councilmember Post questioned if parking enforcement fines need to be considered. Ms. Troutman noted a recommendation has been made to consider increasing the parking enforcement fines. Mr. Post asked if staff will conduct an analysis to determine how often the parking spaces are used. Ms. Troutman agreed.

Councilmember Smith asked if scheduling fees were considered, and he pointed out employees with downtown service jobs may have trouble paying for a parking space. Ms. Troutman noted scheduling fees have not been discussed, and she noted some business owners may lease a parking space for their employees. Mayor Pro Tem Sheffield pointed out the City has over 500 free parking spaces. Mr. Smith asked about the location of the free parking spaces. Mr. Greene commented the free parking lots are in various locations throughout the downtown. Mayor Pro Tem Sheffield indicated most people could park in the free parking spaces and have three blocks or less to walk to their destination. She added scheduled fees may need to be addressed in the future.

Councilmember McLaughlin asked if there will be any limitations on the parking spaces. Ms. Troutman explained staff has considered mechanisms to make sure parking spaces are not subleased and also using verbiage in the lease to make individuals aware that the parking space may not be available certain days of the year.

Ms. Troutman stated downtown is growing and the goal is to provide parking options. She noted the Center City lot has free two-hour parking, the City Office Building lot is free on the weekends, and the Fisher Street/Wells Fargo Lot leased parking spaces from the previous owner that are being honored by the City. She added the remaining parking spaces have not been designated. Mayor Pro Tem Sheffield pointed out the City could add parking spaces to the downtown parking inventory. Ms. Troutman agreed. City Engineer Wendy Brindle explained the Fisher Street/Wells Fargo lot was added into the City Code so restrictions can be assigned to the parking lot.

Mayor Pro Tem Sheffield noted 5.6% of the downtown parking spaces are included in the pilot program. Ms. Troutman clarified it is 5.6% of the parking spaces in City-owned parking lots which does not include on-street parking.

Mayor Pro Tem Sheffield stated she supports the proposed pilot program, and she pointed out parking is critical to downtown development.

Councilmember Smith indicated he is concerned about the safety of downtown employees that work late nights. Ms. Brindle explained on-street parking is available after 7:00 p.m. when the 2-hour parking limit expires.

Thereupon, Mayor Pro Tem Sheffield made a **motion** to authorize implementing a pilot program for downtown parking and to approve the proposed parking rates of \$35 per month per parking space or \$420 per year per parking space. Mayor Alexander, Mayor Pro Tem Sheffield, Councilmembers McLaughlin, Post, and Smith voted AYE. (5-0)

## ANNUAL DOWNTOWN SALISBURY REPORT

Downtown Development Director Sada Troutman and Downtown Salisbury Inc. (DSI) Board Chair Gianni Moscardini presented DSI's Annual Report to Council. Ms. Troutman explained DSI was established in 1980 as one of the original Main Street Programs in North Carolina.

Ms. Troutman stated a market analysis was recently completed and assessed by the North Carolina Department of Commerce. She commented the purpose of the study was to evaluate retail gaps and highlight which industries could be recruited to help downtown thrive.

Ms. Troutman provided a summary of the market analysis including the American Association of Retired Persons Livability Index which scored Downtown Salisbury a 57 with a walkscore of 76. She added the analysis revealed that Salisbury accounts for approximately 70% of annual retail sales while having 24 % of the County population. She stated the total retail sales per capita is \$27,927.

Mrs. Troutman reviewed downtown statistics:

- 42 completed building and property improvement projects
- Over \$31 million in public and private investment for physical improvements
- Vacancy rate below 10% with increasing average rental rates
- 50 full-time jobs gained in the past year and 24 part-time jobs
- Net gain of 13 new businesses and four expanded businesses

Ms. Troutman added DSI takes the same approach as the National and North Carolina Main Street organizations which includes utilizing organization, economic vitality, design and promotion to achieve its goals.

Mrs. Troutman provided an update to Council regarding the Empire Hotel. She added the City continues to work with developers Brett Krueger and Josh Barnhardt to ensure a successful project.

Mrs. Troutman explained staff is working on the Supporting Existing Business Grant made possible by the Duke Energy Foundation. She stated business owners in the Municipal Service District are invited to apply for grants between \$500 and \$2,500 to improve their businesses. She commented the grant has been released to the public and applications will be received until December 21, 2022.

Ms. Troutman provided an update on the Downtown Salisbury Social District. She stated 14 ABC-permitted establishments are participating and over 2,000 social district drinks have been sold since July 1, 2022. She commented in a recent survey of participating businesses 71.4% reported a 1% to 20% increase in revenue. She added there are over 40 businesses that allow the social district drinks in their store and no issues have been reported.

Ms. Troutman highlighted 2023 Downtown Salisbury goals, including developing a downtown residential neighborhood, decreasing commercial vacancies, and communicating design opportunities that perpetuate downtown Salisbury's historic character while encouraging new opportunities.

Mr. Moscardini thanked Council for its continuous support for downtown businesses.

### **FIRST QUARTER FINANCIAL UPDATE**

City Manager Jim Greene thanked Finance Director Wade Furches and Finance Department staff for its work on the City's finances. He stated at a previous meeting Council requested an update on capital projects. He added Interim City Manager Brian Hiatt recommended setting aside a list of projects to be funded as sale tax revenue increased above the budgeted amount. He commented the City is doing well regarding sales tax revenue, and staff will present projects for Council's consideration.

Mr. Furches provided an overview of revenue expenditures in the General Fund, and he pointed out the General Fund has approximately \$1 million in increased revenue from last year, and expenses are about the same. He noted the Water and Sewer Fund has taken in more revenue than it has in the last three fiscal years. He commented expenditures are down, and he pointed out the largest Water and Sewer Fund expenditures are due in February.

Mr. Furches reviewed property tax revenue, and he noted last year at this time the City had collected 67% of its property tax revenue and this year 69% has been collected. He pointed out an increase in billed tax of \$249,831 which equates to approximately \$34 million in valuation, or a 1% growth rate.

Mr. Furches noted the City has received two months of the current fiscal year's sales tax revenue, and he explained the City receives sale tax revenue 45 days after it is due to the North Carolina Department of Revenue. He reviewed the sales tax trends of the last 10 years, and he noted the upward trend.

Mr. Furches stated Council set aside approximately \$4 million worth of projects to be completed with ARPA funds. He pointed out:

- Work began on the implementation of the Enterprise Permitting Software and additions were made to the City-wide camera system (Council priority)



- Parks and Recreation is working on renovation designs and will begin some of its projects (\$1.2 million)
- Civic Center replace/improvement (\$1 million)
  - These funds could be used for the Civic Center or the Wells Fargo Building
- Construction documents for Fire Station 3 are ready for pre-bid reviews

Mr. Furches pointed out the biggest capital project is for Salisbury-Rowan Utilities (SRU). He stated in April 2020 the City borrowed \$35 million including \$26.8 million for the Grants Creek Waste Water Treatment Plant Train Improvement project which is 93% complete and \$7.2 million for the Water Treatment Plant Improvements which is 99% complete. He pointed out the AMI Endpoint Exchange has \$1,095,000 budgeted and \$505,373 expended. He commented the Peeler Road Project is complete and included a 50/50 cost-share with the developer for a final cost of \$537,511.

Mr. Furches explained the majority of Stormwater funding was budgeted for study and design. He stated the bids for Jackson Street were over the estimate, and he noted staff is waiting on bids for North Long Street and then it will determine how to proceed. He added the goal is to have both projects in the design phase by the end of the fiscal year. He commented work is expected to begin on the Hurley Park Pipeline project in December.

Mr. Furches noted the boiler in the City Office Building has been replaced and is waiting on inspection. He pointed out mold remediation on the second floor is complete and repair work is under way. He added design work has begun on the Cornice and Water Table repair for the City Office Building which is budgeted at \$65,000 and could go over budget.

Mr. Furches stated \$50,000 was budgeted to repave sections of the Greenway. He noted the repaving of Greenway Trails on Stanback and Memorial Park are planned for spring when the annual street paving is done. He indicated work has not begun on the Stanback Greenway bridge refurbishment which is budgeted at \$30,000. He added the Greenway expansion from Catawba College to Wiltshire Village is in the design and right-of-way acquisition phase. He added the design contract for the Greenway expansion from Wiltshire Village to Kelsey-Scott Park was included in the Consent Agenda.

Mr. Furches explained Construction Level Design for Main Street is needed so the City can apply for grants to assist in development for downtown. He added the request for qualification was sent to engineering and planning firms on November 9, 2022. He indicated the budget includes an update to the Uniform Construction Standards and a consultant has been selected for the project.

Mr. Furches pointed out the Ryan Street and Lash Drive sidewalk projects have been completed. He added right-of-way acquisition for the sidewalk project on Old Concord Road is complete and Brenner Avenue from Statesville Avenue to Hoarah Street is in the right-of-way acquisition phase. He commented the next step will be the bidding process. He noted a letter of interest for engineers was released on November 10, 2022 for the sidewalk project on Jake Alexander Boulevard from Brenner Avenue to the existing sidewalk.

Mr. Furches explained ordering equipment is not complete until the vehicle identification number is received. He commented if staff is able to place an order delivery is taking much longer. He referenced a firetruck that has been on order since September 2021 and is not in production. He stated staff has had to reconsider how and when it orders vehicles due to cost and delivery time.

Mr. Furches stated the General Fund has \$3.1 million of vehicles and equipment that have been ordered in FY2023 and three vehicles totaling \$360,715 have been received. He indicated the remaining vehicles are due in the 2023 calendar year. He commented over \$1 million in vehicles and equipment has been ordered for SRU and Stormwater with a few pieces being received.

Mr. Furches explained during budget preparation \$1 million worth of projects and equipment was set aside for Council's consideration if sales tax revenue continued to be strong. He pointed out a list of the scheduled projects and their estimated costs was included in the Budget handbook. He added staff recommends Council consider approving the projects listed in the First \$500,000 of sales tax revenue. He noted staff set aside \$30,000 for an Employee Recruitment Project that was not included in the original list. He indicated staff is requesting that Council consider approving a budget Ordinance Amendment appropriating additional sales tax revenues in the amount of \$504,460.

Councilmember McLaughlin asked if the sales tax revenue increase is based on new business. Mr. Furches stated staff does not have data on whether sales tax revenue is from local or online sources but it is probably a combination of both. He noted he has monitored sales tax revenue since 2013 when the City collected approximately \$400,000 per month. He added the City has had six consecutive months of over \$1 million in sales tax revenue, and staff budgeted approximately \$10 million in sales tax revenue.

Councilmember Post pointed out the City is generating approximately 70% of retail sales in the County, but it is only 24% of the total population. He added a portion of the sales tax revenue collected in the City goes to the County and other municipalities. Mr. Furches clarified the sales tax revenue generated in the City helps support the smaller municipalities, and he pointed out the County receives more sales tax revenue than the City.

Councilmember McLaughlin asked about the property tax revaluation. Mr. Furches noted the revaluation will go into effect on January 1, 2023, and he indicated most property tax bills will increase based on market sales.

Mr. Greene thanked staff for its work on the capital project update, and he indicated staff will review capital projects monthly as part of the functional team meetings.

Mayor Alexander questioned if Council voted on the listed projects during the budget process. Mr. Furches explained the list was presented for informational purposes, but was not voted on during the budget process. Mayor Alexander stated the sales tax estimates are conservative and there may be an opportunity to revisit the list and make adjustments.

Mr. Greene pointed out ARPA funds are still available for projects that Council has supported. He noted staff will continue to review the list and also determine if higher priorities come up. He added Finance staff worked with each department to bring their priorities to Council for its consideration.

Thereupon, Councilmember McLaughlin made a **motion** to adopt an Ordinance amending the FY2022-2023 Budget Ordinance of the City of Salisbury, North Carolina in the amount of \$504,460 to appropriate additional sales tax revenue and adopt the proposed project list for use of the funds. Mayor Alexander, Mayor Pro Tem Sheffield, Councilmembers McLaughlin, Post, and Smith voted AYE. (5-0)

ORDINANCE AMENDING THE FY2022-2023 BUDGET ORDINANCE OF THE CITY OF SALISBURY, NORTH CAROLINA IN THE AMOUNT OF \$504,460 TO APPROPRIATE ADDITIONAL SALES TAX REVENUE.

(The above Ordinance is recorded in full in Ordinance Book No. 30 at Page No. 195-196, and is known as Ordinance 2022-77.)

#### **UPDATE – SALIS POLICE DEPARTMENT**

Police Chief Jerry Stokes reviewed current Police Department staffing levels, and he pointed out there are 66 filled positions, one officer in field training, three officers in Basic Law Enforcement Training (BLET), four potential officers in the background phase, and 12 vacancies. He pointed out the number of positions decreased from 83 to 82 due to converting a sworn position to a Civilian Crime Scene Investigator.

Chief Stokes reviewed the demographics of the Police Department, and he explained staff demographics are good when compared statewide. He stated the turnover rate is at 9.6% which has not changed since his last report on August 2, 2022

Chief Stokes pointed out it has been estimated that the City has experienced a 41% increase in population over the past 20 years including a 3.75% growth every five years. He added there is a 5% growth in population expected in 2025. He noted Salisbury-Rowan Utilities' purchase of 2,000 new taps for household meters indicates a 13.5% growth in a population or 4,800 new residents. He added with the rate of 2.3 officers per 1,000 residents the Police Department would need 11 additional officers to meet the needs of the anticipated growth.

Chief Stokes explained the two types of calls are public-initiated calls and police-initiated activity calls where officers engage with the public. He added increases to the City's population impact public safety services due to the increase in public-initiated calls for service over the last two decades. He pointed out officer-initiated calls have stayed relatively stable over the past 20 years, include traffic stops, citations, foot patrol, community engagement events which increased in 2019 due to the Police Department being fully staffed and crime was at a 20-year low.

Chief Stokes provided information about the total workload of patrol officers for calls for service during the 20-year period including the average rate of calls handled per month per patrol officer. He indicated between 2004 and 2012 there was an average of 34.73 calls per month per patrol officer and in 2013 through 2022 the average increased to 59.54 calls per month per patrol officer.

Chief Stokes referenced crime statistics through October 2022, and he pointed out homicides are down by 40%, aggravated assaults are down 10%, assaults with guns are down 30%, and shooting into occupied dwellings decreased by 10%, which reduced total violent crime by 13%. He stated overall crime is down 3%, and he pointed out increases are primarily larceny from motor vehicle, motor vehicle thefts, and commercial burglary. He explained larceny from motor vehicle has increased to 219 crimes for the third quarter of 2022. He indicated there is an average of larceny from motor vehicle crimes of one gun per week stolen. He added motor vehicle theft has increased to 107 for the third quarter of 2022.

Chief Stokes reviewed gun crime for the third quarter of 2022, and he pointed out reductions in robbery with a firearm, assault with a gun, and shooting into an occupied dwelling which are still below the rates from last year.

Chief Stokes stated opioid overdoses continue to be an issue, and he noted known overdoses in 2022 have increased well over the deaths since 2020.

Chief Stokes pointed out Grant Coordinator Chanel Nestor began her career with the City on October 31, 2022. He noted she is expected to work with grant funding and become engaged with the members of the West End Community to explore ways to assist in crime and violent crime reduction.

Councilmember McLaughlin asked if the conversion of the crime center work station would lessen officer workload. Chief Stokes agreed, and he added it would provide better gang activity tracking, and intelligence gathering. Mr. McLaughlin then asked if the upgrade needs to be discussed soon. Chief Stokes suggested Council discuss upgrades to the workstation as a priority at its Retreat in January, and to also discuss innovative ways to staff the Police Department especially using non-sworn personnel to assist citizens with calls that do not require a police officer.

Mayor Alexander thanked Chief Stokes for his presentation. Mayor Pro Tem Sheffield also thanked Chief Stokes, and she noted 2019 showed how crime was reduced due to the Police Department being fully staffed.

Chief Stokes commented the recruiting officers are working with Livingstone College to develop a plan to bring graduates from the Criminal Justice Program straight to the Police Department.

## **2023 CITY COUNCIL MEETING SCHEDULE**

Administrative Services Director Kelly Baker presented the proposed meeting schedule for 2023 City Council meetings. She pointed out the August 1, 2023 meeting would be moved to 3:00 p.m. to allow Council to participate in National Night Out events. She stated the second proposed change would be to move the November meeting from Tuesday, November 7, 2022 which is election day to Wednesday, November 8, 2022.

Thereupon, Councilmember Post made a **motion** to adopt the 2023 City Council Meeting Schedule. Mayor Alexander, Mayor Pro Tem Sheffield, Councilmembers McLaughlin, Post, and Smith voted AYE. (5-0)

## **CITY ATTORNEY'S REPORT**

City Attorney Graham Corriher had nothing to report to Council.

## **CITY MANAGER'S REPORT**

City Manager Jim Greene wished everyone a wonderful Thanksgiving holiday. He noted at the last Council meeting he distributed Council Retreat topic recommendations. He stated he did not receive any changes and staff would like to begin working on the Retreat topics. He pointed out the Retreat theme will be "Partnerships and Progress" and the plan is to include City partners in presentations and discussions.

Mr. Greene stated traditionally the City closes at 12:00 noon on the Wednesday before Thanksgiving to allow staff to volunteer and watch the parade. He indicated he wanted to make sure Council agrees with closing downtown office buildings and Parks and Recreation facilities at noon. Mayor Alexander commented it is a tradition in the City and by consensus, Council agreed to the closing.

## **COUNCIL COMMENTS**

Councilmember Post stated the City is going to miss Police Chief Jerry Stokes, and he noted communication has improved during his tenure as police chief.

## **MAYOR PRO TEM'S COMMENTS**

Mayor Pro Tem Sheffield stated a Neighborhood Leadership Alliance meeting took place on November 2, 2022 where ways to combat litter were discussed.

Mayor Pro Tem Sheffield asked about the status of Old Mocksville Road past the hospital. She noted the road is maintained by the North Carolina Department of Transportation (NCDOT), but there is development and growth in that area.

**MAYOR'S ANNOUNCEMENTS AND COMMENTS**

(a) Holiday Night Out

Mayor Alexander announced Holiday Night Out will take place in downtown Salisbury on Friday, November 25<sup>th</sup> from 5:00 p.m. until 9:00 p.m. For more information visit [www.DowntownSalisburyNC.com](http://www.DowntownSalisburyNC.com) or call 704-637-7814.

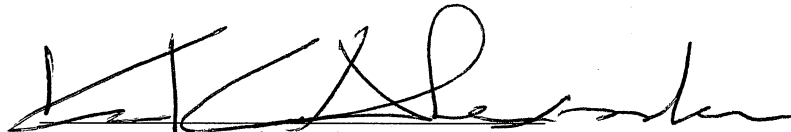
(b) Small Business Saturday

Mayor Alexander announced Small Business Saturday will take place in downtown Salisbury on Saturday, November 26<sup>th</sup>. For more information visit [www.DowntownSalisburyNC.com](http://www.DowntownSalisburyNC.com) or call 704-637-7814.

**ADJOURNMENT**

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

The meeting was adjourned at 8:32 p.m.



Karen Alexander, Mayor



---

Kelly Baker, City Clerk