



CITY OF SALISBURY

115 S. Division Street, Salisbury, MD 21801

LEGISLATIVE SESSION

125 N Division Street, Room 301, Salisbury, MD, 21801

Monday, June 9, 2025 6:00 PM

D'SHAWN M. DOUGHTY
Council President

ANGELA M. BLAKE
Council Vice President

APRIL R. JACKSON
Councilwoman

MICHELE R. GREGORY
Councilwoman

SHARON C. DASHIELL
Councilwoman

CALL TO ORDER

WELCOME/ANNOUNCEMENTS/PLEDGE

INVOCATION - Pastor Keith Conkle - Canvas Church

PRESENTATION AND ADOPTION OF LEGISLATIVE AGENDA

CONSENT AGENDA

- Meeting Minutes for Approval
December 9, 2024 Legislative Session
December 16, 2024 Special Meeting
December 16, 2024 Work Session
January 13, 2025 Work Session
January 13, 2025 Legislative Session
January 27, 2025 Special Meeting
January 27, 2025 Work Session
January 27, 2025 Legislative Session
May 12, 2025 Legislative Session

RESOLUTIONS

- Youth Development Advisory Committee
Resolution No. 3401 - appointing Peyton Hudson for term ending June 2028
- Human Rights Advisory Committee
Resolution No. 3402 - appointing Kelly Martinez for term ending June 2027
- Human Rights Advisory Committee
Resolution No. 3403 - appointing Sophia Peters for term ending June 2027
- Human Rights Advisory Committee
Resolution No. 3404 - re-appointing Demetria Marshall for term ending June 2027
- T.R.U.T.H. Committee
Resolution No. 3405 - appointing Carileigh Jones for term ending June 2029

ORDINANCES

- FY2026 Budget Ordinance - 2nd Reading
Ordinance No. 2935 - appropriating the necessary funds for the operation of the government and administration for the period July 1, 2025 to June 30, 2026, establishing the levy for the Genral Fund for the same fiscal period and establishing the appropriation for the Water and

Sewer, Parking Authority, City Marina, and Storm Water Funds.

- FY2026 Water Sewer Rates-Mayor Level - 2nd Reading
Ordinance No. 2936 - to amend Water and Sewer rates to increase by 6% and making said changes effective for all bills dated October 1, 2025 and thereafter, unless and until subsequently revised or changed.
- FY2026 Fee Ordinance - 2nd Reading
Ordinance No. 2937 - to set fees for FY2026 and thereafter unless and until subsequently revised or changed.
- Funds from the Maryland State Arts Council - Presenting and Touring Grant - 2nd Reading
Ordinance No. 2938 - authorizing the Mayor to enter into a contract with the Maryland State Arts Council for the purpose of accepting grant funds in the amount of \$5,000 and to approve a budget amendment to the grant fund to appropriate these funds for expenses associated with strengthening collaborative efforts between Maryland-based touring artists and the Maryland Folk Festival.
- Accepting Grant Funds & Grant Agreement from Tidal Health for the REACH Grant for SWIFT/MDCN -2nd reading
Ordinance No. 2939 - authorizing the Mayor to enter into a contract with Tidal Health for the purpose of accepting Sub-Granted Funds in the amount of \$74,740.00 to be used for partial salary and benefits of the SWIFT Community Paramedic.
- Accepting Grant Funds from DNR for Boat Motor - 2nd reading
Ordinance No. 2940 - authorizing the Mayor to enter into a contract with the Department of Natural Resources Waterway Improvement Fund (WIF) Grant for the purpose of accepting grant funds in the amount of \$2,156, and to approve a budget amendment to the grant fund to appropriate these funds for the Salisbury Fire Department
- Budget Amendment for Surplus Heart Monitor Sale - Second Reading
Ordinance No. 2941 - approving a budget amendment of the FY2025 general fund budget to appropriate \$6,141.38 to the Salisbury Fire Department operating budget after the City received \$6,141.38 in proceeds generated from the auction sale of surplus heart monitors.
- Budget Amendment for Surplus Radio Sale - Second Reading
Ordinance No. 2942 - approving a budget amendment of the FY25 general fund budget to appropriate \$18,984.60 to the Salisbury Fire Department's operating budget after the City received \$18,984.60 in proceeds generated from the auction sale of the portable radios and accessories.
- Ordinance to Amend Title 5 of the Salisbury City Code (Chesapeake Franchise Agreement) - 1st reading
Ordinance No. 2943 - amending Title 5 of the Salisbury City Code, entitled "Business Licenses and Regulations," to add Chapter 5.23 to authorize and govern a gas franchise agreement

PUBLIC COMMENT

ADJOURNMENT/CONVENE IN WORK SESSION

City Council Meetings are conducted in Open Session unless otherwise indicated. All or part of the Council's meetings can be held in Closed Session under the authority of the Maryland Open Meetings



LEGISLATIVE SESSION MEETING MINUTES DECEMBER 9, 2024

PUBLIC OFFICIALS PRESENT

Council President D'Shawn M. Doughty, Vice President Angela M. Blake, Councilwoman April R. Jackson, Councilwoman Michelle R. Gregory, Councilwoman Sharon C. Dashiell, Mayor Randy Taylor

STAFF IN ATTENDANCE

City Clerk Julie English, City Attorney Ashley Bosché, Procurement Director Jennifer Miller

WELCOME/ANNOUNCEMENTS/PLEDGE TO THE FLAG

The City Council convened in Legislative Session on December 9, 2024 at 6:00 p.m. in the Government Office Building Council Chambers, Room 301, located at 125 N. Division Street. After reviewing the emergency exit instructions, President Doughty asked everyone to stand for the Pledge of Allegiance.

INVOCATION - Rev. Dr. Bruce Glisson, Allen Memorial Baptist Church

PRESENTATION AND ADOPTION OF THE AGENDA

President Doughty presented the meeting agenda and called for a motion and a second to approve the agenda as presented. Ms. Jackson motioned and Ms. Gregory seconded. The vote was 5-0 to approve the legislative agenda.

CONSENT AGENDA – presented by City Clerk Julie English

President Doughty entertained a motion to approve the consent agenda. Ms. Gregory motioned and Ms. Jackson seconded to approve the consent agenda. The consent agenda consisted of the following items:

- August 19, 2024 Work Session Minutes
- August 19, 2024 Special Legislative Session Minutes

The vote was 5-0 in favor.

AWARD OF BID – presented by Procurement Director Jennifer Miller

- RFP A-25-104 On-Call Civic Utilities - \$500,000 (3 yr. estimate)

Ms. Miller presented the above Request for Proposal to Council. She explained that the city-wide contract was typically used by the departments of Water Works, Infrastructure & Development, and Field Operations. Two proposals were received and evaluated on geographic location, experience and expertise, ability to respond, ability to staff tasks and cost estimates. The Department of Water Works found it beneficial to award the bid to both vendors.

President Doughty entertained a motion and a second to approve the Award of Bid. Ms. Blake motioned and Ms. Gregory seconded. The vote was 5-0 in favor.

ORDINANCES – presented by City Attorney Ashley Bosché

- **Ordinance No. 2901** – authorizing the reallocation of Federal Recovery Funds from the Water Sewer Fund to the General Fund and to appropriate said funds for Service Centers, Share II and III, in the General Fund

Ms. Jackson motioned and Ms. Gregory seconded. The vote was 5-0 to approved Ordinance No. 2901 for second reading.

- **Ordinance No. 2902** – to accept funds received from the Maryland Department of Housing and Community Development for the purchase and installation of cameras on the parking garage

Ms. Jackson motioned and Ms. Gregory seconded, and the vote was 5-0 to approved Ordinance No. 2902 for second reading.

- **Ordinance Permit No. 2903** – to authorize the operation of a utility substation on a property located on the southerly side of Calloway Street (Map 0104, Grid 0012, Parcel 2594, Block B, Lot 1) in the R-5A Residential Zoning District as required by Section 17.160.040B. of the Salisbury Municipal Code

Ms. Blake motioned and Ms. Jackson seconded, and the vote was 5-0 to approved Ordinance No. 2903 for first reading.

- **Ordinance No. 2904** – to authorize the operation of a day-care center at 224 Phillip Morris Drive in the light business and institutional district by the Night Watch Childcare Center, LLC as required by section 17.28.040B of the Salisbury Municipal Code

Ms. Dashiell motioned and Ms. Gregory seconded, and the vote was 5-0 to approved Ordinance No. 2904 for first reading.

- **Ordinance No. 2905** – amending Title 12 of the Salisbury City Code, entitled “Streets, Sidewalks, and Public Places”, by eliminating Sections 12.04.010, 12.04.020 and 12.24.020, and adding new chapter 12.25 to include all litter violations under one chapter entitled “Littering,” and further amending Title 1 of the Salisbury City Code to confirm the penalties imposed for municipal infraction and misdemeanors

Ms. Blake motioned and Ms. Gregory seconded, and the vote was 5-0 to approved Ordinance No. 2905 for first reading.

- **Ordinance No. 2906** – to amend Sections 15.04.010, 15.04.020, 15.04.040 of Chapter 15.04 of the Salisbury City Code (Building Code) and to add Sections 15.04.025 and 15.04.035 to Chapter 15.04 in order to update and amend the City’s standard building codes

Ms. Blake motioned and Ms. Gregory seconded, and the vote was 5-0 to approved Ordinance No. 2906 for first reading.

President Doughty gave a shout out to young men that were in attendance from the YMCA mentoring program.

PUBLIC COMMENTS

The following public comments were made:

- Speaker #1 brought forth a safety concern of the street conditions in Spring Chase and questioned why it was in the Capital Improvement Plan and then removed on several occasions.
- Speaker #2 expressed his thoughts about being penalized for raking the leaves in the city streets and also expressed his disappointment with the Planning and Zoning Commission recommendation on the density increase.

ADMINISTRATION COMMENTS

Mayor Taylor spoke to the concerns of the streets and the lighting in the Spring Chase development. He asked to meet with them to go over a plan moving forward. He wished everyone a Merry Christmas.

President Doughty asked for an update on the footbridge near the amphitheater. Mayor Taylor explained that there was \$125,000 put aside last year and that they would start planning to get it done.

COUNCIL COMMENTS

Ms. Jackson thanked the YMCA mentees for coming and asked them to come again. She then stated that it had been two months since she brought up the issue of diversity of city employees and asked for a conversation to be had after the holidays. She highlighted the Senior Citizen dinner and gift giveaway she would host for the holidays. She thanked everyone for coming out and supporting their own communities.

Ms. Gregory said council had a great time at the parade passing out candy. She invited everyone to the Winter Wonderland Drive Through event downtown. She also highlighted the Rockin' Around the Zoo event and Tea with Santa at Poplar Hill Mansion.

Ms. Dashiell had the honor of attending the placing of the wreaths on the veteran's memorial at the Wicomico Civic Center. She asked that everyone look up Wreaths Across America as they were coming over the weekend. She spoke about the Airport Commission meeting that was held earlier that day and announced an additional airline was coming. She also mentioned PAC14's 25th anniversary celebration coming in January. She asked if anyone was able to please help or donate to Hands and Hearts Homeless Shelter. Lastly, she asked the Mayor for an update on Carroll Street.

Ms. Blake stated that Mr. Kitzrow emailed her earlier in the day saying he would have an update at the end of the week about the Spring Chase development. She mentioned that she had talked with Anchorage Nursing Home and that they had concerns about the Riverwalk not having barriers. She wanted the city to look into putting barriers up to keep everyone safe. As always, she asked everyone that was healthy enough to donate blood and save a life.

President Doughty explained that there had already been conversations about the barriers for the Riverwalk. He was happy and excited to see how well lit the parking garage was and how safe it felt with the security camera upgrades. He reminded the public that the meetings would be moving to the 2nd and 4th Mondays of the month and that all meetings would begin at 6pm. He also asked the public to be on the lookout for information from the council regarding events and meetings aimed at gathering public input and information.

ADJOURNMENT

With no further business to discuss, the Legislative Session adjourned at 6:53 p.m.

City Clerk

Council President



**SPECIAL LEGISLATIVE SESSION
MEETING MINUTES
DECEMBER 16, 2024**

PUBLIC OFFICIALS PRESENT

Council President D'Shawn M. Doughty, Council Vice President Angela M. Blake, Councilwoman April Jackson, Councilwoman Michelle R. Gregory, Councilwoman Sharon C. Dashiell, Mayor Randy Taylor

STAFF IN ATTENDANCE

City Administrator Andy Kitzrow, Finance Director Sandy Green, Fire Chief Rob Frampton, Deputy Fire Chief Chris O'Barsky, Department of Infrastructure and Development Director Nick Voituic, City Planner Amanda Rodriguez, City Clerk Julie English, City Attorney Ashley Bosché

WELCOME/ANNOUNCEMENTS/PLEDGE TO THE FLAG

The City Council took a five-minute recess after the adjournment of the work session and then convened in a Special Legislative Session on December 16, 2024 at 5:59 p.m. in the Government Office Building Council Chambers, Room 301, located at 125 N. Division Street. After reviewing the emergency exit instructions, President Doughty asked everyone to stand for the Pledge of Allegiance.

PRESENTATION AND ADOPTION OF THE AGENDA

President Doughty presented the meeting agenda and called for a motion and a second to approve the agenda as presented. Ms. Dashiell motioned and Ms. Jackson seconded. The vote was 5-0 to approve the legislative agenda.

CONSENT AGENDA – presented by City Clerk Julie English

President Doughty entertained a motion and a second to approve the consent agenda. Ms. Jackson motioned and Ms. Dashiell seconded. The consent agenda consisted of the item below:

- August 26, 2024 Legislative Session Minutes

The vote to approve the consent agenda was 5-0 in favor.

AWARD OF BIDS – presented by Procurement Director Jennifer Miller

President Doughty entertained a motion and a second to approve the Award of Bids. Ms. Jackson motioned and Ms. Dashiell seconded.

- ITB 25-112 Playground Equipment and Installation \$229,931.40
- ITB 25-113 Water Main Supplies \$210,630.00

Having no council questions, the vote was 5-0 in favor.

ACCEPTANCE OF 2024 AUDIT

With no questions or discussion, Council gave consensus to accept the 2024 audit.

PUBLIC HEARINGS – presented by Ashley Bosché

President Doughty directed anyone wishing to comment during the public hearing to stand and be sworn in by the City Clerk. No members of the public were sworn in.

- **Ordinance No. 2903** – to authorize the operation of a utility substation on a property located on the southerly side of Calloway Street (Map 0104, Grid 0012, Parcel 2594, Block B, Lot 1) in the R-5A Residential Zoning District as required by Section 17.160.040B. of the Salisbury Municipal Code

President Doughty asked for a motion and a second for Ordinance No. 2903. Ms. Jackson motioned and Ms. Dashiell seconded.

President Doughty opened the public hearing at 6:21 p.m. Having no comments, the hearing was closed at 6:21 p.m.

The vote was 5-0 to approve Ordinance No. 2903 for second reading.

- **Ordinance Permit No. 2904** – to authorize the operation of a day-care center at 224 Phillip Morris Drive in the light business and institutional district by the Night Watch Childcare Center, LLC as required by section 17.28.040B of the Salisbury Municipal Code

President Doughty asked for a motion and a second for Ordinance No. 2904. Ms. Blake motioned and Ms. Jackson seconded. President Doughty opened the public hearing at 6:22 p.m. Having no comments, the hearing was closed at 6:22 p.m.

The vote was 5-0 to approve Ordinance Permit No. 2904 for second reading.

ORDINANCES – presented by City Attorney Ashley Bosché

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- 90 • **Ordinance No. 2905** – amending Title 12 of the Salisbury City Code, entitled “Streets,
- 91 Sidewalks, and Public Places”, by eliminating Sections 12.04.010, 12.04.020 and 12.24.020,
- 92 and adding new chapter 12.25 to include all litter violations under one chapter entitled
- 93 “Littering,” and further amending Title 1 of the Salisbury City Code to confirm the penalties
- 94 imposed for municipal infraction and misdemeanors
- 95

96 Ms. Blake motioned and Ms. Jackson seconded, and the vote was 5-0 to approve

97 Ordinance No. 2905 for second reading.

98

- 99 • **Ordinance No. 2906** –to amend Sections 15.04.010, 15.04.020, 15.04.040 of Chapter 15.04
- 100 of the Salisbury City Code (Building Code) and to add Sections 15.04.025 and 15.04.035 to
- 101 Chapter 15.04 in order to update and amend the City’s standard building codes
- 102

103 Ms. Jackson motioned and Ms. Dashiell seconded, and the vote was 5-0 to approve

104 Ordinance No. 2906 for second reading.

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- 106 • **Ordinance No. 2907** – approving a budget amendment of the FY2025 General Fund Budget
- 107 to appropriate funds to the Salisbury Fire Department’s operating account
- 108

109 Ms. Jackson motioned and Ms. Dashiell seconded, and the vote was 5-0 to approve

110 Ordinance No. 2907 for first reading.

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- 112 • **Ordinance No. 2908** – amending Section 17.150.050A.7 of the Salisbury City Code to delete
- 113 the word “townhouses” from the category of uses permitted in Parcel H of Planned
- 114 Residential District No. 7 (The Villages at Aydelotte Farm), and increase the density to 6.0
- 115 units per acre
- 116

117 Ms. Blake motioned and Ms. Gregory seconded, and the vote was 5-0 to approve

118 Ordinance No. 2908 for first reading.

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- 120 • **Ordinance No. 2909** – amending Section 17.24.040 to increase the inherent density
- 121 permitted for the development and redevelopment of property located in the Central
- 122 Business Zoning District
- 123

124 Ms. Gregory motioned and Ms. Blake seconded. The vote was 4-1 with Ms. Dashiell voting nay.

125 Ordinance No. 2909 was approved for first reading.

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127 **PUBLIC COMMENTS**

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129 The following public comments were made:

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- Speaker #1 was not in favor of the increase in density. He added that the development would not help with the affordable housing issue. He explained that he was not happy with a councilmember who made a Tik Tok regarding his son who had disabilities.
- Speaker #2 wished to table Ordinance No 2909, get through the comprehensive process and then go from there.
- Speaker #3 was not in favor of increasing the density and hoped council would realize the impact it would cause.
- Speaker #4 was in favor of having comprehensive parking studies done before the second vote on the text amendment and recommended tabling the ordinance.
- Speaker #5 hoped that the council would consider the facts provided by the city rather than make decisions based on relationships.
- Speaker #6 reminded council that not only was the Greater Salisbury Committee in full support but the Chamber of Commerce, Tidal Health, and the Downtown Business Alliance were as well. He encouraged Council to keep moving forward with the ordinance.
- Speaker #7 was not in favor of the density increase. She stated that the questions brought forth about parking had not been answered by the planning and zoning committee nor the city council.

President Doughty reminded everyone that the council meetings would convene at 6 p.m. on the 2nd and 4th Mondays of the month moving forward. He mentioned that public comment would be changed to 2 minutes for both work session and legislative session. He stated that the Zoom link would only be accessible to employees and that the public comment forms would now be submitted online through the city website.

ADMINISTRATION COMMENTS

Mr. Kitzrow shared that the turnout for Santa's Workshop was great. He gave a shout out to the Housing and Community Development team for hosting the event, and to Cloverland Dairy for their sponsorship. He mentioned that City offices would be closed for Christmas and invited everyone to the ball drop on New Year's Eve.

Mayor Taylor communicated that he was not against development but would like for it to be done in a balanced and protected way.

COUNCIL COMMENTS

Ms. Gregory invited the public to the Rockin' Around the Zoo event and Zoo Years Eve hosted by the Salisbury Zoo. She wished everyone a Merry Christmas, Happy Holidays and Happy New Year.

Ms. Dashiell attended a Year in Review night for the NCAAP and wished everyone a Merry Christmas.

Ms. Jackson mentioned that the senior event she hosted was a great success. She thanked everyone who donated and helped. She wished everyone a blessed Christmas and a Happy New Year.

Ms. Blake attended a blood drive over the weekend and as always asked if you were healthy enough to donate blood. She asked everyone to spend time with their families during the holidays.

President Doughty hoped that the continuance of comments and opinions transpired into next year and that it was important to align around a shared vision going into the new year. He was optimistic that they could achieve even more in the year to come.

ADJOURNMENT

With no further business to discuss, the Legislative Session adjourned at 7:02 p.m.

City Clerk

Council President

To: Salisbury City Council and Mayor

Citizen comment for 12/16/2024 Work Session by Nancy Roisum, City Resident

Re: Ordinance to Double housing density from 40 to 80 units per acre in the Central Business District

(Please include this statement in the minutes.)

Please vote NO to the proposed ordinance to amend Section 17 of the City Code. Doubling the housing density, without a thorough analysis, outside of the Comprehensive Plan Revision, is not worth the risk and potential damage to the City and County.

This piece-meal amendment could upset the balance of the district instead of benefitting it. It would cause future planning, environmental, budget and marketing problems.

Proposed by Salisbury Town Center Apartments, LLC, it would expedite allowing them to build their project as submitted in their preliminary design. They were exempted from submitting a COMMUNITY IMPACT STATEMENT, also to expedite their project, back in June, 2023. Since 2023, many have pointed out the adverse impacts this design would have on the community and for those reasons, its density was denied by the Board of Appeals and the Circuit Court. Additionally, for valid reasons, our City Planning staff advises against it.

The following has NOT been properly studied for both the proposed density increase text amendment nor for the Salisbury Town Center Apartments design (a partial list):

LIVING & WORKING MUST COMPLIMENT EACH OTHER – Come heres and from heres need to co-exist pleasantly. Residential use should not dominate. There will be human experiential impacts on existing CBD institutions, school capacity, residents, business employees, and visitors. The County seat must continue to operate. This could impose restrictions on new as-yet-unforeseen commercial, educational, & entertainment enterprises, since the change that favors only one use; residential density. How are we certain that 80 is a good number? Why not 20 or 60 residential units per acre? What is the rational for this number? Why aren't other uses included?

TRAFFIC STUDY- was not done throughout the city, at varied times, to include effects on traffic during weekday rush hours, during draw bridges operation, and shift changes at the big downtown employers.

FLOODING-Much of the CBD is in FEMA Zone AE, the hundred-year floodplain. For projects along West Market Street and Fitzwater Street areas, the ground floor must be raised 2-1/2 to 4 feet. This will accelerate storm water velocities on the surrounding streets, causing more serious problems from floods. And how much costlier will special flood insurance be for all the renters and homeowners in this zone? Thousands of dump truck loads of soil from county farm, forest or potential parkland will be extracted for fill dirt to raise homes built on the floodplain, as required by lenders. Is this smart planning?

UTILITIES - What's the effect on landfill capacity, sewer and water infrastructure, and the electric utility grid? Recycling is not done for all new city apartment complexes, adding on-going strain to

the already overtaxed landfill. When will these taxpayer-funded facilities be upgraded to sustain the new construction? Will it be done concurrently?

PARKING and LOADING-Within the CBD, the parking experience will be restricted and inconvenient. Parking garages cannot accommodate all needs, such as tour buses and disabilities.

WAYFINDING - navigating the various bridges, reading businesses' signs and finding destinations must be taken into consideration, especially for out of town visitors and shoppers.

LARGE EVENTS --Traditional and special downtown events typical of a county seat need to be accommodated with open space and street space – these include festivals, third Fridays and parades. Areas and parking for participants must be convenient.

PROPERTY MANAGEMENT- routine work being done at housing developments will impact accessibility and traffic, so right-sized, dedicated loading/unloading spots and parking must be included. Namely; swimming pool and building maintenance, private trash hauling, furniture deliveries, carpet steam-cleaning, painters, landscape crews, and house cleaners.

DELIVERIES - There must be temporary parking with easy access for frequent deliveries and pickups like USPS, Fed Ex, Amazon, food & prescriptions, for everybody in the CBD.

PUBLIC TRANSPORTATION- Bus stops must be added that will allow shuttles and buses to pickup residents without interfering with other street uses. Is adequate public transportation being planned and budgeted, NOW?

All the above concerns are directly affected by housing density.

ADDITIONAL HOUSING IN A SUSTAINABLE COMMUNITY- I support adding housing to the CBD, but in a wholistic way, with grocery stores, child care, public transportation and parks along with adequate infrastructure, utilities and roads. If we are to just add lots of housing within a limited area bounded by existing buildings, waterways and roads, we risk creating an unhealthy unattractive, unsustainable city center.



**WORK SESSION
MEETING MINUTES
DECEMBER 16, 2024**

PUBLIC OFFICIALS PRESENT

Council President D'Shawn M. Doughty, Council Vice President Angela M. Blake, Councilwoman April Jackson, Councilwoman Michelle R. Gregory, Councilwoman Sharon C. Dashiell, Mayor Randy Taylor

STAFF IN ATTENDANCE

City Administrator Andy Kitzrow, Finance Director Sandy Green, Deputy Fire Chief Chris O'Barsky, Department of Infrastructure and Development Director Nick Voitiuc, City Planner Amanda Rodriguez, City Clerk Julie English, City Attorney Ashley Bosché

WELCOME/ANNOUNCEMENTS

The City Council convened in a Work Session on December 16, 2024 at 4:30 p.m. in the Government Office Building Council Chambers, Room 301, located at 125 N. Division Street. After reviewing the emergency exit instructions, President Doughty called Ms. Green forward to present the General Fund 2024 Audit results.

Audit Presentation – presented by Finance Director Sandy Green

Ms. Green reported that the budgeted expenditures for the year exceeded the budgeted revenues by \$2.2 million. Additionally, there was a \$2.47 million encumbrance carried over from 2023 expenses. To balance the final 2024 budget, a total of \$5.19 million from surplus funds was allocated. However, the city experienced a favorable variance of \$2.06 million, largely due to an increase in tax revenues and interest income, resulting in an overall favorable variance of \$3.83 million and a final surplus of approximately \$700,000. Ms. Green commended her department for their work on the audit before turning the floor over to the audit manager.

The audit manager explained that one of the primary responsibilities of the city auditor was to review the city's cash flow, including cash receipts, disbursements, and payroll. He concluded that the internal controls for the City of Salisbury were operating effectively. The audit this year focused on two key cycles: expenditures and water and sewer billing. No issues were found in

their testing of either cycle. He noted that the final audit report would be submitted to the Federal Audit Clearinghouse upon approval.

The audit manager then presented a slideshow summarizing key financial elements, the investment pool, receivables, capital assets, bonds, notes and leases payable, net position, governmental fund revenues and expenditures, and water and sewer operating results. He concluded the presentation by stating that no issues were identified during the audit process.

President Doughty asked about the \$700,000 surplus, specifically noting that it was largely attributed to savings from vacant and frozen positions. He asked how the city was planning for long-term success given those ongoing vacancies. Ms. Green and Mr. Kitrow responded and clarified that the current unfunded positions were within the police department. Despite these challenges, they highlighted significant progress in police staffing, noting there had been two successful academy graduating classes in the past year, and the number of police vacancies had decreased from 12 to just 2 over the past two years.

President Doughty inquired about the higher revenues with the water and sewer. Ms. Green responded that the reason for the high revenue was due to the usage going up, expenditures being under budget and interest income being up. Mayor Taylor added that it was an attempt to train the budget moving forward.

After discussion, Council reached unanimous consensus to move this forward to Legislative Session.

Ordinance – approving a budget amendment of the FY2025 General Fund Budget to appropriate funds to the Salisbury Fire Department’s Operating Budget

Deputy Chief O’Barsky stated that the Fire Department had sold a fire boat motor and was asking for the surplus money to be allocated back into their operating account.

Having no Council comments, Council reached unanimous consensus to move this forward to Legislative Session.

Resolution – to amend and restate the terms of an Annexation Agreement associated with property that was the subject of the 2007 “Hobbs Road-lott Property Annexation” now known as the “Hobbs Road Annexation”

Ms. Rodriguez explained that this property was located in the commercial zoning district and would be developed within the standards of that district. She highlighted that originally the property was annexed for hotels and retail but since the market has changed, they would like to use the property differently.

Having no Council comments, Council reached unanimous consensus to move this forward to Legislative Session.

Annexation Request – for 2 parcels on the northeast side of Old Quantico Road

Ms. Rodriguez stated that the property was requesting annexation due to the failing septic and to improve the sites current infrastructure. The applicant was requesting it be zoned as R5A upon annexation.

Having no Council comments, Council reached unanimous consensus to proceed with the annexation.

Ordinance – amending Section 17.150.050A.7 of the Salisbury City Code to delete the word “townhouses” from the category of uses permitted in Parcel H of Planned Residential District No. 7 (The Villages of Aydelotte Farm), and increase density to 6.0 units per acre

Ms. Rodriguez explained that the parcels had changed identification over time due to an error of being misidentified. The first change was to strike the word “townhouses” and replace it with “residential” and the other change was to increase the density from 5.5 units per acre to 6.0 units per acre. They received a favorable recommendation from the Planning and Zoning Commission for these changes.

Having no Council comments, Council reached unanimous consensus to move this forward.

Ordinance – amending Section 17.24.040 to increase the inherent density permitted for the development and redevelopment of the property located in the central business zoning district

Mr. Voitiuc mentioned that they received a request from an applicant to change the Central Business District from 40 units per acre to 80 units per acre. He explained that his staff reviewed plans, met with the applicant and also reviewed comments from the public and gave an unfavorable recommendation to the Planning Commission. Mr. Voitiuc expressed that the Planning and Zoning Commission had their public hearing and the vote was 6-1 in favor of increasing the density.

President Doughty asked if there were any changes from the November Planning and Zoning meeting and Mr. Voitiuc said there were none.

Ms. Blake asked if the submitted document was the original or the strikethrough version and Ms. Rodriguez added that the version the council was given was the strikethrough version but the version on the planning and zoning website was the original.

Ms. Dashiell shared that she was not opposed to development but wanted to share her thoughts regarding the request of doubling the density. She was concerned with the parking options and the shortage of parking spaces, considering the existing businesses. She added that city services such as police and fire needed to be taken into consideration. She mentioned that the attainable or affordable housing component was missing from the consideration. Lastly, she

126 stated increasing the density would create more jobs. She concluded that each project should
127 be reviewed on a case-by-case basis and should not accommodate various developers.

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129 Mayor Taylor emphasized that the focus should not be on future development speculation but
130 on ensuring any infill development enhanced downtown accessibility and livability. He stated
131 that the concern was not about stopping development but about protecting the quality of life
132 and maintaining a healthy vibrant downtown for future generations.

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134 After further discussion, Council reached unanimous consensus to move this forward to
135 Legislative Session.

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137 **PUBLIC COMMENT**
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- 139 • Speaker #1 was in support of development but was not in favor of increasing the density.
140 She stated that traffic would be an issue if they increased the density in the central
141 business district.
- 142 • Speaker #2 asked for council to read the Department of Infrastructure and Development
143 report so they would understand the facts of why they did not give a favorable
144 recommendation.
- 145 • Speaker #3 was in support of the text amendment and the increase in density and
146 encouraged the council to reach out to the downtown businesses.
- 147 • Speaker #4 strongly opposed the increase in density to accommodate the developer and
148 the proposed luxury apartments in the central business district.
- 149 • Speaker #5 was disappointed that there was no discussion at the planning and zoning
150 meeting and that the public and the city's recommendations were not taken into
151 consideration.
- 152 • Speaker #6 reminded the council that the downtown residents and business owners
153 voices mattered and thanked Councilwoman Jackson for all her support in District 1.
- 154 • Speaker #7 was in favor of growing Downtown Salisbury but stated that parking has to be
155 taken into consideration before growth occurs.
- 156 • Speaker #8 asked that council be transparent and asked them to explain how the concerns
157 of the Department of Infrastructure and Development would be addressed along with
158 the parking requirements.
- 159 • Speaker #9 spoke on the studies that had been done and that both studies concluded that
160 there needed to be "heads in beds." He noted that downtown had become a
161 neighborhood and suggested that parking studies should be done. He, along with the
162 Greater Salisbury Committee, was in favor of the increase in density.
- 163 • Speaker #10 was happy with the audit. He agreed with speaker #9 regarding the parking
164 studies being done but was not in favor of increasing the density in the central business
165 district.
- 166 • Speaker #11 complained that her offer to purchase Lot 15 was not reviewed. She was not
167 in favor of the parking lot being taken away from her residents, clients and associates.
- 168 • Speaker #12 was in favor of the text amendment for increasing the density.

- Speaker #13 stated that density was important for city life and great for the economy if it was done properly.
- Speaker #14 mentioned that parking was an issue in all surrounding towns and cities and asked council to take that into consideration when voting on this text amendment.
- Speaker #15 explained that the vote during the planning and zoning meeting was 6-1 and thought the time and effort that had been put into researching this topic should be taken into consideration.
- Speaker #16 stated that bigger industries such as Perdue, Salisbury University and Tidal Health struggle with recruiting talent and thought to gain individuals was to make the community attractive.
- Speaker #17 explained that the only thing they have not tried in an effort to make downtown thrive was to let individuals live downtown. He was in favor of increasing the density.

ADJOURNMENT/CONVENE IN SPECIAL LEGISLATIVE SESSION

With no further business to discuss, the Work Session adjourned at 5:29 p.m.

City Clerk

Council President



**WORK SESSION
MEETING MINUTES
JANUARY 13, 2025**

PUBLIC OFFICIALS PRESENT

Council President D'Shawn M. Doughty, Council Vice President Angela M. Blake, Councilwoman April Jackson, Councilwoman Sharon C. Dashiell, Mayor Randy Taylor

STAFF IN ATTENDANCE

City Administrator Andy Kitzrow, Fire Chief Rob Frampton, City Planner Amanda Rodriguez, Field Operations Assistant Director Sam Ireland, Housing and Community Development Director Muir Boda (Zoom), City Clerk Julie English, City Attorney Ashley Bosché

WELCOME/ANNOUNCEMENTS/PLEDGE TO THE FLAG

The City Council convened in a Work Session on January 13, 2025 at 6:00 p.m. in the Government Office Building Council Chambers, Room 301, located at 125 N. Division Street. After reviewing the emergency exit instructions, President Doughty informed the public of the new changes to public comment. He then asked everyone to stand for the pledge of allegiance.

INVOCATION- Reverend David Michaud, St. Peter's Episcopal Church

Annexation Introduction annexation for 1501 Pemberton Drive

Ms. Rodriguez presented a request for the annexation of 1.12 acres located on Pemberton Drive, noting that the property was currently zoned R-8 Residential and contains a single-family dwelling. Upon annexation, the applicant intends to subdivide the property and built one additional single-family home on the unimproved lot. Ms. Rodriguez also requested that the Council consider allowing participation in the Here is Home incentive program, despite having missed a milestone. Ms. Blake inquired about the missed milestone, and Ms. Rodriguez explained that due to recent staff turnover within the department, the project had been set aside temporarily when it should have continued moving forward. Ms. Rodriguez also noted there had been some challenges throughout the process, including the property's current location in the county, which required a county building permit. She explained that if the property was annexed into the city, a city building permit would be required instead. Ms.

Jackson asked whether the property would fall within her district upon annexation and asked how many additional homes were planned. Ms. Rodriguez confirmed that only one new home would be built.

Having no further questions, Council reached unanimous consensus to move this forward to Legislative Session.

Resolution proposing the annexation to the City of Salisbury of a certain area of land contiguous to and binding upon the Corporate Limits of the City of Salisbury to be known as “Pine Way – Pohanka Kia Annexation”

Ms. Rodriguez shared that the requested annexation property for Pohanka Kia was comprised of two parcels totaling 2.95 acres and was currently zoned C-2 general commercial. The request was for the zoning to remain general commercial upon annexation. President Doughty asked about the reason for the request, and Ms. Rodriguez explained that the parcels were previously owned by Safford Kia and have since been purchased by Pohanka, who have different plans for the lots moving forward.

Having no Council comments, Council reached unanimous consensus to move this forward to Legislative Session.

Resolution proposing the annexation to the City of Salisbury of a certain area of land contiguous to and binding upon the Corporate Limits of the City to be known as “City of Salisbury Wastewater Treatment Plant Annexation”

Ms. Rodriguez explained that the property involved in the Waste Water Treatment Plant annexation request was already owned by the City and was currently unimproved, aside from two existing storage sheds. She noted that the Planning and Zoning Commission had recommended the property be designated as Industrial zoning upon annexation.

Having no Council comments, Council reached unanimous consensus to move this forward to Legislative Session.

PROCLAMATION – presented by County Executive Julie Giordano

Ms. Giordano expressed her heartfelt gratitude to the Salisbury Fire Department, along with several other county departments, for their efforts in saving her husband's life.

Budget Amendment of the FY2025 General Fund Budget and the FY2024 Water Sewer Fund Budget to appropriate additional funds required for Field Operations

Deputy Director Sam Ireland stated that Field Operations, Water Works, and Housing and Community Development auctioned or sold items and were requesting the surplus funds be

deposited in the respective accounts listed. He mentioned there was an error in one of the account numbers but would see the City Clerk to get that corrected.

Having no Council comments, Council reached unanimous consensus to move this forward to Legislative Session.

Budget amendment authorizing the Mayor to enter into a contract with the Maryland Institute for Emergency Medical Services Systems for the purpose of accepting grant funds in the amount of \$4,000.00, and to approve a budget amendment to the grant fund to appropriate these funds for the Salisbury Fire Department

Fire Chief Frampton explained that this was a matching grant and would be paired with \$4,000 of city funds to purchase five AED's.

Having no Council comments, Council reached unanimous consensus to move this forward to Legislative Session.

Budget amendment authorizing the Mayor to enter into a contract with the State of Maryland for the purpose of accepting grant funds in the amount of \$542,000.00, and to approve a budget amendment to the grant fund to appropriate these funds for the Salisbury Fire Department

Chief Frampton stated that this grant would cover the cost of salaries and supplies for the S.W.I.F.T and MCIN teams regarding opioid response. He concluded that there was not a match required from the city for this grant.

Having no Council comments, Council reached unanimous consensus to move this forward to Legislative Session.

Budget amendment authorizing the Mayor to enter into a contract with the Rural Maryland Council for the purpose of accepting grant funds in the amount of \$13,791, and to approve a budget amendment to the grant fund to appropriate these funds for the Salisbury Fire Department

Chief Frampton explained that this grant would be used for the purchase of an ISTAT blood laboratory analyzer. He concluded that there was not a match required by the city for this grant.

Having no Council comments, Council reached unanimous consensus to move this forward to Legislative Session.

Budget amendment approving a budget amendment of the City's FY2025 Budget, accepting a donation from Draper Holding Charitable Foundation for the Santa Workshop Program

Mr. Boda stated that the Santa's Workshop Program was a very busy event that served 185 cars with 430 gifts and over 400 books given out to the Children. He added that Cloverland Dairy donated the milk and that this money would fill any gaps and would help Santa and his elves for next year.

Having no Council comments, Council reached unanimous consensus to move this forward to Legislative Session.

Ordinance to accept grant funds from the U.S. Department of Justice Office of Justice Programs in the amount of \$2,998.00 under the FFY 2023 Edward Byrne Memorial Justice Assistance Grant Program

Police Chief Meienschein mentioned they received more money than they anticipated and asked for the Council to accept the remaining \$2,998.00.

Having no Council comments, Council reached unanimous consensus to move this forward to Legislative Session.

Resolution amending the Salisbury City Council Regulations and Rules of Order

Ms. Bosché explained that the process of amending the Council's Rules of Order had been ongoing for approximately a year. She and the City Clerk, in consultation with the Council President, drafted the proposed amendments for Council review. Ms. Jackson emphasized the importance of allowing constituents adequate time for public comment and stressed the need for transparency. Ms. Dashiell supported posting both the 2014 and proposed versions of the rules for public comparison and expressed concerns about specific language in the amendments. She suggested changes to ensure responsibility was shared by the entire Council rather than solely the Council President, including revising the agenda-setting language to "the Council President or their designee." She also questioned whether the media guidelines removed from the current version should be reinstated. Ms. Bosché explained that the guidelines were removed because of the current smaller footprint and were intended to not let the media obstruct the views. Ms. Jackson voiced concern about not being included in the rule revision discussions and raised questions regarding Council participation via Zoom. After clarification from Ms. Bosché, she did not feel further changes were necessary.

During the discussion, Ms. Dashiell agreed that presentations, including proclamations, should require Council consensus. Ms. Dashiell also suggested that, in the interest of consistency, if the public was asked to silence phones, Council members should also refrain from using their phones during meetings. Ms. Jackson and Ms. Blake responded that they use their phones for research and note-taking. Ms. Dashiell inquired about receiving a draft agenda before its official publication. President Doughty explained that new software will allow Council to preview the agenda in advance. Ms. Dashiell also proposed that any Council member or the administration should be able to add items to the agenda without it being solely at the discretion of the Council President. Ms. Bosché clarified that this had always been the case. Mayor Taylor

supported this as a means to promote transparency, and Mr. Kitzrow added that agendas could be amended at the beginning of meetings to include additional items.

Ms. Dashiell requested a dedicated section on the agenda for updates and follow-up questions related to constituents or projects. Mr. Kitzrow noted that such updates could be provided during administrative comments rather than requiring a formal agenda item. Ms. Dashiell also raised a concern that Robert's Rules of Order were not referenced in the amended rules. She recommended including a reference for clarity in future situations. Ms. Blake asked when Robert's Rules were last referenced, and Ms. Jackson provided a few examples. The Council reached a consensus to refer to Robert's Rules in specific instances as needed. Ms. Dashiell also recommended that the Mayor and City Administrator be included in scheduling budget work sessions.

Further, Ms. Dashiell expressed concern over language that would allow the Council President to limit questions from other Council members during public hearings, stating it would be more respectful to allow Council members the opportunity to ask questions. Ms. English noted that other provisions within the rules may already address limits on speaking time. Ms. Dashiell also asked for clarification on whether the public was allowed to speak on each agenda item and whether they receive three minutes per item. Ms. Bosché clarified that each speaker was given three minutes total, within which they may address multiple items, not three minutes per item. Ms. Jackson disagreed, stating that public comment should be allowed after each item during work sessions. President Doughty responded that while public input was valued, work sessions were primarily for Council discussion, though a public comment period should still be included. Ms. Dashiell felt it was unfair to restrict individuals to three minutes total if they wished to speak on multiple topics. Ms. English added that the public could also provide input via email or phone. Ms. Jackson stated that if constituents attended meetings in person, they should be given the opportunity to speak. Ms. Bosché clarified that the discussion centered on the timing of public comment, not whether to have it. Ms. Blake requested that the discussion be tabled to allow Council more time for internal consultation. Ms. English added that each Council member should meet one-on-one to discuss the proposed changes. Finally, Ms. Dashiell asked for clarification on a few remaining items related to security and public testimony.

PUBLIC COMMENT

Speaker #1 expressed that changing the rules of order was not displaying democracy and felt that the public should be able to see the changes through strikethroughs and underlines. She was not in favor of the amendments included giving more power to the council president. Speaker #2 was also not in favor of the council president dictating procedure and having more power. Speaker #3 thanked the city clerk for the time clock and thanked Ms. Blake for asking to table the topic on the rules of order. She also suggested doing public comment like the county and get rid of the forms altogether.

213 Speaker #4 thanked Ms. Dashiell for thoroughly going through the rules of order. She hoped
214 that public comments would be before any discussion was had between council rather than
215 after and that the public would be allowed to speak three minutes per item.
216 Speaker #5 did not feel it was necessary to complete multiple steps to speak at a meeting.
217 Speaker #6 was not in favor of the public comment forms and felt as if she was being screened
218 so she could speak.
219 Speaker #7 was not in favor of the changes to the rules of order and felt it was done behind the
220 taxpayers back. She agreed with what all the others stated before her.
221 Speaker #8 urged the council to go back to the system that was already in place.
222
223

224 **ADJOURNMENT/CONVENE IN LEGISLATIVE SESSION**
225

226 With no further business to discuss, the Work Session adjourned at 7:49 p.m.
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228 _____
229 City Clerk
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233 Council President
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**LEGISLATIVE SESSION
MEETING MINUTES
JANUARY 13, 2024**

PUBLIC OFFICIALS PRESENT

Council President D'Shawn M. Doughty, Vice President Angela M. Blake, Councilwoman April R. Jackson, Councilwoman Michelle R. Gregory (Zoom), Councilwoman Sharon C. Dashiell, Mayor Randy Taylor

Ms. Gregory joined the meeting via Zoom just before the presentation of the Consent Agenda.

STAFF IN ATTENDANCE

City Administrator Andy Kitzrow, City Clerk Julie English, City Attorney Ashley Bosché

The City Council convened in Legislative Session on January 13, 2025 at 7:49 p.m. in the Government Office Building Council Chambers, Room 301, located at 125 N. Division Street. President Doughty presented the legislative agenda.

PRESENTATION AND ADOPTION OF THE AGENDA

(Ms. Blake stepped out of the meeting.) While presenting the legislative agenda, President Doughty amended the agenda to remove Resolution No. 3377. He called for a motion and a second to approve the agenda as presented. Ms. Jackson motioned and Ms. Dashiell seconded. The vote was 3-0 to approve the amended legislative agenda. (Ms. Blake returned to the meeting.)

CONSENT AGENDA – presented by City Clerk Julie English

- Resolution No. 3374 – to appoint Jennifer Berkman to the Human Rights Advisory Committee for term ending January 2027

The vote was 5-0 in favor.

RESOLUTIONS - presented by City Administrator Andy Kitzrow

- 43 • **Resolution No. 3375** – proposing the annexation to the City of Salisbury of a certain area
44 of land contiguous to and binding upon the Corporate Limits of the City of Salisbury to
45 be known as the “City of Salisbury Wastewater Treatment Plant Annexation”
46

47 Ms. Dashiell motioned and Ms. Jackson seconded. The vote was 5-0 to approve Resolution
48 No. 3375.
49

- 50 • **Resolution No. 3376** – a plan proposing the annexation to the City of Salisbury of a
51 certain area of land contiguous to and binding upon the Corporate Limits of the City of
52 Salisbury to be known as the “City of Salisbury Wastewater Treatment Plant
53 Annexation”
54

55 Ms. Blake motioned and Ms. Dashiell seconded, and the vote was 5-0 to approve Resolution
56 No. 3376.
57

58 **PUBLIC HEARINGS** 59

60 President Doughty directed anyone wishing to comment during either of the public hearings to
61 stand and be sworn in by the City Clerk. Twenty-eight members of the public stood to be sworn
62 in.
63

- 64 • **Ordinance No. 2908** – amending Section 17.150.050A.7 of the Salisbury City Code to
65 delete the word “townhouses” from the category of uses permitted in Parcel H of
66 Planned Residential District No. 7 (The Villages at Aydelotte Farm), and increase the
67 density to 6.0 units per acre
68

69 President Doughty asked for a motion and second for Ordinance No. 2908. Ms. Blake motioned
70 and Ms. Dashiell seconded.
71

72 Ms. Bosché presented the ordinance.
73

74 President Doughty opened the public hearing at 8:08 p.m. Having no public comments on the
75 ordinance, the public hearing was closed at 8:09 p.m.
76

77 The vote was 5-0 to approve Ordinance No. 2908 for second reading.
78

- 79 • **Ordinance No. 2909** – amending Section 17.24.040 to increase the inherent density
80 permitted for the development and redevelopment of property located in the Central
81 Business Zoning District
82

83 President Doughty asked for a motion and second for Ordinance No. 2909. Ms. Blake motioned
84 and Ms. Gregory seconded.
85

86 Mayor Taylor asked for clarification on the participation on Zoom. Ms. Bosché clarified that Ms.
87 Gregory was able to participate on Zoom as long as she had her camera on.

88
89 Ms. Bosché presented the ordinance.

90
91 President Doughty opened the public hearing at 8:13 p.m.

- 92
- 93 • Speaker #1 was in support of increasing the density.
- 94 • Speaker #2 agreed that we need more density but was not in favor of giving the
- 95 developer an abatement of tax revenue.
- 96 • Speaker #3 fully supported the downtown density amendment.
- 97 • Speaker #4 was a representative of the Wicomico NAACP and tentatively supported the
- 98 increase in density but still had questions he wanted answers for before giving his full
- 99 support.
- 100 • Speaker #5 was in favor of the density increase amendment.
- 101 • Speaker #6 stated that the increased density amendment would be beneficial to
- 102 Downtown Salisbury.
- 103 • Speaker #7 was not in favor of the density increase.
- 104 • Speaker #8 did not agree with the increase in density. She stated that the City would
- 105 take on the financial loss.
- 106 • Speaker #9 agreed with speaker #8 and urged council not to make the change.
- 107 • Speaker #10 was not opposed to the density increase but was opposed to the process of
- 108 how the council was handling it. He asked council to table it until further review.
- 109 • Speaker #11 strongly opposed the density increase amendment and stated that the
- 110 council should listen to the Department of Infrastructure and Development.
- 111 • Speaker #12 explained that increasing the density would be inconsistent with the
- 112 Comprehensive Plan and that parking studies need to be completed.
- 113 • Speaker #13 would like to see more diversity with who receives the development
- 114 contracts and give more opportunities to other developers.
- 115 • Speaker #14 was not in favor of the density increase and felt the developers were being
- 116 greedy.
- 117 • Speaker #15 was invested in multiple businesses downtown and fully supported the
- 118 density increase amendment.
- 119 • Speaker #16 thanked Council for passing the ordinance through 1st reading. He
- 120 explained that more housing needs to happen and, along with the Greater Salisbury
- 121 Committee, was in favor of the density increase.
- 122 • Speaker #17 was not in favor of the density increase.
- 123 • Speaker #18 explained that accessibility should be taken into account throughout the
- 124 whole process of development.
- 125 • Speaker #19 stated that there was a special exception of 70 units per acre up until a
- 126 couple months ago, so making it 80 units per acre would not be doubling the density. He
- 127 was in favor of the increased units per acre.

- Speaker #20 was in favor of the increase in density and was a believer in the benefits of urban infill development.
- Speaker #21 urged the Council to wait to make a decision until formal studies came back regarding parking.
- Speaker #22 was not in favor of the increase in density. She questioned why there was so many tax incentives when the state was in a deficit.
- Speaker #23 believed it was unfair to make her tenants pay more in rent because of the tax break the developers would receive. She was not in favor of the density increase.
- Speaker #24 urged the council to support the increase in density.
- Speaker #25 stated that Wicomico County and the City of Salisbury needed more housing no matter what kind it was. He was in favor of the increase in density.
- Speaker #26 expressed that President Doughty should recuse himself from the vote due to his employer and was not in support of the increase in density.
- Speaker #27 believed that this project would build community for all generations. He stated that this project would not be perfect but would be a betterment for downtown.
- Speaker #28 urged the council to take a pause and think about the impact it will have on the City.

Mayor Taylor stated that this was not a density debate but a parking debate. He did not think this was the right approach.

The public hearing was closed at 9:36 p.m.

The vote was 4-1. Ms. Dashiell motioned to table Ordinance No. 2909 but did not receive a second. Ordinance No. 2909 was approved for second reading with a vote of 4-1.

President Doughty entertained a motion for a 2-minute recess. Ms. Blake motioned and Ms. Jackson seconded.

President Doughty entertained a motion to reconvene. Ms. Blake motioned and Ms. Jackson seconded.

ORDINANCES – presented by City Attorney Ashley Bosché

- **Ordinance No. 2907** – approving a budget amendment of the FY2025 General Fund Budget to appropriate funds to the Salisbury Fire Department’s operating account

Ms. Blake motioned and Ms. Dashiell seconded, and the vote was 5-0 to approve Ordinance No. 2907 for second reading.

- **Ordinance No. 2910** – approving a budget amendment of the FY2025 General Fund Budget and the FY2024 Water Sewer Fund Budget to appropriate funds required for Field Operations

Ms. Jackson motioned and Ms. Dashiell seconded, and the vote was 5-0 to approve Ordinance No. 2910 for first reading.

- **Ordinance No. 2911** – authorizing the Mayor to enter into a contract with the Maryland Institute for Emergency Medical Services Systems for the purpose of accepting grant funds in the amount of \$4,000.00, and to approve a budget amendment to the grant fund to appropriate these funds for the Salisbury Fire Department

Ms. Jackson motioned and Ms. Dashiell seconded, and the vote was 5-0 to approve Ordinance No. 2911 for first reading.

- **Ordinance No. 2912** – authorizing the Mayor to enter into a contract with the State of Maryland for the purposed of accepting grant funds in the amount of \$542,000.00, and to approve a budget amendment to the grant fund to appropriate funds for the Salisbury Fire Department

Ms. Blake motioned and Ms. Jackson seconded, and the vote was 5-0 in favor of Ordinance No. 2912 for first reading.

- **Ordinance No. 2913** – authorizing the Mayor to enter into a contract with the Rural Maryland Council for the purpose of accepting grant funds in the amount of \$13,791, and to approve a budget amendment to the grant fund to appropriate these funds for the Salisbury Fire Department

Ms. Jackson motioned and Ms. Dashiell seconded, and the vote was 5-0 to approve Ordinance No. 2913 for first reading.

- **Ordinance No. 2914** – approving a budget amendment of the City’s FY2025 Budget, accepting a donation from Draper Holdings Charitable Foundation for the Santa Workshop Program

Ms. Blake motioned and Ms. Dashiell seconded, and the vote was 5-0 to approve Ordinance No. 2914 for first reading.

- **Ordinance No. 2915** – to accept grant funds from the U.S. Department of Justice Office of Justice Programs in the amount of \$2,998.00 under the FFY2023 Edward Byrne Memorial Justice Assistance Grant Program

Ms. Jackson motioned and Ms. Dashiell seconded, and the vote was 5-0 to approve Ordinance No. 2915 for first reading.

PUBLIC COMMENTS

The following public comments were made:

- Speaker #1 was not in favor of how the Council voted for Ordinance No. 2909 and was disappointed.
- Speaker #2 asked that the full minutes from the closed session back on June 20, 2023 be released. She was also disappointed in the outcome of the Council's decision.
- Speaker #3 thanked the City Clerk and City Attorney for their work and stated that they were the epitome of public servants. He stated they were the reason the meetings were able to happen.
- Speaker #4 urged the Council to reconsider their decisions with the public comment time limits and forms.

ADMINISTRATION COMMENTS

Mr. Kitzrow explained since Ordinance No. 2909 had passed that moving forward we needed to have continuing conversations about accessibility and affordability and take everyone into consideration. He gave a huge shout out to all the staff that overcame the blizzard especially the ones that had to work in it. He was excited to share about the Salisbury University Performing Arts Center and stated that was going to be a big win for downtown.

COUNCIL COMMENTS

Ms. Gregory appreciated everyone who came out to speak on the density amendment and noted that the decisions that were made were not made lightly. She thanked Brad Gillis for personally contacting her regarding accessibility.

Ms. Jackson stated that she never had an issue with density. Her issue was the amount of money received in revenue for the parking lots. She explained that she voted the way she thought would benefit the city after doing her own research. She added that she was proud of her granddaughter who was working two jobs, going to school and maintaining a 4.0 GPA. She commended Mayor Taylor for always being there when she called him.

Ms. Dashiell mentioned that the aviation school would be opening January 27th and that they would be getting a new airline carrier in June.

Ms. Blake explained that she had some things to say but wanted to save it for the people who had left the meeting.

President Doughty explained that change was hard and that Council was always open to listening to the public. He thanked everyone for the conversations that were had.

ADJOURNMENT

With no further business to discuss, the Legislative Session adjourned at 10:15 p.m.

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City Clerk

Council President



**SPECIAL LEGISLATIVE SESSION
MEETING MINUTES
JANUARY 27, 2025**

PUBLIC OFFICIALS PRESENT

Council President D'Shawn M. Doughty, Vice President Angela M. Blake, Councilwoman April R. Jackson, Councilwoman Michelle R. Gregory, Councilwoman Sharon C. Dashiell, Mayor Randy Taylor

STAFF IN ATTENDANCE

City Administrator Andy Kitzrow, City Clerk Julie English, City Attorney Ashley Bosché

WELCOME/ANNOUNCEMENTS

The City Council convened in Legislative Session on January 27, 2025 at 5:30 p.m. in the Government Office Building Council Chambers, Room 301, located at 125 N. Division Street. After welcoming everyone to the meeting, President Doughty reviewed the emergency exit instructions.

PRESENTATION AND ADOPTION OF THE AGENDA

President Doughty presented the meeting agenda and called for a motion and a second to approve the special legislative agenda as presented. Ms. Blake motioned, Ms. Gregory seconded and the agenda was approved by a 5-0 vote.

ORDINANCES – presented by City Clerk Julie English

- **Ordinance No. 2909** – Council reconsideration after veto – amending Section 17.24.040 to increase the inherent density permitted for the development and redevelopment of property located in the Central Business District

President Doughty entertained a motion to reconsider the veto and approve Ordinance No. 2909 as originally adopted. Ms. Gregory motioned and Ms. Blake seconded.

Ms. Dashiell explained that her reasoning for vetoing the Ordinance was more than just density. The other reasons were lack of parking, traffic issues, jobs and no attainable housing. She wanted more information before it was passed.

Ordinance No. 2909 was approved with a 4-1 vote. Ms. Dashiell voted nay.

PUBLIC COMMENTS

The following public comments were made:

- Speaker #1 was disgusted with the council because they were not looking out for the taxpayers.
- Speaker #2 thanked the council for passing the ordinance. She explained that she was disappointed at the behaviors in the meeting.
- Speaker #3 believed she had not been heard and had filed a complaint with her attorney.
- Speaker #4 did not think it was appropriate to vote on an ordinance when homework had not been done on the topic.
- Speaker #5 thanked the council for representing their districts and stated that the reasoning the Mayor did not want a density increase was because he did not want competition.
- Speaker #6 expressed that public comment should have taken place before they voted. He added that if there was no faith in the Department of Infrastructure team then why are taxpayer's dollars being wasted.
- Speaker #7 thanked council for overriding the veto and gave statistics of other cities that had brought in development to lower the rent prices.
- Speaker #8 did not think parking was the biggest issue. He stated that doubling the density would be a safety concern. He added that the vacant areas downtown should be filled first.
- Speaker #9 thanked Mayor Taylor for his due diligence in getting an understanding of what the whole matter was about.
- Speaker #10 expressed that he would like to hear Ms. Jackson's reasoning for her change in vote.
- Speaker #11 was discouraged knowing that the vote was already a done deal at the Planning and Zoning meeting and questioned why President Doughty did not recuse himself from the vote due to his employment.

ADJOURNMENT/CONVENE IN LEGISLATIVE SESSION

After a brief recess, the Legislative Session adjourned at 6:10 p.m.

City Clerk

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Council President



**WORK SESSION
MEETING MINUTES
JANUARY 27, 2025**

PUBLIC OFFICIALS PRESENT

Council President D'Shawn M. Doughty, Council Vice President Angela M. Blake, Councilwoman April Jackson, Councilwoman Michelle R. Gregory, Councilwoman Sharon C. Dashiell, Mayor Randy Taylor

STAFF IN ATTENDANCE

City Administrator Andy Kitzrow, Infrastructure & Development Director Nick Voitiuc, Deputy Chief Chris O'Barsky, Clerk Julie English, City Attorney Ashley Bosché

WELCOME/ANNOUNCEMENTS/PLEDGE TO THE FLAG

The City Council convened in a Work Session on January 27, 2024 at 6:23 p.m. in the Government Office Building Council Chambers, Room 301, located at 125 N. Division Street. After reviewing the emergency exit instructions, President Doughty asked everyone to stand for the Pledge of Allegiance.

INVOCATION – Pastor Robert Reinert – Faith Baptist Church

PROCLAMATION – Human Trafficking Awareness Month
Mayor Taylor and the Human Rights Advisory Committee

Resolution – to amend and restate the terms of an Annexation Agreement associated with property that was the subject of the 2007 "Hobbs Road-lott Property Annexation", now known as the "Hobbs Road Annexation"

Mr. Voitiuc explained that over the last 20 years a lot had changed with the terms in the annexation agreement. The developer would benefit from the newer terms.

Having no Council comments, Council reached unanimous consensus to move this forward to Legislative Session.

Resolution – to rezone a property located at 413 Snow Hill Road from R-10 Residential to General Commercial

Mr. Voitiuc explained that the property next to Backstreet Grill and Chuck's Backyard was previously zoned incorrectly and they would like to rezone to make it commercial so they can expand their business.

Ms. Dashiell asked if the remaining house on the block was residential. Mr. Voitiuc responded by adding that the house is zoned as residential but they could also rezone and become commercial if they wished.

Having no further Council comments, Council reached unanimous consensus to move this forward to Legislative Session.

Ordinance – authorizing the Mayor to enter into a memorandum of understanding with the Wicomico County Health Department and approving a budget amendment of the FY2025 General Fund Budget to appropriate funds received from the Wicomico County Health Department in the amount of \$10,000

Chief O'Barsky explained that this was a continued partnership with the health department for their Safe Station. He added that the Safe Station was a resource for individuals that were suffering from addiction and often times EMS would get called to pre-evaluate the individual before deciding if they needed to be transported to Tidal Health.

Having no Council comments, Council reached unanimous consensus to proceed with the annexation.

Resolution – to amend the Rules of Order

Ms. Bosché stated that she had made all of the changes that Council had proposed from the last work session and asked if there were any questions regarding the changes.

Ms. Dashiell thanked Ms. Bosché for making the changes. She asked that the public be able to see the old rules and then the new rules side by side with the changes underlined in red. Ms. Bosché added that the old rules were currently listed on the city website.

Having no further Council comments, Council reached unanimous consensus to move this forward.

ADJOURNMENT/CONVENE IN LEGISLATIVE SESSION

With no further business to discuss, the Work Session adjourned at 6:39 p.m.

City Clerk

89 _____
90 Council President
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**LEGISLATIVE SESSION
MEETING MINUTES
JANUARY 27, 2025**

PUBLIC OFFICIALS PRESENT

Council President D'Shawn M. Doughty, Vice President Angela M. Blake, Councilwoman April R. Jackson, Councilwoman Michelle R. Gregory, Councilwoman Sharon C. Dashiell

STAFF IN ATTENDANCE

City Administrator Andy Kitzrow, City Clerk Julie English, City Attorney Ashley Bosché

WELCOME/ANNOUNCEMENTS

The City Council convened in Legislative Session on January 27, 2025 at 6:39 p.m. in the Government Office Building Council Chambers, Room 301, located at 125 N. Division Street.

PRESENTATION AND ADOPTION OF THE AGENDA

President Doughty presented the meeting agenda and called for a motion and a second to approve the agenda as presented. Ms. Jackson motioned and Ms. Dashiell seconded. The vote was 5-0 to approve the legislative agenda.

RESOLUTIONS – Presented by City Administrator Andy Kitzrow

- **Resolution No. 3378** – to amend and restate the terms of an Annexation Agreement associated with property that was the subject of the 2007 “Hobbs Road-Iott Property Annexation”, now known as the “Hobbs Road Annexation”

Mr. Gregory motioned and Ms. Jackson seconded, and the vote was 5-0 to approve Resolution No. 3378.

PUBLIC HEARINGS – presented by Ashley Bosché

President Doughty directed anyone wishing to comment during the public hearings to stand and be sworn in by the City Clerk. No members of the public were sworn in.

- **Resolution No. 3375** – proposing the annexation to the City of Salisbury of certain area of land contiguous to and binding upon the Corporate Limits of the City of Salisbury to be known as the “City of Salisbury Wastewater Treatment Plant”

President Doughty asked for a motion and a second for Resolution No. 3375. Ms. Blake motioned and Ms. Gregory seconded.

President Doughty opened the public hearing at 6:45 p.m. Having no comments, the hearing was closed at 6:45 p.m.

The vote was 5-0 to approve Resolution No. 3375 for second reading.

- **Resolution No. 3376** – a plan proposing the annexation to the City of Salisbury of a certain area of land contiguous to and binding upon the Corporate Limits of the City of Salisbury to be known as the “City of Salisbury Wastewater Treatment Plant Annexation”

President Doughty asked for a motion and a second for Resolution No. 3376. Ms. Blake motioned and Ms. Jackson seconded.

President Doughty opened the public hearing at 6:46 p.m. Having no comments, the hearing was closed at 6:46 p.m.

The vote was 5-0 to approve Resolution No. 3376 for second reading.

ORDINANCES – presented by City Attorney Ashley Bosché

- **Ordinance No. 2910** – approving a budget amendment of the FY2025 General Fund Budget and the FY2024 Water Sewer Fund Budget to appropriate funds required for Field Operations

Ms. Jackson motioned and Ms. Gregory seconded. The vote to approve Ordinance No. 2910 for second reading was 5-0 in favor.

- **Ordinance No. 2911** – authorizing the Mayor to enter into a contract with the Maryland Institute for Emergency Medical Services Systems for the purpose of accepting grant funds in the amount of \$4,000.00, and to approve a budget amendment to the grant fund to appropriate these funds for the Salisbury Fire Department

Ms. Blake motioned and Ms. Jackson seconded, and the vote was 5-0 to approve Ordinance No. 2911 for second reading.

- **Ordinance No. 2912** - authorizing the Mayor to enter into a contract with the State of Maryland for the purpose of accepting grant funds in the amount of \$542,000.00, and to approve a budget amendment to the grant fund to appropriate funds for the Salisbury

89 Fire Department

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91 Ms. Jackson motioned and Ms. Gregory seconded, and the vote was 5-0 to approve
92 Ordinance No. 2912 for second reading.

- 93
94 • **Ordinance No. 2913** – authorizing the Mayor to enter into a contract with the Rural
95 Maryland Council for the purpose of accepting grant funds in the amount of \$13,791,
96 and to approve a budget amendment to the grant fund to appropriate these funds for
97 the Salisbury Fire Department

98
99 Ms. Blake motioned and Ms. Gregory seconded, and the vote was 5-0 to approve Ordinance No.
100 2913 for second reading.

- 101
102 • **Ordinance No. 2914** – approving a budget amendment of the City’s FY2025 Budget,
103 accepting a donation from Draper Holdings Charitable Foundation for the Santa
104 Workshop Program

105
106 Ms. Gregory motioned and Ms. Jackson seconded, and the vote was 5-0 to approve
107 Ordinance No. 2914 for second reading.

- 108
109 • **Ordinance No. 2915** – 2nd reading – to accept grant funds from the U.S. Department of
110 Justice Office of Justice Programs in the amount of \$2,998.00 under the FFY2023 Edward
111 Byrne Memorial Justice Assistance Grant Program

112
113 Ms. Gregory motioned and Ms. Blake seconded, and the vote for Ordinance No. 2915 was 5-0 in
114 favor for second reading.

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116 • **Ordinance No. 2916** – authorizing the Mayor to enter into a memorandum of
117 understanding with the Wicomico County Health Department and approving a budget
118 amendment of the FY2025 General Fund Budget to appropriate funds received from the
119 Wicomico County Health Department in the amount of \$10,000.00

120
121 Ms. Gregory motioned and Ms. Jackson seconded, and the vote was 5-0 in favor for first
122 reading.

- 123
124 • **Ordinance No. 2917** – 1st reading – to rezone a property located at 413 Snow Hill Road
125 from R-10 Residential to General Commercial

126
127 Ms. Jackson motioned and Ms. Dashiell seconded, and the vote Ordinance No. 2917 was 5-0 in
128 favor for first reading.

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130 **PUBLIC COMMENTS**

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132 The following public comments were made:

- Speaker #1 expressed her frustration with the ongoing crime and drug dealing in her neighborhood.
- Speaker #2 agreed with speaker #1 and wanted action taken.
- Speaker #3 echoed Speaker #1 and Speaker #2.
- Speaker #4 thanked Councilwoman Blake for responding to emails.

ADMINISTRATION COMMENTS

Mr. Kitzrow felt the new public comment process was working well. He noted that several meetings were held following the snowfall to develop plans for future snow events.

COUNCIL COMMENTS

Ms. Jackson firmly stated that no one could persuade her to do anything against her will. She expressed frustration over accusations that her vote had been “bought” or that she was bullied into voting yes. She also shared that she had been actively working to secure grants for affordable housing.

Ms. Dashiell commended the Mayor’s Office for hosting the Lower Eastern Shore Mayors Association dinner. She highlighted the joint efforts of the city and county in addressing the litter issue. She noted that PAC 14 celebrated its anniversary over the weekend and encouraged continued support for the organization. She also expressed gratitude for its contributions to the community. Lastly, she thanked the administration for keeping her informed with regular updates.

Ms. Gregory thanked all the staff for what they did during the snow storm.

Ms. Blake shared several reasons for her support of the density increase. She expressed appreciation for the backing of the Greater Salisbury Committee, the Chamber of Commerce, and the Downtown Salisbury Business Alliance. She also emphasized that parking should not be viewed as a concern and encouraged the public to make use of the parking garage.

President Doughty noted that he had served as council president for 483 days, during which time this project had been actively discussed and prioritized by the city. However, there were even greater needs across Salisbury. By focusing our efforts, not just on downtown but throughout the entire city, we can ensure meaningful progress in all areas.

ADJOURNMENT

With no further business to discuss, the Legislative Session adjourned at 7:27 p.m.

City Clerk

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Council President



LEGISLATIVE SESSION MEETING MINUTES MAY 12, 2025

PUBLIC OFFICIALS

Present: Council President D'Shawn M. Doughty, Council Vice President Angela M. Blake, Councilwoman April R. Jackson, Councilwoman Michele R. Gregory and Councilwoman Sharon C. Dashiell

IN ATTENDANCE

Mayor Randy Taylor, City Administrator Andy Kitzrow, City Clerk Julie English, City Solicitor Ashley Bosche

CALL TO ORDER

The City Council convened in Legislative Session on May 12, 2025 at 6:00 p.m. in the Government Office Building Council Chambers, Room 301, located at 125 N. Division Street.

WELCOME/ANNOUNCEMENTS/PLEDGE

President Doughty welcomed everyone to the meeting and provided the emergency exit instructions. He then asked everyone to stand for the Pledge of Allegiance.

INVOCATION - Rev. Howard Travers - Nu-Lyfe Church

Reverend Howard Travers from Nu-Lyfe Church was called forward to provide the Invocation.

PRESENTATION AND ADOPTION OF LEGISLATIVE AGENDA

City Clerk Julie English presented the legislative agenda.

President Doughty called for a motion to adopt the legislative agenda as presented. April R. Jackson motioned and Sharon C. Dashiell seconded. The vote was 5-0.

CONSENT AGENDA

Ms. English presented the Consent Agenda items. The items were as follows:

- Meeting Minutes for Approval

October 21, 2024 Work Session
November 4, 2024 Work Session
November 12, 2024 Legislative Session
November 18, 2024 Work Session
November 25, 2024 Legislative Session
December 2, 2024 Work Session

April R. Jackson motioned and Michele R. Gregory seconded. The vote was 5-0.

RESOLUTIONS

- Annexation Request - Pine Way - Pohanka Kia (a/k/a Pohanka 1)

Resolution No. 3382 - to annex certain land to be known as "Pine Way - Pohanka Kia Annexation", as described in the Property Description and Annexation Plat attached and incorporated as exhibits herein, consisting of 2.954 acres more or less, into the City of Salisbury and to provide for the terms and conditions of the annexation Angela M. Blake motioned and April R. Jackson seconded. The vote was 5-0.

- Zoo Commission

Resolution No. 3395 - appointing Brad Phillips for term ending May 2028 Michele R. Gregory motioned and Sharon C. Dashiell seconded. The vote was 5-0.

- Zoo Commission

Resolution No. 3396 - appointing Brett Murphy for term ending May 2028 Angela M. Blake motioned and Michele R. Gregory seconded. The vote was 5-0.

- Sustainability Advisory Committee

Resolution No. 3397 - re-appointing Elise Trelegan for term ending May 2028. Sharon C. Dashiell motioned and Michele R. Gregory seconded. The vote was 5-0.

- Resolution Authorizing the Mayor to Submit the PY 2025 CDBG Plan to HUD

Resolution No. 3398 - to approve the City's Action Plan for Community Development Block Grant (CDBG) Program Year 2025 April R. Jackson motioned and Michele R. Gregory seconded. The vote was 5-0.

ORDINANCES

- Budget Ordinance - Park Well Field Water Main - 2nd Reading

Ordinance No. 2929 - authorizing the Mayor to appropriate funds for the park well field raw water line replacement project April R. Jackson motioned and Sharon C. Dashiell seconded. The vote was 5-0.

- Funds from the Maryland State Arts Council - 2nd Reading

Ordinance No. 2930 - authorizing the Mayor to enter into a contract with the Maryland State Arts Council for the purpose of accepting grant funds in the amount of \$10,000 and to approve a budget amendment to the grant fund to appropriate these funds for expenses associated with the planning process for a new art installation in the city park April R. Jackson motioned and Sharon C. Dashiell seconded. The vote was 5-0.

- LGIT Reimbursement - FY25 Budget Amendment -1st reading

Ordinance No. 2933 - approving a budget amendment of the FY2025 General Fund budget to

appropriate funds to the Salisbury Fire Department's Operating Budget after the city has been reimbursed \$1,863.05 from insurance proceeds for repairs to the Assistant Chief's vehicle April R. Jackson motioned and Angela M. Blake seconded. The vote was 5-0.

- Community Legacy Grant Ordinance & Agreement - Union Railway Station Stabilization Project Phase 2 - 1st Reading

Ms. Blake emphasized that the grant was for a particular project and could not be used for anything else. President Doughty confirmed with Mr. Kitzrow that the 'eligible expenses' were verified and a sub-recipient agreement was submitted. Mr. Kitzrow added that this was a reimbursement grant.

Ordinance No. 2934 - 1) authorize the Mayor to enter into a contract with the Department of Housing and Community Development for the purpose of accepting grant funds in the amount of \$250,000; 2) authorize the Mayor to enter into a sub recipient agreement with Railroad Avenue Investments, LLC and 3) to approve a budget amendment to the grant fund to appropriate the aforementioned funds to be used for eligible expenses associated with the Union Railway Station Stabilization Project April R. Jackson motioned and Sharon C. Dashiell seconded. The vote was 5-0.

- FY2026 Budget Ordinance

Ordinance No. 2935 - appropriating the necessary funds for the operation of the government and administration for the period July 1, 2025 to June 30, 2026, establishing the levy for the General Fund for the same fiscal period and establishing the appropriation for the Water and Sewer, Parking Authority, City Marina, and Storm Water Funds Angela M. Blake motioned and April R. Jackson seconded. The vote was 5-0.

- FY2026 Water Sewer Rates-Mayor Level

In responding to a request from Ms. Blake, Mayor Taylor explained that the need for the increase was due to debt from the PFAS situation and marginal increases.

Ordinance No. 2936 - to amend Water and Sewer rates to increase by 6% and making said changes effective for all bills dated October 1, 2025 and thereafter, unless and until subsequently revised or changed April R. Jackson motioned and Sharon C. Dashiell seconded. The vote was 5-0.

- FY2026 Fee Ordinance

Ordinance No. 2937 - to set fees for FY2026 and thereafter unless and until subsequently revised or changed Angela M. Blake motioned and Sharon C. Dashiell seconded. The vote was 5-0.

PUBLIC COMMENT

The following public comments were heard:

- Speaker #1 disagreed with the decision to change the downtown crosswalks. She stated there was a draft amendment in the works addressing policies.
- Speaker #2 accused the Mayor of misfeasance in reference to his downtown crosswalk project. The Speaker believed that the wide variety of cultures in Salisbury deserved to be seen, celebrated and made to feel welcome.

- Speaker #3 expressed his frustration that two permits were issued for the same location.
- Speaker #4 spoke in favor of officers having take home vehicles and shared reasons why he felt that way.
- Speaker #5 believed that the Ethics Committee should not be advised by the same solicitor who was hired by and worked for the people they could be investigating. He felt this was a conflict of interest.
- Speaker #6 recommended allowing others to paint a crosswalk in a different location downtown.
- Speaker #7 spoke about the need for affordable housing. He was in favor of requiring developers to make a portion of their housing affordable. He also believed those in the Horizon Program, Pilot Program and Here is Home program should be required to include affordable housing.
- Speaker #8 expressed her frustration with a littering problem which she attributed directly to a local company working in her neighborhood. She did not feel the company was addressing the problem.
- Speaker #9 wished Mr. Kitzrow the best. She also advocated for upcoming events by Community Players.

ADJOURNMENT/CONVENE IN WORK SESSION

The Legislative Session was adjourned at 6:41 p.m.

City Clerk

Council President



City of Salisbury

Memo

To: Randy Taylor, Mayor
From: Jessie Turner, Executive Office Administrator
Date: May 12, 2025
Subject: Youth Development Advisory Committee

The following person has applied for appointment to the Youth Development Advisory Committee for the term ending as indicated:

| <u>Name</u> | <u>Term Ending</u> |
|---------------|--------------------|
| Peyton Hudson | June 2028 |

Attached is the applicant's information and the resolution necessary for this appointment.

Attachment(s):
[Res3401](#)

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| <u>Name</u> | <u>Term Ending</u> |
| Kelly Martinez | June 2027 |

ATTEST:

D'Shawn M. Doughty
PRESIDENT, City Council

_____ day of _____, 2025

Randolph J. Taylor, Mayor



City of Salisbury

Memo

To: Randy Taylor, Mayor
From: Jessie Turner, Executive Office Administrator
Date: May 12, 2025
Subject: Human Rights Advisory Committee

The following person has applied for appointment to the Human Rights Advisory Committee for the term ending as indicated:

| <u>Name</u> | <u>Term Ending</u> |
|----------------|--------------------|
| Kelly Martinez | June 2027 |

Attached is the applicant's information and the resolution necessary for this appointment.

Attachment(s):
[Res3402](#)

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| <u>Name</u> | <u>Term Ending</u> |
| Kelly Martinez | June 2027 |

ATTEST:

D'Shawn M. Doughty
PRESIDENT, City Council

_____ day of _____, 2025

Randolph J. Taylor, Mayor



City of Salisbury

Memo

To: Randy Taylor, Mayor
From: Jessie Turner, Executive Office Administrator
Date: May 16, 2025
Subject: Human Rights Advisory Committee

The following person has applied for appointment to the Human Rights Advisory Committee for the term ending as indicated:

| <u>Name</u> | <u>Term Ending</u> |
|---------------|--------------------|
| Sophia Peters | June 2027 |

Attached is the applicant's information and the resolution necessary for this appointment.

Attachment(s):
[Res3403](#)

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| <u>Name</u> | <u>Term Ending</u> |
| Sophia Peters | June 2027 |

ATTEST:

D'Shawn M. Doughty
PRESIDENT, City Council

_____ day of _____, 2025

Randolph J. Taylor, Mayor



City of Salisbury

Memo

To: Mayor Randy Taylor
From: Jessie Turner, Executive Office Administrator
Date: May 16, 2025
Subject: Human Rights Advisory Committee

The following person has applied for re-appointment to the Human Rights Advisory Committee for the term ending as indicated:

| <u>Name</u> | <u>Term Ending</u> |
|-------------------|--------------------|
| Demetria Marshall | June 2027 |

Attached is the applicant's information and the resolution necessary for this re-appointment.

Attachment(s):
[Res3404](#)

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| <u>Name</u> | <u>Term Ending</u> |
| Demetria Marshall | June 2027 |

ATTEST:

D'Shawn M. Doughty
PRESIDENT, City Council

_____ day of _____, 2025

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City of Salisbury

Memo

To: Mayor Randy Taylor
From: Jessie Turner, Executive Office Administrator
Date: May 12, 2025
Subject: T.R.U.T.H. Committee

The following person has applied for appointment to the T.R.U.T.H. Committee for the term ending as indicated:

| <u>Name</u> | <u>Term Ending</u> |
|-----------------|--------------------|
| Carileigh Jones | June 2029 |

Attached is the applicant's information and the resolution necessary for this appointment.

Attachment(s):
[Res3405.pdf](#)

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RESOLUTION NO. 3405

BE IT RESOLVED, by the City of Salisbury, Maryland that the following individual is appointed to the T.R.U.T.H. Committee for the term ending as indicated.

| <u>Name</u> | <u>Term Ending</u> |
|-----------------|--------------------|
| Carileigh Jones | June 2029 |

THE ABOVE RESOLUTION was introduced and duly passed at a meeting of the Council of the City of Salisbury, Maryland held on June 9, 2025.

ATTEST:

| | |
|--------------------------------------|---|
| <hr/> Julie A. English CITY CLERK | <hr/> D'Shawn M. Doughty PRESIDENT, City Council |
|--------------------------------------|---|

APPROVED BY ME THIS
_____ day of _____, 2025

Randolph J. Taylor, Mayor



City of Salisbury

Memo

To: Andy Kitzrow, City Administrator
From: Sandy Green, Director of Finance
Date: April 30, 2025
Subject: FY2026 Budget Ordinance - 2nd Reading

The FY26 Budget Ordinance establishes the appropriations necessary to operate the City during FY26. It also authorizes project and grant funding.

Attachment(s):

[Memo - Council Level Adjustments 2026
Ord2935](#)



TO: City Council
 FROM: Andy Kitzrow
 DEPT: Mayor's Office
 DATE: 5/2/25
 SUBJECT: Council Level Adjustments – FY26 Budget

Below is a comprehensive summary of the **Council Level Adjustments** to the FY26 Mayors Proposed Budget. These items were discussed during our Budget Sessions.

| General Fund | Org | Object | Revenues | Expenditures |
|---|---------|--------|----------------|----------------|
| Lease Proceeds (PD Vehicles, Sanitation Truck) | 01000 | 469311 | 910,000 | |
| Tipping Fees Financial Adjustment | 32061 | 555506 | | 58,600 |
| Energy Contract Renewal - Actuals (reduction from .10580 to .08129) | Various | 556201 | | (235,399) |
| Wellness Program | 18500 | 502087 | | 2,500 |
| Funding for Committees (YDAC, DAC, HRAC, P&R, Truth) | Various | | | 500 |
| ZenCity & Rep'd (reduction to contractual obligation) | 12000 | 555510 | | (22,000) |
| Cell Phones and software council | 11100 | 555402 | | 2,000 |
| Fire Radios (Bond Debt Service) | 70101 | 588245 | | 14,973 |
| PD Vehicles (\$80K per - includes upfit) capital outlay | 21021 | 577025 | | 560,000 |
| Sanitation Truck (slightly used) capital outlay | 32061 | 577025 | | 350,000 |
| PD Vehicles (\$80K per - includes upfit) lease payment | 21021 | 558600 | | 125,791 |
| Sanitation Truck (slightly used) lease payment | 32061 | 558600 | | 58,313 |
| GOB - Lease Payment | 19500 | 558700 | | (17,052) |
| Personnel Expenses: | | | | |
| Downtown Ambassador Program (20hrs/wk) | 11600 | 501006 | | 23,500 |
| (Evening) Playground Program (20hrs/wk) | 25200 | 501006 | | 12,000 |
| Reclassify to correct account: | | | | |
| Wellness | 12000 | 502021 | | (12,500) |
| Wellness | 18500 | 502021 | | 12,500 |
| City Attorney | 17000 | 513301 | | (20,000) |
| Other Attorney | 17000 | 513302 | | 20,000 |
| Total | | | 910,000 | 933,726 |

ORDINANCE NO. 2935

AN ORDINANCE APPROPRIATING THE NECESSARY FUNDS FOR THE OPERATION OF THE GOVERNMENT AND ADMINISTRATION OF THE CITY OF SALISBURY, MARYLAND FOR THE PERIOD JULY 1, 2025 TO JUNE 30, 2026, ESTABLISHING THE LEVY FOR THE GENERAL FUND FOR THE SAME FISCAL PERIOD AND ESTABLISHING THE APPROPRIATION FOR THE WATER AND SEWER, PARKING AUTHORITY, CITY MARINA, AND STORM WATER FUNDS.

BE IT ORDAINED, by the City of Salisbury, Maryland that the amounts listed in **Schedule A – Operating Budget Appropriations** are hereby appropriated for the Fiscal Year beginning July 1, 2025 and ending June 30, 2026 to fund operations of the City of Salisbury, Maryland.

BE IT FURTHER ORDAINED, by the City of Salisbury, Maryland that the amounts listed in **Schedule B – Capital Project Appropriations** are hereby appropriated for Capital Projects.

BE IT FURTHER ORDAINED, by the City of Salisbury, Maryland that the amounts listed in **Schedule C – Anticipated Grant Expenditures** are hereby appropriated for the grants listed, and the Mayor is authorized to enter into any necessary agreements or memoranda in order to receive and expend these funds.

BE IT FURTHER ORDAINED that:

- 1) The tax levy be, and the same be hereby set, at \$1.0332 per \$100 of assessed valuation for all real property, at \$3.51 per \$100 of assessed valuation for all personal property categorized as utilities, and at \$2.40 per \$100 of assessed valuation for all other personal property subject to taxation by the City of Salisbury for General Fund purposes, including debt service purposes (exclusive of revenues derived from the Water and Sewer Fund for debt service purposes attributed to water and sewer activities); and
- 2) All taxes levied by this ordinance shall be liens from and after July 1, 2025 and shall be due and payable as specified in Title 14 of the Tax Property article of the Annotated Code of Maryland, as amended.

AND BE IT FURTHER ORDAINED by the Salisbury City Council that a public hearing on the proposed budget ordinance will be held at 6 PM on June 2, 2025 in Room 301 of the City/County Government Office Building, 125 N. Division Street, Salisbury, Maryland.

AND BE IT FURTHER ORDAINED by the Salisbury City Council that this Ordinance shall take effect upon final passage.

THIS ORDINANCE was introduced and read at a Meeting of the Mayor and Council of the City of Salisbury held on the 12 day of May, 2025 and thereafter, a statement of the substance of the Ordinance having been published as required by law, in the meantime, was finally passed by the Council of the City of Salisbury on the 9 day of June, 2025.

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ATTEST:

**Julie A. English, City Clerk
President**

D'Shawn M. Doughty, City Council

Approved by me, this _____ day of _____, 2025.

Randolph J. Taylor, Mayor

70 **Schedule A - Operating Budget Appropriations**

| | | | | |
|----|----|---|-----------------------|------------|
| 71 | | | | |
| 72 | 1) | General Fund – for the general municipal purposes of the City of Salisbury: | | |
| | | City Council / City Clerk | 299,136 | 301,136 |
| | | Mayor's Office/ Development Services | 1,704,429 | 1,685,929 |
| | | Finance | 1,070,251 | 1,070,251 |
| | | Procurement / Municipal Buildings | 890,758 | 869,909 |
| | | City Attorney | 355,000 | 355,000 |
| | | Information Technology | 1,097,022 | 1,096,259 |
| | | Police | 19,054,786 | 19,722,733 |
| | | Fire | 14,100,900 | 14,085,075 |
| | | Housing and Community Development | 1,456,424 | 1,465,507 |
| | | Infrastructure and Development | 1,463,623 | 1,462,123 |
| | | Field Operations | 7,907,814 | 8,191,510 |
| | | Arts, Business, and Culture Development | 3,004,398 | 3,017,861 |
| | | Debt Service & Other Uses | 6,196,572 | 6,211,546 |
| | | Total | 58,601,113 | 59,534,839 |
| 73 | 2) | Parking Authority Fund – for the special assessment district known as the Parking Authority | | |
| | | Total | 637,598 | 632,205 |
| 74 | 3) | Water Sewer Fund - for operations of the water and sewer departments | | |
| | | Total | 25,773,231 | 25,570,722 |
| 75 | | | | |
| 76 | 4) | Marina Fund – for the operations of the enterprise known as the City Marina | | |
| | | Total | 102,921 | 100,603 |
| 77 | 5) | Storm Water Fund – for the operations of the enterprise known as the Storm Water Fund | | |
| | | Total | 976,514 | 976,515 |
| 78 | | | | |
| 79 | | Grand Total | 86,091,377 | 86,814,884 |

Schedule B – Capital Project Appropriations (1 of 2) General Capital Projects

| Schedule B: General Capital Projects | | | | | | | | General Fund - Capital Outlay | | | | |
|--|---|------------------|----------------|-------------------|----------|------------------|------------------|-------------------------------|--------|------------------|----------------|------------------|
| Funding Source | | | | | | | | Account | | Funding Source | | |
| Dept | Project Description | Approved Amount | PayGO Gen Fund | PayGO Storm Water | Grants | FY 26 Bond | Future Bond | Org | Acct | General Revenues | Lease Proceeds | Future Lease |
| DID | Street Reconstruction (Milling and Paving) | 850,000 | | | | | | 31000 | 534318 | 850,000 | | |
| DID | Concrete Program (Curb, Gutter and Sidewalk) | 75,000 | | | | | | 31000 | 534307 | 75,000 | | |
| Fire | AED's and Heart Monitors | 182,672 | | | | 182,672 | | | | | | |
| Fire | Apparatus Replacement - Engine | 1,344,121 | | | | | 1,344,121 | | | | | |
| DID | Neighborhood Infrastructure Improvements | 1,000,000 | | | | 1,000,000 | | | | | | |
| Police | Radios | 154,000 | | | | 154,000 | | | | | | |
| Police | Property and Records Department Management Sy | 150,000 | | | | 150,000 | | | | | | |
| GOB | Replacement of HVAC Chiller | 175,000 | | | | 175,000 | | | | | | |
| DID | Naylor Mill Road Bridge Replacement | 700,000 | | | | 700,000 | | | | | | |
| ABC | Exhibit/Facility Improvements AZA Reaccreditation | 500,000 | | | | 500,000 | | | | | | |
| ABC | Poplar Hill Building Improvements (Shutter, HVAC, | 150,000 | | | | 150,000 | | | | | | |
| HCDD | Westside Community Center | 350,000 | | | | 350,000 | | | | | | |
| Fire | Portable Radio Replacement | 174,934 | | | | 174,934 | | | | | | |
| Fire | Ambulances (4) | 2,560,800 | | | | | | 24035 | 577025 | | | 2,560,800 |
| Field Ops | Sanitation Truck | 350,000 | | | | | | 32061 | 577025 | | 350,000 | |
| Police | PD Patrol | 560,000 | | | | | | 21021 | 577025 | | 560,000 | |
| General Fund & Capital Projects | | 9,276,527 | - | - | - | 3,536,606 | 1,344,121 | | | 925,000 | 910,000 | 2,560,800 |

Schedule B – Capital Project Appropriations (2 of2)

Water Sewer Capital Projects

| Project | Approved Amount | Capital Projects - Funding Source | | | | | Enterprise Fund - Capital Outlay | |
|---|-------------------|-----------------------------------|----------|--------------|------------------------|------------------|----------------------------------|----------------|
| | | PayGO | Grants | Reallocation | Impact Revolving Funds | Bond* | Account | Lease Proceeds |
| Water Sewer Fund: | | | | | | | | |
| WWTP Outfall Pipe | 60,000 | 60,000 | | | | | | |
| Glen Avenue Lift Station | 150,000 | 150,000 | | | | | | |
| Pump Station Improvements | 110,000 | 110,000 | | | | | | |
| PFAS Study and Treatment | 100,000 | 100,000 | | | | | | |
| SSPS Low Flow Pump | 78,000 | 78,000 | | | | | | |
| NSPS Low Flow Pump | 87,000 | 87,000 | | | | | | |
| Decommission Edgemore Water Tower | 125,000 | 125,000 | | | | | | |
| Paleo Fense Security Cameras | 65,100 | 65,100 | | | | | | |
| Scenic Drive PCCP Pipe Replacement | 60,000 | 60,000 | | | | | | |
| Replace Distribution Piping & Valves Main | 100,000 | 100,000 | | | | | | |
| Automated Metering Infrastructure | 300,000 | 300,000 | | | | | | |
| Lead Service Line Replacement Phase 1 | 220,000 | 220,000 | | | | | | |
| Sanitary Sewer Lining' Maint | 75,000 | 75,000 | | | | | | |
| Dump Truck | 230,000 | | | | | | 82076-577025 | 230,000 |
| Ford F350 Utility Body Dually | 90,000 | | | | | | 86083-577025 | 90,000 |
| Ford F350 Utility Body Dually | 90,000 | | | | | | 86083-577025 | 90,000 |
| Ford F350 Utility Service Body | 75,000 | | | | | | 82075-577025 | 75,000 |
| Ford Transit 150 Van (Short/Mid Top) | 55,000 | | | | | | 82075-577025 | 55,000 |
| Ford Transit 150 Van (Short/Mid Top) | 55,000 | | | | | | 82075-577025 | 55,000 |
| Southside Pump Station Force Main | 500,000 | | | | | 500,000 | | |
| Filter Replacement and PFAS Removal Proj | 8,000,000 | | | | | 8,000,000 | | |
| Paleo WTP 30" PCCP Discharge Line Replace | 585,000 | | | | | 585,000 | | |
| Water Sewer Fund Total >> | 11,210,100 | 1,530,100 | - | - | - | 9,085,000 | | 595,000 |

Schedule C City Fiscal Year 2026 Appropriations for Grant-Funded Expenditures

| Schedule C: City Fiscal Year 2026 Appropriations for Grant-Funded Expenditures | | | | | | | | | | |
|--|------------------|-----------|---------|------------------------|--------------------|-------------|------------|---------|--------|-------------|
| Grant Name | Appropriation | | | | | Grant Dates | | Funding | | |
| | Funding by Grant | | | Funding by Grant Match | | Start Date | End Date | Source | CFDA # | Dept/Agency |
| | Total | Prior Yrs | FY 2026 | Amount | Account | | | | | |
| Comcast - Public, Educational & Governmental (PEG) Fees | | | | | | | | | | |
| FY26 - PEG Fees from Comcast | 60,000 | | 60,000 | - | | 7/1/2025 | 6/30/2026 | Private | N/A | Comcast |
| | | | | | | | | | | |
| Housing & Community Development | | | | | | | | | | |
| FY26 - Housing First Program | | | | 95,000 | 10530-534505-76541 | 7/1/2025 | 6/30/2026 | | | |
| FY26 - Housing & Homeless Operations | | | | 36,000 | 10530-546006 | 7/1/2025 | 6/30/2026 | | | |
| FY23 - Community Development Block Grant (CDBG) | 390,000 | | 390,000 | - | | 7/1/2025 | N/A | Federal | 14.218 | HUD |
| | | | | | | | | | | |
| Arts, Business & Culture Department | | | | | | | | | | |
| FY26 MSAC Grants for Organizations | 50,000 | | 50,000 | | | 7/1/2025 | 6/30/2026 | State | | MSAC |
| FY26 MD Heritage Areas Authorities Authority Non-Capital Grant | 50,000 | | 50,000 | | | 7/1/2025 | 6/30/2026 | State | | |
| MSAC Touring | 5,000 | | 5,000 | | | 7/1/2025 | 6/30/2026 | State | | MSAC |
| MSAC Public Art Across Maryland | 40,000 | | 40,000 | | | 7/1/2025 | 6/30/2026 | State | | MSAC |
| T-Mobile Hometown Grant | 50,000 | | 50,000 | | | 7/1/2025 | 6/30/2026 | State | | |
| | | | | | | | | | | |
| Water Works Department | | | | | | | | | | |
| FY25 - ENR O&M Grant - MDE Bay Restoration Fund (BRF) | 525,000 | | 525,000 | - | N/A | 7/1/2025 | 6/30/2026 | State | N/A | MDE/ BRF |
| | | | | | | | | | | |
| Salisbury Fire Department | | | | | | | | | | |
| FY25 MOOR ORF Grant | 542,000 | | 542,000 | | | 1/1/2025 | 12/31/2026 | State | N/A | MOOR |
| | | | | | | | | | | |
| | | | | | | | | | | |

Schedule C City Fiscal Year 2026 Appropriations for Grant-Funded Expenditures (page 2 of 2)

| Schedule C: City Fiscal Year 2026 Appropriations for Grant-Funded Expenditures | | | | | | | | | | |
|--|---------------------|-------------|---------------------|------------------------|--------------|-------------|-----------|---------|--------|---------------|
| Grant Name | Appropriation | | | | | Grant Dates | | Funding | | |
| | Funding by Grant | | | Funding by Grant Match | | Start Date | End Date | Source | CFDA # | Dept/Agency |
| | Total | Prior Yrs | FY 2026 | Amount | Account | | | | | |
| | | | | | | | | | | |
| | | | | | | | | | | |
| Salisbury Police Department | | | | | | | | | | |
| FFY25 - Edward Byrne Memorial JAG (Future Application) | 35,000 | | 35,000 | N/A | N/A | 7/1/2025 | 6/30/2026 | State | N/A | GOCCP / BJAG |
| SFY26 - State Aid for Police Protection (SAPP) | 1,350,000 | | 1,350,000 | N/A | N/A | 7/1/2025 | 6/30/2026 | State | N/A | GOCCP |
| FY26 - Bulletproof Vest Grant (GOCCP / DOJ-OJP) | 5,000 | | 5,000 | 5,000 | 91001-599121 | 7/1/2025 | 6/30/2026 | Federal | 16.607 | OJP |
| FY26 - Bulletproof Vest Grant (DOJ-OJP) | 30,000 | | 30,000 | 30,000 | 91001-599121 | 7/1/2025 | 6/30/2026 | Federal | 16.607 | OJP |
| FY26 - MD Criminal Intelligence Network (MCIN) | 500,000 | | 500,000 | 30,000 | 91001-599121 | 7/1/2025 | 6/30/2026 | State | N/A | GOCCP |
| FY26 - Community Program Grant | 20,000 | | 20,000 | 5,000 | 91001-599121 | 7/1/2025 | 6/30/2026 | State | N/A | GOCCP |
| FY26- Local Warrant Apprehension and Absconding Grant | 40,000 | | 40,000 | 24,000 | 91001-599121 | 7/1/2025 | 6/30/2026 | State | N/A | GOCCP |
| FY26 - MD Highway Safety Office - Speed Enforcement | 1,000 | | 1,000 | 500 | 91001-599121 | 7/1/2025 | 9/30/2026 | Federal | 20.600 | MHSO |
| FY26 - Expanded Development of Predictive Policing w/ Machine Learning | 100,000 | | 100,000 | - | N/A | 7/1/2025 | 9/30/2026 | Federal | 16.738 | GOCCP / BJAG |
| FY26- Police Accountability, Community and Transparency Grant (PACT) | 25,000 | | 25,000 | - | N/A | 7/1/2025 | 6/30/2026 | State | N/A | GOCCP |
| FY26 - Mental Health Co-Responder Project | 90,000 | | 90,000 | 30,000 | 91001-599121 | 7/1/2025 | 9/30/2026 | Federal | 16.738 | Justice |
| FY26 - Police Recruitment & Retention Grant (PRAR / GOCCP) | 50,000 | | 50,000 | - | N/A | 7/1/2025 | 6/30/2026 | State | N/A | GOCCP |
| FY26 Law Enforcement Training Scholarship | 5,000 | | 5,000 | - | N/A | 7/1/2025 | 6/30/2026 | State | N/A | GOCCP |
| FY26 - State Aid Police Protection Fund | 1,350,000 | | 1,350,000 | - | N/A | 7/1/2025 | 6/30/2026 | State | N/A | GOCCP |
| FY26 Law Enforcement Training Scholarship | 5,000 | | 5,000 | | N/A | 7/1/2025 | 6/30/2026 | State | N/A | |
| FY26 LGIT Law Enforcement Specific Training | 100,000 | | 100,000 | | N/A | 7/1/2025 | 6/30/2026 | Local | N/A | Circuit Court |
| FY 26 LGIT Equipment grant | 5,000 | | 5,000 | 5,000 | 91001-599121 | 7/1/2024 | 9/30/2025 | Federal | 16.111 | US Marshals |
| Total >> | \$ 5,423,000 | \$ - | \$ 5,423,000 | \$ 260,500 | | | | | | |
| The City's Housing First / Homeless Program will require a transfer from the General Fund in FY26 in the amount of \$95,000.00, which will be transferred from account number 91001-599200 | | | | | | | | | | |
| H&H Operating Fund for Anne Street \$36,000 | | | | | | | | | | |
| This schedule serves to appropriate funds up to the amount listed and authorize the Mayor to expend grant funds for these programs up to the appropriation amount. Accounts will only be budgeted up to the amount included in the award letter. Awards that exceed the appropriation amount will require further council action. This also serves to authorize the Mayor to enter into any necessary agreements, contracts, or memoranda. | | | | | | | | | | |



City of Salisbury

Memo

To: Andy Kitzrow, City Administrator
From: Sandy Green, Director of Finance
Date: April 30, 2025
Subject: FY2026 Water Sewer Rates-Mayor Level - 2nd Reading

The Water and Sewer has a rate increase by 6% for FY2026 and will be effective for all bills dated 10/01/2025.

Attachment(s):
[Ord2936](#)

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ORDINANCE NO. 2936

**AN ORDINANCE OF THE CITY OF SALISBURY, MARYLAND TO AMEND
WATER AND SEWER RATES TO INCREASE RATES BY 6% AND MAKING
SAID CHANGES EFFECTIVE FOR ALL BILLS DATED OCTOBER 1, 2025
AND THEREAFTER, UNLESS AND UNTIL SUBSEQUENTLY REVISED OR
CHANGED.**

RECITALS

WHEREAS, the water and sewer rates must be revised in accordance with the proposed Fiscal
Year 2026 Budget of the City of Salisbury and the appropriations thereby made and established for
purposes of the Water and Sewer Departments.

**NOW, THEREFORE, BE IT ORDAINED AND ENACTED BY THE COUNCIL OF THE
CITY OF SALISBURY THAT**, the water and sewer rate schedule set forth herein shall be adopted as
follows:

Section 1.

A. Water and Sewer Rate Schedules:

Schedule I Metered Water Changes – In City Rates

Residential and Small Commercial

| | |
|------------------|--|
| Minimum Charge | \$30.82 32.67 / quarter |
| Commodity Charge | \$4.60 4.87 / thousand gallons |

Commercial

| | |
|------------------|--|
| Customer Charge | \$576.61 611.21 / quarter |
| Commodity Charge | \$2.67 2.83 / thousand gallons |

Large Commercial/Industrial

| | |
|------------------|--|
| Customer Charge | \$891.13 944.60 / quarter |
| Commodity Charge | \$2.13 2.26 / thousand gallons |

Schedule II Metered Water Charges – Outside City Rates

Residential and Small Commercial

| | |
|------------------|--|
| Minimum Charge | \$61.63 65.33 / quarter |
| Commodity Charge | \$9.20 9.75 / thousand gallons |

Commercial

| | |
|------------------|---|
| Customer Charge | \$1,153.23 1,222.42 / quarter |
| Commodity Charge | \$5.36 5.68 /thousand gallons |

Large Commercial/Industrial

| | |
|------------------|---|
| Customer Charge | \$1,782.28 1,889.21 / quarter |
| Commodity Charge | \$4.31 4.57 /thousand gallons |

| | | | |
|----|--------------|--|--|
| 48 | Schedule III | Metered Water Charges – Wor-Wic Community College and Urban Service District | |
| 49 | Rates | | |
| 50 | | | |
| 51 | | Residential and Small Commercial | |
| 52 | | Minimum Charge | \$46.21 48.98 / quarter |
| 53 | | Commodity Charge | \$6.91 7.32 / thousand gallons |
| 54 | | | |
| 55 | | Commercial | |
| 56 | | Customer Charge | \$864.93 916.82 / quarter |
| 57 | | Commodity Charge | \$4.01 4.25 / thousand gallons |
| 58 | | | |
| 59 | | Large Commercial/Industrial | |
| 60 | | Customer Charge | \$1,336.70 1,416.91 / quarter |
| 61 | | Commodity Charge | \$3.22 3.42 / thousand gallons |
| 62 | | | |
| 63 | Schedule IV | Sewer Charges – In City Rates | |
| 64 | | | |
| 65 | | Residential and Small Commercial | |
| 66 | | Minimum Charge | \$76.11 80.68 / quarter |
| 67 | | Commodity Charge | \$11.41 12.09 / thousand gallons |
| 68 | | | |
| 69 | | Commercial | |
| 70 | | Customer Charge | \$1,437.70 1,523.96 / quarter |
| 71 | | Commodity Charge | \$6.64 7.04 / thousand gallons |
| 72 | | | |
| 73 | | Large Commercial/Industrial | |
| 74 | | Customer Charge | \$2,217.72 2,350.78 / quarter |
| 75 | | Commodity Charge | \$5.31 5.63 / thousand gallons |
| 76 | | | |
| 77 | Schedule V | Sewer Charges – Outside City Rates | |
| 78 | | | |
| 79 | | Residential and Small Commercial | |
| 80 | | Minimum Charge | \$152.23 161.37 / quarter |
| 81 | | Commodity Charge | \$22.84 24.21 /thousand gallons |
| 82 | | | |
| 83 | | Commercial | |
| 84 | | Customer Charge | \$2,875.39 3,047.91 / quarter |
| 85 | | Commodity Charge | \$13.24 14.04 / thousand gallons |
| 86 | | | |
| 87 | | Large Commercial/Industrial | |
| 88 | | Customer Charge | \$4,435.45 4,701.58 / quarter |
| 89 | | Commodity Charge | \$10.65 11.29 / thousand gallons |
| 90 | | | |
| 91 | | | |
| 92 | | | |
| 93 | | | |
| 94 | | | |
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| | | | | |
|-----|-------------|--|-----------------------|--------------------------------|
| 96 | Schedule VI | Sewer Charges – Wor-Wic Community College and Urban Service District Rates | | |
| 97 | | | | |
| 98 | | Residential and Small Commercial | | |
| 99 | | Minimum Charge | \$114.18 | 121.03/ quarter |
| 100 | | Commodity Charge | \$17.13 | 18.16/ thousand gallons |
| 101 | | | | |
| 102 | | Commercial | | |
| 103 | | Customer Charge | \$2,156.54 | 2,285.94/ quarter |
| 104 | | Commodity Charge | \$9.92 | 10.52/ thousand gallons |
| 105 | | | | |
| 106 | | Large Commercial/Industrial | | |
| 107 | | Customer Charge | \$3,326.57 | 3,526.17/ quarter |
| 108 | | Commodity Charge | \$8.00 | 8.48/ thousand gallons |
| 109 | | | | |

110 Schedule VII Sewer Charges – Sewer Only Customers

| | | | | | |
|-----|-------------------------------------|---------------------------|-----------------------------------|-----------------------------------|-----------------------------------|
| 111 | | | Quarterly | Quarterly | Quarterly |
| 112 | | | In | Outside | Urban |
| 113 | | | City | City | Service |
| 114 | | | Rate | Rate | District Rate |
| 115 | <u>Rate</u> | <u>Number of fixtures</u> | | | |
| 116 | 1 | One to two fixtures | \$97.34 103.19 | \$194.69 206.37 | \$146.03 154.79 |
| 117 | | | | | |
| 118 | 2 | Three to five fixtures | \$146.03 154.79 | \$292.05 309.57 | \$219.03 232.17 |
| 119 | | | | | |
| 120 | 3 | Six to twenty fixtures | \$209.87 222.47 | \$419.73 444.92 | \$314.79 333.68 |
| 121 | | | | | |
| 122 | For every five fixtures over twenty | | \$86.55 91.74 | \$173.08 183.46 | \$129.80 137.59 |
| 123 | | | | | |

124 Schedule VIII Commercial and Industrial Activities

| | | | | |
|-----|----|--------------------------------------|---------|-----------|
| 125 | | | Annual | Annual |
| 126 | | | In City | Outside |
| 127 | | | Rate | City Rate |
| 128 | | | | |
| 129 | 1) | For each fire service | \$373 | \$746 |
| 130 | | | | |
| 131 | 2) | For each standby operational service | \$373 | \$746 |
| 132 | | | | |

133 B. Definitions:

134 Residential and Small Commercial Customers – These customers have average water utilization of less
 135 than 300,000 gallons in a quarter.

136
 137 Commercial Customers – These customers have average water utilization of 300,000 gallons to 600,000
 138 gallons per quarter.

139
 140 Large Commercial/Industrial – These customers have average water utilization over 600,000 gallons per
 141 quarter.

142

Average Water Utilization Per Quarter – This will be based on annual consumption divided by 4 to get average quarterly water utilization.

C. Calculation of Bills:

For Residential and Small Commercial Customers – The minimum charge for both water and sewer will apply if water service is turned on at the water meter and usage is 0-6,000 gallons per quarter. Only the City can turn a meter on and off. For usage of 7,000 gallons and above, the commodity charge will be applied for each 1,000 gallons used and the minimum charge will not be applied.

For Commercial and Large Commercial/Industrial Customers – Every quarterly bill will receive a customer charge for both water and sewer. Then for each thousand gallons used the appropriate commodity charge will be applied.

BE IT FURTHER ENACTED AND ORDAINED BY THE COUNCIL OF THE CITY OF SALISBURY, as follows:

Section 2. It is the intention of the Mayor and Council of the City of Salisbury that each provision of this Ordinance shall be deemed independent of all other provisions herein.

Section 3. It is further the intention of the Mayor and Council of the City of Salisbury that if any section, paragraph, subsection, clause or provision of this Ordinance shall be adjudged invalid, unconstitutional or otherwise unenforceable under applicable Maryland or federal law, such adjudication shall apply only to the section, paragraph, subsection, clause or provision so adjudged and all other provisions of this Ordinance shall remain and shall be deemed valid and enforceable.

Section 4. The recitals set forth hereinabove are incorporated into this section of the Ordinance as if such recitals were specifically set forth at length in this Section 4.

Section 5. This Ordinance shall become effective for all bills dated October 1, 2025 and thereafter.

THIS ORDINANCE was introduced and read at a Meeting of the Mayor and Council of the City of Salisbury held on the 12 day of May, 2025 and thereafter, a statement of the substance of the Ordinance having been published as required by law, in the meantime, was finally passed by the Council of the City of Salisbury on the 9 day of June, 2025.

ATTEST:

Julie A. English, City Clerk

**D'Shawn M. Doughty,
City Council President**

Approved by me, this _____ day of _____, 2025.

Randolph J. Taylor, Mayor



City of Salisbury

Memo

To: Andy Kitzrow, City Administrator
From: Sandy Green, Director of Finance
Date: April 30, 2025
Subject: FY2026 Fee Ordinance - 2nd Reading

FY2026 Budget Ordinance which sets the various fees for the City of Salisbury.

Attachment(s):
[Ord2937](#)

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RECITALS

WHEREAS, the fees charged by the City are reviewed and then revised in accordance with the adoption of the Fiscal Year 2026 Budget of the City of Salisbury; and

WHEREAS, the fee amounts set forth in the “FY 2026 Fee Schedule” attached hereto and incorporated herein as Exhibit 1, identify and list all fee amounts to be charged and otherwise assessed by the City of Salisbury for the period of the Fiscal Year 2026, in accordance with the adoption of the Fiscal Year 2026 Budget of the City of Salisbury; and

NOW, THEREFORE, BE IT ORDAINED AND ENACTED BY THE COUNCIL OF THE CITY OF SALISBURY as follows:

Section 1. The fee amounts set forth in the FY 2026 Fee Schedule (the “**FY26 Fee Schedule**”) attached hereto as **Exhibit 1** and incorporated herein, as if fully set forth in this Section 1, are hereby adopted by the Council of the City of Salisbury; and, furthermore, the fee amounts set forth in the FY26 Fee Schedule shall supersede the corresponding fee amounts set forth in the City of Salisbury Municipal Code until one or more of such fee amounts are subsequently amended.

BE IT FURTHER ENACTED AND ORDAINED BY THE COUNCIL OF THE CITY OF SALISBURY, as follows:

Section 2. It is the intention of the Mayor and Council of the City of Salisbury that each provision of this Ordinance shall be deemed independent of all other provisions herein.

Section 3. It is further the intention of the Mayor and Council of the City of Salisbury that if any section, paragraph, subsection, clause or provision of this Ordinance shall be adjudged invalid, unconstitutional or otherwise unenforceable under applicable Maryland or federal law, such adjudication shall apply only to the section, paragraph, subsection, clause or provision so adjudged and all other provisions of this Ordinance shall remain and shall be deemed valid and enforceable.

Section 4. The recitals set forth hereinabove are incorporated into this section of the Ordinance as if such recitals were specifically set forth at length in this Section 4.

Section 5. This Ordinance shall become effective as of July 1, 2025.

THIS ORDINANCE was introduced and read at a Meeting of the Mayor and Council of the City of Salisbury held on the 12 day of May, 2025 and thereafter, a statement of the substance

RECITALS

THIS ORDINANCE was introduced and read at a Meeting of the Mayor and Council of the City of Salisbury held on the 12 day of May, 2025 and thereafter, a statement of the substance

46 of the Ordinance having been published as required by law, in the meantime, was finally passed
47 by the Council of the City of Salisbury on the 9 day of June, 2025.
48

49 **ATTEST:**
50

51
52 _____
53 Julie A. English, City Clerk
54

D'Shawn M. Doughty,
City Council President

55
56
57
58
59 APPROVED BY ME THIS _____ day of _____, 2025.
60

61 _____
62 Randolph J. Taylor, Mayor

FY2026 Fee Schedule

| Licenses | | | |
|--|------|--|---------------------------|
| Alarm Company | 80 | Per year, Per Code 8.040.30 | Police Dept |
| Amusement | | Per Code 5.24.020 | Finance |
| 1-5 Machines | 500 | Per year | |
| 60-10 Machines | 665 | Per year | |
| 11-15 Machines | 830 | Per year | |
| Greater than 15 machines | 1500 | Per year | |
| Billboard License | .55 | Per year, per square foot | Finance |
| Transient Merchants and Mobile Vendors | | Per Code 5.32.070 | Arts, Business, & Culture |
| New Application | 100 | | |
| Renewal | 50 | Per year | |
| Hotel License | 50 | Per Code 5.68.060 | Arts, Business, & Culture |
| Fortune Telling License | 100 | | Arts, Business, & Culture |
| Door to Door Solicitors | 100 | Per year, plus cost of background check, Per Code 5.34.070 | City Clerk |
| Pool Table | | Per Code 5.48.020 | Finance |
| 1 | 10 | Each | |
| Additional tables over 1 | 5 | Each | |
| Restaurant | 80 | Per year, Per Code 5.52.060 | Finance |
| Theatre | 75 | Per year, Per code 5.60.040 | Police Dept. |
| Towing Company | | Per Code 5.64.030 | Police Dept |
| Application Fee | 80 | | |
| License | 80 | | |

| Rental Fees (Arts, Business, & Culture Department) *moved from Field Operations | | |
|---|-----|----------|
| Outdoor Rental Space | | |
| Park Pavilion (without restrooms) | 75 | Per day |
| Park Pavilion (with restrooms) | 100 | Per day |
| Amphitheater | 175 | Per day |
| Riverwalk Games Park | 175 | Per day |
| Unity Square | 250 | Per day |
| Street | 100 | Per day |
| Additional Street | 50 | Per day |
| City Park, designated park area or amenity not listed | 50 | Per day |
| Ball field/Basketball or Tennis Court without lights | 10 | Per hour |

| | | |
|--|--------|--|
| Ball field/Basketball or Tennis Court with lights | 40 | Per hour |
| 5K Race | 150 | Per day |
| Personnel for Rentals | | |
| Site Supervisor | 30 | Per hour |
| Maintenance Labor | 25 | Per hour |
| Security/Police/EMS/FIRE | 60 | Per person, Per hour (3 hours minimum) |
| Supplies & Equipment Rental | | |
| Maintenance supplies (as required) | Varies | |
| Sports Equipment | Varies | |
| Additional trashcans—Events over 200 people require additional trashcans, recycle or compost bin, and a recycling plan | 10 | Per container |
| Traffic Control | | |
| Hard stop dump truck/other | 100 | Per day |
| Digital Message Board | 100 | Per day |
| Street Barricades | 10 | Each per day |
| Cones | 1 | Each per day |
| Traffic Control Sign | 10 | Each per day |
| Zoo | | |
| Holly Circle Stage | 100 | Per day during operating hours |
| Education Center | 200 | Per day during operating hours |
| Lawn/Stage/Pavilion | 250 | Per day during operating hours |
| Whole Zoo (November-March) | 800 | Per day (closed to the public) |
| Whole Zoo (April-October) | 1500 | Per day (closed to the public) |
| Electrical Labor | 50 | Per hour |
| Electric—Single 110v outlet | 25 | Each |
| Electric—Single 20 amp or above | 100 | Each |
| Special exemption fee | 25 | Per special exemption |

| Miscellaneous Fees (Arts, Business & Culture Department) *formerly Business Development | | |
|---|-----|-----------|
| Food Truck Pad Rental | 50 | Per month |
| Trolley | | |
| Private event or for-profit business | 150 | Per hour |
| Non-profit or government entity | 125 | Per hour |

| Miscellaneous Fees (Finance) | | |
|------------------------------|----|--|
| Return Check Fee | 40 | |

| MPIA Request (All Departments except Fire & Police) | | |
|---|---------|----------|
| First two hours processing request | waived | |
| Work exceeding two hours to process request | | |
| Attorney fee (if applicable) | 165-175 | Per hour |
| City staff fee | Varies | |

| Miscellaneous Fees (City Clerk) | | |
|---------------------------------|----|----------------------------|
| Circus or Horsemanship event | 75 | Per day, Per code 5.44.010 |

| | | |
|--------------------------------------|----|----------------------------|
| Other exhibitions | 5 | Per day, Per code 5.44.010 |
| Commercial Sound Truck Operation Fee | 1 | Per license |
| Filing Fee (Mayoral Candidates) | 25 | SC6-8 |
| Filing Fee (City Council Candidates) | 15 | SC6-8 |
| Bankruptcy, Fire, and Closeout sales | | Per Code 5.16.010 |
| Initial fee | 5 | Per month |
| Renewal fee | 50 | Per month |

| Miscellaneous Fees (Mayor's Office) *moved from Clerk's Office | | |
|--|----|---------------------|
| Financial Disclosure Statement Late Fee | | Per Code 1.12.060 |
| 5 days or less late | 20 | Per day |
| Over 5 days late | 10 | Per day (\$250 max) |

| Landlord License, Rental Registration, and Other Miscellaneous Fees (Housing and Community Development Department) | | |
|--|---------|----------------------------------|
| Landlord License Fee (1 st Year) | | Per code 15.26.050 |
| If paid within 60 days | 120 | |
| If paid between 61-150 days | 185 | |
| If paid after 150 days | 315 | |
| Landlord License Rental Unit Registration (1 st Year) | | Per code 15.26.040 |
| If paid within 60 days | 120 | Per unit |
| If paid between 61-150 days | 185 | Per unit |
| If paid after 150 days | 315 | Per unit |
| Landlord License Fee Renewal | | Per code 15.26.060 |
| If paid by March 1 | 75 | Per year |
| If paid March 2-July 1 | 140 | Per year |
| If paid after July 1 | 270 | Per year |
| Landlord License Rental Unit Registration Renewal | | Per Code 15.026.060 |
| If paid by March 1 | 75 | Per unit, per year |
| If paid March 2-July 1 | 140 | Per unit, per year |
| If paid after July 1 | 270 | Per unit, per year |
| Short Term Landlord License Fee 1 st Year | | Per code 15.26.041 |
| If paid within 60 days | 120 | |
| If paid between 61-150 days | 185 | |
| If paid after 150 days | 315 | |
| Short Term Rental Unit Registration | | Per code 15.26.041 |
| If paid within 60 days | 120 | Per unit |
| If paid between 61-150 days | 185 | Per unit |
| If paid after 150 days | 315 | Per unit |
| Short Term Landlord License Fee Renewal | | Per code 15.26.041 |
| If paid by March 1 | 75 | Per year |
| If paid March 2-July 1 | 140 | Per year |
| If paid after July 1 | 270 | Per year |
| Short Term Rental Unit Renewal | | Per code 15.26.041 |
| If paid by March 1 | 250 75 | Per unit, per year |
| If paid March 2-July 1 | 490 140 | Per unit, per year |
| If paid after July 1 | 970 270 | Per unit, per year |
| Administrative fee for fines | 100 | |
| Foreclosed Property Registration | 200 | Per code 15.21.040 |
| Re-Inspection fee | 100 | Per citation, Per code 15.27.030 |

| Appeal Procedure Fees (Housing & Community Development Department) | | |
|---|-----|---|
| Title 8—Health & Safety Code Appeal | 200 | Per appeal, plus advertising cost if required |
| Title 12—Streets, Sidewalks, & Public Places Code Appeal | 200 | Per appeal, plus advertising cost if required |
| Title 15.22—Vacant Buildings Code Appeal | 250 | Per appeal, plus advertising cost if required |
| Title 15.26—Rental Registration | 250 | Per appeal, plus advertising cost if required |
| Title 15.27—Chronic Nuisance Property | 250 | Per appeal, plus advertising cost if required |
| Title 15.24.280—Condemnation | 250 | Per appeal, plus advertising cost if required |
| Title 15.24.325—Plan for Rehabilitation | 250 | Per appeal, plus advertising cost if required |
| Title 15.24.350—Failure to Comply with Demolition Order | 250 | Per appeal, plus advertising cost if required |
| Title 15.24.950—Occupancy | 250 | Per appeal, plus advertising cost if required |
| Title 15.24.1640—Order to Reduce Occupancy | 250 | Per appeal, plus advertising cost if required |
| Title 17—All requests for variances, special exceptions, and other zoning appeals | 150 | Per appeal/application, plus advertising cost if required |
| All other appeals/applications to the Board of Appeals | 150 | Per appeal/application, plus advertising cost if required |

| Rental Fees (Housing & Community Development Department) | | |
|--|----|----------|
| Community Centers | | |
| Truitt Community Center--gymnasium | 35 | Per hour |
| Truitt Community Center—multi-purpose field | 10 | Per hour |
| Newton Community Center—whole building | 40 | Per hour |
| Newton Community Center—community room | 20 | Per hour |
| Newton Community Center—room 1 | 10 | Per hour |
| Newton Community Center—room 2 | 10 | Per hour |

| Vacant Building Fees (Housing & Community Development Department) | | |
|---|-----|--|
| Residential Vacant Building Registration | 200 | Per building, per code 15.22.040 |
| Residential Vacant Building Inspection | 100 | Per year, per code 15.22.040 |
| Residential Vacant Building Registration Renewal | 200 | Per year, per building, per code 15.22.040 |
| Non-residential Vacant Building and Non-residential Vacant Lot Registration | 500 | Per building, per code 15.22.040 |
| Non-residential Vacant Building Inspection | 150 | Per year, per code 15.22.040 |
| Non-residential Vacant Building Registration Renewal | 500 | Per year, per building, per code 15.22.040 |

| Waste Disposal Fees (Field Operations) | | |
|--|------------------|---|
| Trash Service | 73 77 | Per quarter, per code 8.16.090 |
| Bulk Trash Pick Up | 30 | For three items. Additional amounts for specific items. Per code 8.16.060 |
| Trash Cans | 80 | Per can (plus 4.80 tax), per code 8.16.060 |

| Miscellaneous Fees (Field Operations) | | |
|---------------------------------------|-----|----------|
| Ceremonial Street Sign | 250 | Per sign |

| Port of Salisbury Marina Fees (Field Operations) |
|--|
|--|

| | | |
|--|-------|--|
| Transient | | |
| Slip fees based on size of vessel | 1.05 | Per foot, per day |
| Electric 30-amp service | 6 | Per day |
| Electric 50-amp service | 12 | Per day |
| Slip Rental—Monthly (Fees based on size of vessel) | | |
| October-April | 4.75 | Per foot + electric |
| May-September | 6.50 | Per foot + electric |
| Slip Rental—Annual (annual rates are paid upfront, electric is billed monthly) | | |
| Boats up to and including 30 feet long | 1,450 | Per year + electric |
| Boats more than 30 feet long | 56 | Per foot + electric |
| Fuel | .50 | More per gallon than the City's cost per gallon purchase price |
| Electric Service (Fees per meter) | | |
| Electric 30-amp service | 36 | Per month |
| Electric 50-amp service | 60 | Per month |

| Parking Permits and Fees (Field Operations) | | | |
|---|------------------|------------------------|----------------------------------|
| Parking Permits | Regular Rate | Non-Profit Rate | Per code 10.04.010 |
| Lot 1—lower lot by library | 55 | 41.25 | Per month |
| Lot 4—behind City Center | 55 | 41.25 | Per month |
| Lot 5—Market St. & Rt. 13 | 55 | 41.25 | Per month |
| Lot 7 & 13—off Garrettson Pl | 30 35 | 22.50 26.25 | Per month |
| Lot 10—near state building | 55 | 41.25 | Per month |
| Lot 11—behind library | 55 | 41.25 | Per month |
| Lot 12—beside Market St. Inn | 55 | 41.25 | Per month |
| Lot 16—by Avery Hall | 55 | 41.25 | Per month |
| Lot 30—by drawbridge | 30 35 | 22.50 26.25 | Per month |
| Lot 33—east of Brew River | 30 35 | 22.50 26.25 | Per month |
| Lot 35—west of Brew River | 30 35 | 22.50 26.25 | Per month |
| Lot SPS—St. Peters St. | 55 | 41.25 | Per month |
| E. Church St. | 55 | 41.25 | Per month |
| W. Church St. | 55 | 41.25 | Per month |
| Parking Garage | 75 | 56.25 | Per month |
| Student Housing Bulk Permits (30 or more) | 35 | - | Per month |
| Transient Parking | | | |
| Parking Garage | 2 | | Per hour |
| <u>Parking Garage</u> | <u>10</u> | | <u>Per day</u> |
| <u>—Pay Stations</u> | <u>2</u> | | <u>Per hour</u> |
| | | | |
| Automated Delinquent Notice | | | |
| <u>Initial delinquent notice</u> | <u>1</u> | | <u>Per notice + citation fee</u> |
| <u>30-day delinquent notice</u> | <u>1</u> | | <u>Per notice + citation fee</u> |
| <u>60-day delinquent notice</u> | <u>1</u> | | <u>Per notice + citation fee</u> |

| | | |
|---|-----------|--|
| Automated Out of State Lookup | <u>1</u> | Per citation + 2.50 + any additional delinquent fees |
| Delinquent Notice | | |
| 30-day | <u>25</u> | Per notice |
| 60-day | <u>50</u> | Per notice |
| Failure to Pay | <u>20</u> | Per citation |
| Miscellaneous Charges | | Per code 40.04.010 |
| — Replacement parking permit hang tag | <u>5</u> | Per tag |
| — Parking Permit late payment fee (+5 days) | <u>5</u> | Per occurrence |
| — New parking garage access card | <u>10</u> | Per card |
| — Replacement parking garage access card | <u>10</u> | Per card |

| Miscellaneous Water/Sewer Fees (Water Works) | | |
|--|------------------|--|
| Water & Sewer Admin Fee (Late Charge) | 50 | Per occurrence, per code 13.08.040 |
| Water Turn-On | 80 | Per occurrence, per code 13.08.040 |
| Water Turn-On (after hours) | 50 | Per occurrence, per code 13.08.040 |
| Water Meter Read | 20 25 | Per request, per code 13.08.030 |
| Fire Service | 746 | Per year for each property, per code 13.08.050 |
| Meter Test | | |
| In City limits | 40 | Per request, per code 13.08.030 |
| Outside City limits | 50 | Per request, per code 13.08.030 |
| Water & Sewer Services | | See Water Sewer Rate Ordinance, per code 13.08.130-13.12.090 |

| Waste Water Treatment Plant Program Fees (Water Works) | | |
|---|-------|--------------------|
| Significant Industrial Users | | Per code 13.12.110 |
| IA discharges flow \geq 5% of WWTP flow | 8,700 | 30 units |
| IB discharges flow \geq 50,000 gpd | 7,250 | 25 units |
| IC categorical user which discharges | 5,800 | 20 units |
| ID discharges flow \geq 25,000 gpd | 4,350 | 15 units |
| IE categorical user which does not discharge | 2,900 | 10 units |
| Minor Industrial Users | | Per code 13.12.110 |
| IIA-1 discharges flow \geq 5,000 gpd or hospitals, campus | 2,030 | 7 units |
| IIA-2 discharges flow \geq 5,000 gpd or light industry, hotels | 1,450 | 5 units |
| IIB discharges flow \geq 1,000 gpd or fast food, large restaurants, large garages | 580 | 2 units |
| IIC discharges flow 500-1,000 gpd or small restaurants, small garages | 435 | 1.5 units |
| IID discharges flow \geq 500 gpd or restaurants that are carry out only (no fryer) | 290 | 1 unit |
| IIE photographic processor which discharges silver-rich wastewater | 290 | 1 unit |
| <i>Pretreatment fees are an annual fee. Invoices are sent each January for calendar year.</i> | | |

| Meter, Hydrant & Tap Fees (Water Works) | | |
|---|-------|---|
| Temporary Connection to Fire Hydrant | | Per code 13.08.120 |
| Providing temporary/construction meter on a fire hydrant using City water | 64.50 | Per linear foot based on the area of the property and is the square root of the lot area, in sq. feet |
| In-City | 40 | Plus charge for water used per current in-City rate (\$10 minimum) |

| | | |
|--|-------|--|
| Out-of-City | 50 | Plus charge for water used per current out-of-City rate (\$10 minimum) |
| Hydrant Flow Test | | Per code 13.08.030 |
| In-City | 125 | Per request |
| Out-of-City | 160 | Per request |
| Fire Flush and Fire Pump Test (to perform hydrant flow tests and meter tests on ¾" and 1" meters) | | Per code 13.08.030 |
| In-City | 125 | Per request |
| Out-of-City | 160 | Per request |
| Meter Tests (to perform tests on ¾" and 1" meters) | | Per Code 13.08.030 |
| In-City | 40 | Per request |
| Out-of-City | 50 | Per request |
| Water Meter/Tap Fee & Sewer Connection Fee (if water and sewer services are installed by the City) Tap and connection fee amount is the actual cost of SPW labor and materials or per this fee schedule. | | Per code 13.02.070 |
| Water Tapping Fees: In-City | | |
| ¾" water meter | 3,850 | Per connection |
| 1" water meter | 4,160 | Per connection |
| 1 ½" water meter-- T-10 meter | 5,810 | Per connection |
| 2" water meter—T-10 meter | 6,200 | Per connection |
| 2" water meter—Tru Flo | 7,320 | Per connection |
| Water Tapping Fees: Out-of-City | | |
| ¾" water meter | 4,810 | Per connection |
| 1" water meter | 5,200 | Per connection |
| 1 ½" water meter—T-10 meter | 7,265 | Per connection |
| 2" water meter—T-10 meter | 7,750 | Per connection |
| 2" water meter—Tru Flo | 9,155 | Per connection |
| Sanitary Sewer Tapping Fees: In-City | | |
| 6" sewer tap | 3,320 | Per connection |
| 8" sewer tap | 3,380 | Per connection |
| 6" or 8" location & drawing fee | 45 | Per connection |
| Sanitary Sewer Tapping Fees: Out-of-City | | |
| 6" sewer tap | 4,150 | Per connection |
| 8" sewer tap | 4,225 | Per connection |
| 6" or 8" location & drawing fee | 60 | Per connection |
| Water Meter and Setting Fee (Water meter setting fee for installation of water meter when the tap is done by a contractor. Water meter fee is the cost of the meter. | | Per Code 13.02.070 |
| Meter Setting Fees: In-City | | |
| ¾" water meter | 125 | Per connection |
| 1" water meter | 125 | Per connection |
| 1 ½" water meter | 150 | Per connection |
| 2" water meter | 150 | Per connection |
| Larger than 2" water meter | 1,000 | Per connection |
| | | |

| | | |
|---------------------------------|-------|---|
| Meter Setting Fees: Out-of-City | | |
| ¾" water meter | 175 | Per connection |
| 1" water meter | 175 | Per connection |
| 1 ½" water meter | 200 | Per connection |
| 2" water meter | 200 | Per connection |
| Larger than 2" water meter | 1,250 | Per connection |
| Meter Fees | | |
| ¾" water meter | 400 | |
| 1" water meter | 500 | |
| 1 ½" water meter | * | Determined by current market price of meter |
| 2" water meter | 1,200 | |
| Larger than 2" water meter | * | Determined by current market price of meter |

| Building Fees (Department of Infrastructure & Development) | | |
|--|-------|--|
| Building Plan Review Fees (residential, commercial, accessory) | | Per code 15.04.030 |
| <i>Fees based on cost of construction:</i> | | |
| Up to \$3,000 | 50 | Per plan |
| \$3,001 to \$100,000 | 90 | Per plan |
| \$100,001 to \$500,000 | 250 | Per plan |
| \$500,001 to 1,000,000 | 300 | Per plan |
| \$1,000,001 and up | 375 | Per plan |
| Building Permit Fees (residential, commercial, accessory, fence) | | Per code 15.04.030 |
| <i>Fees based on cost of construction:</i> | | |
| Up to \$3,000 | 50 | Per permit |
| \$3,001-\$100,000 | 60 | Per permit + (.0175 * cost of construction) |
| \$100,001-\$500,000 | 1,300 | Per permit + \$10 for each \$1,000 over \$100,000 |
| \$500,001 to \$100,000,000 | 4,900 | Per permit + \$9 for each \$1,000 over \$500,000 |
| \$100,001 and up | 8,500 | Per permit + \$7 for each \$1,000 over \$1,000,000 |
| Other Building Fees | | |
| Historic District Commission application | 150 | Per application |
| Board of Appeals application | 150 | Per application + advertising costs |
| Demo—residential | 125 | Per code 15.04.030 |
| Demo—commercial | 175 | Per code 15.04.030 |
| Gas | 30 | Plus \$10 per fixture, per code 15.04.030b |
| Grading | 200 | Per code 15.20.050 |
| Maryland Home Builders Fund | 50 | Per new SFD |
| Mechanical | 50 | Per code 15.04.030 |
| Occupancy inspection | 75 | Per code 15.04.030 |
| Plumbing | 30 | \$10 per fixture (may vary), per code 15.04.030b |
| Sidewalk sign | | Set by resolution, per code 12.40.020 |
| Sidewalk café | 50 | Set by Ordinance 2106, per code 12.36.020 |

| | | |
|--|--------------------|--|
| Sign | 50 | Per sign + \$1.50 per sq. ft. per code 17.216.238 |
| Temporary sign | 25 | Per month, per code 17.216.238 |
| Temporary trailer | 25 | Per month, per code 15.36.030b |
| Tent | 40 | Per code 15.04.030 |
| Well | 50 | Per code 13.20.020 |
| Zoning authorization letter | 50 | Per letter, per code 17.12.040 |
| Re-inspection fee | 50 | More than two of any required inspection, per code 15.04.030 |
| Adult entertainment permit application | 100 | Per code 17.166.020 |
| Outdoor advertising structure fee | .50 | Per square foot of sign surface area, per code 17.216.240 |
| Notice of appeal/Sidewalk sign standard violation | 100 | Per appeal/violation, per code 12..40.040 |
| Reconnection fee—renew temporary certificate of occupancy | 25 | Per code 13.08.100 |
| Administrative fee—renew temporary certificate of occupancy | 100 | Per renewal |
| Annexation Fees | | |
| For the first partial of one (1) acre | 5,000 | Per annexation + legal, planning, consulting, and other related administrative fees |
| Additional partial of full acre(s) | 500 | Per acre (no proration) |
| City attorney review | 165 175 | Per hour |
| City staff review | <u>Varies</u> | <u>Per hour</u> |
| Planning Commission Fees | | |
| Comprehensive Development Plan review—non-residential | 500 | Plus \$10 per 1,000 sq.ft. Subsequent submittals, which generate additional comments may be charged an additional \$250 |
| Comprehensive Development Plan review—residential | 500 | Plus \$10 per unit. Subsequent submittals, which generate additional comments, may be charged an additional \$250. |
| Certificate of Design/Site Plan review | 250 | Plus \$10 per unit/acre. Subsequent submittals, which generate additional comments, may be charged an additional \$250. |
| Paleo Channel/Well-head Protection Site Plan review | 100 | Per review |
| Re-zoning | 500 | + \$15/acre and advertising costs |
| Text amendment | 500 | Per amendment + advertising costs |
| Critical Area Program | | Ordinance 2578 |
| | | |

| | | |
|---|--------|--|
| Certificate of Compliance | | Per code 12.20.110 |
| Building permit | 75 | Per permit, Activities exempt per code 12.20.110f |
| Subdivision | 200 | In addition to standard fee |
| Site plans/Certificate of Design/Comprehensive Development Plan | 100 | In addition to standard fee |
| Re-subdivision | 100 | In addition to standard fee |
| Fee-In-Lieu | 1.50 | Per sq. ft. of mitigation area, per code 12.20.540 |
| License to Encumber Program Fees | | |
| Application—Installation of service line | 75 | Per application--\$25 per additional service line in project area, defined as ¼ mile radius from primary address |
| Application—Large boring project | 125 | Per application—includes up to 500 linear feet. \$50 for additional 250 linear feet above initial |
| Application—Large Open/Cut | 250 | Per application--Includes up to 500 linear feet. \$100 for additional 250 linear feet above initial |
| Application—Micro-Trenching Project | 125 | Per application--Includes up to 500 linear feet. \$50 additional 250 linear feet above initial |
| Application—Installation of new utility pole (excluding small cell facilities) | 500 | Per application |
| Application—Underground utility project replacing overhead utilities and removing utility poles | Waived | |
| License to Encumber Program Fees—Small Wireless Facilities | | Ordinance No. 2580 |
| Application | 500 | Per application--For up to five (5) small wireless facilities |
| Application—additional facilities | 100 | Per application—For each additional small wireless facility addressed in the application beyond initial five |
| Access to Right of Way | 1000 | Per each new small wireless facility pole |
| Annual fee for access to Right of Way | 270 | Per year, per each small wireless facility after year 1 |
| Stormwater Utility | | Ordinance No. 2306 |
| Fee to maintain City stormwater facilities | 30 | Per year per Equivalent Residential Unit |
| Storm Water Utility Credit Application | | Ordinance No. 2306 |
| Fee to apply for credit to Stormwater Utility | 150 | Per application |
| Street Break Permit | | Per code 12.12.020 |
| Permit for breaking City public streets and ways | 50 | Per break location |
| Install new or replace existing sidewalk--residential | 50 | |
| Install new or replace existing sidewalk--commercial | 100 | |
| Install new driveway—residential | 150 | |
| Install new driveway—commercial | 300 | |
| Excavate street or sidewalk to conduct maintenance of underground facilities | 150 | \$50 per additional “break” in project area |
| Excavate street or sidewalk to replace existing utility pole | 250 | \$100 per additional pole replace in project area |
| Excavate street or sidewalk to remove utility pole permanently | Waived | |
| Obstruction Permit | | Per code 12.12.020 |

| | | |
|---|---------------|--|
| Permit for obstructing City public streets and ways | 50 | Per location |
| Dumpster—residential obstruction permit | 50 | Renewal fee of \$25 after 30 days |
| Dumpster—commercial obstruction permit | 100 | Renewal fee of \$50 after 30 days |
| Sidewalk closure | 50 | \$5/day over 30 days |
| Lane closure (including bike lanes) | 100 | \$10/day over 30 days |
| Street closure | 250 | \$25/day over 30 days |
| Street closure for block party or community event | | Fee under ABCD—Outdoor Rental |
| Water and Sewer Connection Fee | | Per code 13.02.070 |
| Comprehensive connection charge of connection fee for the Developer's share in the equity of the existing utility system | 3710 | Per Equivalent Dwelling Unit (water—\$1925 and sewer--\$1785) |
| Water and Sewer Infrastructure Reimbursement Fee | | Per code 13.02.070 |
| Comprehensive connection charge for Infrastructure Reimbursement Fees is based on actual costs of water and sewer infrastructure installed by a Developer | Varies | Fee amount is project dependent. Infrastructure Reimbursement Fee is the prorated share of the cost of water and sewer mains based on a project's percentage of the capacity of the proposed infrastructure project. |
| Infrastructure Reimbursement Administrative Fee | | Per code 13.02.090 |
| Administrative fee assessed on Infrastructure Reimbursement Fee for processing | Varies | .1 percent of the Infrastructure Reimbursement Fee |
| | | |
| | | |
| Development Plan Review | | |
| Development plans may consist of but are not limited to the following: stormwater management, grading, landscaping, lighting, site layout, traffic control, and utilities | | |
| Fee for review of development plans | 2000 | Plus \$50/disturbed acre. Subsequent submittals, which generate additional comments may be charged an additional \$1000. |
| <u>Fee for 2-year extension of approved development plan</u> | <u>Varies</u> | <u>10% of the original development plan fee</u> |
| Third party review fee (outsourced) | 160 | Per hour. Subsequent submittals, which generate additional comments may be charged an additional \$160/hour. |
| Fee for review of development plans exempt from stormwater management under code 13.28.040(b)(3) | 400 | Per development plan |
| Water and Sewer Inspection Fee | | Per Resolution No. 1341 |
| Inspection of public water and sewer improvements | | 7.5% of the approved cost estimate for construction of proposed public water and sewer improvements |
| Public Works Agreement Recording Fee | | |
| Recording fee for Public Works Agreements | | |
| For 9 or less pages | | Per Circuit Court Fee Schedule |
| For 10 or more pages | | Per Circuit Court Fee Schedule |
| Stormwater Management As-Built Recording Fee | | |
| Recording fee for Stormwater Management As-Built | | Per Circuit Court Fee Schedule |
| Subdivision Review Fee | | Per Ordinance No. 1536 |
| Fee for subdivision review | 200 | |
| Re-subdivision Review Fee | | Per Ordinance No. 1536 |
| Fee for re-subdivision review | 200 | |
| Administrative fees for Connection Fee payment plans | | Per Resolution No. 2029 |

| | | |
|---|-----|-------------|
| Administrative fee for Connection Fee payment plans | 25 | |
| Maps and Copying Fees | | |
| Black and white photocopying (small format) | .25 | Per sq. ft. |
| Black and white photocopying (large format) | .50 | Per sq. ft. |
| Color photocopying (small format) | 1 | Per sq. ft. |
| Color photocopying (large format) | 2 | Per sq. ft. |

| False Alarms, Infractions, Scofflaw, MPIA Fees (Fire and Police Departments) | | | |
|--|--------------------|--------------------|-------------------|
| Animal Control | | | Police Department |
| First incident | 100 | Per incident | |
| 2 nd incident | 250 | Per incident | |
| 3 rd or more incidents | 500 | Per incident | |
| MPIA Requests | | | Police Department |
| First two hours processing request | Waived | | |
| Work exceeding two hours | | | |
| Attorney Fee | 165 175 | Per hour | |
| Records Tech City staff | 40 | Per hour | |
| Black and white copy of documents | .25 | Per copy | |
| Digital medium production | 15 | Per unit produced | |
| False Police Alarms | | Per code 8.040.050 | Police Department |
| <i>Based on number of incidents/calendar year</i> | | | |
| First 2 incidents | 0 | Per incident | |
| 3 rd incident | 50 | Per incident | |
| 4 th incident | 90 | Per incident | |
| 5 th or more incidents | 130 | Per incident | |
| False Fire Alarms | | Per code 8.040.050 | Fire Department |
| <i>Based on number of incidents/calendar year</i> | | | |
| First 2 incidents | 0 | Per incident | |
| 3 rd incident | 45 50 | Per incident | |
| 4 th incident | 90 100 | Per incident | |
| 5 th or more incidents | 135 150 | Per incident | |
| Scofflaw | | | Police Department |
| Tow | 135 | | |
| Storage | 50 | | |
| Administrative fee | 35 | | |
| Business administrative fee | 30 | | |

| Towing Fees | | |
|--|--------------------|-------------------|
| Maximum Towing and Storage Fees (vehicles up to 10,000 GVW) | | |
| Police directed accident tow | 425 | |
| Disabled vehicle tow | 135 150 | |
| Emergency relocation tow (up to 2 miles) | 100 150 | Per code 5.64.100 |
| Impound vehicle tow | 135 150 | |
| Standby/wait time (billed in 15-minute increments only after 16-minute wait) | 75 | Per hour |
| Winching (applies to vehicles that require righting, lifting, or returning to roadway from more than 20 feet off of roadway. Does not include pulling vehicle on to a rollback type truck. Billed in 15-minute increments) | 110 | Per hour |

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| Additional Clean Up and Labor (approval of Chief of Police designee required prior to charging) | 75 | Per hour (billed in 15-minute increments after first 15 minutes) |
| Storage—Beginning at 12:01 am following the tow (includes vehicles stored at a facility under the control of and billed by the City of Salisbury) | 50 | Per calendar day or portion thereof, per code 5.64.120 |
| Administrative fees (impounds only) | 50 | |
| Snow Emergency Plan in effect (in addition to other applicable towing fees) | 50 | |
| Release fee (after hours only, at tower's discretion). Normal business defined as Monday-Friday, 9 am-6 pm. | 55 | |

| EMS Services | | |
|-----------------------|-----------|--------------|
| | Resident | Non-Resident |
| BLS Base Rate | 950 1000 | 1050 1100 |
| ALS1 Emergency Rate | 1100 1500 | 1200-1600 |
| ALS2 Emergency Rate | 1300 1900 | 1400 2000 |
| Mileage (per mile) | 19 21 | 19 21 |
| Oxygen | Bundle | Bundle |
| Spinal immobilization | Bundle | Bundle |
| BLS on-scene care | 250 | 300 |
| ALS on-scene care | 550 | 650 |

| Fire Prevention Fees | | |
|---|--|------------|
| Plan Review and Use & Occupancy Inspection | | |
| Basic Fee—for all multi-family residential, commercial, industrial, and institutional occupancies—including, but not limited to new construction, tenant fit-out, remodeling, change in use and occupancy, and/or any other activity deemed appropriate by the City of Salisbury Department of Infrastructure & Development | 60% of building permit fee \$125 minimum (not included—plan review and related inspection of specialized fire protection equipment as listed in the following sections) A 10% (\$75 minimum, \$250 maximum) deposit due at the time of submittal. The balance is due prior to issuing a building permit. | |
| Expedited Fee—If the requesting party wants the plan review and inspection to be expedited (done within 3 business days) | 25% of the basic fee \$300 minimum (in addition to the basic fee) | |
| After-Hours Inspection Fee—If the requesting party wants an after-City business hours inspection | 125 per hour | |
| Request for information (RFI) Supplemental Instructions (SI) Review Fee—If it is determined by the Fire Marshal’s Office staff that field approval of an RFI or SI is impractical and involves an amendment to the construction documents | 85 per submittal | |
| Site/Development Plan Review Fee—The review of site plans for all new commercial and industrial projects or new commercial, residential, or industrial developments. To ensure compliance with the Fire Prevention Code. | 275 per submittal | |
| Fire Protection Permit Fees | | |
| Fire Alarm & Detection Systems —includes plan review and inspection of wiring, controls, alarm and detection equipment and related appurtenances needed to provide a complete system and the witnessing of one final acceptance test per system of the completed installation | | |
| Fire Alarm System | 100 | Per system |
| Fire Alarm Control Panel | 75 | Per panel |

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| Alarm Initiating Device | 1.50 | Per device |
| Alarm Notification Device | 1.50 | Per device |
| Fire Alarm Counter Permit | 75 | For additions and alterations to existing systems involving 4 or less notification/initiating devices |
| Sprinkler, Water Spray and Combined Sprinkler & Standpipe Systems —Includes review of shop drawings, system inspection and witnessing of one hydrostatic test, and one final acceptance test per floor or system | | |
| NFPA 13 & 13R | 1.50 | Per sprinkler head (\$150 minimum) |
| NFPA 13D | 125 | Per dwelling |
| Sprinkler Counter Permit | 75 | For additions and alterations to existing systems involving less than 20 heads |
| Standpipe Systems—The fee applies to separate standpipe and hose systems installed in accordance with NFPA 14 standard for the installation of standpipe and hose systems as incorporated by reference in the State Fire Prevention Code (combined sprinkler systems and standpipe systems are included in the fee schedule prescribed for sprinkler systems) and applies to all piping associated with the standpipe system, including connection to a water supply, piping risers, laterals, Fire Department connections(s), dry or draft fire hydrants or suction connections, hose connections, piping joints and connections, and other related piping and appurtenances; includes plan review and inspection of all piping, control valves, connection and other related equipment and appurtenances needed to provide a complete system and the witnessing of one hydrostatic test, and one final acceptance test of the completed system. | 50 | Per linear feet of piping of portion thereof (\$150 minimum) |
| Fire Pumps & Water Storage Tanks —The fees include plan review and inspection of pump and all associated valves, piping, controllers, driver and other related equipment and appurtenances needed to provide a complete system and the witnessing of one pump acceptance test of the completed installation. Limited service pumps for residential sprinkler systems as permitted for NFPA 13D systems and water storage tanks for NFPA 13D systems are exempt. | | |
| Fire Pumps | .50 | Per gpm or rated pump capacity (\$150 minimum) |
| Fire Protection Water Tank | 75 | Per tank |
| Gaseous and Chemical Extinguishing Systems —applies to halon, carbon dioxide, dry chemical, wet chemical and other types of fixed automatic fire suppression systems which use a gas or chemical compound as the primary extinguishing agent. The fee includes plan review and inspection of all piping, controls, equipment and other appurtenances needed to provide a complete system in accordance with referenced NFPA standards and the witnessing of one performance or acceptance test per system of the completed installation. | 150 | Per system |
| Gas and Chemical Extinguishing System Counter Permit | 75 | To relocate system discharge heads |
| Foam System —The fee applies to fixed extinguishing systems which use a foaming agent to control or extinguish a fire in a flammable liquid installation, aircraft hangar and other recognized applications. The fee includes plan review and inspection of piping, controls, nozzles, equipment and other related appurtenances | 75 | Per nozzle or local applicator; plus \$1.50/sprinkler head for combined sprinkler/foam system (\$150 minimum) |

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| needed to provide a complete system and the witnessing of one hydrostatic test and one final acceptance test of the completed installation | | |
| Smoke Control Systems —This fee applies to smoke exhaust systems, stair pressurization systems, smoke control systems and other recognized air-handling systems which are specifically designed to exhaust or control smoke or create pressure zones to minimize the hazard of smoke spread due to fire. The fee includes plan review and inspection of system components and the witnessing of one performance acceptance test of the complete installation. | 100 | Per 30,000 cubic feet of volume or portion thereof or protected of controlled space (\$200 minimum) |
| Flammable and Combustible Liquid Storage Tanks —This includes review and one inspection of the tank and associated hardware, including dispensing equipment. Tanks used to provide fuel or heat of other utility services to a building are exempt. | .01 | Per gallon of the maximum tank capacity (\$150 minimum) |
| Emergency Generators —Emergency generators that are a part of the fire/life safety system of a building or structure. Includes the review of the proposed use of the generator, fuel supply and witnessing one performance evaluation test. | 150 | |
| Permit Reinspection and Retest Fees | | |
| 1 st Reinspection and retest | 75 | |
| 2 nd Reinspection and retest | 150 | |
| 3 rd and subsequent reinspection and retest | 200 | |
| Fire Pump or Hydrant Flow Test —to perform any hydrant or fire pump flow test utilizing City water | | |
| In-City | 125 | |
| Out-of-City | 160 | |
| Fire Service Water Mains and their Appurtenances —The fee includes the plan review and witnessing one hydrostatic test and one flush of private fire service mains and their appurtenance installed in accordance with NFPA 24: Standard for the Installation of Private Fire Service Mains and Their Appurtenances | 100 | Per linear feet or portion thereof; plus \$50/hydrant (\$150 minimum) |
| Permit Reinspection and Retest Fees | | |
| 1 st Reinspection or retest | 75 | |
| 2 nd Reinspection or retest | 150 | |
| 3 rd and subsequent reinspection or retest | 200 | |
| Consultation Fees—fees for technical assistance consultation | 75 | Per hour |
| Fire Safety Inspection —The following fees are not intended to be applied to inspections conducted in response to a specific complaint of an alleged Fire Code violation by an individual or governmental agency | | |
| Assembly Occupancies (including outdoor festivals) | | |
| Class A (>1000 persons) | 350 | |
| Class B (301-1000 persons) | 235 | |
| Class C (51-300 persons) | 125 | |
| Fairgrounds (≤ 9 buildings) | 250 | |
| Fairgrounds (≥ 10 buildings) | 450 | |
| Recalculation of occupant load | 100 | |
| Replacement or duplicate certificate | 25 | |

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| Education Occupancies | | |
| Elementary School (includes pre-K and K) | 100 | |
| Middle, Junior, and Senior High Schools | 150 | |
| Family and Group Day Care Homes | 75 | |
| Nursery or Day Care Centers | 100 | |
| Health Care Occupancies | | |
| Ambulatory Health Care Centers | 175 | Per 3,000 sq. ft. or portion thereof |
| Hospitals, Nursing Homes, Limited Care Facilities, Domiciliary Care Homes | 150 | Per building plus \$2/patient bed |
| Detention and Correctional Occupancies | 150 | Per building plus \$2/bed |
| Residential | | |
| Hotels and Motels | 100 | Per building plus \$/guest room |
| Dormitories | 2 | Per bed (100 minimum) |
| Apartments | 150 | Per building plus \$2/dwelling unit (200 minimum) |
| Lodging or Rooming House | 125 | Plus \$2/bed |
| Board of Care Home | 125 | Per building plus \$2/bed |
| Mercantile Occupancies | | |
| Class A (> 30,000 sq. ft.) | 250 | |
| Class B (3,000 sq. ft. -30,000 sq. ft.) | 150 | |
| Class C (< 3,000 sq. ft.) | 100 | |
| Business Occupancies | 100 | Per 3,000 sq. ft. or portion thereof |
| Industrial or Storage Occupancies | | |
| Low or Ordinary Hazard | 100 | Per 5,000 sq. ft. or portion thereof |
| High-Hazard | 175 | Per 5,000 sq. ft. or portion thereof |
| Common Areas of Multi-tenant Occupancies (i.e., shopping centers, high-rises, etc.) | 55 | Per 10,000 sq. ft. or portion thereof |
| Outside Storage of Combustible Materials (scrap tires, tree stumps, lumber, etc.) | 150 | Per acre or portion thereof |
| Outside storage of Flammable or Combustible Liquids (drums, tanks, etc.) | 150 | Per 5,000 sq. ft. or portion thereof |
| Marinas and Piers | 150 | Per facility plus \$1/slip |
| Mobile Vendor | 55 | Plus .56/mile for inspections outside of the City of Salisbury |
| Sidewalk Café | 55 | If not part of an occupancy inspection |
| Unclassified Inspection | 100 | Per hour or portion thereof |
| Fire Safety Reinspection—If more than one reinspection is required to assure that a previously identified Fire Code violation is corrected | | |
| 2 nd reinspection | 125 | |
| 3 rd reinspection | 200 | |
| 4 th and subsequent reinspection | 275 | |

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| <u>High Rise Inspection</u> | <u>75</u> | <u>Plus the fee based on occupancy from above</u> |
| <u>Fire Safety Reinspection—If more than one reinspection is required to assure that a previously identified Fire Code violation is corrected</u> | | |
| <u>2nd reinspection</u> | <u>125</u> | |
| <u>3rd reinspection</u> | <u>200</u> | |
| <u>4th and subsequent reinspection</u> | <u>275</u> | |

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| Fire Protection Water Supply Fees | | |
| Witnessing Fire Main Flush | 75 | |
| Witness Underground Water Main Hydrostatic Tests | 75 | |
| Fireworks Permit | | |
| Fireworks Display—including plan review and associated inspections for any fireworks display | 450 | |
| Sale of Consumer Fireworks | | |
| Stand-alone tent, stand, or other commercial space predominately utilized for the sale of consumer fireworks | 250 | |
| Other commercial space predominantly utilized for the sale of goods other than consumer fireworks | 125 | |
| Hazardous Materials Use Permit | | |
| <u>Light Use Facility—required for any substance, in accordance with Section 1.12.8 of NFPA 1: Fire Code, that does not otherwise require a General Use Facility or High Use Facility permit</u> | | |
| Initial Registration Fee | 150 | |
| Annual Registration Fee | 100 | Per year |
| Seasonal Pools Annual Registration | 50 | Per year when open less than 120 consecutive days/year |
| Pools | 100 | Per year when open more than 129 consecutive days/year |
| <u>General Use Facility—required for extremely hazardous substances, as defined by 40 CFR part 355, that have a Threshold Planning Quantity (TPQ) of 10 pounds or less, that do not otherwise require a High Use Facility Permit</u> | | |
| Initial Registration Fee | 300 | |
| Annual Registration Fee | 200 | |
| Seasonal Pools Annual Registration | 100 | Per year when open less than 120 consecutive days/year |
| Pools | 200 | Per year when open more than 120 consecutive days/year |
| <u>High Use Facility—required for hazardous chemicals identified in 40 CFR part 370, subject to the Threshold Planning Quantity (TPQ) where applicable therein</u> | | |
| Initial Registration Fee | 600 | |
| Annual Registration Fee | 400 | Per year |
| Seasonal Pools Annual Registration | 200 | Per year when open less than 120 consecutive days/year |
| Pools | 400 | Per year when open more than 120 consecutive days/year |
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| <u>Facility Classification Upgrade—when a facility has a change in hazardous inventory that upgrades the facility classification, the balance of the initial registration fee for the new facility classification must be paid at the time the facility is registered under the new classification. If the upgraded facility classification occurs within 90 days before the annual registration date, the balance of the initial registration fee for the new classification is waived until the annual registration date.</u> | | |
| Fire Report Fees | | |
| Third-party Fire Protection Report Processing Fee | 25 | Per submittal—collected by the third-party data collection agency/company |
| Operational Fire Report | 25 | To provide hard or electronic copies of operational fire reports |



City of Salisbury

Memo

To: Andy Kitzrow, City Administrator
From: Caroline O'Hare, Events and Culture Manager
Date: April 28, 2025
Subject: Funds from the Maryland State Arts Council - Presenting and Touring Grant - 2nd Reading

Attached is an Ordinance to accept funding from the Maryland State Arts Council Presenting and Touring grant program. The Presenting and Touring Grant is designed to encourage and strengthen collaborative efforts between Maryland-based touring artists and presenters. This funding opportunity aims to enhance access to professional performing arts across the state by supporting strategic partnerships and increasing artist visibility.

This funding, in the amount of \$5,000.00, will be utilized to support touring engagements for Maryland performing artists, helping them reach broader audiences while providing presenters with access to high-quality performances. This initiative ultimately contributes to a more engaged, connected, and sustainable performing arts landscape throughout Maryland.

Thank you in advance for your time and consideration on this request. If you should have any questions or need any additional information, please do not hesitate to contact me.

Attachment(s):
[Ord2938](#)

39 **Section 5.** The recitals set forth hereinabove are incorporated into this section of the Ordinance as
40 if such recitals were specifically set forth at length in this Section 5.

41 **Section 6.** This Ordinance shall take effect from and after the date of its final passage.

42 **THIS ORDINANCE** was introduced and read at a Meeting of the Mayor and Council of the City
43 of Salisbury held on the 19 day of May, 2025 and thereafter, a statement of the substance of the Ordinance
44 having been published as required by law, in the meantime, was finally passed by the Council of the City
45 of Salisbury on the 9 day of June, 2025.

46 ATTEST:

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48 _____
49 Julie A. English, City Clerk

D'Shawn M. Doughty, City Council President

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53 Approved by me, this _____ day of _____, 2025.

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57 Randolph J. Taylor, Mayor
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City of Salisbury

Memo

To: Andy Kitzrow, City Administrator
From: Rob Frampton
Date: April 28, 2025
Subject: Accepting Grant Funds & Grant Agreement from Tidal Health for the REACH Grant for SWIFT/MDCN -2nd reading

The Fire Department is requesting the approval of grant funds in the amount of \$74,740.00 that it's received as a sub-grantee from Tidal Health Grant. These funds will continue to support the Salisbury-Wicomico integrated Firstcare Team (SWIFT) as it continues to improve health outcomes through a coordinated care approach and to prevent unnecessary ambulance transports, Emergency Department visits and hospital readmissions, ultimately saving health care dollars. Thank you for your time in this request. If you have any further questions or concerns, please do not hesitate to reach out to me.

Attachment(s):
[SWIFT MOU ADDENDUM 2025.pdf](#)
[Ord2939](#)

SWIFT MOU

Addendum

January 29, 2025

TidalHealth is the recipient of a \$4,800,000 grant from the State of Maryland's Community Health Resources Commission.

The grant period is July 1, 2024 through November 30, 2029.

Salisbury Fire Department is a subgrantee of the grant and budgeted to receive the following funds:

- Year 1 - \$37,000 for the partial salary and benefits of a paramedic that will increase the screening for A1C's.
- Year 2 - \$37,740 for the partial salary and benefits of a paramedic that will increase the screening for A1C's.

As conditions of the grant agreement, Salisbury Fire Department agrees to document for auditing purposes all time and activities associated with SWIFT, including in-kind activity.

TidalHealth will provide the funds upon receipt of an invoice from the Salisbury Fire Department.

On behalf of the organization I represent, I wish to sign this addendum and contribute to the further development of the MOU.

Contact Information:

Tidal Health Inc.

Kathryn Fiddler

VP of Population Health

410-912-4923

Kathryn.fiddler@tidalhealth.org

Signed: _____

Date: _____

Salisbury Fire Department

Rob Frampton

Fire Chief

410-548-3120

rframpton@salisbury.md

Signed: _____

Date: _____

[illegible]

AN ORDINANCE OF THE CITY OF SALISBURY AUTHORIZING THE MAYOR TO ENTER INTO A CONTRACT WITH TIDAL HEALTH FOR THE PURPOSE OF ACCEPTING SUB-GRANTED FUNDS IN THE AMOUNT OF \$74,740.00 TO BE USED FOR THE PARTIAL SALARY AND BENEFITS OF THE SWIFT COMMUNITY PARAMEDIC.

WHEREAS, Tidal Health, in conjunction with the City of Salisbury, applied for funds through the State of Maryland Community Health Resources Commission and the Rural Equity and Access to Community Health (REACH) Grant; and

WHEREAS, Tidal Health has been awarded the REACH Grant funds in the amount of \$4,800,000.00; and

WHEREAS, Tidal Health is further sub-granting \$74,740.00 to the City of Salisbury; and

WHEREAS, all accepted funds shall be used to extend operations of the Salisbury-Wicomico Firstcare Team (SWIFT); and

WHEREAS, § 7-29 of the Salisbury City Charter prohibits the City from entering into a contract that requires an expenditure not appropriated or authorized by the City Council; and

WHEREAS, the budget amendment as provided herein must be made upon the recommendation of the Mayor and the approval of four-fifths of the Council of the City of Salisbury

NOW, THEREFORE, BE IT ENACTED AND ORDAINED BY THE COUNCIL OF THE CITY OF SALISBURY, MARYLAND, as follows:

Section 1. The City of Salisbury's Grant Fund Budget be and is hereby amended as follows

- (a) Increase the MD Community Health Resources Commission Revenue Account (10500-424010-XXXXX) by \$74,740.00.
- (b) Increase Salary Expense Account (10500-501002-XXXXX) by \$36,525.00.
- (c) Increase Various Benefits Expense Account (10500-502XXX-XXXX) by \$38,215.00.

BE IT FURTHER ENACTED AND ORDAINED BY THE COUNCIL OF THE CITY OF SALISBURY, MARYLAND, as follows:

Section 2. It is the intention of the Mayor and Council of the City of Salisbury that each provision of this Ordinance shall be deemed independent of all other provisions herein.

Section 3. It is further the intention of the Mayor and Council of the City of Salisbury that if any section, paragraph, subsection, clause or provision of this Ordinance shall be adjudged invalid, unconstitutional or otherwise unenforceable under applicable Maryland or federal law, such adjudication shall apply only to the section, paragraph, subsection, clause or provision so adjudged and all other provisions of this Ordinance shall remain and shall be deemed valid and enforceable.

Section 4. The recitals set forth hereinabove are incorporated into this section of the Ordinance as if such recitals were specifically set forth at length in this Section 4.

Section 5. This Ordinance shall take effect from and after the date of its final passage.

THIS ORDINANCE was introduced and read at a Meeting of the Mayor and Council of the City of Salisbury held on the 19 day of May, 2025 and thereafter, a statement of the substance of the Ordinance having been published as required by law, in the meantime, was finally passed by the Council of the City of Salisbury on the 9 day of June, 2025.

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48 **ATTEST:**

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Julie A. English, City Clerk

D'Shawn M. Doughty, City Council President

Approved by me, this _____ day of _____, 2025.

Randolph J. Taylor, Mayor



City of Salisbury

Memo

To: Andy Kitzrow, City Administrator
From: Chris O'Barsky, Deputy Chief of Operations
Date: April 23, 2025
Subject: Accepting Grant Funds from DNR for Boat Motor - 2nd reading

The Fire Department is requesting the approval to accept grant funds from the Department of Natural Resources Waterway Improvement Fund (WIF) Grant in the amount of \$2,156. These funds will be used to purchase a new 9.9hp tiller handled boat motor for the Salisbury Fire Department's 12ft. John Boat.

Thank you in advance for your time and consideration on this request. If you should have any questions or need any additional information, please do not hesitate to contact me.

Attachment: Budget Amendment Ordinance

Attachment(s):

[Ord2940](#)

[5k-2504 Grant Agreement](#)

[Mayor Letter FY25 Boat Motor Grant](#)

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AN ORDINANCE OF THE CITY OF SALISBURY AUTHORIZING THE MAYOR TO ENTER INTO A CONTRACT WITH THE DEPARTMENT OF NATURAL RESOURCES WATERWAY IMPROVEMENT FUND (WIF) GRANT FOR THE PURPOSE OF ACCEPTING GRANT FUNDS IN THE AMOUNT OF \$2,156, AND TO APPROVE A BUDGET AMENDMENT TO THE GRANT FUND TO APPROPRIATE THESE FUNDS FOR THE SALISBURY FIRE DEPARTMENT.

WHEREAS, the Department of Natural Resources (DNR) has a Waterway Improvement Fund (WIF) Grant program; and

WHEREAS, the purpose of the grant program is to provide funding for public boating safety through the acquisition of marine fire/rescue vessels or equipment; and

WHEREAS, the Salisbury Fire Department submitted a grant application to DNR for funding to purchase a new 9.9hp tiller handled boat motor; and

WHEREAS, DNR has awarded the City funds in the amount of \$2,156; and

WHEREAS, the City of Salisbury must enter into a grant agreement with DNR defining how these funds must be expended; and

WHEREAS, all funds shall be used to purchase a 9.9hp tiller handled boat motor; and

WHEREAS, § 7-29 of the Salisbury City Charter prohibits the City from entering into a contract that requires an expenditure not appropriated or authorized by the Council of the City of Salisbury; and

WHEREAS, appropriations necessary to execute the purpose of this grant must be made upon the recommendation of the Mayor and the approval of four-fifths of the Council of the City of Salisbury.

NOW, THEREFORE, BE IT ENACTED AND ORDAINED BY THE COUNCIL OF THE CITY OF SALISBURY, MARYLAND, as follows:

Section 1. Mayor Randolph J. Taylor is hereby authorized to enter into a grant agreement with the Department of Natural Resources (DNR), on behalf of the City of Salisbury, for the City's acceptance of grant funds in the amount of \$2,156.

BE IT FURTHER ENACTED AND ORDAINED BY THE COUNCIL OF THE CITY OF SALISBURY, MARYLAND, as follows:

Section 2. The City of Salisbury's Grant Fund Budget be and hereby is amended as follows:

- (a) Increase DNR Funding Grant Revenue Account No. 10500-469340-XXXXXX by \$2,156.00.
- (b) Increase Equipment Expense Account No. 10500-577030-XXXXXX by \$2,156.00.

BE IT FURTHER ENACTED AND ORDAINED BY THE COUNCIL OF THE CITY OF SALISBURY, MARYLAND, as follows:

Section 3. It is the intention of the Mayor and Council of the City of Salisbury that each provision of this Ordinance shall be deemed independent of all other provisions herein.

Section 4. It is further the intention of the Mayor and Council of the City of Salisbury that if any section, paragraph, subsection, clause or provision of this Ordinance shall be adjudged invalid, unconstitutional or

otherwise unenforceable under applicable Maryland or federal law, such adjudication shall apply only to the section, paragraph, subsection, clause or provision so adjudged and all other provisions of this Ordinance shall remain and shall be deemed valid and enforceable.

Section 5. The recitals set forth hereinabove are incorporated into this section of the Ordinance as if such recitals were specifically set forth at length in this Section 5.

Section 6. This Ordinance shall take effect from and after the date of its final passage.

THIS ORDINANCE was introduced and read at a Meeting of the Mayor and Council of the City of Salisbury held on the 19 day of May, 2025 and thereafter, a statement of the substance of the Ordinance having been published as required by law, in the meantime, was finally passed by the Council of the City of Salisbury on the 9 day of June, 2025.

ATTEST:

Julie A. English, City Clerk

D'Shawn M. Doughty, City Council President

Approved by me, this _____ day of _____, 2025.

Randolph J. Taylor, Mayor

STATE OF MARYLAND
DEPARTMENT OF NATURAL RESOURCES
WATERWAY IMPROVEMENT FUND GRANT AGREEMENT

GRANT #: 5k-2504

THIS GRANT AGREEMENT, entered into this 2nd day of April 2025

by and between

STATE OF MARYLAND
DEPARTMENT OF NATURAL RESOURCES
CHESAPEAKE & COASTAL SERVICE
580 Taylor Ave., Annapolis, MD 21401
hereinafter ("Department")

and

Salisbury Fire Department
325 Cypress Street Salisbury, MD 21801
hereinafter ("Grantee")
Federal ID # 52-1199884

WHEREAS, funding has been appropriated by the General Assembly to the Waterway Improvement Fund to be disbursed as grants for the purpose of assisting in waterway improvements by expanding and enhancing access to public boating opportunities and improving boating safety pursuant to MD.CODE ANN., Natural Resources II, §8-707 et seq., (2012 Replacement Volume as amended) ("the Fund"); and

WHEREAS, the purpose of these grants is to assist jurisdictions by providing project grant funds; and

WHEREAS, the Grantee has applied to the Department for grant assistance funding for 9.9 hp Suzuki Tiller Handled Boat Motor; and

WHEREAS, the Department has determined such grant assistance shall be provided to Grantee if Grantee agrees to the provisions contained herein.

NOW, THEREFORE, in consideration for the receipt of a Grant for the Fiscal Year 2025, in the amount of Two Thousand One Hundred and Fifty Six dollars and Zero cents (\$2,156.00).

The Grantee agrees to the following provisions:

1. **Term:** This Grant Agreement shall become effective on **July 1, 2024** and shall expire on **June 30, 2025**.
2. **Scope:** The Grantee is responsible for supervision of and the technical accuracy and coordination of all work pursuant to this Grant Agreement as set forth in the attached Scope of Work. Attachment # A is hereby incorporated into this Grant Agreement and made an integral part of this Grant Agreement.
3. **Key Personnel:** The parties agree that the following named individuals are considered to be essential to the work being performed under this Grant Agreement, and that they are designated as Key Personnel who shall be made available to the fullest extent required to carry out the work under this Grant Agreement:

Christopher O' Barsky, Salisbury Fire Department, Deputy Chief
Phone: 410-548-3120, Email: cobarsky@salisbury.md

The parties designate the following named individuals as Grant Agreement Representatives for the purpose of any notices required under this Grant Agreement. The parties agree that each will promptly notify the other, in case of substitution of a Grant Agreement Representative, or change in the Representative's contact information.

Matt Negley, WIF Regional Administrator
Phone: 443-433-6284, E-mail: matt.negley@maryland.gov

Christopher O' Barsky, Salisbury Fire Department, Deputy Chief
Phone: 410-548-3120, Email: cobarsky@salisbury.md

4. **Payment:** The Grantee shall submit a reimbursement request to the Department on generally a quarterly basis, for expenses authorized for the work under this Grant Agreement on the attached Request for Reimbursement form, in accordance with the payment schedule in the attached Scope of Work. The request will include invoices and a copy of paid canceled check(s) or certification that payment has been made for reimbursement of the State's share of the project. Attachment # B is hereby incorporated into this Grant Agreement and made an integral part of this Grant Agreement.

Reimbursement shall be due and payable within 30 days of receipt by the Department. The grantee agrees that no claim or charges for damages shall be made by it for any delays or hindrances from any cause during the term of this Grant Agreement. Under no circumstances is the Department responsible for payment of any charges due to late payment of invoices.

5. **Deliverables:** The Grantee shall submit generally quarterly status/progress reports to the Department at the same time as the billing submissions required under paragraph 4 above. All deliverables will be submitted directly to the Department Contact, **Matt Negley**. Final deliverable work products, including the Final Reports, any geographic or mapping related

efforts, and those items listed in the Scope of Work as expected final deliverables, shall be submitted to the Department Contact.

6. **Project Management:** The design, construction, and management of the project will be by or under the supervision of the Grantee in accordance with the latest edition of the Waterway Improvement Fund Grants Manual incorporated by reference into this Grant Agreement. Plans and specifications, including all contract documents and any subsequent changes, must be completed by a Maryland Registered Professional Engineer unless approved otherwise in advance by the Department Contact. All plans, specifications and proposed changes must be submitted for review and approval by the Department Contact. All necessary Federal, State and local permits and approvals must be secured by Grantee prior to start of construction.

7. **Request for Bids:** The Grantee shall publicly advertise the project for bids or use another procurement method approved in advance by the Department Contact. Proposals will be received and compiled by the Grantee. The Department reserves the right to have a representative present at the bid opening.

a. Project contracts with a value of \$250,000 or more which the State provides 25% or more of the funding shall be advertised as prevailing wage contracts (COMAR 21.11.11).

b. The Grantee will prepare a tabulation of bids and/or other method of procurement and submit the same for approval to the Department with comments and recommendations prior to the award of any contract.

8. **Publication:** The Grantee shall post signs about the project, in a prominent location, identifying the project as a "Public Facility" and shall place a permanent sign, approved by the Department, acknowledging funding by the Waterway Improvement Fund. All press releases and grant related events shall be coordinated with DNR, Center for Waterway Improvement and Infrastructure.

9. **Fee Approval:** The Grantee shall obtain prior approval from the Department for any fees or modifications to existing fees charged for the use of the funded facility. All Maryland registered boaters shall have equal access to State funded boating facilities. Any requests for exceptions to this policy must be submitted in writing. The Department reserves the right to deny such requests.

10. **Facility Access:** Any facility funded in whole or in part with Waterway Improvement Fund Grants must remain accessible and open for use by the general boating public. The Department shall approve changes in use of a funded facility before it is removed from public access and use, such as through sale, donation or commercial use of the facility. If the change in use is approved by the Department, the Grantee must replace the public access location with a facility open to the general boating public with equal value at the nearest approved location at no cost to the Department. The Grantee may be required to repay the Department for the current value of the funded facility in proportion to the total cost contribution originally paid by the State. The Department may require two independent appraisals to determine the amount to be reimbursed to the Waterway Improvement Fund.

11. **Maintenance and Repair:** Unless previously approved by the Department, the Grantee agrees to operate and maintain the proposed project. Future maintenance funds are not guaranteed by the Department. The Grantee agrees that it shall if necessary, unless previously approved by the Department:

- a. Provide without cost to the State of Maryland, all necessary lands, easements, rights-of-way, and dredge disposal site(s) required for the project;
- b. Hold and save the State of Maryland free from damages that may result from the construction of the project;
- c. Accomplish, without cost to the State of Maryland, alterations and relocations as required in sewer, water supply, drainage and other utility facilities and
- d. Shall assure that the facility shall be designed and constructed for persons with disabilities pursuant to the Annotated Code of Maryland and the Americans with Disability Act (ADA).

12. **Compliance with Applicable Law:** The Grantee hereby represents and warrants that:

- a. The Grantee is qualified to do business in the State of Maryland and that they will take such action as, from time to time hereafter, may be necessary to remain so qualified;
- b. The Grantee is not in arrears with respect to the payment of any monies due and owing the State of Maryland, or any department or unit thereof, including but not limited to the payment of taxes and employee benefits, and that they shall not become so in arrears during the term of this Grant;
- c. The Grantee shall comply with all federal, State, and local laws, regulations, and ordinances applicable to its activities and obligations under this Grant; and
- d. The Grantee shall obtain, at its expense, all licenses, permits, insurance, and governmental approvals, if any, necessary to the performance of its obligations under this Grant.

13. **Unused Funds:** The Department reserves the right to revert any unexpended or unencumbered balance from this grant not used during the project period specified in the scope of work. Grant projects four years or older are subject to immediate reversion by the Department.

14. **Subject to Audit:** The Department retains the right to audit and inspect the records of the Grantee pertaining to this Grant for a period of 3 years after the conclusion of the Grant. Grantee shall permit any duly authorized representative of the State to inspect and audit all records and documents of Grantee relating to this Grant. Should the Department determine that Grant funds

have been expended for activities outside of the Scope of this Grant Agreement; the Grantee shall reimburse the Department for funds so identified.

15. **Default:** Default is Grantee's breach of any of the applicable covenants, agreements, or certifications contained in this Grant Agreement.

16. **Remedies Upon Default:**

a. Upon the occurrence of any default, the Department may require the defaulting party to:

- (i) repay the Grant, in whole or in part;
- (ii) recoup the amount of the Grant already paid from funds due the Grantee from any other current or future State grant or loan or any other funds, otherwise due and owing Grantee;
- (iii) withhold further payments under this Grant Agreement; or
- (iv) terminate this Grant Agreement.

b. In addition to the rights and remedies obtained in this Grant Agreement, the State may at any time proceed to protect and enforce all rights available to it. All rights and remedies survive the termination of this Grant Agreement.

17. **Termination:**

a. The Department may terminate this Grant Agreement for any reason in accordance with this clause in whole, or from time to time in part, whenever the Department shall determine that such termination is in the best interest of the Department. The Department will pay all reasonable costs associated with this Grant Agreement that the Grantee has incurred up to the date of termination and all reasonable costs associated with termination of the Grant Agreement. However, the Grantee shall not be reimbursed for any anticipatory profits or other costs that have not been earned up to the date of termination.

b. The Parties may mutually agree to terminate this Grant Agreement without cause. Termination of the Grant Agreement will not release the party(ies) from any prior commitments, obligations, or transactions, occurring prior to the effective date of termination or any non-cancellable obligations that may extend beyond the termination dates.

18. **Disposition of Property:** The Grantee may not sell, lease, exchange, give away, or otherwise transfer or dispose of any interest in the real or personal property acquired by Grantee with Grant funds except as provided in #10 and as approved by the Department. This includes transfer or disposition to a successor on the merger, dissolution, or other termination of the existence of the Grantee. The Grantee shall give the Department written notice at least sixty (60) calendar days before any proposed transfer or disposition. If the Department permits transfer or disposition, Grantee may be required to repay the State that percentage of the proceeds allocable

to the Grant that was used to acquire the property as determined by the Department in its sole discretion.

19. **Appropriations:** If the Federal and/or State government fails to appropriate funds or if funds are not otherwise made available for continued performance for any period of this Grant Agreement, this Grant Agreement must be canceled automatically as of the beginning of the period for which funds were not appropriated or otherwise made available. The Grantee may not recover anticipatory profits or costs incurred after termination.

20. **Insurance.** For any item of real or personal property acquired by Grantee with Grant funds that has an original fair market value of Five Thousand Dollars (\$5,000) or more, the Grantee shall, at its own expense, and for the reasonable useful life of that item, obtain and maintain all risk or fire and extended coverage insurance or such similar insurance coverage as may be appropriate for the full value of the item, or in amounts as may be commercially reasonable under the circumstances from time to time. Each such policy shall:

- a. name the State as an additional loss payee thereunder;
- b. by its terms, be considered primary and non-contributory with respect to any other insurance (if any) provided by the State;
- c. by its terms, be cancelable only on at least thirty (30) days prior written notice to the Grantee; and
- d. be issued by a reputable insurer authorized to issue such policy in Maryland.

The Grantee shall, on request, provide the Department with satisfactory evidence of its compliance with this requirement. Proceeds of insurance required by this paragraph may be applied as the Department, in its sole discretion, shall determine, toward replacement of the real or personal property or toward the partial or total repayment of the Grant to the State. Provided the Grantee has adequate financial resources, as determined in the sole discretion of the Department, the Grantee may self-insure the property.

21. **Indemnification.** The Grantee shall be responsible for, and shall defend, indemnify, and hold harmless the State of Maryland, its officers, agents, and employees, whether or not the State be deemed contributory negligent, from all suits, actions, liability, or claim of liability (including reasonable attorney's fees) arising out of:

- a. Grantee's involvement in the Project, including its construction;
- b. Grantee's use, occupancy, conduct, operation, or management of the Project;

c. any negligent, intentionally tortuous, or other act or omission of the Grantee or any of its agents, contractors, servants, employees, subtenants, licensees, or invitees in connection with the Project; and

d. any injury to or death of any person or damage to any property occurring in, on, or as a direct or indirect result of Grantees involvement in the Project or any of the Grantees activities in connection therewith.

22. **Nondiscrimination and Equal Employment Opportunity:** The Grantee agrees:

a. Not to discriminate in any manner against an employee or applicant for employment because of race, color, religion, creed, age, sex, marital status, national origin, ancestry, or physical or mental handicap unrelated in nature and extent so as reasonably to preclude the performance of such employment;

b. To include a provision similar to that contained in subsection (a), above, in any contract under this Grant except a contract for standard commercial supplies or raw materials; and

c. To post and to cause contractors to post in conspicuous places available to employees and applicants for employment, notices setting forth the substance of this clause.

d. Not to discriminate against any person on the basis of race, color, creed or national origin, in the use of any property or facility acquired or developed pursuant to this Grant Agreement.

23. **Drug and Alcohol Free Workplace:** The Grantee shall comply with the State of Maryland's policy concerning a drug and alcohol free workplace, as set forth in the Governor's Executive Order 01.01.1989.18 and COMAR 21.11.08 and the Drug-Free Workplace Act of 1988, and its implementing regulations codified at 29 CFR 98, Subpart F.I. as amended.

24. **Amendment:** This Grant Agreement may be amended only in a writing executed by the parties.

25. **Assignment:** The Grantee may not assign this Grant Agreement without the prior written approval of the Department. When so approved, this Grant Agreement shall bind the Grantee's successors and assigns.

26. **Entire Agreement:** This Grant Agreement, including the Attachment(s), represents the complete and final understanding of the parties. No other understanding or representations, oral or written, regarding the subject matter of this Grant Agreement, shall be deemed to exist or to bind the parties at the time of execution.

27. **Maryland Law:** The laws of Maryland shall govern the interpretation and enforcement of this Grant Agreement.


This document may be executed in multiple counterparts, each of which shall be deemed an original, and all of which together shall constitute one and the same instrument. Signatures, including notary signatures, provided by electronic means including, by way of example and not of limitation, facsimile, Adobe, PDF, and sent by electronic mail, or via an electronic signature program, shall be deemed to be original signatures.

IN WITNESS WHEREOF, the parties have executed this Grant Agreement by causing the same to be signed on the day and year first above written.

Signatory for the Grantee:


GRANTEE


GRANTEE WITNESS


Christopher O' Barsky
Salisbury Fire Department

State of Maryland
Department of Natural Resources


DEPARTMENT WITNESS


04/02/25
Natalie Snider, Ph.D., Unit Director
Chesapeake & Coastal Service

Approved as to form and legal sufficiency
March 2022
Office of the Attorney General, Department of Natural Resources

ATTACHMENT A

GRANT #: 5k-2504

SCOPE OF WORK

PROJECT TITLE: 9.9 Suzuki Tiller Handled Boat Motor

DESCRIPTION: Replacement of a 2005 9.9 hp Mercury Tiller Handle Outboard on Salisbury VFD Swift Water Rescue Vessel.

Examples of final deliverables for the project include photographs, as-builts, post dredge survey (if applicable), final reimbursement, etc. The final reimbursement with appropriate back-up documentation shall be submitted to the Chesapeake and Coastal Service no later than thirty days after the end date of the grant period.

To assure that projects are on task to meet milestone target dates, generally quarterly reimbursement requests and status reports will be submitted to the Department Contact in accordance with the following schedule:

TIME FRAME

FY 2025

July 1, 2024 – September 30, 2024
October 1, 2024 – December 31, 2024
January 1, 2025 – March 31, 2025
April 1, 2025 – June 30, 2025

DUE DATE

October 15, 2024
January 15, 2025
April 15, 2025
July 30, 2025

ATTACHMENT B
Center for Waterway Improvement and Infrastructure
Request for Reimbursement

Grant Number: _____ **Reimbursement #:** _____

Is this a final reimbursement? Yes () No ()

If a final reimbursement, shall WWI revert the remaining funds? Yes () No () N/A ()

Project Title: _____

Make Check Payable to: _____ Federal ID # _____

Address: _____

Project Coordinator: _____ **Title:** _____

Telephone: _____ E-Mail: _____

1. Cost Summary:

Project Performance Period: _____

| Item # | Vendor/Contractor/Force Account/Equipment | Invoice # (or indicate separate schedule attached) | Amount |
|--------|---|---|--------|
| | | | |
| | | | |
| | | | |

| | |
|--|----|
| Total: | |
| State Approved (50%, 100%): | |
| Total Reimbursement Requested: | \$ |
| *Reimbursement Request (Other): | \$ |

*- Enter reimbursement amount if not 50% or 100%, or if federally funded.

Payment Certification: *I hereby certify that the costs submitted for reimbursement are true and correct, and that all payments have been made to all persons, vendors and contractors engaged in this project in accordance with local government procurement procedures and the Waterway Improvement Fund Grant Agreement.*

X

| | | | |
|--|-----------------------|-------|------|
| Signature of local government fiscal authority or of local Project Coordinator – See Instruction #4 | Typed or printed name | Title | Date |
|--|-----------------------|-------|------|

This document may be executed in multiple counterparts, each of which shall be deemed an original, and all of which together shall constitute one and the same instrument. Signatures, including notary signatures, provided by electronic means including, by way of example and not of limitation, facsimile, Adobe, PDF, and sent by electronic mail, or via an electronic signature program, shall be deemed to be original signatures.

THIS PAGE FOR STATE USE ONLY

Shaded areas for state use:

| | | |
|------------|---------------|---------------|
| Date _____ | Payment _____ | Balance _____ |
| Date _____ | Payment _____ | Balance _____ |
| Date _____ | Payment _____ | Balance _____ |
| Date _____ | Payment _____ | Balance _____ |
| Date _____ | Payment _____ | Balance _____ |

This payment: \$ _____

Project's Balance: \$ _____

Federal Funds only:

STATE MATCH %: _____ FEDERAL SHARE%: _____

Total payment state share: _____

Total payment federal share: _____

Final Payment directions:

Check if applicable:


☐
☐
☐

Yes, this payment is a final payment.

Yes, remaining funds may be reverted.

Please Transfer remaining funds to Project #: _____

Signatures:

| | |
|---|------------|
| Regional Program Administrator Approval _____ | Date _____ |
| Waterway Director's Approval _____ | Date _____ |
| Fiscal Administration Approval _____ | Date _____ |

INSTRUCTIONS FOR PREPARING, COMPLETING, AND SUBMITTING THE REQUEST FOR REIMBURSEMENT

1. Please type or print in ink. If you have any questions, please email Carla Fleming at Carla.fleming@maryland.gov.
2. A Transmittal Letter, on official letterhead, must accompany all Requests for Reimbursement Forms and should summarize all items included in the submittal packet.
3. Submit one Request for Reimbursement Form per project. The form must be signed by Key Personnel identified in the Grant Agreement or a person with fiscal authority.
4. One copy of all invoices supporting all costs claimed should be submitted with evidence of corresponding payments made to vendors/contractors (copies of checks, check numbers, or fund wire summary). If the local jurisdiction elects **not** to submit copies of canceled checks, the Payment Certification must be signed by an individual with fiscal authority who can certify that the payments have been made.
5. If work has been accomplished using in-house labor and equipment, submit the following documentation:
 - a. A list or computer printout of individuals working on the project to include; job function, dates and hours worked, hourly rate and total paid.
 - b. A list or computer printout of equipment used to include dates and hours operated on the project. Usage rates should be based on current schedules used within the county or town, or the current State Highway Administration rate schedule. Indicate the source for rates used.
6. Reimbursements will be made by wire transfer or by check based on the Applicant's information on file with the Department of Natural Resources.
7. Submit the completed packet via email to the Regional Administrator or mail to:

Department of Natural Resources
Center for Waterway Improvement and Infrastructure
Chesapeake and Coastal Service
Tawes State Office Building – E2
580 Taylor Ave.
Annapolis, MD 21401

Note: Grant recipient will retain additional support documents for costs submitted on the project, such as contracts, change orders, bid tabulations, labor and equipment records for a period of three years after final reimbursement.



Date: August 6, 2024

To: Department of Natural Resources

From: Mayor Randy Taylor *RT*

Re: Application for Matching Fund Grant

As the Mayor of the City of Salisbury, I am authorizing the Salisbury Fire Department to apply for the Center for Waterway Improvement & Infrastructure Matching Fund Fire & Rescue Grant. If successful, this grant will be used to replace an aging boat motor of similar size that is used for our small jon-boat. This motor has required annual repairs over the past several years and routinely is out of service; significantly hindering our small water rescue capabilities. The Salisbury Fire Department maintains an active dive team with over 15 members, one of a very few and the most organized unit on the Eastern Shore of Maryland. This boat is used on the many ponds, lakes, and shallow waterways that are within our fire district; and also is available to respond to outside agencies. The age and unreliability of our current motor has created a need for it to be replaced, to ensure that our department can quickly and efficiently respond to water-related events and save lives. This matching grant will help to reduce the City's overall cost for replacement; which otherwise may not be possible.

Salisbury Fire Department
325 Cypress St.
Salisbury, MD 21801
410-548-3120
www.salisbury.md



City of Salisbury

Memo

To: Andy Kitzrow, City Administrator
From: Chris Truitt, Deputy Chief
Date: April 30, 2025
Subject: Budget Amendment for Surplus Heart Monitor Sale - Second Reading

The Fire Department is asking for the money received from the recent sale of surplus heart monitors (\$6,141.38) be allocated to the Fire Department between the Vehicles Account (24035-534308 by \$2141.38) and the Building Account (24035-534301 by \$4000). This will allow the Department to continue preventative maintenance on our fleet of vehicles as we have had some recent unexcepted costs of some of our older staff vehicles (such as a discounted airbag sensor in one of the fire marshal trucks) as well as cover the unforeseen cost to replace an entry door to the Fire Station 1.

Attachment(s):
[Ord2941](#)

[illegible]

ATTEST:

D'Shawn M. Doughty, City Council President

Approved by me, this _____ day of _____, 2025.

Randolph J. Taylor, Mayor



City of Salisbury

Memo

To: Andy Kitzrow, City Administrator
From: Chris Truitt, Deputy Chief
Date: April 30, 2025
Subject: Budget Amendment for Surplus Radio Sale - Second Reading

The Fire Department is asking for the money received from the recent sale of surplus portable radios, lapel microphones, and belt clips (18,984.60) be allotted to the Fire Department into the Medical Supplies Account (24035-546016). This will allow the Department to obtain replacement video laryngoscopes and thermometers for our ambulances. The current video laryngoscopes are nearing 10 years of age and are beginning to fail. Additionally, EMS crews are continuing to use over the counter thermometers that have been found to a high level of variability in accuracy.

Attachment(s):
[Ord2942](#)

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ORDINANCE NO. 2942

AN ORDINANCE OF THE CITY OF SALISBURY APPROVING A BUDGET AMENDMENT OF THE FY2025 GENERAL FUND BUDGET TO APPROPRIATE \$18,984.60 TO THE SALISBURY FIRE DEPARTMENT'S OPERATING BUDGET AFTER THE CITY RECEIVED \$18,984.60 IN PROCEEDS GENERATED FROM THE AUCTION SALE OF PORTABLE RADIOS AND ACCESSORIES.

WHEREAS, the City has declared portable radios and accessories have been sold at auction: and

WHEREAS, these portable radios and accessories were operated by the Salisbury Fire Department; and

WHEREAS, the City has received a total \$18,984.60 from the proceeds generated from the auction sale and placed the funds in the City General Fund; and

WHEREAS, the Fire Department has use for the funds received and requests that the funds of portable radios and accessories be reallocated to the Fire Department Operating Budget for FY2025; and

WHEREAS, the budget amendment as provided herein must be made upon the recommendation of the Mayor and the approval of four-fifths of the Council of the City of Salisbury.

NOW, THEREFORE, BE IT ENACTED AND ORDAINED BY THE COUNCIL OF THE CITY OF SALISBURY, MARYLAND, as follows:

Section 1. The City of Salisbury's Fiscal Year 2025 General Fund Budget be and is hereby amended as follows:

(a) Increase the Sale of Fixed Assets Account (01000-469200) by \$18,984.60 and

(b) Increase the Salisbury Fire Department's Medical Supplies Account (24035-546016) by \$18,984.60.

BE IT FURTHER ENACTED AND ORDAINED BY THE COUNCIL OF THE CITY OF SALISBURY, MARYLAND, as follows:

Section 2. It is the intention of the Mayor and Council of the City of Salisbury that each provision of this Ordinance shall be deemed independent of all other provisions herein.

Section 3. It is further the intention of the Mayor and Council of the City of Salisbury that if any section, paragraph, subsection, clause or provision of this Ordinance shall be adjudged invalid, unconstitutional or otherwise unenforceable under applicable Maryland or federal law, such adjudication shall apply only to the section, paragraph, subsection, clause or provision so adjudged and all other provisions of this Ordinance shall remain and shall be deemed valid and enforceable.

Section 4. The recitals set forth hereinabove are incorporated into this section of the Ordinance as if such recitals were specifically set forth at length in this Section 4.

Section 5. This Ordinance shall take effect from and after the date of its final passage.

THIS ORDINANCE was introduced and read at a Meeting of the Mayor and Council of the City of Salisbury held on the 19 day of May, 2025 and thereafter, a statement of the substance of the Ordinance having been published as required by law, in the meantime, was finally passed by the Council of the City of Salisbury on the ____ day of _____, 2025.

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[SIGNATURES APPEAR ON THE PAGE THAT FOLLOWS]

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ATTEST:

Julie A. English, City Clerk

D’Shawn M. Doughty, City Council President

Approved by me, this _____ day of _____, 2025.

Randolph J. Taylor, Mayor



City of Salisbury

Memo

To: City Council
From: Randy Taylor, Mayor
Date: May 5, 2025
Subject: Ordinance to Amend Title 5 of the Salisbury City Code (Chesapeake Franchise Agreement) - 1st reading

The proposed ordinance amends Title 5 of the Salisbury City Code by adding Chapter 5.23, entitled Natural Gas Franchise, to authorize the City to enter into a franchise agreement with Chesapeake Utilities Corporation (“Franchisee”) for the installation and operation of natural gas infrastructure within City rights-of-way.

Please contact the Mayor’s Office if you have any questions about the attached Ordinance.

Attachment(s):
[Ord2943](#)

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ORDINANCE NO. 2943

AN ORDINANCE OF THE CITY OF SALISBURY AMENDING TITLE 5 OF THE SALISBURY CITY CODE, ENTITLED "BUSINESS LICENSES AND REGULATIONS," TO ADD CHAPTER 5.23 TO AUTHORIZE AND GOVERN A GAS FRANCHISE AGREEMENT.

WHEREAS, the ongoing application, administration, and enforcement of the City of Salisbury Municipal Code (the "**Salisbury City Code**") demonstrates a need for its periodic review, evaluation, and amendment to comply with present community standards and values and promote public safety, health, and welfare of the citizens of the City of Salisbury (the "**City**");

WHEREAS, the Mayor and Council of the City of Salisbury (the "**Mayor and Council**") are authorized by MD Code, Local Government, § 5-202 to adopt such ordinances, not contrary to the Constitution of Maryland, public general law or public local law, as the Mayor and Council deem necessary to assure the good government of the municipality, to preserve peace and order, to secure persons and property from damage and destruction, and to protect the health, comfort, and convenience of the citizens of the City;

WHEREAS, the Mayor and Council may amend Title 5 (Business Licenses and Regulations) of the Salisbury City Code pursuant to the authority granted in § SC 2-15 of the Salisbury City Charter;

WHEREAS, the City is empowered by the Annotated Code of Maryland, Local Government, § 5-204 to adopt ordinances granting franchises within the City's municipal boundaries;

WHEREAS, Chesapeake Utilities Corporation ("Franchisee") has requested the City grant a franchise to enable Franchisee to install facilities in, through, along or under City rights-of-way and other real property in order to provide natural gas services to residents and business owners throughout the City's municipal boundaries;

WHEREAS, the Mayor and Council find that the health, safety, and general welfare of the citizens of the City will be furthered by entering into a Franchise Agreement with Franchisee or its successor and amending Title 5 of the Salisbury City Code to add Chapter 5.23 to enable the City and Franchisee to enter into a Franchise Agreement; and

WHEREAS, the Mayor and Council have determined that the amendments to Title 5 of the Salisbury City Code shall be adopted as set forth herein.

NOW, THEREFORE, BE IT ENACTED AND ORDAINED BY COUNCIL OF THE CITY OF SALISBURY, MARYLAND, that Title 5 of the Salisbury City Code is hereby amended by the addition of a new chapter numbered 5.23 and entitled Natural Gas Franchise as follows:

Section 1. Title 5 of the Salisbury City Code, entitled "Business Licenses and Regulations" is amended by adding the bolded and underlined language as follows:

Chapter 5.23 Natural Gas Franchise.

5.23.010 Franchise granted.

A. The City hereby grants unto Chesapeake Utilities Corporation and its successors and assigns hereinafter referred to as the ("Corporation"), the authority to acquire, lay, install, operate, and maintain lines, pipes or conduits, and accessory equipment for the transmission,

distribution, and sale of natural gas, and, in connection therewith, to make the necessary cuts and excavations in the sidewalks, streets, alleys, roads, lanes, highways, squares, paved or unpaved, and other public places within the present or future limits of the City, subject to the following terms and conditions:

1. Before the Corporation shall begin any such underground construction, it shall make an application for and obtain from the proper regulatory authorities having jurisdiction a permit for such construction under such terms and conditions as such authority may designate. The Corporation shall be responsible for returning the area under construction to either its original state and/or a superior state than the area under construction was in prior to the initiation of construction.

2. All work under this permit shall be done in such a manner as to avoid damage to other underground installations or any construction performed by the City of Salisbury, the Maryland State Highway Administration, or any other governmental agency.

B. The authority granted to the Corporation by this section is subject to all terms and conditions as set forth in this chapter and the Franchise Agreement to be entered into between the City and Corporation, which shall set forth the franchise fee, term of the franchise agreement, including any renewals thereof, the Corporation's duties and responsibilities, regulation by the City, compliance and monitoring, insurance and indemnification, and all other legal matters.

C. By granting this franchise to Corporation, the City of Salisbury makes no representation or warranty that the City's interest in or right to control any public right-of-way is sufficient to permit the Corporation's use, and the Corporation shall gain only those rights to use the public rights-of-way that are within the City's power to grant.

5.23.020 Noninterference with public travel.

This franchise granted to Corporation shall be exercised in such a manner so that, at no time, shall public travel on any of the sidewalks, streets, alleys, roads, lanes, highways, squares, or other public places be unnecessarily affected or impeded by the laying, maintenance, or repair of said gas pipes, lines, conduits, or accessory equipment.

5.23.030 Violations of franchise.

If the Corporation violates any provision of this franchise or fails to comply with the applicable regulations, rules and orders of the Public Service Commission of the State of Maryland, or other duly legally authorized regulatory body of the State of Maryland or of the City, and such violation continues for ten (10) days after notice of the violation is given in writing to the Corporation, the Corporation shall be guilty of a municipal infraction and shall be subject to a fine not to exceed five hundred dollars (\$500.00) per violation.

BE IT FURTHER ENACTED AND ORDAINED BY THE COUNCIL OF THE CITY OF SALISBURY, MARYLAND, as follows:

Section 2. It is the intention of the Mayor and Council of the City of Salisbury that each provision of this Ordinance shall be deemed independent of all other provisions herein.

94 **Section 3.** It is further the intention of the Mayor and Council of the City of Salisbury that if any
95 section, paragraph, subsection, clause, or provision of this Ordinance shall be adjudged invalid,
96 unconstitutional or otherwise unenforceable under applicable Maryland or federal law, such adjudication
97 shall apply only to the section, paragraph, subsection, clause, or provision so adjudged and all other
98 provisions of this Ordinance shall remain and shall be deemed valid and enforceable.

99 **Section 4.** The recitals set forth hereinabove are incorporated into this section of the Ordinance as
100 if such recitals were specifically set forth at length in this Section 4.

101 **Section 5.** This Ordinance shall take effect from and after the date of its final passage.

102 **THIS ORDINANCE** was introduced and read at a Meeting of the Mayor and Council of the City
103 of Salisbury held on the 9 day of June, 2025 and thereafter, a statement of the substance of the Ordinance
104 having been published as required by law, in the meantime, was finally passed by the Council of the City
105 of Salisbury on the __ day of __, 2025.

106
107 ATTEST:

108
109 _____
110 Julie A. English, City Clerk

D'Shawn M. Doughty, City Council President

111
112
113 Approved by me, this _____ day of _____, 2025.

114
115 _____
116 Randolph J. Taylor, Mayor
117