The meeting will be held in a hybrid format and the public may attend virtually using this link: https://bit.ly/3xapoJd. The meeting will also be streamed live at 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 7, 2022 by contacting Kelly Baker at kbake@salisburync.gov. Citizens who wish to speak in person can sign up in Council Chambers.

1. Call to order.
3. Pledge of Allegiance.
4. Adoption of Agenda.

5. Oath of Office to be administered to new City Manager Jim Greene, Jr.

6. Mayor to proclaim the following observances:

   THE 78TH ANNIVERSARY OF D-DAY                          June 6, 2022
   UNITED STATES ARMY’S BIRTHDAY DAY                       June 14, 2022
   IMMIGRANT HERITAGE MONTH                                 June 2022
   JUNETEENTH                                              June 19, 2022
   SALISBURY PRIDE DAY                                      June 25, 2022
   PLAY BALL SUMMER                                         June 1 – August 31, 2022

7. Council to consider the CONSENT AGENDA:
   (a) Adopt Minutes of the special meeting of May 12, 2022, regular meeting of May 17, 2022 and the special meeting of May 24, 2022.
   (b) Receive a request for voluntary annexation of Tax Map 451 Parcel 227 located on Majolica Road, and adopt a Resolution instructing the City Clerk to investigate the sufficiency of the request.
   (c) Receive a request for voluntary annexation of Tax Map 403 Parcel 192, The Gables Phase 6, and adopt a Resolution instructing the City Clerk to investigate the sufficiency of the request.
   (d) Receive a request for the voluntary annexation of Tax Map 408 Parcel 011 located at 1215 Peeler Road, and adopt a Resolution instructing the City Clerk to investigate the sufficiency of the request.
(e) Receive the Certificate of Sufficiency for the voluntary annexation of Tax Map 407A Parcels 099, 112, and 113 located on Peach Orchard Road and adopt a Resolution setting the date of the public hearing for June 21, 2022.

(f) Approve a Right-of-Way encroachment by AT&T in the 300 block of North Main Street in accordance with Section 11-24(27) of the City Code, subject to approval by the North Carolina Department of Transportation.

(g) Approve a Right-of-Way encroachment by TEP Fiber/Duke Energy within the City rights-of-way throughout the City in accordance with Section 11-24(27) of the City Code, subject to approval by the North Carolina Department of Transportation.

(h) Approve a Right-of-Way encroachment by Evolution Optical on Corporate Circle in accordance with Section 11-24(27) of the City Code, subject to approval by the North Carolina Department of Transportation.

(i) Award a unit price contract in the amount of $182,221 to Carolina Siteworks, Inc. for the installation of sidewalk and curb and gutter along Ryan Street from Celebration Drive to Old Concord Road. Sidewalk pay-in-lieu funds in the amount of $110,814.83 will be applied to this project and supplemented by Engineering Special Project funds.

(j) Receive an incentive request for a North Carolina Rural Building Reuse Grant from Project Strong and set a public hearing for June 21, 2022 to receive public input. The company will apply for a grant in the amount of $75,000 that will be awarded to the City of Salisbury to disburse to the company. The City will satisfy its required match by hiring a grants administrator in an amount not to exceed $6,000.

(k) Adopt a budget Ordinance amendment to the FY2021-2022 budget in the amount of $800,000 to appropriate a grant from the Office of Justice Programs/Bureau of Justice Assistance for the FY2021 Byrne Criminal Justice Innovation Program Grant.

(l) Adopt a budget Ordinance amendment to the FY2021-2022 budget in the amount of $10,000 to appropriate a grant from the Blanche and Julian Robertson Foundation for the Police Department to be used for traumatic first aid kits, and expenses related to the Teens and Police Service Academy Program and Salisbury Police Crime Scene Camp.

8. Council to receive public comment. **Speakers who wish to speak via Zoom must sign-up before 5:00 p.m. by contacting Kelly Baker at kbake@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.

9. Council to hold a public hearing regarding the proposed FY2022-2023 City Budget. **(Presenter – City Manager Jim Greene, Jr., Interim Manager Brian Hiatt and Finance Director Wade Furches)**

   (a) Receive a report.

   (b) Hold a public hearing.
10. Council to consider adopting a Resolution accepting an offer of dedication for the right-of-way and adopt an Order to close Correll Street, a 50-foot unimproved right-of-way:  
(Presenter – City Engineer Wendy Brindle)

(a) Receive a presentation from staff  
(b) Hold a public hearing  
(c) Adopt a Resolution accepting an offer of dedication for the right-of-way and adopt an Order to close the unimproved right-of-way.

11. Council to hold a public hearing regarding the use of the FY2022-2023 Federal Community Development Block Grant (CDBG) and HOME Program funds:  
(Presenter – Planning Director Hannah Jacobson)

(a) Receive a presentation from staff  
(b) Hold a public hearing.

12. Council to receive an update regarding Microtransit and consider approving an in-house pilot project using the Software-as-a-Service model then transitioning to the Transportation-as-a-Service model if funding is awarded through the United States Department of Transportation’s Rural Surface Transportation grant program.  
(Presenter – Transit Director Rodney Harrison)

13. Council to consider adopting a budget Ordinance amendment to the FY2021-2022 budget to appropriate funds from the North Carolina Volkswagen Settlement Program grant to purchase two all-electric 25-foot light-duty, Americans with Disabilities accessible replacement vehicles in the amount of $688,298.  
(Presenter – Transit Director Rodney Harrison)

14. Council to consider adopting Ordinances authorizing the demolition of the structures located at:  
(Presenter – Code Services Manager Michael Cotilla)

(a) 318 Vanderford Street  
(b) 425 Messner Street  
(c) 623 Forney Street  
(d) 1027 West Horah Street  
(e) 1436 Old Wilkesboro Road

15. Council to consider adopting an Ordinance amending Appendix D – Boards, Committees, Commissions, etc. to create the Bell Tower Green Advisory Committee.  
(Presenter – Parks and Recreation Director Nick Aceves)

16. Council to consider appointments to various boards and commissions.


20  Mayor Pro Tem’s Comments.

21.  Mayor’s Announcements and Comments.

   (a) The Salisbury Police Department will begin a series of in-person conversation with neighbors in various Salisbury communities. The first “Cultivating Community Conversations” will be held Thursday, June 9, 2022 at 5:30 p.m. at Kelsey Scott Park located at 1920 Old Wilkesboro Road. Food will be served.
PROCLAMATION

WHEREAS, on June 14, 1775 the Second Continental Congress, representing the citizens of 13 American colonies, authorized the establishment of the Continental Army; and

WHEREAS, the collective expression of the pursuit of personal freedom that caused the authorization and organization of the United States Army led to the adoption of the Declaration of Independence and the codification of the new nation’s basic principles and values in the Constitution; and

WHEREAS, for the past 247 years the U.S. Army’s central mission has been to fight and win the nation’s wars; and

WHEREAS, the motto of “Duty, Honor, Country” is the creed by which the American soldier lives and serves; and

WHEREAS, no matter what the cause, location, or magnitude of future conflicts, the nation can rely on the U.S. Army to produce well-trained, well-led, and highly motivated soldiers to carry out the missions entrusted to them; and

WHEREAS, the components of the U.S. Army to include the NC Army National Guard, the U.S. Army Reserves and the Regular Army have contributed immensely to the COVID-19 response; and

WHEREAS, members of the City of Salisbury have proudly served and made the ultimate sacrifice for our nation’s freedom while serving in the United States Army and other branches of our nation’s military.

NOW, THEREFORE, I, Karen K. Alexander, Mayor of the City of Salisbury, North Carolina, DO HEREBY PROCLAIM Tuesday, June 14, 2022 as

UNITED STATES ARMY’S 247TH BIRTHDAY DAY

in Salisbury, and express great appreciation to the United States Army and to the dedicated soldiers who have served in it over the 247 years it has been in existence.

This the 7th day of June 2022.

____________________________________
Karen K. Alexander, Mayor
PROCLAMATION

WHEREAS, June 6, 2022 marks the 78th anniversary of the D-Day landings, the Battle of Normandy, and the beginning of the end of World War II in Europe; and

WHEREAS, on D-Day an estimated 156,000 American, British, and Canadian forces landed on five beaches along a 50-mile stretch of heavily fortified coast of France’s Normandy region, resulting in one of the largest amphibious military assaults in history; and

WHEREAS, our soldiers showed courage, dedication, compassion, and self-sacrifice as they fought to bring freedom to the world and end the horrors of the Holocaust; and

WHEREAS, more than 400,000 Americans gave their lives in the service of their country during World War II with 6,600 causalities on D-Day; and

WHEREAS, the City of Salisbury joins other nations in commemorating the heroes who fought and lost their lives during the summer of 1944.

NOW, THEREFORE, I, Karen K. Alexander, Mayor of the City of Salisbury, North Carolina, DO HEREBY PROCLAIM Monday, June 6, 2022 as

THE 78th ANNIVERSARY OF D-DAY

in Salisbury, and urge citizens to honor those who fought and died so that men and women they had never met would know what it is to be free.

This 7th day of June 2022.

____________________________________
Karen K. Alexander, Mayor
WHEREAS, generations of immigrants from every corner of the globe have built our country’s economy and created the unique character of our nation and our community; and

WHEREAS, immigrants continue to grow businesses, innovate, strengthen our economy, and create jobs in our community; and

WHEREAS, immigrants have provided the United States with unique social and cultural influences, fundamentally enriching the extraordinary character of our nation; and

WHEREAS, immigrants have been tireless leaders not only in securing their own rights and access to equal opportunity, but have also campaigned to create a fairer and more just society for all Americans; and

WHEREAS, despite these countless contributions, the role of immigrants in building and enriching our nation has frequently been overlooked and undervalued throughout our history, which continues to the present day.

NOW, THEREFORE, I, Karen K. Alexander, Mayor of the City of Salisbury, North Carolina, DO HEREBY PROCLAIM the month of June 2022 as

IMMIGRANT HERITAGE MONTH

in Salisbury, and encourage citizens to recognize and commemorate this special observance.

This the 7th day of June 2022.
City of Salisbury
North Carolina

PROCLAMATION

WHEREAS, this year marks the 157th anniversary of Juneteenth Day, a nationally recognized day which commemorates June 19, 1865 as the observance of African American Emancipation Day of Freedom; and

WHEREAS, Juneteenth has a special meaning to African Americans and is the oldest known celebration commemorating the ending of slavery in the United States; and

WHEREAS, Juneteenth is a time to cultivate the true spirit of freedom and to remember our ancestors as the men and women who bravely acted as catalysts for change; and

WHEREAS, Juneteenth celebrates African American freedom and achievement, and encourages continuous self-development and respect for all cultures; and

WHEREAS, this year the Salisbury-Rowan Chapter of the National Association for the Advancement of Colored People (NAACP) will host its 27th Annual Juneteenth Celebration with the theme, “Celebrating our Legacy, Cultivating Our Future” on Saturday, June 18, 2022.

NOW, THEREFORE, I, Karen K. Alexander, Mayor of the City of Salisbury, North Carolina, DO HEREBY PROCLAIM Sunday, June 19, 2022 as

JUNETEENTH DAY

in Salisbury, and encourage citizens to recognize and commemorate Juneteenth which honors the history, legacy, and culture of African Americans throughout the nation.

This the 7th day of June 2022.

______________________________
Karen K. Alexander, Mayor
PROCLAMATION

WHEREAS, the sport of baseball is America’s national pastime; and

WHEREAS, the United States Conference of Mayors, Major League Baseball and Minor League Baseball have come together to recognize June 1 – August 31, 2022 as Play Ball Summer; and

WHEREAS, Play Ball Month encourages families and communities to participate in the games of baseball and softball, thus creating a sustainable enthusiasm for the game; and

WHEREAS, cities across the country will be coming together during the summer to support the growth of baseball and softball; and

WHEREAS, the sports of baseball and softball have produced countless family and community bonding experiences and has taught our youth valuable life lessons of teamwork, perseverance, leadership, and sportsmanship; and

WHEREAS, the sports of baseball and softball provides a proud sense of belonging to something bigger than oneself and have formed a diverse culture showcasing a snapshot of where America stands today; and

WHEREAS, we recognize the importance and influence of the sports of baseball and softball on our youth in the City of Salisbury.

NOW, THEREFORE, I, Karen K. Alexander, Mayor of the City of Salisbury, North Carolina, DO HEREBY PROCLAIM June 1 – August 31, 2022 as

PLAY BALL SUMMER

in Salisbury, and encourage all residents to join by observing and celebrating this program to support and inspire the youth of our community.

This the 7th day of June 2022.

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

PROCLAMATION

WHEREAS, the City of Salisbury supports the rights of the LGBTQ+ community to experience equality and freedom from discrimination; and

WHEREAS, members of the LGBTQ+ community are an integral part of the vibrant culture and climate of the City and many residents, visitors, and business owners are a part of the community who contribute to our society; and

WHEREAS, Salisbury Pride strives to build safe and inclusive communities of those who imagine, dream, and believe in a day when violence and hate will not prevail; and

WHEREAS, Salisbury Pride has promoted conversations about inclusion and provided opportunities for positive and safe visibility for members of the LGBTQ+ community; and

WHEREAS, Salisbury Pride has made a significant impact on this community, through scholarships for local students, educational opportunities, and support of other community organizations; and

WHEREAS, Salisbury Pride will host its 10th Salisbury Pride Festival this year and will continue to organize and participate in events to promote inclusion.

NOW, THEREFORE, I, Karen K. Alexander, Mayor of the City of Salisbury, North Carolina, DO HEREBY PROCLAIM Saturday, June 25, 2022 as Salisbury Pride Day

SALISBURY PRIDE DAY

in Salisbury, and encourage all citizens to celebrate the diversity of our City and recognize the continuing contributions of the LGBTQ+ community within our City and Country.

This the 7th day of June 2022.

_________________________________
Mayor Karen K. Alexander
SPECIAL MEETING

PRESENT: Mayor Karen Alexander, Council Member Harry McLaughlin, and Council Member David Post.

ABSENT: Mayor Pro Tem Tamara Sheffield, Council Member Anthony Smith, Interim City Manager Brian Hiatt, City Clerk Kelly Baker and City Attorney Graham Corriher.

Mayor Karen Alexander and members of City Council attended the Elizabeth Duncan Koontz Humanitarian Awards hosted by the Salisbury Rowan Human Relations Council. The event was held at the Civic Center and began at 6:00 p.m.

Reverend Dr. Robert Black, Mr. DeCarlo Duling, and Ms. Sherry Hawthorne were recognized with the 2022 Elizabeth Duncan Koontz Humanitarian Awards.

ADJOURN

Motion to recess the meeting was made by Councilmember McLaughlin. All Council members in attendance agreed unanimously to adjourn. The meeting was adjourned at 7:40 p.m.

__________________________
Karen Alexander, Mayor

__________________________
Kelly Baker, City Clerk
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 Clerk Kelly Baker, and City Attorney Graham Corriher.

ABSENT: None

Mayor Karen Alexander and members of City Council met in a Special session at the City Hall located at 217 South Main Street. The meeting began at 5:00 p.m. Mayor Alexander introduced new City Manager Jim Greene, Jr. and welcomed him to Salisbury.

BUDGET PRESENTATION

Interim City Manager Brian Hiatt and Finance Director Wade Furches presented the FY2022-2023 recommended annual operating budget. Mr. Hiatt noted the adopted FY2022-2023 Council Priorities developed at Council’s 2022 retreat served as the guiding document for the recommended budget.

Mr. Hiatt noted the total city-wide recommended budget is $93,371,414. He reviewed key factors impacting the recommendation:

1. Inflation and its impact on all funds. The Southern Region Consumer Price Index has increased 8.4% in the last 12 months. The City relies heavily on petroleum products and construction materials in addition to chemicals used by SRU.
2. Limited to no growth in operational and personnel line items in the past, particularly in General Fund and Stormwater.
3. Some deferred maintenance challenges.
4. While growth is coming our way, the tax base has not been greatly impacted yet. Revaluation is due FY24.
5. Sales tax revenues have been strong, but a recession could negatively impact those revenues.
6. The City expects the current fiscal year (FY22) to generate a healthy General Fund surplus due in part to strong sales tax revenues plus position vacancies.
7. Council has American Rescue Plan Act (ARPA) funds available to address many key needs that address Council’s priorities, deferred maintenance, and transformational efforts to help the City prepare for growth that is here.
8. The City’s employees are our most valued assets. The City’s consultants have completed a comprehensive salary survey that is leading to recommendations impacting compensation. A Committee is also exploring other ways to help attract and retain coworkers.
9. This budget does a lot, but there is a lot to do.

Mr. Hiatt displayed examples of the impact of inflation:

- Asphalt = 23%
- Concrete = 8%
- Herbicide = 350%
- Grass Seed = 240%
- Stormwater pipe = 60%
- Stone/Gravel = 6%
- Electricity = 16%
- Water/Wastewater treatment chemicals = 88%
- Gas prices up over $1.50 per gallon from last year at this time

Mr. Hiatt summarized the recommendation:

- No property tax increase (71.96 cents)
- Conservative projection of revenues
- $10 increase in Municipal Vehicle Taxes to address street resurfacing needs
- Moderate increase in Water and Sewer rates (much less than latest Consumer Price Index)
- Small increase in Stormwater rates per the Master Plan recommendation

Mr. Furches reviewed the General Fund revenues and noted the recommendation is to maintain the current tax rate of .7196:

- Same tax rate since FY2019
- One cent on tax rate equals approximately $315,442
- Projected a .5% increase in tax base using valuations from Rowan Tax Assessor
- Tax revaluation in FY2024 (January 1, 2023)
- Recommend eliminating the $1 Animal Tax
He noted the value of one cent on the tax rate for Salisbury and surrounding communities:

- Salisbury - $315,442  
- Statesville - $348,310  
- Kannapolis - $567,284  
- Mooresville - $871,844  
- Concord - $1,442,298

Mr. Furches pointed out the following for General Fund revenues:

- Sales tax revenues continue to be strong but sales tax revenue projected for FY2023 is below expected revenue for FY2022 as a hedge in case of a recession  
- Utility Franchise taxes projected to remain stable  
- $10 increase in Motor Vehicle Taxes could generate up to $120,000 in additional revenue projected to be used for street resurfacing  
- Interest income will become a thing again as the Federal Reserve has increased rates from historic lows during the pandemic  
- Sanitation revenues will be flat and no rate increase is recommended for FY2023

Mr. Furches indicated the Fund Balance available for appropriation will well exceed the 24% established by Council. He noted the recommended budget includes appropriation of $2 million in Fund Balance from the general operating fund for one-time expenditures across General Fund departments except $600,000 allocated for compensation purposes. He pointed out there is still $5.6 million available in ARPA funds, and the recommendation is to use approximately $4 million with the remaining funds available for future appropriation.

Mr. Furches reviewed revenues and expenditures by source and noted the largest percentage of revenues is from property taxes (44.3%), while the largest expenditures are public safety (39.1%) and General Government (29.2%).

Mr. Hiatt reviewed the projects proposed to be funded by ARPA funds:

- Facility improvements in Parks and Recreation (Council Priority)  
  - Examples - Miller Center expansion, Hall Gym improvements, Fred Evans Pool short-term updates, City Park building renovations  
- Civic Center replacement or improvements  
- Fire Station 3 – completion of Architectural plans to bid-ready status (Council Priority)  
- Construction level design for Main Street – necessary to apply for grant funding  
- Update Uniform Construction Standards (Council Priority)
- Enterprise permitting software to prepare for coming growth (Council Priority)
- Supplement Neighborhood Revitalization Housing Program (Council Priority)
- Kesler Mill – pre-development/developer solicitation process (Council Priority)
- Develop comprehensive housing strategy recommendations (Council Priority)
- Enhance City-Wide camera system
- FirstNet cellphones for Police Department

Mr. Hiatt reviewed major initiatives from various departments included in the recommended budget:

**Human Resources:**
- Complete and Implement Compensation Study (Council Priority)
- Firefighters’ Social Security
- Compensation “bucket” of $1,147,201 in General Fund
- Like “buckets” in other Funds
- Increase in Local Government Employee Retirement System (LGERS) and Law Enforcement Officer (LEO) Retirement Contributions
- Maintenance of other employee benefits
- Positions funded at 100% in departments

**Public Safety – Police**
- Maintain funding for LEO positions
- Funding to expand the City-wide camera system to enhance Crime Center
- Purchase of FirstNet phones
- 8 new SUVs, including one hybrid, and an electric parking control vehicle with enforcement hardware and software
- $49,000 for SPD Building upgrades

**Public Safety – Fire**
- Full-year funding of pay adjustments in implemented in January 2022
- New ladder truck – on order, to be financed
- Over $200,000 for turn-out gear
- Completion of Fire Station 3 design and construction documents to be bid-ready – ARPA
- Replacement of apparatus Knox Boxes
- Funds to address Social Security issue

**Public Works**
- New dump truck - $277,506, Garbage truck - $412,006, Limb truck - $337,006
- Storage structure to shelter equipment from the weather
• Funds to repave sections of the Prescott and Memorial Park greenways and maintain Prescott bridge
• UPS for headend room at Customer Service
• Additional 624 rollouts for new housing
• Funds to purchase property for fueling site
• Downtown dumpster and recycling plans – Phase 1
• City Office Building (COB) repairs to address leaks
• Additional money to supplement street resurfacing efforts and to match Powell Bill funds (From $10 Municipal Vehicle Tax)
• Electric pickup for Grounds Maintenance
• Electric E-Transit cargo van for Building Maintenance

Parks and Recreation
• $2.2 million for needed facility upgrades – ARPA (Council Priority)
• Added 2 new full-time Recreation Aides (Council Priority)
• $156,000 for Bell Tower Green programming

Diversity, Equity and Inclusion
• New Department – total budget of $249,716 (Council Priority)
• Additional position for professional level assistant
• $45,000 for City-wide training opportunities

Community Planning, Code Enforcement and Development Services
• Enterprise Permitting software necessitated by growth – ARPA
• Continued Downtown Revitalization Incentive program
• Continued Neighborhood Housing Revitalization Program
• 3 replacement vehicles for Code Enforcement officers
• Kesler Mill pre-development /developer solicitation (Council Priority)
• Comprehensive Housing Strategy (Council Priority)
• National Register Nomination studies
• Code Enforcement abatement and demolition

Engineering
• Construction level design for Main Street – necessary to secure project grants – ARPA
• City portion (20%) of 6 grant-fund projects (80%) for sidewalk and greenway projects
• Update Uniform Construction Codes – ARPA (Council Priority)
• Building Security Key Scan Upgrade

Downtown Development
• Continued funding for business promotion and downtown events
• Funding for another Cheerwine Festival
• Social District Implementation
Mr. Hiatt discussed changes to State Statutes that prohibit Council members from participating in making or administering a contract, including the award of money in the form of a grant, loan or other appropriation. He noted funding has been set aside in Council’s budget for appropriations to external community agencies, but not specified for specific agencies.

Mr. Hiatt stated the recommended budget includes a transfer to the Broadband Fund in the amount of $2,700,000 which is $200,000 less than last year. He added there is also a transfer to the Transit Fund of $630,000 which is the same as the prior year. He noted the transfer was supplemented by Transit ARPA funds to reduce the amount of the General Fund transfer.

Mr. Hiatt discussed potential projects to be funded if sales revenues continue to be strong and above the projections:

- Addition of Zoning and Code Enforcement Inspector and/or selected Firefighter, Public Works or part-time Police officer positions.
- Ballistic vests for Fire Department
- Portable crime center console
- Auxiliary generator connection at Customer Service Center
- Improvements to City facilities, including roof and HVAC needs
- Traffic Signal upgrades
- Replace Self Contained Breathing Apparatus (SCBA) air compressor at Fire Station 2
- New remote support/helpdesk software, including security management, anti-malware, virus protection
- Human Resources Power DMS software
- GIS software to support departments and citizens
- Compost site study and permitting
- Four video arcade game cabinets for Teen Center
- Salisbury Historic District upgrade

Mr. Furches reviewed the Water/Sewer Fund and revenues:

- Rate increases considerably less than Capital Improvement Plan (CIP) increase and increase cost of chemicals and other supplies
  - Average residential increase of $2.49 per month
- Modest increase in tap fees to cover inflation
- Future consideration of the adoption of system development fees to reduce the impact of growth on existing rate payers

Mr. Hiatt also reviewed the current and proposed tap fees and meter packages. He reviewed the highlights of the SRU expenditures:

- $714,219 for replacement vehicles and equipment, including two electric F-150s
- Funds to implement compensation recommendations
• Significant cost increases in chemical (88%) and electrical (16%) costs as well as gas and natural gas
• Completion of projects funded by most recent revenue bonds including Grants Creek Wastewater Treatment Facility and the Water Treatment Plan
• Rehabilitation of aging gravity sewer lines
• Continued work on Federal Energy Regulatory Commission (FERC) and funding issues related to Yadkin River pump station
• Distribution System Master Plan (Hydraulic Model Update)
• Collection System Master Plan (Lift Station & Interceptor Assessments)
• Utilities Instrumentation and Controls Technician position

Mr. Furches reviewed the Stormwater Fund:

• 25-cent increase in monthly rate from $4.16 to $4.41 per Equivalent Residential Unit (ERU) – as per 15-year CIP in new Master Plan
• Use of fund balance, as per 15-year CIP recommendations
• Major projects:
  o Jackson Street watershed drainage study and design
  o North Long Street watershed study and design
• 2 new leaf machines and new excavator

Mr. Hiatt discussed the Transit Fund:

• Total budget - $3,037,938
• Funded primarily by federal and state grants, including $425,853 ARPA funds for Transit systems
• Implementation of in-house micro-transit pilot program beginning in December
• Pilot would include Route 3 and ADA Para-transit service
• Potential for micro-transit grant through State. Need for further discussion with Council

Mayor Alexander suggested allowing time for Council to review the proposed budget and schedule a budget work session for further discussion. She asked about scheduling a workshop prior to the June 7, 2022 regular meeting and including a micro-transit discussion as a regular agenda item. By consensus, Council agreed to hold a work session at 5:00 p.m. on June 7, 2022.

Mayor Pro Tem Sheffield asked for a list of the property tax rates for surrounding communities.

Councilmember Post referred to the 8.1% inflation rate and the proposed increase to the water/sewer rates which is half of that rate, and he asked how the difference will be balanced. Mr. Hiatt noted capital and operating line items were cut to reduce the increase related to inflation.
Mayor Alexander shared concerns with delaying needs and noted the impact of growth on the system that will need to be addressed. Mr. Post asked for a list of the items cut from the budget in order to reduce the needed rate. Mr. Hiatt indicated there is a need to discuss system impact fees which will help with revenues to maintain the water/sewer system. He added a recommendation on the proposed fees will be presented to Council in the near future.

Mr. Post noted approximately two-thirds of the system users are Salisbury residents and one-third are users outside the city limits. Mr. Behmer agreed and noted all users pay the same rate. He indicated he will bring the number of meters located within the City back to Council.

Thereupon, Councilmember Post made a motion to set a public hearing for June 7, 2022 to receive public input on the proposed budget. Mayor Alexander, Mayor Pro Tem Sheffield, Councilmembers McLaughlin, Post, and Smith voted AYE. (5-0)

**ADJOURN**

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 6:11 p.m.

____________________________
Karen Alexander, Mayor

____________________________
Kelly Baker, City Clerk
REGULAR MEETING

PRESENT: Mayor Karen K. Alexander, Presiding; Mayor Pro Tem Tamara Sheffield, Council Members Harry McLaughlin, David Post, and Anthony Smith; Interim City Manager Brian Hiatt, City Clerk Kelly Baker; 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 Pro Tem Sheffield 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.

CHANGES TO THE AGENDA

Mayor Pro Tem Sheffield noted the following changes to the Agenda:

Add – Proclamation of Appreciation for Mayor Alexander.

PROCLAMATION OF APPRECIATION – MAYOR ALEXANDER

Mayor Pro Tem Sheffield expressed Council’s gratitude to Mayor Alexander for her service as President of the North Carolina League of Municipalities during the past year. Mayor Pro Tem Sheffield read a Proclamation of Appreciation and presented a framed copy to Mayor
Alexander. Council members also expressed their thanks to Mayor Alexander and commended her for her leadership.

ADOPTION OF THE AGENDA

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

PROCLAMATIONS

Mayor to proclaim the following observances:

- PUBLIC WORKS WEEK May 15-21, 2022
- MEMORIAL DAY May 30, 2022
- EXERCISE IS MEDICINE MONTH May 2022
- BIKE MONTH May 2022
- ASIAN PACIFIC AMERICAN HERITAGE MONTH May 2022

CONSENT AGENDA

(a) Minutes

Adopt Minutes of the regular meeting of May 3, 2022.

(b) Voluntary Annexation – Peach Orchard Road

Receive a request for voluntary annexation of 43.1536 acres located at 735 Peach Orchard Road, Tax Map 407A Parcels 009, 112, and 113, and adopt a Resolution instructing the City Clerk to investigate the sufficiency of the request.


(The above Resolution is recorded in full in Resolution Book No. 16 at Page No. 25, and is known as Resolution 2022-18.)

(c) Street Closure – Correll Street

Adopt a Resolution declaring the intent to close Correll Street, a 50 foot wide unimproved right-of-way, and set a public hearing for June 21, 2022.
RESOLUTION PERTAINING TO THE PROPOSED CLOSING OF THE CORRELL STREET, A 50' WIDE UNIMPROVED RIGHT-OF-WAY.

(The above Resolution is recorded in full in Resolution Book No. 16 at Page No. 26, and is known as Resolution 2022-19.)

(d) **Contract Extension – Motorola**

Authorize a five-year extension to the radio system maintenance contract with Motorola for a total amount of $1,508,286. The system uses both City and County infrastructure, and Rowan County has agreed to a similar contract.

(e) **Certificate of Safety Achievement**

Commend Risk Manager Leigh Ellington and staff as the City of Salisbury received a Certificate of Safety Achievement from the North Carolina Department of Labor for the third consecutive year in recognition of the safety and health efforts to reduce injuries and illnesses and promote safer working conditions in 2021.

Councilmember Post asked for additional information for the Motorola contract extension (item 6). Public Works Director Craig Powers explained the extension is for a five-year period and mirrors the approval by the Rowan County Board of Commissioners.

Thereupon, Mayor Pro Tem Sheffield 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 else to address Council, Mayor Alexander closed the public comment session.

**VOLUNTARY ANNEXATION – HARRISON ROAD**

City Engineer Wendy Brindle presented a voluntary annexation of approximately 134 acres located on Harrison Road. She reviewed the annexation map and noted the annexation would be contiguous. She stated the proposal is for 136 single-family units, and the North Carolina Department of Transportation will require improvements at the entrance on Harrison Road.
Mayor Alexander convened a public hearing after due notice regarding the voluntary annexation of Harrison Road.

Councilmember Post asked about the proposed lot size, house size and price point for the development.

Mr. Adam Fiorenza stated he is the developer for this project. He noted the lot sizes average 60 feet wide by 120 feet deep. He indicated he is hesitant to provide a price point because of the volatility of the current market. He added the houses range in size from 1,800 square feet to 3,200 square feet.

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

Thereupon, Councilmember Post made a motion to adopt an Ordinance to extend the corporate limits of the City of Salisbury, North Carolina, to include 134.43 acres located on Harrison Road, Tax Map 450 Parcel 001 effective May 21, 2022. Mayor Alexander, Mayor Pro Tem Sheffield, Councilmembers McLaughlin, Post, and Smith voted AYE. (5-0)

ORDINANCE TO EXTEND THE CORPORATE LIMITS OF THE CITY OF SALISBURY, NORTH CAROLINA, TO INCLUDE 134.43 ACRES LOCATED ON HARRISON ROAD.

(The above Ordinance is recorded in full in Ordinance Book No. 30 at Page No. 94-96 and is known as Ordinance 2022-32.)

VOLUNTARY ANNEXATION – CROSS DRIVE

City Engineer Wendy Brindle presented a request for voluntary annexation of 6.943 acres located at 275 Cross Drive. She noted the request will help fill a hole in the City’s existing city limits. She referred to the annexation map and noted the request is for a single family residence whose owner is requesting access to water and sewer.

Mayor Alexander convened a public hearing after due notice regarding the voluntary annexation of 275 Cross Drive.

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

Thereupon, Councilmember Post made a motion to adopt an Ordinance to extend the corporate limits of the City of Salisbury, North Carolina, to include 134.43 acres located on Harrison Road, Tax Map 450 Parcel 001 effective May 17, 2022. Mayor Alexander, Mayor Pro Tem Sheffield, Councilmembers McLaughlin, Post, and Smith voted AYE. (5-0)

ORDINANCE TO EXTEND THE CORPORATE LIMITS OF THE CITY OF SALISBURY, NORTH CAROLINA, TO INCLUDE 6.943 ACRES LOCATED AT 275 CROSS DRIVE.
VOLUNTARY ANNEXATION AND REEZONING – PEELER ROAD

Development Services Manager Teresa Barringer introduced new Senior Planner Victoria Bailiff. Ms. Bailiff reviewed a request for voluntary annexation of 64.3163 located on Tax Map 408 Parcel 030 and Tax Map 410 Parcel 001, 019, 029, 112, and 124 on Peeler Road. She noted the voluntary annexation will be a satellite annexation.

Ms. Bailiff indicated the developer has requested the property be rezoned upon annexation. She noted the site is currently under Rowan County zoning, and the proposed City zoning classification will be Light Industrial. She pointed out the zoning for properties surrounding the site and reviewed a map of current zoning areas. She stated the rezoning request is a general request and there is no site plan associated with the site. She noted the Planning Board voted unanimously for approval of the request and found it consistent with the Comprehensive Plan.

Mayor Pro Tem Sheffield asked if anyone from the public had expressed concerns. Ms. Bailiff indicated two residents adjacent to the property shared safety concerns about increased traffic.

Mayor Alexander clarified the City’s zoning classification matches the current Rowan County zoning. Ms. Bailiff noted the majority of the property is zoned Commercial, Business, Industrial which is very similar to the City’s Light Industrial classification.

Mayor Alexander convened a public hearing after due notice regarding the voluntary annexation of Tax Map 408 Parcel 030 and Tax Map 410 Parcel 001, 019, 029, 112, and 124 on Peeler Road.

Mr. Ed Pietryck noted he lives adjacent to the property and supports the rezoning.

Mr. Matt Cochran, developer with Crow Holdings, stated the company is excited about the project. He referred to concerns about traffic and noted traffic should not travel east on Peeler Road and will have minimal impact.

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

Mayor Alexander then convened a public hearing after due notice regarding the proposed rezoning of Peeler Road.

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

Thereupon, Mayor Pro Tem Sheffield made a motion to adopt an Ordinance to extend the corporate limits of the City of Salisbury, North Carolina, to include 64.3163 acres, Tax Map 408 Parcel 030 and Tax Map 410 Parcels 001, 019, 029, 112 and 124, located on Peeler Road.
effective May 17, 2022. Mayor Alexander, Mayor Pro Tem Sheffield, Councilmembers McLaughlin, Post, and Smith voted AYE. (5-0)

ORDINANCE TO EXTEND THE CORPORATE LIMITS OF THE CITY OF SALISBURY, NORTH CAROLINA, TO INCLUDE 64.3163 ACRES, TAX MAP 408 PARCEL 030 AND TAX MAP 410 PARCELS 001, 019, 029, AND 124, LOCATED ON PEELER ROAD.

(The above Ordinance is recorded in full in Ordinance Book No. 30 at Page No. 99-100 and is known as Ordinance 2022-34.)

Councilmember Smith stated the City Council hereby finds and determines that adoption of an Ordinance to rezone the properties described herein, as requested, is consistent with the goals, objectives, and policies of the Vision 2020 Comprehensive Plan due to the proposed petition, site characteristics, surrounding development pattern, and observations provided by City planning staff, identifying the policies that support the petition. Thereupon, Councilmember made a motion to adopt an Ordinance amending the Land Development District Map of the City of Salisbury, North Carolina, rezoning Tax Map 410 Parcels 001, 019, 029, 112, 124 and Tax Map 408 Parcel 030 from Rowan County zoning Rural Residential, Rural Agricultural, and Commercial Business Industrial to City of Salisbury Light Industrial zoning approximately 64.3 acres. Mayor Alexander, Mayor Pro Tem Sheffield, Councilmembers McLaughlin, Post, and Smith voted AYE. (5-0)

ORDINANCE AMENDING THE LAND DEVELOPMENT DISTRICT MAP OF THE CITY OF SALISBURY, NORTH CAROLINA, REZONING TAX MAP 410 PARCELS 001, 019, 029, 112, 124 AND TAX MAP 408 PARCEL 030 FROM ROWAN COUNTY ZONING RURAL RESIDENTIAL, RURAL AGRICULTURAL, AND COMMERCIAL BUSINESS INDUSTRIAL TO CITY OF SALISBURY LIGHT INDUSTRIAL ZONING APPROXIMATELY 64.3 ACRES.

(The above Ordinance is recorded in full in Ordinance Book No. 30 at Page No. 101-102 and is known as Ordinance 2022-35.)

REZONING – WILLOW ROAD

Senior Planner Victoria Bailiff addressed Council regarding the rezoning of Tax Map 329 Parcel 050 on Willow Road from General Residential and Urban Residential to General Residential zoning approximately 10.91 acres.

Ms. Bailiff displayed aerial images and explained the parcel is currently split-zoned between Urban Residential (UR-12) and General Residential (GR-3). She stated that Smith Douglas Homes is looking to make the entire parcel General Residential (GR-3.)

Ms. Bailiff commented the area to the south contains properties that are undeveloped residential and commercial while the property to the east is undeveloped. She explained how
properties to the north are residential along Willow Road and properties to the west are zoned both residential and undeveloped.

Ms. Bailiff stated that this is a general use request so there are no conditions or site-plans accompanying the request. She explained how the Urban residential and General Residential districts are similar however the main difference is that animal service care facilities and professional services are not permitted in General Residential, while multifamily dwellings are permitted as new development only in General Residential.

Ms. Bailiff added the Planning Board held a courtesy hearing April 26, 2022 and voted unanimously to recommend approval as submitted.

Councilmember Post asked how the split-zoning occurred. Development Services Manager Teresa Barringer stated it most likely occurred during the transfer of parcels from the old zoning code to the new Land Development Ordinance.

Mayor Alexander convened a public hearing after due notice regarding the proposed rezoning of Willow Road.

Mr. Donald Griffin addressed Council regarding his concern with the zoning of the northern part of the parcel. He added that he lives on the end of Willow Road and is worried about the flow of traffic and construction disturbing the residents.

Mr. Spencer McNab with BGE Engineers stated the northern part of the property would not be significantly impacted and construction equipment will enter from Statesville Boulevard.

Councilmember Smith asked if there would be separate access on Willow Road. Mr. McNab commented they plan to have no impact on Willow Road.

Councilmember McLaughlin asked where then entrance from Statesville Road would be located. A representative of the developer stated the entrance will be close to the Farm Credit Union.

Councilmember Post asked about the size of the proposed houses. The representative stated they anticipate the homes to range from 1,800 to 3,000 square feet.

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

Councilmember Post stated the City Council hereby finds and determines that adoption of an Ordinance to rezone the property described herein, as requested, is consistent with the goals, objectives, and policies of the Vision 2020 Comprehensive Plan due to the proposed petition, site characteristics, surrounding development pattern, and observations provided by City planning staff, identifying the policies that support the petition. Thereupon, Councilmember Post made a motion to adopt an Ordinance amending the Land Development District Map of the City of Salisbury, North Carolina, rezoning Tax Map 329 Parcel 050 from General Residential and
Urban Residential to General Residential zoning approximately 10.91 acres. Mayor Alexander, Mayor Pro Tem Sheffield, Councilmembers McLaughlin, Post, and Smith voted AYE. (5-0)

ORDINANCE AMENDING THE LAND DEVELOPMENT DISTRICT MAP OF THE CITY OF SALISBURY, NORTH CAROLINA, REZONING TAX MAP 329 PARCEL 050 FROM GENERAL RESIDENTIAL AND URBAN RESIDENTIAL TO GENERAL RESIDENTIAL ZONING APPROXIMATELY 10.91 ACRES.

(The above Ordinance is recorded in full in Ordinance Book No. 30 at Page No. 103 and is known as Ordinance 2022-36.)

LAND DEVELOPMENT ORDINANCE TEXT AMENDMENT – CHAPTER 10 (PARKING)

Development Services Manager Teresa Barringer addressed Council regarding a request to amend two sections of Chapter 10 relative to parking.

Ms. Barringer noted the first proposed change is to section 10.3 regarding vehicle and bicycle parking for medical and dental offices. She commented these requirements included a maximum of five parking spaces per 1,000 square feet. She stated this posed a problem due to the high rotation of patients and personnel at the facilities. She stated the proposal is to double the size of maximum parking from five per 1,000 square feet to 10 per 1,000 square feet to meet the needs of medical facilities.

Ms. Barringer explained the second request is related to parking lot connections. She commented several proposals have raised questions when it comes to institutional building types and use. She stated that parking lot interconnectivity raises security and public safety concerns by allowing commercial traffic to flow through institutional building types such as schools, fire stations, and day care facilities.

Ms. Barringer proposed amending the Land Development Ordinance (LDO) to state that required parking lot connections shall apply to new development in addition to existing development with the exception of institutional building types. She commented that altering the LDO would allow these institutional building types to exempt themselves from interlock connectivity.

Mayor Alexander convened a public hearing after due notice regarding the proposed Land Development Ordinance text amendment.

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

Councilmember Post stated the City Council hereby finds and determines that adoption of an Ordinance to amend the Land Development Ordinance as underlined or stricken herein is reasonable, in the public interest, and not inconsistent with the Vision 2020 Comprehensive Plan.
Thereupon, Councilmember Post made a motion to adopt an Ordinance amending Chapter 10 (Parking) of the Land Development Ordinance of the City of Salisbury, North Carolina. Mayor Alexander, Mayor Pro Tem Sheffield, Councilmembers McLaughlin, Post, and Smith voted AYE. (5-0)

ORDINANCE AMENDING CHAPTER 10 (PARKING) OF THE LAND DEVELOPMENT ORDINANCE OF THE CITY OF SALISBURY, NORTH CAROLINA.

(The above Ordinance is recorded in full in Ordinance Book No. 30 at Page No. 104-114 and is known as Ordinance 2022-37.)

NOMINATION INTO THE NATIONAL REGISTER OF HISTORIC PLACES – CITY MOTOR COMPANY BUILDING

Planner Emily Vanek presented information regarding the eligibility for listing the City Motor Company building located at 419 South Fulton Street in the National Register of Historic Places. She pointed out the Historic Preservation Commission (HPC) and the City Council are required to receive public comment and provide a report to the State Historic Preservation Office (SHPO) for its nomination into the Register.

Ms. Vanek explained details regarding the property, and she noted a fence on the property will be kept by the owner. She added the HPC approved restoration of the windows on the main building.

Mayor Alexander convened a public hearing after due notice regarding the nomination of City Motor Company Building to the National Register of Historic Places.

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

Thereupon, Councilmember McLaughlin made a motion to recommend the City Motor Company building be listed in the National Register of Historic Places. Mayor Alexander, Mayor Pro Tem Sheffield, Councilmembers McLaughlin, Post, and Smith voted AYE. (5-0)

REQUEST FOR PROPOSALS – STATE LOBBYING SERVICES

Administrative Services Director Kelly Baker pointed out there has recently been discussion regarding hiring a state lobbyist. She noted the City has a successful relationship with Strategics Consulting, its federal lobbyists and has built relationships with federal elected officials and federal agencies. She indicated the City has received nearly $3 million in grants since partnering with Strategics, and she added the hope is to have that same success on a state level. She noted a state lobbyist would ensure the City is well-represented at the state level.

Ms. Baker commented Council can issue a Request for Proposal (RFP), but would not be obligated to move forward if Council decided not to hire a state lobbyist. She indicated sending
out the RFP would allow staff to receive proposals and provide the information to Council. She indicated the cost would be divided between the Water and Sewer Fund and the General Fund.

Mayor Pro Tem Sheffield asked about budgeting for the state lobbyist. Ms. Baker noted issuing the RFP would provide estimates on the cost, and she added other municipalities pay approximately $5,000 a month.

Thereupon, Councilmember Post made a motion to issue a Request for Proposals for state lobbying services. Mayor Alexander, Mayor Pro Tem Sheffield, Councilmembers McLaughlin, Post, and Smith voted AYE. (5-0)

**BOARDS AND COMMISSIONS**

No appointments were made to Boards and Commissions.

**CITY ATTORNEY’S REPORT**

City Attorney Graham Corriher had nothing to report to Council.

**CITY MANAGER’S REPORT**

Interim City Manager Brian Hiatt noted Council’s budget presentation will take place May 24, 2022 at 5:00 p.m. as a special meeting in Council Chambers.

Transit Director Rodney Harrison pointed out the City was selected by the North Carolina Department of Transportation Integrative Mobility Division (NCDOT IMD) to participate in a statewide combined application for microtransit service through the Multimobile Project Discretionary Grant. He commented out of 21 applications, the City was selected as one of 11 to continue in the grant process. He added if the City is awarded the grant it would fund the initial cost of microtransit service between three to five years with no cost to the City. He indicated the project would replace Route 3 which has the most ridership but has gaps in the City’s current service area and includes Catawba College, Statesville Boulevard, Lash Drive, and the Hidden Creek area. He noted he is working to finalize the area for the grant to be submitted by May 23, 2022.

Thereupon, Councilmember Post made a motion to issue a letter of support for the Mobility for Everyone, Everywhere in North Carolina (MEE NC) grant application regarding microtransit. Mayor Alexander, Mayor Pro Tem Sheffield, Councilmembers McLaughlin, Post, and Smith voted AYE. (5-0)

**COUNCIL COMMENTS**
Councilmember Smith noted recent hate crimes that took place in Buffalo, New York and the loss of life that happened. He added everyone needs to pray for our Country, the community in Buffalo and the Salisbury community.

Councilmember Smith noted the Elizabeth Duncan Koontz Humanitarian Awards event speaks to the importance of the work of the honorees who were Father Robert Black, Mr. DeCarlo Duling and Ms. Sherry Hawthorne. He pointed out the Human Relations Council does excellent work including Diversity, Equity and Inclusion Director Anne Little, and EDK Chair Pastor Dee Ellison. He thanked everyone for their work on the event.

Councilmember McLaughlin suggested Council take into consideration the time of the Council meeting during an election so that the public can take part in both voting and the Council meeting.

Councilmember Post suggested Council review its public hearing procedures when items are contested. He pointed out other cities allow a specific amount of time for each side instead of three minutes for each person. He noted the process would be more effective and the comments would be organized for Council to receive the information better.

**MAYOR PRO TEM’S COMMENTS**

Mayor Pro Tem Sheffield welcomed Senior Planner Victoria Bailiff to the City, and she congratulated the City of Salisbury for its safety achievement.

Mayor Pro Tem Sheffield pointed out the Cheerwine Festival will take place Saturday, May 21, 2022 from 12:00 p.m. until 10 p.m.

Mayor Pro Tem Sheffield referred to a pamphlet developed by the Friends of the Rowan Public Library that encourages all ages to read.

Mayor Pro Tem Sheffield thanked Councilmember Smith for bringing up the recent event in Buffalo, New York.

**MAYOR’S ANNOUNCEMENTS AND COMMENTS**

Mayor Alexander thanked staff for all it does for the City, and she pointed out she received a letter of appreciation from a citizen for the work conducted by Code Enforcement Officer Michael Cotilla.

Mayor Alexander noted she signed a letter in support for the Mayor of Buffalo through the United States Conference of Mayors and the North Carolina Mayors Association. She noted there is a need to stop the divisiveness in our Country and develop better relationships with one another.
(a) **Peace Officer’s Memorial**

Mayor Alexander announced a Peace Officer’s Memorial Service will be held at 12:00 noon on Thursday, May 19, 2022 at 210 North Main Street. The Service is sponsored by the Rowan Sheriff’s Office.

(b) **Wine About Winter**

Mayor Alexander noted Downtown Salisbury, Inc. will host the 9th Annual Wine About Winter event on Friday, June 3, 2022 from 5:00 p.m. until 9:00 p.m. Each ticket holder must be 21 years of age and present a valid id at registration located in the lobby of the Paul E. Fisher Gateway Building. For ticket sales and detailed information please visit [www.downtownsalisburync.com](http://www.downtownsalisburync.com) or call 704-637-7814. Tickets are $24.50 in advance and $32 the day of the event.

(c) **Cheerwine Festival**

Mayor Alexander announced the City of Salisbury and Cheerwine are teaming up to host the 2022 Cheerwine Festival. The free event will take place Saturday, May 21, 2022 in downtown Salisbury from noon until 10:00 p.m. Cheerwine fans can enjoy cold Cheerwine, live music, great Southern food, shop for Cheerwine merchandise, family-friendly activities, a beer garden and local craft vendors. For more information, please call 704-216-PLAY.

**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 7:43 p.m.

________________________________________
Karen Alexander, Mayor

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

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

Requested Council Meeting Date:  June 7, 2022

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

Name of Presenter(s):  N/A

Requested Agenda Item:  Voluntary Annexation Request – Majolica Rd

Description of Requested Agenda Item:
The Engineering Department has received a petition from V3 Southeast Company to annex 31.487 acres, located on Majolica Road and identified on Rowan County Tax Map 451 as Parcel 227. In accordance with State Statutes, the annexation request will be discussed at three Council meetings. At the first meeting, Council will receive the request and adopt a resolution instructing the City Clerk to investigate the sufficiency of the request. At the second meeting, staff will certify the statutory requirements have been met, and Council will set a public hearing date. At the third meeting, Council will hold a public hearing and vote on the annexation.

Attachments:  ☒ Yes  ☐ No

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

Fiscal impact is unknown at this time. This will be investigated and included in future Council correspondence.

Action Requested of Council for Agenda Item:  (Please note if item includes an ordinance, resolution or petition)
City Council to receive the request for the voluntary annexation of Tax Map 451 Parcel 227, located on Majolica Road, and adopt a resolution instructing the City Clerk to investigate the sufficiency of the request

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

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

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

FINANCE DEPARTMENT INFORMATION:

_________________________________ _____________________________
Finance Manager Signature  Department Head Signature

______________________________
Budget Manager Signature
For Use in Clerk’s Office Only

☐ Approved  ☐ Declined

Reason:
RESOLUTION DIRECTING THE CITY CLERK TO INVESTIGATE A PETITION RECEIVED UNDER G.S. 160A-31, FOR VOLUNTARY ANNEXATION OF TAX MAP 451 PARCEL 227, 31.487 ACRES LOCATED ON MAJOLICA ROAD

WHEREAS, a petition requesting annexation of an area described in said petition has been received on May 24, 2022 by the City Council; and

WHEREAS, G.S. 160A-31 provides that the sufficiency of the petition shall be investigated by the City Clerk before further annexation proceedings may take place; and

WHEREAS, the City Council of the City of Salisbury deems it advisable to proceed in response to this request for annexation;

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Salisbury:

That the City Clerk is hereby directed to investigate the sufficiency of the above described petition and to certify as soon as possible to the City Council the result of that investigation.

__________________________
Karen K. Alexander, Mayor

ATTEST:

__________________________
Kelly Baker, City Clerk
Date: 4/25/2022

PETITION REQUESTING VOLUNTARY ANNEXATION
FOR MAJOLICA RD (PARCEL 451 227)

We the undersigned owners of real property respectfully request that the area described on the attached documents be annexed into the City of Salisbury. By signing this petition, we understand that the following conditions are the responsibility of the petitioners. Failure to meet the conditions may delay or invalidate the request:

1. The petition must be signed by all owners of real property in the area described and shall contain the address of each property owner.
2. The petition must include a metes and bounds description of the area to be annexed and a preliminary annexation boundary survey prepared by a Registered Land Surveyor. Two original mylars of the final annexation boundary survey shall be completed after consultation with the City.
3. If the area is not contiguous to the primary City limits, the petition shall include documentation that:
   a) The nearest point of the described area is not more than three miles from the primary City limits.
   b) No point on the described boundary is closer to another municipality than to the City of Salisbury.
   c) No subdivision, as defined in GS 160A-376, will be fragmented by the proposed annexation.
4. Upon the effective date of annexation and thereafter, the described citizens and property shall be subject to municipal taxes and to all debts, laws, ordinances and regulations in force in the City of Salisbury and shall be entitled to the same privileges and benefits as other citizens and property in the City of Salisbury.

<table>
<thead>
<tr>
<th>Property Identification</th>
<th>Printed Name</th>
<th>Signature</th>
<th>Owner’s Address</th>
</tr>
</thead>
<tbody>
<tr>
<td>TM 451 PCL 227</td>
<td>Tamra McCall Pike</td>
<td></td>
<td>888 McGregor Ct Concord, NC 28026</td>
</tr>
<tr>
<td>TM 451 PCL 227</td>
<td>Cindy G Price</td>
<td></td>
<td>838 McGregor Ct Concord, NC 28025</td>
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</table>

(Attach additional petition forms if needed) Form Revised 2-08

Contact Person R. Austin Coleman Telephone Number 704.940.2883

For Office Use Only:

Total number of parcels 1 Number Signed 2 % Signed 100 Date Returned 5/24/22
Contiguous per GS 160A-31 X or Non-contiguous “satellite” per GS 160A-58 (check one)

CITY OF SALISBURY
P.O. BOX 479, SALISBURY, NORTH CAROLINA 28145-0479
PETITION REQUESTING VOLUNTARY ANNEXATION
FOR MAJOLICA RD (PARCEL 451 227)

We the undersigned owners of real property respectfully request that the area described on the attached documents be annexed into the City of Salisbury. By signing this petition, we understand that the following conditions are the responsibility of the petitioners. Failure to meet the conditions may delay or invalidate the request:

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   b) No point on the described boundary is closer to another municipality than to the City of Salisbury.
   c) No subdivision, as defined in GS 160A-376, will be fragmented by the proposed annexation.
4. Upon the effective date of annexation and thereafter, the described citizens and property shall be subject to municipal taxes and to all debts, laws, ordinances and regulations in force in the City of Salisbury and shall be entitled to the same privileges and benefits as other citizens and property in the City of Salisbury.

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<td>838 McGregor Ct Concord, NC 28025</td>
</tr>
<tr>
<td>TM 451 PCL 227</td>
<td>Cindy G Price</td>
<td>Cindy G Price</td>
<td>4008 White Pine Dr Raleigh, NC 27612</td>
</tr>
<tr>
<td>TM ____ PCL</td>
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(AAttach additional petition forms if needed)
Form Revised 2-08

Contact Person R. Austin Coleman Telephone Number 704.940.2883

For Office Use Only:

Total number of parcels 1 x
Contiguous per GS 160A-31 or Non-contiguous “satellite” per GS 160A-58 (check one)

Number Signed 2 % Signed 100 Date Returned 5/24/22

CITY OF SALISBURY
P.O. BOX 479, SALISBURY, NORTH CAROLINA 28145-0479
PETITION REQUESTING VOLUNTARY ANNEXATION FOR MAJOLICA RD (PARCEL 451 227)

We the undersigned owners of real property respectfully request that the area described on the attached documents be annexed into the City of Salisbury. By signing this petition, we understand that the following conditions are the responsibility of the petitioners. Failure to meet the conditions may delay or invalidate the request:

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   b) No point on the described boundary is closer to another municipality than to the City of Salisbury.
   c) No subdivision, as defined in GS 160A-376, will be fragmented by the proposed annexation.
4. Upon the effective date of annexation and thereafter, the described citizens and property shall be subject to municipal taxes and to all debts, laws, ordinances and regulations in force in the City of Salisbury and shall be entitled to the same privileges and benefits as other citizens and property in the City of Salisbury.

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<tr>
<th>Property Identification (tax number or street address)</th>
<th>Printed Name (and title if business entity)</th>
<th>Signature</th>
<th>Owner’s Address</th>
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<tbody>
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</tbody>
</table>

(Attach additional petition forms if needed)

Contact Person: R. Austin Coleman  
Telephone Number: 704.940.2883

For Office Use Only:

Total number of parcels: 1  
Number Signed: 2  
% Signed: 100  
Date Returned: 5/24/22

Contiguous per GS 160A-31 X  
or Non-contiguous “satellite” per GS 160A-58 (check one)

CITY OF SALISBURY
P.O. BOX 479, SALISBURY, NORTH CAROLINA 28145-0479
Salisbury City Council
Agenda Item Request Form

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

Requested Council Meeting Date: June 7, 2022

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

Name of Presenter(s): N/A

Requested Agenda Item: Voluntary Annexation Request – The Gables Phase 6

Description of Requested Agenda Item:
The Engineering Department has received a petition from Spencer Lane Construction, LLC to annex 4.39 acres, located off Faith Rd and identified on Rowan County Tax Map 403 as Parcel 192. In accordance with State Statutes, the annexation request will be discussed at three Council meetings. At the first meeting, Council will receive the request and adopt a resolution instructing the City Clerk to investigate the sufficiency of the request. At the second meeting, staff will certify the statutory requirements have been met, and Council will set a public hearing date. At the third meeting, Council will hold a public hearing and vote on the annexation.

Attachments: ☒ Yes ☐ No

Fiscal Note: (If fiscal note requires approval by finance department because item exceeds $100,000 or is related to grant funds, please fill out signature blocks for finance at bottom of form and provide supporting documents)
Fiscal impact is unknown at this time. This will be investigated and included in future Council correspondence.

Action Requested of Council for Agenda Item: (Please note if item includes an ordinance, resolution or petition)
City Council to receive the request for the voluntary annexation of Parcel 403 192 (Gables Phase 6), and adopt a resolution instructing the City Clerk to investigate the sufficiency of the request.

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

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

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

FINANCE DEPARTMENT INFORMATION:

Finance Manager Signature

Department Head Signature

Budget Manager Signature
For Use in Clerk’s Office Only

☐ Approved

☐ Declined

Reason:
RESOLUTION DIRECTING THE CITY CLERK TO INVESTIGATE A PETITION RECEIVED UNDER G.S. 160A-58.1, FOR VOLUNTARY ANNEXATION OF 4.39 ACRES, LOCATED OFF FAITH ROAD AND IDENTIFIED ON TAX MAP 403 AS PARCEL 192

WHEREAS, a petition requesting annexation of an area described in said petition has been received on June 7, 2022 by the City Council; and

WHEREAS, G.S. 160A-58.1 provides that the sufficiency of the petition shall be investigated by the City Clerk before further annexation proceedings may take place; and

WHEREAS, the City Council of the City of Salisbury deems it advisable to proceed in response to this request for annexation;

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Salisbury:

That the City Clerk is hereby directed to investigate the sufficiency of the above described petition and to certify as soon as possible to the City Council the result of that investigation.

________________________________________
Karen K. Alexander, Mayor

ATTEST:

______________________________
Kelly Baker, City Clerk
PETITION REQUESTING VOLUNTARY ANNEXATION  
Parcel 403-192 The Gables PH 6  

We the undersigned owners of real property respectfully request that the area described on the attached documents be annexed into the City of Salisbury. By signing this petition, we understand that the following conditions are the responsibility of the petitioners. Failure to meet the conditions may delay or invalidate the request:

1. The petition must be signed by all owners of real property in the area described and shall contain the address of each property owner.

2. The petition must include a metes and bounds description of the area to be annexed and a preliminary annexation boundary survey prepared by a Registered Land Surveyor. Two original mylars of the final annexation boundary survey shall be completed after consultation with the City.

3. If the area is not contiguous to the primary City limits, the petition shall include documentation that:
   a) The nearest point of the described area is not more than three miles from the primary City limits.
   b) No point on the described boundary is closer to another municipality than to the City of Salisbury.
   c) No subdivision, as defined in GS 160A-376, will be fragmented by the proposed annexation.

4. Upon the effective date of annexation and thereafter, the described citizens and property shall be subject to municipal taxes and to all debts, laws, ordinances and regulations in force in the City of Salisbury and shall be entitled to the same privileges and benefits as other citizens and property in the City of Salisbury.

Property Identification Printed Name Signature  
(tax number or street address) (and title if business entity) 

TM 403  PCL 192  Spencer Lane Construction LLC  

Owner’s Address  
630 W. Ridge Road  
Salisbury, NC 28147  

Contact Person  
Spencer Lane  
Telephone Number  (704) 202-1866  

For Office Use Only:  
Total number of parcels ___ 1 ___  Number Signed ___ 1 ___  % Signed 100Date Returned 5/19/2022  
Contiguous per GS 160A-31 ___ or Non-contiguous “satellite” per GS 160A-58 ___ X ___ (check one)  

CITY OF SALISBURY  
P.O. BOX 479, SALISBURY, NORTH CAROLINA 28145-0479
Beginning at an existing #5 rebar within the right of way of Faith Road, S.R. 1006, said corner being designated as City Limit corner # G-22 as shown on Book of Maps 9995 Page 5409, thence with the existing City Limit line N 59° 49’ 51” W, 275.50’ to an existing #5 rebar, corner # G-21, thence N 59° 49’ 41” W, 388.11’ to an existing ½” iron pipe, corner # G-20, thence S 22° 07’ 08” W, 88.52’ to an existing #4 rebar, corner # G-19, thence N 79° 11’ 12” W, 113.95’ to a point, corner # G-18 in the eastern margin of Stable Drive, thence with a curve to the left having a radius of 190.00’, a length of 54.46’, a chord bearing of N 31° 15’ 04” E, and a chord distance of 54.27’ to a point in the eastern margin of Stable Drive, corner # G-17, thence crossing Stable Drive N 66° 57’ 36” W, 50.00’ to a point on the western margin of Stable Drive, corner # G-16, thence N 75° 45’ 08” W, 125.91’ to a point, corner # G-15, thence N 11° 50’ 14” E, 54.32’ to a point, corner # G-14, thence N 79° 09’ 35” W, 93.29’ to a concrete monument corner # G-13, thence S 66° 43’ 58” W, 151.47’ to a #3 rebar in the eastern margin of Spring Arbor Avenue, corner # G-12, thence 2 lines with Spring Arbor Avenue, (1) N 30° 56’ 03” W, 5.05’ to an existing #4 rebar corner # G-11, (2) N 32° 55’ 45” W, 32.58’ to an existing #5 rebar, corner # G-110, thence with City Annexation map recorded in Book of Map 9995 Page 7976, N 57° 04’ 15” E, 96.07’ to an existing #5 rebar, corner # G-109, thence N 38° 43’ 12” E, 55.00’ to an existing #4 rebar, corner # G-108, thence N 18° 08’ 57” E, 61.19’ to an existing #5 rebar, corner # G-107, thence N 32° 10’ 18” E, 234.08’ to an existing #5 rebar, corner # G-106, thence N 32° 58’ 39” E, 16.12’ to an existing stone, corner # G-105, the corner of Von M. Brown, Deed Book 635 Page 379, thence with Brown S 68° 10’ 50” E, 348.77’ to an existing #6 rebar, corner # G-105A, Alan Powlas’ north west corner, thence 3 lines with Alan Powlas, (1) S 11° 14’ 57” W, 273.42’ to an existing #6 rebar corner # G-105B, (2) S 59° 16’ 29” E, 11.98’ to an existing ½” iron pipe, corner # G-105C, (3) S 59° 14’ 29” E, 110.03’ to the south west corner of Garrett Powlas existing ½” iron pipe, corner # G-105D, thence with the line of Powlas & Brandon Smith S 59° 49’ 54” E, 551.02’ to an existing #5 rebar within the right of way of Faith Road, corner # G-105E, thence with Faith Road, S 26° 52’ 59” W, 45.10 to the Point & Place of Beginning and Being 4.390 Acres as shown on survey and map by Shulenburger Surveying Company, P.A. dated 05/26/2022
Salisbury City Council
Agenda Item Request Form

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

Requested Council Meeting Date:  June 7, 2022

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

Name of Presenter(s):  N/A

Requested Agenda Item:  Voluntary Annexation Request – Sheetz, Inc.

Description of Requested Agenda Item:
The Engineering Department has received a petition from Sheetz, Inc. to annex 6.076 acres, located on Peeler Road and identified on Rowan County Tax Map 408 as Parcel 011. In accordance with State Statutes, the annexation request will be discussed at three Council meetings. At the first meeting, Council will receive the request and adopt a resolution instructing the City Clerk to investigate the sufficiency of the request. At the second meeting, staff will certify the statutory requirements have been met, and Council will set a public hearing date. At the third meeting, Council will hold a public hearing and vote on the annexation.

Attachments:  □ Yes  □ No

Fiscal Note: (If fiscal note requires approval by finance department because item exceeds $100,000 or is related to grant funds, please fill out signature blocks for finance at bottom of form and provide supporting documents)
Fiscal impact is unknown at this time. This will be investigated and included in future Council correspondence.

Action Requested of Council for Agenda Item:  (Please note if item includes an ordinance, resolution or petition)
City Council to receive the request for the voluntary annexation of Parcels 408 011, and adopt a resolution instructing the City Clerk to investigate the sufficiency of the request.

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

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

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

FINANCE DEPARTMENT INFORMATION:

_________________________________   _____________________________
Finance Manager Signature     Department Head Signature

Budget Manager Signature
For Use in Clerk’s Office Only

☐ Approved   ☐ Declined

Reason:
RESOLUTION DIRECTING THE CITY CLERK TO INVESTIGATE A PETITION RECEIVED UNDER G.S. 160A-58.1, FOR VOLUNTARY ANNEXATION OF 6.076 ACRES, LOCATED OFF PEELER ROAD AND IDENTIFIED ON TAX MAP 408 AS PARCEL 011

WHEREAS, a petition requesting annexation of an area described in said petition has been received on June 7, 2022 by the City Council; and

WHEREAS, G.S. 160A-58.1 provides that the sufficiency of the petition shall be investigated by the City Clerk before further annexation proceedings may take place; and

WHEREAS, the City Council of the City of Salisbury deems it advisable to proceed in response to this request for annexation;

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Salisbury:

That the City Clerk is hereby directed to investigate the sufficiency of the above described petition and to certify as soon as possible to the City Council the result of that investigation.

____________________________________
Karen K. Alexander, Mayor

ATTEST:

____________________________________
Kelly Baker, City Clerk
PETITION REQUESTING VOLUNTARY ANNEXATION
FOR 408 011 - 1215 Peeler Rd

We the undersigned owners of real property respectfully request that the area described on the
attached documents be annexed into the City of Salisbury. By signing this petition, we understand that
the following conditions are the responsibility of the petitioners. Failure to meet the conditions may delay
or invalidate the request:
1. The petition must be signed by all owners of real property in the area described and shall contain the
address of each property owner.
2. The petition must include a metes and bounds description of the area to be annexed and a preliminary
annexation boundary survey prepared by a Registered Land Surveyor. Two original mylars of the
final annexation boundary survey shall be completed after consultation with the City.
3. If the area is not contiguous to the primary City limits, the petition shall include documentation that:
a) The nearest point of the described area is not more than three miles from the primary City limits.
b) No point on the described boundary is closer to another municipality than to the City of Salisbury.
c) No subdivision, as defined in GS 160A-376, will be fragmented by the proposed annexation.
4. Upon the effective date of annexation and thereafter, the described citizens and property shall be
subject to municipal taxes and to all debts, laws, ordinances and regulations in force in the City of
Salisbury and shall be entitled to the same privileges and benefits as other citizens and property in the
City of Salisbury.

<table>
<thead>
<tr>
<th>Property Identification</th>
<th>Printed Name</th>
<th>Signature</th>
<th>Owner’s Address</th>
</tr>
</thead>
<tbody>
<tr>
<td>TM 408 PCL 011</td>
<td>Jerry McCullogh</td>
<td></td>
<td>585 State Rd China Grove, NC 28023</td>
</tr>
</tbody>
</table>

(Attach additional petition forms if needed) Form Revised 2-08

Contact Person Wes Hall Telephone Number 919-896-2019

For Office Use Only:

Total number of parcels 1 Number Signed _____ % Signed _____ Date Returned _____
Contiguous per GS 160A-31 _____ or Non-contiguous “satellite” per GS 160A-58 X _____ (check one)
Salisbury City Council

Agenda Item Request Form

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

Requested Council Meeting Date:       June 7, 2022

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

Name of Presenter(s):       N/A

Requested Agenda Item:       Certificate of Sufficiency and Resolution – Peach Orchard Rd

Description of Requested Agenda Item:
The Engineering Department, on behalf of the City Clerk, has investigated the sufficiency of the petition received for the voluntary annexation of parcels 407A099, 407A112, 407A113 in Rowan County. The petition contains a description of the proposed annexation area, as well as signatures of the property owners. Additionally, the following conditions are met:

1. The nearest point on the proposed satellite is not more than three miles from the primary corporate limits of Salisbury.
2. No point on the proposed satellite is closer to the primary corporate limits of another city than to the primary corporate limits of Salisbury.
3. The area is situated such that Salisbury will be able to provide the same services within the proposed satellite corporate limits as are provided within the primary corporate limits.
4. No subdivision, as defined in G.S. 160A-376 will be fragmented by this proposed annexation.

The petition is, therefore, sufficient in accordance with G.S. 160A-58.1. A public hearing shall be conducted by City Council on June 21, 2022.

Attachments:       ✔ Yes       □ No

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

Fiscal impact is unknown at this time. This will be included in the next step of the process.

Action Requested of Council for Agenda Item:       (Please note if item includes an ordinance, resolution or petition)
City Council to receive the Certificate of Sufficiency and adopt a Resolution setting the date of the public hearing for June 21, 2022 for the voluntary annexation of Parcels 407A099, 407A112, 407A113 on Peach Orchard Rd.

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

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

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

_________________________________   _____________________________
Finance Manager Signature     Department Head Signature

______________________________
Budget Manager Signature

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

For Use in Clerk’s Office Only

☐ Approved  ☐ Declined

Reason:
CERTIFICATE OF SUFFICIENCY

To the City Council of the City of Salisbury, North Carolina:

I, Kelly K. Baker, City Clerk, do hereby certify that I have investigated the petition for Peach Orchard Rd, Parcels 407A099, 407A112, and 407A113, attached hereto and have found as a fact that said petitions are signed by all owners of real property lying in the area described therein, in accordance with G. S. 160A-58.1.

In witness thereof, I have hereto set my hand and affixed the Seal of the City of Salisbury, this 31st day of May, 2022.

(SIGNATURE)

Kelly K. Baker
City Clerk

WHEREAS, petitions requesting the annexation of Parcels 407A099, 407A112, 407A113 on Peach Orchard Road, as described herein have been received; and

WHEREAS, certification by the City Clerk as to the sufficiency of said petitions has been made;

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

Section 1. The regularly scheduled June 21, 2022 City Council meeting will be held in a hybrid format. The public is invited to attend virtually. Anyone who wishes to speak during the hearing regarding the proposed annexation must sign-up by 5:00 p.m. on Tuesday, June 21st, 2022 by contacting Kelly Baker at kbake@salisburync.gov or 704-638-5233.

BEGINNING at a 1/2" new iron rod located on the southern margin of the right-of-way of Peach Orchard Road, said point also being located at the northeast corner of the James A. and Kari R. Alquist property as described in Deed Book 1267, Page 781; thence with the southern margin of Peach Orchard Road the following seven (7) courses and distances: 1) S 52°41'32" E a distance of 33.63' to an existing concrete monument; 2) S 37°18'51" W a distance of 33.14' to an existing concrete monument; 3) S 53°31'11" E a distance of 327.53' to an existing concrete monument; 4) N 37°12'20" E a distance of 22.72' to a 1/2" new iron rod; 5) S 53°45'01" E a distance of 83.11' to an existing concrete monument; 6) S 53°25'41" E a distance of 137.37' to a 1” existing iron pipe; 7) with a curve turning to the left with an arc length of 50.99', a radius of 3827.12', having a chord of S 53°54'43" E a distance of 50.99' to a 1/2” new iron rod; thence within the right-of-way of Peach Orchard Road N 08°26'55" E a distance of 33.94' to a calculated point in the centerline of Peach Orchard Road; thence with the centerline of Peach Orchard Road with a curve turning to the left with an arc length of 340.66', a radius of 3797.12', having a chord of S 56°37'45" E a distance of 340.55' to a calculated point; thence leaving the centerline of Peach Orchard Road and with the west line of the Edward L. and Donna S. Lockhart property as described in Deed Book 514, Page 37, and with the west line of the Karl J. Lockhart property as described in Deed Book 1336, Page 151 S 00°11'04" E crossing a 1” existing iron pipe at a distance of 36.89' for a total distance of 603.72’ to a 1” existing iron pipe located on the western line of the Vickie G. Bean property as described in Deed Book 869, Page 46; thence with the Bean property the following two (2) courses and distances: 1) S 00°21'42" E a distance of 372.79’ to a 1” existing iron pipe; 2) S 00°07'10" E a distance of 210.71’ to a 1/2” existing iron rod located at the northeast corner of the Janice B. Lazenby property as described in Deed Book 1333, Page 457; thence with the Lazenby property the following two (2) courses and distances: 1) N 88°30'25" W a distance of 852.73' to a 1/2” new iron rod; 2) N 54°03'44" W a distance of 842.17’ to a 5/8” existing iron rod located on the eastern line of Lot 12 of the Redhaven Acres Subdivision as described in Map Book 9995, Page 2705; thence with Lot 12 and with the eastern line of the Steven C. and Pearl R. Lund property as described in Deed Book 1214, Page 292 N 24°45'27" E a distance of 673.55’ to a 1/2” existing iron rod; thence continuing with the Lund property N 25°09'44" E a distance of 67.13’ to a 1” existing iron pipe located on
Section 3. Notice of said public hearing shall be published in the SALISBURY POST at least (10) days prior to the date of said public hearing.”

Karen K. Alexander
Mayor

ATTEST:

Kelly Baker, City Clerk
PETITION REQUESTING VOLUNTARY ANNEXATION
FOR 407A029, 407A132, 407A113 Peach Orchard Rd

We the undersigned owners of real property respectfully request that the area described on the attached documents be annexed into the City of Salisbury. By signing this petition, we understand that the following conditions are the responsibility of the petitioners. Failure to meet the conditions may delay or invalidate the request:

1. The petition must be signed by all owners of real property in the area described and shall contain the address of each property owner.
2. The petition must include a metes and bounds description of the area to be annexed and a preliminary annexation boundary survey prepared by a Registered Land Surveyor. Two original mylars of the final annexation boundary survey shall be completed after consultation with the City.
3. If the area is not contiguous to the primary City limits, the petition shall include documentation that:
   a) The nearest point of the described area is not more than three miles from the primary City limits.
   b) No point on the described boundary is closer to another municipality than to the City of Salisbury.
   c) No subdivision, as defined in GS 160A-376, will be fragmented by the proposed annexation.
4. Upon the effective date of annexation and thereafter, the described citizens and property shall be subject to municipal taxes and to all debts, laws, ordinances and regulations in force in the City of Salisbury and shall be entitled to the same privileges and benefits as other citizens and property in the City of Salisbury.

<table>
<thead>
<tr>
<th>Property Identification (tax number or street address)</th>
<th>Printed Name</th>
<th>Signature</th>
<th>Owner’s Address</th>
</tr>
</thead>
<tbody>
<tr>
<td>TM 407 PCL 099</td>
<td>Harvey Michael Glass</td>
<td>[Signature]</td>
<td>735 Peach Orchard Rd Salisbury NC 28147</td>
</tr>
<tr>
<td>TM 407 PCL 112</td>
<td>Harvey Michael Glass</td>
<td>[Signature]</td>
<td>PO Box 1693 Salisbury NC 28145-1693</td>
</tr>
<tr>
<td>TM 407 PCL 113</td>
<td>Patrick G. Glass</td>
<td>[Signature]</td>
<td>1604 Erindale Ct Monroe, NC 28110</td>
</tr>
<tr>
<td>TM 407 PCL 113</td>
<td>Susan R. Glass</td>
<td>[Signature]</td>
<td>1004 Erindale Ct Monroe, NC 28110 Greg</td>
</tr>
<tr>
<td></td>
<td></td>
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</tr>
</tbody>
</table>

(Access additional petition forms if needed) Form Revised 2-08

Contact Person Greg Welsh Telephone Number 704-989-4046

For Office Use Only:

Total number of parcels 3 Number Signed ______ % Signed ______ Date Returned ______
Contiguous per GS 160A-31 ______ or Non-contiguous “satellite” per GS 160A-58 ______ (check one)

CITY OF SALISBURY
P.O. BOX 479, SALISBURY, NORTH CAROLINA 28145-0479
PETITION REQUESTING VOLUNTARY ANNEXATION
FOR 407A099, 407A112, 407A113 Peach Orchard Rd

We the undersigned owners of real property respectfully request that the area described on the attached documents be annexed into the City of Salisbury. By signing this petition, we understand that the following conditions are the responsibility of the petitioners. Failure to meet the conditions may delay or invalidate the request:
1. The petition must be signed by all owners of real property in the area described and shall contain the address of each property owner.
2. The petition must include a metes and bounds description of the area to be annexed and a preliminary annexation boundary survey prepared by a Registered Land Surveyor. Two original mylars of the final annexation boundary survey shall be completed after consultation with the City.
3. If the area is not contiguous to the primary City limits, the petition shall include documentation that:
   a) The nearest point of the described area is not more than three miles from the primary City limits.
   b) No point on the described boundary is closer to another municipality than to the City of Salisbury.
   c) No subdivision, as defined in GS 160A-376, will be fragmented by the proposed annexation.
4. Upon the effective date of annexation and thereafter, the described citizens and property shall be subject to municipal taxes and to all debts, laws, ordinances and regulations in force in the City of Salisbury and shall be entitled to the same privileges and benefits as other citizens and property in the City of Salisbury.

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<tbody>
<tr>
<td>TM 407 PCL 099</td>
<td>Harvey Michael Glass</td>
<td>HMG</td>
<td>735 Peach Orchard Rd Salisbury NC 28147</td>
</tr>
<tr>
<td>TM 407 PCL 112</td>
<td>Harvey Michael Glass</td>
<td>HMG</td>
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<td>604 Erindale Ct Monroe, NC 28110</td>
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(Attach additional petition forms if needed)

Contact Person Greg Welsh
Telephone Number 704-989-4046

For Office Use Only:
Total number of parcels 3
Number Signed % Signed Date Returned
Contiguous per GS 160A-31 or Non-contiguous “satellite” per GS 160A-58 x (check one)

CITY OF SALISBURY
P.O. BOX 479, SALISBURY, NORTH CAROLINA 28145-0479
PETITION REQUESTING VOLUNTARY ANNEXATION
FOR 408A039, 408A112, 408A113 Peach Orchard Rd

We the undersigned owners of real property respectfully request that the area described on the attached documents be annexed into the City of Salisbury. By signing this petition, we understand that the following conditions are the responsibility of the petitioners. Failure to meet the conditions may delay or invalidate the request:

1. The petition must be signed by all owners of real property in the area described and shall contain the address of each property owner.
2. The petition must include a metes and bounds description of the area to be annexed and a preliminary annexation boundary survey prepared by a Registered Land Surveyor. Two original mylars of the final annexation boundary survey shall be completed after consultation with the City.
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   a) The nearest point of the described area is not more than three miles from the primary City limits.
   b) No point on the described boundary is closer to another municipality than to the City of Salisbury.
   c) No subdivision, as defined in GS 160A-376, will be fragmented by the proposed annexation.
4. Upon the effective date of annexation and thereafter, the described citizens and property shall be subject to municipal taxes and to all debts, laws, ordinances and regulations in force in the City of Salisbury and shall be entitled to the same privileges and benefits as other citizens and property in the City of Salisbury.

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<tr>
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<td>Patrick G. Glass</td>
<td>FLL</td>
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<td>SGG</td>
<td>1604 Erindale Ct Monroe, NC 28110/Greg</td>
</tr>
</tbody>
</table>

(Attach additional petition forms if needed)

Contact Person Greg Welsh
Telephone Number 704-989-4046

For Office Use Only:

Total number of parcels 3
Number Signed % Signed Date Returned
Contiguous per GS 160A-31 x or Non-contiguous “satellite” per GS 160A-58 (check one)

CITY OF SALISBURY
P.O. BOX 479, SALISBURY, NORTH CAROLINA 28145-0479
Salisbury City Council
Agenda Item Request Form

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

Requested Council Meeting Date:  June 7, 2022

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

Name of Presenter(s):  Dana Ruth, Engineer

Requested Agenda Item:  Request from AT&T for encroachment into City Rights-of-Way

Description of Requested Agenda Item:  AT&T requests approval of installation of directional bore duct within the Right-of-Way on N. Main Street near Liberty Street. City Council approval of encroachments is required by Section 11-24 (27) of the City Code. NCDOT must approve encroachments along state maintained roads.

Staff review included input from Engineering, Public Services and Salisbury-Rowan Utilities. Staff recommends approval subject to the following conditions:

- All improvements and restoration shall be made at no expense to the City.
- A $20,000 bond will be required prior to construction within the City Limits.
- A pre-construction meeting will be required prior to construction.
- On-site inspection will be required during all critical street crossings.
- Any markers for underground facilities shall be flush with the ground.
- Lane closures shall be coordinated through Engineering.
- AT&T shall participate with the State’s one-call locating program, and appropriate locater tape shall be installed to facilitate future field location.
- Engineering “as-built” plans shall be maintained by AT&T and made available to the City upon request.
- If the City (or State) makes an improvement to the public Right-of-Way, AT&T facilities shall be adjusted or relocated at no expense to the City (or State).

Attachments:  □ Yes □ No

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

There is no budgetary impact on this item.

Action Requested of Council for Agenda Item:  (Please note if item includes an ordinance, resolution or petition)
City Council to consider approval of a right-of-way encroachment by AT&T per Section 11-24 (27) of the City Code. Subject to NCDOT approval.

Contact Information for Group or Individual:  Dana Ruth – 704-638-2176
Salisbury City Council
Agenda Item Request Form

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

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

FINANCE DEPARTMENT INFORMATION:

Finance Manager Signature

Department Head Signature

Budget Manager Signature

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

For Use in Clerk’s Office Only

☐ Approved ☐ Delayed ☐ Declined

Reason:
Dana and Barry,

At 305 N Main St AT&T’s fiber was damaged in a fire. We have to replace the fiber. Attached is the original permit. Do you want AT&T to submit and new one for this repair?

Thank you
Eric

From: Dana Ruth <dana.ruth@salisburync.gov>
Sent: Wednesday, September 23, 2020 4:14 PM
To: HARRISON, ERIC B <eh1133@att.com>; Barry King <bkimg@salisburync.gov>; Darrell Riley <drile@salisburync.gov>; Craig Powers <cpowe@salisburync.gov>; Chris Tester <ctest@salisburync.gov>; Jason Wilson <jawils@salisburync.gov>; Dale Waters <dwate@salisburync.gov>; Vickie Eddleman <VTrou@salisburync.gov>; Wendy Brindle <Wbrin@salisburync.gov>; Mike West <Mwesx@salisburync.gov>; kjeff.hansen@hotwirecommunication.com; mgrandizio@hotwirecommunication.com; Patrick Snyder <psnyd@salisburync.gov>; Zacheree Lemmon <zlemm@salisburync.gov>
Subject: 305 N. Main Street Encroachment Approval Letter

Eric,

Attached is your Right of Way Encroachment Approval letter. Let me know if you have any questions or concerns.

Have a great day!

Dana Ruth
Civil Engineer II

Engineering Department

City of Salisbury  ||  132 N. Main St. Salisbury, NC 28144
Office: (704) 638-2176
dana.ruth@salisburync.gov  ||  www.salisburync.gov (-> urldefense.com)
Ms. Eric Harrison – Right of Way  
AT&T  
625 Industrial Avenue  
Salisbury, NC 28144  

Right of Way Encroachment – 305 N. Main Street

Approval is granted subject to the following conditions:

- Construction must conform to the approved plans.
- A pre-construction conference is required.
- Notice shall be provided to SRU at least 1 business day prior to beginning work. Please contact Patrick Snyder (psnyd@salisburync.gov) and Randy Allman (rallm@salisburync.gov).
- Written notice shall be provided to Barry King (bking@salisburync.gov) and Dana Ruth (dana.ruth@salisburync.gov), 132 N Main St, Salisbury NC 28144 at least 5 business days prior to beginning work. (email is acceptable)
- Written notice shall be provided to Barry King (bking@salisburync.gov) and Dana Ruth (dana.ruth@salisburync.gov), 132 N Main St, Salisbury NC 28144 when work has been completed. (email is acceptable)
- Notice must be made to other utilities in accordance with NC G. S. 87-102 through the North Carolina One-Call Center (www.noccc.org) at 1-800-632-4949 prior to beginning work, and appropriate locator tape shall be installed to facilitate future field location.
- In cases of boring or directional drilling, crossings of other utilities must be excavated/potholed to the depth of the conflicting pipe or two feet below the proposed bore/direction drill depth, whichever is less.
- In the vicinity of other utilities, a minimum separation must be maintained: two feet horizontal if parallel and/or two feet vertical if crossing. The standards of the other utility may supersede this minimum requirement.

CITY OF SALISBURY  
P.O. BOX 479, SALISBURY, NORTH CAROLINA 28145-0479
• Proper traffic control devices, signs, etc. must be installed to ensure public safety in accordance with the latest edition of the Manual for Uniform Traffic Control Devices and any supplements thereto. Substandard traffic control measures will result in the immediate suspension of the work.

• Lane closures shall be coordinated through Engineering.

• Vehicle circulation on the site shall not restrict or impede the flow of traffic.

• Every effort shall be made to allow for the normal flow of pedestrian traffic.

• All disturbed areas are to be fully restored to condition existing prior to construction.

• Appropriate measures shall be used to control erosion and sedimentation in accordance with local, State and Federal regulations.

• Excavated material shall not be placed on the pavement. Drainage structures shall not be blocked with excavated materials.

• It is the responsibility of the contractor to prevent any mud/dirt from tracking onto the roadway. Any dirt which may collect on the roadway pavement from equipment or vehicle traffic shall be removed as soon as possible.

• Trenching, bore pits, open cuts and other excavations shall not be left open or unsafe overnight.

• Ingress and egress shall be maintained at all businesses and dwellings affected by the project.

• Separate encroachment approval must be obtained from NC Department of Transportation for work within NCDOT right-of-ways.

• All improvements and restoration shall be made at no expense to the City.

• Any markers for underground facilities shall be flush with the ground.

• Engineering “as-built” plans shall be maintained by Towering Engineering Professionals, Inc. and made available to the City upon request.

• If the City (or State) makes an improvement to the public Right-of-Way, Towering Engineering Professionals, Inc. facilities shall be adjusted or relocated at no expense to the City (or State).
- A $20,000 bond will be required prior to construction within the City limits.
- On-site inspection will be required at all critical crossings.

Sincerely,

Dana Ruth
Civil Engineer II
Attachments

cc:  Wendy Brindle, PE, City Engineer
    Jason Wilson, PE, Salisbury Rowan Utilities
    Craig Powers, PE, Public Services
    Barry King, Engineering
Salisbury City Council

Agenda Item Request Form

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

Requested Council Meeting Date: June 7, 2022

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

Name of Presenter(s): Dana Ruth, Engineer

Requested Agenda Item: Request from TEP Fiber/Duke Energy for encroachment into City Rights-of-Way

Description of Requested Agenda Item: TEP Fiber/Duke Energy requests approval of installation of directional bore duct within the City and NCDOT Rights-of-Way throughout the City. City Council approval of encroachments is required by Section 11-24 (27) of the City Code. NCDOT must approve encroachments along state maintained roads.

Staff review included input from Engineering, Public Services and Salisbury-Rowan Utilities. Staff recommends approval subject to the following conditions:

- All improvements and restoration shall be made at no expense to the City.
- On-site inspection will be required during all critical street crossings.
- Any markers for underground facilities shall be flush with the ground.
- All new facilities installed adjacent to the public water system (main, services and appurtenances) shall maintain a clear horizontal separation of at least 48” (measured edge to edge)
- Conduit shall maintain 18” vertical clear separation. Conduits passing over or under existing water or sanitary sewer facilities must maintain the 18” vertical separation.
- Conduit shall maintain 18” vertical clear separation. Conduits passing over or under existing storm sewer facilities must maintain the 18” vertical separation.
- All crossings require spotting.
- Lane closures shall be coordinated through Engineering.
- TEP Fiber/Duke Energy shall participate with the State’s one-call locating program, and appropriate locater tape shall be installed to facilitate future field location.
- Engineering “as-built” plans shall be maintained by TEP Fiber/Duke Energy and made available to the City upon request.
- If the City (or State) makes an improvement to the public Right-of-Way, TEP Fiber/Duke Energy facilities shall be adjusted or relocated at no expense to the City (or State).

Attachments: □ Yes □ No

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

There is no budgetary impact on this item.

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

City Council to consider approval of a right-of-way encroachment by TEP Fiber/Duke Energy per Section 11-24 (27) of the City Code. Subject to NCDOT approval.

Contact Information for Group or Individual: Dana Ruth – 704-638-2176

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

FINANCE DEPARTMENT INFORMATION:

Finance Manager Signature ____________________________ Department Head Signature ____________________________

Budget Manager Signature ____________________________

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

For Use in Clerk’s Office Only

☐ Approved ☐ Delayed ☐ Declined

Reason:
Dana Ruth

From: Barry King
Sent: Wednesday, May 18, 2022 4:16 PM
To: Wendy Brindle; Dana Ruth
Cc: Jason Wilson
Subject: RE: Council Approval, Request for Encroachment, TEP/ Duke Energy

Dana,

Patrick Snyder and Chris Tester stated that storm sewer must meet the same specifications as sanitary sewer. This meets the city's construction specifications. I've sent the request to TEP. I expect a revised document tomorrow.

Thank you -

From: Wendy Brindle <Wbrin@salisburync.gov>
Sent: Wednesday, May 18, 2022 2:52 PM
To: Barry King <bking@salisburync.gov>; Dana Ruth <dana.ruth@salisburync.gov>
Cc: Jason Wilson <jawils@salisburync.gov>
Subject: RE: Council Approval, Request for Encroachment, TEP/ Duke Energy

Dana,

If Barry is ready, this can go on the June 7th agenda. Thanks! Wendy

From: Barry King <bking@salisburync.gov>
Sent: Wednesday, May 18, 2022 2:10 PM
To: Dana Ruth <dana.ruth@salisburync.gov>
Cc: Wendy Brindle <Wbrin@salisburync.gov>; Jason Wilson <jawils@salisburync.gov>
Subject: Council Approval, Request for Encroachment, TEP/ Duke Energy

Dana,

I have attached responses from Public Works and Signals. As indicated on page (9) in the Existing Water/Sewer Crossing Typicals section, SRU requires the following:
1. All new facilities installed adjacent to the public water system (mains, services and appurtenances) shall maintain a clear horizontal separation of at least 48" (measured edge to edge).
2. Conduit shall maintain 18" vertical clear separation. Conduits passing over or under existing water or sanitary sewer facilities must maintain the 18" vertical separation.
3. All crossings require spotting.

Thank you,

Barry King
Project Manager
From: Barry King
Sent: Tuesday, May 17, 2022 12:17 PM
To: Randy Allman <Rallm@salisburync.gov>; Paul Durham <pduhh@salisburync.gov>; Zacherey Lemmon (zlemm@salisburync.gov) <zlemm@salisburync.gov>; Vickie Eddleman <VTrou@salisburync.gov>; Patrick Snyder (psnyd@salisburync.gov) <psnyd@salisburync.gov>; Gregory Apple <gregory.apple@hotwirecommunication.com>
Cc: Dana Ruth (dana.ruth@salisburync.gov) <dana.ruth@salisburync.gov>; Wendy Brindle <Wbrindle@salisburync.gov>; Jason Wilson <jawils@salisburync.gov>; Chris Tester <ctest@salisburync.gov>; Craig Powers <cpowe@salisburync.gov>; 'KJeff Hansen' <kjeff.hansen@hotwirecommunication.com>; Jim Behmer <jbehm@salisburync.gov>; Blake Jordan (bljord@salisburync.gov) <bljord@salisburync.gov>; Ashley Webb (ashley.webb@salisburync.gov) <ashley.webb@salisburync.gov>
Subject: Request for Encroachment, TEP/ Duke Energy

All,

Please see the link below from Tower Engineering Professionals, Inc. TEP is proposing an extensive project that involves placing buried conduit/fiber for Duke Energy. The proposed build is divided into two projects. Each includes significant duct placement via directional bore with a minimum depth requirement of 60”. The map has been updated to include the City’s water/sewer and fiber utilities. Please review and provide any comments and concerns.

Thank you,

Barry King
Project Manager

U23052-3-City-1 (5-16-22).pdf (120M)
Requested Council Meeting Date: June 7, 2022

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

Name of Presenter(s): Dana Ruth, Engineer

Requested Agenda Item: Request from STS Cable Service-Evolution Optical (Level 3) for encroachment into City Rights-of-Way.

Description of Requested Agenda Item: STS Cable Service-Evolution Optical (Level 3) requests approval to excavate and expose existing conduits and to rope/rod approximately 500’ of duct within the City Right-of-Way on Corporate Circle. City Council approval of encroachments is required by Section 11-24 (27) of the City Code. NCDOT must approve encroachments along state maintained roads.

Staff review included input from Engineering, Public Services and Salisbury-Rowan Utilities. Staff recommends approval subject to the following conditions:

- All improvements and restoration shall be made at no expense to the City.
- A $20,000 bond will be required prior to construction within the City Limits.
- Any disturbances must be returned to “as-before” conditions.
- Hotwire Communications facilities are present and must be located via NC811 prior to excavation.
- All SRU utilities in conflict must be spotted prior to excavation and proper utility separation must be maintained.
- A pre-construction meeting will be required prior to construction.
- On-site inspection will be required during all critical street crossings.
- Any markers for underground facilities shall be flush with the ground.
- Lane closures shall be coordinated through Engineering.
- Level 3 shall participate with the State’s one-call locating program, and appropriate locater tape shall be installed to facilitate future field location.
- Engineering “as-built” plans shall be maintained by Level 3 and made available to the City upon request.
- If the City (or State) makes an improvement to the public Right-of-Way, Level3 facilities shall be adjusted or relocated at no expense to the City (or State).

Attachments: ☑ Yes ☐ No

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

There is no budgetary impact on this item.
Action Requested of Council for Agenda Item:  (Please note if item includes an ordinance, resolution or petition)
City Council to consider approval of a right-of-way encroachment by Level 3 per Section 11-24 (27) of the City Code.

Contact Information for Group or Individual:  Dana Ruth – 704-638-2176

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

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

FINANCE DEPARTMENT INFORMATION:

Finance Manager Signature

Department Head Signature

Budget Manager Signature

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

For Use in Clerk’s Office Only

☐ Approved  ☐ Delayed  ☐ Declined

Reason:
May 12, 2022

District Engineer
City of Salisbury DOT
Salisbury, NC

RE: Right of way encroachment request for 514 Corporate Circle

To whom it may concern:

Level 3 is proposing to rope/rod approx 500ft in the City of Salisbury right of way to retrieve existing conduit.

The following documents have been included for your use:

Permit drawings for this project, including a location map

If these plans meet the district requirements, please approve and send to:

Level 3 Permitting Dept
11006 Rushmore Dr
Charlotte, NC 28277

If you have any questions or need anything additional, please feel to contact me at 704-724-1149.

Sincerely,

Tracey Kendall
Tracey Kendall Evolution Optical
Dana,

STS Cable Service – Evolution Optical has proposed excavation to expose existing conduits and to rope/rod approximately 500’ of duct. Public Services states that any disturbances must be returned to as before condition. Hotwire Communications facilities are present and must be located via NC811 prior to excavation. SRU stipulates that all utilities in conflict must be spotted prior to excavation and that proper utility separation must be maintained throughout.

Note* the attachment includes two maps, one of which shows SRU facilities along with the duct route.

Thank you,

Barry King
Project Manager

Salisbury-Rowan Utilities ǁ Administration
City of Salisbury ǁ 1 Water St, Salisbury, North Carolina 28144
Office: (704) 216-2712 ǁ Cell: (336) 470-1261
bkimg@salisburync.gov ǁ www.salisburync.gov/SRU

E-mail correspondence to and from this address may be subject to the N.C. Public Records Law "NCGS. Ch.132" and may be disclosed to third parties by an authorized state or city official.
FIBER OPTIC CABLE ROUTE
PROJECT #: N750927 N.999643
PRE-CONSTRUCTION DRAWINGS
LATERAL BUILD
514 CORPORATE CIR
SALISBURY, NC 28146

PERMITS REQUIRED
1. SALISBURY
2. 
3. 

DRAWING INDEX
1. COVER SHEET
2. PROJECT OVERVIEW & SCOPE
3. CONTACTS
4. OBJECTives
5. OBJECT Location
6. SITE PHOTOS
7. TYPICALS
8. TYPICALS
9. COST MTB SUMMARY
10. COST MRT SUMMARY

SCALE IS FOR REFERENCE ONLY. CONSTRUCTION VENDOR IS RESPONSIBLE FOR HAVING EXISTING UTILITIES LOCATED (811) AS WELL AS CONTACTING THE APPROPRIATE PERMITTING AGENCIES (STATE/LOCAL) FOR A PRE-CONSTRUCTION MEETING PRIOR TO COMMENCING ANY CONSTRUCTION ACTIVITIES. EXISTING UTILITIES AND UNDERGROUND STRUCTURES WHEN LOCATED COULD AFFECT THE PROPOSED RUNNING LINE AND CHANGES WILL NEED TO BE APPROVED BY THE PERMITTING AGENCIES (STATE/LOCAL). THE INFORMATION CONTAINED IN THIS DRAWING IS CONSIDERED APPROXIMATE AND WAS OBTAINED FROM FIELD INVESTIGATION AS WELL AS GIS DATA AND DOES NOT REPRESENT A BOUNDARY SURVEY. CONSTRUCTION VENDOR IS RESPONSIBLE FOR INSURING CONDUIT/CABLE PLACEMENT IS WITHIN THE APPLICABLE RIGHT OF WAY.
SCOPE OF WORK: AT PROPOSED HH-2, DIG DOWN AND TURN UP EXISTING CONDUITS. THEN ROPE/ROD APPROX 500FT BETWEEN EXISTING HH-1 AND PROPOSED HH-2. CAPTURE EXISTING ENTRY PIPE AT BACKSIDE OF TIME WARNER HH AND PLACE SPLIT WYE. ROPE/ROD APPROX 420FT BETWEEN PROPOSED HH-2 AND TELCO ROOM. SET FDP. PLACE IN FALSE CEILING APPROX 30FT BETWEEN TELCO ROOM AND CUSTOMER EQUIPMENT.

PLACE 48F THROUGHOUT. LEAVE 100' SLACK 48F IN ALL HHs. LEAVE 50' SLACK 48F IN TELCO ROOM.

BLUE LINE REPRESENTS CITY OF SALISBURY PERMITTING.
RED LINE REPRESENTS PRIVATE PROPERTY
Salisbury City Council
Agenda Item Request Form

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

Requested Council Meeting Date:  June 7, 2022

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

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

Requested Agenda Item:  Council to consider award of a unit price contract in the amount of $182,221 for the construction of sidewalk on Ryan Street

Description of Requested Agenda Item:
Bids for curb & gutter and sidewalk along one side of Ryan Street from Celebration Drive to Old Concord Road were opened on May 19, 2022 with the following results:

<table>
<thead>
<tr>
<th>Contractor</th>
<th>Total Bid</th>
</tr>
</thead>
<tbody>
<tr>
<td>Carolina Siteworks, Inc.</td>
<td>$182,221.00</td>
</tr>
<tr>
<td>R &amp; P Eudy Construction, Inc.</td>
<td>$191,490.00</td>
</tr>
<tr>
<td>Hunting Creek Construction, Inc.</td>
<td>$364,444.44</td>
</tr>
</tbody>
</table>

Sidewalk along this section of Ryan Street will provide a pedestrian route from the Forest Creek subdivision to existing sidewalk along Old Concord Road that extends to downtown. In addition, CMAQ Project C-5603D, currently in easement acquisition, will provide a connection on Old Concord Road to Jake Alexander Boulevard.

Funds for the current Ryan Street project will include $110,814.83 from sidewalk pay-in-lieu funds, and $71,406.17 from Engineering’s Special Projects. The project is anticipated to begin in June, with a 60-day completion time.

Attachments:  ☒ Yes  □ No

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

Sidewalk pay-in-lieu funds in the amount of $110,814.83 will be applied to this project, and supplemented by Engineering Special Project funds.

Action Requested of Council for Agenda Item:  (Please note if item includes an ordinance, resolution or petition)
Authorize the City Manager to enter into a unit price contract with Carolina Siteworks, Inc., the lowest responsive and responsible bidder, for $182,221.00 to construct curb & gutter and sidewalk along Ryan Street from Celebration Drive to Old Concord Road

Contact Information for Group or Individual:
Wendy Brindle, City Engineer 704-638-5201 or wbrin@salisburync.gov
☐ Consent Agenda (item requires no discussion and will be voted on by Council or removed from the consent agenda to the regular agenda)

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

FINANCE DEPARTMENT INFORMATION:

[Signature]
Finance Manager Signature

[Signature]
Department Head Signature

[Signature]
Budget Manager Signature

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

For Use in Clerk’s Office Only

☐ Approved  ☐ Declined

Reason:
BID 024-2022

Specifications and Project Manual

Ryan Street Sidewalk Improvement Project
Rowan County, City of Salisbury, NC

The City of Salisbury Engineering Department
132 North Main Street
Salisbury, NC 28145

April 26, 2022
ADVERTISEMENT FOR BIDS
SIDEWALK IMPROVEMENTS FOR
RYAN STREET
CITY OF SALISBURY, NC

Proposals for certain construction will be received by the City Engineer on behalf of the City of Salisbury until 2:00 p.m. on May 19, 2022 at the City of Salisbury Engineering Conference Room 3rd Floor located at 132 N. Main Street in Salisbury, North Carolina, at which time the bids will be publicly opened and read aloud. Bids returned by US Mail or courier shall be sent to the City of Salisbury Engineering Division, 132 N. Main Street Salisbury, NC 28144.

The work will consist of the following major items: Construction of approximately 824LF of curb and gutter and sidewalk along one side of Ryan Street from the existing sidewalk at the corner of Celebration Drive to the intersection at Old Concord Road. Construction will be scheduled to begin June 8, 2022 or other mutually agreed upon date.

Paper Bids must be sealed and marked with "Sidewalk Improvements, Ryan Street, City of Salisbury, NC" and the name and address of the Bidder. Bidders are requested to return paper bids in the addressed, colored envelope provided by the City with the Bid Package. This special envelope will identify the package as a sealed bid, help direct it to the proper location, and avoid accidental opening.

All proposals must be submitted upon the blank forms provided with the other contract documents. A bid bond is NOT required. Payment and Performance bonds are NOT required.

A complete set of plans and specifications are on file at the office of the City Engineer 3rd Floor (132 North Main St., Salisbury, NC). Copies may be obtained from the City Engineering Department, Phone: (704) 638-5200.

A voluntary pre-bid meeting will be held May 11, 2022 at 2:00 pm in the Engineering Conference Room 3rd Floor, located at 132 N. Main Street in Salisbury, North Carolina. If requested, a site visit will immediately follow pre-bid meeting.

Consideration will be given only to bids of contractors who are able to submit evidence showing that they are properly licensed General Contractors in North Carolina.

The City reserves the right to reject any or all bids. No bid may be withdrawn after the scheduled closing time for receipt of bids for a period of thirty days. Any bids received after the scheduled closing time for receipt of bids will be returned to the bidder unopened. The City is not responsible for lost or misdirected bids.

As a condition of award, the Contractor must, when requested, produce evidence of experience on a project of similar size and nature.

Wendy Brindle PE, City Engineer
City of Salisbury, North Carolina
INSTRUCTIONS TO BIDDERS
SIDEWALK IMPROVEMENTS FOR
RYAN STREET

In addition to the instructions given in the "Advertisement for Bids" section of these specifications, the following conditions also apply:

Bid Opening: Bid Opening will be held promptly at 2:00 p.m. May 19, 2022 in the City of Salisbury Engineering Conference Room 3rd Floor located at 132 N. Main Street in Salisbury NC.

Pre-bid Meeting: A voluntary pre-bid meeting will be held May 11, 2022 at 2:00 pm in the Engineering Conference Room 3rd Floor, located at 132 N. Main Street in Salisbury, North Carolina. If requested, a site visit will immediately follow pre-bid meeting.

Withdrawal or Revision of Bids: A bidder may, without prejudice to himself, withdraw a bid after it has been delivered to the City, provided the request for such withdrawal is made, in writing, to the City Engineer before the date and time set for the opening of bids. The bidder may then submit a revised bid provided it is received before the time set for opening of bids.

Preparation and submission of bids: The bidder shall submit a unit or lump sum price for every item in the proposal other than items that are authorized alternates to those items for which a bid price has been submitted. The bid shall not contain any unauthorized additions, deletions or conditional bids. The bidder shall not add any provision reserving the right to accept or reject an award or to enter into a contract pursuant to an award. The bid shall not be an unbalanced bid.

1) The proposal by the City shall be used and shall not be taken apart or altered. The bid shall be submitted on the same proposal that has been furnished to the bidder by the City. The bid shall be accompanied by a bid deposit.
2) All entries including signatures shall be written in ink.
3) The unit prices shall be rounded off by the bidder to contain no more than 2 decimal places.
4) An amount bid shall be entered in the proposal for every item on which a unit price has been submitted. The amount bid for each item other than lump sum items shall be determined by multiplying each unit bid price by the quantity for that item and shall be written in figures in the Amount Bid column in the proposal.
5) In the case of lump sum items, the price shall be written in figures in the Amount Bid column in the proposal.
6) The total amount bid shall be written in figures in the proper place in the proposal. The total amount bid shall be determined by adding the amounts bid for each item.
7) Changes in any entry shall be made by marking through the entry in ink and making the correct entry adjacent thereto in ink. A representative of the bidder shall initial the change in ink.
8) The bid shall be properly executed. To constitute proper execution, the bid shall be executed in strict compliance with the following:
   a) If a bid is by an individual, it shall show the name of the individual and shall be signed by the individual with the word “individually” appearing under the signature. If the individual operates under a firm name, the bid shall be signed in the name of the individual doing business under the firm name.
   b) If the bid is by a corporation, the President, Vice President, or Assistant Vice President shall execute it in the name of the corporation. The Secretary or Assistant Secretary shall attest it. The seal of the corporation shall be affixed. If the bid is executed on behalf of the corporation in any other manner than as above, a certified copy of the minutes of the Board of Directors of said corporation authorizing the manner and style of execution and the authority of the person
executing shall be attached to the bid or shall be on file with the City.

c) If the bid is made by a partnership, it shall be executed in the name of the partnership by one of the general partners.

d) If the bid is made by a limited liability company, it shall be signed by the manager, member or authorized agent.

e) If the bid is a joint venture, it shall be executed by each member of the joint ventures in the appropriate manner set out above. In addition, the execution by the joint ventures shall appear below their names.

(f) The bid execution shall be notarized by a notary public whose commission is in effect on the date of execution. Such notarization shall be applicable both to the bid and to the Non-Collusion Affidavit, Debarment Certification and Gift Ban Certification that is part of the signature sheets.

9) The bid shall be placed in a sealed envelope and shall have been delivered to and received by the City before the time specified in the Advertisement for Bids.

**Inspection of Site:** Each Bidder should visit the sites of the proposed work and fully acquaint themselves with the existing conditions and should fully inform himself as to the facilities involved and the difficulties and restrictions attending the performance of the Contract. The Bidder should thoroughly examine and familiarize themselves with the Drawings, Technical Specifications and all other Contract Documents. The Contractor, by the execution of the Contract, shall in no way be relieved of any obligation under it due to his failure to receive or examine any form or legal instrument or to visit the site and acquaint himself with the existing conditions, and the City may reject any claim based on facts, regarding which, he should have been on notice as a result thereof.

**Alternate, Irregular or Conditioned Bids:** No alternate or conditioned bids will be considered unless specifically requested by the City. Bidders are cautioned to adhere strictly to the spirit of the specifications in submitting their offers.

**Qualifications of Bidder:** All contractors submitting bids on this project shall be licensed in accordance with the North Carolina General Statutes. Each Bidder shall, upon request of the City, submit, in such form as may be required, a statement of the Bidder’s qualifications, his experience record in this type of work and, when specifically requested by the City, a detailed financial statement.

**M/WBE:** Pursuant to General Statute 143-48 and Executive Order #77, the City of Salisbury invites and encourages participation in this procurement process by businesses owned by minorities, women, and the handicapped.

**Subcontractors:** Each Bidder shall submit, with his bid, on the form provided, a list of any proposed subcontractors to be used on this project. If no list of proposed subcontractors is submitted, all work shall be performed by employees of the contractor.

All subcontractors used on this project shall be approved by the City prior to award of the contract. If a proposed subcontractor submitted with the bid is found to be unacceptable to the City, the bidder will be notified that an alternate must be submitted for approval or the bid may be rejected.

**Execution of Agreement:** Subsequent to the award, and within ten days after the prescribed forms are presented for signature, the successful Bidder shall execute and deliver to the City an Agreement in the form included in the Contract Documents in triplicate.

**Bid Bond:** Bid Bond is not required for this project

**Performance/Payment Bond:** Performance bond and Payment bond are not required for this project.
GENERAL CONDITIONS
SIDEWALK IMPROVEMENTS FOR
RYAN STREET

Acceptance and Rejection: The City of Salisbury reserves the right to reject any and all bids, to waive any
informality in bids, and unless otherwise specified by the bidder, to accept any item in the bid. If an error
occurs in the unit price or extended price then unit price will prevail.

Award of Contract: As directed by statute, qualified bids will be evaluated and acceptance made of the
lowest and best bid most advantageous to the City of Salisbury as determined upon consideration of such
factors as: prices offered; the quality of the articles offered; the general reputation and performance
capabilities of the bidders; the substantial conformity with the specifications and other conditions set forth
in the bid; the suitability of the articles for the intended use; the related services needed; the date or dates
of delivery and performance; and such other factors deemed by the City to be pertinent or unique to the
purchase in question. Unless otherwise specified by the City or the bidder, the City reserves the right to
accept any items or groups of items on a multi-item bid.

Commencement and Completion of Work: Written notice to proceed shall be provided by the City within
thirty days after the effective date of the Agreement. The anticipated starting date for the project is
June 8, 2022 or other mutually agreed upon date. The contract completion date shall be 60 calendar
days following the starting date indicated in the Notice to Proceed. Liquidated damages for this contract
are $200.00 per calendar day for each day the project remains incomplete after the contract completion
date stated in the Notice to Proceed.

Payment Terms: Payment terms are net, 30 days after receipt of correct invoice or acceptance of goods,
whichever is later. The Contractor shall submit monthly Applications for Payment to the City on the form
provided. Requests shall be for completed work only. Payment will be made only on materials that have
been permanently and correctly installed. No payment will be made for materials stockpiled on the site
prior to installation. The City of Salisbury is responsible for all payments under the contract.

Prompt Payment Discounts: Bidders are urged to compute all discounts into the price offered. If a prompt
payment discount is offered, it will not be considered in the award of the contract except as a factor to aid
in resolving cases of identical prices.

Condition And Packaging: Unless otherwise indicated in the bid, it is understood and agreed that any item
offered or shipped on this bid shall be new and in first class condition, that all containers shall be new and
suitable for storage or shipment, and that prices include standard commercial packaging.

Specifications: Any deviation from specifications indicated herein must be clearly pointed out; otherwise, it
will be considered that items offered are in strict compliance with these specifications, and successful bidder
will be held responsible therefore. Deviations must be explained in detail on an attached sheet(s). The
bidder shall not construe this paragraph as inviting deviation or implying that any deviation will be
acceptable.

Safety Standards: All manufactured items and/or fabricated assemblies subject to operation under
pressure, operation by connection to an electric source, or operation involving a connection to a
manufactured, natural, or LP gas source shall be constructed and approved in a manner acceptable to the
appropriate state inspector which customarily requires the label or re-examination listing or identification
marking of the appropriate safety standard organization, such as the American Society of Mechanical
Engineers for pressure vessels; the Underwriters' Laboratories and/or National Electrical Manufacturers'
Association for electrically operated assemblies; or the American Gas Association for gas operated
assemblies, where such approvals of listings have been established for the type(s) of devices offered and furnished. Further, all items furnished by the successful bidder shall meet all requirements of the Occupational Safety and Health Act (OSHA), and state and federal requirements relating to clean air and water pollution.

All bidders must comply with North Carolina Occupational Safety and Health Standards for General Industry, 29CFR 1910. Construction bidders must comply with North Carolina Occupational Safety and Health Standards for the Construction Industry, 29CFR 1926. In addition, bidders shall comply with all applicable occupational health and safety and environmental rules and regulations. Bidders shall effectively manage their safety and health responsibilities including:

1) Accident Prevention: Prevent injuries and illnesses to their employees and others on or near their job site. Bidder managers and supervisors shall ensure employer’s personnel safety by strict adherence to established safety rules and procedures.

2) Environmental Protection: Protect the environment on, near, and around their work site by compliance with all applicable environmental regulations.

3) Employee Education and Training: Provide education and training to all bidders employees before they are exposed to potential workplace or other hazards as required by specific OSHA Standards.

Governmental Restrictions: In the event any Governmental restrictions may be imposed which would necessitate alteration of the material, quality, workmanship or performance of the items offered on this proposal prior to their delivery, it shall be the responsibility of the successful bidder to immediately notify the City of Salisbury Purchasing Department at, indicating in his letter the specific regulation which required such alterations. The City of Salisbury reserves the right to accept any such alterations, including any price adjustments occasioned thereby, or to cancel the contract.

Affirmative Action: The successful bidder will take affirmative action in complying with all Federal and State requirements concerning fair employment and employment of the handicapped, and concerning the treatment of all employees, without discrimination by reason of race, color, religion, sex, national origin, or physical handicap.

Insurance Requirements: Providing and maintaining adequate insurance coverage through the completion of the project is a material obligation of the bidder and a material term of this contract. Once the bid is awarded the bidder shall furnish the city with certificates of insurance and with original endorsements. All such insurance shall meet all applicable laws of the State of North Carolina. Such insurance coverage shall be obtained from companies that are authorized to provide such coverage and that are authorized by the Commissioner of Insurance to do business in North Carolina. The bidder shall at all times comply with the terms of such insurance policies, and all requirements of the insurer under any of such insurance policies, except as they may conflict with existing North Carolina laws or this contract. The limits of coverage under each insurance policy maintained by the bidder shall not be interpreted as limiting the bidder's liability and obligations under the contract. It is agreed that the coverage as stated shall not be canceled or changed until thirty (30) days after written notice of such termination or alteration has been sent by registered mail to the City of Salisbury Purchasing Department. In the event the bidder fails to maintain insurance coverage at any point during the project, the City reserves the right to immediately terminate the contract.

Insurance Coverage: During the term of the contract, the bidder at its sole cost and expense shall provide commercial insurance of such type and with such terms and limits as may be reasonably associated with the contract. As a minimum, the bidder shall provide and maintain the following coverage and limits:
1) **Worker's Compensation** - The bidder shall provide and maintain Worker's Compensation Insurance, as required by the laws of North Carolina, as well as employer’s liability coverage with minimum limits of $1,000,000.00 for bodily injury per accident, or in the statutorily required amount, if different. This insurance shall cover all bidders’ employees who are engaged in any work under the contract. If any work is sublet, the bidder shall require the subcontractor to provide the same coverage for any of his employees engaged in any work under the contract.

2) **General Liability** - General Liability Coverage with minimum limit of $1,000,000.00 per occurrence for bodily injury, personal injury and property damage. General aggregate limit shall apply separately to each project/location and limit shall not be less than the required occurrence limit. (Defense cost shall be in excess of the limit of liability.)

3) **Automobile** - Automobile Liability Insurance, to include liability coverage, covering all owned, hired and non-owned vehicles, used in connection with the contract. The minimum combined single limit shall be $1,000,000.00 bodily injury and property damage.

**Save Harmless:** The successful proposal shall indemnify and save harmless the City from all suits, actions, damages, and cost of every kind and description resulting from work under this contract during its execution and suits brought against the City for or on account of the use of patented appliances, products, or processes, or the infringement of any patent, trademark, copyright, or alleged negligence on the part of the Contractor.

**Taxes:**

1) Federal Taxes: The City of Salisbury is exempt from Federal Excise Taxes and Transportation Taxes. The City will issue exemption certificates only upon the request of the Contractor. All requests for tax refunds are to be handled by the Contractor. The City will not guarantee any Federal Tax refunds to the Contractor.

2) State Taxes: For all materials incorporated into the work under this Contract, the Contractor shall furnish the City a list showing the invoice number, date, the person or firm the invoice is from, the material involved, the cost of the material, and the amount of North Carolina State Sales Tax remitted to the State. The Contractor shall certify that the list is correct and will submit the list each month for materials used during the preceding month. If no North Carolina state sales tax has been paid, the certified statement shall indicate such. The City reserves the right to hold invoices if certified tax statements are not received.

**Permits:** The Contractor shall obtain all permits, licenses, and other legally required certificates or documents as required by Federal, State, or Local law. All fees for such permits shall be paid by the Contractor at no expense to the City.

**Patents and Copyrights:** The Bidder shall hold and save the City of Salisbury, its officers, agents, and employees, harmless from liability of any kind, including costs and expenses on account of any patented or unpatented invention, articles, device or appliance manufactured or used in the performance of this contract, including use by the government.

Any and all copy, art, designs, negatives, photographs, or other tangible items created pursuant to bidder’s performance of this project shall be the property of City of Salisbury and shall be delivered to city upon completion of the project. Such property shall be transferred to city in excellent, reusable condition.

In addition, the copyright in and to any copyrightable work, including, but not limited to, copy, art,
negatives, photographs, designs, text, software, or documentation created as part of the bidder's performance of this project shall vest in the City, and the bidder agrees to assign all rights therein to the City. Bidder further agrees to provide the City with any and all reasonable assistance, which the City may require to obtain copyright registrations or to perfect its title in any such work, including the execution of any documents submitted by the City.

Advertising: Bidder agrees not to use the existence of this contract or the name of the City of Salisbury as a part of any commercial advertising without prior approval of the City of Salisbury Purchasing Department.

Exceptions: All proposals are subject to the terms and conditions outlined herein. All responses will be controlled by such terms and conditions and the submission of other terms and conditions, price catalogs, and other documents as part of a Bidder's response will be waived and have no effect on this Request for Proposal or any other contract that may be awarded resulting from this solicitation. The submission of any other terms and conditions by a Bidder may be grounds for rejection of the Bidder's proposal. The Bidder specifically agrees to the conditions set forth in the above paragraph by affixing his name on the signatory page contained herein.

Confidential Information: Upon receipt by the City, all materials submitted by bidders are considered public records except for (1) material that qualifies as "trade secret" information under N.C. Gen. Stat. §66-152 et seq. ("Trade Secrets") or (2) "personal identification information" protected by state or federal law which includes, but is not limited to, social security numbers, bank account numbers, and driver's license numbers ("Personal Identification Information" or "PII"). The public disclosure of the contents of a Proposal or other materials submitted by bidders is governed by N.C. Gen. Stat. §132-1 et seq. and 66-152 et seq. If any bid or materials received thereafter contains Trade Secrets or PII, such Trade Secrets and PII must be specifically and clearly identified in writing at the top of such materials, either "Confidential-Trade Secret" or "Confidential-PII." Any Trade Secrets or PII provided by bidders to the City must be clearly segregated from any other materials provided by the City. Whether submitted in hard copy or electronic format, the confidentiality label stated above must appear on each page of the Trade Secret or PII materials. Bidders agree that the City may reveal any Trade Secret materials and PII contained in its bid to all City staff or City officials involved in the awarding of the bid or in the performance of the contract. Furthermore, bidders shall indemnify and hold harmless the City and each of its officers, employees, and agents from all costs, damages, and expenses incurred in connection with refusing to disclose any material that the bidders have designated as a trade secret.

Assignment: No assignment of the bidder's obligations nor the bidder's right to receive payment hereunder shall be permitted. However, upon written request approved by the City of Salisbury Purchasing Department, solely as a convenience to the bidder, the City of Salisbury may:

1) Forward the bidder's payment check directly to any person or entity designated by the bidder, and

2) Indicate any person or entity designated by bidder as a joint payee on the bidder's payment check.

In no event shall such approval and action obligate the City of Salisbury to anyone other than the bidder and the bidder shall remain responsible for fulfillment of all contract obligations.

Access to Persons and Records: The City Auditor shall have access to persons and records as a result of all contracts or grants entered into by the City in accordance with General Statute 147-64.7.

Inspection at Bidder's Site: The City of Salisbury reserves the right to inspect, at a reasonable time, the equipment/item, plant or other facilities of a prospective bidder prior to contract award, and during the
contract term as necessary for the City of Salisbury's determination that such equipment/item, plant or other facilities conform with the specifications/requirements and are adequate and suitable for the proper and effective performance of the contract.

**Availability of Funds:** Any and all payments of compensation of this specific transaction, it's continuing or any renewal or extension are dependent upon and subject to the allocation of appropriation of funds to the City for the purpose set forth in this agreement.

**Governing Laws:** All contracts, transactions, agreements, etc., are made under and shall be governed by and construed in accordance with the laws of the State of North Carolina.

**Administrative Code:** Bids, proposals, and awards are subject to applicable provisions of the North Carolina Administrative Code.

**Order of Precedence:** In cases of conflict between specific provisions in this bid, the order of precedence shall be (1) special terms and conditions specific to this bid, (2) specifications, (3) City of Salisbury General Contract Terms and Conditions, and (4) City of Salisbury Bid Terms and Conditions.

**Clarifications/Interpretations:** Any and all questions regarding this document must be addressed to the City of Salisbury Purchasing Department. Any and all revisions to this document shall be made only by written addendum from the City of Salisbury Purchasing Department. The bidder is cautioned that the requirements of this bid can be altered only by written addendum and that verbal communications from whatever source is of no effect.

**Performance Bond and Default:** The City of Salisbury reserves the right to require performance bonds from successful bidder, as provided by law, without expense to the City if stated in the bid instructions. Otherwise, in case of default by the Bidder, the City may procure the articles or services from other sources and hold the Bidder responsible for any excess cost occasioned thereby. Default shall occur if the Bidder fails to perform any obligation under the contract and schedule and such failure remains uncured for more than thirty (30) days after receipt of written notice thereof from the City of Salisbury.

**E-Verify Compliance:** By submitting a bid, bidder represents that it is authorized by federal law to work in the United States. Bidder represents and warrants that it is aware of and in compliance with the Immigration Reform and Control Act and North Carolina law (Article 2 of Chapter 64 of the North Carolina General Statutes) requiring use of the E-verify system for employers who employ twenty-five (25) or more employees and that it is and will remain in compliance with these laws at all times while providing services pursuant to this contract. Bidder is responsible for compliance with the Affordable Care Act and accompanying IRS and Treasury Department regulations.

**Purchasing Manual:** Bidder is aware that the City has a Purchasing Manual and can obtain a copy from the City of Salisbury Purchasing Department.
SPECIAL PROVISIONS  
SIDEWALK IMPROVEMENTS FOR RYAN STREET  

I. Specific Requirements  

A. The Contractor shall furnish all labor, equipment and materials required for the construction of Sidewalk Improvements in accordance with these specifications unless noted otherwise.  

B. The published volume entitled "North Carolina Department of Transportation, Raleigh, Standard Specifications for Roads and Structures, January 2018" with all amendments and supplements thereto, is by reference incorporated into and made a part of these specifications.  

C. Site Preparation provided by the Contractor shall include mobilization to the job site and all elements of work covered by the Standard Specifications for Roads and Structures, Section 200, "Clearing and Grubbing"; Section 500, "Fine Grading Subgrade, Shoulders, and Ditches"; Section 1660, "Seeding and Mulching" and all costs for the following items:  

1) Erosion control devices as required to prevent sediment from leaving the site or being tracked onto the public street.  

   a) If off-site sedimentation occurs, the Contractor shall begin cleanup operations within four hours of notice from the City.  
   b) The Contractor shall remove erosion control devices promptly when areas are stable.  

2) The Contractor shall be responsible for disposal of any curb, sidewalk, or other materials that are removed within the construction limits. Disposal shall be at an NCDNR approved waste facility.  

3) Contractor shall remove and re-install all signs affected by sidewalk installation. Contractor shall coordinate with City Staff for new sign location.  

D. Traffic Control  

1) The Contractor shall furnish, erect and maintain traffic control in accordance with Section 150 of the Standard Specifications and with standards set forth in the Manual on Uniform Traffic Control Devices (MUTCD).  

2) All streets shall remain open whenever it is practical. When it is required that the travel lanes be closed, the Contractor shall notify the City Traffic Operations Department at 704-638-5201 at least 48 hours in advance of the closing.  

E. Saw Cut and Remove Existing Pavement – Where curb and gutter are installed, saw cut and remove existing pavement to the white edge line.  

F. Sidewalk  

1) Sidewalk shall be installed per Section 848 of the Standard Specifications for Roads and Structures, January 2018.  

2) Preparation for sidewalk shall conform to Section 225 of the Standard Specifications for Roads and Structures, January 2018.
3) Sidewalks shall be 4 inch thick concrete unless noted otherwise.

G. Concrete Curb and Gutter

1) Construct concrete curb and gutter as indicated on the plans and as per Section 846 of the Standard Specifications for Roads and Structures, January 2018.
2) No extra payment will be made for asphalt fill if curb is installed by machine.

H. Direction Curb Ramp Type 1A

1) Directional curb ramp shall be installed as indicated on the plans in compliance with PROWAG.
2) Ramps shall be installed per Section 848 of the NCDOT Standard Specifications for Roads and Structures. Detectable warning domes are not included and are paid separately.

I. Detectable Warning Domes – Furnish and install detectable warning domes as indicated on the plans and as per Section 848 of the Standard Specifications for Roads and Structures, January 2018.

J. Borrow Excavation – Borrow shall be furnished and installed per Section 230 of the Standard Specifications for Road and Structures, January 2018 and will be measured using the "Truck Measurement" method.

K. Seeding and Mulching – The Contractor shall provide finish grading and seeding of any areas disturbed by the construction operations as per Section 1660 of the Standard Specifications for Roads and Structures, January 2018.

   1) The Contractor shall maintain the seeded areas until a healthy stand of grass exists. Any area failing to maintain healthy growth shall be re-seeded until a healthy stand of grass exists.
   2) Where existing mulched areas adjoin the proposed construction, the Contractor shall rake back the mulch and return it to the area where construction is complete.
   3) The kinds of seed and fertilizer, and the rates of application of seed, fertilizer, and limestone, shall be as stated below. During periods of overlapping dates, the kind of seed to be used shall be determined. All rates are in pounds per acre.

<table>
<thead>
<tr>
<th>August 1 - June 1</th>
<th>May 1 - September 1</th>
</tr>
</thead>
<tbody>
<tr>
<td>20#</td>
<td>Kentucky Bluegrass</td>
</tr>
<tr>
<td>75#</td>
<td>Hard Fescue</td>
</tr>
<tr>
<td>25#</td>
<td>Rye Grain</td>
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<tr>
<td>500#</td>
<td>Fertilizer</td>
</tr>
<tr>
<td>4000#</td>
<td>Limestone</td>
</tr>
<tr>
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<td>German or Browntop Millet</td>
</tr>
<tr>
<td>500#</td>
<td>Fertilizer</td>
</tr>
<tr>
<td>4000#</td>
<td>Limestone</td>
</tr>
</tbody>
</table>

II. Materials

A. All materials shall be new and shall be supplied by the contractor unless specified otherwise. All materials shall conform to applicable NCDOT and City of Salisbury Standards and specifications.

B. The naming of any certain brand, make, manufacturer, etc. is to denote the standard of quality of the article desired. Bidders may submit costs based on similar products from different sources. If
products of other brands are to be used, the bidder shall specify the brand and manufacturer of the product in writing with his bid. It is the responsibility of the bidder to provide information as required to confirm the acceptability of the proposed product. The City reserves the right to reject any bid based on alternate brands which is submitted without such information.

III. Workmanship

A. All work shall be performed in a first class professional manner, conforming to the City of Salisbury Uniform Construction Standards (Current Edition) and the North Carolina Department of Transportation Standards for Roads and Structures (Current Edition). The City reserves the right to have tests performed to evaluate conformity to above standards. If the tests show that construction is below the standards, the cost of testing will be deducted from the Contractors fee. If tests show that construction meets the specifications, the City will pay the expense of the tests.

B. The Contractor shall take precautions to avoid damage to existing curbs, gutters, sidewalks and trees which will remain.

C. Debris and trash shall not be allowed to accumulate on the job site. The Contractor shall remove all debris and trash as it accumulates in order that a clean appearance be maintained at all times.

D. Upon completion of the work, the Contractor shall promptly remove all evidence of his occupation of the site, except completed work as specified. All equipment, surplus materials and debris shall be removed.

IV. Schedule and Supervision

A. The Contractor shall have a foreman or supervisor present whenever work is in progress. The Contractor shall furnish the City with the name of the supervisor in charge at the site and shall notify the City of any change in supervisors.

B. The Contractor shall take instructions only from designated City of Salisbury Officials.

C. The Contractor shall execute the work in a continuous and uninterrupted manner from the time he begins the work until completion and final acceptance of the project. The Contractor will not be permitted to suspend his operations except for reasons beyond his control or where the Engineer has authorized a suspension of the Contractor's operation in writing.

D. In the event that the Contractor’s operations are suspended in violation of the above provisions, the sum of $200.00 will be charged the Contractor for each and every calendar day that such suspension takes place. The said amount is hereby agreed upon as liquidated damages due to extra engineering and maintenance costs and due to increased public hazard resulting from a suspension of the work. Liquidated damages chargeable due to suspension of the work will be additional to any liquidated damages that may arise due to failure to complete the work on time.

E. All work by the Contractor shall be complete and the site cleared by the contract completion date as shown on the Notice to Proceed.

F. Liquidated damages of $200.00 per day shall be levied against the Contractor for each calendar day that the work or any portion of the work as described remains incomplete after the contract completion date.
V. **Guarantee**

The Contractor shall guarantee his work against defects in material and workmanship for a period of one year following the Owner's final acceptance of the work. All labor and materials necessary to correct defects shall be provided and executed promptly by the Contractor at no expense to the Owner.

VI. **Right of Entry**

Bidders are advised to carefully review drawings to confirm the limits of permanent and temporary construction easements (which are not uniform). The contractor shall not work on private property beyond established easements unless he obtains the permission of the property owner.
PROPOSAL

SIDEWALK IMPROVEMENTS FOR RYAN STREET

To the City of Salisbury
Salisbury, North Carolina

1. The undersigned, being familiar with the existing conditions and having carefully examined the Contract Documents for Sidewalk improvements for Ryan Street, all of which are fully understood and hereby agreed to, proposes to furnish all materials, labor, equipment, and plans necessary to complete in strict accordance with the above mentioned Contract documents the following project in the City of Salisbury at the price named in the attached Bid Form.

2. In submitting this Bid, the Bidder understands that the City reserves the right to reject any and all Bids. If written notice of the acceptance of this Bid is mailed, telegraphed, or delivered to the undersigned within thirty days after the opening thereof, or at any time thereafter before this Bid is withdrawn, the undersigned agrees to execute and deliver an Agreement in the prescribed form within ten days after the notice is presented to him.

3. The Bidder is prepared to submit a financial and experience statement upon request.

4. The following addenda are acknowledged (if none, so state):

________________________________________

By:  

Date:  

________.________

John D. Shell - President

Name/Title of Signing Official

Carolina Sideworks, Inc.  

License Number

PO Box 280

Company Name

Address

China Grove, NC

City and State

28023  704-855-7483

Zip Code  Telephone Number
BID FORM

SIDEWALK IMPROVEMENTS FOR RYAN STREET

(This form must not be detached from the Contract Documents)

Sidewalk Improvements for Ryan Street
City of Salisbury, North Carolina

Submitted: May 19th, 2022

The undersigned, as Bidder, hereby declares that the only person or persons interested in this Bid as principal, or principals, is or are named herein and that no person other than herein mentioned has any interest in this Bid or in the Contract to be entered into; that this Bid is made without connection with any other person, company or parties making a Bid; and that it is in all respects, fair and in good faith without collusion or fraud.

The Bidder further declares that he has examined the site of the work and informed himself fully in regard to all conditions pertaining to the place where the work is to be done; that he has examined the Drawings for the work and other contract Documents relative thereto and has read all of the addenda furnished prior to the opening of the Bids, as acknowledged below; and that he has satisfied himself relative to the work to be performed.

The Bidder agrees, if the bid is accepted, to contract with the City of Salisbury to furnish all necessary materials, equipment, machinery, tools, apparatus, means of transportation and labor necessary to complete the work covered by this Bid and other Contract Documents for Sidewalk Improvements, and to furnish the required evidence of the specified insurance.

The Bidder further agrees to provide all necessary machinery, tools, labor, and other means of construction; and to do all work and furnish all materials necessary to complete the said contract in accordance with the current edition of the Standard Specifications for Roads and Structures. The Contractor’s responsibility shall continue uninterrupted until expiration of the warranty period, one year following the Owner’s final acceptance of the work.

The Contract will be awarded to the lowest responsive, responsible Bidder or Bidders submitting the lowest total bid price, taking into consideration quality, performance, and the time specified for the performance of the Contract. In the event the lowest responsive bid is in excess of funds available for the project, the City may enter into negotiations with the lowest responsive Bidder, above mentioned, making reasonable changes in the plans and specifications, as may be necessary, to bring the Contract Price within the funds available, and may award a contract to such Bidder, if such Bidder will agree to perform the work at the negotiated price within the funds available. The Owner reserves the right to select any, add or deduct alternates if applicable.

The Bidder agrees to accept the lump sum or unit prices, as the case may be, as set forth herein after. This price will be full compensation for all work of any nature whatsoever required to complete all work described in the Drawings and Specifications for the Sidewalk Improvements, City of Salisbury, NC.

The general contractor shall be responsible for the coordination and supervision of all subcontractors and coordination with Utility Companies and his supervision fee shall be included in the price for the total project.
## BID FORM

### SIDEWALK IMPROVEMENTS FOR RYAN STREET

<table>
<thead>
<tr>
<th>SECTION NO.</th>
<th>ITEM DESCRIPTION</th>
<th>UNIT</th>
<th>QUANTITY</th>
<th>UNIT BID PRICE</th>
<th>AMOUNT BID</th>
</tr>
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<tbody>
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<td>SP</td>
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<td>824</td>
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<td>4120.00</td>
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<td>848</td>
<td>4&quot; CONCRETE SIDEWALK</td>
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**TOTAL AMOUNT OF BID FOR ENTIRE PROJECT**: $182,221.00
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</thead>
<tbody>
<tr>
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</table>

...
NOTICE OF AWARD

SIDEWALK IMPROVEMENTS FOR RYAN STREET

TO:

PROJECT DESCRIPTION: Sidewalk Improvements for Ryan Street
City of Salisbury, North Carolina

The Owner has considered the Bid Proposal submitted by you for the above-described project in response to its receipt of Bids on May 19, 2022, and the instructions to Bidders.

You are hereby notified that a Bid Proposal has been accepted for a unit price contract in the amount of $_______________ per the attached Bid Form dated______________, 2022.

You are required by the Instruction to Bidders to execute the Agreement and furnish the required Certificates of Insurance within ten calendar days from the date of this Notice to you.

You are required to return an acknowledged copy of this Notice of Award to the Owner.

Dated this ________________, 2022.

_________________________
City of Salisbury

By: _______________________

Title: City Engineer

ACCEPTANCE OF NOTICE

Receipt of the above Notice of Award is hereby acknowledged this ______ day of ___________________, 2022.

_________________________

By: _______________________

Title: ______________________
CITY-CONTRACTOR CONTRACT
PROJECT NUMBER: (XXX-2022)

PROJECT NAME: SIDEWALK IMPROVEMENTS FOR RYAN STREET

THIS CONTRACT, in three (3) copies, made this ____ day of ________, 2020, by and between the CITY OF SALISBURY, a North Carolina municipal corporation located at 132 North Main Street, Salisbury, North Carolina (herein referred to as the “City”), and ______________, whose mailing address is ______________ (herein referred to as the “Contractor”). Correspondence, submittals, and notices relating to or required under this Contract shall be sent in writing to the above addresses; unless either party is notified in writing by the other, of a change in address.

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

1. Acknowledgments.
   1.1 It is the intent of the City to obtain the services of the Contractor in connection with the new construction of Sidewalk Improvements for Ryan Street (hereinafter referred to as the “Project” or the “Work”).
   1.2 The Contractor desires to perform such construction in accordance with the terms and conditions of this Contract.

2. Definitions.
   2.1 All terms in this Contract which are defined in the Information for Bidders and the General Conditions shall have the meanings designated therein.
   2.2 The Contract Documents are as defined in the General Conditions. Such documents form the Contract, and all are as fully a part thereof as if attached to this Contract or repeated herein.

   3.1 The Project is the Work identified in the plans and specifications prepared by City of Salisbury dated April 28, 2021 (plans) and April 25, 2022 (specs) and for the City of Salisbury, including the following addenda:

   3.2 The Contractor shall provide and pay for all materials, tools, equipment, labor and professional and non-professional services, and shall perform all other acts and supply all other things necessary, to fully and properly perform and complete the Work, as required by the Contract Documents.

   3.3 The Contractor shall further provide and pay for all related facilities described in any of the Contract Documents, including all work expressly specified therein and such additional work as may be reasonably inferred therefrom, saving and excepting only such items of work as are specifically stated in the Contract Documents not to be the obligation of the Contractor. The totality of the obligations imposed upon the contractor by this Article and by all other provisions of the Contract Documents, as well as the
structures to be built and the labor to be performed, is herein referred to as the “Work.”

4. **Design Consultant.** N/A

5. **Time of Commencement and Completion.**
   
   5.1 The Contractor shall commence the Work within thirty (30) calendar days after delivery of the Notice to Proceed.

   5.2 Time is of the essence. The Contractor shall achieve Final Completion within sixty (60) calendar days after the start date specified in the Notice to Proceed.

   5.3 Should the Contractor fail to complete the Work on or before the dates stipulated for Substantial Completion and/or Final Completion, or such later date as may result from an extension of time granted by the City, he shall pay the City, not as a penalty but as liquidated damages, the sum of Two Hundred and 0/100 Dollars ($200.00) for each and every calendar day the Work is not completed beyond the date of Final Completion required in paragraph 5.2. This amount is fixed and agreed upon by and between the Contractor and the City because of the impracticality and difficulty of fixing and ascertaining the actual damages the City would sustain in the event the completion of the Work is delayed.

6. **Contract Sum.**

   6.1 Provided that the Contractor shall strictly and completely perform all of its obligations under the Contract Documents, and subject only to additions and deductions by Modification or as otherwise provided in the Contract Documents, the City shall pay to the Contractor, in current funds and at the time and in the installments hereinafter specified, the sum of __________________________________ Dollars ($__________) herein referred to as the “Contract Sum.”

   6.2 The Contract Sum includes the value engineering items and other contract modifications noted in Section 2.3 above that total $______________.

   6.3 Unit Prices are established for the Project in the Bid Form.

7. **Progress Payments.** The Contractor hereby agrees that on or about the First day of the month for every month during the performance of the Work he will deliver to the City’s Project Manager an Application for Payment in accordance with the provisions of Article 9 of the General Conditions. This date may be changed upon mutual agreement, stated in writing, between the City and Contractor. Payment under this Contract shall be made as provided in the General Conditions. Payments due and unpaid under the Contract Documents shall not bear interest.

8. **Termination for Convenience.** The City may terminate this Contract at any time at its complete discretion upon thirty (30) calendar days’ notice in writing from the City to the Contractor prior to the date of termination. In addition, all finished or unfinished
documents and other materials produced by Contractor pursuant to this Contract shall, at the request of the City, be turned over to it and become its property. If the Contract is terminated by the City in accordance with this section, the City will provide a prorated payment for all services performed as of the date of termination.

9. **Other Requirements.**

9.1 The Contractor shall submit the Performance Bond, Labor and Material Payment Bond and Certification of Insurance as required by the Contract Documents.

9.2 The City shall furnish to the Contractor one (1) set of drawings and one (1) set of specifications, at no extra cost, for use in the Construction of the Work. Additional sets of drawings or specifications may be obtained by the Contractor by paying the City for the costs of reproduction, handling and mailing.

9.3 The Contractor shall make a good faith effort to utilize Historically Underutilized Businesses (HUB’s) per N.C. Gen. Stat. 143-128.2, and as described in the construction documents.

9.4 The General Conditions, Supplemental Conditions, if any, and the plans and specifications, including any addenda, are incorporated herein by reference.

IN WITNESS WHEREOF, City of Salisbury (hereinbefore called the “City”) has caused this Contract to be signed and its corporate seal to be hereunto affixed, attested by its Mayor and Clerk, and ______________ (hereinbefore called “Contractor”) has caused this Contract to be signed by its President and its Corporate seal to be hereunto affixed, as hereinafter attested, all as of the day and year first above written.

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

______________________________

______________________________

City Manager
ATTEST:

__________________________________________

__________________________________________
City Clerk

[Corporate Seal]

__________________________________________
CONTRACTOR

By: _______________________________________

_________________________, President or Vice-President

(Print Name)

ATTEST:

__________________________________________

__________________________________________
Corporate Secretary

[Corporate Seal]

This instrument has been preaudited in the manner required by the Local Government Budget and Fiscal Control Act.

__________________________________________
Finance Officer Date
NOTICE TO PROCEED

SIDEWALK IMPROVEMENTS FOR RYAN STREET

TO: ______________________

DATE: ____________________

You are hereby notified to commence WORK in accordance with the Agreement dated ________, 2022 on or before ________, 2022 and you are to complete WORK by ________, 2022.

City of Salisbury
Owner

________________________

BY: ______________________

TITLE: ____________________

ACCEPTANCE OF NOTICE

Receipt of the above NOTICE TO PROCEED is hereby acknowledged by ____________________________, this the _________ day of ________________, 2022.

________________________

Contractor

________________________

BY: ______________________

TITLE: ____________________
APPLICATION FOR PAYMENT

SIDEWALK IMPROVEMENTS FOR RYAN STREET

APPLICATION NO. ______
DATE: ________________
% COMPLETE _________

OWNER/ENGINEER: CITY OF SALISBURY, NORTH CAROLINA

CONTRACTOR: ________________________________

SUMMARY: TOTAL EARNED THIS APPLICATION $ _____________
TOTAL WORK COMPLETED TO DATE $ _____________
SUBTOTAL $ _____________
LESS PREVIOUS PAYMENTS $ _____________
CURRENT PAYMENT DUE $ _____________

SIGNATURES:

CONTRACTOR: ________________________________

_________________________  ___________________________  _____________
Name  Title  Date

VERIFICATION:

IN ACCORDANCE WITH THE CONTRACT AND THIS APPLICATION FOR
PAYMENT, THE CONTRACTOR HAS COMPLETED THE WORK STATED
ABOVE AND IS ENTITLED THE FULL PAYMENT IN THE AMOUNT SHOWN.

OWNER/ENGINEER: City of Salisbury Engineering Division

_________________________  ___________________________  _____________
Name  Title  Date

APPROVAL:

THIS APPLICATION IS HEREBY APPROVED FOR PAYMENT:

OWNER: City of Salisbury Finance Department

_________________________  ___________________________  _____________
Name  Title  Date
**SALES TAX REIMBURSEMENT INFORMATION**

**SIDEWALK IMPROVEMENTS FOR RYAN STREET**

I certify that the following sales tax listing for materials used on this project have been paid in full by ____________________________________________ for fiscal year ________________.

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<th>North Carolina</th>
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</table>

______________________________  ____________________________
Contractor’s Signature
CONVERT TO MANHOLE JUNCTION BOX
Salisbury City Council
Agenda Item Request Form

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

Requested Council Meeting Date: June 7, 2022

Name of Group(s) or Individual(s) Making Request: Rowan EDC

Name of Presenter(s): Scott Shelton

Requested Agenda Item: Request for Public Hearing to Consider Incentive Request from ‘Project Strong’

Description of Requested Agenda Item: The Rowan EDC requests that City Council schedule a public hearing for its June 21st meeting to consider an incentive request from ‘Project Strong’

Attachments: ☑ Yes ☐ No

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

Action Requested of Council for Agenda Item: City Council approval to schedule a June 21st public hearing

Contact Information for Group or Individual: Scott Shelton (704.637.5526 / scott@rowanedc.com)

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

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

FINANCE DEPARTMENT INFORMATION:

_________________________________  __________________________________
Finance Manager Signature        Department Head Signature

_________________________________
Budget Manager Signature

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

For Use in Clerk’s Office Only

☐ Approved ☐ Delayed ☐ Declined

Reason:
Date: May 31, 2022
To: Karen Alexander, Mayor
Cc: Jim Green, City Manager
       Kelly Baker, City Clerk
From: Scott Shelton, Vice President
Re: Request for public hearing to consider incentive for ‘Project Strong’

Dear Mayor Alexander,

I respectfully request that the City Council schedule a public hearing for June 21st to consider an incentive request from ‘Project Strong.’ The company behind ‘Project Strong’ is an existing employer in Salisbury that will retain current employment levels and create 14 well-paying jobs over the next 3 years.

The company proposes to acquire and expand an existing facility in Salisbury as part of this project. While these numbers are preliminary, the company estimates that it will invest approximately $2.9 million in new construction and equipment.

The company is pursuing a $75,000 Rural Building Reuse Grant from the State of North Carolina to aid in these renovations. If approved, the grant would be awarded to the City of Salisbury who would then disburse funds to the company as long as it meets the job creation requirements. This grant would also require a local match from the City of Salisbury. The City can satisfy the local match requirements by hiring a grant administrator to oversee the project. The EDC estimates the fee for grant administration to be no more than $6,000.

‘Project Strong’ would allow the company to substantially increase its employment levels and expand its operations, as well as give the City of Salisbury the opportunity to actively support a longtime existing employer.

I look forward to providing you detailed information regarding this request and this project in the coming days. Please do not hesitate to contact me with any questions you may have and thank you for considering this matter.

Yours truly,

Scott Shelton
Vice President
Salisbury City Council
Agenda Item Request Form

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

Requested Council Meeting Date:  6/7/2022

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

Name of Presenter(s):  Chief Jerry Stokes

Requested Agenda Item:  Adopt a Budget ORDINANCE Amendment to the FY2021-2022 budget in the amount of $800,000 to appropriate grant funds from the Office of Justice Programs / Bureau of Justice Assistance for the BJA FY 21 Byrne Criminal Justice Innovation Program (BCJI) grant.

Description of Requested Agenda Item:  The Police Department has received an $800,000 grant from US DOJ’s Office of Justice Programs / Bureau of Justice Assistance for the Salisbury Police Department to collaborate with the City’s Parks and Recreation Department and the Community Development Office for the West End to develop a Community Violence Intervention Team, develop and/or enhance recreational and public spaces to further collaborate with community groups, and connect and engage with youth and young adults for crime prevention and public safety.

Attachments:  □ Yes  ☒ No

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

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

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

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

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

FINANCE DEPARTMENT INFORMATION:

Finance Manager Signature

Department Head Signature

Budget Manager Signature

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

For Use in Clerk's Office Only
☐ Approved   ☐ Delayed   ☐ Declined

Reason:
AN ORDINANCE AMENDING THE 2021-2022 BUDGET ORDINANCE OF THE CITY OF SALISBURY, NORTH CAROLINA TO APPROPRIATE BCJI Grant Funds

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

Section 1. The City has received funds from the Office of Justice Programs / Bureau of Justice Assistance. These funds will be used to plan and coordinate the West End Salisbury Transformed Empowered Neighborhood Development (WEST END) project. NC General Statutes require that the City appropriate these revenues so that they can be legally spent.

Section 2. That the 2021-2022 Budget Ordinance of the City of Salisbury, adopted on June 15, 2021, is hereby amended as follows:

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

| (1) | Increase line item 010-000-000-4463.01 Police Grants Revenue | $800,000 |
| (2) | Increase line item 010-511-000-5450.00 Special Projects | $800,000 |

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

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

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

Requested Council Meeting Date:  6/7/2022

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

Name of Presenter(s):  Chief Jerry Stokes

Requested Agenda Item:  Adopt a Budget ORDINANCE Amendment to the FY2021-2022 budget in the amount of $10,000 to appropriate grant funds from The Blanche & Julian Robertson Family Foundation.

Description of Requested Agenda Item:  The Police Department has received a grant from The Blanche & Julian Robertson Family Foundation to be used for traumatic first aid kits, School Incentives Program for a Change expenses, and materials for the Salisbury Police Crime Scene Camp.

Attachments:  ☐ Yes  ☑ No

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

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

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

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

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

FINANCE DEPARTMENT INFORMATION:

[Signatures]

Finance Manager Signature

Department Head Signature

Budget Manager Signature

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

For Use in Clerk’s Office Only

☐ Approved  ☐ Delayed  ☐ Declined

Reason:
AN ORDINANCE AMENDING THE 2021-2022 BUDGET ORDINANCE
OF THE CITY OF SALISBURY, NORTH CAROLINA TO
APPROPRIATE POLICE DEPARTMENT DONATIONS

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

Section 1. The City has received funds for the police department from The Blanche &
Julian Robertson Family Foundation. NC General Statutes require that the City appropriate these
revenues so that they can be legally spent.

Section 2. That the 2021-2022 Budget Ordinance of the City of Salisbury, adopted on
June 15, 2021, is hereby amended as follows:

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

(1) Increase line item 010-000-000-4463.01 $10,000
   Police Grants Revenue

(2) Increase line item 010-511-326-5131.03 $10,000
   Crime Prevention

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

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

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

Requested Council Meeting Date:       June 7, 2022

Name of Group(s) or Individual(s) Making Request:   City Manager Jim Greene, Jr.

Name of Presenter(s):   Jim Greene, Jr.

Requested Agenda Item:   Council to hold a public hearing regarding the proposed FY2022-2023 City Budget.

Description of Requested Agenda Item:  Council to hold a public hearing regarding the proposed FY2022-2023 City Budget.

Attachments:  □ Yes  ✗ No

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

Action Requested of Council for Agenda Item:  Hold a public hearing to receive feedback on the proposed FY2022-2023 budget. (Please note if item includes an ordinance, resolution or petition)

Contact Information for Group or Individual:  Jim Greene, Jr., Wade Furches, and Brian Hiatt

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

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

FINANCE DEPARTMENT INFORMATION:

_________________________________   _________________________
Finance Manager Signature   Department Head Signature

_________________________________
Budget Manager Signature

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

For Use in City Clerk's Office Only

☐ Approved  ☐ Declined

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

Section 1. Appropriations

That for the expense of the City Government and its activities for the fiscal year beginning July 1, 2022, and ending June 30, 2023, the amounts in the following subsections, or so much of each as may be necessary, are hereby appropriated:

(1) That for said fiscal year there is hereby appropriated out of the GENERAL FUND the following:

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<th>Department</th>
<th>Amount</th>
</tr>
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<tbody>
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<td>City Council</td>
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<td>Management and Administration</td>
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<td>Communications</td>
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<td>Central City Buildings</td>
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</tr>
<tr>
<td>Grounds Maintenance</td>
<td>$1,467,922</td>
</tr>
<tr>
<td>Bell Tower Green</td>
<td>$504,535</td>
</tr>
<tr>
<td>Parks and Recreation</td>
<td>$1,619,763</td>
</tr>
<tr>
<td>Fleet Management</td>
<td>$1,271,873</td>
</tr>
<tr>
<td>Education</td>
<td>-</td>
</tr>
<tr>
<td>Fibrant Support</td>
<td>$2,700,000</td>
</tr>
<tr>
<td>Debt Service</td>
<td>$810,578</td>
</tr>
<tr>
<td><strong>TOTAL GENERAL FUND</strong></td>
<td><strong>$50,631,540</strong></td>
</tr>
</tbody>
</table>
(2) That for said fiscal year there is hereby appropriated out of the WATER AND SEWER FUND the following:

<table>
<thead>
<tr>
<th>Category</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Utilities Mgt. and Administration</td>
<td>$7,456,166</td>
</tr>
<tr>
<td>Plant Operations-Water Treatment</td>
<td>$2,693,480</td>
</tr>
<tr>
<td>Systems Maintenance</td>
<td>$5,850,010</td>
</tr>
<tr>
<td>Environmental Services</td>
<td>$669,460</td>
</tr>
<tr>
<td>Plant Operations-Wastewater Treatment</td>
<td>$6,206,884</td>
</tr>
<tr>
<td>Meter Services</td>
<td>$763,052</td>
</tr>
<tr>
<td>Water and Sewer Debt Service</td>
<td>$5,228,500</td>
</tr>
<tr>
<td><strong>TOTAL WATER AND SEWER FUND</strong></td>
<td><strong>$28,867,552</strong></td>
</tr>
</tbody>
</table>

(3) That for said fiscal year there is hereby appropriated out of the TRANSIT FUND for the purpose of operating Salisbury's Transit System, the sum of $2,414,460.

(4) That for said fiscal year there is hereby appropriated out of the GENERAL FUND CAPITAL RESERVE FUND for the purpose of purchasing equipment, the sum of $4,032,743.

(5) That for said fiscal year there is hereby appropriated out of the WATER AND SEWER CAPITAL RESERVE FUND for the purpose of purchasing equipment, the sum of $714,219.

(6) That for said fiscal year there is hereby appropriated out of the FIBRANT COMMUNICATIONS FUND for the operating Salisbury's Fiber Optic Network, the sum of $3,518,110.

(7) That for said fiscal year there is hereby appropriated out of the STORMWATER FUND for the purpose of operating Salisbury's Stormwater management program, the sum of $2,705,278.

(8) That for said fiscal year there is hereby appropriated out of the STORMWATER CAPITAL RESERVE FUND for the purpose of purchasing equipment, the sum of $497,512.

Section 2. Revenue Estimates

The City Council has and does estimate that the following revenues will be available during the fiscal year beginning July 1, 2022 and ending June 30, 2023:
General Fund:

- **Taxes**: $23,183,199
- **Unrestricted governmental**: $13,811,000
- **Restricted governmental**: $2,545,217
- **Charges for services**: $8,463,637
- **Miscellaneous**: $628,487
- **Other financing sources**: $2,000,000

**Total revenues and other financing sources**: $50,631,540

Water and Sewer Fund:

- **Operating revenues**: $27,847,552
- **Nonoperating revenues**: $20,000
- **Other financing sources**: $1,000,000

**Total revenues**: $28,867,552

Transit Fund:

- **Charges for services**: $48,000
- **Intergovernmental revenues**: $553,661
- **Other financing sources**: $1,812,799

**Total revenues and other financing sources**: $2,414,460

General Fund Capital Reserve Fund:

- **Transfer from General Fund**: $2,367,648
- **Nonoperating revenues**: $30,000
- **Other financing sources**: $1,635,095

**Total revenues and other financing sources**: $4,032,743

Water and Sewer Capital Reserve Fund:

- **Transfer from Water and Sewer Fund**: $492,896
- **Miscellaneous**: $30,000
- **Other financing sources**: $191,323

**Total revenues and other financing sources**: $714,219

Fibrant Communications Fund:

- **Operating revenues**: $810,000
- **Nonoperating revenues**: $8,110
- **Other financing sources**: $2,700,000

**Total revenues**: $3,518,110

Stormwater Fund:

**Total revenues**: $2,705,278

Stormwater Capital Reserve Fund:

**Total revenues and other financing sources**: $497,512
Section 3. **Tax Levy**

There is hereby levied the following rates of Ad Valorem Tax on each one hundred dollars ($100.00) valuation of taxable property, as listed for taxes as of January 1, 2022 for the purpose of raising the revenue from current year's property tax, as set forth in the foregoing estimate of revenue, and in order to finance the foregoing appropriation, to wit:

**General Fund:**  
(For the expense incident to the proper government of the City of Salisbury)  
-- $ .7196

**Municipal Service District:**  
(To promote, encourage and assist in the revitalization and economic health and stability of the downtown area)  
-- $ .176

The estimated Ad Valorem Tax income is based upon collection of the above Tax rates as applied to the valuation of $3,221,424,734 for General Fund purposes.

There is hereby levied a Municipal Vehicle Tax of $20.00 on each vehicle resident as authorized by General Statute 20-97.

Section 4. There is hereby levied a tax of 1.5% on gross receipts derived from retail short-term lease or rental of vehicles to the general public. This tax will be levied, reported, and collected as established under Ordinance 2000-47 as authorized by General Statute 160A-215.1.

Section 5. Appropriations hereinabove authorized and made shall have the amounts of the unearned portion of contracts at June 30, 2022 added to each appropriation as it applied in order to properly account for the payment against the fiscal year in which it is paid.

Section 6. The City Manager is hereby authorized to make any budget amendments as may be required within each fund as long as the total appropriation for each fund does not change and contingency funds are not utilized.

Section 7. Copies of this ordinance shall be furnished to the City’s Finance Director, to be kept on file, for direction in the disbursement of City funds.

Section 8. The following schedules and fees are hereby adopted and all references to these fees in the City Code of Ordinances are amended to reflect these new schedules and fees as appropriate:
### ADMINISTRATION

<table>
<thead>
<tr>
<th>Service</th>
<th>Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>Sale of Salisbury City Council meeting recording</td>
<td>Actual cost of supplies and mailing</td>
</tr>
<tr>
<td>Copier or Multifunction Machine Fee</td>
<td>$0.10 per copy/scanned page; Minimum of $1</td>
</tr>
<tr>
<td>Copy of Reports/Files</td>
<td>Actual cost of supplies and mailing</td>
</tr>
</tbody>
</table>

### COMMUNITY PLANNING SERVICES

#### Development Services

- **Zoning Board of Adjustment:**
  - Administrative appeal: $350
  - Variance: $350

- **Conditional District Petition or General Development Overlay:**
  - Adoption (Includes first construction submittal & two revisions): $1,200
  - Amendment: $900
  - Revisions: $50

- **District Map & Text Amendment Petition:**
  - LDO Map Amendment (General Rezoning, Historic Overlay Adoption): $800
  - Local Historic Landmark: $200
  - Land Development Ordinance Text Amendment: $600

- **Vested Rights Extension:** $600 without rezoning

- **After-the-fact Certificate of Appropriateness (HPC):** $250

- **After-the-Fact Zoning Permit:**
  - Double regular permit fee

- **Major Site Plan Review (1st Submittal + Two Revisions):** $500

- **Major Site Plan Re-Review:** $250 for each additional

- **Minor Site Plan Review (1st Submittal + Two Revisions):** $150

- **Minor Site Plan Re-Review:** $75 for each additional

- **Alternate Methods of Compliance:** $50

- **Special Use Permit:** $500

- **Zoning Permit for New Single Family:** $50 (House <5 DU)

- **Zoning Permit for New Multi-family:** $150

- **Zoning Permit for New Non-residential:** $300

- **Zoning Permit for Addition, Accessory, Upfit of Residential:** $25

- **Zoning Permit for Addition, Accessory, Upfit of Non-residential:** $100

- **Zoning Verification Letter:** $60

- **Predevelopment Permit for Site Grading (LIA):** $100

- **Predevelopment Permit for Site Grading (HIA):** $300

- **New Telecommunications Tower Special Use Permit Application:** $5,000

- **Height Addition of Existing Telecommunications Tower Application:** $1,500

- **Sidewalk Dining Permit (Annually):** $10

- **Special Event Permit:** $50

- **Temporary Sign Permit:** $25

- **Permit for Sign Panel / Face Change:** $50

- **Certificate of Appropriateness (COA) Major Works:** $25

- **Permit for New Wall, Canopy, Proj., Ground Sign:** $100

- **Temporary Use Permit:** $100

- **Temporary Construction Trailer:** $25

- **Tree Removal Permit:** $10

- **Home Occupation:** $50

- **Policy Plan Amendment:** $1,000

- **Payment in Lieu of Sidewalk Construction:** Time and materials cost

- **Standards Manual (includes zoning and subdivisions):** $20

- **Annual Tax for Cable/Pipelines in Public Streets, Sidewalks, Alley, or Parking:** $1 per foot annually
**Code Enforcement**

<table>
<thead>
<tr>
<th>Service</th>
<th>Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>Nuisance abatement (Fees vary depending on the extent of the abatement)</td>
<td>Contractor &amp; landfill costs</td>
</tr>
<tr>
<td>Demolition or Moving Permit Application Fee</td>
<td>$50</td>
</tr>
<tr>
<td>After the Fact Demolition Permit</td>
<td>$250</td>
</tr>
</tbody>
</table>

**ENGINEERING**

<table>
<thead>
<tr>
<th>Service</th>
<th>Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>Subdivision Review:</td>
<td></td>
</tr>
<tr>
<td>Major Subdivision (Preliminary plat)</td>
<td>$200 + $10/lot</td>
</tr>
<tr>
<td>Minor Subdivision</td>
<td>$30 per lot</td>
</tr>
<tr>
<td>Exception plat</td>
<td>$20</td>
</tr>
<tr>
<td>Special Exception</td>
<td>$200</td>
</tr>
<tr>
<td>Street &amp; alley closings filing fee</td>
<td>$500</td>
</tr>
<tr>
<td>Printed Maps</td>
<td></td>
</tr>
<tr>
<td>Up to 11&quot;x17&quot; (ledger size)</td>
<td>$1</td>
</tr>
<tr>
<td>34&quot;x44&quot; (E size sheet)</td>
<td>$5</td>
</tr>
<tr>
<td>City Street Map</td>
<td>$5</td>
</tr>
<tr>
<td>Custom Map</td>
<td>$25</td>
</tr>
<tr>
<td>Engineering Plan Review Fee (Utility Only - New Construction)</td>
<td>$200</td>
</tr>
<tr>
<td>Engineering Plan Review Fee (Utility Only- Upfit)</td>
<td>$100</td>
</tr>
<tr>
<td>DENR Delegated Water Permit</td>
<td>$200</td>
</tr>
<tr>
<td>DENR Delegated Sewer Permit</td>
<td>$200</td>
</tr>
<tr>
<td>Field Inspections of Water Lines</td>
<td>$1 per foot</td>
</tr>
<tr>
<td>Field Inspections of Sewer Lines</td>
<td>$1 per foot</td>
</tr>
<tr>
<td>Media Charges</td>
<td></td>
</tr>
<tr>
<td>CD Disk, Each</td>
<td>$20</td>
</tr>
<tr>
<td>DVD Disk, Each</td>
<td>$20</td>
</tr>
</tbody>
</table>

**TRAFFIC OPERATIONS**

<table>
<thead>
<tr>
<th>Service</th>
<th>Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>Traffic Count</td>
<td>$15 per counter per day</td>
</tr>
<tr>
<td>Repair of traffic control devices-materials</td>
<td>Actual cost + 10% for handling</td>
</tr>
<tr>
<td>Repair of traffic control devices-labor</td>
<td>Hourly rate + fringe benefits</td>
</tr>
<tr>
<td>Repair of traffic control devices-use of bucket truck or paint machine</td>
<td>$50/hour</td>
</tr>
<tr>
<td>Repair of traffic control devices-use of service truck or small equipment</td>
<td>$9/hour</td>
</tr>
</tbody>
</table>

**POLICE**

<table>
<thead>
<tr>
<th>Service</th>
<th>Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>Copies</td>
<td>$0.10 per copy/scanned page; minimum of $1; $1 extra for mailing</td>
</tr>
<tr>
<td>(No fee to victims of crime or traffic accidents for first copy of a report, but charged for any additional copies)</td>
<td></td>
</tr>
<tr>
<td>Fingerprinting</td>
<td>$10</td>
</tr>
<tr>
<td>Handicapped Parking Violation</td>
<td>$250</td>
</tr>
<tr>
<td>Pool Hall Permits</td>
<td>$100</td>
</tr>
<tr>
<td>Taxi permits - one time only</td>
<td>$15</td>
</tr>
<tr>
<td>Parking ticket - illegal parking</td>
<td>$5</td>
</tr>
<tr>
<td>Parking ticket - overtime parking (more than 2 hours)</td>
<td>$15</td>
</tr>
<tr>
<td>Media Charges</td>
<td></td>
</tr>
<tr>
<td>CD Disk, Each</td>
<td>$20</td>
</tr>
<tr>
<td>DVD Disk, Each</td>
<td>$20</td>
</tr>
</tbody>
</table>
FIRE

HazMat/Material Recovery
Copies of Reports (First report is free to victims)

Lifting Assistance
Lifting Assistance Standby

SPECIAL OPERATIONAL USE PERMITS

Operational permits are required by the NC Fire Code to conduct the following types of operations. A permit fee will be charged for the following Special Operational Use Permits. These permits are not attached to normal procedures and are not covered under a General Inspection Use Permit or Fire Department Construction Permit. Tents and air supported structures requiring a construction permit will be included with the Special Operational Use Permit.

Blasting Permit:
- 30 day permit $100
- 2 day permit (48 hours) $45

Burning Permit:
- Commercial $25
- Residential No charge

Exhibit and Trade Show $25

Festivals (fairs, carnivals, etc.)
- Large Festival $175
  - 1. Festival with an attendance of more than 6,000 on any given day or
  - 2. Outdoor circus or carnival
- Small Festival $50
  - 1. Festival with an attendance of 6,000 or less each day or
  - 2. Indoor circus or carnival

Firework/Pyrotechnic Display (per display) $200

Fumigation or Thermal Insecticidal Fogging $25

Special Amusement Building $25

Tent or Air Supported Structures (Funeral Homes & tents less than 700 sq. ft. exempt) $25

Tent, Structure or Stand for Fireworks Sales:
- 21 day permit $500
- 7 day permit $200

Other Not Listed $25

After Hours Inspection (inspections conducted outside of normal work hours) $50

*Late Application Fee $50

*A fee will be added to certain Special Operational Use Permits if the application is not submitted 14 days prior to the event. The Special Operational Use Permit applications include Exhibit and Trade Shows; Large Festivals; Small Festivals; Fireworks Displays; Special Amusement Buildings; Tent or Air Supported Structures; and Tent, Structure or Stand for Fireworks Sales.

FIRE DEPARTMENT CONSTRUCTION PERMITS

Construction permits are required by the NC Fire Code to install or modify the following systems or equipment. Any person that commences any work before obtaining the necessary permit will be charged double permit fees and subject to civil citations and being reported to the NC State Board of Examiners.

Automatic Fire-Extinguishing System:
- Installation $60
- Renovation/Modification $50

Automatic Sprinkler System:
- Installation ($59 minimum) $0.01/square foot
- Renovation/Modification $50

Standpipe System (Not part of a sprinkler system):
- Installation $50
- Renovation/Modification $50

Actual cost including equipment $0.10 per copy/scanned page; minimum of $1
$250 per call $95 per hour stand-by
Fire Alarm and Detection System: Fee
(Includes devices tied into fire alarm system)

Installation ($59 minimum) $0.01/square foot
Renovation/Modification $50

Door Locking Devices:
(Access-controlled egress, delayed egress, & special locking devices)

Installation $60
Renovation/Modification $50

Two-way Communication System:
(Area of Rescue Assistance)

Installation $60
Renovation/Modification $50

Fire Pumps and Related Equipment:

Installation $60
Renovation/Modification $50

Private Fire Hydrants (per unit):

Installation $60
Renovation/Modification $50

Compressed Gas Systems (Amounts exceed those listed in Table 105.6.9)

Abandon, Remove, Place Temporarily out of Service, or Close $50

Flammable and Combustible Liquids Storage Tanks:

* Tank Installation- (per tank) $60
Removal or Place out of Service- (per tank) $50

* If electrical circuitry is involved then an electrical permit must also be obtained from the Rowan County Building inspections Department

Hazardous Material Facility or Other Area:

Abandon, Remove, Place Temporarily out of Service, or Close areas regulated by $60

MISCELLANEOUS TESTS, INSPECTIONS, AND SERVICES
Residential (Group R-3):

Fire Flow Test $200
Special Inspection (Conducted during normal work hours) $50
Special Inspection (Requested by contractor outside normal work hours) (per hour) $100
Stand-by Firefighter (4 hour minimum) (per hour) $25

Re-inspection fees will be charged to the permit applicant or holder of a General Inspection Use Permit beyond the first re-inspection when conducting inspections for fire code violations that have not been corrected:

First non-compliance re-inspection $150
Second and all subsequent non-compliance re-inspections. (per re-inspection) $200

Re-inspection fees will be charged to the permit holder of a Fire Department Construction Permit for the following: Re-inspections due to work not being finished, corrections not being completed, or failure to cancel an inspection. $150

Reimbursement cost for stand-by fire protection services due to hazardous materials incidents or other emergencies:

Exits and egress ways locked or blocked $200/door
Over-crowding, exceeding occupant load (crowd management system not compliant) $200
Parking in a Fire Lane $50
Engine or Ladder Company (per hour) $100
Incident Commander (per hour) $25
Incident supplies, fuel, overtime cost for staffing Replacement cost

Plans Review:
Plans review shall be based on the following computations for construction:

A = Total Gross Building Floor Area of Construction
B = Fee per Square Foot (from table below)
Total Gross Building Floor Area of Construction (square feet)
0 - 5,000 $0.01/square foot
5,001 - 15,000 (A x B x 0.75) + (1,250 x B) = Permit Fee
15,001 and above (A x B x 0.50) + (5,000 x B) = Permit Fee
Building: Fee
Residential $0.05
Storage $0.035
Assembly $0.06
Institutional $0.06
Business $0.06
Mercantile $0.05
Hazardous $0.05
Factory/Industrial $0.04
Educational $0.065

PUBLIC WORKS
Street Division
Installation and Removal of curbing, driveways, storm drains, and sidewalks Actual cost + 10%

Solid Waste
Additional Rollout for Trash (one time charge) $65
Bulky Item Collection Fees:
  Two Bulky Items ($5 for each additional bulk item - $10 minimum) $10
  Each Bag or Box $2.50
Bulk Brush Removal Minimum Charge (applies to loads over a truck load) $75
Charges for specific cases will be calculated by Public Works Director or designee based on site visit.
All fees must be paid in advance of service.

Fleet Management
Repair of Rowan Transit System Fleet and Trolley Fleet $65.41/hour
Repair of Hazardous Material Van:
  Labor $65.41/hour
  Repair Parts Actual cost + 20%
  Repair Sublet Actual cost + 15%

Cemetery
Burial-adult $900
Burial-infant $450
Disinterment - Adult $1,800
Disinterment - Infant $900
Interments - two--one grave-adult $950
Interments - two--one grave-infant $500
Interment - Crematory remains $450
Interment - Crematory remains placed inside of marker or scattered $25
Interment - Mausoleum (city employee direct involvement) $300
Interment - Mausoleum (no involvement) $25
Funeral processions entering cemetery after 1:30 P.M. weekdays $200
Funeral processions entering cemetery on weekends $300
Funeral processions entering cemetery on holidays $450
Monument installation permit $25
Deed Change $25
Cemetery Lot Fee Schedule:
  Adult, City resident $800
  Adult, non-City resident $1,000
  Infant, City resident $400
  Infant, non-City resident $600
Columbaria fees:
  Niche, City resident $1,350
  Niche, non-City resident $1,550
Weekday Inurnment fee $150
Weekend Inurnment fee $300

Grounds Maintenance
Cooperative tree planting on public right-of-way Actual cost of tree + 10%
### Telecommunications

<table>
<thead>
<tr>
<th>Service</th>
<th>Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>Dispatch service:</td>
<td></td>
</tr>
<tr>
<td>Cost per unit</td>
<td>$10</td>
</tr>
<tr>
<td>Surcharge per radio for companies with less than 25 radios</td>
<td>$4</td>
</tr>
<tr>
<td>One-time hook-up (per radio)</td>
<td>$25</td>
</tr>
</tbody>
</table>

| Radio Programming:                           |      |
| Programming charge                           | $35  |
| ID Change Only                               | $20  |
| Partial Map Build                            | $150 |
| Fleet Map Build                              | $250 |
| Radio Diagnostic                             | $90  |
| Repair (Hourly rate)                         | $120 |
| Hourly Travel Rate outside City Limits (from Customer Service Center) | $60  |

| Equipment Installation:                      |      |
| Cost per hour                                | $65.41|
| Parts                                        | Actual cost + 20% |

### TRANSIT

| Individual Fares:                            |      |
| Regular- All Locations (no transfer fee)     | $1.00|
| Reduced (Disabled, Senior Citizens, Medicare and Students) | $0.50|
| Transfers & Children under 5                 | FREE |
| 40 Ride pass:                                |      |
| Regular                                      | $35  |
| Reduced (Disabled, Senior Citizens, Medicare and Students) | $17  |
| ADA Paratransit System (each way)            | $2   |
| ADA Paratransit 20 Ride Pass                 | $35  |
| ADA Paratransit 10 Ride Pass                 | $17  |

### PARKS & RECREATION

**City Park (3 hour minimum rental non-operational hours)**

<table>
<thead>
<tr>
<th>Room</th>
<th>Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>Room A or B</td>
<td>$40 per hour + $75 Damage deposit</td>
</tr>
<tr>
<td>Multi-purpose room</td>
<td>$75 per hour + $75 Damage deposit</td>
</tr>
<tr>
<td>8 hour rental</td>
<td>$500 + $75 Damage deposit</td>
</tr>
<tr>
<td>Any room with kitchen</td>
<td>$10/ hr. additional</td>
</tr>
<tr>
<td>Teen Room/Game Room</td>
<td>$60 per hour + $75 Damage deposit</td>
</tr>
</tbody>
</table>

**Civic Center**

**Weekend and Full Day Rental:**

| Multi-purpose room & kitchen - for first eight hours each day | $800 + $200 Damage deposit/ $300 if serving alcohol |
| Multi-purpose room, small room & kitchen - for first eight hours each day | $875 + $200 Damage deposit/ $300 if serving alcohol |
| Small meeting room only (per hour) | $75 per hour + $50 Damage deposit |
| Set-up Fee (Fri 12-5 or Sat 9-1) | $100 |
| Technology Fee (mic and/or projector) | $50 |
| Cleaning Fee | $50 |
| Monday - Thursday Rentals:  Multi-purpose room & kitchen - four hour rental between 8 A.M. and 8 P.M. | $250 + $100 Damage deposit/ $300 if serving alcohol |

**Hall Gym (3 hour minimum rental non-operational hours)**

<table>
<thead>
<tr>
<th>Room</th>
<th>Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>Meeting Room</td>
<td>$50 per hour + $75 Damage deposit</td>
</tr>
<tr>
<td>Gym</td>
<td>$70 per hour + $100 Damage deposit</td>
</tr>
<tr>
<td>8 hour rental</td>
<td>$300 + $75 Damage deposit</td>
</tr>
<tr>
<td>Miller Center (3 hour minimum rental non-operational hours)</td>
<td>Fee</td>
</tr>
<tr>
<td>------------------------------------------------------------</td>
<td>-----</td>
</tr>
<tr>
<td>Computer Lab</td>
<td>$30 per hour + $75 Damage deposit</td>
</tr>
<tr>
<td>Multi-purpose room</td>
<td>$40 per hour + $75 Damage deposit</td>
</tr>
<tr>
<td>Meeting room</td>
<td>$40 per hour + $75 Damage deposit</td>
</tr>
<tr>
<td>Any room with kitchen</td>
<td>$10/ hr. additional</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Park Avenue Community Center (2 hour minimum for rental non-operational hours)</th>
<th>Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>Multi-purpose room &amp; kitchen</td>
<td>$70 per hour + $50 Damage deposit</td>
</tr>
<tr>
<td>4 hours or less Rental</td>
<td>$70 per hour + $50 Damage deposit</td>
</tr>
<tr>
<td>4 hours or more Rental</td>
<td>$300 + $50 Damage deposit</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Recreation Center Rental Discounts &amp; Notes (applies to all centers)</th>
<th>Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>Non-Profit Rate (must have non-profit status paperwork)</td>
<td>50%</td>
</tr>
<tr>
<td>Weekday Rate (Mon-Thurs)</td>
<td>75%</td>
</tr>
<tr>
<td>Please note discounts DO NOT apply to non-operating hours usage in some cases.</td>
<td></td>
</tr>
<tr>
<td>Per hour rates vary per facility for non-operating hours.</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Fred M. Evans Pool @ Lincoln Park (2 hour minimum)</th>
<th>Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>Two lifeguards</td>
<td>$50 per hour + $50 Damage deposit</td>
</tr>
<tr>
<td>Four lifeguards</td>
<td>$75 per hour + $50 Damage deposit</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Bell Tower Green</th>
<th>Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>Green (3 hour minimum)</td>
<td>$300 + $100 Damage deposit ($50 per hour after)</td>
</tr>
<tr>
<td>Ampitheater/Green/Promenade (5 hour minimum)</td>
<td>$750 + $300 Damage deposit ($100 per hour after)</td>
</tr>
<tr>
<td>Bell Tower/Gazebo (5 hour minimum)</td>
<td>$300 + $100 Damage deposit ($50 per hour after)</td>
</tr>
<tr>
<td>Garden Trellis (3 hour minimum)</td>
<td>$300 + $100 Damage deposit ($50 per hour after)</td>
</tr>
<tr>
<td>Promenade (3 hour minimum)</td>
<td>$200 + $100 Damage deposit ($50 per hour after)</td>
</tr>
<tr>
<td>Non-County Rates:</td>
<td></td>
</tr>
<tr>
<td>Green (3 hour minimum)</td>
<td>$500 + $100 Damage deposit ($100 per hour after)</td>
</tr>
<tr>
<td>Ampitheater/Green/Promenade (5 hour minimum)</td>
<td>$1,000 + $300 Damage deposit ($200 per hour after)</td>
</tr>
<tr>
<td>Bell Tower/Gazebo (5 hour minimum)</td>
<td>$500 + $100 Damage deposit ($100 per hour after)</td>
</tr>
<tr>
<td>Garden Trellis (3 hour minimum)</td>
<td>$500 + $100 Damage deposit ($100 per hour after)</td>
</tr>
<tr>
<td>Promenade (3 hour minimum)</td>
<td>$350 + $100 Damage deposit ($100 per hour after)</td>
</tr>
<tr>
<td>County Non-Profit Rate:</td>
<td>50%</td>
</tr>
<tr>
<td>Monday - Friday Day (before 5 P.M.) Rate</td>
<td>75%</td>
</tr>
<tr>
<td>Entire Park Rental (8 hours - large private or corporate events)</td>
<td>$4,000 + $1,000 Damage deposit ($250 per hour after)</td>
</tr>
<tr>
<td>Concert /Large Spectator Event (8 hours)</td>
<td>$2,000 + $500 Damage deposit ($150 per hour after)</td>
</tr>
<tr>
<td>Set-up</td>
<td>$200</td>
</tr>
<tr>
<td>Staffing (if required)</td>
<td>$20 per hour per staff member</td>
</tr>
<tr>
<td>8 Foot Table</td>
<td>$5.00 per table (minimum of 10)</td>
</tr>
<tr>
<td>Chairs</td>
<td>$1.00 per chair (minimum of 25)</td>
</tr>
<tr>
<td>Lighting Fee (Bell Tower &amp; Water Wall)</td>
<td>$25</td>
</tr>
<tr>
<td>Activity Cart</td>
<td>$50</td>
</tr>
<tr>
<td>Raindate Hold (non-refundable)</td>
<td>$300</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Shelters &amp; Gazebo Rentals:</th>
<th>Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>Standard Park Shelters</td>
<td>$40 per day</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Gazebos</th>
<th>Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>Hurley Park Gazebo Rental</td>
<td>$100</td>
</tr>
<tr>
<td>Peace Haven Gazebo at City Park</td>
<td>$100</td>
</tr>
<tr>
<td>Robertson Eastern Gateway</td>
<td>$100</td>
</tr>
<tr>
<td>Cannon Park Gazebo Rental</td>
<td>$100</td>
</tr>
<tr>
<td>Gazebo Refundable Deposit</td>
<td>$50</td>
</tr>
</tbody>
</table>
### Advertising Fees

<table>
<thead>
<tr>
<th>Location</th>
<th>Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>Salisbury Community Park</td>
<td>$600 initial fee; $300 annual renewal</td>
</tr>
<tr>
<td>Salisbury Greenway</td>
<td>$1,000-$5,000</td>
</tr>
</tbody>
</table>

### Athletic Fields

Flat rate rentals will generally apply; the Director has authority to negotiate rates for major (regional/national) co-sponsored events.

#### Youth & Adult Softball/Baseball

- **Fee**: $20 per hour
- **Additional per hour charge for lights**: $25
- **Field Prep Fee**: $60

#### Tournament Fees for Kelsey and Sports Complex (multiple teams/multiple games)

- 1 day (8 A.M. - 11 P.M.) per field: $150
- 1 day, 2 fields: $300
- 2 days, 2 fields: $600
- **Non-refundable deposit of 50% of day rate or $150**

Rate includes field preparation and lighting

#### Tournament Fees for Salisbury Community Park (multiple teams/multiple games)

- 1 day (8 A.M. - 11 P.M.) per field: $200
- 1 day, all fields: $1,000
- 2 days, all fields: $2,000
- **Non-refundable deposit of 50% of day rate or $200**

Rate includes field preparation and lighting

- **Additional preparation fee per field**: $60
- **Inclement weather prep**
  - Field Conditioner (per bag): $15
  - Staff time (per hour per staff fee): $40

#### Soccer:

- **Flat Fee**: $25 per hour
- **Field Prep Fee**: $60 per field

#### Tournament Fees

- 1/2 day tournament, 1 field (8 A.M.-1 P.M.) 5 hrs.: $125
- 1 day tournament, 1 field: $250

Rate Includes: 1 field AND 1 field prep

#### Football:

- **Flat Fee**: $25 per hour
- **Tournament Prep Fees**: $60 per field

#### Cross Country Prep Fee

- **$150**

#### Tennis/Pickleball:

- **Key Card Access**: $5
- **Court Reservation (Max 2 courts, 2 hours)**
  - Tournament Fee: $20 per hour
  - Additional Tournament Hours (over 8 hours): $20 per hour per court
- **Refundable Damage Deposit**: $100

#### Special Event Permits

- **Park Usage Fee**: $100
- **1 Day Permit**: $50
- **Refundable Damage Deposit**: $100
- **Gate Permit**: $50 per day
- **Concession Permit**: $50 per day
- **Vending Permit**: $50 per day

### West End Community Center

- **Conference Room**: $50 per hour
UTILITY ENGINEERING

<table>
<thead>
<tr>
<th>Service</th>
<th>Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>Project Manager - Professional Engineer</td>
<td>$100 per hour</td>
</tr>
<tr>
<td>Civil Engineer</td>
<td>$75 per hour</td>
</tr>
<tr>
<td>Engineering Technician</td>
<td>$50 per hour</td>
</tr>
<tr>
<td>Construction Inspector</td>
<td>$50 per hour</td>
</tr>
<tr>
<td>Survey Field Crew (2 person)</td>
<td>$75 per hour</td>
</tr>
<tr>
<td>Clerical</td>
<td>$25 per hour</td>
</tr>
<tr>
<td>Set of Bid Documents</td>
<td>$50 each</td>
</tr>
<tr>
<td>Utility Location Maps:</td>
<td></td>
</tr>
<tr>
<td>Paper Document</td>
<td>$15</td>
</tr>
<tr>
<td>Digital Format</td>
<td></td>
</tr>
<tr>
<td>CD Disk, each</td>
<td>$20</td>
</tr>
<tr>
<td>DVD Disk, each</td>
<td>$20</td>
</tr>
<tr>
<td>Engineering Plan Review Fee (Water Only)</td>
<td>$200</td>
</tr>
<tr>
<td>Field Inspection of Sewer Lines</td>
<td>$1 per foot</td>
</tr>
<tr>
<td>Xerox/blue prints:</td>
<td></td>
</tr>
<tr>
<td>On paper up to 4 ft in length</td>
<td>$5</td>
</tr>
<tr>
<td>On mylar up to 4 ft in length</td>
<td>$20</td>
</tr>
</tbody>
</table>

BUSINESS AND FINANCIAL SERVICES

<table>
<thead>
<tr>
<th>Service</th>
<th>Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>Accounts Receivable - Not billed on Utility bill (30 days past-due)</td>
<td>1.5% per month</td>
</tr>
<tr>
<td>Accounts Receivable - Billed on Utility bill (24 days after billing)</td>
<td>1.5% per month</td>
</tr>
<tr>
<td>Copier or Multifunction Machine Fee</td>
<td>$0.10 per copy/scanned page; Minimum of $1/$1 extra for mailing</td>
</tr>
<tr>
<td>Copy of Reports/Files</td>
<td>Actual cost of supplies and mailing</td>
</tr>
</tbody>
</table>

SCHEDULE A

CASH DEPOSITS

Charges in Schedule A shall be as authorized by Chapter 25, Article II, Section 25-32, of the City Code.

(a) Domestic consumer of water, dischargers of sewage, fibrant, residential owner-occupants including single family townhouses and condominiums shall be exempted, unless (e) below applies.
(b) Waste Collection and/or Stormwater Residential without water service
(c) Commercial, industrial, and institutional recipient
   Local, state, and federal governments or agencies thereof shall be exempted.
(d) Consumers with more than one account at the same location shall be required to make only one deposit if the customer has a good pay history. Commercial or industrial customers who operate multiple businesses under one corporate management shall be required to pay a deposit for each business or industry.
(e) Any consumer or recipient of water, discharges of sewage, fibrant, waste collection and/or stormwater, that has previously been disconnected for non-payment or has any outstanding balance for previous services with the city will be required to pay a deposit.
(f) Deposits shall be returned at termination of service less any unpaid rates and charges.
SCHEDULE B
METER INSTALLATION AND SEWER CONNECTION CHARGES

Charges in Schedule B shall be as authorized in Chapter 25, Article II, Section 25-33, of the City Code. Tap fees are based upon the actual cost of material and labor at the time of connection. Estimates will be provided but the actual cost may fluctuate depending upon material price increases or supply chain shortages.

(a) Three-fourths-inch residential water tap:
   • ¾” Water tap - SRU installed $2,350
   • ¾” Water tap - Developer installed $425
   • ¾” Water tap - Crescent $1,275

(b) One-inch residential water tap $2,675

(c) Irrigation taps are one-half the cost of regular taps and not subject to any discounts.

(d) All commercial water services, both inside and outside City shall be charged on the basis of labor, material, equipment and overhead costs at the prevailing or established rates. For these purposes, commercial shall be defined as anything other than single-family detached homes. All water connections made to a distribution main 24” or larger in diameter shall be charged on the basis of labor, material, equipment and overhead costs at the prevailing or established rates. All residential water connections larger than 1”, both inside and outside City shall be charged on the basis of labor, material, equipment and overhead costs at the prevailing or established rates. Master meter installations required for private water or sewer systems shall be charged on the basis of material costs at the prevailing or established rates (See Chapter 25, Article II, Section 25-33 City Code).

(e) Four-inch residential sewer connections:
   • 4” Sewer tap - SRU Installed $1,975
   • 4” Sewer tap - Developer Installed*: $250

   *Note: Includes the Crescent Subdivision

(f) All commercial sewer services, both inside and outside City shall be charged on the basis of labor, material, equipment and overhead costs at the prevailing or established rates. For these purposes, commercial shall be defined as anything other than single-family detached homes. All residential sewer services larger than four-inch, both inside and outside City shall be charged on the basis of labor, material, equipment and overhead costs at then prevailing or established rates. (See Chapter 25, Article II, Section 25-33 City Code).

(g) Water meter packages are materials only and are available for purchase when on-site submetering is required. Package includes meter, setter, meter box with lid, 2 ft. copper tailpiece outlet, and outlet coupling. Meter is installed by SRU upon inspection approval.
   • ¾” Meter Package $890
   • 1” Meter Package $1,120
   • 2” Meter Package $3,550

(h) Partial Abandonment Fee $150

   Where a second water connection exists on a lot and is not in use, it must be abandoned. Partial abandonment allows the connection to be put back into service at a later date, if desired, with payment of a Water Service Renewal Fee. Partial abandonment is not allowed for connections with substandard service lines.

(i) Full Abandonment Fee Time and Materials

   Where multiple water and/or sewer connections exist on a lot and are not in use, they must be abandoned. Full abandonment is not reversible. Should a property owner request that a connection be put back into service at a later date, the charges scheduled above will apply in full.

(j) Disconnection/Reconnection fee for non-payment during business hours $50

(k) Physical notification of non-payment of a utility bill or disconnection notice (hanging tag) $50

(l) Turn on or off during business hours; shall be applied to utility bill if not prepaid $50

   Turn on or off after hours; shall be applied to utility bill if not prepaid $100

(m) Unauthorized use of fire protection system $100

(n) Fire protection system testing (per test) $50

(o) Meter reinstallation charge (per meter) $35
(p) Inspection fee (per connection)
- Water or sewer connection $45
- Backflow $45
- Re-inspection of either water, sewer, or backflow $20

(q) Should a property owner request an existing service connection be replaced with a larger one, the charges scheduled above will apply in full.

(r) Payment of lump sum charges or charges based on estimated costs, as above, is a prerequisite to issuance of a building permit pursuant to Section 7-65 of the City code. Overpayments made as a result of overestimating costs will be reimbursed, and the City will invoice underpayments to the developer.

(s) The City’s charge for a returned check or debit, as authorized in Section 25-34, shall be the maximum allowed by State law. This amount shall be applied to current utility bill, along with amount of the unpaid check. There will be no convenience fees charged on any credit/debit card payments.

(t) Water Service renewal fee shall be charged on the basic labor, material, and overhead costs, not to exceed the fee of a residential ¼” Water tap – SRU installed.

(u) Sewer Lateral Transfer (transfers from private to public): $1,975
Sewer lateral transfer covers the expense of materials, equipment and labor to renew the existing tap from the edge of the property right-of-way to the public sewer system. The fee is one-time only and once the work is performed, the ownership and responsibility to maintain the lateral downstream of the cleanout belongs to the City. Payment, in full, must be received prior to commencing work.

(v) Private Sewer Lateral Repair (in ROW, lateral remains private): Time and Materials $1,975
Private Sewer Lateral Repair covers the expense of materials, equipment and labor to excavate and install a cleanout at the right-of-way of the private sewer lateral. Once installed, the City can inspect the portion of the sewer lateral and advise the property owner of the condition. The property owner can elect to transfer the lateral to the City with no refund of remaining balance, or elect to receive a refund of the fee less time and materials. Payment, in full, must be received prior to commencing work; refund based on completion of work and submittal of summary cost sheets. Refund may take up to two weeks to process.

(w) Recycling Fee $5.80/month

(x) Landfill Fee
- Residential (per container) $5.13/month
- Commercial (per container) $9.14/month

(y) Waste Collection Fee
- Residential (per container) $9.28/month
- Commercial (per container) $11.66/month
- Removal of containers for nonpayment $25

(z) Stormwater Fee
- Residential $4.41/month
- Commercial/Industrial per ERU with a minimum of one ERU (Capped at $2,600/month) $4.41/month

(aa) Unauthorized reconnection fee (tampering charge for disconnecting a meter that has been illegally reconnected after meter has been disconnected due to non-payment or illegally connecting a meter in vacant status.) $250

(bb) Locking Devices Cut or Damaged $250

(cc) Meter Yokes Damaged $300

(dd) Metering infrastructure (meters, meter boxes, yokes, endpoints, etc.) damaged through intentional or deliberate action shall be charged on the basis of labor, material, equipment, and overhead costs at then prevailing or established rates. Accidental damage shall be charged at actual replacement costs of the equipment.

(ee) The fact that water is turned on to any premises by an occupant thereof without the approval of the City of Salisbury personnel shall not relieve such premises of liability for the unauthorized use of water and damage (if any) to City of Salisbury property.

(ff) Bulk water purchases are subject to the following deposits, monthly administrative fees and volume charges based on Schedules C and D.
Commercial/Industrial Hydrant Meter, Refundable Deposit $750
Residential Hydrant Meter, Refundable Deposit $150
Monthly Administrative Billing/Handling Fee $50 monthly
Annual Permit Fee – Vehicle Decal, if Applicable $50 annually
Penalties for Illegal Connection $1,000
Volume Charge (Refer to Volume Charges in Schedule C)

SCHEDULE C
WATER SERVICE CHARGES
Charges in Schedule C shall be authorized by Chapter 25, Article II, Section 25-35, of the City Code.

Monthly Water Rates:
Minimum charge per meter size
3/4" = $4.32
1" = $6.44
1-1/2" = $9.96
2" = $14.19
3" = $27.59
4" = $47.33
6" = $101.61
8" = $172.11
10" = $270.81
12" = $355.41
16" = $707.61

Volume charge per 100 cubic feet:
Raw water $0.85
Finished, potable water $4.26
Southern Power $2.18

Volume charge per 1,000 gallons:
Raw water $1.14
Finished, potable water $5.70
Southern Power $2.91

SCHEDULE D
WATER SERVICE CHARGES FOR BULK RATE
Charges in Schedule D shall be as authorized by Chapter 25, Article II, Section 25-36 of the City Code.

(a) Subject to the provisions of Sections 25-7 and 25-8, nongovernmental customers may purchase water directly from fire hydrants or other water outlets. Meters must be placed on hydrants to allow accurate measurement for billing purposes. Arrangements shall be made at least one week in advance to ensure availability and scheduling of equipment and manpower, all subject to applicable provisions of Schedules B and C, and an advance payment of a refundable deposit of $750 for commercial customers and $150 for residential users.
SCHEDULE E
SEWER SERVICE CHARGES

Charges in Schedule E shall be as authorized by Chapter 25, Article II, Section 25-37, of the City Code.

Monthly Sewer Rates:
(1) Minimum charge per meter size
   3/4" = $4.65
   1" = $7.07
   1-1/2" = $11.09
   2" = $15.92
   3" = $31.22
   4" = $53.76
   6" = $115.74
   8" = $196.24
   10" = $308.94
   12" = $405.54
   16" = $808.04

   Volume charge per 100 cubic feet $5.86
(2) Flat rate sewer charge $51.53

   Volume charge per 1,000 gallons $7.83

SCHEDULE F
SEWER SURCHARGE

Surcharges shall be as authorized by Chapter 25, Article II, Section 25-38 of the City Code Sewer Surcharge Rates for discharges into either the Town Creek or Grant Creek Wastewater Plants:

(a) For Chemical Oxygen Demand (COD) in excess of six hundred (600.0) mg/l, the surcharge shall be at the rate of one-hundred fifty-four dollars and twenty cents ($154.20) per one thousand pounds.
(b) For Total Suspended Solids (TSS) in excess of three hundred (300.0) mg/l, the surcharge shall be at the rate of two-hundred seventy-two dollars and twenty-six cents ($272.26) per one thousand pounds.
(c) For Total Kjeldahl Nitrogen (TKN) in excess of forty (40.0) mg/l, the surcharge shall be at the rate of one-thousand eight hundred nineteen dollars and forty-eight cents ($1,819.48) per one thousand pounds.

Contract haulers of wastewater discharging at City treatment facilities will be assessed a charge of seventy-five dollars ($75.00) for up to two-thousand gallon load discharged, as defined in Chapter 25, Article II, Section 25-38.

Pretreatment Permit Fees shall be assessed at $300 for each permit.
Pretreatment Permit Modifications shall be assessed at $50 per industry request (Administrative change) or $100 for any other industry request.

SCHEDULE G
ANALYTICAL TESTING

Charges in Schedule G shall be as authorized by Chapter 25, Article II, Section 25-38, of the City Code.

<table>
<thead>
<tr>
<th>Test</th>
<th>Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>Coliform, P/A-Water</td>
<td>$40</td>
</tr>
<tr>
<td>Nitrate (water)</td>
<td>$40</td>
</tr>
</tbody>
</table>

Parameters not listed please contact Environmental Services for quote

Section 9. That this ordinance shall be effective upon its passage.
Salisbury City Council
Agenda Item Request Form

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

Requested Council Meeting Date: June 7, 2022

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

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

Requested Agenda Item: Council to consider closing Correll Street, a 50’ unimproved right-of-way

Description of Requested Agenda Item:
On May 17, 2022, City Council adopted a resolution of intent to permanently close Correll Street, a 50’ unimproved right-of-way between Roy and Willow Streets. A public hearing was scheduled for June 7, 2022, and all notifications have been made to the public as required by state statutes.

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

Attachments: □ Yes □ No

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

There will be no fiscal impact regarding this request

Action Requested of Council for Agenda Item: (Please note if item includes an ordinance, resolution or petition)
Council to close Correll Street, a 50’ unimproved right-of-way between Roy and Willow Streets
1) Hold a public hearing
2) Adopt a Resolution accepting an offer of dedication for the right-of-way
3) Adopt an Order to close the unimproved right-of-way

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

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

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

FINANCE DEPARTMENT INFORMATION:

Finance Manager Signature

Department Head Signature

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

For Use in Clerk's Office Only

☐ Approved    ☐ Declined

Reason:
RESOLUTION PERTAINING TO THE PROPOSED CLOSING OF CORRELL STREET, A 50’ WIDE UNIMPROVED RIGHT-OF-WAY

WHEREAS, the City Council of the City of Salisbury is considering a proposal to close Correll Street between Roy and Willow Streets, being more particularly described as the following:

BEGINNING at an existing ⅜” iron pipe found at the corner of Summersett Funeral Home, Inc, deed book 1184 page 257, in the southern right-of-way of Willow Street S 70°56’52” E 25.00’ to a ½” rebar set; thence, S 70°56’52” E 25.00’ to a ½” rebar set at the corner of OMG Investments, LLC, deed book 1379 page 025; thence, with the property of OMG Investments S 19°03’08” W 124.91’ to a ½” rebar set at the corner of OMG Investments and Evergreen Stone Corporation, deed book 1348 page 837; thence, S 19°03’08” W 74.95’ to a 12’ alley; thence, S 19°03’14”W 6.00’ to a point; thence, S 19°08’22” W 5.99’ to a 5/8” rebar found at the corner of a 12’ alley; thence, S 19°07’28” W 181.80’ to a point at the corner of Evergreen Stone Corporation and Norfolk Southern R/W; thence, N 70°32’47” W 24.99’ and N 70°55’13” W 25.01’ to a point at the corner of Royden Thomas Feamster, deed book 880 page 331; thence, N 19°07’28” E 181.80’ to a 5/8” rebar found at the corner of a 12’ alley, thence N 19°03’08” E 55.84’ to a ½ “ rebar set; thence, N 19°03’08” E 143.82’ back to the POINT OF BEGINNING, and shown on a survey title Correll Street Closing, dated April 4, 2022 by Riley O. Gobble, Jr.

WHEREAS, the City Council of Salisbury has the authority to accept the dedication of the aforementioned street for public use.

NOW, THEREFORE, be it resolved that the City Council accepts the offer of dedication for public use the aforementioned alley on this 7th day of June, 2022.

This 7th day of June, 2022.

CITY COUNCIL OF THE CITY OF SALISBURY,
NORTH CAROLINA

By: Kelly Baker, City Clerk
STATE OF NORTH CAROLINA
COUNTY OF ROWAN

BEFORE THE CITY COUNCIL OF
THE CITY OF SALISBURY
NORTH CAROLINA

IN THE MATTER OF:

CLOSING AN UNIMPROVED
RIGHT-OF-WAY KNOWN AS CORRELL
STREET

ORDER CLOSING AN UNIMPROVED
RIGHT-OF-WAY KNOWN AS CORRELL
STREET

THIS CAUSE, coming on to be heard and being heard before the City Council of the City of Salisbury, Rowan County, North Carolina, at the regular meeting of said Council held on June 7, 2022 at 6:00 p.m., and it appearing to the Council that persons, firms, and corporations owning property adjoining the right-of-way described in the Petition filed in this cause were properly notified of the Petition; and it further appearing that said street is not maintained by the Department of Transportation; and it further appearing that notice of this hearing was duly published in THE SALISBURY POST on May 19, 24, 29 and June 5, 2022.

And it further appearing to the Council and the Council finding as a fact, that the closing of the right-of-way, as described in the Petition filed in this cause, is not contrary to the public interest or the property rights of any individual, and that no individual owning property in the vicinity of said right of way or in the subdivision in which they are located will be deprived of reasonable means of ingress and egress to his property by the closing of said right-of-way; and it further appearing to this Council that the relief prayed in the Petition should be granted.
IT IS NOW, THEREFORE, ORDERED AND DECREED by the City Council of the City of Salisbury, Rowan County, North Carolina, pursuant to and in accordance with the authority vested in this Council by the General Statutes of North Carolina, Section 160A-299, that Correll Street between Roy and Willow Streets, which is more particularly described as follows:

BEGINNING at an existing ½” iron pipe found at the corner of Summersett Funeral Home, Inc, deed book 1184 page 257, in the southern right-of-way of Willow Street S 70°56’52” E 25.00’ to a ½” rebar set; thence, S 70°56’52” E 25.00’ to a ½” rebar set at the corner of OMG Investments, LLC, deed book 1379 page 025; thence, with the property of OMG Investments S 19°03’08” W 124.91’ to a ½” rebar set at the corner of OMG Investments and Evergreen Stone Corporation, deed book 1348 page 837; thence, S 19°03’08” W 74.95’ to a 12’ alley; thence, S 19°03’14”W 6.00’ to a point; thence, S 19°08’22” W 5.99’ to a 5/8” rebar found at the corner of a 12’ alley; thence, S 19°07’28” W 181.80’ to a point at the corner of Evergreen Stone Corporation and Norfolk Southern R/W; thence, N 70°32’47” W 24.99’ and N 70°55’13” W 25.01’ to a point at the corner of Royden Thomas Feamster, deed book 880 page 331; thence, N 19°07’28” E 181.80’ to a 5/8” rebar found at the corner of a 12’ alley, thence N 19°03’08” E 55.84’ to a ½” rebar set; thence, N 19°03’08” E 143.82’ back to the POINT OF BEGINNING, and shown on a survey title Correll Street Closing, dated April 4, 2022 by Riley O. Gobble, Jr.

Be and the same is hereby forever CLOSED.

This the 7th day of June, 2022.

CITY COUNCIL OF THE CITY OF SALISBURY,
NORTH CAROLINA

BY: __________________________
    Karen K. Alexander, Mayor

______________________________
Kelly Baker, City Clerk
Requested Council Meeting Date: 06/07/2022

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

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

Requested Agenda Item: Council to hold a Public Hearing in regard to the use of Community Development Block Grant (CDBG) & HOME Program funds from the U.S. Department of Housing & Urban Development (HUD).

Description of Requested Agenda Item:

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

The FY 2022-23 Action Plan & Budget covers the period between July 1, 2022 and June 30, 2023. During this period, the City will anticipate receiving approximately $515,000.00 to administer CDBG and HOME programs. The amounts are approximated as follows:

- Community Development Block Grant (CDBG) ……………………………………..….....$290,752.00
- Community Development Block Grant (CDBG) Projected Program Income …………….. $20,000.00
- HOME Investment Partnerships Program (HOME) …………………………………..…….$204,168.00

TOTAL: $514,920.00

The funds will be used to meet the goals and objectives established and approved by the Salisbury City Council and articulated in the City’s 2020-24 Consolidated Plan. The Consolidated Plan describes community needs and determines local priorities for using public resources to assist low- and moderate-income (LMI) residents of Salisbury over a five-year period.

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

Council will be asked to approve the FY 2022-23 CDBG & HOME Action Plan & Budget at a subsequent meeting, once the period of citizen participation and consultation has concluded and all feedback on the Draft Plan & Budget has been reviewed by staff.

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

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

Attachments: ☑ Yes ☐ No
Action Requested of Council for Agenda Item: Council to hold a public hearing for interested parties to express ideas and interest in the use of CDBG and HOME funding.

Contact Information:
Hannah Jacobson, Community Planning Services, (704) 638-5230, Hannah.Jacobson@salisburync.gov.

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

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

FINANCE DEPARTMENT INFORMATION:
_________________________________   _____________________________
Finance Manager Signature     Department Head Signature

____________________________
Budget Manager Signature

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

For Use in Clerk’s Office Only

☐ Approved          ☐ Declined

Reason:
Public Hearing

Community Development Block Grant & HOME Program Funds

June 7, 2022
Funding Allocation 2022-2023

CDBG $290,752.00
HOME Program $204,168.00
Program Income $20,000.00
TOTAL $514,920.00
CDBG & HOME ACTIVITIES 1997-2020
What types of activities are eligible?

Priorities*

- Owner-Occupied Housing Rehab
- Downpayment Assistance
- Acquisition/Rehabilitation for homeownership - vacant/abandoned/foreclosed
- Sidewalks / Public Infrastructure / Park Improvements
- Public Services (15% cap)

*2020-2024 Consolidated Plan
Next Steps

- Draft Action Plan will be published June 13th
  - [www.salisburync.gov/housing](http://www.salisburync.gov/housing)
  - Hard copies available at the City Office Building (132 N. Main Street)
  - Email [Hannah.Jacobson@SalisburyNC.gov](mailto:Hannah.Jacobson@SalisburyNC.gov) with comments
- Public input session planned for June 16th
  - 5:30 pm at 400 West Bank Street
- Presentation of draft plan at June 21st City Council meeting
- Public comment closes July 13th
- Council considers adoption at July 19th City Council meeting
No action needed tonight. Draft Plan and Budget will be reviewed at subsequent meeting

For more information:
Community Planning Services
132 N. Main Street
(704) 638-5230
Hannah.jacobosn@salisburync.gov
Salisbury City Council
Agenda Item Request Form

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

Requested Council Meeting Date: June 7, 2022

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

Name of Presenter(s): Rodney Harrison, Transit Director

Requested Agenda Item: Microtransit Update

Description of Requested Agenda Item: Council will receive an update on the Mobility for Everyone, Everywhere in North Carolina (MEE NC) grant application which was submitted to the U.S. Department of Transportation's Rural Surface Transportation Grant Program (RURAL). MEE NC advances the North Carolina Department of Transportation (NCDOT) Integrated Mobility Division (IMD)'s vision and strategy to partner with the state’s rural transit systems to launch on-demand microtransit throughout the state. The City of Salisbury was included in a statewide combined application for microtransit service which was submitted by NCDOT - IMD. Since this is a rural grant opportunity, the proposed service area was adjusted to increase the rural service area and reduce the urbanize area.

Council will also receive an update on the proposed in-house microtransit pilot project. The proposed pilot project will use the Software-as-a-Service (SaaS) model. This model uses software from a third party to offer service. The City will operate the service with its’ own operators and vehicles. This pilot is proposed to begin December 2022. If the City is awarded grant funding through the statewide combined application, the Transportation-as-a-Service (TaaS) model will be used. This model is a turnkey solution operated by a third party on behalf of the City that includes technology, drivers, vehicles (maintenance, fuel), and operation management. Routes are anticipated to remain the same for both service options with minor changes. Route 3 (serving Spencer, East Spencer, VA Medical Center, and Novant Rowan Health Medical Center) will be the pilot route.

Attachments: □ Yes □ No

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

Action Requested of Council for Agenda Item: (Please note if item includes an ordinance, resolution or petition) Council to consider approving an in-house microtransit pilot project utilizing the Software-as-a-Service Model and then transitioning to the Transportation-as-a-Service model if funding is awarded through the U.S. Department of Transportation’s Rural Surface Transportation Grant Program (RURAL) grant.

Contact Information for Group or Individual: Rodney Harrison, Transit Director, 704-638-5252

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

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

Finance Manager Signature

Budget Manager Signature

Department Head Signature

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

For Use in Mayor’s Office Only

☐ Approved

☐ Declined

Reason:
Salisbury City Council Agenda Item Request Form

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

Requested Council Meeting Date: June 7, 2022

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

Name of Presenter(s): Rodney Harrison, Transit Director

Requested Agenda Item: North Carolina Volkswagen Settlement Program
Phase 1 – Diesel Bus & Vehicle Programs

Description of Requested Agenda Item: Replace two (2) 2004 heavy duty Orion buses that have exceeded its useful life by eight (8) years. The two (2) all electric Twenty-Five Foot Light-Duty ADA accessible replacement vehicles will include related equipment such as fare boxes, and camera systems. All electric vehicles will assist in the transition to a cleaner and high-tech fleet, improve the quality of life by improving access and reliability of service, help keep fleet of vehicles in a state of good repair while reducing the cost to maintain outdated vehicles, and lower the average age of our fleet. It is critical to order these vehicles because delivery time could be between 8 to 12 months. Vehicles being purchased must be the same type of vehicles they are replacing, which are Class 4 vehicles: 14,001-16,000 lbs. Vehicles can be used to provide microtransit service in-house, leased to a third party for a turnkey microtransit operation, support fixed routes as well as our ADA Paratransit service. The vehicles replacement cost with charging systems is $688,298. The remaining portion of the grant (approximately $130,473.50) will be used for upgrading the facility to support the electric charging stations.

Attachments: □ Yes □ No

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

North Carolina Volkswagen Settlement Program grant funding has been awarded to purchase two (2) all electric Twenty-Five Foot Light-Duty ADA accessible replacement vehicles. Total grant funding awarded is $818,771.50. There is no local share for the awarded funding.

Action Requested of Council for Agenda Item: (Please note if item includes an ordinance, resolution or petition)
Council to consider approving an ordinance to appropriate funding to purchase two (2) all electric Twenty-Five Foot Light-Duty ADA accessible replacement vehicles with charging systems for $688,298.

Contact Information for Group or Individual: Rodney Harrison, Transit Director, 704-638-5252

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

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

Finance Manager Signature

Budget Manager Signature

Department Head Signature

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

For Use in Mayor's Office Only

☐ Approved

☐ Declined

Reason:
AN ORDINANCE AMENDING THE 2021-2022 BUDGET ORDINANCE
OF THE CITY OF SALISBURY, NORTH CAROLINA TO
APPROPRIATE NORTH CAROLINA VOLKSWAGEN PROGRAM GRANT FUNDS TO
PURCHASE TWO ALL ELECTRIC TRANSIT VEHICLES

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

Section 1. Appropriate Funds received from the North Carolina Volkswagen Settlement
Program to purchase two (2) all electric, twenty-five (25) foot, light-duty, ADA accessible transit
vehicles.

Section 2. That the 2021-2022 Budget Ordinance of the City of Salisbury, adopted on
June 15, 2021 is hereby amended as follows:

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

<table>
<thead>
<tr>
<th>Line Item</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>035-000-000-446002 Miscellaneous State Grants</td>
<td>$688,298</td>
</tr>
<tr>
<td>035-653-000-5710.00 Capital Outlay - Equipment</td>
<td>$688,298</td>
</tr>
</tbody>
</table>

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

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

Please Select Submission Category:  

☐ Public  ☐ Council  ☐ Manager  ☒ Staff

Requested Council Meeting Date:  June 7, 2022

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

Name of Presenter(s):  Michael Cotilla, Code Services Manager

Requested Agenda Item:  City Initiated Demolitions

Description of Requested Agenda Item:
Demolition of five dilapidated residential structures in violation of Chapter 10 of the City Of Salisbury’s minimum housing ordinance: 318 Vanderford Street, 425 Messner Street, 623 Forney Street, 1027 W. Horah Street, and 1436 Old Wilkesboro Road.

Attachments:  ☒ Yes  ☐ No

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

Action Requested of Council for Agenda Item:  Council to consider adopting ordinances to demolish the structures located at 318 Vanderford Street, 425 Messner Street, 623 Forney Street, 1027 W. Horah Street, and 1436 Old Wilkesboro Road.

Contact Information for Group or Individual:  Michael Cotilla, mcoti@salisburync.gov, 704-216-7574

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

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

FINANCE DEPARTMENT INFORMATION:

_________________________________   _____________________________
Finance Manager Signature     Department Head Signature

Budget Manager Signature

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

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

☐ Approved  ☐ Delayed  ☐ Declined

Reason:
FY 2021-2022 Demolition status
Demolition Update

• A total of 25 properties were cited for minimum housing type violations.
• 3 structures have since been demolished by Code Services under abatement.
• 4 structures were demolished by the property owners after being cited for minimum housing violations.
• 2 Structures were repaired and have now come into compliance and cases have been closed.
• 1 structure is under a 120 day HPC demolition delay that will expire in July.
Demolition Update

• 5 properties were sold after being issued an order of compliance for minimum housing violations.
• 3 have been repaired and are now compliant and cases have been closed.
• 2 are currently undergoing renovations and are expected to be compliant with the minimum housing ordinance within the next 90 days.
Demolition Update

- 3 Property owners were granted extensions to compliance orders due to a significant amount of work having been completed.
- 6 structures are being presented to city council tonight for demolition by code services under abatement.
- Currently 22 more structures have already been identified as potential demolition candidates for the FY 22/23 year and case work will begin in the fall typically after the growing season.
FY 2021-2022
Demolition cases
<table>
<thead>
<tr>
<th>OWNER</th>
<th>Heirs of Ronald E Morton</th>
<th>COMMENTS</th>
</tr>
</thead>
<tbody>
<tr>
<td>ACTIVITY DATE</td>
<td>Date</td>
<td></td>
</tr>
<tr>
<td>INSPECTED DATE</td>
<td>February 1, 2022</td>
<td></td>
</tr>
<tr>
<td>ORDER OF COMPLIANCE ISSUED DATE</td>
<td>February 1, 2022</td>
<td></td>
</tr>
<tr>
<td>STRUCTURE POSTED WITH HEARING NOTICE DATE</td>
<td>February 2, 2022 &amp; May 10, 2022</td>
<td>Posted in the Salisbury post May 12, 2022</td>
</tr>
<tr>
<td>HEARING DATE DATE</td>
<td>February 16, 2022 &amp; May 31, 2022</td>
<td>No one attended</td>
</tr>
<tr>
<td>COMPLIANCE DATE</td>
<td>May 16, 2022</td>
<td>90 Days</td>
</tr>
<tr>
<td>No Utilities</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
# 425 MESSNER ST

<table>
<thead>
<tr>
<th>OWNER</th>
<th>Heirs of Berliner M Withers</th>
</tr>
</thead>
<tbody>
<tr>
<td>ACTIVITY</td>
<td>DATE</td>
</tr>
<tr>
<td>INSPECTED</td>
<td>February 1, 2022</td>
</tr>
<tr>
<td>ORDER OF COMPLIANCE ISSUED</td>
<td>February 1, 2022</td>
</tr>
<tr>
<td>STRUCTURE POSTED WITH HEARING NOTICE</td>
<td>February 2, 2022 &amp; May 10, 2022</td>
</tr>
<tr>
<td>HEARING DATE</td>
<td>February 16, 2022 &amp; May 31, 2022</td>
</tr>
<tr>
<td>COMPLIANCE DATE</td>
<td>May 16, 2022</td>
</tr>
<tr>
<td>No Utilities</td>
<td></td>
</tr>
</tbody>
</table>
### 623 Forney ST

<table>
<thead>
<tr>
<th>OWNER</th>
<th>Heirs of Norman F Alexander Sr</th>
</tr>
</thead>
<tbody>
<tr>
<td>ACTIVITY</td>
<td>DATE</td>
</tr>
<tr>
<td>INSPECTED</td>
<td>February 1, 2022</td>
</tr>
<tr>
<td>ORDER OF COMPLIANCE ISSUED</td>
<td>February 1, 2022</td>
</tr>
<tr>
<td>STRUCTURE POSTED WITH HEARING NOTICE</td>
<td>February 2, 2022 &amp; May 10, 2022</td>
</tr>
<tr>
<td>HEARING DATE</td>
<td>February 16, 2022 &amp; May 31, 2022</td>
</tr>
<tr>
<td>COMPLIANCE DATE</td>
<td>May 16, 2022</td>
</tr>
</tbody>
</table>
### 318 Vanderford ST

<table>
<thead>
<tr>
<th>OWNER</th>
<th>Walter C Howell</th>
</tr>
</thead>
<tbody>
<tr>
<td>ACTIVITY DATE</td>
<td>February 1, 2022</td>
</tr>
<tr>
<td>ORDER OF COMPLIANCE ISSUED DATE</td>
<td>February 1, 2022</td>
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<tr>
<td>STRUCTURE POSTED WITH HEARING NOTICE DATE</td>
<td>February 2, 2022 &amp; May 10, 2022</td>
</tr>
<tr>
<td>HEARING DATE</td>
<td>February 16, 2022 &amp; May 31, 2022</td>
</tr>
<tr>
<td>COMPLIANCE DATE</td>
<td>May 16, 2022</td>
</tr>
</tbody>
</table>

- **COMMENTS**
  - Posted in the Salisbury post May 12, 2022
  - No one attended
  - 90 Days
### 1436 Old Wilkesboro Rd

<table>
<thead>
<tr>
<th>OWNER</th>
<th>Joel J David</th>
</tr>
</thead>
<tbody>
<tr>
<td>ACTIVITY</td>
<td>DATE</td>
</tr>
<tr>
<td>INSPECTED</td>
<td>February 2, 2022</td>
</tr>
<tr>
<td>ORDER OF COMPLIANCE ISSUED</td>
<td>February 2, 2022</td>
</tr>
<tr>
<td>STRUCTURE POSTED WITH HEARING NOTICE</td>
<td>February 3, 2022</td>
</tr>
<tr>
<td>HEARING DATE</td>
<td>February 17, 2022</td>
</tr>
<tr>
<td>COMPLIANCE DATE</td>
<td>May 16, 2022</td>
</tr>
</tbody>
</table>

Remedial Action Plan Updates

The purpose of Remedial Action Plan is to establish a registration requirement for Owners of Residential Rental Property when excessive levels of Disorder Activity have occurred on or in the property. In addition, the City desires to establish a method to hold Owners of Residential Rental Property accountable for failing to use effective methods to reduce Disorder Activity on their property. Tracking and detecting Crime on Rental Properties in the City of Salisbury, NC.

Properties Register in the Remedial Action Plan Program to date is 536.

Made contact with 26 properties about disorder active reference by Police Calls for Service. This has resulted in compliance with all at this time.

Scheduled meeting with an Apartment Complex to update Crime Prevention measures on that property.

Respectfully Submitted,

Karen Barbee
Remedial Action Plan Coordinator
AN ORDINANCE TO ORDER THE DEMOLITION OF A DWELLING UNIT UNFIT FOR HUMAN HABITATION LOCATED AT 318 VANDERFORD STREET IN THE CITY OF SALISBURY, NORTH CAROLINA.

WHEREAS, the City of Salisbury finds that the dwelling described herein is unfit for human habitation under the Housing Code of the City of Salisbury and that all of the procedures of the Housing Code and of NCGS 160A-441 et seq. have been complied with; and

WHEREAS, this dwelling is dilapidated and the cost of repairs to make the dwelling fit for human habitation is more than 50% of the value of the structure; and

WHEREAS, the dwelling should be removed or demolished as directed by the Code Enforcement Inspector in the Finding of Fact and Order to Demolish, published on February 1, 2022; and

WHEREAS, the dwelling should be placarded by placing thereon a notice prohibiting use for human habitation; and

WHEREAS, the Housing Inspector confirms that as of the date of this Ordinance, the dwelling has been vacated and only rubbish remains within the interior of the dwelling unit; and

WHEREAS, the owner of this dwelling has been given a reasonable opportunity to bring the dwelling up to the standards of the Housing Code in accordance with NCGS 160A-443(5) pursuant to an order issued by the Code Services Coordinator on February 1, 2022, and the owner has failed to comply with the Order.

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

SECTION 1. The Housing Inspector is hereby authorized and directed to place a placard on the dwelling containing the legend:

"This building is unfit for human habitation; the use or occupation of this building for human habitation is prohibited and unlawful."

On the building located at the following address:

318 VANDERFORD STREET, Salisbury, North Carolina, Rowan County Parcel ID 009 099

SECTION 2. The Code Enforcement Officer/Housing Inspector is hereby authorized and directed to proceed to remove or demolish the above-described structure in accordance with the order to the owner dated February 1, 2022, and in accordance with the Housing Code and NCGS 160A-443:
SECTION 3. The cost of removal or demolition shall constitute a lien against the real property upon which the cost was incurred. The lien shall be filed in the office of the Rowan County Tax Collector, and shall have the same priority and be collected in the same manner as the lien for special assessments in Article 10 of the NCGS Chapter 160A or as otherwise allowed by law.

SECTION 4. Upon completion of the required removal or demolition, the Code Enforcement Officer/Housing Inspector shall sell any materials of the dwelling and credit the proceeds against the cost of removal or demolition. The Code Enforcement Officer/Housing Inspector shall deposit the surplus in the Superior Court where it shall be secured and disbursed in the manner provided by NCGS 160A-443(6).

SECTION 5. It shall be unlawful for any person to remove or cause to be removed the placard from any building to which it is affixed. It shall likewise be unlawful for any person to occupy or to permit the occupancy of any building therein declared unfit for human habitation.

SECTION 6. This Ordinance shall become effective upon its adoption.

ADOPTED this_______ day of ________.

____________________________
Karen Alexander, Mayor

ATTEST:

____________________________
Connie Snyder, Deputy City Clerk
AN ORDINANCE TO ORDER THE DEMOLITION OF A DWELLING UNIT UNFIT FOR HUMAN HABITATION LOCATED AT 425 MESSNER STREET IN THE CITY OF SALISBURY, NORTH CAROLINA.

WHEREAS, the City of Salisbury finds that the dwelling described herein is unfit for human habitation under the Housing Code of the City of Salisbury and that all of the procedures of the Housing Code and of NCGS 160A-441 et seq. have been complied with; and

WHEREAS, this dwelling is dilapidated and the cost of repairs to make the dwelling fit for human habitation is more than 50% of the value of the structure; and

WHEREAS, the dwelling should be removed or demolished as directed by the Code Enforcement Inspector in the Finding of Fact and Order to Demolish, published on February 1, 2022; and

WHEREAS, the dwelling should be placarded by placing thereon a notice prohibiting use for human habitation; and

WHEREAS, the Housing Inspector confirms that as of the date of this Ordinance, the dwelling has been vacated and only rubbish remains within the interior of the dwelling unit; and

WHEREAS, the owner of this dwelling has been given a reasonable opportunity to bring the dwelling up to the standards of the Housing Code in accordance with NCGS 160A-443(5) pursuant to an order issued by the Code Services Coordinator on February 1, 2022, and the owner has failed to comply with the Order.

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

SECTION 1. The Housing Inspector is hereby authorized and directed to place a placard on the dwelling containing the legend:

"This building is unfit for human habitation; the use or occupation of this building for human habitation is prohibited and unlawful."

On the building located at the following address:

425 MESSNER STREET, Salisbury, North Carolina, Rowan County
Parcel ID 005 175

SECTION 2. The Code Enforcement Officer/Housing Inspector is hereby authorized and directed to proceed to remove or demolish the above-described structure in accordance with the order to the owner dated February 1 2022, and in accordance with the Housing Code and NCGS 160A-443:
SECTION 3. The cost of removal or demolition shall constitute a lien against the real property upon which the cost was incurred. The lien shall be filed in the office of the Rowan County Tax Collector, and shall have the same priority and be collected in the same manner as the lien for special assessments in Article 10 of the NCGS Chapter 160A or as otherwise allowed by law.

SECTION 4. Upon completion of the required removal or demolition, the Code Enforcement Officer/Housing Inspector shall sell any materials of the dwelling and credit the proceeds against the cost of removal or demolition. The Code Enforcement Officer/Housing Inspector shall deposit the surplus in the Superior Court where it shall be secured and disbursed in the manner provided by NCGS 160A-443(6).

SECTION 5. It shall be unlawful for any person to remove or cause to be removed the placard from any building to which it is affixed. It shall likewise be unlawful for any person to occupy or to permit the occupancy of any building therein declared unfit for human habitation.

SECTION 6. This Ordinance shall become effective upon its adoption.

ADOPTED this_______ day of ________.

____________________________
Karen Alexander, Mayor

ATTEST:

____________________________
Connie Snyder, Deputy City Clerk
AN ORDINANCE TO ORDER THE DEMOLITION OF A DWELLING UNIT UNFIT FOR HUMAN HABITATION LOATED AT 623 FORNEY STREET IN THE CITY OF SALISBURY, NORTH CAROLINA.

WHEREAS, the City of Salisbury finds that the dwelling described herein is unfit for human habitation under the Housing Code of the City of Salisbury and that all of the procedures of the Housing Code and of NCGS 160A-441 et seq. have been complied with; and

WHEREAS, this dwelling is dilapidated and the cost of repairs to make the dwelling fit for human habitation is more than 50% of the value of the structure; and

WHEREAS, the dwelling should be removed or demolished as directed by the Code Enforcement Inspector in the Finding of Fact and Order to Demolish, published on February 1, 2022; and

WHEREAS, the dwelling should be placarded by placing thereon a notice prohibiting use for human habitation; and

WHEREAS, the Housing Inspector confirms that as of the date of this Ordinance, the dwelling has been vacated and only rubbish remains within the interior of the dwelling unit; and

WHEREAS, the owner of this dwelling has been given a reasonable opportunity to bring the dwelling up to the standards of the Housing Code in accordance with NCGS 160A-443(5) pursuant to an order issued by the Code Services Coordinator on February 1, 2022, and the owner has failed to comply with the Order.

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

SECTION 1. The Housing Inspector is hereby authorized and directed to place a placard on the dwelling containing the legend:

"This building is unfit for human habitation; the use or occupation of this building for human habitation is prohibited and unlawful."

On the building located at the following address:

623 FORNEY STREET, Salisbury, North Carolina, Rowan County
Parcel ID 008 128

SECTION 2. The Code Enforcement Officer/Housing Inspector is hereby authorized and directed to proceed to remove or demolish the above-described structure in accordance with the order to the owner dated February 1, 2022, and in accordance with the Housing Code and NCGS 160A-443:
SECTION 3. The cost of removal or demolition shall constitute a lien against the real property upon which the cost was incurred. The lien shall be filed in the office of the Rowan County Tax Collector, and shall have the same priority and be collected in the same manner as the lien for special assessments in Article 10 of the NCGS Chapter 160A or as otherwise allowed by law.

SECTION 4. Upon completion of the required removal or demolition, the Code Enforcement Officer/Housing Inspector shall sell any materials of the dwelling and credit the proceeds against the cost of removal or demolition. The Code Enforcement Officer/Housing Inspector shall deposit the surplus in the Superior Court where it shall be secured and disbursed in the manner provided by NCGS 160A-443(6).

SECTION 5. It shall be unlawful for any person to remove or cause to be removed the placard from any building to which it is affixed. It shall likewise be unlawful for any person to occupy or to permit the occupancy of any building therein declared unfit for human habitation.

SECTION 6. This Ordinance shall become effective upon its adoption.

ADOPTED this_______ day of ________.

____________________________
Karen Alexander, Mayor

ATTEST:

____________________________
Connie Snyder, Deputy City Clerk
AN ORDINANCE TO ORDER THE DEMOLITION OF A DWELLING UNIT UNFIT FOR HUMAN HABITATION LOCATED AT 1027 W HORAH STREET IN THE CITY OF SALISBURY, NORTH CAROLINA.

WHEREAS, the City of Salisbury finds that the dwelling described herein is unfit for human habitation under the Housing Code of the City of Salisbury and that all of the procedures of the Housing Code and of NCGS 160A-441 et seq. have been complied with; and

WHEREAS, this dwelling is dilapidated and the cost of repairs to make the dwelling fit for human habitation is more than 50% of the value of the structure; and

WHEREAS, the dwelling should be removed or demolished as directed by the Code Enforcement Inspector in the Finding of Fact and Order to Demolish, published on February 1, 2022; and

WHEREAS, the dwelling should be placarded by placing thereon a notice prohibiting use for human habitation; and

WHEREAS, the Housing Inspector confirms that as of the date of this Ordinance, the dwelling has been vacated and only rubbish remains within the interior of the dwelling unit; and

WHEREAS, the owner of this dwelling has been given a reasonable opportunity to bring the dwelling up to the standards of the Housing Code in accordance with NCGS 160A-443(5) pursuant to an order issued by the Code Services Coordinator on February 1, 2022, and the owner has failed to comply with the Order.

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

SECTION 1. The Housing Inspector is hereby authorized and directed to place a placard on the dwelling containing the legend:

"This building is unfit for human habitation; the use or occupation of this building for human habitation is prohibited and unlawful."

On the building located at the following address:

1027 W HORAH STREET, Salisbury, North Carolina, Rowan County
Parcel ID 008 047

SECTION 2. The Code Enforcement Officer/Housing Inspector is hereby authorized and directed to proceed to remove or demolish the above-described structure in accordance with the order to the owner dated February 1 2022, and in accordance with the Housing Code and NCGS 160A-443:
SECTION 3. The cost of removal or demolition shall constitute a lien against the real property upon which the cost was incurred. The lien shall be filed in the office of the Rowan County Tax Collector, and shall have the same priority and be collected in the same manner as the lien for special assessments in Article 10 of the NCGS Chapter 160A or as otherwise allowed by law.

SECTION 4. Upon completion of the required removal or demolition, the Code Enforcement Officer/Housing Inspector shall sell any materials of the dwelling and credit the proceeds against the cost of removal or demolition. The Code Enforcement Officer/Housing Inspector shall deposit the surplus in the Superior Court where it shall be secured and disbursed in the manner provided by NCGS 160A-443(6).

SECTION 5. It shall be unlawful for any person to remove or cause to be removed the placard from any building to which it is affixed. It shall likewise be unlawful for any person to occupy or to permit the occupancy of any building therein declared unfit for human habitation.

SECTION 6. This Ordinance shall become effective upon its adoption.

ADOPTED this_______ day of ________.

____________________________
Karen Alexander, Mayor

ATTEST:

____________________________
Connie Snyder, Deputy City Clerk
AN ORDINANCE TO ORDER THE DEMOLITION OF A DWELLING UNIT UNFIT FOR HUMAN HABITATION LOCATED AT 1436 OLD WILKESBORO STREET IN THE CITY OF SALISBURY, NORTH CAROLINA.

WHEREAS, the City of Salisbury finds that the dwelling described herein is unfit for human habitation under the Housing Code of the City of Salisbury and that all of the procedures of the Housing Code and of NCGS 160A-441 et seq. have been complied with; and

WHEREAS, this dwelling is dilapidated and the cost of repairs to make the dwelling fit for human habitation is more than 50% of the value of the structure; and

WHEREAS, the dwelling should be removed or demolished as directed by the Code Enforcement Inspector in the Finding of Fact and Order to Demolish, published on February 2, 2022; and

WHEREAS, the dwelling should be placarded by placing thereon a notice prohibiting use for human habitation; and

WHEREAS, the Housing Inspector confirms that as of the date of this Ordinance, the dwelling has been vacated and only rubbish remains within the interior of the dwelling unit; and

WHEREAS, the owner of this dwelling has been given a reasonable opportunity to bring the dwelling up to the standards of the Housing Code in accordance with NCGS 160A-443(5) pursuant to an order issued by the Code Services Coordinator on February 2, 2022, and the owner has failed to comply with the Order.

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

SECTION 1. The Housing Inspector is hereby authorized and directed to place a placard on the dwelling containing the legend:

"This building is unfit for human habitation; the use or occupation of this building for human habitation is prohibited and unlawful."

On the building located at the following address:

1436 OLD WILKESBORO STREET, Salisbury, North Carolina,
Rowan County Parcel ID 005 181

SECTION 2. The Code Enforcement Officer/Housing Inspector is hereby authorized and directed to proceed to remove or demolish the above-described structure in accordance with the order to the owner dated February 2 2022, and in accordance with the Housing Code and NCGS 160A-443:
SECTION 3. The cost of removal or demolition shall constitute a lien against the real property upon which the cost was incurred. The lien shall be filed in the office of the Rowan County Tax Collector, and shall have the same priority and be collected in the same manner as the lien for special assessments in Article 10 of the NCGS Chapter 160A or as otherwise allowed by law.

SECTION 4. Upon completion of the required removal or demolition, the Code Enforcement Officer/Housing Inspector shall sell any materials of the dwelling and credit the proceeds against the cost of removal or demolition. The Code Enforcement Officer/Housing Inspector shall deposit the surplus in the Superior Court where it shall be secured and disbursed in the manner provided by NCGS 160A-443(6).

SECTION 5. It shall be unlawful for any person to remove or cause to be removed the placard from any building to which it is affixed. It shall likewise be unlawful for any person to occupy or to permit the occupancy of any building therein declared unfit for human habitation.

SECTION 6. This Ordinance shall become effective upon its adoption.

ADOPTED this________ day of ________.

____________________________
Karen Alexander, Mayor

ATTEST:

____________________________
Connie Snyder, Deputy City Clerk
Salisbury City Council
Agenda Item Request Form

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

Requested Council Meeting Date: June 7, 2022

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

Name of Presenter(s): Nick Aceves

Requested Agenda Item: Approve changes to APPENDIX D - PART 10. BOARDS, COMMITTEES, COMMISSIONS, ETC. to include new Bell Tower Green Advisory Committee

Description of Requested Agenda Item: Update APPENDIX D - PART 10 of the municipal code to add an advisory committee for Bell Tower Green Park. This advisory committee will operate similarly to the Hurley Park Advisory Committee in that it will serve the purpose of assisting in the promotion and development of the Bell Tower Green Park.

Attachments: ☒ Yes ☐ No

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

Action Requested of Council for Agenda Item: (Please note if item includes an ordinance, resolution or petition) Council to adopt an ordinance amending APPENDIX D - PART 10. BOARDS, COMMITTEES, COMMISSIONS, ETC. to add an advisory committee for Bell Tower Green Park.

Contact Information for Group or Individual: Nick Aceves 704-638-5299

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

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

FINANCE DEPARTMENT INFORMATION:

Finance Manager Signature

Department Head Signature

Budget Manager Signature

****All agenda items must be submitted at least 7 days before the requested Council meeting date***
For Use in Mayor’s Office Only

☐ Approved  ☐ Declined
Reason:
AN ORDINANCE AMENDING APPENDIX D, PART 10, OF THE CODE OF THE CITY OF SALISBURY, RELATING TO THE GREENWAY COMMITTEE

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

SECTION 1. That Appendix D, Part 10 of the Code of the City of Salisbury be amended to add the language as follows:

PART 10. – Bell Tower Green Advisory Committee

ARTICLE I. - PURPOSE, MEMBERSHIP AND ORGANIZATION

Section 1.01. - Establishment of the Bell Tower Green Park advisory committee.

The Bell Tower Green Park advisory committee is established for the purpose of assisting in the promotion and development of the Bell Tower Green Park located in the City of Salisbury, North Carolina. The committee shall be composed of seven (7) members appointed by the city council. In recognition of the most generous support given to Bell Tower Green Park by Bell Tower Green, Inc., the committee shall consist of at least four (4) members that are either directors of Bell Tower Green, Inc., or are recommended by Bell Tower Green, Inc.

Section 1.02. - Membership and terms of office.

In the first year of the committee’s existence, members will be appointed as follows: three (3) members shall be appointed to three-year terms, said terms to expire March 31, 2025; two (2) members shall be appointed to two-year terms, said terms to expire March 31, 2024; and two (2) members shall be appointed to one-year terms, said terms to expire March 31, 2023. Thereafter, all appointments shall be for a three-year terms. In the event of a vacancy, the city council shall appoint a replacement to fulfill the unexpired term vacancy. Notwithstanding the term of office for appointed members, city council reserves the right to remove any member or reduce the term of any member in its sole discretion without notice or hearing.

Section 1.03. - Organization of the committee.

(1) The committee shall, within thirty (30) days of its appointment, meet and elect a chairman, vice-chairman, and a secretary; the latter officer need not be a member of the committee. It shall also adopt bylaws to govern the conduct of its business.

(2) The committee shall maintain a record of its members’ attendance, its actions, findings and recommendations, which record shall be open to the public.

(3) A quorum of four (4) members shall be necessary to take any official action authorized or required by this ordinance.
ARTICLE II. - DUTIES AND RESPONSIBILITIES

The committee shall have the following duties and responsibilities:

(1) Assist city staff in promoting and developing Bell Tower Green Park in accordance with the Bell Tower Green Park master plan of development.

(2) Seek sponsors and donors to develop Bell Tower Green Park in accordance with said master plan of development.

(3) Review and make recommendations to city council on developmental ideas presented to the committee by city staff or any other interested parties.

(4) Ensure that all actions and recommendations of the committee are consistent with the Bell Tower Green Park master plan of development and that certain agreement on file with the City entitled Agreement Between The City of Salisbury and Bell Tower Green, Inc., for the Operation and Maintenance of the Bell Tower Green Park at Stanback Square, including any subsequent amendments to that agreement.

ARTICLE III. - REPORT AND OPERATIONAL EXPENSES

(1) Annual report. The committee shall present to city council, at least annually, a report of its activities for the year.

(2) Receipt of funds. The committee shall have the authority to receive funds on behalf of the City of Salisbury for the benefit of Bell Tower Green Park, which funds shall be handled in accordance with applicable law, including the finance policies of the city the Local Government Budget and Fiscal Control Act.

(3) Expenses. The committee shall not incur expenses without prior written approval of city council or of a city official with the appropriate delegated authority.

SECTION 2. That all ordinances, or the parts of ordinances in conflict with this ordinance, are hereby repealed to the extent of such conflict.

SECTION 3. That this Ordinance shall be effective upon adoption by the City of Salisbury from and after is passage.
S a l i s b u r y  C i t y  C o u n c i l
A g e n d a  I t e m  R e q u e s t  F o r m

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

Requested Council Meeting Date:  June 7, 2022

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

Name of Presenter(s):  City Council

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

Description of Requested Agenda Item:  There are two seats open on the Alternate Methods of Design Commission, one seat on the Historic Preservation Commission, and one seat on the Economic Development Commission. A copy of the worksheet is attached.

Attachments:  ☒ Yes  ☐ No

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

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

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

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

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

FINANCE DEPARTMENT INFORMATION:

_________________________________  __________________________________
Finance Manager Signature  Department Head Signature

_________________________________
Budget Manager Signature

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

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

☐ Approved  ☐ Delayed  ☐ Declined

Reason:
### Alternate Methods of Design Commission – No Liaison

<table>
<thead>
<tr>
<th>Current Member</th>
<th>Term Expires</th>
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<th>Need 2 Members</th>
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<tbody>
<tr>
<td>Alex Bost</td>
<td>3/31/22</td>
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<td></td>
</tr>
<tr>
<td>Chris Bradshaw</td>
<td>3/31/22</td>
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</tbody>
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**Applicants:**

**Notes:** Members shall have demonstrated experience, education, or licensure in the design, construction, and/or development field.

### Historic Preservation Commission – No Liaison

<table>
<thead>
<tr>
<th>Current Members</th>
<th>Term Expires</th>
<th>Eligible for Reappointment</th>
<th>Need 1 Member</th>
</tr>
</thead>
<tbody>
<tr>
<td>Eugene Goetz</td>
<td>3/31/22</td>
<td>No</td>
<td>Lillian Goodnow</td>
</tr>
<tr>
<td>William James</td>
<td>3/31/22</td>
<td>Yes</td>
<td>William James</td>
</tr>
<tr>
<td>Sue McHugh</td>
<td>3/31/22</td>
<td>No</td>
<td></td>
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</tbody>
</table>

**Applicants:**

Dawn Leo

**Notes:** All members must have a demonstrated interest, competence, or knowledge in historic preservation. The Certified Local Government must document in writing its good faith effort to appoint professionals from the disciplines of architecture, history, architectural history, planning, archaeology, or other related disciplines, to the extent such professionals are available in the community and willing to serve. The CLG program recognizes that a mix of professional and lay members makes the strongest commission.

### Economic Development Commission – David Post, Council Liaison

<table>
<thead>
<tr>
<th>Current Members</th>
<th>Term Expires</th>
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**Applicants:**

Lawrence Roth

**Notes:**
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<th><strong>Submission Date</strong></th>
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<tr>
<td><strong>First Name</strong></td>
<td>Dawn</td>
</tr>
<tr>
<td><strong>Last Name</strong></td>
<td>Leo</td>
</tr>
<tr>
<td><strong>E-mail</strong></td>
<td><a href="mailto:DLeo1310@gmail.com">DLeo1310@gmail.com</a></td>
</tr>
<tr>
<td><strong>Home Phone</strong></td>
<td>7046406826</td>
</tr>
<tr>
<td><strong>Address</strong></td>
<td>1310 Richard Rd</td>
</tr>
<tr>
<td><strong>City</strong></td>
<td>Salisbury</td>
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<tr>
<td><strong>State</strong></td>
<td>NC</td>
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<td><strong>ZIP Code</strong></td>
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<tr>
<td><strong>Ethnicity</strong></td>
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<tr>
<td><strong>Gender</strong></td>
<td>Female</td>
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<tr>
<td><strong>Do you reside within the City limits of Salisbury?</strong></td>
<td>No</td>
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<tr>
<td><strong>Are you within the City’s Extraterritorial Jurisdiction (ETJ) area?</strong></td>
<td>Yes</td>
</tr>
<tr>
<td><strong>Please indicate your #1 preference:</strong></td>
<td>Community Appearance Commission</td>
</tr>
<tr>
<td><strong>Please indicate your #2 preference:</strong></td>
<td>Parks and Recreation Advisory Board</td>
</tr>
<tr>
<td><strong>Please indicate your #3 preference:</strong></td>
<td>Historic Preservation Commission</td>
</tr>
<tr>
<td><strong>Have you served on a board or commission of the City of Salisbury?</strong></td>
<td>No</td>
</tr>
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</table>
Why are you interested in serving on the Board or Commission for which you are applying?

We moved to Salisbury 15 years ago because it was and still is a wonderful place to raise a family. I would love to give back to the community that we love.

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

I am a retired nurse, former voluntary Girl Scouts of America troop leader and was the Suffolk County troop coordinator for all the k-3 Girl scout troops in the county before we moved to NC. I spent years coordinating park clean ups and more.

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

No

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

No

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

I agree
<table>
<thead>
<tr>
<th><strong>Lawrence</strong> Roth</th>
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<tr>
<td><strong>Submission Date</strong></td>
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<td><strong>First Name</strong></td>
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<td><strong>Last Name</strong></td>
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<td><strong>Ethnicity</strong></td>
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<td><strong>Gender</strong></td>
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<tr>
<td><strong>Occupation</strong></td>
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<tr>
<td><strong>Do you reside within the City limits of Salisbury?</strong></td>
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<tr>
<td><strong>Are you within the City’s Extraterritorial Jurisdiction (ETJ) area?</strong></td>
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<td><strong>Please indicate your #1 preference:</strong></td>
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<tr>
<td><strong>Please indicate your #2 preference:</strong></td>
</tr>
<tr>
<td><strong>Please indicate your #3 preference:</strong></td>
</tr>
<tr>
<td><strong>Have you served on a board?</strong></td>
</tr>
</tbody>
</table>
or commission of the City of Salisbury?

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

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

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

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

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

I agree

Make a difference in the Community

competent Management skills

No

No
Requested Agenda Item: Announcement: The Salisbury Police Department (SPD) will begin a series of in-person conversations with neighbors in various Salisbury communities thanks in part to a $25,000 grant from the Duke Energy Foundation. The first “Cultivating Community Conversations” will be held Thursday, June 9, 5:30 p.m. at Kelsey Scott Park, 1920 Old Wilkesboro Road. There, residents who serve on the Police Chief’s Advisory Board will lead engagement between officers and residents in an open discussion. Food will be served.

Description of Requested Agenda Item: Announcement for Peace Officer’s Memorial service on 5/19/2022.

Attachments: ☐ Yes ☒ No

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

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

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

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

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

FINANCE DEPARTMENT INFORMATION:

_________________________________  ____________________________________________
Finance Manager Signature  Department Head Signature

______________________________
Budget Manager Signature

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