

Salisbury, North Carolina
November 19, 2013

REGULAR MEETING

PRESENT: Mayor Paul B. Woodson Jr., Presiding; Council Members Mayor Pro Tem Maggie A. Blackwell, Karen Kirks Alexander, William (Pete) Kennedy, and William Brian Miller; City Manager Doug Paris; City Clerk Myra B. Heard; and City Attorney F. Rivers Lawther, Jr.

ABSENT: None

Salisbury City Council met in Council Chambers in City Hall located at 217 South Main Street. The meeting was called to order by Mayor Woodson at 4:00 p.m. The invocation was given by Councilmember Alexander.

PLEDGE OF ALLEGIANCE

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

RECOGNITION OF VISITORS

Mayor Woodson welcomed all visitors present.

RECOGNITION - SALISBURY HIGH SCHOOL LADY HORNETS TENNIS TEAM

Mayor Woodson recognized members of the Salisbury High School Lady Hornets Tennis Team for winning the North Carolina 2A State Championship.

Mayor Woodson read a Proclamation proclaiming November 19, 2013 as Salisbury High School Lady Hornets Tennis Day. He then presented a framed copy of the Proclamation to the Team Captains Madeline Hoskins and Anna Flynn. He also recognized Coach Scott Maddox.

Members of the Salisbury High School Ladies Tennis Team were Alexandra Drye, Anna Flynn, Kayla Honeycutt, Madeline Hoskins, Grace Steinman, Kathryn Rusher, Kathleen Mowery, Ruth Clement, Madison Daye, and Makala Mather.

Mayor Woodson congratulated the team and noted Salisbury High School continues to make Council proud.

RECOGNITION - SALISBURY HIGH SCHOOL LADY HORNETS GOLF TEAM

Mayor Woodson recognized members of the Salisbury High School Lady Hornets Golf Team for winning the North Carolina 1A/2A State Championship.

Mayor Woodson read a Proclamation proclaiming November 19, 2013 as Salisbury High School Lady Hornets Golf Day and presented a framed copy of the Proclamation to Team Captain Madeline Hoskins. He also recognized Coach Dale Snyder.

Members of the team were Isabella Rusher, Madeline Hoskins, Grace Yatawara, Shelby Holden and Caroline Parrott.

Councilmember Kennedy asked the parents in the audience to stand and be recognized.

Mayor Pro Tem Blackwell recognized members of the Salisbury High School Lady Hornets Tennis and Golf teams, Madeline Hoskins, Grace Steinman and Grace Yatawara, who also serve as members of the Salisbury Youth Council.

Mayor Woodson congratulated the team and stated Council is proud of all that Salisbury High School has accomplished.

PROCLAMATION

Mayor to proclaim the following observances:

GEOGRAPHIC INFORMATION SYSTEMS DAY	November 20, 2013
NAACP HARVEST BANQUET DAY	December 7, 2013
PULMONARY HYPERTENSION AWARENESS MONTH	November 2013
BAYADA HOME HEALTH CARE DAY	December 5, 2013

CONSENT AGENDA

(a) Approval of Minutes

Approve Minutes of the Regular Meeting of October 15, 2013 and the Special Meetings of October 17, 2013, October 24, 2013 and October 29, 2013.

(b) 2014 Council Meeting Dates

Adopt the 2014 schedule of regular Council meeting dates.

Thereupon, Mr. Miller made a **motion** to adopt the Consent Agenda as presented. Mr. Kennedy seconded the motion. Messrs. Kennedy, Miller, and Woodson, and Ms. Alexander and Blackwell voted AYE. (5-0)

2013 BLOCKWORK NEIGHBORHOOD IMPROVEMENT PROJECT

Urban Design Planner Lynn Raker introduced Community Appearance Commission (CAC) Chair Jon Cerny who presented an update on the 2013 BlockWork Neighborhood Improvement Project. Mr. Cerny thanked Council for its support and participation and noted the project was part of National Make a Difference Day.

Ms. Raker presented a slide show of the project. She pointed out the 2013 BlockWork took place in the Park Avenue neighborhood in the 700 and 800 blocks of East Franklin Street.

Mr. Cerny recognized special contributors:

- Apple Baking Company
- Biscuitville
- Cheerwine
- Cici's Pizza
- F&M Bank
- Godley's Garden Center and Nursery
- Mr. Karl Sale
- Koco Java
- Krispy Kreme
- Lowe's Home Improvement Center
- Medina Roofing and Construction
- Mr. Rodney Queen
- Sherwin Williams
- Mr. Peer Goff and the Rowan Cabarrus Community College (RCCC) Art Program

Mr. Cerny acknowledged the special volunteer groups that contributed to BlockWork:

- Park Avenue Neighborhood Association
- Salisbury Youth Council
- RCCC Early College Junior Civitans
- Rowan Helping Ministries – New Tomorrows Group

Mr. Cerny recognized 2013 BlockWork Site Managers:

- Mr. Garth Birdsey
- Mr. Josh Canup
- Mr. Jon Cerny
- Mr. Brian Davis
- Mr. Lou Manning
- Mr. Karl Sale
- Mr. Ken Weaver
- Mr. Geof Wilson

Mr. Lou Manning expressed his appreciation to everyone who participated in the project.

Mayor Woodson thanked Mr. Cerny, Ms. Raker and everyone who worked to make the project a success and the City more attractive.

Mayor Pro Tem Blackwell stated the CAC and the Housing Advocacy Commission (HAC) will partner on the 2014 BlockWork Neighborhood Improvement Project.

LAND DEVELOPMENT DISTRICT MAP AMENDMENT CD-06-2013 – ROWAN COUNTY FAIRGROUNDS

Senior Planner Trey Cleaton addressed Council regarding a request to rezone approximately 24.49 acres and to establish a Conditional District (CD) overlay to permit the addition of a 9,000 square foot exhibit hall.

Mr. Cleaton stated the petitioner is the Rowan County Fairgrounds. He reviewed a map of the area and identified the Rowan County Fairgrounds located on Julian Road adjacent to Interstate 85. He pointed out the parcel is outside of the City limits but within the City's extraterritorial jurisdiction (ETJ). He noted the surrounding zoning and explained the site is currently zoned Rural Residential (RR). He explained:

- Current use is legal-nonconforming (Amusements-Outdoor)
- Proposed base zoning to Highway Business (HB)
- CD overlay conditions to exclude several uses

Mr. Cleaton presented the CD overlay request:

- To allow construction of a 9,000 square foot exhibit hall
- To allow finished metal as exterior wall building material
 - Alternate Methods of Design Commission (AMDC) granted approval on October 3, 2013

Mr. Cleaton explained under the existing Code, legal-nonconforming uses may not be expanded until the site is compliant. He reviewed the site plan and building elevations. He indicated the Planning Board, AMDC and the Technical Review Committee (TRC) determined the pre-engineered building to be in character with the existing buildings. He noted the exhibit hall will feature open space to accommodate fairground events.

Mr. Cleaton reviewed the Vision 2020 Comprehensive Plan Policies for Parks, Open Space and Recreation. He referenced:

- Policy P-9: The City of Salisbury welcomes cooperative, public-private arrangements for the development, programming and maintenance of park and recreation facilities

Mr. Cleaton pointed out the property is not a Parks and Recreation property, but noted staff believes it is within the Vision 2020 Comprehensive Plan to support the recreational use of the existing fairgrounds.

Mr. Cleaton stated the Planning Board met October 8, 2013 and voted 8-1 to recommend approval for the rezoning and building addition.

(b) Mayor Woodson convened a public hearing, after due notice thereof, to receive comments regarding CD-06-2013.

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

Ms. Blackwell stated City Council hereby finds and determines that adoption of an Ordinance to rezone the property as described herein and establishing a Conditional District Overlay is consistent with the goals, objectives, and policies of the Vision 2020 Comprehensive Plan, and that adoption of the Ordinance is reasonable and in the public interest. Thereupon, Ms. Blackwell made a **motion** to adopt an Ordinance amending the Land Development Ordinance and the Land Development District Map of the City of Salisbury, North Carolina, rezoning 24.49 acres at 1560 Julian Road from Rural Residential to Highway Business and establishing a conditional district overlay to permit the fairgrounds use of the existing structures and to allow for the new development of a 9,000 square foot exhibit hall; identifying the development documents, identifying permitted uses; identifying development conditions; providing an effective date; and for other purposes. Mr. Miller seconded the motion. Messrs. Kennedy, Miller, and Woodson, and Meses. Alexander and Blackwell voted AYE. (5-0)

ORDINANCE AMENDING THE LAND DEVELOPMENT ORDINANCE AND THE LAND DEVELOPMENT DISTRICT MAP OF THE CITY OF SALISBURY, NORTH CAROLINA, REZONING 24.49 ACRES AT 1560 JULIAN ROAD FROM RURAL RESIDENTIAL (RR) TO HIGHWAY BUSINESS (HB) AND ESTABLISHING A CONDITIONAL DISTRICT OVERLAY TO PERMIT THE FAIRGROUNDS USE OF THE EXISTING STRUCTURES AND TO ALLOW FOR THE NEW DEVELOPMENT OF A 9,000 SQUARE FEET EXHIBIT HALL; IDENTIFYING THE DEVELOPMENT DOCUMENTS; IDENTIFYING PERMITTED USES; IDENTIFYING DEVELOPMENT CONDITIONS; PROVIDING AN EFFECTIVE DATE; AND FOR OTHER PURPOSES.

(The above Ordinance is recorded in full in Ordinance Book No. 24 at Page No. 242-247, and is known as Ordinance 2013-41)

PROPERTIES TO BE REPAIRED OR VACATED AND CLOSED OR DEMOLISHED

Code Services Manager Chris Branham presented four properties to Council for its consideration to allow the Code Services Division Manager to cause the dwellings to be repaired or vacated and closed or demolished.

422 East Cemetery Street

Mr. Branham presented 422 East Cemetery Street to Council and noted:

- A Notice of Hearing Letter was sent November 6, 2012
- A Findings of Fact Letter was sent December 6, 2012
- Compliance date – March 6, 2013

Mr. Branham explained when Code Services receives a complaint on a property:

- An inspection is completed
- A Notice of Hearing Letter is sent which sets a hearing date 20 to 30 days later
 - The state of the property is determined and if there is any interest from the owner to make the needed repairs
- A Findings of Fact letter is sent that includes a compliance date

Mr. Branham stated the property at 422 East Cemetery Street is owned by an investment company in Arizona. He reviewed the property violations:

- Abandoned dwelling
- Missing portion of roof covering
- Exterior walls not sound or reasonably weather tight
- Multiple violations of minimum standards

Mr. Branham displayed photographs of the property. He stated the property owners have not shown an interest in repairing the property, and staff recommends adopting an Ordinance ordering the Code Services Division Manager to cause the demolition of the property located at 422 East Cemetery Street.

Thereupon, Mr. Kennedy made a **motion** to adopt an Ordinance directing the Code Services Division Manager to cause the dwelling located at 422 East Cemetery Street, Salisbury, North Carolina to be repaired or vacated and closed and demolished, it being unfit for human habitation. Ms. Blackwell seconded the motion. Messrs. Kennedy, Miller, and Woodson, and Mses. Alexander and Blackwell voted AYE. (5-0)

ORDINANCE DIRECTING THE CODE SERVICES DIVISION MANAGER TO CAUSE THE DWELLING LOCATED AT 422 EAST CEMETERY STREET, SALISBURY, NORTH CAROLINA TO BE REPAIRED OR VACATED AND CLOSED AND DEMOLISHED, IT BEING UNFIT FOR HUMAN HABITATION.

(The above Ordinance is recorded in full in Ordinance Book No. 24 at Page No. 248, and is known as Ordinance 2013-42)

507 North Long Street

Mr. Branham presented 507 North Long Street to Council for its consideration. He explained the process to date:

- A Notice of Hearing Letter was sent December 19, 2012
- A Findings of Fact Letter was sent September 5, 2013
- The property owner has shown an interest in completing repairs to the property but has not made much progress in the previous weeks
 - Structure is currently used as an owner/occupied rental
- Located in the North Long Street-Park Avenue National Historic District

Mr. Branham reviewed the property violations

- Hallways are blocked with multiple items, impeding the path of egress
- Accumulation of garbage throughout house
- Floor system has several soft spots that flex beyond a normal amount of deflection
- Sanitary drain pipe open at rear of dwelling – Closed off as of today
- Missing wall sheathing in multiple places
- Open wall panel above cooking appliance in kitchen
- Water leak/overflowing toilet in a first floor bathroom
- Shower walls allowing water into wall cavity
- Combustibles stored inside the house
 - Moped, gas powered equipment
- No operable smoke detectors
- Inoperable windows in multiple bedrooms

- Two bedrooms without windows
- Missing outlet covers in multiple areas
- Overloaded circuits with multiple extension cords
- Holes in exterior siding of house
- Missing handrail column at base of stairs (working on this as of last month)
- Bedroom on first floor does not meet space requirements for occupancy

Mr. Branham presented photographs of the property. He noted the Historic Preservation Commission (HPC) heard the case Thursday, November 14, 2013 and delayed the demolition for 90 days as allowed by City Code 7-64.1. He stated staff recommends Council consider adopting an Ordinance ordering the dwelling to be repaired or vacated and closed to allow eviction of the property until the repairs are made. He pointed out the request is not for demolition, but noted a demolition request could be brought before Council following the 90-day HPC delay if repairs are not made. He explained the motion would allow Code Services to file for eviction of the occupants due to the uninhabitable status of the property.

Mayor Pro Tem Blackwell asked Mr. Branham if the residents will be without a home, if children are involved, and how much time residents will have to vacate the premises.

Mr. Branham stated he is unaware of any children at the residence. He explained the owner lives at the residence with a family member, and the other six rooms are rented out at various times. He indicated the residents are aware of the process and the possible eviction. He noted if the Ordinance is approved today he will send a letter to the property owner and file for eviction through the court system in 30 days. He added it will take 45 to 60 days for the case to be heard which will give residents approximately 90 days to vacate the premises. Ms. Blackwell stated residents would have time to make other living arrangements.

Councilmember Kennedy asked if the property owner has been introduced to the Community Development Commission (CDC) as a possible funding source to help with the repairs. Mr. Branham stated he did not know if the property owner has contacted the CDC. Mr. Kennedy stated there are resources available to help home owners who cannot afford to make needed repairs to their homes.

Councilmember Miller stated the process began a year ago. Mr. Kennedy asked if the owner was elderly. Mr. Branham stated the owner is older. Mr. Kennedy stated he is not sure the owners are aware of CDC programs.

Mr. Miller asked if information regarding available resources is sent with notice letters. Mr. Branham stated it is not in the standard information sent with notice letters. He offered to follow-up with the property owner to make sure he is aware of CDC programs and assistance.

Councilmember Alexander stated homeowners should be made aware of possible funding sources to help with needed repairs to their homes.

Mr. Miller pointed out if Council takes action when homeowners are out of compliance, those homeowners should be aware of resources to help remedy the situation. He added Council does not want to evict anyone from their home but noted when issues are ignored, homeowners must be held accountable. He emphasized the City has priorities that must be enforced and the conditions need to be resolved for the betterment of the community.

Mr. Kennedy stated he understands Mr. Miller's point, but noted Council should do all it can to help homeowners before evicting them from their home.

Mayor Woodson agreed with Mr. Kennedy and asked Mr. Branham to make sure the homeowner is aware of potential CDC assistance before any action is taken. He asked Mr. Branham to bring the property back to Council in 30 days.

Ms. Blackwell asked if the 90 day delay from the HPC and the 90 day eviction process are concurrent. Mr. Branham stated they are concurrent. Ms. Blackwell stated Council could proceed with the motion since the Ordinance calls for repairs.

Mr. Kennedy stated he does not support eviction. Mayor Woodson agreed with Mr. Kennedy and stated he prefers Mr. Branham bring the property back to Council within 30 days.

Ms. Blackwell pointed out conditions exist where citizens may not be able to exit the premises in case of a fire.

Mr. Branham stated staff is very patient with property owners and never surprises anyone with actions that are taken. He indicated staff will follow-up with the property owner regarding CDC assistance.

Ms. Alexander stated she would like something more definite regarding resources available through City departments and its partners to help struggling home owners.

City Manager Doug Paris stated he would direct staff to develop a packet of community resources along with a recommendation for when it should be distributed to the home owner for Council's approval. Ms. Alexander stated the information should be included in the first packet of information in order to give homeowners the most time to comply with the Code.

Mr. Branham stated the Housing Advocacy Commission (HAC) recently completed four brochures that include assistance programs to be brought before Council in the coming month.

Mr. Miller indicated he is more sympathetic when the property owner lives in the home and may not have the resources to repair the property. He emphasized CDC funding should be used with discretion and is for homeowners who occupy the property.

Ms. Blackwell asked if there are requirements for a boarding house. Mr. Branham noted the zoning classification for a boarding house defines it as over six unrelated residents living in the same home. He noted this homeowner rents to one relative and six additional rooms which does not exceed the standard.

By consensus, Council agreed staff should notify the home owner to provide information on assistance programs and come back before Council within 30 days.

502 Milford Hills Road

Mr. Branham presented 502 Milford Hills Road to Council for its consideration. He pointed out Code Services has worked with this property since 2010. He noted:

- A Notice of Hearing Letter was sent January 11, 2013
- A Findings of Fact Letter was sent February 6, 2013
- Compliance Date – May 6, 2013
- Foreclosure Home
- An outdoor storage building was recently demolished by the bank, no action taken on the condition of the house prior to today

Mr. Branham reviewed the violations at 502 Milford Hills Road:

- Abandoned dwelling
- Missing part of roof
- Missing exterior trim, exterior is not weather tight
- Outbuilding not structurally sound (demolished)
- Multiple violations of minimum standards inside the dwelling

Mr. Branham displayed photographs of the property. He noted the bank's maintenance company contacted staff this morning and requested an opportunity to complete the repairs. He stated the company asked for two weeks to generate an order to repair the property. He noted staff recommends adoption of the Ordinance in case the maintenance company does not follow through with its plans.

Ms. Blackwell noted the property is a community eye sore and has been a topic of conversation at Salisbury Neighborhood Action Group (SNAG) meetings for years.

Thereupon, Mr. Miller made a **motion** to adopt an Ordinance directing the Code Services Division Manager to cause the dwelling located at 502 Milford Hills Road, Salisbury, North Carolina to be repaired or vacated and closed and demolished, it being unfit for human habitation. Mr. Kennedy seconded the motion. Messrs. Kennedy, Miller, and Woodson, and Meses. Alexander and Blackwell voted AYE. (5-0)

ORDINANCE DIRECTING THE CODE SERVICES DIVISION MANAGER TO CAUSE THE DWELLING LOCATED AT 502 MILFORD HILLS ROAD, SALISBURY, NORTH CAROLINA TO BE REPAIRED OR VACATED AND CLOSED AND DEMOLISHED, IT BEING UNFIT FOR HUMAN HABITATION.

(The above Ordinance is recorded in full in Ordinance Book No. 24 at Page No. 249, and is known as Ordinance 2013-43)

508 Milford Hills Road

Mr. Branham presented 508 Milford Hills Road to Council for its consideration. He noted the Code Services Division has worked with this property since 2010. He pointed out it was re-noticed this year due to a family inheritance. He noted:

- A Notice of Hearing Letter was sent February 5, 2013
- A Findings of Fact Letter was sent March 13, 2013
- Compliance Date – June 13, 2013
- Inherited property, current owner lives in New York
- No contact within last six months prior to today
- Owner is planning to have a contractor repair the interior of the structure by May 2014, a signed Intent to Repair letter will be turned in by tomorrow

Mr. Branham reviewed the violations to the property and noted:

- Abandoned dwelling
- Exterior foundation walls appear to have failed causing floors on inside to collapse

Mr. Branham displayed photographs of the property. He pointed out staff recommends adopting an Ordinance directing the Code Services Division Manager to cause the dwelling to be vacated and closed and demolished. He emphasized staff will work with the property owner.

Thereupon, Mr. Miller made a **motion** to adopt an Ordinance directing the Code Services Division Manager to cause the dwelling located at 508 Milford Hills Road, Salisbury, North Carolina to be repaired or vacated and closed and demolished, it being unfit for human habitation. Ms. Blackwell seconded the motion. Messrs. Kennedy, Miller, and Woodson, and Mses. Alexander and Blackwell voted AYE. (5-0)

ORDINANCE DIRECTING THE CODE SERVICES DIVISION MANAGER TO CAUSE THE DWELLING LOCATED AT 508 MILFORD HILLS ROAD, SALISBURY, NORTH CAROLINA TO BE REPAIRED OR VACATED AND CLOSED AND DEMOLISHED, IT BEING UNFIT FOR HUMAN HABITATION.

(The above Ordinance is recorded in full in Ordinance Book No. 24 at Page No. 250, and is known as Ordinance 2013-44)

SIDEWALK ENCROACHMENT – 100 BLOCK EAST BANK STREET

City Engineer Wendy Brindle explained staff received a request from Stout Studio Architecture to allow an encroachment of steps onto a public right-of-way. She stated the encroachment will be at the Integro Technologies building in the 100 block of East Bank Street.

Ms. Brindle displayed a planned view of the site and pointed out the finished floor elevation will be below the street grade. She noted the company will need two steps that will encroach one foot and 10 inches onto the public sidewalk. She stated the encroachment is allowed under Section 22-19 of the City Code provided the property owner assumes all liability. She indicated the City received proof of liability insurance from the insurance carrier.

Thereupon, Mr. Kennedy made a **motion** to approve a sidewalk encroachment in the 100 block of East Bank Street in accordance with Section 22-19 of the City Code. Mr. Miller seconded the motion. Messrs. Kennedy, Miller, and Woodson, and Meses. Alexander and Blackwell voted AYE. (5-0)

INSTALLATION TELECOMMUNICATION FIBER IN PUBLIC RIGHT-OF-WAY

City Engineer Wendy Brindle stated staff received a request to install approximately 955 feet of telecommunication fiber in the public right-of-way in the 100 block of South Church Street and the 100 and 200 blocks of West Innes Street. She explained under Section 11-24(27) of the City Code, Council has the authority to grant the request. She noted staff has reviewed the request and recommends approval with conditions that include:

- An encroachment agreement from the North Carolina Department of Transportation (NCDOT) necessary within any State maintained right-of-way (Innes Street)
- An annual tax to be paid in accordance with Section 11-24(27) currently \$.10 per foot, approximately \$95 per year
- Request is only for encroachment in the public right-of-way, entry to the building is handled under a Right of Entry Agreement being facilitated

Mayor Woodson asked about the fees associated with the encroachment. Ms. Brindle stated the fees were established years ago, and with Council's permission staff would like to review the fees in the coming year.

By consensus, Council agreed to allow staff to review the encroachment fees.

Councilmember Alexander asked if the company doing the work is the same company that installed the large boxes on Fulton and Monroe Streets. Ms. Brindle stated she was not aware of any installations on Fulton Street. Ms. Alexander explained the sidewalks were damaged during the process, and asked if companies are responsible for damage to existing infrastructure.

Ms. Brindle stated the companies are held accountable, and she pointed out the conditions for approval state the company is responsible for all repairs. She noted the work at Fulton and Monroe Streets may be part of the signal upgrade, and she indicated she would investigate.

Councilmember Miller referenced the intersection of Mahaley Road and Innes Street and noted when the roadwork was done planters were broken and have not been repaired. He asked Ms. Brindle to check into repairs at this intersection.

Thereupon, Ms. Alexander made a **motion** to approve a request to install telecommunication fiber in the public right-of-way in accordance with Section 11-24(27) of the City Code with the established conditions. Mr. Miller seconded the motion. Messrs. Kennedy, Miller, and Woodson, and Meses. Alexander and Blackwell voted AYE. (5-0)

WELLINGTON HILLS – STORM DRAINAGE INCENTIVE GRANT

Street Maintenance and Stormwater Utility Manager Craig Powers and Utilities Engineer Chris Tester addressed Council regarding a Storm Drainage Incentive Grant for Wellington Hills. Mr. Powers reviewed the history of the Storm Drainage Incentive Grant:

- The City maintains storm drain systems on public right-of-ways and on City owned properties
 - Systems on private property are the responsibility of the property owner
- Storm Drainage Incentive Grant funds are for improvements or repair to private property made possible through the City's Stormwater Utility
- The City is not responsible for maintenance of the drainage system
- The City may award up to 50 percent of the construction costs
- No applications were submitted in FY2012-2013
- One application was received for FY 2013-2014

Mr. Tester explained Wellington Hills is a housing community located on Jake Alexander Boulevard, south of Isenberg Elementary School and Sacred Heart. He noted the community's storm water runoff drains into Jump and Run Branch and has experienced system failure:

- A 30 inch metal pipe failed under the private drive area
- Sink holes are visible from the surface
- Propose replacing failed pipes with 120 feet of aluminized pipe
- Repair roadway and curbing as needed

Mr. Tester noted the property owners received four quotes ranging from \$41,399.66 to \$46,342.59. He indicated the property owners plan to use Gene Stoner Grading and Hauling at a price of \$43,986.03. He stated staff recommends awarding a Storm Drainage Incentive grant to Wellington Hills for \$21,993.02, or 50 percent of the lowest bid.

Mayor Pro Tem Blackwell pointed out this grant will deplete the Storm Drainage Incentive Grant funding for the current fiscal year.

Councilmember Miller asked how future grant requests will be handled. Mr. Tester explained the Storm Drainage Incentive Grant for Wellington Hills was the first grant request the Stormwater Utility has received. He stated in the future staff expects the grant to become more competitive. He indicated grant information is provided when citizens present a problem to staff, and citizens are encouraged to apply for the grant funding.

Councilmember Kennedy asked how much money is set aside for the grant. Mr. Tester stated \$25,000 is set aside for the grant.

Thereupon, Mr. Miller made a **motion** to award a Storm Drainage Incentive Grant in the amount of \$21,993.02 to Wellington Hills. Mr. Kennedy seconded the motion. Messrs. Kennedy, Miller, and Woodson, and Mses. Alexander and Blackwell voted AYE. (5-0)

311GIS

GIS Coordinator Kathryn Clifton addressed Council regarding 311GIS, a map based problem reporting system. She noted it is a goal of the GIS Division to provide user friendly solutions for citizens.

Ms. Clifton explained 311GIS is a hosted solution for non-emergency problem reporting for citizens. She noted the system is provided by Geographic Technologies Group of Goldsboro, North Carolina. She indicated users may interact with 311GIS through the following means:

- Desktop browser (requires Silverlight plug-in)
- iPad or iPhone
- Android device

Ms. Clifton stated 311GIS is supported on Apple and Android devices, and makes use of Location Services within the phone. She pointed out citizens can download the application for Apple and Android devices by visiting <http://www.geotg.com/311gismobile/> free of charge. She added 311GIS users have the option to become registered users by following the instructions on the login screen. She stated citizens can share their phone number if they wish to be contacted by staff.

Ms. Clifton shared the many features of 311GIS and pointed out the system is utilized nationally, and it is important for citizens to specify Salisbury, North Carolina as their starting point when they use it. She noted situations that occur inside a historic district may be routed differently than items that occur outside a historic district. She stated water and sewer problems can be reported from anywhere in Rowan County, and staff will determine if the problem is part of the Salisbury-Rowan Utilities (SRU) system. She pointed out requests can include a photograph or video. She explained staff reviews all requests before they are posted to ensure the content is valid and appropriate.

Councilmember Miller asked if the service is currently in place. Ms. Clifton stated the system has been in place for approximately six weeks. Mr. Miller asked Ms. Clifton to update Council in the future to share how the program is being used.

Councilmember Kennedy pointed out the system is currently complimentary, and he noted the City may have to pay for the service in the future.

Mr. Miller asked about the complimentary phase. Ms. Clifton stated the City can utilize 311GIS until June 1, 2014 at no cost. Mr. Miller noted Rowan County recently considered a GIS system at a significant cost. Ms. Clifton stated the County considered Mobile 311, but she was not aware of the cost associated with the system.

Mr. Miller clarified this is a trial period for 311GIS. Ms. Clifton noted in the current budget there are monies approved if Council wishes to move forward. Mr. Miller stated if citizens like the service they should use it or it may not dropped from the future budget.

Mayor Pro Tem Blackwell stated 311GIS is a very effective means of communication for citizens.

Mr. Miller stated he can see the benefits of 311GIS if the citizens use it. Ms. Clifton indicated marketing material will be available at various City locations. Mr. Miller noted neighborhood disputes will probably make their way to 311GIS. Mr. Paris stated staff would become aware of neighborhood disputes and work to keep them off of the system.

Ms. Clifton noted staff is also utilizing 311GIS when they see problems or are provided with information from citizens.

Mayor Woodson thanked Ms. Clifton for her presentation and all she does for the City.

CHAIR AND VICE-CHAIR SALISBURY TOURISM AND CULTURAL DEVELOPMENT COMMISSION

Assistant City Manager John Sofley explained Council appoints members of the Salisbury Tourism and Cultural Development Commission (STCDC). He noted the STCDC recommends appointments for its Chair and Vice-Chair to Council. He noted the STCDC recommends Council reappoint Chair Bill Burgin and Vice-Chair Barbara Perry for an additional year.

Thereupon, Mr. Kennedy made a **motion** to reappoint Bill Burgin to serve as Chair, and Barbara Perry to serve as Vice-Chair, for the Salisbury Tourism and Cultural Development Commission. Ms. Alexander seconded the motion. Messrs. Kennedy, Miller, and Woodson, and Meses. Alexander and Blackwell voted AYE. (5-0)

APPOINTMENTS TO VARIOUS BOARDS AND COMMISSIONS

Housing Advocacy Commission

Upon a motion by Mr. Kennedy, seconded by Ms. Blackwell, and with Messrs. Kennedy, Miller, and Woodson, and Ms. Alexander and Blackwell voting AYE, the following appointment was made to fulfill an unexpired term on the Housing Advocacy Commission:

Mr. William Matthews

Term Expires 03/31/16

Mayor Pro Tem Blackwell noted there was a resignation from the Housing Advocacy Commission and the City has an opening for an alternate on the Zoning Board of Adjustment.

PUBLIC COMMENTS

Mayor Woodson opened the floor to receive public comment.

Clyde, Bank Street, asked if a plan is in place for the 165 parking spaces that will be needed at 329 South Main Street.

There being no one else to speak, Mayor Woodson closed the public comment session.

Councilmember Kennedy stated during a political forum in October 2013, a crosswalk at Livingstone College was discussed. He noted Council agreed to consider the crosswalk, and asked staff to look into a crosswalk at Monroe Street for the students.

Mayor Pro Tem Blackwell indicated she met with Mr. State Alexander from Livingstone College last week and received a letter today with a formal request for the crosswalk.

CITY MANAGER'S COMMENTS

There were no comments.

MAYOR'S ANNOUNCEMENTS

(a) **GIS Open House**

Mayor Woodson announced the GIS Division is hosting a GIS Open House at 1 Water Street, Wednesday, November 20, 2013 from 1:00 p.m. until 5:00 p.m. City staff will provide information regarding 311GIS and other ways GIS is used by the City.

(b) Holiday Caravan Parade

Mayor Woodson announced the Holiday Caravan Parade will be held Wednesday, November 27, 2013 beginning at 2:00 p.m. in Spencer and 3:00 p.m. in Salisbury. The 54th annual Holiday Caravan Parade will be broadcast live on Fibrant Channel 17 featuring multiple camera angles plus live commentary. Rebroadcast airtimes will be announced at a later date.

(c) Holiday Night Out

Mayor Woodson announced the Rowan County Tourism Development Authority will host Holiday Night Out Friday, November 29, 2013 from 5:00 p.m. until 9:00 p.m. in downtown Salisbury.

CLOSED SESSION

Mayor Woodson asked for a motion to go into closed session to consult with an attorney as allowed by NCGS 143-318.11(a)(3).

Thereupon, Ms. Blackwell made a **motion** to go into closed session to consult with an attorney as allowed by NCGS 143-318.11(a)(3). Ms. Alexander seconded the motion. Messrs. Kennedy, Miller, and Woodson, and Meses. Alexander and Blackwell voted AYE. (5-0)

RETURN TO OPEN SESSION

Thereupon, Ms. Blackwell made a **motion** to return to open session. Ms. Alexander seconded the motion. Messrs. Kennedy, Miller, and Woodson, and Meses. Alexander and Blackwell voted AYE. (5-0)

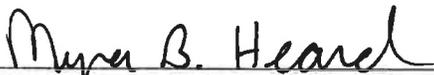
Mayor Woodson announced no action was taken in closed session.

ADJOURNMENT

Motion to adjourn the meeting was made by Ms. Blackwell seconded by Ms. Alexander. All council members in attendance agreed unanimously to adjourn. The meeting was adjourned at 6:34 p.m.



Paul B. Woodson, Jr., Mayor



Myra B. Heard, City Clerk