



SALISBURY-ROWAN COUNTY CONVENTION & VISITORS BUREAU
204 E Innes Street, Ste. 120, Salisbury, NC 28144
800-332-2343 • 704-638-3100 • FAX 704-642-2011

Name: Capital Committee

Date of Meeting: October 12, 2016

Committee Chair: Mark Lewis

Date of Next Meeting: November 9, 2016

Committee Members Attending: Mark Lewis (Chair), Paula Bohland, Shannon-Stewart Hill, Thad Howell, Janet Gapen and Krista Osterweil

Tourism Staff: James Meacham, Lesley Pullium, Tara Ludwig

Not Attending: Tony Shaw

Mark Lewis called the meeting to order at 11:15 AM.

Chairman Lewis called for a motion to approve the minutes from the last meeting.

Meeting Minutes were approved by consensus.

Capital Budget Report

The committee reviewed the Capital budget and financials as of October 12, 2016. The 5 year budget, pro forma and tax revenues received to date were all discussed and reviewed. As of 10-12-16 the Capital Fund had \$172,000 in cash with a total of \$99,000 in unrestricted cash on hand. Revenues to the fund were ahead for the first quarter by almost \$3,000.

The financials were agreed upon by consensus.

Rail Walk Project

Meacham provide the committee with a full update on the Railwalk Development Project. Meacham first reported that the CVB Board of Directors extended the purchase option agreement for the Rouzer Building located on Kerr Street next to the Emporium. The Board also ordered a phase 2 environmental soil sample study to occur before the purchase would close.

Bill Burgin and Meacham will present the findings to the CVB Board at noon on November 9th. In summary the phase 1 found no record or history of incidents on site, but did identify 4 off site locations within 500 feet of the property that could potentially cause contamination to the soil on the Rouzer property. The CVB Board determined that soil sample testing was warranted and authorized an additional \$5,000 for soil testing

After the committee reviewed the proposals in September for Railwalk design services it was determined that a combination of services from Ramsay, Burgin and Bizzell Design best matched the needs of the CVB. Meacham was asked to speak to both groups and request them to resubmit based on combined services. The groups resubmitted and the total price came in \$4,000 less than originally submitted.

Currently the capital committee has \$50,000 to work with (\$25,000 carry over from FY15-16 and \$25,000 from FY16-17) for Railwalk services.

Motion: Krista Osterweil made a motion to approve the revised services agreement between Ramsay, Burgin and Bizzell Design for the Rail Walk and include Option A from Burgin for design work with a total cost of \$46,000.
Second: Shannon-Stewart Hill
Motion: Approved

Wayfinding Signage-Report

James Meacham and Buzz Bizzell reported to the Capital Committee on the updated Phase II for the Salisbury Wayfinding Signage System. The committee reviewed each location and sign and noted a few minor changes for consideration. Additionally, Meacham and Bizzell reported that NCDOT has approved Phase 2 with noted changes from September 2016. It was also noted that exit ramp directional signage off of I85 can be included and will be permitted by NCDOT, a great accomplishment for the community.

After a complete review and noting a few changes Chairman Lewis called for a motion to approve and to submit to City Council for approval.

Motion: Thad Howell-approve with changes made as noted
Second: Krista Osterweil
Discussion: None
Motion: Approved

Meeting Adjourned at 11:55am.