

City of Salisbury



MARYLAND

SALISBURY CITY COUNCIL WORK SESSION AGENDA

**OCTOBER 7, 2013
COUNCIL CHAMBERS, ROOM 301
GOVERNMENT OFFICE BUILDING**

- 4:30 p.m. Chronic Nuisance Property – further discussion – Susan Phillips/Mark Tilghman
- 5:00 p.m. False Alarm Verification Call Back requirement – Ron Boltz
- 5:30 p.m. Pay and Classification Study – Keith Cordrey/Tom Stevenson
- 6:00 p.m. Pay for Elected Officials – Lauren Hill
- 6:30 p.m. Linens of the Week – Mayor’s recommendation on Property Zoning R-5A –Tom Stevenson
- 6:45 p.m. “The Bricks” – Council discussion
- 7:10 p.m. General Discussion
- 7:15p.m. Adjournment

*Times shown are approximate. Council reserves the right to adjust the agenda as circumstances warrant.
The Council reserves the right to convene in Closed Session as permitted under the Annotated Code of Maryland 10-508(a).*

Memo

To: Tom Stevenson
From: Susan Phillips
Date: September 23, 2013
Re: Habitual Offender (Legislative Enhancements)

Attached you will find an ordinance that will have the effect of modifying the current Habitual Offender law. The original legislation was adopted in 2005 and was intended to provide the housing official with the necessary tools to prevent repeated calls for service to challenging properties.

Because the conditions to become a habitual offender are so uncommon; to date no property owner has received the designation. In actuality the lofty requirements have rendered the statute ineffective.

The proposed changes will address the issue by eliminating the requirement for the property owner to:

- Pay a citation issued by Neighborhood Services and Code Compliance (NSCC) on three separate occasions over a 24 (twenty four) month period; or
- Be found guilty in Wicomico County District Court on three separate occasions over a 24 (twenty four) month period

And lower the threshold to require any combination of 5 (five) of the following, during a twelve month period:

- A verified call for service from NSCC; or
- Payment of 1 (one) citation issued by NSCC; or
- Being found guilty in Wicomico County District Court

While we experience an exceptionally high voluntary compliance rate, plus or minus ninety five percent (+/- 95%), we often return to the same properties over and over again. These repeated visits are costly and use up valuable resources.

In addition to the above changes, all language referencing rental units and homeowner occupied structures have been removed. This legislation will affect all properties within the city limits.

The attached draft has had multiple revisions and improvements. Please accept this draft as the most recently updated version.

Unless you or the mayor has any questions please forward this information to the city council for review and consideration.

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15.27.010 Scope.

The provisions of this chapter govern procedures for owners of property in the city who violate provisions of the Housing Code repetitively in a ~~twenty-four (24)~~ twelve (12) month period.
(Ord. 1900 (part), 2004)

15.27.020 Definitions.

As used in this chapter, the following terms shall have the meanings indicated:

~~“Dwelling unit” means a single unit providing living facilities for one or more persons, including permanent provision for living, sleeping and sanitation.~~

“Call for Service” means an inspection (upon receipt of a complaint or discovered during routine patrol) performed by the Department of Neighborhood Services and Code Compliance (NSCC) which results in the issuance of a notice of violation, corrective action letter or municipal citation.

~~“Habitual offender” “Chronic nuisance property owner” means any person owning one dwelling unit, a property within the city limits, who shall pay a fine assessed by the department of building, housing and zoning or be found guilty of violating Chapter 15.24 or Title 17 on three separate occasions within a twenty-four (24) month period, that generates five (5) or more of the following events in any combination within a twelve (12) month period with regard to one property: a call for service to the Department of Neighborhood Services and Code Compliance (NSCC), the payment of a fine assessed by NSCC or a finding of guilt for violating Chapters 15.24, 15.26 or Title 17.~~

~~“Person” means any individual, partnership, firm, corporation, association or other legal entity of whatsoever kind and nature.~~

~~“Rental” means leasing or allowing occupancy or usage of a dwelling unit, either directly or by an agent, inconsideration of value, including personal services, paid or tendered to or for the use or benefit of the lessor.~~

“Property” means any parcel of land, developed or undeveloped, improved or unimproved, within the city limits.

15.27.030 Nonrental dwelling units Property.

A. ~~The owner of a nonrental dwelling unit any property who that becomes an habitual offender chronic nuisance property shall be subject to inside and outside inspection of the dwelling unit by the housing official permit the housing official to perform a full comprehensive inspection of the property at least two (2) times during the twelve (12) months following the chronic nuisance property designation on a schedule to be determined by NSCC and shall be~~

84 ~~assessed a fee to be set by ordinance. The dwelling unit shall receive an annual inspection, at a~~
85 ~~minimum, during each of the next five years for a fee to be determined by resolution of the~~
86 ~~council from time to time.~~

87
88 B. ~~After an owner of a nonrental dwelling unit becomes an habitual offender, all fines~~
89 ~~levied under Chapter 15.24 or Title 17 for the dwelling unit shall be tripled until the habitual~~
90 ~~offender designation is removed. a property is designated as a chronic nuisance property, the~~
91 ~~owner shall be guilty of a municipal infraction and shall be issued a fine in the amount of~~
92 ~~\$500.00 (five hundred dollars) pursuant to Chapter 15.~~

93
94 C. ~~After completion of five consecutive annual two (2) inspections with no violations~~
95 ~~under Chapter 15.24, 15.26 or Title 17, then the habitual offender chronic nuisance property~~
96 ~~designation shall terminate for that the owner of a nonrental dwelling unit that property. If~~
97 ~~violations under Chapter 15.24, 15.26 or Title 17 continue, the habitual offender chronic~~
98 ~~nuisance property designation shall continue for that the owner of the nonrental dwelling~~
99 ~~unit property until such time as a twelve (12) month period with no violation occurs.~~

100
101 D. ~~If ownership of the property, or the tenant responsible, in writing, for maintenance of~~
102 ~~the property, change during the period when the owner has been designated as a chronic nuisance~~
103 ~~property owner, the designation will be removed after the owner corrects all violations of~~
104 ~~Chapter 15.24, 15.26, and Title 17 of the City code, and the property is inspected and found to~~
105 ~~have no violations. The owner must also pay the inspection fee set by ordinance.~~

106
107 ~~D. E.~~ E. ~~If the full amount of the inspection fees due to the city regarding a particular~~
108 ~~property are not paid by the owner within thirty (30) days after billing, then the housing official~~
109 ~~shall cause to be recorded in the finance office for the city a sworn statement showing the~~
110 ~~amount of fees due and the. All fees shall be a lien on the property, collectible in the same~~
111 ~~manner as real estate city taxes are collected.~~

112 (Ord. 1974 (part), 2005; Ord. 1900 (part), 2004)

113
114 **15.27.040 Rental dwelling units Transfer of Ownership.**

115
116 A. ~~1. After an owner of a rental dwelling unit becomes an habitual offender, all fines~~
117 ~~levied under Chapter 15.24 or Title 17 for that dwelling unit shall be tripled until the~~
118 ~~habitual offender designation is removed.~~

119 ~~2. After an owner of a rental dwelling unit becomes an habitual offender, the~~
120 ~~occupancy of that dwelling unit by unrelated persons shall, in appropriate zones, be~~
121 ~~permanently reduced to two unrelated persons, not including the children of either of~~
122 ~~them.~~

123 B. ~~1. A license shall be required for a rental dwelling unit which is the subject of the~~
124 ~~habitual offender designation for a fee of five hundred dollars (\$500.00). The license~~
125 ~~and license fee shall be required for five consecutive years, unless the rental dwelling~~
126 ~~unit changes ownership to a legal entity which is not owned or controlled by the~~
127 ~~habitual offender and the new owner corrects all violations of Chapter 15.24 or Title~~
128 ~~17, or the dwelling unit receives five annual inspections with no violations of Chapter~~
129 ~~15.24 or Title 17. The habitual offender designation then terminates for that owner of~~

130 the rental dwelling unit. If violations under Chapter 15.24 or Title 17 continue, then
131 the habitual offender designation shall continue for that owner of the rental dwelling
132 unit.

133 ~~2. If violations under Chapter 15.24 or Title 17 continue for one year after the~~
134 ~~habitual offender designation, then the owner's license under Section 15.26.040 shall~~
135 ~~be revoked for the subject rental dwelling unit, and the owner shall give sixty (60)~~
136 ~~days' notice to vacate to the tenants of that rental dwelling unit. Any security deposit~~
137 ~~shall be returned pursuant to the provisions of Real Property Article, Title 8,~~
138 ~~Annotated Code of Maryland. The owner of the rental dwelling unit may correct all~~
139 ~~violations of Chapter 15.24 or Title 17 and after inspection and payment of a one~~
140 ~~thousand dollars (\$1,000.00) fee to the city, the owner's license for that rental~~
141 ~~dwelling unit shall be reinstated.~~

142 ~~C. The owner of a rental dwelling unit who becomes an habitual offender shall be~~
143 ~~subject to inside and outside inspection of the dwelling unit by the housing official.~~
144 ~~The dwelling unit shall receive an annual inspection during each of the next five years~~
145 ~~for a fee to be determined by resolution of the council from time to time.~~

146 ~~D. If the full amount of the inspection and license fees due to the city are not paid by the~~
147 ~~owner within thirty (30) days after billing, then the housing official shall cause to be~~
148 ~~recorded in the finance office for the city a sworn statement showing the amount of~~
149 ~~fees due and the fees shall be collectible in the same manner as real estate taxes are~~
150 ~~collected.~~

151 (~~Ord. 1974 (part), 2005; Ord. 1960, 2005; Ord. 1900 (part), 2004~~)

152
153 In the event the chronic nuisance property owner transfers ownership of the subject
154 property to another person, the chronic nuisance property owner shall inform the housing
155 official, in writing, within five (5) business days after the transfer has occurred.

156 **15.27.050 Civil offense.**

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159 Designation as an ~~habitual offender~~ chronic nuisance property shall be a civil offense and
160 not a criminal offense.

161 (~~Ord. 1900 (part), 2004~~)

162 **15.27.060 Appeal.**

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164 A. Any person wishing to appeal a determination of the Director of the Department of
165 Neighborhood Services and Code Compliance regarding the provisions of this chapter shall file a
166 written notice of appeal with the Department of Neighborhood Services and Code Compliance
167 within twenty-one (21) days after receipt of a notice sent pursuant to the provisions of this
168 chapter. The notice of appeal shall contain a statement of grounds for the appeal. The notice of
169 appeal shall be accompanied by a fee of one hundred dollars (\$100.00).

170
171 B. The Director of the Department of Neighborhood Services and Code Compliance shall
172 refer the appeal to the Housing Board of Adjustments and Appeals. The board shall meet
173 monthly, or more frequently at the call of the chair, to hear appeals. The board shall notify the
174 owner in writing of the time and place of the hearing.

175

176 C. When hearing appeals under this chapter, the board shall follow the procedures set
177 forth in Chapter 15.24 of the Salisbury Municipal Code.

178 D. If the board overturns the decision of the housing official, the owner shall be refunded
179 the one hundred dollar (\$100.00) appeal fee.

180 **15.27.070 Violations – Penalties.**

181 In addition to the fine imposed for the designation of a chronic nuisance property, an
182 owner in violation of any provision of this chapter shall be guilty of a municipal infraction for
183 each violation and shall be subject to a fine not to exceed five hundred dollars (\$500.00) per
184 violation. Each day a violation remains uncorrected is a separate violation subject to an
185 additional citation and fine.
186 (Ord. No. 2163, 7-25-11)

187

188 AND BE IT FURTHER ENACTED AND ORDAINED BY THE CITY OF SALISBURY,
189 MARYLAND, that the Ordinance shall take effect upon final passage.

190

191 THIS ORDINANCE was introduced and read at a meeting of the Council of the City of

192 Salisbury held on the _____ day of _____, 2013 and thereafter, a statement of the

193 substance of the ordinance having been published as required by law, in the meantime, was

194 finally passed by the Council on the ___ day of _____, 2013.

195 ATTEST:

196

197 _____
198 Kimberly R. Nichols, City Clerk

Jake Day, City Council President

199

200

201

202 Approved by me, this _____ day of _____, 2013.

203

204

205

206 _____
207 James Ireton, Jr.,
Mayor

INTER

OFFICE

MEMO

OFFICE OF THE MAYOR

To: City Council
Mayor
From: Tom Stevenson *TS*
Subject: Enhanced Call Verification
Date: October 2, 2013

Responses to false alarms eat away at resource availability and inevitably cost tax payers in the end. One way to curb this misappropriation of resources is to require Enhanced Call Verification (ECV). Many legislators have passed laws that require central monitoring stations that handle residential and commercial intrusion and burglary activations to make two (2) calls to verify the validity of the activation. Prior to calling the police, one call would be made to the location generating the alarm activation signal, and second call would be made to the alarm system owner/customer.

Before proceeding with any draft legislation, I thought it prudent to invite Mr. Ron Boltz from Alarm Engineering in to discuss this issue with the council at length.

Salisbury City Council Worksession: 7-October-2013

Summary points for discussion on False Alarm Legislation

1. ECV is being used by many jurisdictions and is endorsed by many law enforcement agencies, associations and officials.
2. It has been credited with *significantly reducing* false dispatches and therefore costs to local law enforcement.
3. It is free to implement, as it is only a procedural change on the part of the central monitoring stations.
4. Salisbury's previous "fee" structure for false alarms was comparable (although higher than average) to other jurisdictions.
5. Salisbury's current "fee + fine" structure is:
 - A. drastically higher than other jurisdictions (including urban/metropolitan areas)
 - B. arbitrary with a wide range between what the minimum and maximum penalty will be
 - C. subjective due to the fact that who decides the amount of the arbitrary penalty is not specified by the ordinance
 - D. Indefensible in court as the cost basis behind the fees is highly questionable
 - E. punitive to the small, start-up businesses that we are so desperately trying to attract and support in the city
 - F. a deterrent to residents and businesses from using their alarm systems
6. ECV is far more effective in REDUCING the number of false dispatches, and will save the city more money than the current penalty structure will generate.



13173 NW 19 Street
Pembroke Pines, FL 33028
Phone: 954-431-4552
ronw@siacinc.org
www.siacinc.org

Ronald Walters, Director

September 11, 2013

Dear Mr. Boltz,

Thank you for providing us an opportunity to comment on the debate in Salisbury. Of course I remain available to provide any additional information that you might require in making this decision.

As for any liability associated with not responding; there is no liability. Law enforcement could not survive if there was ever a requirement to respond to any call. If there ever were such a requirement, there would also be an expectation to respond in a timely manner, and thus daily failures on many calls for service.

I have participated in hundreds of public hearings on alarm response and in every case when the subject of liability came up, the jurisdictions counsel assured the elected officials that no such liability exists. In fact it is endorsed that the following language becomes a part of any alarm legislation that is passed.

GOVERNMENT IMMUNITY

Alarm Registration is not intended to, nor will it, create a contract, duty or obligation, either expressed or implied, of response. Any and all liability and consequential damage resulting from the failure to respond to a notification is hereby disclaimed and governmental immunity as provided by law is retained. By applying for an Alarm Registration, the Alarm User acknowledges that law enforcement response may be influenced by factors such as: the availability of police units, priority of calls, weather conditions, traffic conditions, emergency conditions, staffing levels and prior response history.

I trust that this information answers all of your concerns.

Best regards

Ron Walters, Director

This article appeared in the APCO newsletter in 2011

Reduce Alarm Dispatches by at least 20% in 30 days at no cost.

If you could, would you reduce incoming call loads by 20% or more, with very little effort on your part? Does it sound too good to be true? According to the Security industry Alarm Coalition (SIAC), this is exactly what you can do, and it requires very little effort on your part.

VERIFICATION HISTORY:

For over two decades, the alarm industry has been verifying all intrusion alarms by making a phone call to the premises. This process allowed the industry to achieve roughly 70% verification without need of a PSAP response. The remaining 30% of the calls represented 100% of the calls that were being dispatched. This worked well until the alarm population began to exponentially grow in response to better equipment and cheaper prices. A better method of resolving the calls from this growing number of alarm systems was needed.

BACKGROUND:

In the dark days immediately following the attacks on the World Trade Center, the IACP, Private Sector Liaison Committee, challenged the alarm industry to come up with a solution that would impact alarm calls that didn't require any heavy lifting on the part of law enforcement. The industry, under the SIAC banner, brought together a group of industry veterans to study the cause and effect of false dispatches. The foremost and universally accepted cause of most dispatch requests was due to user error, yet for there to be user error someone must be at, or have recently left the premises.

The question became; "Why weren't we reaching a responsible party in more of these cases?"

An immediate test was conducted where if a responsible party was not reached on the first call, a second call was placed to the same number. In 25% of the cases a responsible party was able to be reached on the second attempt. Longer term tests were run where cellular numbers were used for the second call. The results showed that up to 50% of the calls being dispatched could be resolved without the need of a public response.

FIELD TEST:

In a cooperative effort with the local alarm industry Chief Beckner of the Boulder Colorado Police Department agreed to run a test where he would make "two call verification" a departmental policy. He drafted the policy letter and the industry voluntarily complied. To everyone's surprise and enthusiasm the immediate, *less than 30 days*, results netted a 25% reduction in dispatches. Over the next six months that number climbed to a high of 61%.

BECOMES AN INDUSTRY STANDARD:

Bolstered by this success the Central Station Alarm Association (CSAA) took on the task of making this verification process an alarm industry standard. The process of making this extra verification call became the ANSI/ CSAA CS-V-01_2004-xxx standard. During the Standards process it was decided to title the standard Enhanced Call Verification (ECV) and it only applies to intrusion/ burglary signals and not robbery, panic, holdup or fire. A copy of the full standard is available at www.siacinc.org under the *For Law Enforcement* sub heading.

ADOPTION:

SIAC has been actively promoting this standard since its passage in 2004. Most new ordinances are including the provision in their legislation and some states have adopted it as a statewide requirement. However a segment of the industry has been slow to use this if it is not required by the PSAPS. Some of this is due to lack of knowledge and some due to ignorance of how the process works and how effective it is. Additionally, there has been resistance from national chain security directors who prefer an immediate dispatch to any alarm signal. An ordinance, state law or PSAP permanent policy requiring these two calls be made prior to processing the dispatch request would improve acceptance of this proven "best practice" by all parties.

"One voice for the alarm industry on alarm management issues"
Representing CSAA, NBFSA, SIA & CANASA

ITS FREE:

SIAC is funded through donations by the alarm industry. This allows SIAC to provide assistance to law enforcement and the industry at no charge. This should remove any objections to at least listening to what we have to offer. Please feel free to contact us at anytime for assistance or additional information.

ENDORSEMENTS:

The International Association of Chief's of Police (IACP) and the National Sheriff's Association (NSA) fully endorse ECV by proclamation along with the False Alarm Reduction Association (FARA) . Others that recognize ECV are the State Associations of Chief's of Police (SACOP) and FBI LEEDA.

STATES REQUIRING ECV:

Virginia, Florida, Oklahoma, Tennessee, Delaware and Texas (allowed but not required) require ECV. For a partial list of individual jurisdictions that require ECV go to www.siacinc.org. or call 954-347-4883.

HOW TO ENFORCE:

If you are fortunate enough to be in a state or jurisdiction where it is required by legislation there is a simple process to get universal compliance. In Spokane Washington, one year after successfully enforcing their ordinance, they found that they did not have 100% compliance on ECV. They followed these instructions and realized an additional 20% reduction immediately once they applied this step.

Simply instruct your call takers to ask if two calls were made prior to contacting the PSAP. If the answer is yes, then ask for those numbers. If the answer is no, instruct them to hang up and call back after a second call has been made. *If you haven't previously enforced the provision you may want to adopt an amnesty period until the word has gotten out. This period does not need to be more than 60 days. Again, this only applies to burglary/ intrusion signals.*

If your agency does not currently have an alarm ordinance then a departmental policy should be adopted. SIAC will assist you by providing the proper language for the policy as well as assisting with industry notification that you intend to enforce this policy.

If your agency already has an ordinance, check with the ordinance administrator if the ECV provision is included. If not, have the alarm coordinator contact SIAC at 954-347-4883 or ronw@siacinc.org.

This is a simple method to significantly reduce call and dispatch load in these hard economic times. So, take the next step to reduce these calls?

SHARE YOUR RESULTS:

At SIAC we know this will work. We would like to see every PSAP adopt this simple procedure but others will be more likely to attempt this if you share your results. When you decide to take this step we would greatly value your sharing of your findings. You can do this by calling Ron Walters at 954-347-4883 or emailing to ronw@siacinc.org.

SIAC is a 501 (c) (6) non profit, funded by the alarm industry to speak as one voice for the industry on alarm dispatch issues. SIAC was formed by the four major North American alarm industry trade associations. These are ESA, CSAA, SIA and CANASA. For more information please contact (SIAC) www.siacinc.org or 972-377-94021.

IACP RESOLUTION – MULTIPLE CALL VERIFICATION

Passed at Minneapolis Annual Convention – October 2002

Private Sector Security

Measure to Enhance Police Resources

Submitted by Private Sector Liaison Committee

WHEREAS, homeland security has put new demands on law enforcement resources; and,

WHEREAS, results from studies initiated by the alarm industry indicate that multiple call verification (two or more calls prior to request for dispatch) significantly reduce false dispatches, thereby freeing up law enforcement resources that can be redirected to Homeland Security issues; now, therefore be it

RESOLVED; IACP urges all alarm companies to:

- Immediately implement multiple call verification procedures to be used by the central station monitoring center prior to law enforcement dispatch on all alarm signals from customer alarms, and
- Support local jurisdiction efforts to adopt procedures or ordinances mandating multiple call verification procedures.



2011-7

NATIONAL SHERIFFS' ASSOCIATION SUPPORTS ENHANCED CALL VERIFICATION

WHEREAS, homeland security has put new demands on law enforcement resources; and,

WHEREAS, results from studies initiated by the alarm industry indicate that Enhanced Call Verification (two or more calls prior to request for dispatch) significantly reduce alarm dispatches, thereby freeing up law enforcement resources that can be redirected to Homeland Security issues; and now

THEREFORE, BE IT RESOLVED, the National Sheriffs' Association urges all alarm companies to immediately implement Enhanced Call Verification (multiple call) procedures to be used by the central station monitoring center prior to law enforcement dispatch on all alarm signals from customer alarms; and

BE IT FURTHER RESOLVED, that the National Sheriffs' Association supports local jurisdiction efforts to adopt procedures or ordinances mandating enhanced or multiple call verification procedures; and

BE IT FURTHER RESOLVED, that the National Sheriffs' Association requests that all citizens using residential and commercial alarm systems accept and support this national best practice to reduce unnecessary dispatches.

Adopted at a Meeting of the General Membership in St. Louis, MO on June 20, 2011.

Following is the story of Olympia Washington's alarm reduction program.

Olympia was the first jurisdiction to place all of the industries "Best Practices" in one ordinance. In 2012 their total average monthly dispatches was down to 12 per month.

I am providing the Olympia experience as they are, like Salisbury, a smaller jurisdiction.

City of Olympia Security Alarm Program



History

In 2003, The City of Olympia Police Department began examining its calls-for-service workload to determine whether calls could be handled more efficiently. The data indicated that the department was responding to a large number of false alarms - calls that did not increase public safety and that detracted from valuable police service in other areas. The Department asked the alarm industry and interested citizens to partner with the police to develop new ordinances aimed at reducing false alarms. After working for a year and a half, two ordinances were drafted and signed into law. The new ordinances went into effect on January 1, 2005 and the program was fully operational in June 2005.

Olympia Security Alarm Ordinances

The ordinances, OMC 5.55 and 16.46, address both the alarm industry and alarm users. Key to the new ordinances is the relationship between security alarm businesses and their customers. The companies and their customers must work together to ensure that proper call verification procedures are followed, that equipment is in good working order, and that customers are trained to use their equipment correctly.

Successful Results

The City of Olympia has reduced false alarms by over **89.5%** from its initial 2003 levels (*see graph below*). In addition, since 2008 the City collected an average of **95.1%** of the alarm-related fees. The police officers enjoy responding less often to these non-events and the public has responded favorably. By contracting with a third party vendor for the tracking and billing of false alarms, the City was able to implement the program quickly while providing alarm response and great service to our citizens. These accomplishments have allowed the Olympia Police Department to be both more effective and efficient.

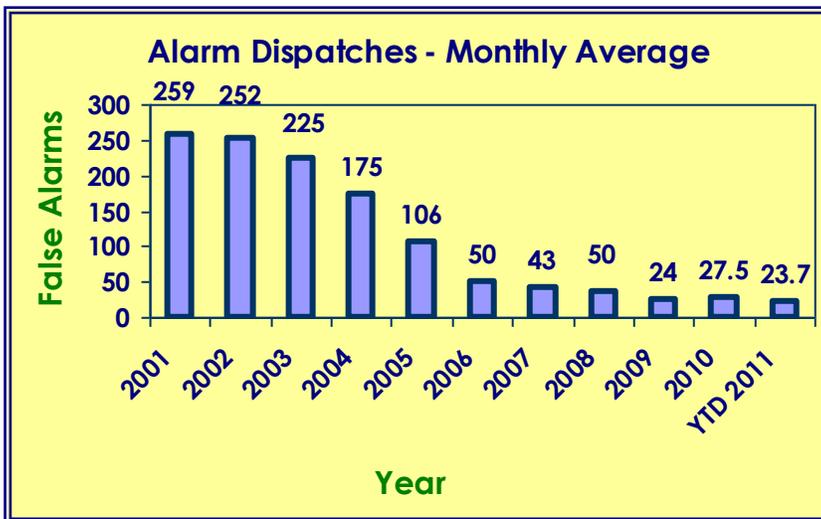
Key Points to Reduce False Alarms

OMC 5.55:

- Enhanced call verification (2-call)
- Installation of modern equipment (ANSI SIA CP-01)
- Consumer education

OMC 16.46

- No "freebies" – all false alarms are charged
- Registration suspension after



mwieland@ci.olympia.wa.us

For more information contact:

Marianne Wieland
Administrative Secretary
Olympia Police Department
360.753.8147

"One voice for the alarm industry on alarm management issues"

Representing CSAA, NBFSA, SIA & CANASA

Jurisdictions where ECV is in effect:

Statewide

Delaware
 Georgia
 Tennessee
 Virginia

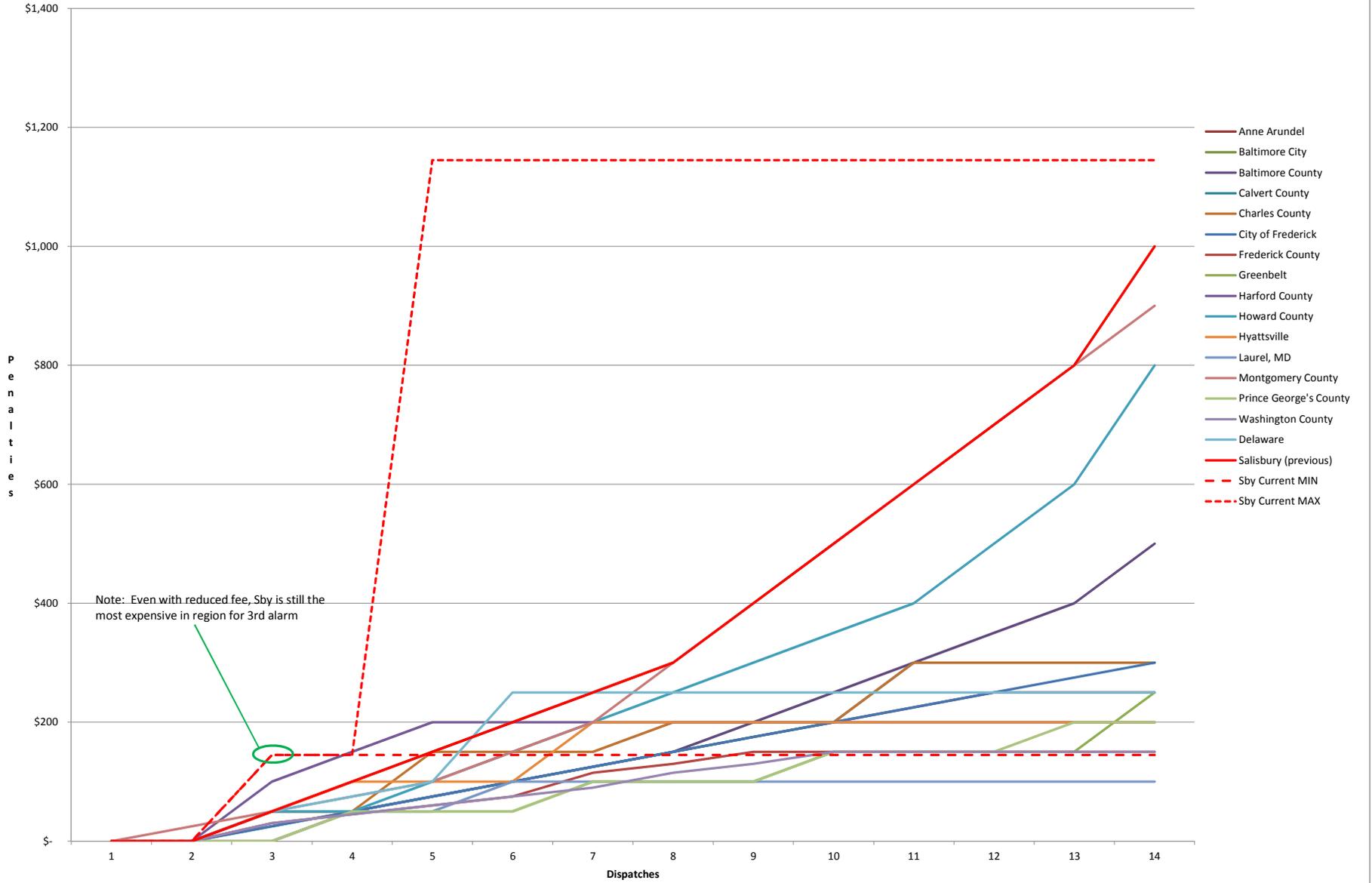
Leawood KS
 Jefferson CO KY
 Lexington KY
 Louisville KY
 Shreveport LA
 Anne Arundel CO MD

Counties/Municipalities

Kingman AZ
 Mesa AZ
 Pinal CO AZ
 Alameda CO CA
 El Cerrito CA
 Fairfield CA
 Hayward CA
 Los Angeles CA
 Oakland CA
 Riverside CA
 San Mateo CA
 Simi Valley CA
 Vacaville CA
 Vallejo CA
 Boulder CO
 Breckenridge CO
 Douglas CO CO
 Englewood CO
 Larimer CO CO
 Littleton CO
 Longmont CO
 Pitkin CO CO
 Summit CO CO
 Thornton CO
 Westminster CO
 Wheat Ridge CO
 Hartford CT
 New Britain CT
 Florida
 Cobb CO GA
 Fannin CO GA
 Lagrange GA
 West Des Moines IA
 Boise ID
 Naperville IL
 Marion CO IN

Lansing MI
 Minneapolis MN
 Saint Louis CO MO
 Huntersville NC
 Kannapolis NC
 Montclair NJ
 Ocean Twp NJ
 Lincoln CO NM
 Reno NV
 Sparks NV
 Washoe CO NV
 Cincinnati OH
 Owasso OK
 Astoria OR
 Salem OR
 Cheltenham PA
 Burleson TX
 Carrollton TX
 El Paso TX
 Houston TX
 Saint George UT
 Virginia
 Auburn WA
 Des Moines WA
 Issaquah WA
 Kennewick WA
 King CO WA
 Kirkland WA
 Lakewood WA
 Olympia WA
 Pierce CO Uninc. WA
 Puyallup WA
 Seattle WA
 Spokane WA
 Tacoma WA
 Thurston CO WA
 Appleton WI
 Eau Claire WI

False Alarm Penalty Comparison by Jurisdiction



March 18, 2013

To: Ron Boltz:

In this letter I will attempt to answer your concerns on false alarm fines.

My responses contained herein are based on my 15 years of experience having reviewed many hundreds of ordinances, as well as helping to amend existing ordinances and drafting new ordinances for scores of agencies. In fact, I can easily defend my claim that I am the most experienced and knowledgeable person on the topic of alarm ordinances and what works and what doesn't.

The concept of escalating fines for false alarm activations has been around for decades. Not only was this concept one of the earliest used in alarm ordinances, it remains present in virtually every ordinance currently being proposed. The court systems understand escalating fines and I know of no jurisdiction that has had any difficulty enforcing this provision in an ordinance.

Ordinances that don't have escalating fines most typically charge a fee based upon the **fully burdened cost** to respond to an alarm. *It is commonly accepted within industry and law enforcement circles that the average out of service time when responding to alarms is 20 minutes, and to my knowledge every agency strives to dispatch the equivalent of two officers on every alarm response.* Those jurisdictions that charge a fee based on their cost to respond charge in the area of \$100.00 per response. It is my educated opinion that the fees being proposed by Salisbury as their cost to respond would be extremely difficult to defend.

In some states municipal fees cannot exceed the cost to provide the service and in at least two instances jurisdictions were required to refund millions of dollars in fees that exceeded the cost to respond.

I hope that the above information is of some help to you and the City of Salisbury.

Best regards,

Ron Walters, Director

City of Salisbury



MARYLAND



125 NORTH DIVISION STREET
SALISBURY, MARYLAND 21801
Tel: 410-334-3028
Fax: 410-548-3192

KEITH A. CORDREY
DIRECTOR OF INTERNAL SERVICES

JAMES IRETON, JR.
MAYOR

TOM STEVENSON
INTERIM CITY ADMINISTRATOR

To: Tom Stevenson, Interim City Administrator
From: Keith Cordrey, Director of Internal Services *KAC*
Date: October 2, 2013
Re: Compensation Funding Options

Please find attached an analysis of funding options for increasing the compensation of city employees. The increases were formulated based on the recent study completed by Evergreen and collaboration by HR and department heads.

The analysis provides options to increase revenues and decrease expenditures in order to offset the compensation increase.

If you have any questions, please let me know.

Compensation Funding Analysis

General Fund	Amount	Comments
Compensation Increase	672,106	The recommended amount of salary increases based on the Evergreen Study and analysis completed by the city HR department appear on this line. The compensation increase for FY14 (\$200,104) is prorated to include 6 months and includes the Min/Step portion. The market increase is assumed to be effective 7/1/2013.
Total Required	672,106	
Expense Reductions		
Existing Bonded Debt Service	597,000	The FY15 Debt Service for existing bonded debt is \$597,000 less than that included in the FY14 Budget.
FY 14 GOB (Issue 1.4M vs. 3.2M)	149,053	The FY14 Budget includes CIP in the amount of \$3,178,000 funded by General Obligation Bonds issued in FY14. If the city determined to not proceed with these capital improvements, or fund them with other sources, debt service appropriations would be reduced by \$130,000 in FY14 and \$260,000. The proposed base plan assumes the city will proceed with \$1.578M in CIP (MainStreet Design \$268k, Germania Circle \$110k, Coty Cox Storm Drain 1.2M) and that we will issue debt of \$1.4M to fund these improvements. The remainder will be funded by redirecting proceeds of existing bonded debt and use of reserves. Riverwalk Repairs of \$1.6M is deferred resulting in a savings of \$149k (\$268k included in FY14 budget for \$3.2M less \$119k approximate average of debt service for 1.4M).
Streets/Paving	265,000	FY14 Paving expenditures are assumed to be reduced by \$265,000 for FY15 and FY16 unless additional revenues are received from the State (HUR) to support the program.
Revenue Increases		
Speed Camera Revenue	150,000	It is projected that, beginning in FY14, the city will realize \$150k more (\$600k vs. \$450k) in speed camera revenues than budgeted in FY14.
Fire Inspection Revenue	150,000	The county currently performs Fire Inspections. This service is proposed to be transferred to the city. The projected net revenue is \$150k per year.
Total Funded	1,311,053	

Water and Sewer Fund	Amount	Comments
Compensation Cost	314,103	The recommended amount of salary increases based on the Evergreen Study and analysis completed by the city HR department appear on this line. The compensation increase for FY14 (\$116,164) is prorated to include 6 months and includes the Min/Step portion. The market increase is assumed to be effective 7/1/2013.
Total Required	314,103	
Expense Reductions		
Bond Debt Service	214,991	The average debt service through FY25 (\$3,965,413) is \$214,991 less than that included in FY14 (\$4,180,404). In FY26 and FY27 \$3.8M more than the \$3,965,413 is required over the 2 years. The city could set aside \$382,523 in order to pay this out of pocket. Or the city could issue a bond in FY26 and easily absorb the debt service given that the existing debt service falls \$1.3M to \$2,628,566 after these two years.
CIP Reduction	160,000	The FY14 baseline budget has \$1.16M for improvements. This plan proposes to reduce that by \$160K to \$1.0M. Significant funds are available on hand (largely due to law suit proceeds) in the WS fund for CIP projects. The plan provided assumes no additional debt to fund improvements or capital assets unless additional corresponding sources of funds is found to support them (increased assessments, fee increases, etc.). Capital spending could be ramped up as the economy improves and revenues are increased. Also, there is a good possibility that the actual results could be better than the budget. These savings could be a source for capital expenditures.
Fines	50,000	The FY14 baseline budget has \$50k for fines. Once the WWTP is up and running the fines should be eliminated.
Total Funded	424,991	

INTER

OFFICE

MEMO

OFFICE OF THE MAYOR

To: City Council
Mayor
From: Tom Stevenson 
Subject: Salary Recommendations for Elected Officials
Date: October 2, 2013

On December 17, 2012, the council seated at that time, was briefed on the findings and recommendations of the Salary Review Committee by Chairperson Lauren Hill. During her presentation, Ms. Hill summarized her November 19, 2012 letter to the Mayor and Council. For your reference a copy of that letter is attached.

I have invited Ms. Hill back to share the committee's findings and recommendations with the current council.

City of Salisbury
Salary Review Committee
Recommendation to Mayor and City Council
November 19, 2012

The Salary Review Committee, having been duly appointed by the Mayor of Salisbury and under the direction and guidelines of the City Charter of Salisbury, Maryland, does hereby present these recommendations made herein to the Mayor and City Council.

This committee met on Thursday, November 1st, and Monday, November 19th, 2012. Committee members are Lauren R. Hill, Shirley Doane, Bill Press, Richard E. Widdowson, and Maarten Pereboom. The group was assisted by Linda Airey and Jeanne Loyd from the Human Resources Department, and received general guidance from City Administrator John Pick.

The committee took several factors into consideration when reviewing the current salaries of the Mayor and Council. These included, but were not limited to:

- A comparison of salaries for mayoral, council, and city employees of cities of similar size;
- The most recent increase in salaries recommended by the last Committee;
- The current state of the economy.

After review, the Committee determined that salaries for the Mayor of Salisbury and Council Members do correspond with their counterparts in cities of similar size from across Maryland as well as Dover, DE. Specific comparisons were made with Cumberland; Hagerstown; Laurel; MD; Dover, DE; Ocean City; and Cambridge. These numbers can be seen on the attached document.

However, the Committee recognizes that salaries have not risen since 2007, and the 2007 increase happened after a ten year stasis. The Committee also recognizes that an increase recommended and approved now will not take effect in 2015, reflecting another eight year stasis. The cost of living has increased by 11.6% since 2007, as calculated by the Consumer Price Index from the Bureau of Labor and Statistics (BLS). Living costs will continue to increase between now and 2015.

Additionally, and most urgently, the Committee recognizes that in order to continue to attract highly qualified candidates to the mayoral and council positions, and to reward the hard work and time dedication required of said positions, increases must be considered. As the roles, expectations, and regulations of these positions continue to expand, employees must be properly compensated for their time and energy.

Based on the above factors, the Committee recommends a 12% salary increase for each member: Mayor, City Council President, and City Council Members, totaling \$9,240.00 to the city budget. This number is based on BLS Consumer Price Index calculations reflecting an 11.6% increase in cost of living since 2007 and a very modest prediction of the BLS in 2015 (which could be a 17 or 18% difference in cost of living from 2007). 12% is appropriate, considering the eight year lag

that will have occurred. We would also like to very strongly recommend that the city consider a cost of living adjusted salary schedule to avoid large spikes in salaries in the future.

Finally, and of utmost importance, the Committee stresses concern and hope for city employees' salaries. City employees last received a salary increase in 2009 of 2%, but we would very strongly encourage City Council to consider and suggest further increases for city workers to reflect cost of living adjustments. Considering the BLS and the Consumer Price Index, city workers are being dramatically underpaid. We stress the importance of increasing all city workers' salaries to better reflect the demands of the changing economy.

As the representative and chairperson of the Salary Review Committee, I do hereby make these recommendations to the Mayor and Council of the City of Salisbury for their review and approval.



Lauren R. Hill

Chairperson, Salary Review Committee

Date: 12/13/2012

Survey of Like Sized Cities

Cities	Cumberland	Hagerstown	Laurel	Dover	Ocean City	Cambridge	Salisbury
City Population	21,518	39,662	21,000	34,900	10,000	12,326	30,434
Form MC or CM	M/C	M/C	M/C	C/M	C/M	M/C	M/C
Mayor	\$ 7,200.00	\$ 28,000.00	\$ 20,000.00	\$ 45,000.00	\$ 30,000.00	\$ 12,000.00	\$ 25,000.00
City Council President	n/a	na	\$ 7,500.00	\$ 8,652.00	\$ 11,000.00	\$ 10,000.00	\$ 12,000.00
City Council Member	\$ 4,800.00	\$ 8,000.00	\$ 7,500.00	\$ 4,716.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00
Last Increase for M/C	FY82	1996	2006	7/1/2002	Unavailable	7/1/2000	7/1/2007
Last Increase for Ees	FY10	2009	FY13 (steps)	7/1/2010	2009	7/1/2009	7/1/2009
Same as Ees	No	No	No	No	No	No	No
Full time Part Time	PT	PT	PT	non-bargaining unit Unions other Mayor FT Council PT	PT	PT	PT
Benefits	None	Health, Dental Vision Same Rate as ee Flex Spending	HealthIns SameRate as ee Flu Shots CU Member	Council None Mayor All Benefits No sick/vac/or pension Expense Alltmnt	Health Ins - Same cost as employee - Life Insurance Pd up to 200% of Salary Blood Bank 457 Deferred	MSRP HealthIns,Life Same cost as ee	MSRP Health Ins Full Cost Flu Shots

INTER

OFFICE

MEMO

OFFICE OF THE MAYOR

To: City Council
From: Tom Stevenson
Subject: Rezoning, Former Linens of the Week Property – Anne Street
Date: September 26, 2013

The City of Salisbury submitted a request to the Salisbury Planning Commission to rezone the former Linens of the Week properties on Anne Street from General Commercial to R-5 Residential. On June 20, 2013, July 18, 2013 and August 22, 2013 the Planning Commission held open Public Hearings to discuss this matter.

During the hearings the following were considered:

- Changes that have occurred in the former Linens of the Week site and the surrounding neighborhood.
- Testimony and correspondences from area property owners.
- An indication from the City Council following a work session (August 19, 2013) for support of reconsidering the single-family approach.
- Testimony from the City Administration in support of single-family use.

During the August 22, 2013 meeting, the Commission agreed that any action considered should focus exclusively on redevelopment of the former Linens of the Week property. The Commission felt that the R-5 designation was too restrictive and that flexibility is needed to support redevelopment. The Commission voted that the matter be referred back to the City for further consideration.

Considering the Commission's position, the Executive Branch recommends that the former Linens of the Week properties be rezoned to R-5A. This designation is less restrictive and will offer additional options for redevelopment.