



CITY OF SALISBURY

115 S. Division Street, Salisbury, MD 21801

WORK SESSION

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

Monday, July 28, 2025 7:00 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

PRESENTATION

- 1st Half of 2025 Statistical Update of the SFD

ORDINANCE

- Ordinance for MOOR ORF Opioid Grant Amendment
Ordinance amending the grant agreement with the State of Maryland's Office of Opioid Overdose Response from \$542,000 to \$623,300 and to approve a budget amendment to the grant fund to appropriate these funds for the Salisbury Fire Department.
- Ordinance - Accept Equitable Sharing Funds

Ordinance to approve a budget amendment of the grant fund budget to appropriate funds received from Wicomico County in the amount of \$150,000 following the dissolution of the multi-jurisdictional Wicomico county Narcotics Task Force.

COUNCIL DISCUSSION

- Housing Presentation by Councilwoman Sharon Dashiell followed by Council discussion

PUBLIC COMMENT (Agenda Items Only)

ADMINISTRATION COMMENTS

COUNCIL COMMENTS

ADJOURNMENT

<p>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 Law, Annotated Code of Maryland General Provisions Article § 3-305(b) by vote of the City Council.</p>



City of Salisbury

Memo

To: Mayor's Office
From: Rob Frampton, Fire Chief
Date: July 14, 2025
Subject: Ordinance for MOOR ORF Opioid Grant Amendment

The Fire Department has been made aware that the State of Maryland's Office for Opioid Overdose Response has awarded the City an additional \$81,300 for "indirect cost" related to the previously accepted MOOR ORF Opioid Grant. We are requesting that the City accept these additional funds and amend the total grant amount accepted to \$623,300. There is no match requirement for these additional funds.

Attachment(s):
[MOOR ORF Grant Ordinance.docx](#)

ORDINANCE NO. ____

AN ORDINANCE OF THE CITY OF SALISBURY AMENDING THE GRANT AGREEMENT WITH THE STATE OF MARYLAND'S OFFICE OF OPIOID OVERDOSE RESPONSE FROM \$542,000 TO \$623,300, AND TO APPROVE A BUDGET AMENDMENT TO THE GRANT FUND TO APPROPRIATE THESE FUNDS FOR THE SALISBURY FIRE DEPARTMENT.

WHEREAS, the State of Maryland has an Office of Opioid Overdose Response that awards grant funds for work related to opioid overdoses; and

WHEREAS, the City of Salisbury submitted a grant application to the State of Maryland's Office for Opioid Overdose Response for funding for enhancement of the SWIFT/MDCN Opioid Overdose programs; and

WHEREAS, the State of Maryland had initially awarded the City funds in the amount of \$542,000.00; and

WHEREAS, the City of Salisbury has been notified that the State is awarding an additional \$81,300 for indirect costs related to grant activities and must enter into a grant agreement modification with the State of Maryland to define how these funds will be released and accepted; and

WHEREAS, all funds shall be used to enhance the SWIFT/MDCN Opioid Overdose programs; 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 modified grant agreement with the Maryland Department of Health, on behalf of the City of Salisbury, for the City's acceptance of grant funds in the new amount of \$623,600.

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 MOOR Revenue Account (10500-424040-19011) by \$81,300.

(b) Increase Indirect Expenses Account (10500-569999-19011) by \$81,300.

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 ____ day of _ _ _ _ _ 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.

ATTEST:

Julie 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: Mayor's Office
From: Captain John Felts
Date: July 15, 2025
Subject: Ordinance - Accept Equitable Sharing Funds

The Salisbury Police Department (SPD) is requesting authorization to use \$150,000.00 in Equitable Sharing Funds for the purchase and installation of storage systems necessary to support the Department's operational needs.

These funds became available as a result of the dissolution of the multi-jurisdictional Wicomico County Narcotics Task Force in 2020, of which SPD was a participating agency. Following the dissolution, all member agencies received an equitable distribution of assets, and SPD was awarded \$150,000.00 as the final installment of these funds. The funds were deposited into the City's general fund to be used in compliance with the Department of Justice and U.S. Treasury guidelines governing Equitable Sharing Funds.

SPD proposes to use \$75,000.00 of the funds for the remaining portion of a property storage system. The current property storage area has reached capacity, and the installation of the additional system components will allow the Department to fully utilize the available space, extending the functionality of the area for the foreseeable future. All property stored by SPD must be maintained in accordance with applicable laws and chain-of-custody requirements. Proper storage infrastructure is essential to ensuring the security and integrity of this evidence.

SPD proposes to use \$75,000.00 from the Equitable Sharing monies to fund one-half of the cost of a new records storage system. Despite consistent adherence to records retention schedules and destruction policies, the Department's records storage area remains over capacity. Existing storage methods do not support efficient space use and limits the ability to properly organize and access essential police records.

Installation of a modern storage system will enhance functionality, optimize space usage, ensure compliance with best practices for secure and efficient document management, and enable improved service delivery to the community.

Should any Equitable Sharing Funds remain following these expenditures, SPD intends to apply them toward future storage-related upgrades or building maintenance to ensure continued operational integrity.

Attachment(s):

Cover Memo Acceptance of Funds Task Force Dissolution
Ordinance - Accept Equitable Sharing Funds

July 14th, 2025

TO: Mayor Randolph J. Taylor
City Administrator Tom Stevenson

FROM: Captain John Felts

SUBJECT: Ordinance – Equitable Sharing Ordinance

The Salisbury Police Department (SPD) is requesting authorization to use \$150,000.00 in Equitable Sharing Funds for the purchase and installation of storage systems necessary to support the Department's operational needs.

These funds became available as a result of the dissolution of the multi-jurisdictional Wicomico County Narcotics Task Force in 2020, of which SPD was a participating agency. Following the dissolution, all member agencies received an equitable distribution of assets, and SPD was awarded \$150,000.00 as the final installment of these funds. The funds were deposited into the City's general fund to be used in compliance with the Department of Justice and U.S. Treasury guidelines governing Equitable Sharing Funds.

SPD proposes to use \$75,000.00 of the funds for the remaining portion of a property storage system. The current property storage area has reached capacity, and the installation of the additional system components will allow the Department to fully utilize the available space, extending the functionality of the area for the foreseeable future. All property stored by SPD must be maintained in accordance with applicable laws and chain-of-custody requirements. Proper storage infrastructure is essential to ensuring the security and integrity of this evidence.

SPD proposes to use \$75,000.00 from the Equitable Sharing monies to fund one-half of the cost of a new records storage system. Despite consistent adherence to records retention schedules and destruction policies, the Department's records storage area remains over capacity. Existing storage methods do not support efficient space use and limits the ability to properly organize and access essential police records. Installation of a modern storage system will enhance functionality, optimize space usage, ensure compliance with best practices for secure and efficient document management, and enable improved service delivery to the community.

Should any Equitable Sharing Funds remain following these expenditures, SPD intends to apply them toward future storage-related upgrades or building maintenance to ensure continued operational integrity.

Should you and the Mayor have no questions, we will place the ordinance on the agenda for City Council approval.



John Felts
Captain-Administrative Division



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WHEREAS, Wicomico County has made authorized disbursements to the City of Salisbury Police Department (“SPD”) in the amount of \$150,000.00; and

WHEREAS, the funding source of this authorized disbursement was the result of the dissolution of the multi-jurisdictional Wicomico County Narcotics Task Force, of which the SPD was a part thereof; and

WHEREAS, all member agencies of the dissolved Wicomico County Narcotics Task Force received an equitable share of assets (“**Equitable Sharing Funds**”) associated with its dissolution; and

WHEREAS, the Equitable Sharing Funds are to be deposited and to be used in accordance with the guidelines set forth by the Department of Justice and US Treasury; and

WHEREAS, the SPD desires to use \$75,000.00 of the Equitable Sharing Funds for one-half of the purchase and installation of a property storage system; and

WHEREAS, the SPD desires to use \$75,000.00 of the Equitable Sharing Funds for one-half of the purchase and installation of a records storage system; and

WHEREAS, the SPD will apply any remaining funds towards future building maintenance; and

WHEREAS, the police property and records storage within the police department are at or above capacity; and

WHEREAS, the improved storage infrastructure will support the secure, organized, and accountable storage of evidence and records, maintaining the integrity of investigations, legal processes, and departmental transparency; and

WHEREAS, the installation of the storage systems will strengthen departmental efficiency and support full compliance with applicable retention schedules and evidence management protocols; and

WHEREAS, appropriations necessary to execute the purpose of this funding 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 hereby is amended as follows:

(a) Increase Grant Fund DOJ Revenue, Acct. No. xxxxxxxx-xxxxx, by \$150,000.00; and

(b) Increase Grant Fund Expense, Building Maintenance Acct. No. xxxxxx-xxxxx, by \$150,000.00.

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

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

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

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

61 **Section 5.** This Ordinance shall take effect from and after the date of its final passage.
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64 **THIS ORDINANCE** was introduced and read at a Meeting of the Mayor and Council of the City of
65 Salisbury held on the ____ day of _____, 2025 and thereafter, a statement of the substance of the Ordinance
66 having been published as required by law, in the meantime, was finally passed by the Council of the City of
67 Salisbury on the ____ day of _____, 2025.
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70 **ATTEST:**
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74 **Julie English, City Clerk**
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D'Shawn Doughty, City Council President
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78 Approved by me, this ____ day of _____, 2025.
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82 **Randolph J. Taylor, Mayor**
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