



# City of Salisbury

North Carolina

## COUNCIL MEETING AGENDA

June 7, 2022  
6:00 p.m.

*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](https://www.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](mailto:kbake@salisburync.gov). Citizens who wish to speak in person can sign up in Council Chambers.*

1. Call to order.
2. Moment of Silence.
3. Pledge of Allegiance.
4. Adoption of Agenda.
5. Oath of Office to be administered to new City Manager Jim Greene, Jr.
6. Mayor to proclaim the following observances:

THE 78 <sup>TH</sup> 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.

**COUNCIL MEETING AGENDA – PAGE 2 – JUNE 7, 2022**

- (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](mailto: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.

**COUNCIL MEETING AGENDA – PAGE 3 – JUNE 7, 2022**

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.
  
17. City Attorney’s Report.
  
18. City Manager’s Report.
  
19. Council’s Comments.

**COUNCIL MEETING AGENDA – PAGE 4 – JUNE 7, 2022**

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.





# *City of Salisbury*

*North Carolina*

## **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.

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Karen K. Alexander, Mayor



*City of Salisbury*  
North Carolina

**PROCLAMATION**

**WHEREAS**, June 6, 2022 marks the 78<sup>th</sup> 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 casualties 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 78<sup>th</sup> 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.

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Karen K. Alexander, Mayor



*City of Salisbury*  
North Carolina

**PROCLAMATION**

**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.

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Karen K. Alexander, Mayor



# *City of Salisbury*

*North Carolina*

## **PROCLAMATION**

**WHEREAS**, this year marks the 157<sup>th</sup> 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 27<sup>th</sup> 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 7<sup>th</sup> day of June 2022.

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Karen K. Alexander, Mayor



# *City of Salisbury*

*North Carolina*

## **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.

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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 10<sup>th</sup> 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**

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 7<sup>th</sup> day of June 2022.

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Mayor Karen K. Alexander

Salisbury, North Carolina  
May 12, 2022

**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.

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Karen Alexander, Mayor

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Kelly Baker, City Clerk

Salisbury, North Carolina  
May 24, 2022

## **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:
  - Jackson Street watershed drainage study and design
  - 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.

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Karen Alexander, Mayor

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Kelly Baker, City Clerk

Salisbury, North Carolina  
May 17, 2022

## **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.

RESOLUTION DIRECTING THE CITY CLERK TO INVESTIGATE A PETITION RECEIVED UNDER G.S. 160A-58.1, FOR VOLUNTARY ANNEXATION OF 43.1536 ACRES, LOCATED OFF PEACH ORCHARD ROAD AND IDENTIFIED ON TAX MAP 407A AS PARCELS 099, 112, and 113.

(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 7134.39.521 ACRES, TAX MAP 321 PARCEL 079, OXFORD STATION, LOCATED ON OLD MOCKSVILLE 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.

(The above Ordinance is recorded in full in Ordinance Book No. 30 at Page No. 97-98 and is known as Ordinance 2022-33.)

**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 9<sup>th</sup> 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.

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Karen Alexander, Mayor

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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

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

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**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.

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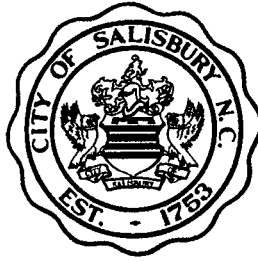
Karen K. Alexander, Mayor

ATTEST:

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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.

Property Identification (tax number or street address)	Printed Name (and title if business entity)	Signature	Owner's Address
TM <u>451</u> PCL <u>227</u>	<u>Tamra McCall Pike</u>	<i>Tamra McCall Pike</i>	<u>888 McGregor Ct Concord, NC 28025</u>
TM <u>451</u> PCL <u>227</u>	<u>Cindy G Price</u>	_____	<u>838 McGregor Ct Concord, NC 28025</u>
TM _____ PCL _____	_____	_____	_____
TM _____ PCL _____	_____	_____	_____
TM _____ PCL _____	_____	_____	_____

(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  or Non-contiguous "satellite" per GS 160A-58 \_\_\_\_\_ (check one)

**CITY OF SALISBURY**

P.O. BOX 479, SALISBURY, NORTH CAROLINA 28145-0479

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.
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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 (tax number or street address)	Printed Name (and title if business entity)	Signature	Owner's Address
TM <u>451</u> PCL <u>227</u>	<u>Tamra McCall Pike</u>	_____	<u>838 McGregor Ct Concord, NC 28025</u>
TM <u>451</u> PCL <u>227</u>	<u>Cindy G Price</u>	<u>Cindy G Price</u>	<u>4008 White Pine Dr Raleigh, NC 27612</u>
TM _____ PCL _____	_____	_____	_____
TM _____ PCL _____	_____	_____	_____
TM _____ PCL _____	_____	_____	_____

(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



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.

Property Identification (tax number or street address)	Printed Name (and title if business entity)	Signature	Owner's Address
TM <u>451</u> PCL <u>227</u>	<u>Tamra McCall Pike</u>	<u>Tamra McCall Pike</u>	<u>838 McGregor Ct Concord, NC 28025</u>
TM <u>451</u> PCL <u>227</u>	<u>Cindy G Price</u>	_____	<u>838 McGregor Ct Concord, NC 28025</u>
TM _____ PCL _____	_____	_____	_____
TM _____ PCL _____	_____	_____	_____
TM _____ PCL _____	_____	_____	_____

(Attach additional petition forms if needed)

Form Revised 2-08

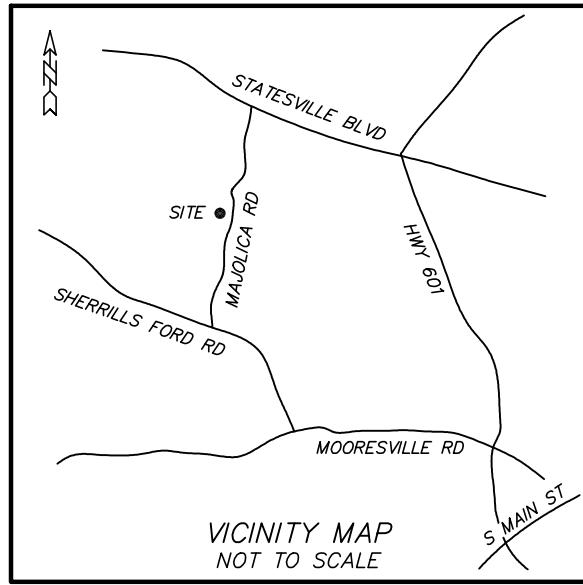
Contact Person R. Austin Coleman Telephone Number 704.940.2883

**For Office Use Only:**

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

**CITY OF SALISBURY**

P.O. BOX 479, SALISBURY, NORTH CAROLINA 28145-0479



**SYMBOL LEGEND**

- SET MONUMENT (TYPE INDICATED)
- EXISTING MONUMENT (TYPE INDICATED)
- CP ⊗ CALCULATED POINT

**LINETYPE LEGEND**

- BOUNDARY LINE
- - - - TIE LINE
- RIGHT OF WAY
- - - - APPROXIMATE RIGHT OF WAY (NOT SURVEYED)
- - - - ADJOINING LINE (NOT SURVEYED)
- EXISTING CITY LIMITS
- NEW CITY LIMITS

**LEGEND:**

- EIP = EXISTING IRON PIN
- OIP = OLD IRON PIPE
- SIP = SET IRON PIN
- R/W = RIGHT OF WAY
- AC = AIR CONDITIONING UNIT
- PWR = POWER PAD
- PM = POWER METER
- PP = POWER POLE
- LP = LIGHT POLE
- GM = GAS METER
- TELE = TELEPHONE PEDESTAL
- CATV = CABLE TELEVISION
- FOB = FIBER OPTIC BOX
- TSB = TRAFFIC SIGNAL BOX
- WM = WATER METER
- FES = FLARED END SECTION
- RCP = REINFORCED CONCRETE PIPE
- CMP = CORRUGATED METAL PIPE
- CPP = CORRUGATED PLASTIC PIPE
- PVC = POLYVINYL CHLORIDE PIPE
- DU = DESTINATION UNKNOWN
- SDE = STORM DRAINAGE EASEMENT
- SDMH = STORM DRAIN MANHOLE
- CB = CATCH BASIN
- YI = YARD INLET
- DI = DROP INLET
- SSE = SANITARY SEWER EASEMENT
- SSMH = SANITARY SEWER MANHOLE
- CO = SEWER CLEAN OUT
- BC = BACK OF CURB
- (T) = TOTAL DISTANCE
- POB = POINT OF BEGINNING

**NOTES:**

1. IRON PINS SET AT ALL CORNERS UNLESS OTHERWISE NOTED.
2. PROPERTY ZONED: RA (SETBACKS & ZONING MATTERS ARE SUBJECT TO INTERPRETATION BY LOCAL MUNICIPALITIES)
3. TAX PARCEL NUMBER 451227.
4. DEED REFERENCE: DB 1230 PG 495.
5. BOUNDARY SURVEY ONLY THROUGH POINTS AS SHOWN.
6. THIS PROPERTY IS LOCATED WITHIN AN AREA HAVING A ZONE DESIGNATION X BY THE FEDERAL EMERGENCY MANAGEMENT AGENCY (FEMA), ON FLOOD INSURANCE RATE MAP (FIRM) NO. 3710574000, WITH A DATE OF IDENTIFICATION OF 6/19/2009.
7. THIS PROPERTY MAY BE SUBJECT TO ADDITIONAL RECORDED OR UNRECORDED EASEMENTS, RIGHTS-OF-WAY, OR RESTRICTIVE COVENANTS, OTHER THAN SHOWN. SURVEY MADE WITHOUT THE BENEFIT OF A TITLE EXAMINATION.
8. AREA COMPUTED BY COORDINATE METHOD.
9. UTILITY LOCATIONS SHOWN ARE LOCATED BASED ON SITE CONDITIONS AND MARKINGS AT THE TIME OF SURVEY. CONTRACTORS ARE TO HAVE ALL UTILITIES ACCURATELY MARKED PRIOR TO CONSTRUCTION.
10. ANY CONSTRUCTION OR USE WITHIN ANY DELINEATED FLOOD AREA IS SUBJECT TO THE RESTRICTIONS IMPOSED BY ANY APPLICABLE ORDINANCES OR REGULATIONS.
11. OFFSITE ADJOINER LINES AND RIGHT-OF-WAY LINES SHOWN AS DASHED ARE APPROXIMATE AND ARE FOR ILLUSTRATIVE PURPOSES ONLY.
12. LINES SHOWN REPRESENTING FENCES AND WALLS ARE MEASURED FROM THE APPROXIMATE CENTERLINE AND DO NOT ACCOUNT FOR THE THICKNESS, PLUMBNESS OR MEANDER OF THE FENCE UNLESS OTHERWISE STATED.
13. DISTANCES SHOWN ARE U.S. SURVEY FEET UNLESS OTHERWISE NOTED.

THE FOLLOWING WAS USED TO ESTABLISH N.C.S.P.C. INFORMATION:  
 (1) CLASS OF SURVEY: A—URBAN LAND SURVEY  
 (2) POSITIONAL ACCURACY: 0.05'  
 (3) TYPE OF GPS FIELD PROCEDURE: STATIC, ONLINE POSITION USER SERVICE  
 (4) DATES OF SURVEY: 2/3/2022  
 (5) DATUM/EPOCH: NAD 83 (2011), EPOCH 2010  
 (6) PUBLISHED/FIXED—CONTROL USE: CORS SITES  
 PID DESIGNATION LATITUDE LONGITUDE DISTANCE(m)  
 A4198 HIPT HIGH POINT CORS ARP N355756.486 W0800048.937 56553.5  
 DK4045 NCTR TROY CORS ARP N352201.845 W0795212.770 70153.0  
 DF6318 NC77 177 WELCOME CNTR CORS ARP N350721.254 W0805458.467 71441.3  
 DM3523 NCHI HICKORY CORS ARP N354431.010 W081130.934 70043.5  
 DL1804 NCWC WALNUT COVE CORS ARP N362219.688 W0801105.625 82411.1  
 DF5880 NCMR MONROE CORS ARP N345854.776 W0803125.790 78230.2  
 DK7404 NCSH SHELBY CORS ARP N351653.642 W0812928.115 97529.1  
 DK4047 NCNW NORTH WILKESBORO CORS ARP N360959.275 W0810757.224 75602.8  
 DM3525 NCRE REDSVILLE CORS ARP N362142.714 W0793356.540 108555.7  
 (7) GEOID MODEL: GEOID18; NAVD 88  
 (8) COMBINED GRID FACTOR(S): 0.99986940  
 (9) UNITS: U.S. SURVEY FEET

**GRAPHIC SCALE**



( IN FEET )  
1 inch = 200 ft.

**CERTIFICATE OF ANNEXATION**

AREA ANNEXED INTO THE CORPORATE LIMITS OF THE CITY OF SALISBURY, N.C.  
 BY ORDINANCE NUMBER \_\_\_\_\_, ADOPTED BY THE CITY COUNCIL ON  
 \_\_\_\_\_, WITH AN EFFECTIVE DATE OF \_\_\_\_\_

I HEREBY CERTIFY THAT THIS PLAT HAS BEEN APPROVED FOR RECORDING IN  
 THE REGISTER OF DEEDS IN ROWAN COUNTY, N.C.

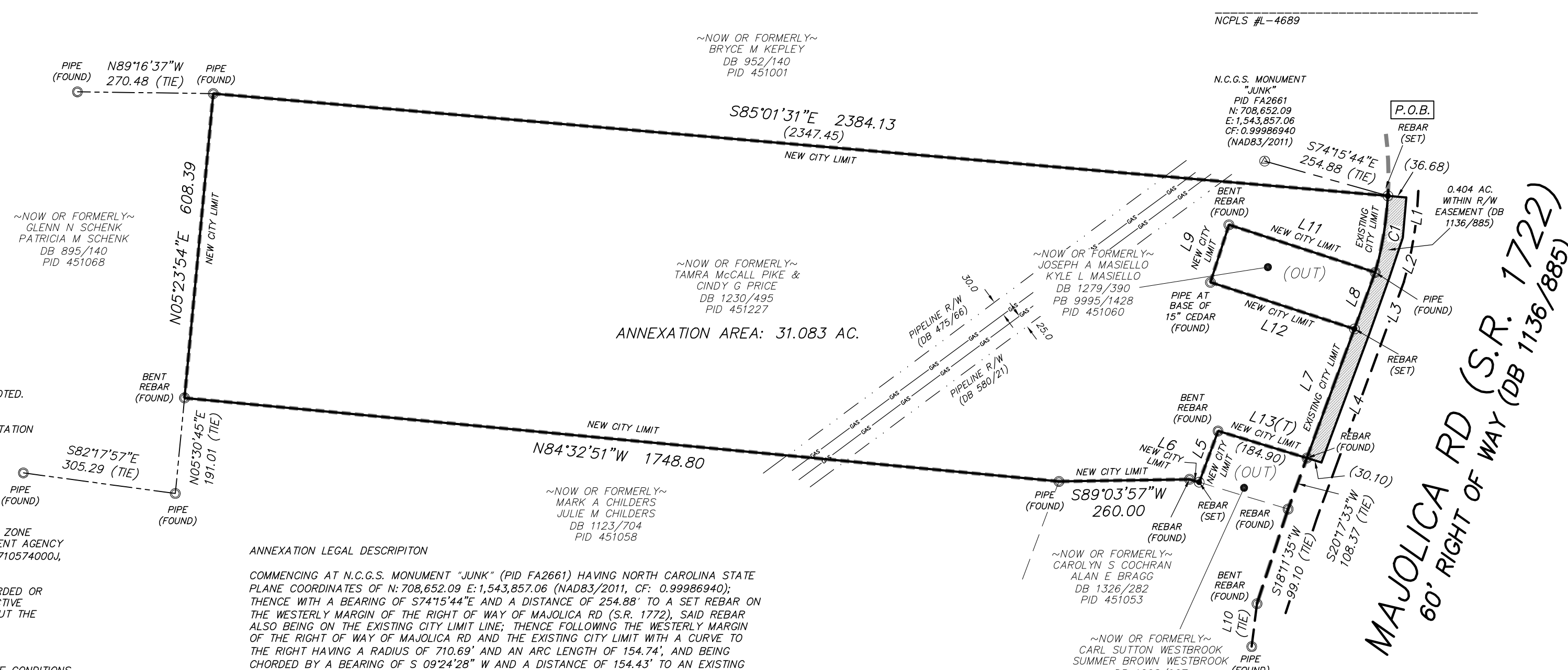
\_\_\_\_\_  
 MAYOR, CITY OF SALISBURY N.C. DATE

I, \_\_\_\_\_ REVIEW OFFICER OF ROWAN COUNTY, CERTIFY THAT THE MAP OR PLAT TO WHICH THIS CERTIFICATION IS AFFIXED MEETS ALL STATUTORY REQUIREMENTS FOR RECORDING.

\_\_\_\_\_  
 REVIEW OFFICER DATE

I, THOMAS E. WHITE, CERTIFY THAT THIS PLAT WAS DRAWN UNDER MY SUPERVISION FROM AN ACTUAL SURVEY MADE UNDER MY SUPERVISION (DEED DESCRIPTION RECORDED IN BOOK \_\_\_\_\_ PAGE \_\_\_\_\_ ETC.); THAT THE BOUNDARIES NOT SURVEYED ARE CLEARLY INDICATED AS DRAWN FROM INFORMATION FOUND IN BOOK \_\_\_\_\_ PAGE \_\_\_\_\_; THAT THE RATIO OF PRECISION AS CALCULATED IS 1: \_\_\_\_\_; THAT THIS PLAT WAS PREPARED IN ACCORDANCE WITH G.S. 47-30 AS AMENDED. WITNESS MY ORIGINAL SIGNATURE, LICENSE NUMBER, AND SEAL. THIS DAY OF \_\_\_\_\_, 20\_\_\_\_.

THIS IS TO CERTIFY THAT THIS SURVEY IS OF ANOTHER CATEGORY, SUCH AS THE RECOMBINATION OF EXISTING PARCELS, A COURT ORDERED SURVEY, OR OTHER EXEMPTION OR EXCEPTION TO THE DEFINITION OF SUBDIVISION.



LINE	BEARING	LENGTH
L1	S04°54'33"W	80.36
L2	S18°35'51"W	82.71
L3	S19°41'59"W	119.86
L4	S20°24'49"W	273.09
L5	S20°18'18"W	108.60
L6	N73°11'50"W	20.05
L7	N20°12'22"E	273.62
L8	N20°12'22"E	119.92
L9	N18°01'00"E	120.10
L10	S07°02'57"W	85.98
L11	N71°59'00"W	306.08
L12	S72°02'00"E	301.50
L13	N73°07'31"W	215.00

CURVE	RADIUS	LENGTH	BEARING	CHORD
C1	710.69	154.74	N09°24'28"E	154.43

REVISIONS:	DATE
SCALE: 1" = 200'	
PROJECT: 22-0016	
DRAWN BY: NB	
FIELD WORK: MB/MM	
JANUARY 14, 2021	
DWG: 2022 [BA]T/Majolica Road (35 ac)	
COGO: 2022 [M]Majolica Road (35 ac)	

**CAROLINA SURVEYORS, INC.**  
 P.O. BOX 267 PINEVILLE, N.C. 28134 - 0267  
 THOMAS E. WHITE, N.C.P.L.S. & S.C.P.L.S. 704-889-7801  
 CERTIFICATE OF AUTHORIZATION N.C.G-1242 SC:886

ANY ANNEXATION PLAT SHOWING  
**MAJOLICA ROAD (PID 451227)**  
 (CONTIGUOUS ANNEXATION)  
 OWNER: TAMARA McCALL PIKE & CINDY G PRICE  
 TOTAL AREA: 31.487 ACRES  
 LOCKE TOWNSHIP, ROWAN COUNTY, NORTH CAROLINA

# 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

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

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**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


Date: 1/12/22



**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 (tax number or street address)	Printed Name (and title if business entity)	Signature	Owner's Address
TM <u>403</u> PCL <u>192</u>	<u>Spencer Lane Construction LLC</u>		<u>630 W. Ridge Road</u> <u>Salisbury, NC 28147</u>

(Attach additional petition forms if needed)

Form Revised 2-08

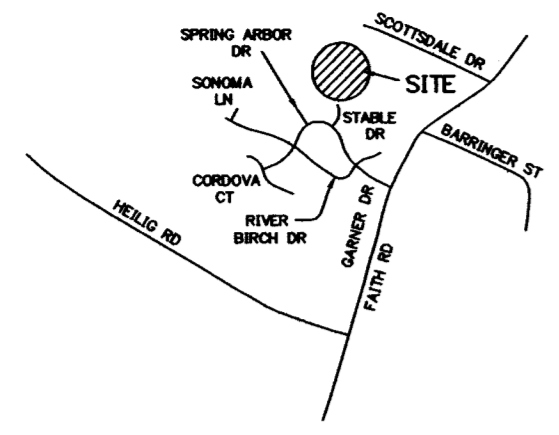
Contact Person Spencer Lane Telephone Number (704) 202-1866

**For Office Use Only:**

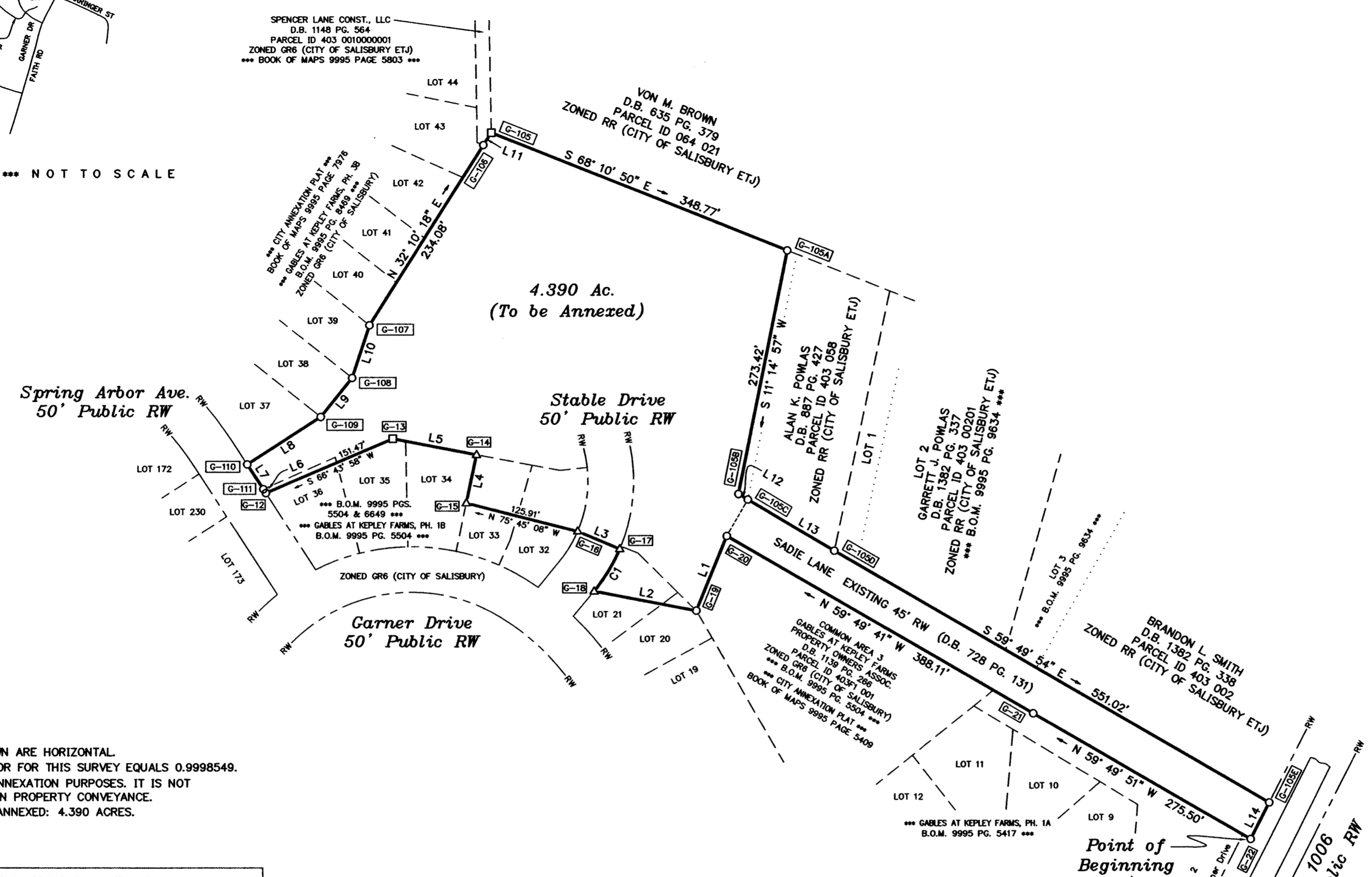
Total number of parcels 1 Number Signed 1 % Signed 100 Date Returned 5/19/2022  
Contiguous per GS 160A-31      or Non-contiguous "satellite" per GS 160A-58 X (check one)

J. E. BRINDLE, REGISTER OF DEEDS

ASSISTANT/DEPUTY



VICINITY MAP \*\*\* NOT TO SCALE



N.C. GRID NORTH (NAD 83) FROM BOOK OF MAPS 9995 PAGE 5409

- NOTES:
1. ALL DISTANCES SHOWN ARE HORIZONTAL.
  2. THE COMBINED FACTOR FOR THIS SURVEY EQUALS 0.9998549.
  3. THIS PLAT IS FOR ANNEXATION PURPOSES. IT IS NOT INTENDED FOR USE IN PROPERTY CONVEYANCE.
  4. TOTAL AREA TO BE ANNEXED: 4.390 ACRES.

AREA ANNEXED INTO THE CORPORATE LIMITS OF THE CITY OF SALISBURY, N. C. BY ORDINANCE NUMBER \_\_\_\_\_ ADOPTED BY THE CITY COUNCIL ON \_\_\_\_\_ WITH AN EFFECTIVE DATE \_\_\_\_\_

I HEREBY CERTIFY THAT THIS PLAT HAS BEEN APPROVED FOR RECORDING IN THE REGISTER OF DEEDS IN ROWAN COUNTY.

MAYOR (SALISBURY, N.C.) \_\_\_\_\_ DATE \_\_\_\_\_

City Limit No.	Northing	Easting	Description
G-22	684959.0315	1565462.5105	#5 Rebar
G-21	685097.4836	1565224.3312	#5 Rebar
G-20	685292.5449	1564888.8045	1/2" Iron Pipe
G-19	685210.5419	1564855.4752	#4 Rebar
G-18	685231.9200	1564743.5485	Point
G-17	685278.3155	1564771.7032	Point
G-16	685297.8842	1564725.6916	Point
G-15	685328.8727	1564603.6546	Point
G-14	685382.0375	1564614.7973	Point
G-13	685399.5827	1564523.1721	Ex. Conc. Mon.
G-12	685339.7490	1564384.0208	#3 Rebar
G-111	685344.0765	1564381.4273	#4 Rebar
G-110	685371.4195	1564363.7185	#5 Rebar
G-109	685423.6416	1564444.3514	#4 Rebar
G-108	685466.5532	1564478.7547	#5 Rebar
G-107	685524.6968	1564497.8143	#5 Rebar
G-106	685722.8356	1564622.4519	#5 Rebar
G-105	685736.3606	1564631.2277	Ex. Stone
G-105A	685606.7292	1564955.0083	#6 Rebar
G-105B	685338.5579	1564901.6698	#6 Rebar
G-105C	685332.4389	1564911.9650	1/2" Iron Pipe
G-105D	685276.1686	1565006.5146	1/2" Iron Pipe
G-105E	684999.2555	1565482.9023	#5 Rebar

Line	Bearing	Distance
L1	S 22° 07' 08" W	88.52'
L2	N 79° 11' 12" W	113.95'
L3	N 66° 57' 36" W	50.00'
L4	N 11° 50' 14" E	54.32'
L5	N 79° 09' 35" W	93.29'
L6	N 30° 56' 03" W	5.05'
L7	N 79° 09' 35" W	32.58'
L8	N 57° 04' 15" E	96.07'
L9	N 38° 43' 12" E	55.00'
L10	N 18° 08' 57" E	61.19'
L11	N 32° 58' 39" E	16.12'
L12	S 59° 16' 29" E	11.98'
L13	S 59° 14' 29" E	110.03'
L14	S 26° 52' 59" W	45.10'

Curve	Radius	Chord Bearing and Distance	Arc Length
C1	190.00'	N 31° 15' 04" E 54.27'	54.46'

BAR GRAPH SCALE: 1" = 100'

I, RICHARD L. SHULENBURGER, PROFESSIONAL LAND SURVEYOR, L-2667 N.C., CERTIFY THAT THIS SURVEY IS OF ANOTHER CATEGORY, SUCH AS THE RECOMBINATION OF EXISTING PARCELS, A COURT-ORDERED SURVEY, OR OTHER EXCEPTION TO THE DEFINITION OF SUBDIVISION.

*Richard L. Shulenburg*  
 RICHARD L. SHULENBURGER, P.L.S. DATE 5-26-22



I, RICHARD L. SHULENBURGER, CERTIFY THAT THIS PLAT WAS DRAWN UNDER MY SUPERVISION FROM AN ACTUAL SURVEY MADE UNDER MY SUPERVISION, D.B. (see references); THAT THE BOUNDARIES NOT SURVEYED ARE CLEARLY INDICATED AS DRAWN FROM INFORMATION FOUND IN D.B. (N/A) PG. (N/A); THAT THE RATIO OF PRECISION AS CALCULATED IS 1 : 10,000+ ; THAT THIS PLAT WAS PREPARED IN ACCORDANCE WITH G.S. 47-30 AS AMENDED. WITNESS MY ORIGINAL SIGNATURE, LICENSE NUMBER AND SEAL THIS 26th DAY OF MAY, 2022.

*Richard L. Shulenburg* 5-26-22

LEGEND

- Ex. Conc. Mon.
- ⊙ Utility Pole
- Ex. Iron (as described)
- New Iron (#5 rebar)
- ⊕ Point (not set)
- ⊙ Nail
- ⊕ Centerline
- RW Right-of-Way

STATE OF NORTH CAROLINA  
 COUNTY OF ROWAN

I, \_\_\_\_\_, REVIEW OFFICER OF ROWAN COUNTY, CERTIFY THAT THE MAP OR PLAT TO WHICH THIS CERTIFICATION IS AFFIXED MEETS ALL STATUTORY REQUIREMENTS FOR RECORDING.

REVIEW OFFICER \_\_\_\_\_ DATE \_\_\_\_\_

VOLUNTARY ANNEXATION SURVEY FOR THE:  
**City of Salisbury**

SCALE: 1" = 100'  
 DATE: 5-26-2022  
 The Gables at Kepy Farms Phase 6

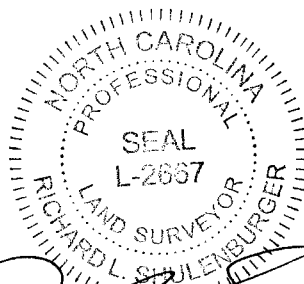
LITAKER TOWNSHIP, ROWAN COUNTY, NORTH CAROLINA  
 REFERENCES: Parcel ID 403 192,  
 Deed Book 1148 Page 564,  
 Book of Maps 9995 Pages 5409 & 7976.

SURVEY AND MAP BY SHULENBURGER SURVEYING COMPANY, P.A. (FIRM # C-1858)  
 614 N. MAIN ST., SUITE A, SALISBURY, N.C. PHONE: 704-637-9623



Legal Description for  
Voluntary Annexation Area  
The Gables at Kepley Farms Phase 6

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-111, (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 Shulenburg Surveying Company, P.A. dated 05/26/2022



*[Handwritten Signature]*  
5-26-22



# 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

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

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**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.

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Karen K. Alexander, Mayor

ATTEST:

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Kelly Baker, City Clerk

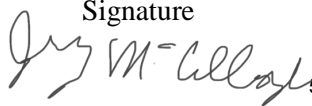
Date: 4/21/2022



**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.

Property Identification (tax number or street address)	Printed Name (and title if business entity)	Signature	Owner's Address
TM <u>408</u> PCL <u>011</u>	<u>Jerry McCullogh</u>		<u>585 State Rd China Grove, NC 28023</u>
TM _____ PCL _____	_____	_____	_____
TM _____ PCL _____	_____	_____	_____
TM _____ PCL _____	_____	_____	_____
TM _____ PCL _____	_____	_____	_____

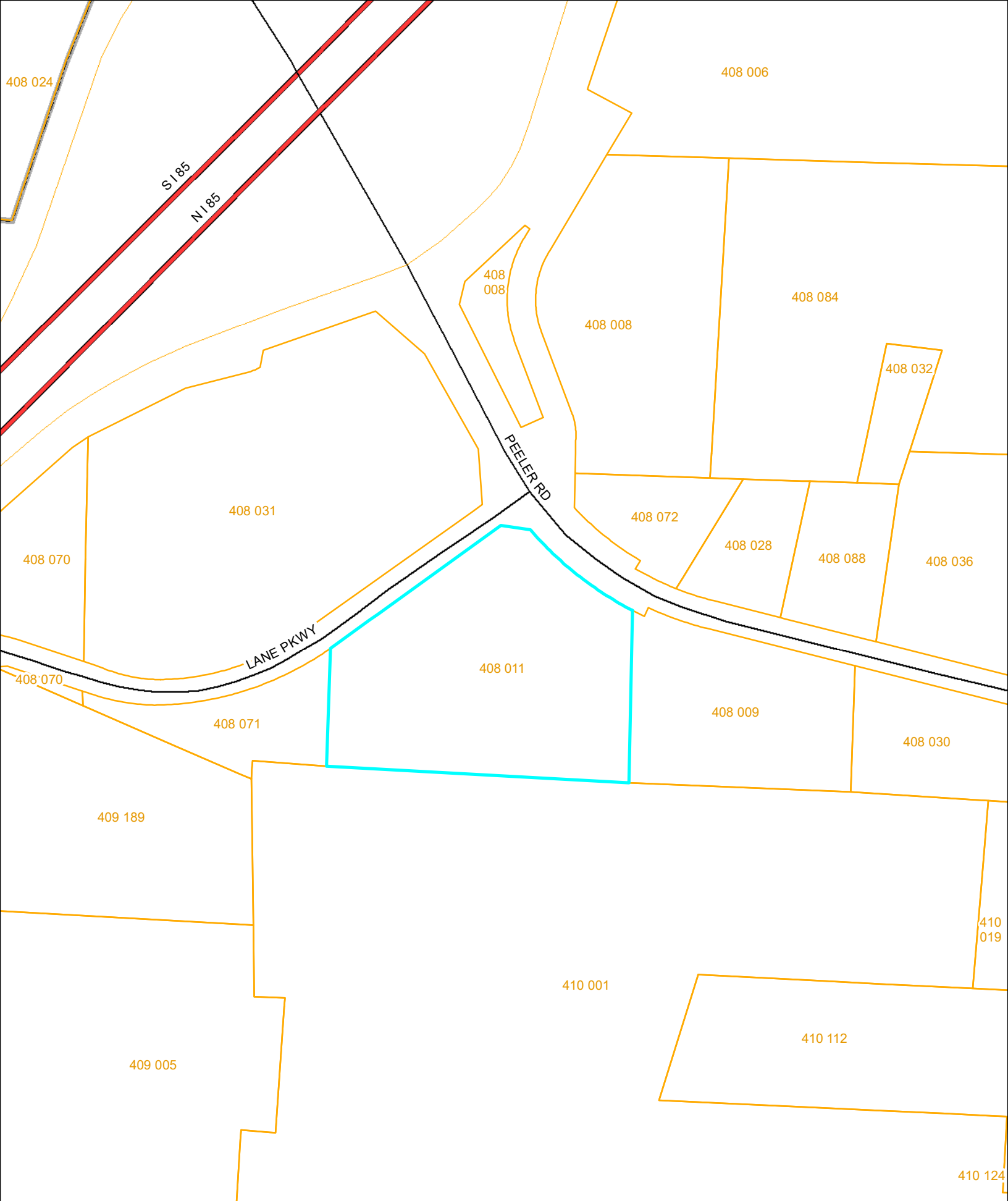
(Attach additional petition forms if needed)

Form Revised 2-08

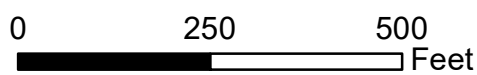
Contact Person Wes Hall Telephone Number 919-896-2019

**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)



# 1215 Peeler Rd Annexation



# 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)

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**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\*\*\****

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**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.

(SEAL)



*Kelly Baker*

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Kelly K. Baker  
City Clerk



**“RESOLUTION SETTING DATE OF PUBLIC HEARING ON QUESTION OF THE ANNEXATION OF PEACH ORCHARD ROAD, 407A099, 407A112, 407A113, PURSUANT TO G.S. 160A-58.1.**

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](mailto:kbake@salisburync.gov) or 704-638-5233.

Section 2. The areas proposed for annexation are described as follows:

**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

the eastern margin of the right-of-way of Meadow Lane Drive; thence with the eastern margin of Meadow Lane Drive N 23°33'47" E a distance of 596.12' to a 1" existing iron pipe located on the southern line of the aforesaid James A. and Kari R. Alquist property as described in Deed Book 1267, Page 781; thence with the Alquist property the following two (2) courses and distances: 1) N 88°55'10" E a distance of 18.27' to a 1/2" existing iron rod; 2) S 86°32'55" E a distance of 171.00' to the point of beginning, having an area of 1,879,772 sq. ft. (43.1536 acres) according to a survey by Cloninger Bell Surveying & Mapping, PLLC dated February 28, 2022. File No. 1814.

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."

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Karen K. Alexander  
Mayor

ATTEST:

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Kelly Baker, City Clerk



Date: 4/22/2022



**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.

Property Identification (tax number or street address)	Printed Name (and title if business entity)	Signature	Owner's Address
TM <u>407</u> PCL <u>099</u>	Harvey Michael Glass	<i>Harvey Michael Glass</i> <sup>HMG</sup>	735 Peach Orchard Rd Salisbury NC 28147
TM <u>407</u> PCL <u>112</u>	Harvey Michael Glass	<i>Harvey Michael Glass</i> <sup>HMG</sup>	PO Box 1693 Salisbury, NC 28145-1693
TM <u>407</u> PCL <u>113</u>	Patrick G. Glass	<i>Patrick G. Glass</i>	1604 Erindale Ct Monroe, NC 28110
TM <u>407</u> PCL <u>113</u>	Susan R. Glass	<i>Susan R. Glass</i>	1604 Erindale Ct Monroe, NC 28110Greg
TM ___ PCL ___	_____	_____	_____

(Attach 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



Date: 4/22/2022



**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:

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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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TM <u>407</u> PCL <u>112</u>	Harvey Michael Glass	<i>HMG</i>	PO Box 1693 Salisbury, NC 28145-1693
TM <u>407</u> PCL <u>113</u>	Patrick G. Glass	<i>Patrick G. Glass</i>	1604 Erindale Ct Monroe, NC 28110
TM <u>407</u> PCL <u>113</u>	Susan R. Glass	<i>Susan Glass</i>	1604 Erindale Ct Monroe, NC 28110Greg
TM ___ PCL ___	_____	_____	_____

(Attach 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 x (check one)

**CITY OF SALISBURY**

P.O. BOX 479, SALISBURY, NORTH CAROLINA 28145-0479



Date: 4/22/2022



**PETITION REQUESTING VOLUNTARY ANNEXATION**  
FOR 407A099, 407A112, 407A113 Peach Orchard Rd

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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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TM <u>407</u> PCL <u>113</u>	Susan R. Glass	<i>Susan Renee Glass</i> <i>Susan Glass</i>	1604 Erindale Ct Monroe, NC 28110Greg
TM _____ PCL _____	_____	_____	_____

(Attach additional petition forms if needed)

Form Revised 2-08

Contact Person Greg Welsh Telephone Number 704-989-4046

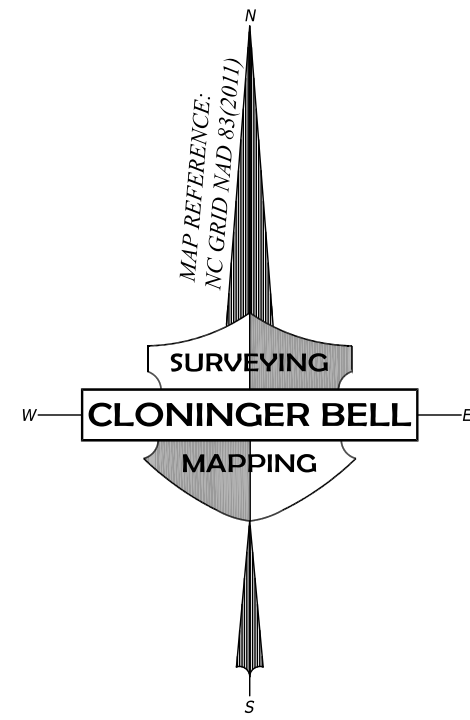
**For Office Use Only:**

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

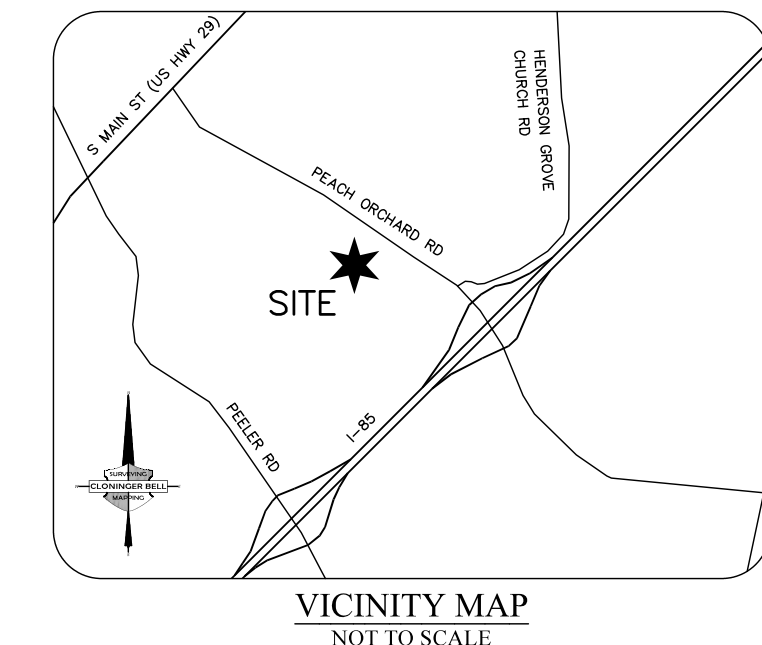
**CITY OF SALISBURY**

P.O. BOX 479, SALISBURY, NORTH CAROLINA 28145-0479



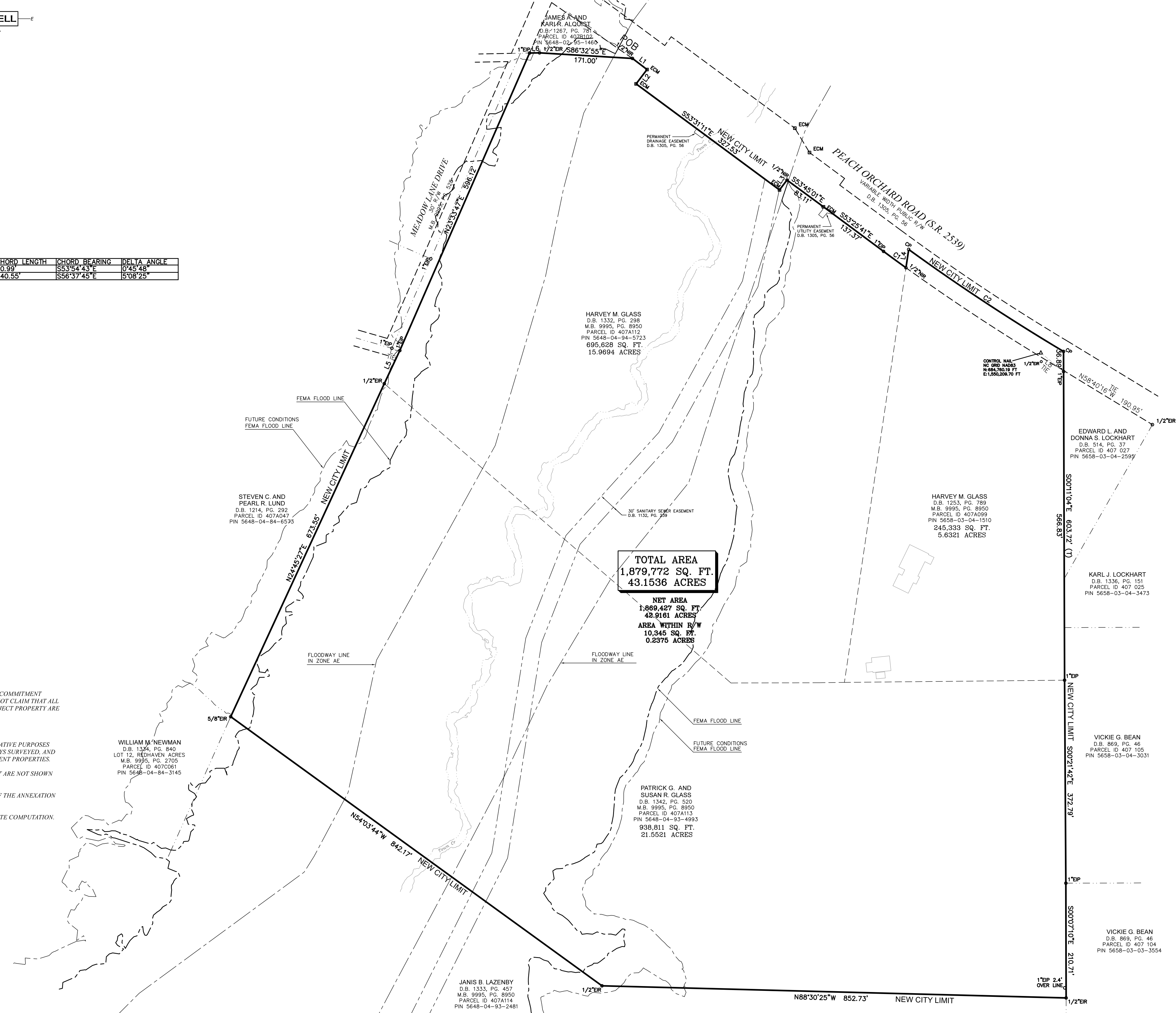


**ANNEXATION PLAT**  
 (NON-CONTIGUOUS)  
 735 PEACH ORCHARD RD.  
 LITAKER TOWNSHIP, ROWAN COUNTY, NC  
 DEED REFERENCE: 1253-789; 1332-298; 1342-520  
 PARCEL: 407A099; 407A112; 407A113



LINE	BEARING	DISTANCE
L1	S62°41'32" E	33.63'
L2	S37°18'51" W	33.14'
L3	N37°12'20" E	22.72'
L4	N05°26'50" E	33.94'
L5	N25°09'44" E	67.13'
L6	N88°55'10" E	18.27'
L7	S73°58'57" E	15.22'
L8	S50°35'26" E	54.03'

CURVE	RADIUS	ARC LENGTH	CHORD LENGTH	CHORD BEARING	DELTA ANGLE
C1	3827.12'	50.99'	50.99'	S53°54'43" E	0°45'48"
C2	3797.12'	340.68'	340.55'	S56°37'45" E	5°08'25"



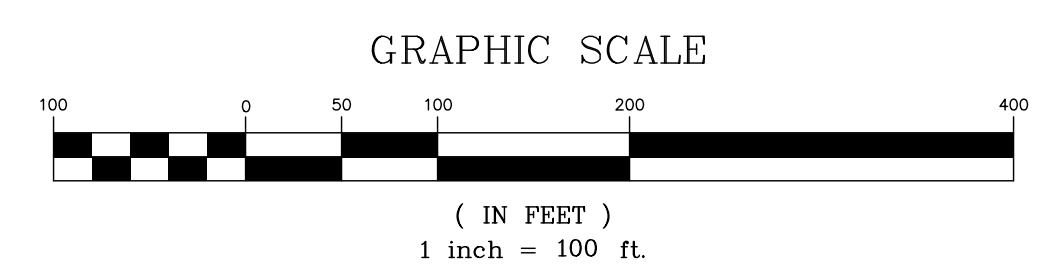
**TOTAL AREA**  
 1,879,772 SQ. FT.  
 43.1536 ACRES

**NET AREA**  
 1,869,427 SQ. FT.  
 42.9161 ACRES

**AREA WITHIN R/W**  
 10,345 SQ. FT.  
 0.2375 ACRES

- NOTES:**
- ALL CORNERS MONUMENTED AS SHOWN.
  - THIS SURVEY WAS PERFORMED WITHOUT BENEFIT OF A TITLE COMMITMENT REPORT. CLONINGER BELL SURVEYING & MAPPING, PLLC DOES NOT CLAIM THAT ALL MATTERS OF RECORD WHICH MAY OR MAY NOT AFFECT THE SUBJECT PROPERTY ARE SHOWN HEREON.
  - BROKEN LINES INDICATE PROPERTY LINES NOT SURVEYED.
  - THE OFF-SITE RIGHT-OF-WAY SHOWN HEREON IS FOR ILLUSTRATIVE PURPOSES ONLY. THE UNDERSIGNED CERTIFIES ONLY TO THE RIGHT-OF-WAYS SURVEYED, AND DOES NOT CERTIFY TO THE RIGHT OF WAY WIDTH OF ANY ADJACENT PROPERTIES.
  - PHYSICAL IMPROVEMENTS MAY EXIST ON THIS PROPERTY THAT ARE NOT SHOWN HEREON.
  - THE PURPOSE OF THIS PLAT IS TO IDENTIFY THE BOUNDARY OF THE ANNEXATION AREA.
  - ALL AREAS SHOWN HEREON WERE DETERMINED BY COORDINATE COMPUTATION.

- LEGEND:**
- CP - CALCULATED POINT
  - D.B. - DEED BOOK
  - ECM - EXISTING CONCRETE MONUMENT
  - EIP - EXISTING IRON PIPE
  - EIR - EXISTING IRON ROD
  - EN - EXISTING NAIL
  - M.B. - MAP BOOK
  - NR - NEW IRON ROD
  - PG. - PAGE
  - POB - POINT OF BEGINNING
  - R/W - RIGHT-OF-WAY
  - ANNEXATION BOUNDARY
  - PROPERTY LINE (ADJACENT)
  - RIGHT-OF-WAY (ADJACENT)
  - EASEMENT



**REVIEW OFFICER:**  
 I, \_\_\_\_\_ REVIEW OFFICER OF ROWAN COUNTY, CERTIFY THAT THE MAP OR PLAT TO WHICH THIS CERTIFICATION IS AFFIXED MEETS ALL STATUTORY REQUIREMENTS FOR RECORDING.

REVIEW OFFICER \_\_\_\_\_ DATE \_\_\_\_\_

**CERTIFICATE OF ANNEXATION:**  
 AREA ANNEXED INTO THE CORPORATE LIMITS OF THE CITY OF SALISBURY, NC BY ORDINANCE NUMBER \_\_\_\_\_ ADOPTED BY THE CITY COUNCIL ON \_\_\_\_\_ WITH AN EFFECTIVE DATE OF \_\_\_\_\_. I HEREBY CERTIFY THAT THIS PLAT HAS BEEN APPROVED FOR RECORDING IN THE REGISTER OF DEEDS IN ROWAN COUNTY.

MAYOR \_\_\_\_\_ DATE \_\_\_\_\_

**SURVEYOR'S CERTIFICATE:**  
 STATE OF NORTH CAROLINA  
 COUNTY OF ROWAN  
 I, THE UNDERSIGNED SURVEYOR, CERTIFY THAT THIS PLAT WAS DRAWN UNDER MY SUPERVISION FROM AN ACTUAL SURVEY MADE UNDER MY SUPERVISION. DEED REFERENCE: 1253-789; 1332-298; 1342-520; THAT THE BOUNDARIES NOT SURVEYED ARE CLEARLY INDICATED AS DRAWN FROM INFORMATION AS REFERENCED ON THE FACE OF THIS PLAT; THAT THE RATIO OF PRECISION AS CALCULATED EXCEEDS 1:10,000 LINEAR FEET; THAT THIS PLAT WAS PREPARED IN ACCORDANCE WITH G.S. 47-39 AS AMENDED. WITNESS MY ORIGINAL SIGNATURE, LICENSE NUMBER AND SEAL THIS 28th DAY OF FEBRUARY, A.D., 2022.

THAT THIS PLAT IS OF A SURVEY OF ANOTHER CATEGORY, SUCH AS THE RECOMBINATION OF EXISTING PARCELS, A COURT ORDERED SURVEY OR OTHER EXCEPTIONS TO THE DEFINITION OF A SUBDIVISION.



**PRELIMINARY**  
 PROFESSIONAL LAND SURVEYOR \_\_\_\_\_ DATE \_\_\_\_\_

**SURVEYING**  
**CLONINGER BELL**  
**MAPPING**

CLONINGER BELL SURVEYING & MAPPING, PLLC  
 201 W. 2nd AVENUE, SUITE C  
 GASTONIA, NC 28052  
 704.864.9007  
 LICENSE P-2326

CREW: JH	DRAWN: CEB	REVISED:	SCALE: 1"=100'	DATE: FEB. 28, 2022	FILE NO. 1814
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**FLOOD CERTIFICATION**  
 THIS IS TO CERTIFY THAT THE SUBJECT PROPERTY IS LOCATED IN A SPECIAL FLOOD HAZARD AREA AS SHOWN ON MAPS PREPARED BY THE FEDERAL EMERGENCY MANAGEMENT AGENCY, FEDERAL INSURANCE ADMINISTRATION, DATED JUNE 16, 2003.  
 COMMUNITY PANEL NO: 3710564800J & 3710565800J

# 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 locator 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

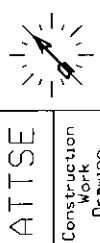
**Approved**

**Delayed**

**Declined**

**Reason:**





ATTSE  
Construction  
Work  
Drawing

PROPRIETARY INFORMATION  
Not for disclosure outside the ATTSE family of  
companies except under written agreement.

State: NORTH CAROLINA  
District:  
Exchange:  
Wire Ctr: **501A**

Trunk Code:  
Tax District:  
RZ/EZ:

Permit Req'd: NO  
Designer:

Phone:  
Records Ref:

Job Description:

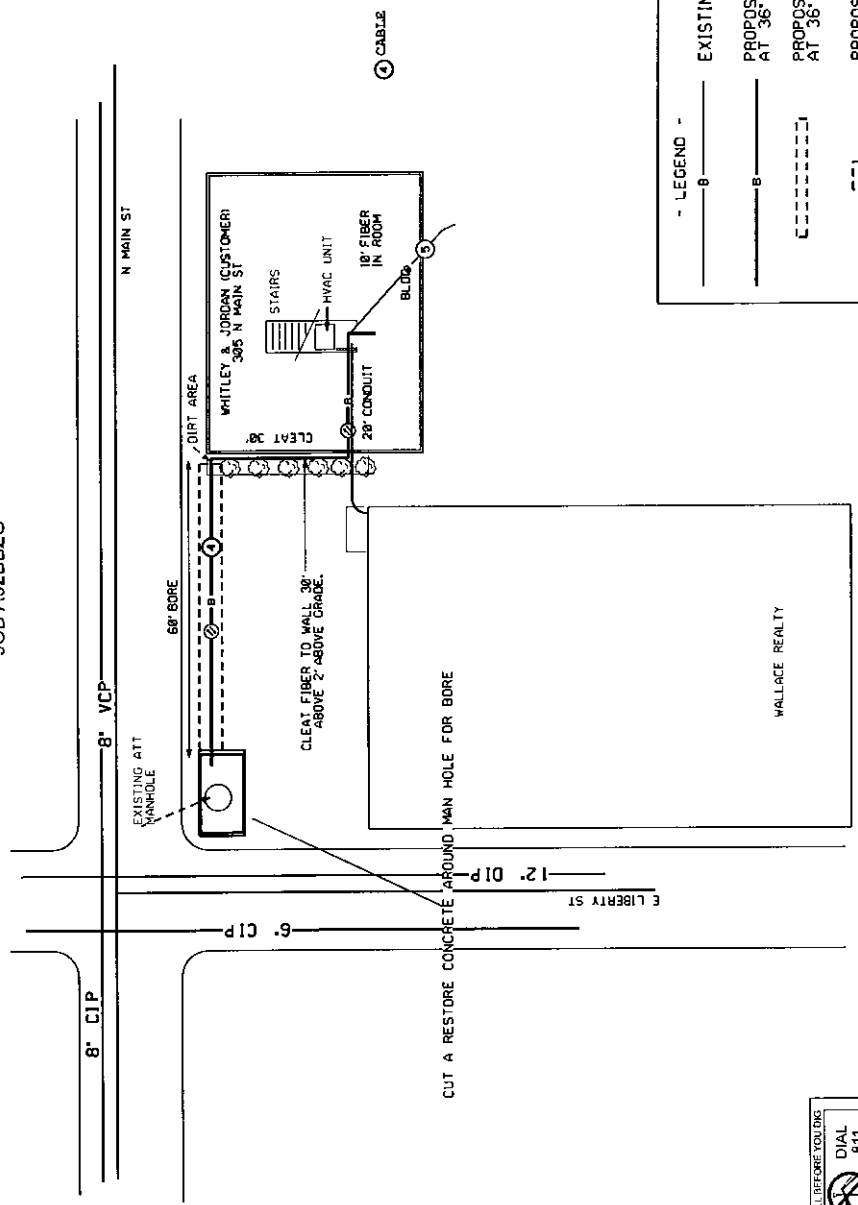
Job Number / DPAS Project Number:  
/ **0000000000**

ONE    OF   

ATT PLACING FIBER CABLE AND ASSOCIATED  
EQUIPMENT TO MAKE PREPARATIONS FOR ASE  
SERVICE ORDER NSK200554815.

# SITE DRAWING

JOB A02BBZG



- LEGEND -

	EXISTING BURIED CABLE
	PROPOSED BURIED CABLE AT 36" DEPTH
	PROPOSED ROAD BORE AT 36" DEPTH
	PROPOSED BORE PIT 4' X 4' @ 5' EOP





ATTSE

Construction  
Work  
Drawing

PROPRIETARY INFORMATION  
Not for disclosure outside the ATTSE family of  
companies except under written agreement.

State: NORTH CAROLINA

District:

Exchange:

Wire Center: ~~XXXXXX~~

Tiger Card:

Tax District:

RZ/IZ:

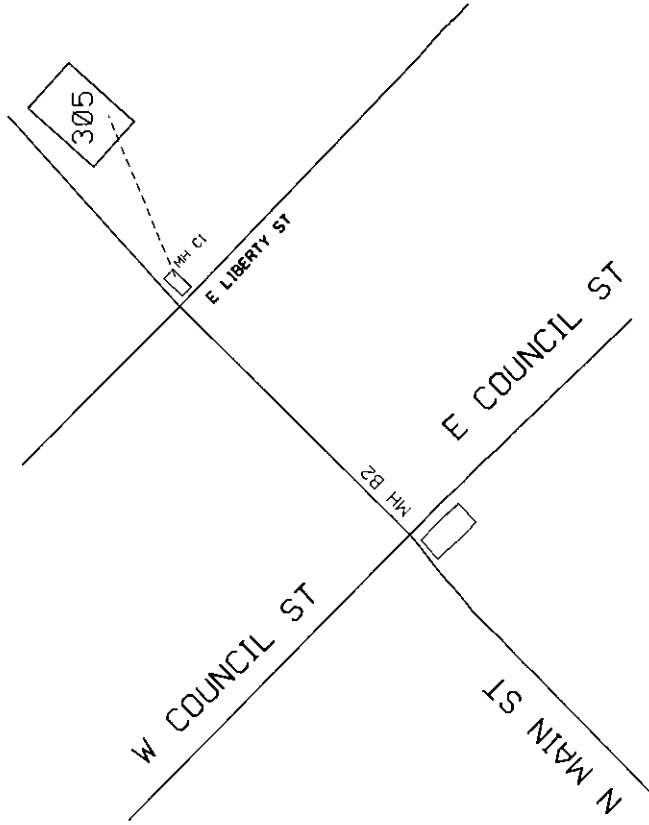
Permit Refid: NO

Designer:

Phone:

Records Ref:

VICINITY SKETCH



WORK AREA=-----

Job Description:

Job Number / DFAS Project Number:

~~XXXXXXXX~~

ONE 8 OF 11

## Dana Ruth

---

**From:** HARRISON, ERIC B <eh1133@att.com>  
**Sent:** Thursday, May 19, 2022 11:06 AM  
**To:** Dana Ruth; Barry King  
**Cc:** STOUT, WILLIAM  
**Subject:** FW: 305 N. Main Street Encroachment Approval Letter  
**Attachments:** 09232020\_Encroachment approval.pdf; city\_A02BBZG.pdf

**CAUTION: \*\*\* This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe. \*\*\***

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 <bking@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 <Mwest@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](mailto:dana.ruth@salisburync.gov) || [www.salisburync.gov](http://www.salisburync.gov) (-> [urldefense.com](http://urldefense.com))





September 9, 2020

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](mailto:psnyd@salisburync.gov)) and Randy Allman ([rallm@salisburync.gov](mailto:rallm@salisburync.gov)).
- Written notice shall be provided to Barry King ([bking@salisburync.gov](mailto:bking@salisburync.gov)) and Dana Ruth ([dana.ruth@salisburync.gov](mailto: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](mailto:bking@salisburync.gov)) and Dana Ruth ([dana.ruth@salisburync.gov](mailto: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.ncocc.org](http://www.ncocc.org)) at 1-800-632-4949 prior to beginning work, and appropriate locater 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).

CITY OF SALISBURY

P.O. BOX 479, SALISBURY, NORTH CAROLINA 28145-0479

- A \$20,000 bond will be required prior to construction within the City limits.
- On-site inspection will be required at all critical crossings.

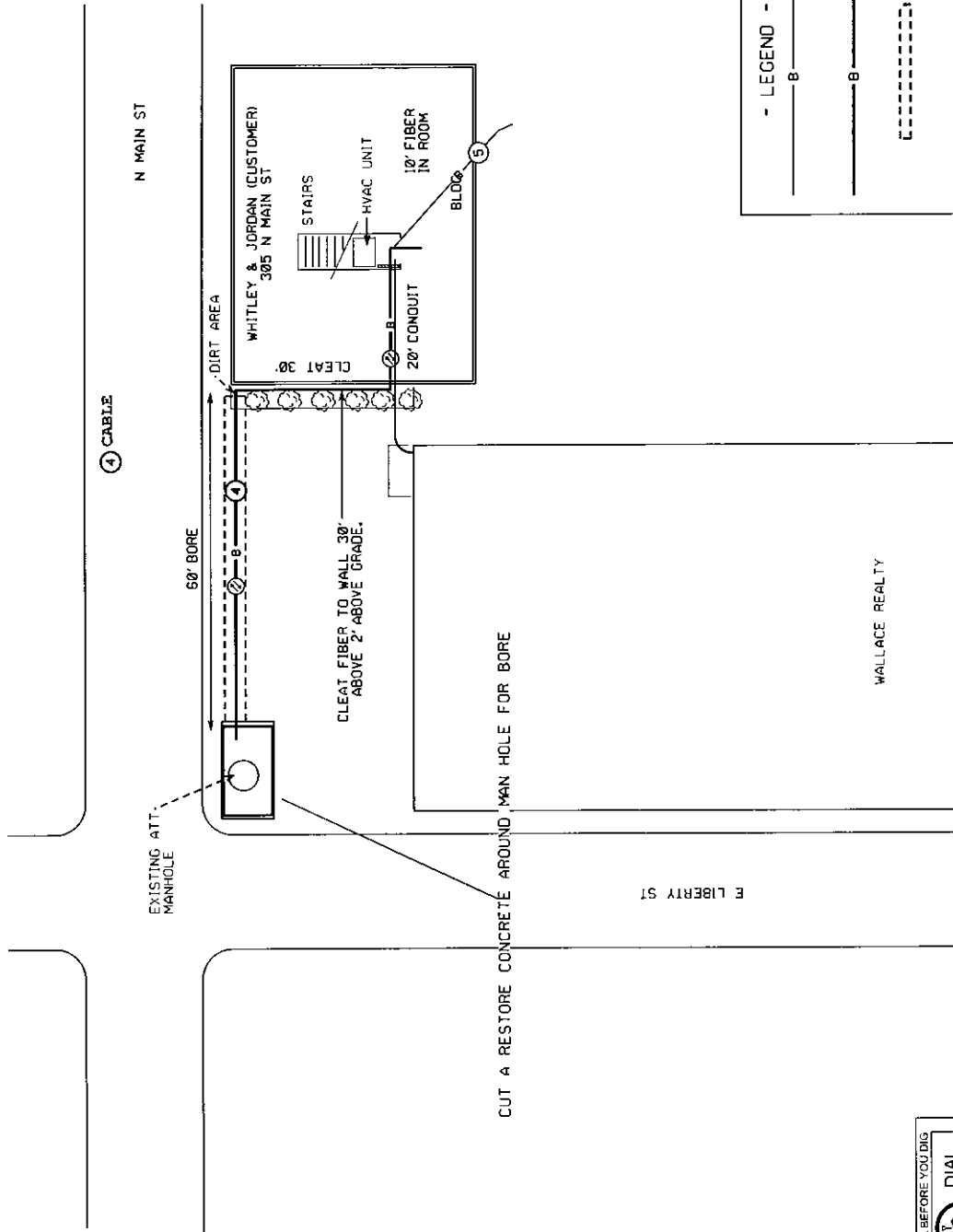
Sincerely,

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

ATT PLACING FIBER CABLE AND ASSOCIATED EQUIPMENT TO MAKE PREPARATIONS FOR ASE SERVICE ORDER NSN200554815.

SITE DRAWING



- LEGEND -

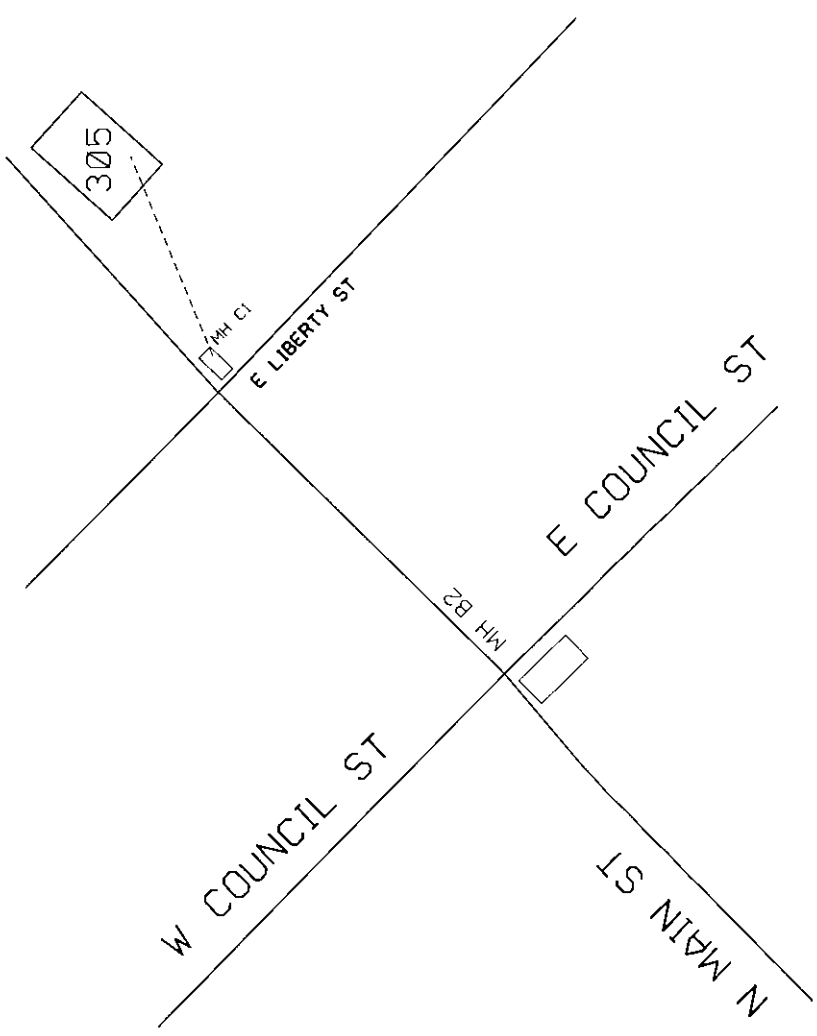
— B —	EXISTING BURIED CABLE
— B —	PROPOSED BURIED CABLE AT 36" DEPTH
---	PROPOSED ROAD BORE AT 36" DEPTH
[ ]	PROPOSED BORE PIT 4' X 4' @ 5' EOP

<b>ATTSE</b>	
PROPOSED TELEPHONE FACILITIES ON RIGHT OF WAY OF CITY OF SALISBURY	
Exchange:	305 N MAIN ST
Designer:	NSZ-633
Phone:	Harrison, Eric
Authorization:	704-639-1153
	ONC51444N
Dep.:	2 of 4





VICINITY SKETCH



WORK AREA=-----

<b>ATTSE</b>	
PROPOSED TELEPHONE FACILITIES ON RIGHT OF WAY OF CITY OF SALISBURY	
Exchange:	NSZ-633
Designer:	Harrison, Eric
Phone:	704-639-1153
Authorization:	ONC51444N
Page:	1 of 4



# 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 locator 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 7<sup>th</sup> agenda. Thanks! Wendy

**From:** Barry King <[bking@salisburync.gov](mailto:bking@salisburync.gov)>  
**Sent:** Wednesday, May 18, 2022 2:10 PM  
**To:** Dana Ruth <[dana.ruth@salisburync.gov](mailto:dana.ruth@salisburync.gov)>  
**Cc:** Wendy Brindle <[Wbrin@salisburync.gov](mailto:Wbrin@salisburync.gov)>; Jason Wilson <[jawils@salisburync.gov](mailto: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 Typical*s 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**



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

**From:** Barry King

**Sent:** Tuesday, May 17, 2022 12:17 PM

**To:** Randy Allman <[Rallm@salisburync.gov](mailto:Rallm@salisburync.gov)>; Paul Durham <[pdurh@salisburync.gov](mailto:pdurh@salisburync.gov)>; Zacheree Lemmon <[zlemm@salisburync.gov](mailto:zlemm@salisburync.gov)> <[zlemm@salisburync.gov](mailto:zlemm@salisburync.gov)>; Vickie Eddleman <[VTrou@salisburync.gov](mailto:VTrou@salisburync.gov)>; Patrick Snyder <[psnyd@salisburync.gov](mailto:psnyd@salisburync.gov)> <[psnyd@salisburync.gov](mailto:psnyd@salisburync.gov)>; Gregory Apple <[gregory.apple@hotwirecommunication.com](mailto:gregory.apple@hotwirecommunication.com)>  
**Cc:** Dana Ruth <[dana.ruth@salisburync.gov](mailto:dana.ruth@salisburync.gov)> <[dana.ruth@salisburync.gov](mailto:dana.ruth@salisburync.gov)>; Wendy Brindle <[Wbrin@salisburync.gov](mailto:Wbrin@salisburync.gov)>; Jason Wilson <[jawils@salisburync.gov](mailto:jawils@salisburync.gov)>; Chris Tester <[ctest@salisburync.gov](mailto:ctest@salisburync.gov)>; Craig Powers <[cpowe@salisburync.gov](mailto:cpowe@salisburync.gov)>; 'Kjeff Hansen' <[kjeff.hansen@hotwirecommunication.com](mailto:kjeff.hansen@hotwirecommunication.com)>; Jim Behmer <[jbehm@salisburync.gov](mailto:jbehm@salisburync.gov)>; Blake Jordan <[bljord@salisburync.gov](mailto:bljord@salisburync.gov)> <[bljord@salisburync.gov](mailto:bljord@salisburync.gov)>; Ashley Webb <[ashley.webb@salisburync.gov](mailto:ashley.webb@salisburync.gov)> <[ashley.webb@salisburync.gov](mailto: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**

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

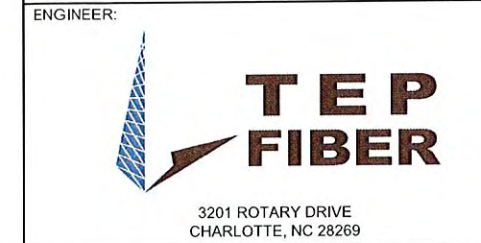


E-mail correspondence to and from this address may be subject to the N.C. Public Records Law "NCGS. Ch.132" and may be disclosed to third parties by an authorized state or city official.

[U23052-3-City-1 \(5-16-22\).pdf \(120M\)](#)



Utility Owner: DUKE ENERGY  
 Project Number: U23052-DEC-UG-30  
 Project Name: PNG Sailsbury Resource Center to Woodleaf Switching Station (DEC-UG-30)  
 Address: 110 Old Concord Rd, Sailsbury, NC 28144

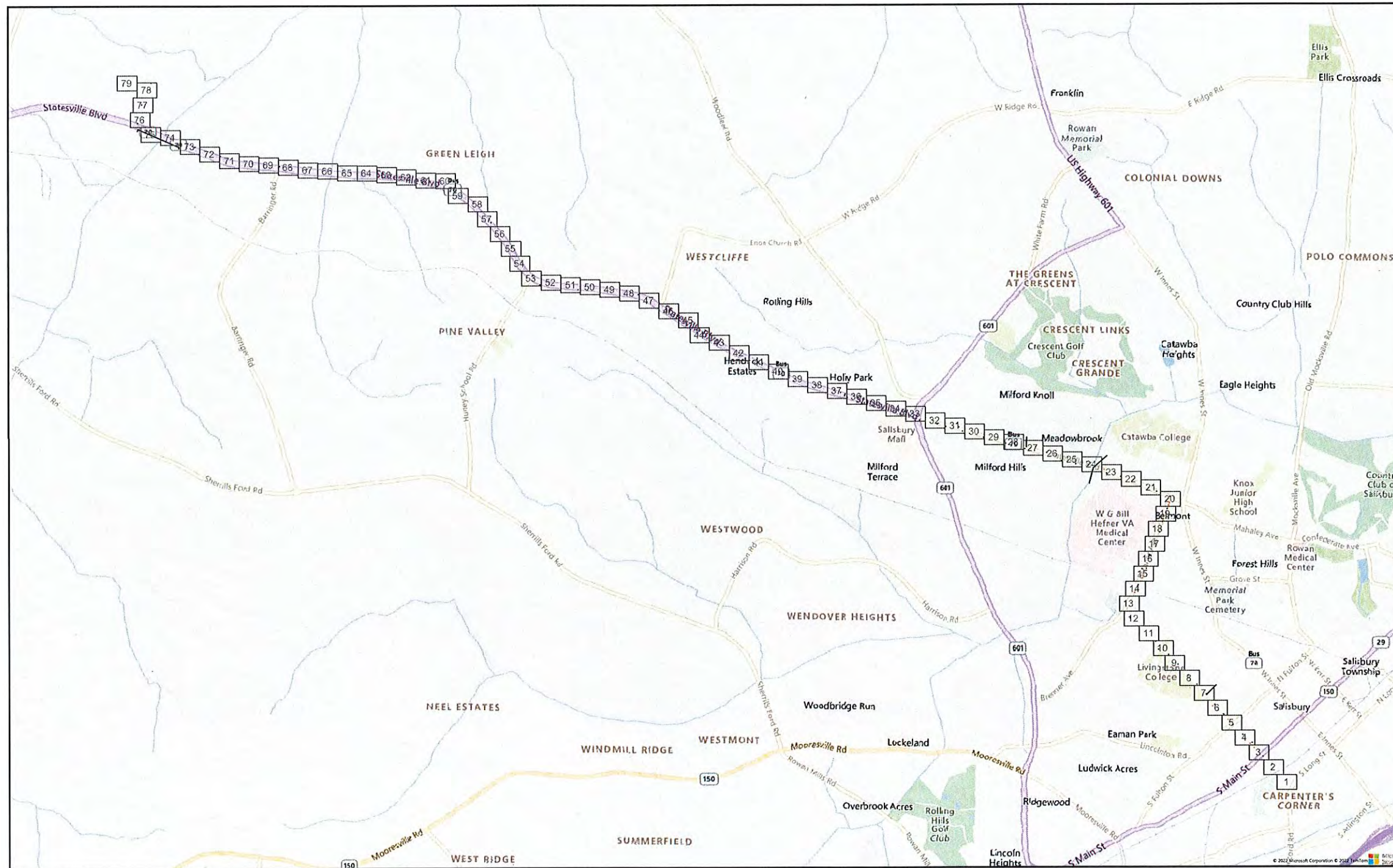


**PROJECT DESCRIPTION**

INSTALLING 51,693 LINEAR FEET OF CONDUIT AND FIBER OPTIC CABLE BY MEANS OF HORIZONTAL DIRECTIONAL DRILLING AND HAND DIGGING METHODS.

ALL AREAS DISTURBED BY INSTALLATION TO BE RESTORED TO EXISTING OR BETTER CONDITION.

**THE CITY OF SALISBURY MUST BE NOTIFIED OF ANY WORK WITHIN CITY LIMITS PRIOR TO CONSTRUCTION**



SHEET TITLE: COVER SHEET

REV	DESCRIPTION	DATE
0	ORIGINAL	4-21-2022
1	REVISION	5-11-2022
2	-	-
3	-	-
4	-	-
5	-	-
6	-	-

PROJECT MANAGER:	JUSTIN RICE
PROJECT ENGINEER:	TODD PARKER
PROJECT NUMBER:	U23052 / P-317292
DESCRIPTION:	DEC-UG-30
DRAWING NAME:	U23052- DEC-UG-30 (5-16-22).dwg

SHEET: **A** of 79

CONFIDENTIAL/PROPRIETARY



Know what's below  
Call before you dig.



# 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 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.



# Salisbury City Council Agenda Item Request Form



**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 Ruth

---

**From:** Barry King  
**Sent:** Thursday, May 26, 2022 11:25 AM  
**To:** Dana Ruth  
**Cc:** Wendy Brindle; Jason Wilson; Blake Jordan; Ashley Webb  
**Subject:** Request for Encroachment, 514 Corporate Cir., STS Cable - Evolution Optical  
**Attachments:** N750927 N.999643 514 Corporate Cir Salisbury(FinalR1).pdf; City of Salisbury cover letter.pdf

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 || Administration  
City of Salisbury || 1 Water St, Salisbury, North Carolina 28144  
Office: (704) 216-2712 || Cell: (336) 470-1261  
[bking@salisburync.gov](mailto:bking@salisburync.gov) || [www.salisburync.gov/SRU](http://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 -5'
- 2 -
- 3 -

**DRAWING INDEX**

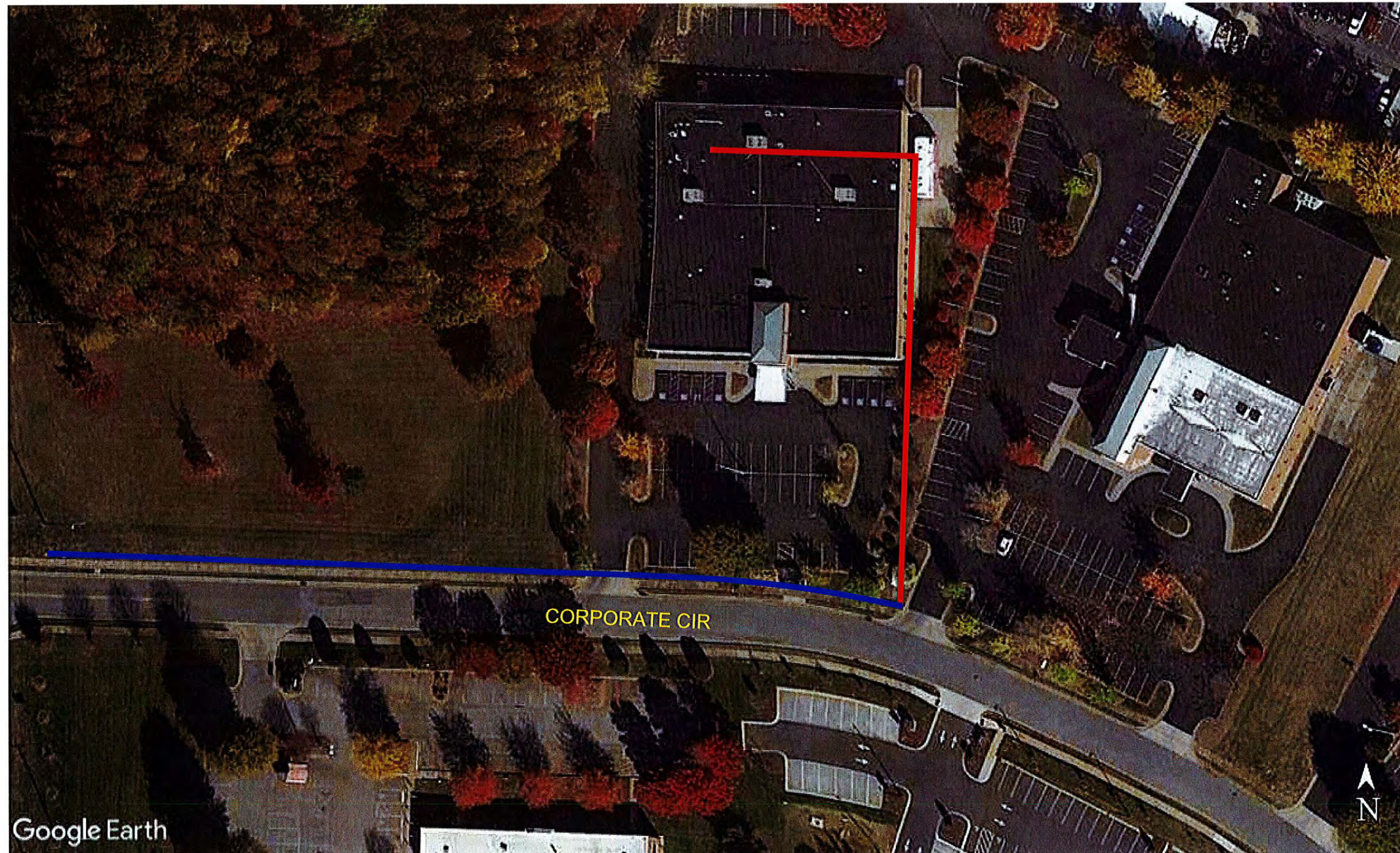
- 1 - COVER SHEET
- 2 - PROJECT OVERVIEW/ SCOPE
- 3 - CONTACTS
- 4 - LEGEND
- 5 - PROJECT LOCATION
- 6 - SITE PHOTOS
- 7 - TYPICALS
- 8 - TYPICALS
- 9 - TYPICALS
- 10 - COST UNIT SUMMARY

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.

DESIGN FIRM:	STS CABLE SERVICES, INC.
DESIGN DATE:	05/10/22
PROJECT NAME:	N750927 N.999643
DRAWING NAME:	N750927 N.999643 514 Corporate Cir, Salisbury(FinalR1).dwg



LOCATION OVERVIEW



Google Earth

**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



PROJECT: #N750927 N.999643

SEGMENT: SEG/SPAN

514 CORPORATE CIR

SALISBURY, NC 28146



DESIGNS

DATE	DESCRIPTION	INITIAL
05/10/22	FINAL	JRD
05/23/22	REVISION 1	JRD

EXCEPT AS MAY BE OTHERWISE PROVIDED BY CONTRACT, THESE DRAWINGS AND SPECIFICATIONS SHALL REMAIN THE PROPERTY OF LEVEL3 COMMUNICATIONS. BEING ISSUED IN STRICT CONFIDENCE AND SHALL NOT BE REPRODUCED, COPIED, OR USED FOR ANY PURPOSE WITHOUT SPECIFIC WRITTEN PERMISSION.



Know what's below.  
Call before you dig.

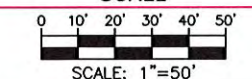
LEVEL3 COMMUNICATIONS AND STS CABLE SERVICES, INC. ARE NOT RESPONSIBLE FOR ANY UTILITY LOCATIONS SHOWN OR NOT SHOWN ON THIS DRAWING

AS-BUILT

ORIGINAL:

REVISED:

SCALE



SCALE: 1"=50'

MP TO MP

DWG.# N750927 N.999643  
SALISBURY, NC 28146



# 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:

Contractor	Total Bid
- Carolina Siteworks, Inc.	\$182,221.00
- R & P Eudy Construction, Inc.	\$191,490.00
- Hunting Creek Construction, Inc.	\$364,444.44

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

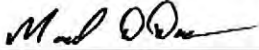
**Consent Agenda** (item requires no discussion and will be voted on by Council or removed from the consent agenda to the regular agenda)

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

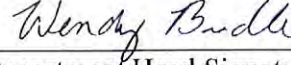
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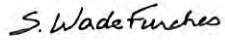
**FINANCE DEPARTMENT INFORMATION:**



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\*\*\***

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**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 3<sup>rd</sup> 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 3<sup>rd</sup> 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 3<sup>rd</sup> 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 will be held promptly at 2:00 p.m. May 19, 2022 in the City of Salisbury Engineering Conference Room 3<sup>rd</sup> 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 3<sup>rd</sup> 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) Include 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 when 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.

**August 1 - June 1**

20#	Kentucky Bluegrass
75#	Hard Fescue
25#	Rye Grain
500#	Fertilizer
4000#	Limestone

**May 1 - September 1**

20#	Kentucky Bluegrass
75#	Hard Fescue
10#	German or Browntop Millet
500#	Fertilizer
4000#	Limestone

**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:     J. D. Shell     Date:     5-19-22    

    John D. Shell - President      
Name/Title of Signing Official

    Carolina Siteworks, Inc.         45224      
Company Name License Number

    PO Box 280      
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**

SECTION NO.	ITEM DESCRIPTION	UNIT	QUANTITY	UNIT BID PRICE	AMOUNT BID
SP	SITE PREPARATION/MOBILIZATION	LUMP SUM	1	<u>35,800.00</u>	<u>35,800.00</u>
150	TRAFFIC CONTROL	LUMP SUM	1	<u>8,000.00</u>	<u>8,000.00</u>
545	INCIDENTAL STONE BASE	TON	5	<u>85.00</u>	<u>425.00</u>
SP	SAW CUT ASPHALT	LF	824	<u>5.00</u>	<u>4120.00</u>
848	4" CONCRETE SIDEWALK	SY	445	<u>79.00</u>	<u>35,155.00</u>
848	6" CONCRETE DRIVEWAY	SY	57	<u>126.00</u>	<u>7,182.00</u>
846	2'6" CURB AND GUTTER	LF	824	<u>35.00</u>	<u>28,840.00</u>
848	CONCRETE CURB RAMP WITH DETECTABLE WARNING DOME	EA	4	<u>2000.00</u>	<u>8,000.00</u>
654	ASPHALT PAVEMENT REPAIR	TN	20	<u>350.00</u>	<u>7,000.00</u>
840	CONVERT INLET TO MH	EA	2	<u>2150.00</u>	<u>4,300.00</u>
840	DROP INLET	EA	2	<u>3,450.00</u>	<u>6,900.00</u>
840	JUNCTION BOX W/ MH	EA	2	<u>3,575.00</u>	<u>7,150.00</u>
840	CATCH BASIN	EA	3	<u>3,575.00</u>	<u>10,725.00</u>
310	15" HDPE	LF	117	<u>102.00</u>	<u>11,934.00</u>
310	12" HDPE	LF	30	<u>95.00</u>	<u>2,850.00</u>
230	FILL	CY	120	<u>32.00</u>	<u>3,840.00</u>

**TOTAL AMOUNT OF BID FOR ENTIRE PROJECT**      \$ 182,221.00



**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. Statement of the Work.

- 3.1 The Project is the Work identified in the plans and specifications prepared by City of Salisbury dated April 28, 2021(plans) 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:**

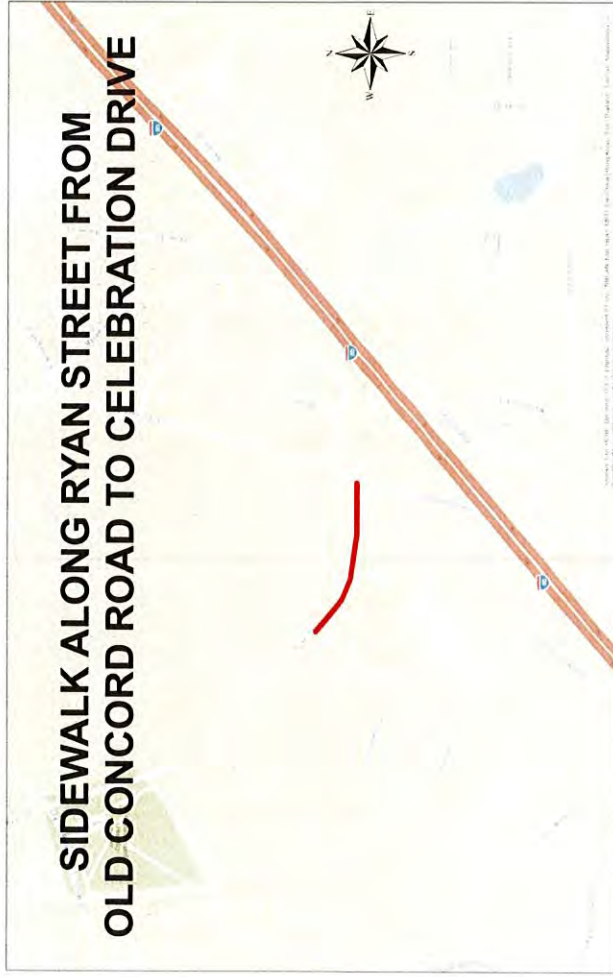
**THIS APPLICATION IS HEREBY APPROVED FOR PAYMENT:**

**OWNER: City of Salisbury Finance Department**

\_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_  
Name Title Date



# CITY OF SALISBURY ENGINEERING DEPARTMENT 132 N MAIN ST SALISBURY, NC 28144



VICINITY MAP

**Contract Notes**

1. ALL CONTRACTORS SHALL BE AT RISK FOR ACCURACY OF ALL INFORMATION AND DATA PROVIDED TO THEM BY THE CITY OF SALISBURY. THE CITY OF SALISBURY SHALL NOT BE RESPONSIBLE FOR ANY ERRORS OR OMISSIONS IN THE INFORMATION PROVIDED TO THEM BY THE CITY OF SALISBURY.

2. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM THE CITY OF SALISBURY AND ANY OTHER AGENCIES THAT MAY BE INVOLVED IN THE PROJECT.

3. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY INFORMATION AND DATA FROM THE CITY OF SALISBURY AND ANY OTHER AGENCIES THAT MAY BE INVOLVED IN THE PROJECT.

4. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY INFORMATION AND DATA FROM THE CITY OF SALISBURY AND ANY OTHER AGENCIES THAT MAY BE INVOLVED IN THE PROJECT.

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10. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY INFORMATION AND DATA FROM THE CITY OF SALISBURY AND ANY OTHER AGENCIES THAT MAY BE INVOLVED IN THE PROJECT.

No.	Revisions/Issues	Date

**City of Salisbury**  
ENGINEERING  
DEPARTMENT  
132 NORTH MAIN STREET  
SALISBURY, NC 28144

**Project Name and Address**  
RYAN STREET SIDEWALKS  
FROM OLD CONCORD  
ROAD TO CELEBRATION  
DRIVE

**Project No.**  
132 N ST SIDEWALKS  
4/28/2021

**Scale**  
COVER

**Drawn By**  
NITS



**General Notes**

1. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM THE CITY OF SALISBURY AND THE NORTH CAROLINA DEPARTMENT OF TRANSPORTATION AND PUBLIC SAFETY (NCDOT) PRIOR TO THE START OF CONSTRUCTION. ALL PERMITS AND APPROVALS SHALL BE OBTAINED AND MAINTAINED THROUGHOUT THE PROJECT.

2. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM THE CITY OF SALISBURY AND THE NORTH CAROLINA DEPARTMENT OF TRANSPORTATION AND PUBLIC SAFETY (NCDOT) PRIOR TO THE START OF CONSTRUCTION. ALL PERMITS AND APPROVALS SHALL BE OBTAINED AND MAINTAINED THROUGHOUT THE PROJECT.

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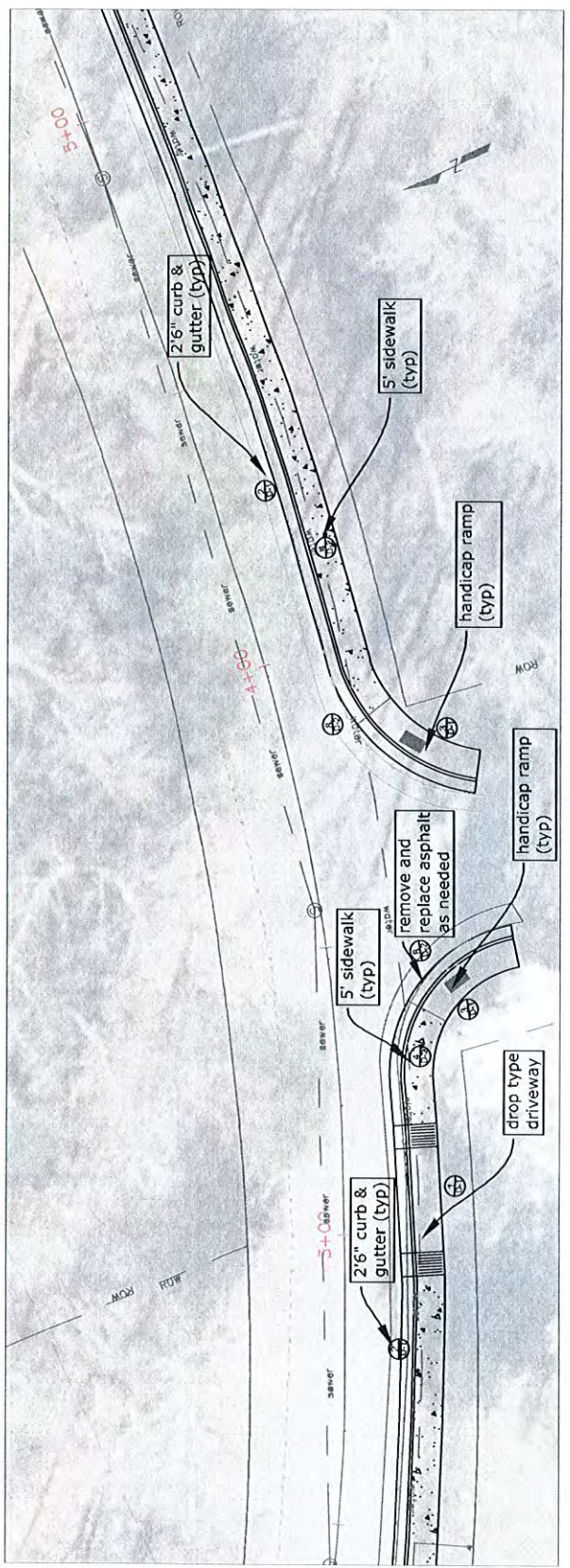
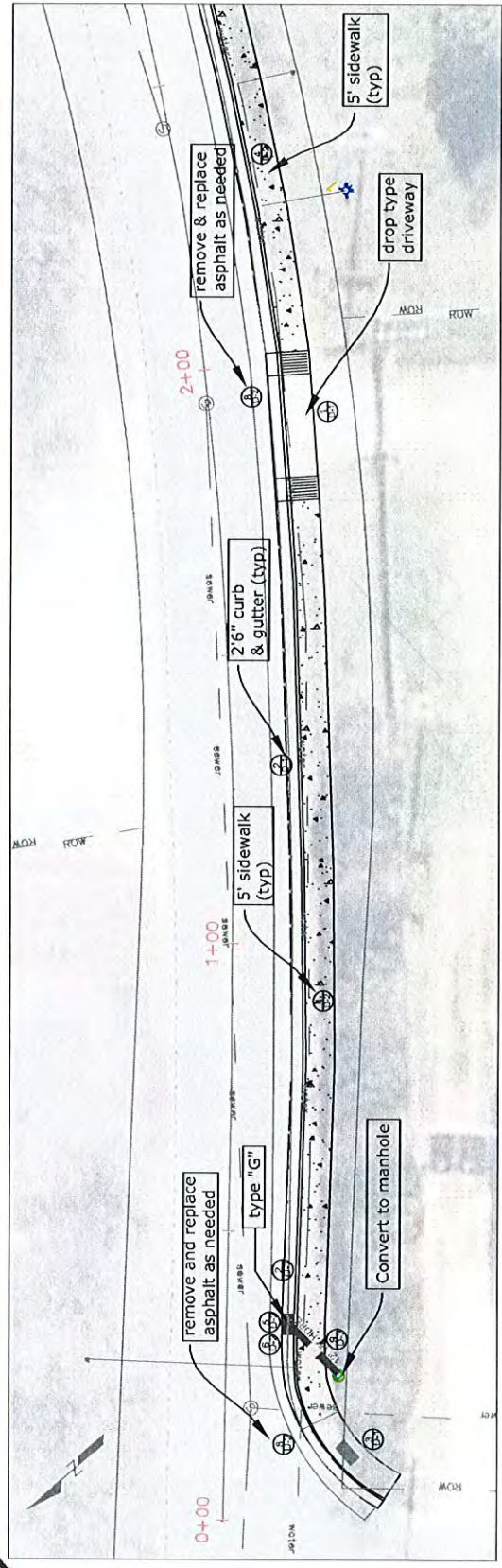
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No.	Revision/Issue	Date

**CITY OF SALISBURY**  
**ENGINEERING**  
**DEPARTMENT**  
**132 NORTH MAIN STREET**  
**SALISBURY, NC 28144**

**PROJECT NAME AND ADDRESS**  
**RYAN STREET SIDEWALKS**  
**FROM OLD CONCORD**  
**ROAD TO CELEBRATION**  
**DRIVE**

**PROJECT NO.**  
**RYAN ST. SIDEWALKS**  
**4/28/2021**  
**1"=20'**  
**C-1**





**General Notes**

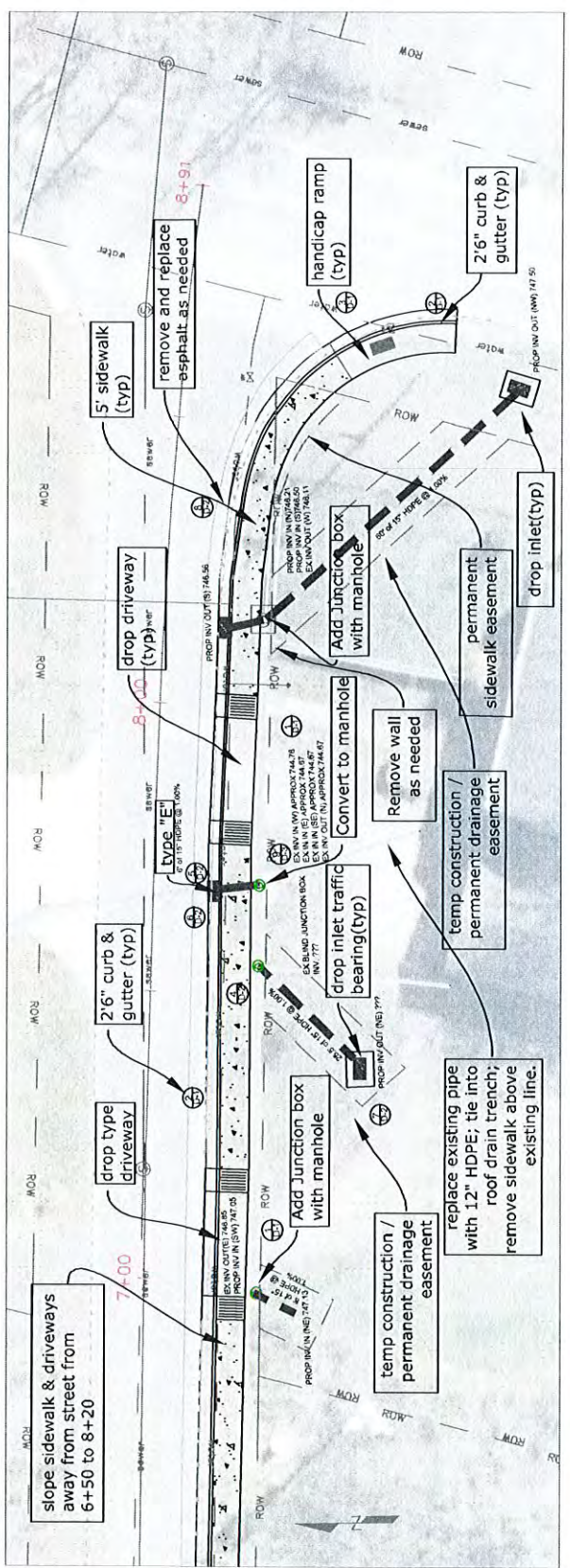
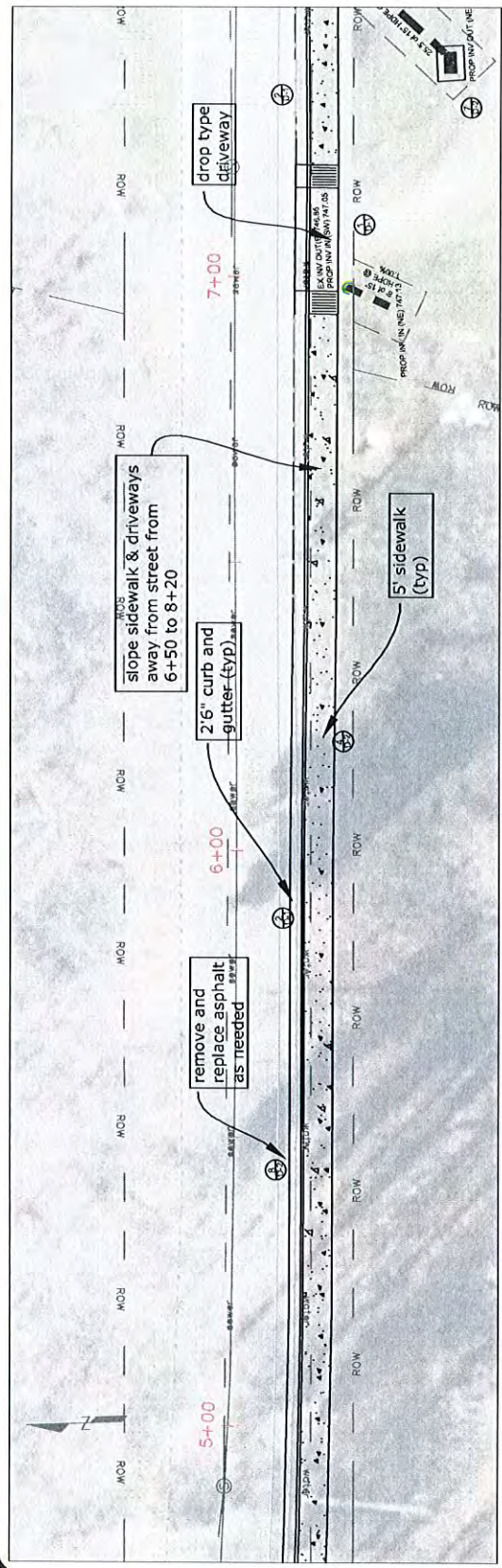
1. ALL CONSTRUCTION SHALL BE IN ACCORDANCE WITH THE LATEST EDITIONS OF THE STANDARD SPECIFICATIONS FOR CONSTRUCTION OF PUBLIC WORKS AND THE CITY OF SALISBURY DESIGN MANUAL.
2. THE CONTRACTOR SHALL MAINTAIN ALL EXISTING UTILITIES AND STRUCTURES UNLESS OTHERWISE NOTED.
3. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND EASEMENTS.
4. THE CONTRACTOR SHALL MAINTAIN ACCESS TO ALL ADJACENT PROPERTIES AT ALL TIMES.
5. THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE PROTECTION OF ALL EXISTING UTILITIES AND STRUCTURES.
6. THE CONTRACTOR SHALL MAINTAIN THE PROPOSED DRIVEWAYS AND SIDEWALKS IN ACCORDANCE WITH THE CITY OF SALISBURY DESIGN MANUAL.
7. THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE PROTECTION OF ALL EXISTING UTILITIES AND STRUCTURES.
8. THE CONTRACTOR SHALL MAINTAIN THE PROPOSED DRIVEWAYS AND SIDEWALKS IN ACCORDANCE WITH THE CITY OF SALISBURY DESIGN MANUAL.
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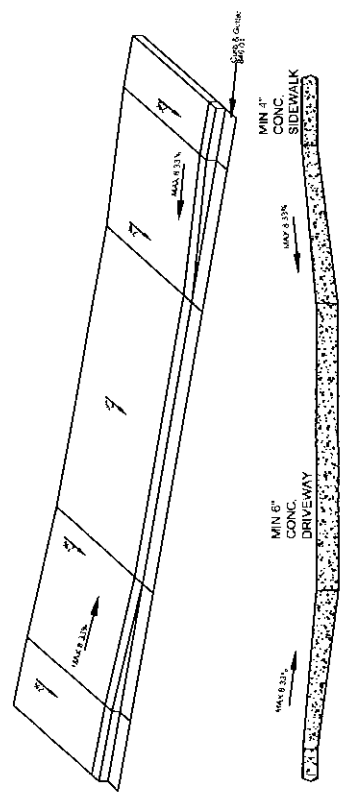
No.	Revisions/Notes	Date

**CITY OF SALISBURY**  
**ENGINEERING**  
 132 NORTH MAIN STREET  
 SALISBURY, NC 28144

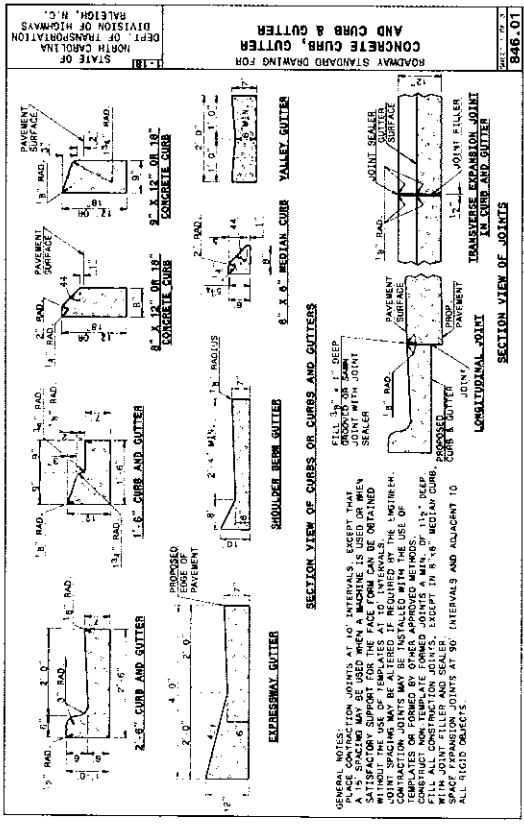
**RYAN STREET SIDEWALKS**  
 FROM OLD CONCORD  
 ROAD TO CELEBRATION  
 DRIVE

**C-2**  
 RYAN ST SIDEWALKS  
 4/7/2022  
 1"=20'

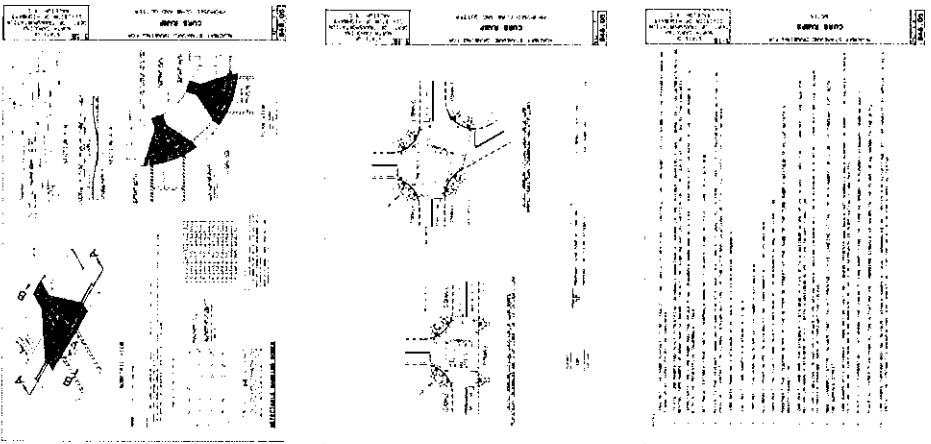




**1** **D-1** **DROP TYPE DRIVEWAY**



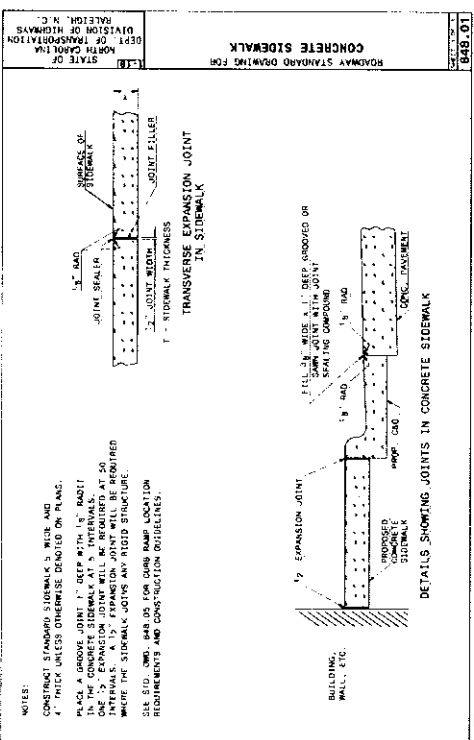
**2** **D-1** **2' 6\"/>**



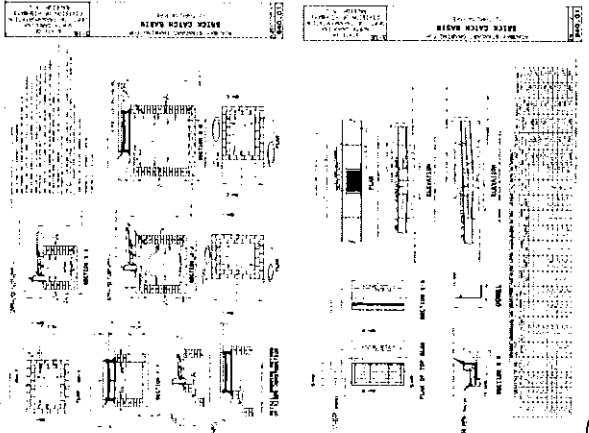
**3** **D-1** **CURB RAMPS**

<p><b>Client's Notes</b></p> <p>1. ALL CONSTRUCTION SHALL BE IN ACCORDANCE WITH THE LATEST EDITIONS OF THE STANDARD SPECIFICATIONS FOR CONSTRUCTION OF PUBLIC WORKS, AS APPLICABLE TO THE STATE OF NORTH CAROLINA, AND THE CITY OF SALISBURY, NORTH CAROLINA, AND THE LATEST EDITIONS OF THE STANDARD SPECIFICATIONS FOR CONSTRUCTION OF PUBLIC WORKS, AS APPLICABLE TO THE STATE OF NORTH CAROLINA, AND THE CITY OF SALISBURY, NORTH CAROLINA.</p> <p>2. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM THE APPROPRIATE AGENCIES.</p> <p>3. THE CONTRACTOR SHALL MAINTAIN ACCESS TO ALL ADJACENT PROPERTIES AND UTILITIES AT ALL TIMES.</p> <p>4. THE CONTRACTOR SHALL BE RESPONSIBLE FOR PROTECTING ALL EXISTING UTILITIES AND STRUCTURES.</p> <p>5. THE CONTRACTOR SHALL MAINTAIN ADEQUATE DRAINAGE AND EROSION CONTROL MEASURES THROUGHOUT THE PROJECT.</p> <p>6. THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE PROTECTION AND RESTORATION OF ALL VEGETATION AND LANDSCAPE.</p> <p>7. THE CONTRACTOR SHALL MAINTAIN ADEQUATE SAFETY MEASURES THROUGHOUT THE PROJECT.</p> <p>8. THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE PROTECTION AND RESTORATION OF ALL ADJACENT PROPERTIES AND UTILITIES.</p> <p>9. THE CONTRACTOR SHALL MAINTAIN ADEQUATE ACCESS TO ALL ADJACENT PROPERTIES AND UTILITIES AT ALL TIMES.</p> <p>10. THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE PROTECTION AND RESTORATION OF ALL VEGETATION AND LANDSCAPE.</p>	
<p>DATE: 4/20/2021</p> <p>SCALE: NTS</p>	<p>PROJECT: RYAN STREET SIDEWALKS</p> <p>FROM: OLO CONCORD ROAD TO CELEBRATION DRIVE</p>
<p>CITY OF SALISBURY</p> <p>ENGINEERING DEPARTMENT</p> <p>132 NORTH MAIN STREET</p> <p>SALISBURY, NC 28144</p>	<p>PROJECT: RYAN STREET SIDEWALKS</p> <p>FROM: OLO CONCORD ROAD TO CELEBRATION DRIVE</p>

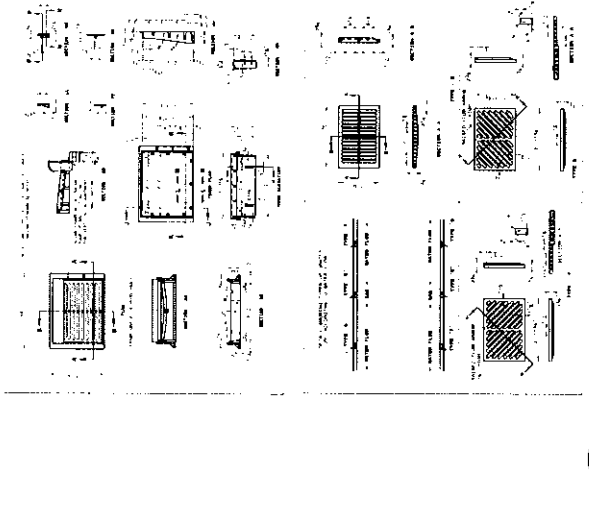
NOTES:  
 CONCRETE SIDEWALKS SHALL BE 4" THICK UNLESS OTHERWISE INDICATED ON PLANS.  
 PLACE A GROUND JOINT DEEP WITH 1/2" REBAR.  
 ONE 1/2" EXPANSION JOINT WILL BE REQUIRED AT 50 FEET INTERVALS. A 1/2" EXPANSION JOINT WILL BE REQUIRED WHERE THE SIDEWALK JOINS ANY RAISED STRUCTURE.  
 SEE STD. DMS. 848 OR FOR DRAIN RAMP LOCATION REQUIREMENTS AND CONSTRUCTION GUIDELINES.



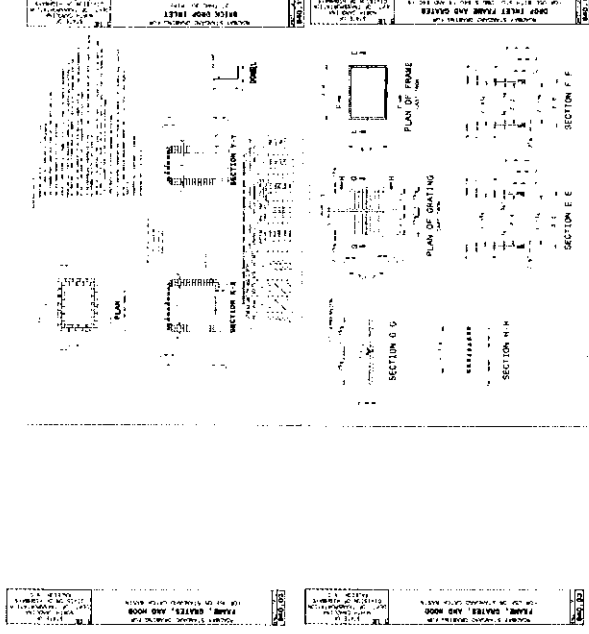
**4** **D-2** CONCRETE SIDEWALK



**5** **D-2** CATCH BASIN



**6** **D-2** FRAME, GRATE, & HOOD



**7** **D-2** DROP INLET

**General Notes**  
 THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS FROM THE CITY OF SALISBURY AND THE NORTH CAROLINA DEPARTMENT OF TRANSPORTATION. ALL PERMITS MUST BE OBTAINED PRIOR TO THE START OF CONSTRUCTION. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS FROM THE CITY OF SALISBURY AND THE NORTH CAROLINA DEPARTMENT OF TRANSPORTATION. ALL PERMITS MUST BE OBTAINED PRIOR TO THE START OF CONSTRUCTION. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS FROM THE CITY OF SALISBURY AND THE NORTH CAROLINA DEPARTMENT OF TRANSPORTATION. ALL PERMITS MUST BE OBTAINED PRIOR TO THE START OF CONSTRUCTION.

No.	Revisions/Changes	Date

**CITY OF SALISBURY**  
 ENGINEERING DEPARTMENT  
 132 NORTH MAIN STREET  
 SALISBURY, NC 28144

**RYAN STREET SIDEWALKS**  
 FROM OLD CONCORD ROAD TO CELEBRATION DRIVE

**D-2**  
 4/28/2021  
 NTS



**General Note**

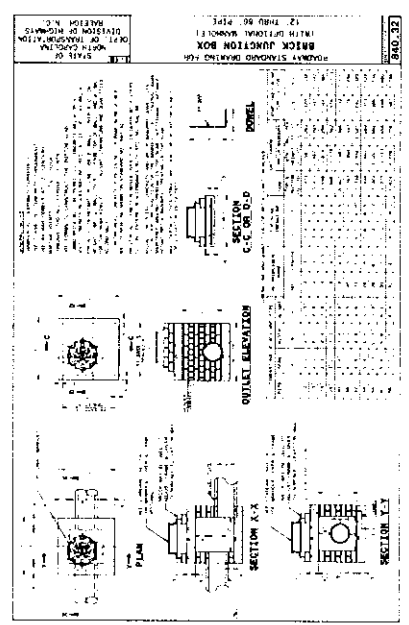
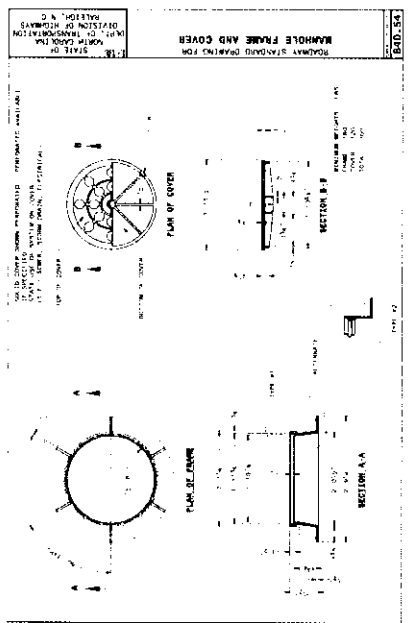
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No.	Revisions/Changes	Date

**CITY OF SALISBURY**  
**ENGINEERING**  
**DEPARTMENT**  
**132 NORTH MAIN STREET**  
**SALISBURY, NC 28144**

**RYAN STREET SIDEWALKS**  
**FROM OLD CONCORD**  
**ROAD TO CELEBRATION**  
**DRIVE**

**RYAN ST SIDEWALKS**  
**4/28/2021**  
**NTS**  
**D-3**



**9**  
**D-3**  
**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 21<sup>st</sup> 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 21<sup>st</sup> 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:



*Be an original.*

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'*

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Dear Mayor Alexander,

I respectfully request that the City Council schedule a public hearing for June 21<sup>st</sup> 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

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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<br>Police Grants Revenue | <u>\$800,000</u> |
| (2) | Increase line item 010-511-000-5450.00<br>Special Projects      | <u>\$800,000</u> |

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

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

# Salisbury City Council Agenda Item Request Form



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)*

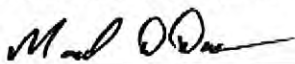
Action Requested of Council for Agenda Item: *(Please note if item includes an ordinance, resolution or petition)*

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

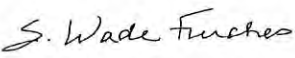
**Consent Agenda** (item requires no discussion and will be voted on by Council or removed from the consent agenda to the regular agenda)

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

## FINANCE DEPARTMENT INFORMATION:

  
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<br>Police Grants Revenue | <u>\$10,000</u> |
| (2) | Increase line item 010-511-326-5131.03<br>Crime Prevention      | <u>\$10,000</u> |

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

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

# Salisbury City Council Agenda Item Request Form



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:

**BUDGET ORDINANCE OF THE CITY OF SALISBURY FOR THE FISCAL YEAR  
BEGINNING JULY 1, 2022, AND ENDING JUNE 30, 2023**

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:

City Council	\$	760,032
Management and Administration		1,439,322
Communications		461,242
Human Resources		2,482,415
Finance		1,537,200
Customer Service		463,535
Community Planning Services		1,016,585
Information Technology		1,674,755
Development Services		337,138
Code Services		502,333
Downtown Development		460,459
Facilities Maintenance		612,030
Central City Buildings		655,116
Plaza		150,139
Police Services		4,209,314
Police Administration		1,151,769
Police Operations		6,060,751
Fire Department		8,475,214
Telecommunications		797,836
Traffic Operations		291,568
Street Lighting		476,100
Transportation		630,000
Engineering		2,261,466
Public Works Administration		465,363
Streets		2,161,421
Solid Waste		2,070,287
Waste Management - Other		547,131
Cemetery		106,348
Grounds Maintenance		1,467,922
Bell Tower Green		504,535
Parks and Recreation		1,619,763
Fleet Management		1,271,873
Education		-
Fibrant Support		2,700,000
Debt Service		810,578
TOTAL GENERAL FUND	\$	<u>50,631,540</u>

(2) That for said fiscal year there is hereby appropriated out of the WATER AND SEWER FUND the following:

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

(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	<u>2,000,000</u>
Total revenues and other financing sources	<u>\$ 50,631,540</u>
Water and Sewer Fund:	
Operating revenues	\$ 27,847,552
Nonoperating revenues	20,000
Other financing sources	<u>1,000,000</u>
Total revenues	<u>\$ 28,867,552</u>
Transit Fund:	
Charges for services	\$ 48,000
Intergovernmental revenues	553,661
Other financing sources	<u>1,812,799</u>
Total revenues and other financing sources	<u>\$ 2,414,460</u>
General Fund Capital Reserve Fund:	
Transfer from General Fund	\$ 2,367,648
Nonoperating revenues	30,000
Other financing sources	<u>1,635,095</u>
Total revenues and other financing sources	<u>\$ 4,032,743</u>
Water and Sewer Capital Reserve Fund:	
Transfer from Water and Sewer Fund	\$ 492,896
Miscellaneous	30,000
Other financing sources	<u>191,323</u>
Total revenues and other financing sources	<u>\$ 714,219</u>
Fibrant Communications Fund:	
Operating revenues	\$ 810,000
Nonoperating revenues	8,110
Other financing sources	<u>2,700,000</u>
Total revenues	<u>\$ 3,518,110</u>
Stormwater Fund:	
Total revenues	<u>\$ 2,705,278</u>
Stormwater Capital Reserve Fund:	
Total revenues and other financing sources	<u>\$ 497,512</u>



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**

Sale of Salisbury City Council meeting recording  
 Copier or Multifunction Machine Fee  
  
 Copy of Reports/Files

	Fee
Actual cost of supplies and mailing	
\$0.10 per copy/scanned page; Minimum of \$1	
Actual cost of supplies and mailing	

**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. \$250 for each additional)	\$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**

Nuisance abatement (Fees vary depending on the extent of the abatement)  
 Demolition or Moving Permit Application Fee  
 After the Fact Demolition Permit

	Fee
	Contractor & landfill costs
	\$50
	\$250

**ENGINEERING**

## Subdivision Review:

Major Subdivision (Preliminary plat)	\$200 + \$10/lot
Minor Subdivision	\$30 per lot
Exception plat	\$20
Special Exception	\$200
Street & alley closings filing fee	\$500

## Printed Maps

Up to 11"x17" (ledger size)	\$1
34"x44" (E size sheet)	\$5
City Street Map	\$5
Custom Map	\$25

Engineering Plan Review Fee (Utility Only - New Construction)

\$200

Engineering Plan Review Fee (Utility Only- Upfit)

\$100

DENR Delegated Water Permit

\$200

DENR Delegated Sewer Permit

\$200

Field Inspections of Water Lines

\$1 per foot

Field Inspections of Sewer Lines

\$1 per foot

## Media Charges

CD Disk, Each	\$20
DVD Disk, Each	\$20

**TRAFFIC OPERATIONS**

Traffic Count

\$15 per counter per day

Repair of traffic control devices-materials

Actual cost + 10% for handling

Repair of traffic control devices-labor

Hourly rate + fringe benefits

Repair of traffic control devices-use of bucket truck or paint machine

\$50/hour

Repair of traffic control devices-use of service truck or small equipment

\$9/hour

**POLICE**

Copies

\$0.10 per copy/scanned page;

(No fee to victims of crime or traffic accidents for first copy  
 of a report, but charged for any additional copies)

minimum of \$1;

\$1 extra for mailing

Fingerprinting

\$10

Handicapped Parking Violation

\$250

Pool Hall Permits

\$100

Taxi permits - one time only

\$15

Parking ticket - illegal parking

\$5

Parking ticket - overtime parking (more than 2 hours)

\$15

## Media Charges

CD Disk, Each	\$20
DVD Disk, Each	\$20

**FIRE**

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

	Fee
	Actual cost including equipment
	\$0.10 per copy/scanned page;
	minimum of \$1
Lifting Assistance	\$250 per call
Lifting Assistance Standby	\$95 per hour stand-by

**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

	Fee
Fire Alarm and Detection System: (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
<b>MISCELLANEOUS TESTS, INSPECTIONS, AND SERVICES</b>	
<b>Residential (Group R-3):</b>	
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: <i>Re-inspections due to work not being finished, corrections not being completed, or failure to cancel an inspection.</i>	\$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
<b>Plans Review:</b>	
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	A x B = Permit Fee
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

	Fee
Building:	
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**

	Fee
Dispatch service:	
Cost per unit	\$10
Surcharge per radio for companies with less than 25 radios	\$4
One-time hook-up (per radio)	\$25
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)***

Room A or B	\$40 per hour + \$75 Damage deposit
Multi-purpose room	\$75 per hour + \$75 Damage deposit
8 hour rental	\$500 + \$75 Damage deposit
Any room with kitchen	\$10/ hr. additional
Teen Room/Game Room	\$60 per hour + \$75 Damage deposit

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

Meeting Room	\$50 per hour + \$75 Damage deposit
Gym	\$70 per hour + \$100 Damage deposit
8 hour rental	\$300 + \$75 Damage deposit

	Fee
<b>Miller Center (3 hour minimum rental non-operational hours)</b>	
Computer Lab	\$30 per hour + \$75 Damage deposit
Multi-purpose room	\$40 per hour + \$75 Damage deposit
Meeting room	\$40 per hour + \$75 Damage deposit
Any room with kitchen	\$10/ hr. additional
<b>Park Avenue Community Center (2 hour minimum for rental non-operational hours)</b>	
Multi-purpose room & kitchen	\$70 per hour + \$50 Damage deposit
4 hours or less Rental	\$70 per hour + \$50 Damage deposit
4 hours or more Rental	\$300 + \$50 Damage deposit
<b>Recreation Center Rental Discounts &amp; Notes (applies to all centers)</b>	
Non-Profit Rate (must have non-profit status paperwork)	50%
Weekday Rate (Mon-Thurs)	75%
Please note discounts DO NOT apply to non-operating hours usage in some cases.	
Per hour rates vary per facility for non-operating hours.	
<b>Fred M. Evans Pool @ Lincoln Park (2 hour minimum)</b>	
Two lifeguards	\$50 per hour + \$50 Damage deposit
Four lifeguards	\$75 per hour + \$50 Damage deposit
<b>Bell Tower Green</b>	
County Rates:	
Green (3 hour minimum)	\$300 + \$100 Damage deposit (\$50 per hour after)
Ampitheater/Green/Promenade (5 hour minimum)	\$750 + \$300 Damage deposit (\$100 per hour after)
Bell Tower/Gazebo (5 hour minimum)	\$300 + \$100 Damage deposit (\$50 per hour after)
Garden Trellis (3 hour minimum)	\$300 + \$100 Damage deposit (\$50 per hour after)
Promenade (3 hour minimum)	\$200 + \$100 Damage deposit (\$50 per hour after)
Non-County Rates:	
Green (3 hour minimum)	\$500 + \$100 Damage deposit (\$100 per hour after)
Ampitheater/Green/Promenade (5 hour minimum)	\$1,000 + \$300 Damage deposit (\$200 per hour after)
Bell Tower/Gazebo (5 hour minimum)	\$500 + \$100 Damage deposit (\$100 per hour after)
Garden Trellis (3 hour minimum)	\$500 + \$100 Damage deposit (\$100 per hour after)
Promenade (3 hour minimum)	\$350 + \$100 Damage deposit (\$100 per hour after)
County Non-Profit Rate: 50%	
Monday - Friday Day (before 5 P.M.) Rate	75%
Entire Park Rental (8 hours - large private or corporate events)	\$4,000 + \$1,000 Damage deposit (\$250 per hour after)
Concert /Large Spectator Event (8 hours)	\$2,000 + \$500 Damage deposit (\$150 per hour after)
Set-up	\$200
Staffing (if required)	\$20 per hour per staff member
8 Foot Table	\$5.00 per table (minimum of 10)
Chairs	\$1.00 per chair (minimum of 25)
Lighting Fee (Bell Tower & Water Wall)	\$25
Activity Cart	\$50
Raindate Hold (non-refundable)	\$300
<b>Shelters &amp; Gazebo Rentals:</b>	
Standard Park Shelters	\$40 per day
<b>Gazebos</b>	
Hurley Park Gazebo Rental	\$100
Peace Haven Gazebo at City Park	\$100
Robertson Eastern Gateway	\$100
Cannon Park Gazebo Rental	\$100
Gazebo Refundable Deposit	\$50



**Advertising Fees**

Salisbury Community Park

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**Fee**

\$600 initial fee;

\$300 annual renewal

Salisbury Greenway

\$1,000-\$5,000

**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
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Additional per hour charge for lights	\$25
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Field Prep Fee	\$60
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**Tournament Fees for Kelsey and Sports Complex (multiple teams/multiple games)**

1 day (8 A.M. - 11 P.M.) per field	\$150
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1 day, 2 fields	\$300
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2 days, 2 fields	\$600
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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
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1 day, all fields	\$1,000
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2 days, all fields	\$2,000
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Non-refundable deposit of 50% of day rate or \$200

Rate includes field preparation and lighting

Additional preparation fee per field	\$60
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**Inclement weather prep**

Field Conditioner (per bag)	\$15
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Staff time (per hour per staff fee)	\$40
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**Soccer:**

Flat Fee	\$25 per hour
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Field Prep Fee	\$60 per field
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**Tournament Fees**

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

**Football:**

Flat Fee	\$25 per hour
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Tournament Prep Fees	\$60 per field
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**Cross Country Prep Fee**

\$150
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**Tennis/Pickleball:**

Key Card Access	\$5
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Court Reservation (Max 2 courts, 2 hours)	\$20 per hour
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Tournament Fee	\$500 for 8 hours
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Additional Tournament Hours (over 8 hours)	\$20 per hour per court
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Refundable Damage Deposit	\$100
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**Special Event Permits**

Park Usage Fee	\$100
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1 Day Permit	\$50
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Refundable Damage Deposit	\$100
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Gate Permit	\$50 per day
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Concession Permit	\$50 per day
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Vending Permit	\$50 per day
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**West End Community Center**

Conference Room	\$50 per hour
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**UTILITY ENGINEERING**

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

**BUSINESS AND FINANCIAL SERVICES**

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

**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 \$150
- (b) Waste Collection and/or Stormwater Residential without water service \$75
- (c) Commercial, industrial, and institutional recipient \$150  
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. \$150
- (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 ¾" 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  
 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. not to exceed \$1,975
- (w) Recycling Fee \$5.80/month
- (x) Landfill Fee
- (1) Residential (per container) \$5.13/month
  - (2) Commercial (per container) \$9.14/month
- (y) Waste Collection Fee
- (1) Residential (per container) \$9.28/month
  - (2) Commercial (per container) \$11.66/month
  - (3) Removal of containers for nonpayment \$25
- (z) Stormwater Fee
- (1) Residential \$4.41/month
  - (2) 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.

Test	Fee
Coliform, P/A-Water	\$40
Nitrate (water)	\$40

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@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\*\*\***

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**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 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.

**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 7<sup>th</sup> day of June, 2022.

This 7<sup>th</sup> 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 7<sup>th</sup> day of June, 2022.

CITY COUNCIL OF THE CITY OF SALISBURY,  
NORTH CAROLINA

BY: \_\_\_\_\_  
Karen K. Alexander, Mayor

\_\_\_\_\_  
Kelly Baker, City Clerk

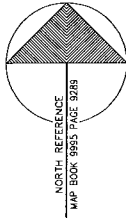


**RIGHT OF WAY TO BE CLOSED**



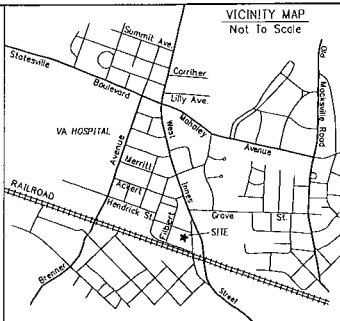


ROWAN COUNTY  
 Filed for registration at \_\_\_\_\_ o'clock \_\_\_\_\_ M  
 in Map Book 9995 Page \_\_\_\_\_  
 J. E. BRINDLE, REGISTER OF DEEDS  
 BY: \_\_\_\_\_ ASST/DEPUTY



LEGEND :

- 1/2" IRON PIPE FOUND
- 1/2" REBAR SET
- EX NAIL FOUND
- "MAG" NAIL SET
- STONE FOUND
- CONC. R/W MON. FOUND
- TELEPHONE LINE
- ELECTRICAL LINE
- LINE NOT SURVEYED
- R/W
- CENTERLINE
- TIE LINE
- NOT TO SCALE
- FENCE
- POINT NOT SET
- UTILITY POLE
- BACK OF CURB
- CABLE PEDESTAL
- FIRE HYDRANT
- WATER METER
- MANHOLE
- MONITORING WELL



PROPERTY IS LOCATED IN A FLOOD ZONE "X" (AREA DETERMINED TO BE OUTSIDE THE 0.2% ANNUAL CHANCE FLOODPLAIN) PER FLOOD INSURANCE RATE MAP COMMUNITY PANEL NUMBER 3710576000, DATED JUNE 16, 2009.

THIS PLAT IS SUBJECT TO ANY EASEMENTS, AGREEMENTS, CONVEYANCES OR RIGHT-OF-WAYS OF RECORD THAT MAY BE DISCLOSED BY A FULL AND ACCURATE TITLE SEARCH.

THIS SURVEY CREATES A SUBDIVISION OF LAND WITHIN THE AREA OF A MUNICIPALITY THAT HAS AN ORDINANCE THAT REGULATES PARCELS OF LAND

I, RILEY O. GOBBLE, JR., CERTIFY THAT THIS PLAT WAS DRAWN UNDER MY SUPERVISION FROM AN ACTUAL SURVEY MADE UNDER MY SUPERVISION (DEED DESCRIPTION RECORDED IN DEED BOOK 1184 PAGE 257, DEED BOOK 880 PAGE 331, DEED BOOK 1348 PAGE 837 AND DEED BOOK 1379 PAGE 025); THAT THE BOUNDARIES NOT SURVEYED ARE CLEARLY INDICATED AS DRAWN FROM INFORMATION FOUND ON THE FACE OF THE PLAT OR IN "REFERENCES"; THAT THE RATIO OF PRECISION AS CALCULATED IS 1:10,000; THAT THIS PLAT WAS PREPARED IN ACCORDANCE WITH G.S. 47-30 AS AMENDED. WITNESS MY ORIGINAL SIGNATURE, REGISTRATION NUMBER AND SEAL THIS 4 TH DAY OF APRIL, A.D., 2022.

Line	Bearing	Distance
L1	S 70°-56'-52" E	25.00'
L2	N 70°-44'-29" W	25.02'
L3	N 19°-03'-08" E	6.00'
L4	S 70°-56'-52" E	25.00'
L5	N 70°-57'-04" W	25.00'
L6	S 19°-03'-14" W	6.00'
L7	N 70°-42'-18" W	24.99'
L8	S 19°-08'-22" W	5.99'
L9	N 70°-32'-47" W	24.99'
L10	N 70°-55'-13" W	25.01'

PROFESSIONAL LAND SURVEYOR L-3750

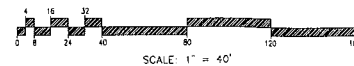
STATE OF NORTH CAROLINA  
 COUNTY OF ROWAN

I, \_\_\_\_\_, REVIEW OFFICER OF ROWAN COUNTY, CERTIFY THAT THE MAP OR PLAT TO WHICH THIS CERTIFICATE IS AFFIXED MEETS ALL STATUTORY REQUIREMENTS FOR RECORDING.

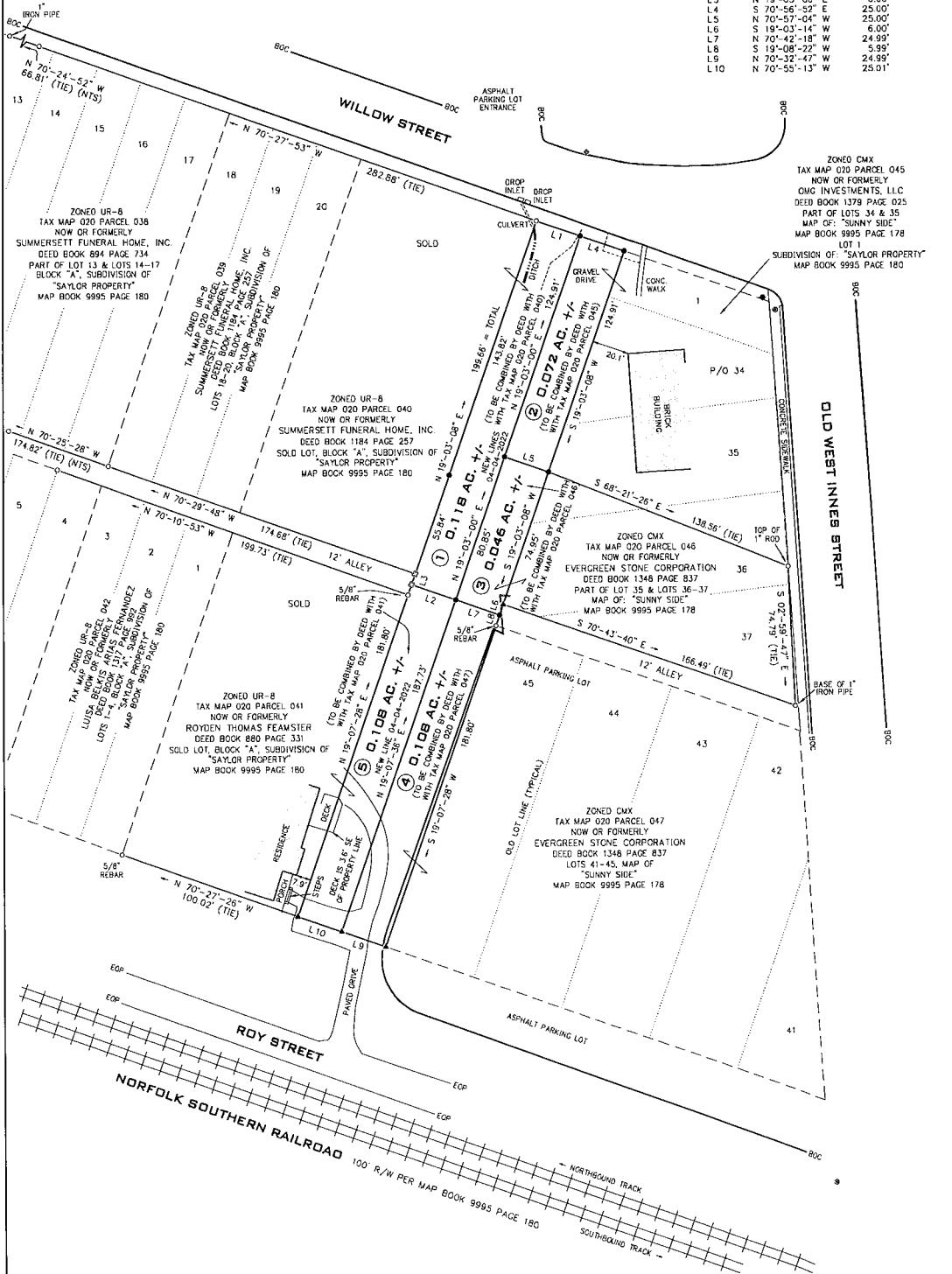
DATE \_\_\_\_\_ REVIEW OFFICER \_\_\_\_\_

**PRELIMINARY PLAT**  
**NOT FOR RECORDATION**  
**CONVEYANCES, OR SALES**

- REFERENCES :
- TAX MAP 020 PARCEL 040 DEED BOOK 1184 PAGE 257
  - TAX MAP 020 PARCEL 045 DEED BOOK 1379 PAGE 025
  - TAX MAP 020 PARCEL 046 DEED BOOK 1348 PAGE 837
  - TAX MAP 020 PARCEL 047 DEED BOOK 1348 PAGE 837
  - TAX MAP 020 PARCEL 041 DEED BOOK 880 PAGE 331
  - SUBDIVISION OF: "SAYLOR PROPERTY" BLOCK "A" MAP BOOK 9995 PAGE 180
  - MAP OF: "SUNNY SIDE" MAP BOOK 9995 PAGE 178



SURVEY FOR :  
**CORRELL STREET CLOSING**  
 TOWNSHIP & CITY OF SALISBURY  
 ROWAN COUNTY, NORTH CAROLINA  
 SURVEY BY: RILEY O. GOBBLE, JR., PLS L-3750  
 635 ROWAN MILL ROAD, SALISBURY, NC 28147  
 PHONE: 704.633.0744 EMAIL: rgo@rld24.com  
 SCALE: 1" = 40' DWG: "GLSWILLOW"  
 DATE: APRIL 4, 2022





# Salisbury City Council Agenda Item Request Form



Please Select Submission Category:  Public  Council  Manager  Staff

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
<b>TOTAL:</b>	<b>\$514,920.00</b>

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/>.

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

Attachments:  Yes  No

**Action Requested of Council for Agenda Item:** 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](mailto:Hannah.Jacobson@salisburync.gov).

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- 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\*\*\***

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**For Use in Clerk's Office Only**

**Approved**

**Declined**

**Reason:**



Public Hearing

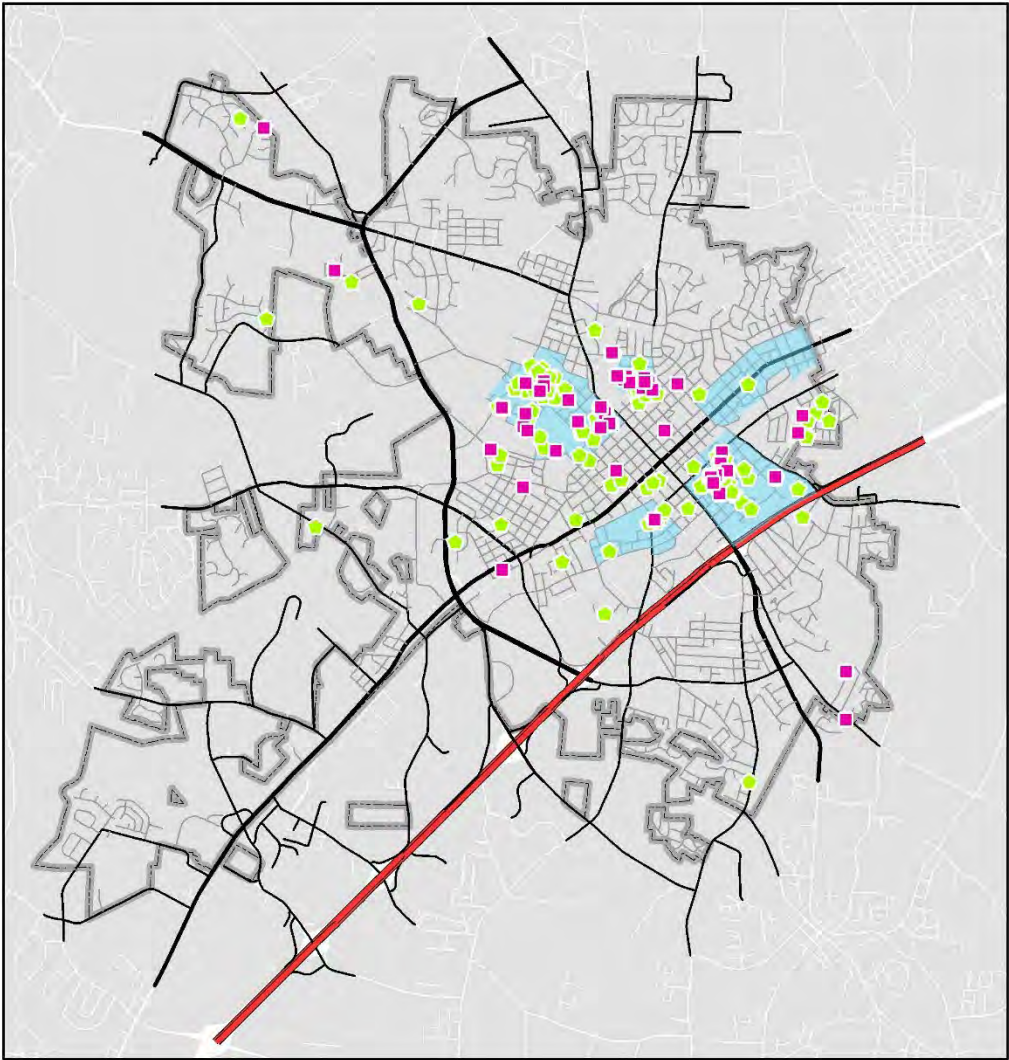
Community Development  
Block Grant & HOME  
Program Funds

June 7, 2022

# Funding Allocation 2022-2023

CDBG	\$ 290,752.00
HOME Program	\$ 204,168.00
<u>Program Income</u>	<u>\$ 20,000.00</u>
TOTAL	\$ 514,920.00

# CDBG & HOME ACTIVITIES 1997-2020



- HOME ACTIVITIES
- CDBG ACTIVIITES
- CDBG TARGET AREAS
- Salisbury City Limits



Date: 2/2/2021





# 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 21<sup>st</sup> City Council meeting
- ▶ Public comment closes July 13th
- ▶ Council considers adoption at July 19<sup>th</sup> 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](mailto: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)*

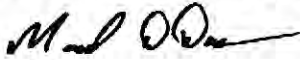
Council to consider approving an in-house microtransit pilot project utilizing the Software-as-a-Service Model and then transitioning to the Transportation-as-a-Service model if funding is awarded through the U.S. Department of Transportation's Rural Surface Transportation Grant Program (RURAL) grant.

**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)

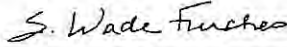
**FINANCE DEPARTMENT INFORMATION:**



Finance Manager Signature



Department Head Signature



Budget Manager Signature

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

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**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 a 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:**

*M. O'Donoghue*

Finance Manager Signature

*Ray A. ...*

Department Head Signature

*S. Wade Finches*

Budget Manager Signature

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

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**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:

- |     |  |            |
|-----|--|------------|
| (1) | Increase line item 035-000-000-446002<br>Miscellaneous State Grants  | \$ 688,298 |
| (2) | Increase line item 035-653-000-5710.00<br>Capital Outlay - Equipment | \$ 688,298 |

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](mailto: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

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Approved

Delayed

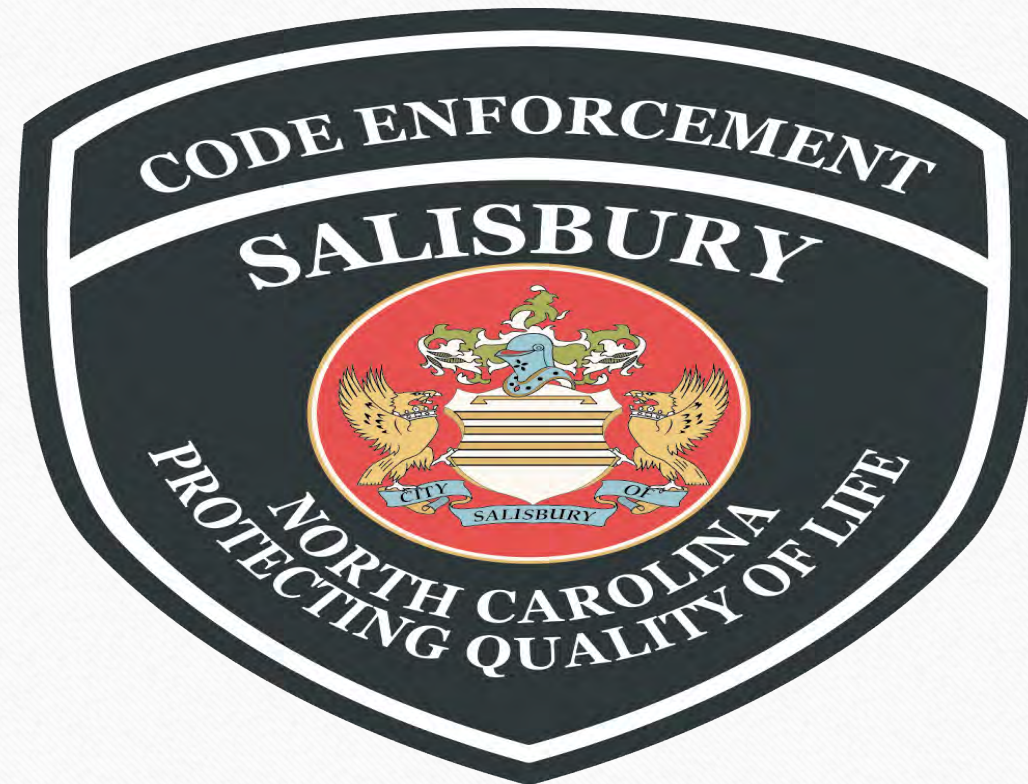
Declined

**Reason:**



# FY 2021-2022 Demolition status

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# Demolition Update

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- 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

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- 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

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- 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

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# 1027 W HORAH ST

OWNER	Heirs of Ronald E Morton	
ACTIVITY	DATE	COMMENTS
INSPECTED	February 1, 2022	
ORDER OF COMPLIANCE ISSUED	February 1, 2022	
STRUCTURE POSTED WITH HEARING NOTICE	February 2, 2022 & May 10, 2022	Posted in the Salisbury post May 12, 2022
HEARING DATE	February 16, 2022 & May 31, 2022	No one attended
COMPLIANCE DATE	May 16, 2022	90 Days
No Utilities		











# 425 MESSNER ST

OWNER	Heirs of Berliner M Withers	
ACTIVITY	DATE	COMMENTS
INSPECTED	February 1, 2022	
ORDER OF COMPLIANCE ISSUED	February 1, 2022	
STRUCTURE POSTED WITH HEARING NOTICE	February 2, 2022 & May 10, 2022	Posted in the Salisbury post May 12, 2022
HEARING DATE	February 16, 2022 & May 31, 2022	No one attended
COMPLIANCE DATE	May 16, 2022	90 Days
No Utilities		











# 623 Forney ST

OWNER	Heirs of Norman F Alexander Sr	
ACTIVITY	DATE	COMMENTS
INSPECTED	February 1, 2022	
ORDER OF COMPLIANCE ISSUED	February 1, 2022	
STRUCTURE POSTED WITH HEARING NOTICE	February 2, 2022 & May 10, 2022	Posted in the Salisbury post May 12, 2022
HEARING DATE	February 16, 2022 & May 31, 2022	No one attended
COMPLIANCE DATE	May 16, 2022	90 Days











# 318 Vanderford ST

OWNER	Walter C Howell	
ACTIVITY	DATE	COMMENTS
INSPECTED	February 1, 2022	
ORDER OF COMPLIANCE ISSUED	February 1, 2022	
STRUCTURE POSTED WITH HEARING NOTICE	February 2, 2022 & May 10, 2022	Posted in the Salisbury post May 12, 2022
HEARING DATE	February 16, 2022 & May 31, 2022	No one attended
COMPLIANCE DATE	May 16, 2022	90 Days











# 1436 Old Wilkesboro Rd

OWNER	Joel J David	
ACTIVITY	DATE	COMMENTS
INSPECTED	February 2, 2022	
ORDER OF COMPLIANCE ISSUED	February 2, 2022	
STRUCTURE POSTED WITH HEARING NOTICE	February 3, 2022	
HEARING DATE	February 17, 2022	Property owner attended hearing and signed intent to repair letter.
COMPLIANCE DATE	May 16, 2022	90 Days









## 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 LOATED 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 LOATED 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 FORNET 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 LOATED 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 LOATED 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**

**Reason:**

**Declined**

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 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: 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

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Approved

Delayed

Declined

**Reason:**

## Boards and Commissions Worksheet – 2022

### Alternate Methods of Design Commission – No Liaison

<u>Current Member</u>	<u>Term Expires</u>	<u>Eligible for Reappointment</u>	<u>Need 2 Members</u>
Alex Bost	3/31/22	No	_____
Chris Bradshaw	3/31/22	No	_____

**Applicants:**

**Notes:** Members shall have demonstrated experience, education, or licensure in the design, construction, and /or development field.

### Historic Preservation Commission – No Liaison

<u>Current Members</u>	<u>Term Expires</u>	<u>Eligible for Reappointment</u>	<u>Need 1 Member</u>
Eugene Goetz	3/31/22	No	Lillian Goodnow
William James	3/31/22	Yes	William James
Sue McHugh	3/31/22	No	_____

**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

<u>Current Members</u>	<u>Term Expires</u>	<u>Eligible for Reappointment</u>	<u>Need 1 Member</u>
Vacant	12/31/23	n/a	_____

**Applicants:**

Lawrence Roth

**Notes:**



# Dawn

## Leo

Submission Date	May 11, 2022 12:52 PM
First Name	Dawn
Last Name	Leo
E-mail	<a href="mailto:DLeo1310@gmail.com">DLeo1310@gmail.com</a>
Home Phone	7046406826
Address	1310 Richard Rd
City	Salisbury
State	NC
ZIP Code	28147
Ethnicity	Caucasian/Non-Hispanic
Gender	Female
Do you reside within the City limits of Salisbury?	No
Are you within the City's Extraterritorial Jurisdiction (ETJ) area?	Yes
Please indicate your #1 preference:	Community Appearance Commission
Please indicate your #2 preference:	Parks and Recreation Advisory Board
Please indicate your #3 preference:	Historic Preservation Commission
Have you served on a board or commission of the City of Salisbury?	No

Why are you interested in serving 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/Areas of Expertise/Professional Organizations that you feel would be of assistance to you in your duties as a member of the Board or Commission:

I 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

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# Lawrence

## Roth

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Submission Date May 26, 2022 7:56 AM

First Name Lawrence

Last Name Roth

E-mail [ljroth1959@gmail.com](mailto:ljroth1959@gmail.com)

Home Phone 7048061959

Address 637 Brownrigg Rd

City Salisbury

State NC

ZIP Code 28144

Ethnicity Caucasian/Non-Hispanic

Gender Male

Occupation Restaurant owner

Do you reside within the City limits of Salisbury? Yes

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

Please indicate your #1 preference: Other

Please indicate your #2 preference: Other

Please indicate your #3 preference: Other

Have you served on a board No

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

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

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.

**Make a difference in the Community**

**competent Management skills**

No

No

I agree

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# 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): Mayor Alexander

**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\*\*\***

## For Use in Clerk's Office Only

Approved  Delayed  Declined

Reason: