<table>
<thead>
<tr>
<th>No.</th>
<th>Item</th>
<th>Description</th>
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<tbody>
<tr>
<td>1.</td>
<td>Call to Order</td>
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<td>2.</td>
<td>Moment of Silence</td>
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<tr>
<td>3.</td>
<td>Pledge of Allegiance</td>
<td>Police Honor Guard to Present Colors.</td>
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<tr>
<td>4.</td>
<td>Welcome to the People’s House!</td>
<td>A reminder that City Hall exists for, of and by the people of our City and is inclusive of ALL!! Council and staff are here to SERVE YOU and to create a welcoming, inclusive, safe, and thriving environment for ALL to enjoy as you live, work, play, volunteer, visit, learn and participate in decision making in our great City!!</td>
</tr>
<tr>
<td>5.</td>
<td>Recognition of Visitors</td>
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<tr>
<td>6.</td>
<td>Retiring Council adjourns.</td>
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OATH OF OFFICE AND ELECTION OF MAYOR AND MAYOR PRO TEM

1. New Council assembles.
2. Administer Oath to Council Members.
3. Appoint a temporary chairman.
4. Receive nominations for Mayor.
5. Mayor elected.
6. Administer Oath of office to Mayor.
7. Mayor to preside over meeting.
8. Receive nominations for Mayor Pro Tem.
9. Mayor Pro Tem elected.
10. Administer Oath of office to Mayor Pro Tem.
11. Remarks from Council Members.
<table>
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<tr>
<th>COUNCIL CONVENES – NEW BUSINESS</th>
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<tbody>
<tr>
<td>1. Adopt the Agenda</td>
</tr>
<tr>
<td>2. Consent Agenda:</td>
</tr>
<tr>
<td>(a) Minutes</td>
</tr>
<tr>
<td>(b) Budget Ordinance Amendment</td>
</tr>
<tr>
<td>3. Public Comment.</td>
</tr>
</tbody>
</table>
| 4. Voluntary Annexation – The Gables | Requestor(s): Engineering  
Presenter(s): Wendy Brindle, Engineer  
Council to hold a public hearing and consider adopting an **ORDINANCE** annexing the Gables at Kepley Farms Phase 5, effective December 31, 2019:  
(a) Receive a presentation from staff  
(b) Hold a public hearing  
(c) Consider adopting the Ordinance. |
| 5. Street Closing – 200 Block of West Cemetery Street | Requestor(s): Engineering  
Presenter(s): Wendy Brindle, Engineer  
Council to consider closing the 200 Block of West Cemetery Street:  
(a) Receive a presentation from staff  
(b) Hold a public hearing  
(c) Consider adopting a **RESOLUTION** accepting an offer of dedication of the right-of-way  
(d) Consider adopting an **ORDER** to close the 200 block of West Cemetery Street. |
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<tr>
<th></th>
<th>Resolution of Support</th>
<th>Requestor(s): City Council</th>
<th>Council to hold a courtesy hearing and consider adopting a <strong>RESOLUTION</strong> of support for the construction of a K-8 school in Salisbury, North Carolina.</th>
</tr>
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<tbody>
<tr>
<td></td>
<td>Appointments – Comprehensive Plan Steering Committee</td>
<td>Requester(s): Community Planning Services</td>
<td>Council to consider making appointments to the Comprehensive Plan Steering Committee.</td>
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<tr>
<td></td>
<td>Council Liaison Appointments</td>
<td>Presenter(s): Hannah Jacobson, Planning Director</td>
<td>Council to consider making Council Liaison appointments to the following community groups:</td>
</tr>
</tbody>
</table>
|   |                        |                             | (a) ABC Board  
|   |                        |                             | (b) Centralina Council of Governments  
|   |                        |                             | (c) Centralina Council of Governments-Alternate  
|   |                        |                             | (d) Community Appearance Commission  
|   |                        |                             | (e) Downtown Salisbury, Inc.  
|   |                        |                             | (f) Economic Development Commission  
|   |                        |                             | (g) Fireman’s Relief Fund  
|   |                        |                             | (h) Housing Advocacy Commission  
|   |                        |                             | (i) Human Relations Council  
|   |                        |                             | (j) Metropolitan Planning Organization  
|   |                        |                             | (k) Metropolitan Planning Organization-Alternate  
|   |                        |                             | (l) Parks and Recreation Advisory Board  
|   |                        |                             | (m) Rufty-Holmes Senior Center  
|   |                        |                             | (n) Salisbury-Rowan Community Action Agency  
|   |                        |                             | (o) Rowan County Tourism Development Auth.  
|   |                        |                             | (p) Technical Review Committee  
|   |                        |                             | (q) Transportation Advisory Board  
|   |                        |                             | (r) Tree Board  
<p>|   |                        |                             | (s) Youth Council |</p>
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<tr>
<th></th>
<th>Announcements.</th>
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<tr>
<td><strong>(a)</strong></td>
<td>Salisbury Police Department Victim Witness Program will host a candlelight vigil Thursday, December 5, 2019 beginning at 6:00 p.m. on the steps of the Rowan County Courthouse located at 210 North Main Street in recognition of Survivors of Homicide Victims Awareness Month.</td>
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<td><strong>(b)</strong></td>
<td>The Salisbury Parks and Recreation Department will hold &quot;Brunch with Santa&quot; Saturday, December 7, 2019 from 10:00 am until noon at the Salisbury Civic Center. Participants will enjoy a pancake buffet, games, crafts and photos with Santa. Pre-registration is required by December 5, 2019 at <a href="http://www.salisburync.gov/PLAY">www.salisburync.gov/PLAY</a>. The fee for this event is $5.00 per person.</td>
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<tr>
<td><strong>(c)</strong></td>
<td>Spend December 14, 2019 in downtown Salisbury. First gather at Gateway Park located at the corner of Depot Street and East Innes Street for photos with Santa and the Grinch from 10:00 a.m. until 1:00 p.m., then enjoy free rides on antique fire trucks with Santa and the Grinch from 1:30 p.m. until 4:00 p.m. at the Visitors Center located at 204 East Innes Street.</td>
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<td><strong>(d)</strong></td>
<td>The City of Salisbury will host the New Year’s Eve at the Trolley Barn Celebration Thursday, December 31, 2019. Celebrate the start of 2020 as a community at the F&amp;M Bank Trolley Barn. There is a temporary location change due to Bell Tower Green Construction. Festivities will begin at 9:00 p.m. and will include light refreshments, live entertainment, live video feed from Times Square and ringing in the New Year at midnight. This event is free and open to the public.</td>
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<td>Council’s Comments</td>
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<tr>
<td>13.</td>
<td>Mayor Pro Tem’s Comments</td>
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<tr>
<td>14.</td>
<td>Mayor’s Comments</td>
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<td>15.</td>
<td>Adjourn</td>
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REGULAR MEETING

PRESENT: Mayor Al Heggins, Presiding; Mayor Pro Tem David Post; Council Members, Karen Alexander, and Tamara Sheffield; City Manager W. Lane Bailey; and City Attorney J. Graham Corriher.

ABSENT: Councilmember William Brian Miller and City Clerk Diane Gilmore.

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

PLEDGE OF ALLEGIANCE

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

RECOGNITION OF VISITORS

Mayor Heggins welcomed all visitors present.

CHANGES TO THE AGENDA

Mayor Heggins noted the following changes to the Agenda:

Add – Proclamation for Transgender Day of Remembrance
Add – Resolution for Support of K-8 School
ADOPTION OF THE AGENDA

All Councilmembers agreed the Resolution for Support of a K-8 School deserves more thought and should be added to the Agenda of the next Council meeting when all Councilmembers will be present.

Thereupon, Mayor Pro Tem Post made a motion to amend the Agenda to add the Proclamation for Transgender Day of Remembrance. Mayor Heggins, Mayor Pro Tem Post, and Councilmembers Alexander, and Sheffield voted AYE. (4-0)

PROCLAMATIONS

Mayor to proclaim the following observances:

TRANSGENDER DAY OF REMEMBRANCE
SURVIVORS OF HOMICIDE VICTIMS AWARENESS MONTH
INTERNATIONAL SURVIVORS OF SUICIDE LOSS DAY
SMALL BUSINESS SATURDAY
INDIAN AND NATIVE AMERICAN HERITAGE MONTH

Mayor Heggins read and presented the Transgender Day of Remembrance Proclamation to members of Salisbury Pride and Salisbury-Rowan Parents and Friends of Lesbians and Gays (PFLAG). A member of PFLAG thanked Council for its support.

Mayor Heggins read and presented the Survivors of Homicide Victims Awareness Month Proclamation to Police Chief Jerry Stokes and Victim Witness Advocate Dr. Alberta McLaughlin. Chief Stokes and Dr. McLaughlin thanked Council for the proclamation and invited the public to attend the Unity and Hope Candlelight Visual that will take place on December 5, 2019 from 6:00 p.m. until 8:00 p.m. to recognize survivors of homicide victims.

Mayor Heggins read and presented the International Survivors of Suicide Loss Day Proclamation to Ms. Vickie Eddleman. Ms. Eddleman shared information on suicide prevention, and she thanked Council for its support.

Mayor Heggins read and presented the Small Business Saturday Proclamation to Downtown Salisbury, Inc. (DSI) Director Larissa Harper and local small business owners. Ms. Morgan Wright of Full Force Production Company introduced her business and urged everyone to visit for creative services.

Mayor Heggins read and presented the Indian and Native American Heritage Month Proclamation to Chief David Waller and Rowan Museum Executive Director Aaron Kepley.
CONSENT AGENDA

(a) Minutes

Approve Minutes of the Regular meeting of November 1, 2019.

(b) Amended Certificate of Sufficiency and Resolution

Receive an amended Certificate of Sufficiency and adopt an amended Resolution setting a public hearing for December 3, 2019 for the voluntary annexation of The Gables Phase 5.


(The above Resolution is recorded in full in Resolution Book No. 16 at Page No. 31-32 and is known as Resolution 2019-22.)

(c) Speed Limit Reduction

Adopt an Ordinance amending Chapter 13, Article X of the Code of the City of Salisbury relating to speed limits, specifically for Summit Avenue and a portion of North Park Drive.

ORDINANCE AMENDING CHAPTER 13, ARTICLE X OF THE CODE OF THE CITY OF SALISBURY RELATING TO SPEED LIMITS.

(The above Ordinance is recorded in full in Ordinance Book No. 28 at Page No. 214 and is known as Ordinance 2019-57.)

(d) 2020 City Council Meeting Schedule

Adopt Council’s meeting schedule for 2020.

Thereupon, Councilmember Sheffield made a motion to adopt the Consent Agenda as presented. Mayor Heggins, Mayor Pro Tem Post, and Councilmembers Alexander, and Sheffield voted AYE. (4-0)

PUBLIC COMMENT

Mayor Heggins opened the floor to receive public comments.

Mr. Corey Hill thanked the Councilmembers who attended the School Board meeting for their support of the Knox and Overton communities. Mr. Hill referred to the K-8 School proposal being addressed by the School Board. He was given three additional minutes by Ms. Cameo
Mr. Jonathan Chamberlain thanked Councilmembers who attended the School Board meeting. He referred to the proposed K-8 school model and the benefit it could provide to students and intercity schools.

There being no one else to address Council, Mayor Heggins closed the public comment session and thanked everyone who spoke during the session.

Councilmember Sheffield noted she attended a K-8 school, and she supports efforts to create a strong Salisbury school system.

Councilmember Alexander stated she noticed the passion of students, teachers and parents who spoke at the School Board meeting and saw their love and support for each other and the community.

Mayor Pro Tem Post explained when schools were consolidated years ago the thought at the state level was fewer school systems would be easier to manage. He stated two separate school systems would be best if the budget allowed. He noted a strong school system will attract people to live in a community.

Mayor Heggins commented she stands with the community regarding the need of a K-8 school.

**PRESENTATION – OVERTON ELEMENTARY SCHOOL**

Planning Director Hannah Jacobson introduced Design Coordinator Jessica Tucker and the For Inspiration and Recognition of Science and Technology (FIRST) LEGO team of Overton Elementary School.

Ms. Tucker explained the FIRST LEGO team is part of an international organization and the students involved are learning robotics, coding, and core values. She stated the project theme is City Shaping and the two groups were tasked with choosing a building within the City limits to revitalize as part of their Innovation Project.

Ms. Tucker introduced the first group of students called the Jedi Builders. The group included teachers Ms. Jessica Tucker and Ms. Spring Roseman and students Anna Chamberlain, Olivia Austin, Elisha Shelton, Nicholas Eppihemer, and Logan Yates. The students presented their Innovation Project plan regarding the transformation of the abandoned building at 215 East Innes Street into a Teen Art Center and its benefit to the community.

Mayor Pro Tem Post suggested a law should be passed allowing buildings remaining vacant for a number of months to become part of a program where the windows are painted by students to give downtown a fresher look.
Ms. Tucker introduced the members of Darth Builders including teachers Ms. Jessica Cash and Ms. Sarah Roberts and students Nick Clement, Nolt Lescoe, Grant Hill and Eva Bolin. The Darth Builders presented their Innovation Project plan to convert the building at 1820 West Innes Street into a greenhouse and smash house to relieve stress and reduce trash in the community.

Mayor Heggins commented the presentations were great, and she thanked all teachers, presenters, and staff who participated.

STREET ACCEPTANCE – THE GABLES AT KEPLEY FARM PHASE 5

City Engineer Wendy Brindle referred to Phase 5 of The Gables at Kepley Farm which is also in the process of a voluntary annexation. She reviewed the final subdivision plat plans showing three streets and stop conditions to be added. She commented Wisteria Way, River Birch Road and Stub Lane are considered substantially complete except for the construction of the sidewalk. She added the developer has posted bond for the sidewalks and would like to build the sidewalk as the houses are constructed. She explained by Council’s action will be subject to the voluntary annexation of the property to be considered at Council’s December 3, 2019 meeting.

Councilmember Alexander asked why the street acceptance s is being presented prior to the annexation. Ms. Brindle commented typically it is done together, but the property is already included in the City’s Extraterritorial Jurisdiction (ETJ), and in the zoning district. She added the developer is interested in beginning construction, and the City cannot issue zoning permits until the property is annexed.

Thereupon, Councilmember Alexander made a motion to approve the final subdivision plat S-01-19 for The Gables at Kepley Farms Phase 5, accept the streets for City maintenance, and adopt an Ordinance amending Section 13-332, Article X, Chapter 13 of the Code of the City of Salisbury, relating to stop signs, and begin the one-year warranty period as subject to the voluntary annexation of the property into the City of Salisbury. Mayor Heggins, Mayor Pro Tem Post, and Councilmembers Alexander, and Sheffield voted AYE. (4-0)

ORDINANCE AMENDING SECTION 13-332, ARTICLE X, CHAPTER 13 OF THE CODE OF THE CITY OF SALISBUY, RELATING TO STOP SIGNS.

(The above Ordinance is recorded in full in Ordinance Book No. 28 at Page No. 215, and is known as Ordinance 2019-58.)

RESOLUTION – 2020 CENSUS

Mayor Heggins noted the importance of the 2020 Census. She added the Census Bureau urges all jurisdictions to adopt Resolutions to build awareness around the 2020 Census and to pledge support and be proactive in getting a complete count. Mayor Heggins read the proposed 2020 Census Resolution.
Councilmember Alexander pointed out the importance of the numbers being reported for the Census which help ensure the City receives a fair share of federal funds.

Councilmember Sheffield commented the Census is a foundational tenant of democracy and determines allocation of spending and distribution of districts for fair representation. Mayor Heggins pointed out collaborative work will take place between the other municipalities and Rowan County.

Councilmember Sheffield asked when the Census count will begin. Planning Director Hannah Jacobson commented the official Census date is April 1, 2020, but forms will be available two weeks prior to urge citizens to complete the Census online. Mayor Heggins asked if the online submission would be available in February. Ms. Jacobson noted she will get clarification.

Mayor Pro Tem Post urged everyone to be counted. Mayor Heggins noted if someone is nervous about being counted the information is protected for 72 years.

Thereupon, Councilmember Sheffield made a motion to adopt the Resolution committing to partnering with the United States Census Bureau, the State of North Carolina and Rowan County regarding the 2020 Census. Mayor Heggins, Mayor Pro Tem Post, and Councilmembers Alexander, and Sheffield voted AYE. (4-0)

RESOLUTION COMMITTING TO PARTNERING WITH THE UNITED STATES CENSUS BUREAU, THE STATE OF NORTH CAROLINA AND ROWAN COUNTY REGARDING THE 2020 CENSUS.

(The above Resolution is recorded in full in Ordinance Book No. 16 at Page No. 33, and is known as Resolution 2019-23.)

CONSTRUCTION CONTRACT – NEWSOME ROAD WIDENING PROJECT

City Engineer Wendy Brindle referred to Newsome Road which connects Bringle Ferry Road to Stokes Ferry Road. She pointed out staff recently completed the design and property acquisition and received construction authorization from North Carolina Department of Transportation (NCDOT) for widening the road. She added the City has a Municipal agreement with NCDOT for federal funds called Congestion Mitigation Air Quality (CMAQ) that will pay for 80% of the project. She pointed out project costs are slightly over $2 million, and the City will be reimbursed approximately $1.6 million. She presented photographs of Newsome Road and the design schematic to widen the road and add curb, gutter, and bicycle lanes.

Ms. Brindle noted staff advertised for bids in September and opened bids on October 22, 2019. She reviewed the bid results and indicated the lowest responsive and responsible bidder was J. T. Russell and Sons, Inc. for $2,170,616.20. She indicated the project is scheduled to begin mid-February and will take 425 days to complete.
Mayor Pro Tem Post asked if the price could vary since it is a unit price contract. Ms. Brindle agreed, and she added the Resolution would allow the City Manager to alter the contract as long as there are no substantial changes. Mayor Pro Tem Post asked for clarification regarding substantial. Ms. Brindle explained substantial for NCDOT would be an item that is not included in the project that would need a supplemental agreement. City Attorney Graham Corriher commented the City Manager can approve anything under $100,000.

Councilmember Sheffield stated she is glad the project is moving forward. Councilmember Alexander agreed, and she added the project has been in the works for four years.

Thereupon, Councilmember Alexander made a motion to adopt a Resolution authorizing a unit price contract be awarded to J.T. Russel & Sons, Inc. for construction of Project C-5160, Newsome Road Widening. Mayor Pro Tem Post asked if the resolution authorizes the City Manager. Mr. Corriher stated the City Manager has the authority to approve up to $100,000, and if the amount exceeds that the item would return to Council. Ms. Brindle noted the Resolution should state to adopt a Resolution authorizing the City Manager to enter into the unit price contract. Councilmember Alexander accepted the amendment by Mayor Pro Tem Post. Mayor Heggins, Mayor Pro Tem Post, and Councilmembers Alexander, and Sheffield voted AYE. (4-0)

RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER INTO A UNIT PRICE CONTRACT TO BE AWARDED TO JT RUSSEL & SONS, INC FOR CONSTRUCTION OF PROJECT C-5160, NEWSOME ROAD WIDENING.

(The above Resolution is recorded in full in Ordinance Book No. 16 at Page No. 34, and is known as Resolution 2019-24.)

STREET ASPHALT BID

Public Services Engineer Chris Tester presented information regarding the 2019-2020 street asphalt resurfacing project. He noted Hanes Construction was the lowest bidder, and he referred to the streets scheduled to be paved. He referenced the presented map, and indicated streets in red are included in the original bid and additional sections in orange will be added due to receiving lower bids from having the work concentrated in areas. He asked Council to award the asphalt bid to Hanes Construction for $494,860, and he added the bid is within the $500,000 resurfacing budget.

Councilmember Sheffield asked how many streets were paved last year. Mr. Tester commented approximately 7.3 lane miles were paved last year and this year will be nearly equivalent.

Mayor Pro Tem Post referred to the bids received, and asked why the lowest bidder was much lower than the others. Mr. Tester pointed out some parts of the bids include labor, and the other bids seem to be very high. He noted Hanes Construction won the bid last year and have an understanding of the costs.
Thereupon, Mayor Pro Tem Post made a **motion** award the asphalt bid to Hanes Construction for a unit based contract with an estimated total of $494,860 for paving various streets in the City. Mayor Heggins, Mayor Pro Tem Post, and Councilmembers Alexander, and Sheffield voted AYE.  (4-0)

**COMPREHENSIVE PLAN STEERING COMMITTEE APPOINTMENTS**

Councilmember Sheffield noted the Comprehensive Plan Steering Committee is being brought back together and will be expanded. Planning Director Hannah Jacobson noted at its August 20, 2019 meeting Council was presented an item to re-launch the Steering Committee, and staff wanted to ensure both the current Council and the next Council would be represented. Ms. Jacobson noted people on the current list will continue to serve, but new members will be appointed.

Mayor Heggins pointed out the membership of Council will remain the same, and she suggested delaying the appointments until the next meeting. Councilmember Sheffield added she does not want a delay if a Comprehensive Plan Steering Committee meeting has already been scheduled. Ms. Jacobson commented all proposed meeting dates are after December 3, 2019. By consensus, Council agreed to postpone the appointments to the Comprehensive Plan Steering Committee until December 3, 2019 and make all 10 appointments at that time.

**CITY ATTORNEY’S REPORT**

City Attorney Graham Corriher had nothing to report to Council.

**CITY MANAGER’S REPORT**

(a) 1st Quarter Financial Report

City Manager Lane Bailey recognized Finance Manager Wade Furches who presented the first quarter financial report. Mr. Furches explained revenues and expenditures do not come in evenly throughout the year so the first quarter financial report contains limited information. He pointed out several projects were not completed by June 30, 2019 and funding for those projects carried over into FY2019-2020.

Mr. Furches stated General Fund revenues increased approximately $300,000 from the same quarter last year due to an increase in property tax revenues. He noted the collection percentage is slightly lower than previous years. He commented approximately $4 million in Fund Balance has been appropriated for use in the current fiscal year which is approximately 33% of the $13.5 million Fund Balance available for appropriation.

Mr. Furches noted approximately $3.9 million is allocated for projects that are grant funded such as the Newsome Road project and extension. He commented approximately $950,000 in
revenue from the projects is not shown in the General Fund because the projects are not finished. He explained when the revenue is received it will reduce the 30.28% of the budget that has been expended due to the grants and carry forwards. He indicated the City is on track with its expenses and there is nothing unusual to report at this time.

Mr. Furches referenced current year property taxes. He noted the property tax bills are higher because of the reevaluation even though property tax rates remained the same. He pointed out revenue increased over $800,000 from last year at this time and collection is at 64.59% versus the 59.97% three-year historical trend. He stated over $20 million was billed which is an increase of approximately $2 million or 10.9% from last fiscal year and approximately 2% more than anticipated. He stated there are no sales tax receipts or utility franchise tax receipts to report because the information will not be received until October and December 2019.

Mr. Furches indicated General Fund expenses are on track at 21%. He pointed out expenses are primarily on a cash basis and do not include accruals or accounts payable that have not been posted. He added debt service is at 50% but it includes the majority of the first semi-annual debt service payments. He explained General Government is slightly more expended than other categories because the City has to pay software maintenance and dues for the fiscal year during the first quarter.

Mr. Furches stated Stormwater Fund revenues and expenditures are consistent with previous years. He indicated $162,000 in capital projects were carried forward from the previous fiscal year.

Mr. Furches pointed out the Water Sewer Fund revenue and expenditures are slightly under the three-year trend, but are higher than the same time last year. He noted the Water Sewer Fund includes over $4 million worth of ongoing projects that carried forward and are included in the current year’s budget.

Mr. Furches indicated the Transit Fund is deceptive because revenue is not received until funds are expended. He stated two new mini busses were purchased earlier in the current fiscal year and are included in Transit expenses.

Mr. Furches explained Fibrant revenue is down, and he pointed out the City no longer operates the system. He noted $768,000 of revenue includes transfers from the General Fund and payments from Atlantic Engineering Group (AEG). He added the City has not received anything from Hotwire Communication for the current fiscal year. He added the payment is made quarterly and Hotwire is still computing its quarterly receipts. He pointed out the expenses are primarily the interest only debt service payment. He explained the main payment will be made March 2020 and funds are being set aside in preparation for the payment.

Mayor Heggins noted Hotwire Communications is still computing its revenue from the first quarter. She asked if revenue from the second quarter is being tallied and when the City will receive a payment. Mr. Furches explained Hotwire Communications uses a complicated formula for their numbers before reporting the information and sending the City its payment. Mayor Heggins asked if Hotwire is using a new formula. Mr. Furches indicated it is the same formula.
Hotwire has used since it assumed the broadband network from the City. City Manager Lane Bailey explained staff is working with Hotwire on some options regarding the timing for the payment due date and will bring recommendations to Council for its consideration.

Mayor Pro Tem Post referenced the contract, and he asked about the payment due date. City Attorney Graham Corriher explained the payment is due 15 days after the end of the quarter. Mr. Post stated it is not a reasonable timeframe. Mr. Bailey agreed, and he clarified it has been a challenge since the beginning.

Mayor Heggins questioned when the payment will be made. Mr. Furches indicated he does not know when the check will be received. Mayor Heggins stated she wants to hear from Hotwire regarding why the formula is now unreasonable and the payment deadline cannot be met. Councilmember Sheffield pointed out it does not seem the payment deadline has ever been met. Mr. Furches agreed.

Mr. Furches referenced the Fibrant income statement, and he pointed out the $303,000 loss does not include the transfer from the General Fund. He noted if the transfer from the General Fund was included it would show a profit of $296,000. He pointed out one interest payment has been made and it constitutes the majority of the $452,000 expenses. He added the transfer from the General Fund will be used for the next debt service payment.

Mr. Furches explained there is no lease revenue to post for FY2019-2020. He noted the table for FY2018-2019 includes a full year of Fibrant revenues. He pointed out lease revenues of $616,000, a lease drop credit of $107,000, a dark fiber credit of $34,000 and a capital improvement deduction of $38,000.

Mr. Furches pointed out the customer base increased by 166 accounts from January 2019 until June 2019. Mr. Post asked if the City is auditing the numbers provided by Hotwire. Mr. Furches indicated the numbers are not audited. Mr. Post pointed out the contract required Hotwire to pay the City a percentage of its revenues. Mr. Furches explained Hotwire has to justify every number it deducts for drop credits but the credit for dark fiber is a set number. He added staff conducts a thorough review of each drop credit and takes its numbers back to Hotwire for an adjustment. Mr. Bailey noted the review of the drop credits has created the delay, and it is not possible to complete the process in 15 days. He added staff is working through the procedure, and he is confident it can be handled in a reasonable time frame.

Mayor Heggins asked how the relationship between Hotwire and the City is different from Hotwire’s relationship with other entities. Mr. Bailey explained it is a unique relationship because the City still owns the system and Hotwire operates it. Mayor Heggins asked how many payments Hotwire is behind. Mr. Furches stated the company is behind on one quarterly payment. Mayor Heggins asked if a payment date for the delinquent payment has been established. Mr. Bailey noted the City is working with Hotwire on a reasonable date for payment. He added checks have been hand delivered to expedite the process. He clarified 15 days will not work and staff is looking at a 45-day option.
Mr. Post indicated 15 days after the end of the quarter is not reasonable for a payment from Hotwire. He added 3,300 accounts have to be reconciled, and it cannot be done in 15 days.

Mr. Post requested clarification regarding the Fund Balance. Mr. Furches noted the Fund Balance available for appropriation is $13.5 million, and the City has appropriated approximately $4 million. He commented the total Fund Balance is approaching $20 million. Mr. Post asked if the $13.5 million available for appropriation comes out of the $20 million. Mr. Furches agreed. Mr. Post noted the City is required to maintain a minimum 8% Fund Balance. Mr. Furches stated the Fund Balance is at 35% of the City’s budget. Mr. Post commented at 35% the City should have a Fund Balance of $15 million to $20 million. Mr. Furches agreed. Mr. Post then asked if the City has spent $4 million of the $15 to $20 million. Mr. Furches explained $4 million has been appropriated to be spent. Mr. Post clarified $4 million has been appropriated in excess of revenue for the current fiscal year. Mr. Furches agreed. Mr. Post commented it is not sustainable. Mr. Furches agreed it is not sustainable long term.

Mr. Post asked if staff anticipate the $4 million utilization of Fund Balance will remain or possibly increase or decrease. Mr. Furches explained it is too early to make an assumption or prediction, but property tax billings are more than anticipated and sales tax reports have been strong which will help offset the Fund Balance appropriation.

Mr. Post pointed out the City will receive approximately $900,000 it has spent on the Newsome Road widening project. Mr. Furches explained the project is complete and the City can petition the state for the $900,000 reimbursement. Mr. Bailey noted the $900,000 reimbursement has not been budgeted. He pointed out North Carolina Department of Transportation (NCDOT) is slow to pay, but the City will eventually receive its reimbursement.

Mr. Bailey stated he anticipates the City may use a portion of the $4 million this year. Mr. Post noted the appropriation will be mitigated by the sales tax, reimbursement from the Newsome Road Widening Project and higher tax collections. Mr. Bailey and Mr. Furches agreed.

Councilmember Sheffield agreed that a 15-day window is not reasonable for Hotwire payments, and she pointed out most corporate contracts require at least 30 days for payment. She requested staff work to rectify the situation and create a reasonable deadline to receive funding. Mr. Post suggested having a consequence if the agreed upon deadline is not met.

Mr. Furches noted staff expects to receive a payment for the first quarter before the end of the current quarter. He estimated the second quarter payment will be received mid-February 2020. He explained it takes time to reconcile the numbers especially since the City reviews the drop credits from Hotwire, which is part of the process to ensure accuracy. Mr. Post commented the City needs a way to verify the revenue it receives from Hotwire. Mr. Furches explained the City has verified revenue by taking Hotwire’s customer counts and the average bills from Fibrant and multiplying it by the percentage the City is supposed to receive.

Mayor Heggins thanked Mr. Furches for his presentation.
ANNOUNCEMENTS

(a) Downtown-Main Street Plan Survey

Communications Director Linda McElroy announced the Community Planning Services Department and Downtown Salisbury, Inc. invite you to share your experiences, opinions, and ideas for the future of downtown and the design of Main Street. Visit the project website at (salisburync.gov/DowntownPlan) to complete a survey and comment on an online map before November 30, 2019. Participation will help influence the direction of two on-going projects: a conceptual redesign of a 10-block section of Main Street and the 2020 Downtown Salisbury Master Plan.

(b) BlockWork Follow-Up Day

Communications Director Linda McElroy announced the Salisbury Community Appearance Commission and Salisbury Housing Advocacy Commission invite residents and businesses to participate in a continuation of last month’s “BlockWork” neighborhood beautification project in the 900 block of North Main Street, Saturday, November 23, 2019 from 8:00 a.m. until 12:00 noon. This follow-up day will focus on two homes that were not completed on “National Make a Difference Day.” Volunteers will help with brick laying and painting at 922, 928 and 931 North Main Street. On-street parking is available on Miller Street. Breakfast, snacks and drinks will be provided.

(c) Friday Shopping Night

Communications Director Linda McElroy announced snow flurries fly on East Fisher Street for the biggest shopping night of the year on Friday, November 29, 2019 from 5:00 p.m. until 9:00 p.m. Downtown shops and restaurants will stay open late to offer the best options for that perfect holiday gift. Live music, free craft-making, hot cocoa, and carolers strolling throughout downtown make this special night all the more delightful.

(d) Brunch with Santa

Communications Director Linda McElroy announced the Salisbury Parks and Recreation Department will hold "Brunch with Santa" Saturday, December 7, 2019 from 10:00 am until noon at the Salisbury Civic Center. Participants will enjoy a pancake buffet, games, crafts and photos with Santa. Pre-registration is required by December 5, 2019 at www.salisburync.gov/PLAY. The fee for this event is $5.00 per person.

COUNCIL COMMENTS

Councilmember Sheffield announced the dog park renaming event will take place Saturday, November 23, 2019 from 12:00 noon until 3:00 p.m. at the dog park located near the Civic Center. She thanked Planning Director Hannah Jacobson and staff for working with the students at Overton Elementary School. She also thanked Mayor Heggins and Councilmember
Alexander for presenting proclamations. She noted proclamations recognize important issues and contributions that are important to the City.

Councilmember Alexander thanked Councilmember Sheffield for attending the dog park ribbon cutting in her place. She noted she will be in San Antonio serving as a delegate for the North Carolina League of Municipalities at the National League of Cities.

**MAYOR PRO TEM COMMENTS**

Mayor Pro Tem Post noted the voluntary annexation of the Gables included in the Consent Agenda is a big opportunity for the City. He added he is working with Salisbury-Rowan Economic Development Commission (EDC) President Rod Crider and Rowan Innovation Development Entrepreneurship Acceleration (IDEA) Center Executive Director Addison Davis to reconfigure the IDEA Center and will bring the information back to Council for its consideration. He stated he met with Mr. Crider and Mr. Gemale Black regarding incubator space for minority businesses in the center.

**MAYOR’S COMMENTS**

Mayor Heggins thanked staff and Council for all it does for the City. She also recognized citizens for participating in the Council meeting.

**ADJOURNMENT**

Motion to adjourn the meeting was made by Mayor Pro Tem Post. All Council members in attendance agreed unanimously to adjourn. The meeting was adjourned at 8:21 p.m.

____________________________
Al Heggins, Mayor

____________________________
Diane Gilmore, City Clerk
Salisbury City Council
Agenda Item Request Form

Please Select Submission Category: [ ] Public [ ] Council [ ] Manager [X] Staff

Requested Council Meeting Date: 12/3/19

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 FY2019-2020 budget to appropriate Police Department Controlled Substance Tax Funds in the amount of $4100.

Description of Requested Agenda Item: Budget Amendment.

Attachments: [X] 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)
Consider budget amendment and vote accordingly.

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:

[Signature]
Finance Manager Signature

[Signature]
Department Head Signature

[Signature]
Budget Manager Signature

[ ] Approved [ ] Delayed [ ] Declined

Reason:

[ ] 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 2019-2020 BUDGET ORDINANCE OF THE CITY OF SALISBURY, NORTH CAROLINA TO APPROPRIATE POLICE DEPARTMENT CONTROLLED SUBSTANCE TAX FUNDS

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

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

Section 2. That the 2019-2020 Budget Ordinance of the City of Salisbury, adopted on June 18, 2019, is hereby amended as follows:

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

1. Increase line item 010-000-000-4125.04 Controlled Substance Taxes $4100
2. Increase line item 010-514-000-5294.00 Training $4100

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:  December 3, 2019  

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:  Voluntary Annexation – The Gables Phase 5  

Description of Requested Agenda Item:  
A public hearing concerning the voluntary annexation for Gables at Kepley Farms, Phase 5 (20.198 acres) has been scheduled for December 3, 2019. The hearing has been properly advertised, and staff finds the request to meet the standards of G.S. 160A-58.1. Statutes require the effective date of the annexation to be within 6 months of the date of passage, and the tax assessor’s office has requested that annexations become effective on either the last day of the calendar year or the last day of the fiscal year. Therefore, the annexation will become effective December 31, 2019.  

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)  
 Currently, the 20.198 acre tract has a tax value of $104,408, which would generate property tax revenue of $751 for FY2019-20. The tract will be divided into 65 parcels with an undeveloped estimated value of $2,210,000, which would generate estimated property tax revenue of $15,903. Once developed, the City would incur additional costs for police and fire protection, which are indeterminable. Waste Collection services would be provided for 65 of the parcels. Additionally, we would take over the maintenance of street lighting estimated at $5,040 annually.  

Action Requested of Council for Agenda Item:  (Please note if item includes an ordinance, resolution or petition)  
City Council to conduct a public hearing and adopt an Ordinance annexing the Gables at Kepley Farms Phase 5, effective December 31, 2019.  

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:  

S. Wade Futch  
Finance Manager Signature  

Wendy Brindle  
Department Head Signature
****All agenda items must be submitted at least 7 days before the requested Council meeting date****

For Use in Mayor’s Office Only

☐ Approved

☐ Declined

Reason:
“AN ORDINANCE TO EXTEND THE CORPORATE LIMITS OF THE CITY OF SALISBURY, NORTH CAROLINA, TO INCLUDE 20.198 ACRES, TAX MAP 403 PARCEL 001, THE GABLES AT KEPLEY FARMS PHASE 5

WHEREAS, the City Council of Salisbury has been petitioned under G.S. 160A-58.1, as amended, to annex the area described herein, and the City Clerk has certified the sufficiency of said petition; and

WHEREAS, a public hearing on the question of this annexation was held in the City Council Chambers of the Municipal Building, 217 South Main Street at 6:00 p.m. on December 3, 2019 after due notice by publication on November 20, 2019 in the Salisbury Post; and

WHEREAS, the City Council of Salisbury does find as a fact that said petition meets the requirements of G.S. 160A-58.1(b), to wit:
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;

WHEREAS, the City Council of Salisbury further finds that the petition has been signed by all the owners of real property in the area who are required by law to sign; and

WHEREAS, the City Council of Salisbury further finds that the petition is otherwise valid, and that the public health, safety and welfare of the City of Salisbury and of the area proposed for annexation will be best served by annexing the area described;

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

Section 1. By virtue of the authority granted by G.S. 160A-58.2, as amended, the following described non-contiguous territory, is hereby annexed and made part of the City of Salisbury as of the 31st day of December 2019:

Beginning at a new #5 rebar designated as corner G-102 of the existing City Limits of Salisbury as
shown in Book of Maps 9995 Page 7976, thence 6 lines with the existing City Limits and the western line of Phase Four of The Gables at Kepley Farms: (1) S 01° 02' 28" W, 636.02' to an existing iron (1/2" iron pipe), common corner of lots 91 & 92 designated as corner G-101, (2) thence S 01° 00' 10" W, 111.46' to a new nail in concrete designated as corner G-124, (3) thence with a curve to the right having a radius of 1200.00', as arc length of 20.81', a chord bearing of N 56° 55' 53" W, and a chord distance of 20.81' to a point designated as corner G-36, (4) thence crossing River Birch Drive, S 32° 52' 34" W, 50.00' to a point designated as corner G-35, (5) thence a curve to the left having a radius of 1250.00', an arc length of 31.33', a chord bearing of S 57° 10' 48" E, and a chord distance of 31.32' to a point designated as corner G-34, (6) thence S 00° 47' 42" W, 137.09' to a point in the northern line of Samuel A. Nash, a corner designated as G-33, thence with Nash's line N 87°16' 10" W, 61.01' to an existing iron (1" iron pipe) the north east corner of Gaynelle P. Grizzard, thence with Grizzard's line N 87° 15' 25" W, 476.82' to an existing stone designated as corner G-126 the south east corner of Eunice S. Heilig etal, thence three lines with Heilig, (1) N 03° 08' 38" E, 423.94' to an existing iron (#5 rebar) designated as corner G-127, (2) N 87° 53' 00" W, 202.97' to an existing stone designated as corner G-128, (3) N 05° 29' 00" E, 925.41' to a new #5 rebar designated as corner G-129 in the south west corner of Favors Rest Home, Inc., thence with their line N 89° 04' 01" E, 639.37' to a new #5 rebar, designated as corner G-130, in the western line of Spencer Lane Construction, LLC, thence two lines with Spencer Lane Construction, LLC, (1) S 00° 45' 22" W, 456.23' to a new #5 rebar, designated as corner G-131, (2) N 89° 43' 52" E, 28.77' to the point and place of beginning and being 20.198 acres as shown on Annexation Survey for the City of Salisbury by Shulenburger Surveying Company, P.A. dated 10/17/2019.

Section 2. Upon and after the 31st day of December 2019, the above described territory and its citizens and property shall be subject 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 parts of the City of Salisbury. Said territory shall be subject to municipal taxes according to G.S. 160A-58.10.

Section 3. The Mayor of the City of Salisbury shall cause to be recorded in the office of the Register of Deeds of Rowan County, and in the office of the Secretary of State at Raleigh, North Carolina, an accurate map of the annexed territory, described in Section 1 hereof, together with a duly certified copy of this ordinance. Such a map shall also be delivered to the County Board of Elections as required by G.S. 163-288.1."

Adopted this 3rd day of December 2019

__________________________________________
Al Higgins, Mayor

ATTEST:

__________________________________________
Diane Gilmore
City Clerk
Salisbury City Council
Agenda Item Request Form

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

Requested Council Meeting Date:  December 3, 2019

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:  Conduct a public hearing and consider adopting an Ordinance to close the 200 block of West Cemetery Street

Description of Requested Agenda Item:
On November 1, 2019, City Council adopted a resolution of intent to permanently close the 200 block of West Cemetery Stret. A public hearing was scheduled for December 3, 2019, and all notifications were made to the public as required by state statues.

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)

Action Requested of Council for Agenda Item:  (Please note if item includes an ordinance, resolution or petition)
1) Conduct a public hearing concerning the closing of the 200 block of West Cemetery Street
2) Adopt a resolution accepting an offer of dedication for the right-of-way
3) Adopt an Order to close the 200 block of West Cemetery Street

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

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

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

FINANCE DEPARTMENT INFORMATION:

________________________________________  _______________________________________
Finance Manager Signature                     Department Head Signature
Budget Manager Signature

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

For Use in Mayor’s Office Only

☐ Approved  ☐ Declined

Reason:
RESOLUTION PERTAINING TO THE ACCEPTANCE OF AN OFFER OF DEDICATION FOR PUBLIC USE OF THE 200 BLOCK OF WEST CEMETERY STREET

WHEREAS, the City Council of the City of Salisbury is considering a proposal for the closing of the 200 block of West Cemetery Street:

Beginning at a 5/8" rod Set having coordinates of N:702664.65, E:1564440.32 which is the northern intersection of North Church Street and West Cemetery Street; thence across West Cemetery Street with a bearing of S 47°08'52" W a distance of 45.00 feet to a 5/8" rod Set being the west intersection of West Cemetery Street and North Church Street; thence with the southwest boundary of West Cemetery Street a bearing of N 42°37'43" W a distance of 399.31 feet to a nail set which is the south intersection of West Cemetery Street and North Jackson Street; thence across North Jackson Street with a bearing of N 41°36'16" W a distance of 45.04 feet to a 5/8" rod Set which is the west intersection of West Cemetery Street and North Jackson Street; thence with the southwest boundary of West Cemetery Street a bearing of N 42°58'04" W a distance of 127.46 feet to a 5/8" rod Set which is on the southwest right-of-way of Norfolk Railway; thence with the southwest boundary of Norfolk Railway a bearing of S 70°34'55" E a distance of 95.83 feet to a 5/8" rod Set which is on the northwest edge of West Cemetery Street; thence with West Cemetery Street a bearing of S 42°38'19" E a distance of 42.55 feet to a 5/8" rod Set which is the northern intersection of North Jackson Street and West Cemetery Street; thence across North Jackson Street with a bearing of S 42°40'10" E a distance of 45.01 feet to a point (not set nor found at the eastern intersection of North Jackson Street and West Cemetery Street; thence with West Cemetery Street a bearing of S 42°37'35" E a distance of 399.41 feet to the point of beginning; containing 23751.70 square feet or 0.545 acres.

WHEREAS, the City Council of Salisbury has the authority to accept the dedication of the aforementioned right of way

NOW, THEREFORE, be it resolved that the City Council accepts the offer of dedication for public use the aforementioned right of way on this 3rd day of December 2019.
NORTH CAROLINA
ROWAN COUNTY

IN THE MATTER OF:

CLOSING THE 200 BLOCK OF WEST CEMETERY STREET

BEFORE THE CITY COUNCIL OF
THE CITY OF SALISBURY
NORTH CAROLINA

ORDER CLOSING THE 200 BLOCK
OF WEST CEMETERY 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 December 3, 2019 at 6:00 p.m., in the City Council Chambers at 217 South Main Street, Salisbury, North Carolina, and it appearing to the Council that persons, firms and corporations owning property adjoining the street described in the Petition filed in this cause are parties to this proceeding; and it further appearing that said streets are not maintained by the Department of Transportation; and it further appearing that notice of this hearing was duly published in THE SALISBURY POST on November 8, 15, 22, and 29, 2019.

And it further appearing to the Council and the Council finding as a fact, that the closing of the street, 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 street; 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.

Beginning at a 5/8" rod Set having coordinates of N:702664.65, E:1564440.32 which is the northern intersection of North Church Street and West Cemetery Street; thence across West Cemetery Street with a bearing of S 47°08'52" W a distance of 45.00 feet to a 5/8" rod Set being the west intersection of West Cemetery Street and North Church Street; thence with the southwest boundary of West Cemetery Street a bearing of N 42°37'43" W a distance of 399.31 feet to a nail set which is the south intersection of West Cemetery Street and North Jackson Street; thence across North Jackson Street with a bearing of N 41°36'16" W a distance of 45.04 feet to a 5/8" rod Set which is the west intersection of West Cemetery Street and North Jackson Street; thence with the southwest boundary of West Cemetery Street a bearing of N 42°58'04" W a distance of 127.46 feet to a 5/8" rod Set which is on the southwest right-of-way of Norfolk Railway; thence with the southwest boundary of Norfolk Railway a bearing of S 70°34'55" E a distance of 95.83 feet to a 5/8" rod Set which is on the northwest edge of West Cemetery Street; thence with West Cemetery Street a bearing of S 42°38'19" E a distance of 42.55 feet to a 5/8" rod Set which is the northern intersection of North Jackson Street and West Cemetery Street; thence across North Jackson Street with a bearing of S 42°40'10" E a distance of 45.01 feet to a point (not set nor found at the eastern intersection of North Jackson Street and West Cemetery Street; thence with West Cemetery Street a bearing of S 42°37'35" E a distance of 399.41 feet to the point of beginning; containing 23751.70 square feet or 0.545 acres.

Be and the same is hereby forever closed.

This the 3rd day of December 2019.

CITY COUNCIL OF THE CITY OF SALISBURY, NORTH CAROLINA

BY: ________________________________
Al Heggins, Mayor

______________________________
Diane Gilmore, City Clerk
Salisbury City Council
Agenda Item Request Form

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

Requested Council Meeting Date:  December 3, 2019

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

Name of Presenter(s):  City Council

Requested Agenda Item:  Consider to hold a courtesy hearing and consider adopting a Resolution of support for the construction of a K-8 school in Salisbury.

Description of Requested Agenda Item:  A draft resolution was presented to Council during its November 19 meeting seeking support for the construction of a K-8 school to replace Knox Middle and Overton Elementary schools. Council agreed to consider the Resolution at its December 3 meeting and to receive public comment on the item.

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 hold a courtesy hearing and consider adopting a Resolution of support for the construction of a K-8 School in Salisbury, North Carolina.

Contact Information for Group or Individual:  City Council

☐ 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
A RESOLUTION OF SUPPORT TO BUILD A K-8 SCHOOL IN
SALISBURY, NORTH CAROLINA

WHEREAS, the Salisbury City Council has demonstrated its strong support of the Rowan-Salisbury School System by investing financially in the salaries of co-principals for Knox Middle School and in the STEM training for teachers and has met jointly with the Rowan-Salisbury School Board; and

WHEREAS, this investment of money and time demonstrates the Salisbury City Council considers public education to be of the utmost importance to the City’s children, their families and the community; and

WHEREAS, the Salisbury City Council understands that an excellent public education and school system develops young minds, drives economic development, expands workforce readiness and creates a sustainable future; and

WHEREAS, the City of Salisbury’s 28% poverty rate encompasses many of the children and their families who will be impacted most by closing Overton Elementary School, and the Council acknowledges that the proposed school closing is potentially detrimental to the children and their families and can contribute to the breakdown of our community.

NOW THEREFORE BE IT RESOLVED, that the Salisbury City Council strongly supports and urges our Rowan-Salisbury School Board and our Rowan County Commissioners to move forward with the construction of a K-8 school located on the land between the Knox Middle and Overton Elementary schools.

This the 3rd day December 2019.

________________________________________
Mayor

________________________________________
City Clerk
Salisbury City Council
Agenda Item Request Form

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

Requested Council Meeting Date:  12/3/19

Name of Group(s) or Individual(s) Making Request:  Community Planning Services

Name of Presenter(s):  Hannah Jacobson, Planning Director

Requested Agenda Item:  Appointment of New Members to the Comprehensive Plan Steering Committee

Description of Requested Agenda Item:  Following direction received from the City Council at its August 20th meeting, Community Planning Staff worked with the Clerk’s Office and the Communications Department on a community-wide call for up to ten (10) new members for the Comprehensive Plan Steering Committee. Seventeen (17) applications have been received to fill those positions. Council is requested to review applications, make new appointments, and to discuss the role of Council liaison.

Attachments:  ☑ Yes  □ No

Attachment A:  2016 Resolution of Intent to Update the Salisbury Vision 2020 Comprehensive Plan and Establish a Steering Committee (adopted March 1, 2016)
Attachment B:  Roster of Steering Committee (as of November 12, 2019)
Attachment C:  New Applications – Summary
Attachment D:  New Applications - Complete

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 the Comprehensive Plan Steering Committee.

Contact Information for Group or Individual:  Hannah Jacobson (704) 638-5230

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

FINANCE DEPARTMENT INFORMATION:

_________________________________   _____________________________
Finance Manager Signature     Department Head Signature
Salisbury City Council
Agenda Item Request Form

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:
RESOLUTION OF INTENT
TO UPDATE THE SALISBURY VISION 2020 COMPREHENSIVE PLAN
AND ESTABLISH A STEERING COMMITTEE

WHEREAS, the Salisbury Vision 2020 Comprehensive Plan was adopted by the Salisbury City Council on March 20, 2001 in order to define the community vision and to set policies for growth, redevelopment and utilization of the city’s resources in alignment with the vision;

WHEREAS, the vision and policy statements of Vision 2020 evolved from a robust and inclusive process of citizen participation in neighborhood meetings, forums and focus groups;

WHEREAS, a citizen task force helped lead the public engagement process and guide development of the plan in conjunction with elected officials, city staff, a consultant and community leaders representing a diverse cross-section of the community;

WHEREAS, since its adoption in 2001, Vision 2020 has served as our compass and guide for land use decisions, other planning initiatives, policy development, and adoption in 2008 of the Land Development Ordinance, the first major rewrite of the city’s zoning ordinances in over forty years;

WHEREAS, Salisbury City Council has committed resources to update and modernize its Comprehensive Plan and elects to establish a steering committee to help guide the development of the plan;

NOW, THEREFORE, BE IT RESOLVED, the Salisbury City Council hereby establishes the following generalized project scope and guidance for appointment of the Steering Committee:

1) Steering Committee Appointments. Up to fifteen (15) citizens representing a diverse cross-section of the community, from many geographic, economic, generational and social perspectives. Suggested areas of expertise include neighborhood and downtown advocates, business, economic development, real estate, property development, banking, health, architecture; design; education, arts and culture, historic preservation; technology, human services, youth services, environment, county government and the faith community;

2) Steering Committee Duties. Assist the facilitator and city staff with development of the plan, provide input on drafts, and serve as an advocate for the project among his/her respective contacts within the community. Offer valuable insight and perspective to help ensure that the completed plan’s vision and policies are aligned with the values of the community as expressed by its citizens. Participate in regularly-scheduled committee meetings, public input meetings (some evenings), workshops and other related events during the course of the project.

3) Facilitator/Consultant. Selection of project facilitator with experience commensurate to the task, who will effectively engage with citizens, steering committee and community leaders; bring energy and creativity to the public visioning process; and complete the visioning component of the plan.

4) Citizen Participation. Facilitate an inclusive process that encourages wide and meaningful participation from all parts of the city, and from diverse groups and interests, ages, races and gender, and backgrounds.

5) Timeline. Two year timeline. Kick-off events will begin in Spring 2016, with anticipated completion and adoption by Spring 2018.

Adopted this the 1st day of March 2016.

Karen Kirks Alexander, Mayor

ATTEST:

Myra B. Heard, City Clerk
## Comprehensive Plan Steering Committee Roster of Active Members
as of November 12, 2019

**City Council Appointees:**

<table>
<thead>
<tr>
<th>Name</th>
<th>Position</th>
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</thead>
<tbody>
<tr>
<td>Sue McHugh</td>
<td>Chair</td>
</tr>
<tr>
<td>DeeDee Wright</td>
<td>Vice-Chair</td>
</tr>
<tr>
<td>Dan Mikkelson</td>
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<tr>
<td>Sarah D. Walker</td>
<td></td>
</tr>
<tr>
<td>Jane Creech</td>
<td></td>
</tr>
<tr>
<td>Mark Lewis</td>
<td></td>
</tr>
<tr>
<td>Gene Goetz</td>
<td></td>
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<tr>
<td>Bill Burgin</td>
<td></td>
</tr>
<tr>
<td>Bridget Henderson</td>
<td></td>
</tr>
<tr>
<td>Jtan Whisenant</td>
<td></td>
</tr>
<tr>
<td>Bill Waggoner</td>
<td></td>
</tr>
</tbody>
</table>

**Staff Liaisons:**

<table>
<thead>
<tr>
<th>Name</th>
<th>Role</th>
<th>Contact Information</th>
</tr>
</thead>
<tbody>
<tr>
<td>Catherine Garner, Development Services Specialist, Community Planning Services</td>
<td>132 N. Main Street ● Salisbury, North Carolina 28144 ● 704-638-5212 ● <a href="mailto:catherine.garner@salisburync.gov">catherine.garner@salisburync.gov</a></td>
<td></td>
</tr>
<tr>
<td>Hannah Jacobson, Director Community Planning Services</td>
<td>132 N. Main Street ● Salisbury, North Carolina 28144 ● 704-638-5230 ● <a href="mailto:hannah.jacobson@salisburync.gov">hannah.jacobson@salisburync.gov</a></td>
<td></td>
</tr>
</tbody>
</table>
# Comprehensive Plan Steering New Applications

as of November 26, 2019

<table>
<thead>
<tr>
<th>Name</th>
<th>Occupation</th>
<th>Preference¹</th>
<th>Submission Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Johnathan Barbee</td>
<td>Student at Catawba College</td>
<td>3rd</td>
<td>September 29</td>
</tr>
<tr>
<td>Jonathan Behrooz</td>
<td>Business manager/analyst</td>
<td>1st</td>
<td>November 23</td>
</tr>
<tr>
<td>Bradford Basinger</td>
<td>Web Developer and Property Manager/Maintenance</td>
<td>1st</td>
<td>September 27</td>
</tr>
<tr>
<td>Rebecca Childs</td>
<td>Instructor, Realtor at RCCC</td>
<td>1st</td>
<td>October 5</td>
</tr>
<tr>
<td>William Clements</td>
<td>Regional Manager &amp; NC licensed Real Estate Broker</td>
<td>1st</td>
<td>October 7</td>
</tr>
<tr>
<td>Taylor Ellerbee</td>
<td>Owner of Pier &amp; Curtain Home Restoration</td>
<td>1st</td>
<td>October 7</td>
</tr>
<tr>
<td>Donald Hesprich</td>
<td>Assistant Coach – Track and Field at Livingstone College</td>
<td>2nd</td>
<td>October 7</td>
</tr>
<tr>
<td>David Hoyle</td>
<td>IT Infrastructure Engineer/Information Security</td>
<td>1st</td>
<td>November 25</td>
</tr>
<tr>
<td>Daniel King</td>
<td>Barber at B&amp;B Expressions</td>
<td>3rd</td>
<td>September 3</td>
</tr>
<tr>
<td>David Moore</td>
<td>Not listed</td>
<td>1st</td>
<td>September 17</td>
</tr>
<tr>
<td>Lew Pasgett</td>
<td>Retired</td>
<td>1st</td>
<td>September 18</td>
</tr>
<tr>
<td>Clyde Pasgett</td>
<td>Retired</td>
<td>1st</td>
<td>September 18</td>
</tr>
<tr>
<td>Randal Rhodes</td>
<td>Architect at Shook Kelley Architects and Planner</td>
<td>1st</td>
<td>October 2</td>
</tr>
<tr>
<td>John Schaffer</td>
<td>Retired from Governance &amp; Planning</td>
<td>1st</td>
<td>October 22</td>
</tr>
<tr>
<td>Liliana Spears</td>
<td>Not listed</td>
<td>1st</td>
<td>September 22</td>
</tr>
<tr>
<td>Sada Stewart</td>
<td>Executive Director of Historic Salisbury Foundation</td>
<td>1st</td>
<td>September 18</td>
</tr>
<tr>
<td>Kenneth Stutts</td>
<td>Attorney, Consultant</td>
<td>1st</td>
<td>September 18</td>
</tr>
</tbody>
</table>

¹ Applicants are asked to indicate their 1st, 2nd or 3rd preference for Board/Commission appointment. This column represents the applicant’s choice in ranking the Comprehensive Plan Steering Committee.
Jonathan Barbee  
jonathanbarbeehome@gmail.com

First Name: Jonathan  
Last Name: Barbee  
E-mail: jonathanbarbeehome@gmail.com  
Home Phone: 7046365490  
Business Phone: 9802343088  
Address: 101 Polo Drive  
City: Salisbury  
State: NC  
ZIP Code: 28144  
Occupation: Student

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:  
Greenway Committee (No Requirement of Residency)

Please indicate your #2 preference:  
Tree Board

Please indicate your #3 preference:  
Comprehensive Plan Steering Committee

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?  
Having taken City of Salisbury's Citizen's Academy has been a benefit to my confidence in applying for the Greenway Committee, Tree Board, and the Comprehensive Plan Steering Committee. I am planning to graduate from Catawba College.

Skills in public speaking, leadership, listening, critical thinking, facilitation, team-building, planning, delegation, time management, and giving feedback. Education in business administration and marketing. Member of a local Toastmasters International club and the Young Republicans of Rowan County.

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

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
Bradford Basinger
bradfordm1978@gmail.com

First Name: Bradford
Last Name: Basinger
E-mail: bradfordm1978@gmail.com
Home Phone: 704-267-7763
Address: 306 Maupin Ave
City: Salisbury
State: NC
ZIP Code: 28144
Place of Employment: 28144
Self Employed
Occupation: Web Developer and Property Management/maintenance

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: Comprehensive Plan Steering Committee
Please indicate your #2 preference: Planning Board
Please indicate your #3 preference: Housing Advocacy 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?

I would like to be of the Comprehensive Plan Steering Committee and/or planning board because I feel there has been a lack of including technological and digital infrastructure as needs of the future. As the amount of data that is produced on a daily basis by an increasing number of users submitting data, and will ultimately have some kind of storage concerns for both citizens and municipalities. Currently most private citizens depend on free services like Gmail or Hotmail. As businesses face this need to store data, many will begin to charge. Some, if not all, mailbox service providers have storage limits around 5GB. If the public is charged with storing and securing their own health records, work records, etc., there will ultimately be those who can not afford to pay for storage. It will then be up to the government to provide these storage solutions and I believe these needs should be included in a comprehensive plan. Another issue on the technological front that I believe the city needs to address is that the issue of citizens privacy in regards to video surveillance, drone use, handling of personal data stored and curated by the city, and requiring privacy policies for all businesses and/or individuals with surveillance equipment pointed at public spaces. Having a database of cameras can not only help with crime, but also in identifying problems with streets, signs, sewer, etc. most companies like Ring & Google Home have APIs that the user can share and grant permissions for access as needed. Also, with the shrinking newspaper market who was once the hub for marketing and information for the city, the city should have a plan in place to encourage and reward journalists and other...
watchdog/watch group organizations who help the community by keeping them informed and investigating matters that don’t seem fair. It should be an open source platform where all can contribute and share information and data. Municipalities, city council, and private citizens could curate the board to keep partisanship and corruption in check. Finally, a problem some members of the city and city council has mentioned, but there must be some sort of plan for free internet access for low income families. I feel this will be an essential basic need in the future, and internet should be accessible by all. A citywide free internet service would also be a good way to recruit technology businesses to the area. Having already had a worst case scenario with Fibrant, I believe the city now has the experience to better organize and work these contracts. Many of these ideas can and should be partnered with on by developers and businesses looking to come to the area. Most businesses look at revolutionary ideas as a positive and are willing to contribute their financial and professional resources for the right ideas that benefit both their businesses and their employees. Either way, I feel we must start planning for addressing these needs and concerns and I would love to help contribute to a plan that includes these concerns. I also have more than average experience in dealing with DOT, zoning, planning, code enforcement, and many other city departments on a professional level and understand some of the unique needs of businesses and developers involved in commercial construction projects. The one stop shop was a great plan that worked and I would love to be a part of something similar that really improves the image of the city. These are just a few reasons why I think I would be a good fit. Please contact me if you have any other questions.

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:

-1996 Salisbury High graduate and 3 years at UNCC in business administration. -20 years in commercial construction industry, 12 in management. Mostly big box retail and civil concrete work. -8 years civil construction/site work concrete experience including curb and gutter in parking lots, dumpster containers, concrete paving, sidewalks, and other concrete in public spaces with ADA requirements on sidewalk openings, grade, wheelchair turn radiiuses, handrail heights, pipe bollard placements, etc. -5 years Web Development experience with full stack JavaScript with Node & PHP applications including WordPress implementation with these data collection method using REST APIs. -10 years HTML, CSS, JQuery website development experience with focus on SEO and digital marketing features using custom URLs, google analytics, and some eCommerce.

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

No

Is there any possible conflict of interest or other matter that would create problems or prevent you from fairly and impartially discharging your duties as an appointee of the Salisbury City Council?

No

I certify that the facts contained in this application are true and correct to the best of my knowledge. I understand and agree that any misstatement will be cause for my removal from any board or commission.

I agree
<table>
<thead>
<tr>
<th>First Name</th>
<th>Jonathan</th>
</tr>
</thead>
<tbody>
<tr>
<td>Last Name</td>
<td>Behrooz</td>
</tr>
<tr>
<td>E-mail</td>
<td><a href="mailto:jonathanbehrooz@yahoo.com">jonathanbehrooz@yahoo.com</a></td>
</tr>
<tr>
<td>Home Phone</td>
<td>7042133511</td>
</tr>
<tr>
<td>Address</td>
<td>209 South Fulton St.</td>
</tr>
<tr>
<td>City</td>
<td>Salisbury</td>
</tr>
<tr>
<td>State</td>
<td>NC</td>
</tr>
<tr>
<td>ZIP Code</td>
<td>28144</td>
</tr>
<tr>
<td>Do you reside within the City limits of Salisbury?</td>
<td>Yes</td>
</tr>
<tr>
<td>Are you within the City’s Extraterritorial Jurisdiction (ETJ) area?</td>
<td>Yes</td>
</tr>
<tr>
<td>Please indicate your #1 preference:</td>
<td>Comprehensive Plan Steering Committee</td>
</tr>
<tr>
<td>Have you served on a board or commission of the City of Salisbury?</td>
<td>No</td>
</tr>
<tr>
<td>Why are you interested in serving on the Board or Commission for which you are applying?</td>
<td>I share concerns with the city direction at times and don't feel I have enough time to serve as a council member with a young family. Because I would like to raise my family in this community(next 20 years) I want to make sure we are on the right path so that when my kids grow up, they will see the city as prosperous and thriving and would consider returning to their home town.</td>
</tr>
<tr>
<td>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:</td>
<td>Eagle scout, president of multiple organizations in college, church deacon and landlord are a few roles that have provided valuable experience.(Plus husband and father/wrangler of 2 young children should count for something as well)</td>
</tr>
<tr>
<td>Profession:</td>
<td>Business manager and analyst are</td>
</tr>
</tbody>
</table>
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
Rebecca Childs
rebeccagchilds@gmail.com

First Name
Rebecca

Last Name
Childs

E-mail
rebeccagchilds@gmail.com

Home Phone
704-213-4496

Address
210 N Milford Dr

City
Salisbury

State
NC

ZIP Code
28144

Place of Employment
Rowan-Cabarrus Community College, Coldwell Banker Residential Brokerage

Occupation
Instructor, Realtor

Do you reside within the City limits of Salisbury?
Yes

Are you within the City’s Extraterritorial Jurisdiction (ETJ) area?
No

Please indicate your #1 preference:
Comprehensive Plan Steering Committee

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?
When I heard about the Forward 2040 Steering Committee, I was excited to submit my application to participate in this critical initiative. I have been contemplating joining a commission for some time, but when explored the objective of this particular committee, I was drawn to this unique opportunity to create a long-term vision as a result of a collaborative endeavor. As a parent of two young children, the future of this city is a vital concern to my family. I am a firm believer that Salisbury is one of the greatest places to live, work, raise a family, and even retire. I would be honored to be a part of an effort to ensure that this is the case for all Salisbury residents, both now and in the decades to come.

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 believe that my background and experience would benefit the interests of this committee. I have a Bachelor’s Degree in Business Administration with a concentration in Entrepreneurship, as well as a Master’s Degree in Education. With respect to my professional experience, I have 10 years of experience in education, having taught both domestically and abroad. Currently, I am a Career Specialist in the Continuing Education and Human Resource Development department at Rowan-Cabarrus Community College. Each day I have the amazing opportunity to empower Salisbury residents with the knowledge and skills they need to identify and achieve their career and employment goals. I am also a licensed NC Real Estate Broker. Specializing in first-time homebuyers, I am blessed to be able to provide education and guidance throughout the complex process of homeownership. Each of these roles allows me to gain extensive first-hand knowledge of local economic conditions and the unique needs, perspectives, and concerns of local residents. I believe that his awareness would be a vital asset to help develop plans and strategies that will propel Salisbury towards greater prosperity for all.
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
William Clements

<table>
<thead>
<tr>
<th>First Name</th>
<th>William</th>
</tr>
</thead>
<tbody>
<tr>
<td>Last Name</td>
<td>Clements</td>
</tr>
<tr>
<td>E-mail</td>
<td><a href="mailto:williamwclements3@gmail.con">williamwclements3@gmail.con</a></td>
</tr>
<tr>
<td>Home Phone</td>
<td>7046093904</td>
</tr>
<tr>
<td>Business Phone</td>
<td>Same</td>
</tr>
<tr>
<td>Address</td>
<td>225 W. Corriher Ave</td>
</tr>
<tr>
<td>City</td>
<td>Salisbury</td>
</tr>
<tr>
<td>State</td>
<td>NC</td>
</tr>
<tr>
<td>ZIP Code</td>
<td>28144</td>
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</table>

Place of Employment

Senior Living Guide & Apple House Realty

Regional Manager & NC licensed RE Broker

Occupation

Yes

Please indicate your #1 preference:

Comprehensive Plan Steering Committee

Please indicate your #2 preference:

Housing Advocacy Commission

Please indicate your #3 preference:

Fair Housing Committee

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?

I have previously applied, ideally you still have my paperwork on hand. I have extensive experience serving on several mayoral boards & committees in Mecklenburg County as well as the apartment association and Chamber in Charlotte when I lived there. I want to serve where I live!

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:

Public speaking, negotiations, budgeting, long term planning, operations, process improvement, housing, property management, residential real estate, tenant law, sales & marketing, writing, publishing.

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
Taylor Ellerbee
taylorellerbee@gmail.com

First Name: Taylor
Last Name: Ellerbee
E-mail: taylorellerbee@gmail.com
Home Phone: 9194086471
Address: 429 Park Ave
City: Salisbury
State: NC
ZIP Code: 28144

Place of Employment: Owner of Pier & Curtain Home Restoration
Occupation: Owner/manager/designer

Do you reside within the City limits of Salisbury? Yes
Are you within the City's Extraterritorial Jurisdiction (ETJ) area? No

Please indicate your #1 preference:
Comprehensive Plan Steering Committee

Has 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?
I believe this is a unique opportunity to shape Salisbury's development over the coming years. Salisbury is a wonderful place to live and I want to do my part to make it a flourishing environment for business, family, and community development.

Graduated with BA from UNC Chapel Hill Worked as Global Project Manager for Clinical Research Organizations and Pharmaceutical companies for a decade- created operating procedures and guidelines for my department. Started my historic restoration company with my husband 6 years ago; our primary objective in our renovations are to bring a home into the current decade while maintaining its historical charm and irreplaceable contribution. Salisbury practices this balance with the historic structures downtown while bringing in new development. Volunteer with Historic Salisbury Foundation, and active Rowan chapter member of the Three Rivers Land Trust

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
Donald Hesprich  
bigviking0001@gmail.com

First Name: Donald  
Last Name: Hesprich  
E-mail: bigviking0001@gmail.com  
Home Phone: 7042132746  
Fax: N/A  
Business Phone: N/A  
Address: 1110 S. Fulton St.  
City: Salisbury  
State: NC  
ZIP Code: 28144  
Place of Employment: Livingstone College - Volunteer  
Occupation: Assistant Coach - Track and Field  
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: Planning Board  
Please indicate your #2 preference: Comprehensive Plan Steering Committee  
Please indicate your #3 preference: Alternate Methods of Design 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?  
I am a retired Engineer and legally blind. I would like to share my experiences in getting around Salisbury as a Visually Impaired Person (VIP) so as to help with design and maintenance of side walks and access points. There was talk of creating a Bicycle and Pedestrian Committee and I would like to volunteer for that through the boards I have checked. There are so many things that could be easily accomplished through cooperation and information to ease the lives of impaired individuals and I would like to be a part of that.

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:  
Retired Engineer with a BSME. I have been a member of many engineering professional bodies, including the American Society of Test methods (ASTM), Society of Automotive Engineers (SAE) and the Society of Composite Engineers (SCE). During my career, I have earned many US Patents. Since retirement, I have taken up Coaching at the Collegiate level. I am Certified by the United States Track and Field Assn. (USATF) as a level II throws Coach and the National Federation of High school Sports (NFHS) as a Certified Interscholastic Coach. In addition, I am certified as a coach through the NCAA DII. I am entering my 5th year of coaching at Livingstone college and youth coaching and have produced 5 conference champions.
Has any formal charge of professional misconduct ever been sustained against you in any jurisdiction?

No

Is there any possible conflict of interest or other matter that would create problems or prevent you from fairly and impartially discharging your duties as an appointee of the Salisbury City Council?

No

I certify that the facts contained in this application are true and correct to the best of my knowledge. I understand and agree that any misstatement will be cause for my removal from any board or commission.

I agree
<table>
<thead>
<tr>
<th><strong>Boards and Commissions Application</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>First Name</strong></td>
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<td><strong>Last Name</strong></td>
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<td><strong>E-mail</strong></td>
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<td><strong>Home Phone</strong></td>
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<td><strong>State</strong></td>
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<tr>
<td><strong>ZIP Code</strong></td>
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<tr>
<td><strong>Occupation</strong></td>
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<tr>
<td><strong>Do you reside within the City limits of Salisbury?</strong></td>
</tr>
<tr>
<td><strong>Please indicate your #1 preference:</strong></td>
</tr>
<tr>
<td><strong>Have you served on a board or commission of the City of Salisbury?</strong></td>
</tr>
<tr>
<td><strong>Why are you interested in serving on the Board or Commission for which you are applying?</strong></td>
</tr>
<tr>
<td><strong>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:</strong></td>
</tr>
<tr>
<td><strong>Has any formal charge of professional misconduct ever been sustained against you in any jurisdiction?</strong></td>
</tr>
<tr>
<td><strong>Is there any possible conflict of interest or other matter that would create problems or</strong></td>
</tr>
</tbody>
</table>
prevent you from fairly and impartially discharging your duties as an appointee of the Salisbury City Council?

I certify that the facts contained in this application are true and correct to the best of my knowledge. I understand and agree that any misstatement will be cause for my removal from any board or commission.

I agree
Daniel King
deking1990@outlook.com

First Name: Daniel
Last Name: King
E-mail: deking1990@outlook.com
Home Phone: 9803187847
Address: 107 s Walnut gq street
City: Salisbury
State: NC
ZIP Code: 28146
Place of Employment: B&B expressions
Occupation: Barber

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: Planning Board
Please indicate your #2 preference: Community Appearance Commission
Please indicate your #3 preference: Comprehensive Plan Steering Committee

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? Because I’m wanting to get involved

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 was born raised, and educated in Salisbury NC. Criminal justice degree. And currently a barber here.

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
David Moore
feartheblitz@yahoo.com

First Name  David
Last Name  Moore
E-mail  feartheblitz@yahoo.com
Home Phone  9803308694
Address  111 E Horah Street, Apt 2
City  Salisbury
State  NC
ZIP Code  28144

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:
- Comprehensive Plan Steering Committee

Please indicate your #2 preference:
- Greenway Committee (No Requirement of Residency)

Please indicate your #3 preference:
- Community Appearance 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?
I wanna help make a plan for what is ahead for this city and make it a better place to live and visit!
I have strong customer service skills, Very strong interest in where the city is heading.

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 agree
understand and agree that any misstatement will be cause for my removal from any board or commission.
Lew & Clyde Pasgett
lewzbluz@gmail.com

First Name
Lew & Clyde

Last Name
Pasgett

E-mail
lewzbluz@gmail.com

Home Phone
704-640-1980

Address
323 W Harrison St.

City
Salisbury

State
NC

ZIP Code
28144

Place of Employment
Retired

Do you reside within the City limits of Salisbury?
Yes

Please indicate your #1 preference:
Comprehensive Plan Steering Committee

Have you served on a board or commission of the City of Salisbury?
Yes

Why are you interested in serving on the Board or Commission for which you are applying?
Interested in serving on the Steering Committee to help to continue to work toward Salisbury’s DELICIOUSNESS!!!

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:
Real estate, marketing, retail, business, and passion!

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
Randal Rhodes

First Name: Randal
Last Name: Rhodes
E-mail: rhideskjer@aol.com
Home Phone: 7042583342
Address: 8209 Grandeur drive
City: Salisbury
State: NC
ZIP Code: 28146
Place of Employment: Shook Kelley Architects and planners
Occupation: Architecture - Senior Associate Director of Construction Administration

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: Comprehensive Plan Steering Committee
Please indicate your #2 preference: Planning Board
Please indicate your #3 preference: Historic Preservation Commission

Have you served on a board or commission of the City of Salisbury? No
Please list the date of service: Oct 2, 2019

Why are you interested in serving on the Board or Commission for which you are applying?
I work for a company that's creates new town centers all over the nation - we did Birkdale locally and I in particular Waverly in a Charlotte. I am passionate about place making and reinvigorating our historic places to enrich our communities and lives of all walks of life and socio economic backgrounds. Imagine something like the city of Montreal has installed right now in Salisbury (Cité Mémoire)
http://ville.montreal.qc.ca/375/en/
I have 30 plus years in Architecture design, buildings and place making opportunities as well as many other uses such as healthcare, senior living, schools etc.

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?

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
John Schaffer

First Name: John
Last Name: Schaffer
E-mail: japschaffer@me.com
Home Phone: 6143970010
Address: 201 S Fulton St
City: Salisbury
State: NC
ZIP Code: 28144-4846

Place of Employment: Retired

Occupation: Governance & Planning

Do you reside within the City limits of Salisbury? Yes

Are you within the City's Extraterritorial Jurisdiction (ETJ) area? No

Please indicate your #1 preference:

- Comprehensive Plan Steering Committee: Yes

Have you served on a board or commission of the City of Salisbury? Yes

Why are you interested in serving on the Board or Commission for which you are applying?

I've been a member of the Planning Board, now in my 2nd term. The Comprehensive Plan drives what our City strives to be, and I'd like to be a part of that important effort.

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? 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

I agree
misstatement will be cause for my removal from any board or commission.
Liliana Spears
llatinamix11@aol.com

First Name: Liliana
Last Name: Spears
E-mail: llatinamix11@aol.com
Home Phone: 7044882162
Address: 931 s Fulton st
City: Salisbury
State: NC
ZIP Code: 28144

Do you reside within the City limits of Salisbury? Yes
What is your #1 preference: Comprehensive Plan Steering Committee

Have you served on a board or commission of the City of Salisbury? Yes
Why are you interested in serving on the Board or Commission for which you are applying? I am excited of how Salisbury is growing.. and I feel being involved is a privilege.

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
Sada Stewart

First Name
Sada

Last Name
Stewart

director@historicsalisbury.org

Home Phone
7176680060

Business Phone
704-636-0103

Address
313 S Shaver Street

City
Salisbury

State
NC

ZIP Code
28144

Place of Employment
Historic Salisbury Foundation

Occupation
Executive Director

Do you reside within the City limits of Salisbury?
Yes

Are you within the City's Extraterritorial Jurisdiction (ETJ) area?
No

Please indicate your #1 preference:
Comprehensive Plan Steering Committee

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?
The Forward 2040 Comprehensive Plan Steering Committee offers the chance to shape the future of Salisbury as a thriving downtown, full of culture, housing and businesses. Salisbury is uniquely poised to be a revitalized downtown, and being able to contribute to the direction of positive growth is extremely valuable to me. As more and more studies show that younger demographics are interested in moving back to authentic, character-driven small cities, Salisbury needs to keep those ideals in mind as the 2040 plan is devised. I would be honored to be a part of that.

I feel that my background in history and historic preservation lend themselves to being able to serve the committee as it drives to develop a plan that highlights transportation, green space, housing, business development, and historic preservation. I primarily studied adaptive reuse and non-profit management, though I also focused on design and preservation plans for historic sites and towns. I am enthusiastic, and deeply invested in the positive growth of Salisbury, which would show in my participation in this committee.

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?
No

Is there any possible conflict of interest or other matter that would create problems or prevent you from fairly and impartially
No
discharging your duties as an appointee of the Salisbury City Council?

I certify that the facts contained in this application are true and correct to the best of my knowledge. I understand and agree that any misstatement will be cause for my removal from any board or commission.

I agree
Kenneth Stutts

First Name: Kenneth
Last Name: Stutts
E-mail: kennethstutts3@gmail.com
Home Phone: 980-234-5851
Address: 1702 4th St
City: Salisbury
State: NC
ZIP Code: 28144
Occupation: Attorney, Consultant

Do you reside within the City limits of Salisbury? Yes
Are you within the City's Extraterritorial Jurisdiction (ETJ) area? No

Please indicate your #1 preference: Comprehensive Plan Steering Committee
Please indicate your #2 preference: Planning Board

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?

I want to serve as a member of the Forward 2040 Steering Committee to strengthen the welcoming atmosphere of our city. It's important that our city continues to create pathways for sustainable and evolving opportunities that broaden quality of life choices for future generations. I believe we can do this, and more, while reflecting the vision and priorities of residents from across every part of our community.

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
Salisbury City Council
Agenda Item Request Form

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

Requested Council Meeting Date:  12/3/19

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

Name of Presenter(s): Staff Member making announcements

Requested Agenda Item: Salisbury Police Department Victim Witness Program will host a candlelight vigil on Thursday, December 5, 2019 beginning at 6:00PM on the steps of the Rowan County Courthouse, 210 N Main St. in recognition of Survivors of Homicide Victims Awareness Month and Salisbury City Council Proclamation on November 19, 2019.

Description of Requested Agenda Item: Candlelight Vigil for Survivors of Homicide Victims Awareness.

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:
Salisbury City Council
Agenda Item Request Form

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

Requested Council Meeting Date: December 3, 2019

Name of Group(s) or Individual(s) Making Request: Salisbury Parks and Recreation Department

Name of Presenter(s): Announcement

Requested Agenda Item: Brunch with Santa

Description of Requested Agenda Item: The Salisbury Parks and Recreation Department will hold "Brunch with Santa" on Saturday, December 7, 2019 from 10:00 am-noon at the Salisbury Civic Center. Participants will enjoy a pancake buffet, games, crafts and photos with Santa. Pre-registration is required by December 5 at www.salisburync.gov/PLAY. The fee for this event is $5 per person.

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:
Vivian Koontz
(704) 638-5294

☑ 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:
Salisbury City Council
Agenda Item Request Form

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

Requested Council Meeting Date:  December 3rd, 2019

Name of Group(s) or Individual(s) Making Request:  Downtown Development Dept. & Downtown Salisbury, Inc., 501c3 partner

Name of Presenter(s):  Announcement

Requested Agenda Item:  Santa and the Grinch Photos and Antique Fire Trucks

Description of Requested Agenda Item:  On Saturday, December 14th spend the day in downtown gathering first at Gateway Park (corner of Depot & E. Innes St.) for photos with Santa and the Grinch from 10am to 1pm. Then, enjoy free rides on antique fire trucks with Santa and the Grinch from 1:30pm to 4:00pm at the Visitors Center (204 E. Innes St.). Follow us at DowntownSalisburyNC on Facebook, Instagram, and Twitter or at www.downtownsalisburync.com.

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:  N/A

Contact Information for Group or Individual:  Latoya Price 704-638-5238 latoya.price@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****
Salisbury City Council
Agenda Item Request Form

For Use in Clerk’s Office Only

☐ Approved  ☐ Delayed  ☐ Declined

Reason:
Salisbury City Council
Agenda Item Request Form

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

Requested Council Meeting Date:  December 3, 2019

Name of Group(s) or Individual(s) Making Request:  Salisbury Parks and Recreation Department

Name of Presenter(s):  Announcement

Requested Agenda Item:  New Year’s Eve at the Trolley Barn

Description of Requested Agenda Item:  The City of Salisbury will host the New Year's Eve at the Trolley Barn Celebration on Tuesday, December 31, 2019. Celebrate the start of 2020 as a community at the F&M Bank Trolley Barn (temporary location change due to Bell Tower Green construction). Festivities will begin at 9:00 p.m. and will include light refreshments, live entertainment, live video feed from Time’s Square and the ringing in the New Year at Midnight. This event is free and open to the public.

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:
Vivian Koontz
(704) 638-5294

☐ 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: