

CITY OF SALISBURY
BUDGET WORK SESSION
APRIL 23, 2013

Public Officials Present

Council President Jacob R. Day
Councilwoman Terry E. Cohen (arrived 12:30 p.m.)
Councilman Timothy K. Spies (arrived 11:23 a.m.)

Council Vice President Laura Mitchell
Councilwoman Eugenie P. Shields

Public Officials Not Present

Mayor James Ireton, Jr.

In Attendance

Assistant City Clerk Diane C. Nelson, CMC, City Administrator John Pick, ICMA-CM, Internal Services Director Keith Cordrey, Acting Fire Chief Rick Hoppes, Community Development Director Deborah Stam, Information Technology Director Bill Garrett, Planning and Zoning Director Jack F. Lenox, AICP, Permitting and Inspections Director William Holland, Neighborhood Services and Code Compliance (NSCC) Director Tom Stevenson, Friends of Poplar Hill Mansion Chairperson Aleta Davis, Wicomico Creek Watchers Leadership Team Science Coordinator Dr. Judith Stribling, Salisbury Neighborhood Housing Service Executive Director Cheryl Meadows and current Board Member and Past President Kit Morgan, Salisbury-Wicomico Art Council Executive Director Therese Hamilton, interested Citizens, and Members of the Press.

The City Council convened in work session at 9:35 a.m. in Conference Room 306 of the Government Office Building to discuss various components of the FY14 Budget.

The following departmental budgets or budget related issues were carried over from the April 18, 2013 Budget Work Session:

- Mayor's Office
- City Attorney
- City Council (request to City Clerk for breakdown of all Council Memberships)

The following departmental budgets were presented, followed by a question and answer period by Council, with Council requests/adjustments and additional material distributed as noted below:

- Mayor's Office (Mr. Pick)
 - 12000-555510 City Promotions – insert line in text “Mayor’s Office Needs \$1,000”
 - 12000-555510 City Promotions – Farmers Market \$6,000-what is this for?
- Office of Development Services (Mr. Pick)
 - 11600 Development Services –seeking grant opportunities, refinement of role, reconsider \$15,000
- Community Development (Ms. Stam)

- 91001-599114 Transfer Community Development-text change from \$48,286 to \$45,871 amount received from HUD (pg.86 and pg.263)
- 12800 Community Development Budget Spreadsheet distributed by Ms. Stam
- Information Technology (Mr. Garrett)
- Planning and Zoning (Mr. Lenox)
- Municipal Buildings and Community Promotions – Poplar Hill Mansion (Ms. Davis)
- Community Promotions
 - Wicomico Creek Watchers (Dr. Stribling)
 - Salisbury-Wicomico Arts Council (Ms. Hamilton)
 - Salisbury Neighborhood Housing Service (Ms. Meadows)
 - Stop the Violence (Mr. Pick)
 - Salisbury-Wicomico Economic Development (Mr. Pick)
 - Public Access Channel (Mr. Pick)
- Fire Department (Mr. Hoppes)
 - 24035 Fire Department Budget Review Power Point distributed by Mr. Hoppes
 - 24035 Fire Department-slide 27-how many of the calls are in the County?
 - 24035 Fire Department-what is the status of the Fire Service Agreement? does the City have legal authority to charge for Fire/EMS services outside of the City, beyond the Fire Service Agreement?
 - 24035-556201-Electricity and 24035-556202-Natural Gas-prompted Citywide history for object 556201 and 556202 for FY13
 - 01000-427300-Fire Protection Revenue-change text to eliminate “new” and remove “based on FY12 actual”
 - 24035-577025-Vehicles and 24035-57730-Equipment-pg.50 –Gen. Fund Budget Analysis-update projections to actual for both
 - 24035-577025-Vehicles and 24035-577031-Radios-pg.425-Mayor’s Proposed Budget-update totals for Expected Capital Outlay
 - 01000-469311-Capital Lease Proceeds-Capital Proceeds and the \$225,000 Expense need to be deleted
 - 24035-Fire Department-status of collecting fees for Fire Reports requested for insurance purposes? (similar to Police Reports requested for insurance purposes)

President Day called for a brief recess at 1:43 p.m. and Council reconvened at 2:20 p.m. and continued with the budget presentations.

- Building, Permitting & Inspections (Mr. Holland)
- Neighborhood Services & Code Compliance (Mr. Stevenson)

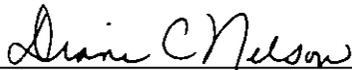
Discussion of the City Attorney and Police Department Budgets, carryovers from the April 18th and April 23rd 2013 Budget Work Sessions respectively, was deferred until the May 7th 2013 Budget Work Session.

- Internal Services – Follow-up (Mr. Cordrey)
 - Distributed Revised Power Point
 - Presented follow-up information to Council requests/questions/adjustments from 4/19/13 and 4/23/13 available today

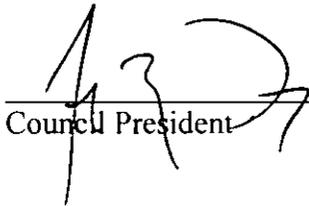
- Council requested that Mr. Cordrey provide to Council after each Budget Meeting, a copy of the spreadsheet (see attached) which reflects the cumulative Budget Ordinance Items adjusted by Council as each successive Budget Meeting is held
- Internal Services-Finance (Mr. Cordrey)
 - 15000-513400-Finance-Consulting Fees-why is consulting so much higher in the previous year?
 - 15000-Finance-properties going to tax sale-includes property outside of City-request revised list from Connie

The next Budget Work Session will be held on May 2nd for discussion of the Water & Sewer Fund and Water & Sewer Rates.

At 3:07 p.m., Mrs. Mitchell moved, Mrs. Shields seconded to convene in Closed Session for the purpose of discussing a personnel matter (Fire Chief Position) as permitted by the Annotated Code of Maryland Sections 10-508(a)(1)(i); after discussion regarding Fire Department presence at the February 25, 2013 Council Meeting, the vote was unanimous to convene the Closed Session and adjourn the Work Session at 3:15 p.m.



Assistant City Clerk



Council President