

CITY OF SALISBURY, MARYLAND

#10 MEETING

MAY 11, 2009

PRESENT

*Council President Louise Smith
Councilwoman Deborah S. Campbell
Councilwoman Eugenie P. Shields*

*Council Vice President Gary A. Comegys
Councilwoman Terry E. Cohen
Mayor James Ireton, Jr.*

IN ATTENDANCE

City Clerk Brenda Colegrove, MMC, City Administrator John Pick, ICMA-CM, Assistant City Administrator Loré Chambers, City Solicitor Paul Wilber, Acting Fire Chief Rick Hoppes, Deputy Public Works Director Chip Messick, Internal Services Director Pam Oland, Police Chief Allan Webster, Planning, Zoning and Community Development Director Jack Lenox, and Members of the Press.

CONVENING - ADOPTION OF AGENDA

The City Council met in regular session at 6:00 p.m. in Council Chambers of the City/County Government Office Building. Council President Smith called the meeting to order. The Lord's Prayer and the Pledge of Allegiance were recited.

Mr. Comegys moved and Ms. Cohen seconded to approve the agenda as presented. Ms. Cohen moved to amend the agenda by removing Resolution Nos. 1759 and 1760 relative to the Beaglin Park Drive/Paul Elliott Annexation Plan/Annexation as requested by Mr. Elliott. Mrs. Shields seconded and the amendment passed unanimously. Mrs. Campbell suggested that Mr. Lenox provide an update on this annexation during the meeting.

Ms. Cohen moved and Mr. Comegys seconded to add a proclamation proclaiming "Emergency Services Week" and an update on the Wastewater Treatment Plant (prior to the Consent Agenda). The vote was unanimous.

The agenda, as amended, was unanimously approved.

PROCLAMATION – presented by Mayor James Ireton, Jr.

A Proclamation was presented to Acting Fire Chief Rick Hoppes proclaiming May 17-23, 2009 as "Emergency Medical Services Week" in the City of Salisbury.

UPDATE ON WASTEWATER TREATMENT PLANT

City Attorney Paul Wilber provided an overview of the recommended short-term adjustments recommended by Dr. Enos Stover to help improve plant performance. A copy of Mr. Wilber's status report is attached and made a part of the original minutes.

CONSENT AGENDA – presented by City Clerk Brenda Colegrove

On a motion and a second by Mr. Comegys and Mrs. Campbell, respectively, the Consent Agenda consisting of the following items was unanimously approved:

- *April 27, 2009 minutes*
- *May 4, 2009 Special Meeting minutes*
- *Resolution No. 1781 – accepting donation of \$17,000 from various donors to upgrade and improve the Police Department's physical fitness room*
- *Resolution No. 1782 – accepting \$500 grant from the Local Government Insurance Trust for an e-mail training course*

AWARD OF BIDS – presented by Internal Services Director Pam Oland

On a motion by Mr. Comegys and seconded by Ms. Cohen, the Award of Bids consisting of the following was unanimously approved:

Declaration of surplus (furniture, equipment and miscellaneous items) -0-

MANUFACTURING EXEMPTION REQUEST (SPARTECH POLYCOM) – presented by Internal Services Director Pam Oland

The manufacturing exemption request for Spartech Polycom was unanimously approved on a motion by Mrs. Campbell and seconded by Ms. Cohen. Over the next five years the company will benefit from the exemption by a total savings of \$20,581 in personal property tax.

PUBLIC HEARINGS – briefing provided by City Administrator John Pick and Internal Services Director Pam Oland; oath administered by City Clerk Brenda Colegrove

- *Ordinance No. 2078 – FY10 budget*
- *Resolution No. 1779 – water and sewer rates*

Three citizens commented on the following issues: 1) health insurance for Council members; 2) health insurance for Police Chief; and loaning comp time to other employees.

- *Constant Yield Tax Rate – no public comments were received*

ORDINANCES – presented by City Attorney Paul Wilber

- Ordinance No. 2077 – 2nd reading – amending the text of Section 17.08.030C relative to development provisions when a zoning district boundary line crosses a lot

Ordinance No. 2077 for second reading passed unanimously.

- Ordinance No. 2079 – 2nd reading – amending the FY09 General Fund Budget to appropriate additional funding of \$11,250 for Urban Salisbury

Ordinance No. 2079 for second reading was unanimously approved.

STATUS OF BEAGLIN PARK DRIVE/PAUL ELLIOTT PROPERTY ANNEXATION

Planning, Zoning and Community Development Director Jack Lenox, along with City Administrator John Pick, reported that the Planning Commission will look at the annexation request again in light of issues which have come forth (i.e., concern from adjacent property owners; exact parcels to be annexed; access to serve the property).

RESOLUTION – presented by City Administrator John Pick

- Resolution No. 1783 – authorizing the mayor to sign a license agreement with Mr. Frank Hanna, Sr. to designate three parking spaces in Lot #35 for patrons of the Brew River Restaurant

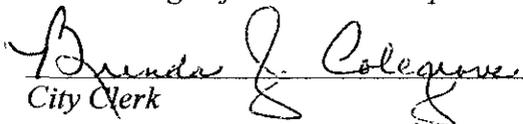
Mrs. Campbell moved and Ms. Cohen seconded to return the discussion of the parking spaces to a work session. The motion failed with Mrs. Campbell and Ms. Cohen voting aye and Mrs. Shields, Mrs. Smith and Mr. Comegys voting nay. Resolution No. 1783 passed on a 3-2 vote with Mrs. Campbell and Ms. Cohen casting the nay votes.

PUBLIC COMMENTS

Four members of the public commented on the following issues:

- funding Urban Salisbury budget amendment
- parking spaces for Frank Hanna's restaurant
- historic monument on Mill Street
- proposed FY10 budget
- neglect of streets in Pinehurst area

The meeting adjourned at 7:41 p.m.


City Clerk


Council President

City of Salisbury



MARYLAND

PAMELA B. OLAND

DIRECTOR OF INTERNAL SERVICES

PURCHASING DIVISION

DEPARTMENT OF INTERNAL SERVICES
125 N. DIVISION STREET, ROOM 104

SALISBURY, MD 21801

410-548-3190

FAX: 410-548-3192

COUNCIL AGENDA

May 11, 2009

Page No.

1. Declaration of Surplus

-0-

City of Salisbury



PAMELA B. OLAND
DIRECTOR OF INTERNAL SERVICES

PURCHASING DIVISION
DEPARTMENT OF INTERNAL SERVICES
125 N. DIVISION STREET, ROOM 104
SALISBURY, MD 21801
410-548-3190
FAX: 410-548-3192

MARYLAND COUNCIL AGENDA

May 11, 2009

TO: Mayor and City Council

SUBJECT: Surplus Items

The City of Salisbury Internal Services Department, Procurement Division, received itemized lists from various departments of items for which they no longer had a use. These lists were distributed to all departments and arrangements were made for all departments to obtain any items they could use. The following represent the remaining items. Should the remaining listed items be declared surplus by City Council, they will be sold at the upcoming city auction.

The City of Salisbury Internal Services Department, Procurement Division, received a request from Salisbury Zoo to declare the following items as surplus:

Item	Serial #	Purchase Price	Condition
Merchandise Display Shelving	NA	Donated	Fair
CopyStar Copying Machine	00550	unknown	Poor

These items are no longer needed by the Zoo.

The City of Salisbury Internal Services Department, Procurement Division, received a request from the Salisbury Fire Department to declare the attached itemized list of furniture, equipment and miscellaneous items as surplus. These items are no longer needed by the Salisbury Fire Department.

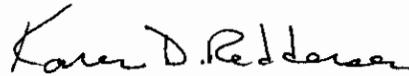
The City of Salisbury Internal Services Department, Procurement Division, received a request from the Salisbury Police Department to declare the attached itemized list of equipment as surplus. These items are no longer needed by the Salisbury Police Department. The Salisbury Police Department is also requesting council to declare the attached list of bicycles as surplus. These bicycles have been recovered as abandoned property and have not been claimed.

The City of Salisbury Internal Services Department, Procurement Division, received sixteen (16) obsolete computer tower shells from the Wicomico County Information Technology Department, as they were no longer able to store these items and they needed to be disposed of. Our department was informed that these were obsolete towers that had previously been assigned to City personnel. Most of the internal components are missing. No department identification or other information regarding these computers is available. The serial numbers are listed below:

S02160440	0028681135	00602-851437	B15FP228296	FA00795	KR03221822	0021951924
0025224373	0016292912	0025224374	0016972920	FA01175	0019525155	KR03209356
0016973040	0016972966					

Should the above noted items be declared surplus by City Council, they will be sold at the upcoming city auction.

Thank you.



Karen D. Reddersen
Assistant Director of Internal Services-Procurement Division

The Salisbury **ZOO**logical Park

29 April 2009

755 South Park Drive
Post Office Box 2979
Salisbury, MD 21802-2979

Office: 410-548-3188
Education: 410-546-3440
Fax: 410-860-0919
www.salisburyzoo.org

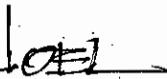
Karen Redderson

I would like to request that the following items at the Zoo be considered as surplus for the City Auction. The first item is a merchandise shelving unit that has been used in the Gift Shop. (It is no longer used.) It was given to the Zoo in 1999 for free and was not entered into the City Asset Control system.

The second item is a copying machine. It is a Copystar CS-2218, with the City number of #00550. This item is in poor condition but does work. It has been here at the Zoo for more than 10 years. It was obtained as a used item and no records are available on the purchase date or the price.

We would like to have these two items considered for surplus and be offered at the auction.

Thank you,



Joel M. Hamilton

Zoo Director
Salisbury Zoological Park

Salisbury Zoo Commission:

Ronald G. Alessi, Sr./Chairman

George J. Mengason/Vice Chairman

Samuel M. Walker/Secretary

Carol Bradley/Board Member

Gary A. Comegys/Board Member

J.P. DuBuque/Board Member

Margot Hall/Board Member

Roland Leimann/Board Member

Linda Wainer/Board Member

Joel M. Hamilton/Director, ex-officio

ACCREDITED BY THE
**ASSOCIATION
OF ZOOS &
AQUARIUMS**

CITY OF SALISBURY AUCTION - INVENTORY LIST FY2009

DEPARTMENT	ITEM	QTY	DATE OF PURCHASE	PURCHASE PRICE	CONDITION OF ITEM (GOOD, FAIR, POOR, NOT WORKING)
Zoo	Merchandise Display Shelving	1	Sep-99	free	fair
Zoo	Copystar CS-2218 Copying Machine	1	unknown - 10+y	unknown	poor, but works

Fire Department

Departmental

MEMO

City of Salisbury

To: Mrs. Karen Reddersen,
Assistant Director of Internal Services
Procurement Division

Date: 28 April 2009

From: David B. See, Chief of the Department

DBS

Subject: Surplus City Property

The Fire Department has an inventory (list attached) of City property that is no longer required for use within the Department. Therefore this property is available to be declared as surplus property and disposed in compliance with City policy. Other City departments have been notified and have subsequently inspected and retrieved some of these items for use within their operations.

Please accept this memo as the Fire Department's request to surplus the remaining items currently in storage at the former fire training center located at 311 West Isabella Street.

If you have questions or require additional information please feel free to contact me immediately.

cc: File

h:\purchasing\surplus city property 04.28.09.doc

CITY OF SALISBURY AUCTION - INVENTORY LIST FY2009

SALISBURY FIRE DEPARTMENT

Quantity	Description	Quantity	Description	Quantity	Description
2	Boat Oars	1	Air Vac Unit with Filters	3	Wooden Folding Tables
8	Printers	1	Tranceiver Duplexer	1	Foam Eductor
1	Fax Machine	1	Ricoh Copier	4	Antique Spanner Wrenches
1	Diamon Plate Tray	1	Foam Funnel	1	Physio Control Semi Auto Defibrillator
1	Focmite System	1	Set of Engine Throttle Cables	1	Small AV Stand
4	Upright Lockers	1	Hose Dividers	2	AV Stands
1	Dry Hydrant Strainer	2	5" Hose Bridges	1	Dry Hydrant Elbow
1	Set of Engine Pump Cables	20	Single Beds	27	Wooden Chairs
1	Metal Clamp	2	Garage Door Springs	2	3" Hose Bridges
1	Tractor Trailer Load Jack	1	Boxes of Old CPAP set-ups	1	Set of Wheel Inserts
6	Window Unit AC's	2	Medium Lifepak Battery Chger	1	BB
1	Long T-Wrench	1	Floor Broom Handle	1	Stainless Frender Wrap (Engine)
2	Electric Negative Pressure Fans	3	Cell Phone Clips	1	Cell Phone & Charger
3	Inter-Tel Phones	1	Bos of CPAP Mask Adapters	2	Cell Phone & Charging Base
3	Whisper Flow Regulators	1	Simulator Wrench	2	Mercury Sable Floor Mats
3	Airbag Hoses	1	Maytag Washer	1	Vetter Airbay Regulator/Controller
1	Large Metal Cabinet	3	Mouse Pads	1	Fire Extinguisher Holder
2	8' x 2' Folding Table Wood	1	External Writable CD Player	2	Monitor Island for Computers
3	Corded Phones	1	8' x 3' Folding Table Wood	1	Rolling Dry Erase/Chalk Board/Wood
1	Document Shredder	1	Cordless Phone	2	RCA VCS's
2	Document Stand	1	CPU Router	1	HP Laser Jet 1300 Printer
1	Realistic 2' Speakers	4	35 mm Cordnel Projectors	1	Answering Machine
6	Office Desks	1	AV Screen	1	Clock Radio
4	Computer Monitors	1	Coffee Table 2'x4' 36" Tall	1	Round Table 4' Diameter
1	Box of Desk Accessories	3	Folding Tables	2	Overhead Speakers
1	Postage Machine	1	Box Scrap Brass	4	Rolling Office Chairs
1	Padded Chair with Arms	1	Attic Ladder	1	A-Frame Wood Ladder
2	Pkgs of 2 & 4' Light Bulbs	2	Computer Keyboards	1	Computer Modem
1	Polaroid Camers Instamatic	1	Set of Computer Speakers	1	Paper Shredder

CITY OF SALISBURY AUCTION - INVENTORY LIST FY2009

SALISBURY FIRE DEPARTMENT

1	Wireless VCR Multiplier	1	Woodstand 3'Tall	2	Computer Printers
1	Projector Scrrren Slide Projector	1	Surge Protector-multi socket	1	Computer Monitor
1	Realistic 100 Watt Amplifier	1	Woodchair	4	Microphone Stands/short 6" 170 mghz multichanner/wireless
1	Box Public Address Componets	1	Copier	1	microphone receivers
3	Microphones-Hand Held	1	Plectron		Professional Dictation Mach/Cassette
1	Set of Metal Lockers (4)	1	Bullhorn Speaker	1	Box Microphone Wires/microphone
6	Scoop Stretchers	1	Long Microphone Stand	1	Diamond Plate Box
1	Box CPAP Mask (Whisperflow)	4	Microphones	1	Oxygen Bag
2	Water Can Extinguishers	1	Wireless Microphone Receiver	1	5' Pike Pole
1	Metal Tray 4x4	1	35 Watt Amplifier	1	Adult Hare Traction
1	Maytag Dryer	1	Box of Misc Wires	20	CPAP Sets (Whisperflow)
1	Oxygen Distributer				



147th

POLICE DEPARTMENT

ALLAN J. WEBSTER, SR.
Chief of Police

City of Salisbury



45th

699 W. SALISBURY PARKWAY
SALISBURY, MARYLAND, 21801

410-548-3165

April 16, 2009

To: Karen Redderson
Procurement

From: PFC Shearin

Subject: Surplus Property

Per my conversation with Bonnie on Thursday April 16, 2009, I am writing this memo to request the list of items that were e-mailed to you previously to be forwarded to the City Council and be declared surplus and sold in the up coming auction in May.

Respectfully Submitted

PFC Clifton Shearin
Quartermaster

CITY OF SALISBURY AUCTION - INVENTORY LIST FY2009

DEPARTMENT	ITEM	QTY	DATE OF PURCHASE	PURCHASE PRICE	CONDITION OF ITEM (GOOD, FAIR, POOR, NOT WORKING)
Police	HP Scanjet/Copier	1	1/9/2007	283.00	Poor
Police	Monitor Acer	1	4/26/2004	200.00	Poor
Police	Canon 2050 Fax Machine	1	4/3/2003	735.00	Poor
Police	Sharp Fax Machine	1		670.00	Poor
Police	DeskJet Printer HP5650	1	5/26/2005	125.00	Poor
Police	HP Photo Mart Printer	1	2/8/2002	280.00	Poor
Police	Sharp Fax Machine	1	5/21/1999	670.00	Poor
Police	IBM Computer	1	8/11/2000	619.00	Poor
Police	IBM Computer	1	2/18/2000	939.00	Poor
Police	Lexmark E40	1	6/19/2008	298.00	Poor
Police	Lexmark E250	1	6/19/2008	198.00	Poor
Police	Lexmark E340	1	5/14/2007	198.00	Poor
Police	HP7400 ScanJet Scanner	1	10/1/2001	410.00	Poor
Police	HP 5590 ScanJet Scanner	1	10/1/2001	410.00	Poor
Police	Lexmark Optra Printer	1	10/21/1997	1,000.00	Poor
Police	Lexmark Optra Printer	1	9/25/1997	1,000.00	Poor
Police	FAB Computer	1	7/19/2001	200.00	Poor
Police	Lexmark C510 Printer	1	4/13/2005	875.00	Poor
Police	Lexmark C510 Printer	1	7/19/2004	999.00	Poor
Police	IBM 340 Server	1	5/14/2001	6,482.00	Poor
Police	IBM Netilty Server	1	7/18/2001	1,758.00	Poor
Police	HP5650 DeskJet Printer	1	5/26/2005	125.00	Poor
Police	Destroyit 2205 Shredder	1	1/24/1999	500.00	Fair
Police	Dirt Devil Vacuum	1	2/1/1999	69.95	Poor
Police	Thinkcenter Computer IBM	1	3/2/2008	724.00	Poor
Police	Netvista Computer IBM	1	10/19/2000	600.00	Poor
Police	Netvista Computer IBM	1	12/20/2001	747.00	Poor-

SALISBURY POLICE DEPARTMENT BICYCLE LOG

DATE RECEIVED	PROPERTY NUMBER	BRAND NAME	MODEL	DESCRIPTION	SERIAL NUMBER	RELEASED
01-09-08	08-1061			PAINTED RED, MOUNTAIN		
01-10-08	08-1191	ROADMASTR	MT CLIMBER	BOYS, RED	VL19L11OCW	
01-11-08	08-1272	DIAMONDBK		MOUNTAIN, BURGUNDY	IST12265	
01-21-08	08-2318	MAGNA		MOUNTAIN, PURPLE&WHITE		
02-11-08	08-4945	PACIFIC	QUASAR	MOUNTAIN, PURPLE	C20E0836	
02-20-08	08-6047	HONDA	DIRT BIKE	RED/BLACK		
02-21-08	08-6170	NEXT	DUAL SUSPENSION	PINK/BLACK	45607025	
02-24-08	08-6571	FREESPIRT		RED	489473810	
02-28-08	08-6987	HOWLES				
02-29-08	08-7148	MAGNA	MOUNTAIN	WOMEN'S, PURPLE	02TD5499063	
03-01-08	08-7339	MONGOOSE		BLUE		
03-15-08	08-7882	NEXT	POWER X	26", MTN, RED/SILVER	LWGI013602	
03-15-08	08-9264	ROADMASTR		26", 18SPD, RED	HH0880547	
03-17-08	08-9402	HUFFY	NORTHWEST	MOUNTAIN, GREEN	26627- 9066712H3074	
03-20-08	08-9748	NEXT			34564093	
03-22-08	08-10014				SN2EE05AA8471	
03-25-08	08-10436	ROLLFAST		LADIES, BLUE		
03-26-08	08-10593			RED	48199085	
03-27-08	08-10619	HUFFY		6SPD, BLUE, SILVER	09138	
03-29-08	08-10993	BMX		20", BLUE, SILVER, W/MAG WHEEL		
04-13-08	08-12892	SCHWINN	FRONTIER	RED, MEN'S,	S4A19381	
04-21-08	08-13860	SCOOTER		RED/SILVER		

SALISBURY POLICE DEPARTMENT BICYCLE LOG

DATE RECEIVED	PROPERTY NUMBER	BRAND NAME	MODEL	DESCRIPTION	SERIAL NUMBER	RELEASED
04-28-08	08-14822	MONGOOSE		MOUNTAIN, SILVER	AZ3Y05919	
05-07-08	08-16075	MAGNA		GREEN	8501-55	
05-15-08	08-17041	PACIFIC	STARLIGHT	GIRLS		
05-16-08	08-17278	KAWASAKI		GREEN	UV05281661	
05-29-08	08-18827	TREK	3700	MOUNTAIN, BLUE/SILVER	1380	
05-30-08	08-18959	DISNEY	PRINCESS	16", PURPLE	51956L07E	
06-07-08	08-19975	HUFFY		MOUNTAIN, BLACK		
06-08-08	08-20147	VERUCCI	QINGQI	3M SCOOTER	LAEACC10X3B9105 58	
06-08-08	08-20160	DYNACRAFT		BOYS, RED/WHITE/SILVER	791B9739	
06-09-08	08-20204				4C2111957	
06-17-08	08-21275	HUFFY		BOYS, ORANGE, SILVER	K6540-B	
06-18-08	08-21409	RALEIGH		BLUE W/BLACK BASKET	R907633277	
06-20-08	08-21620	BAHA		SCOOTER, SC50, PINK	LAWTAAMT9601029 64	
	08-21620	GATOR 50		BLUE MOTOR SCOOTER		
06-21-08	08-21769	HUFFY	STORM	MOUNTAIN,	14626BA07J	
06-21-08	08-21775	NEXT	BMX		301173	
06-22-08	08-21914	SHANGHAI	GATOR SC50	MOTORSCOOTER, BLACK	1J4TCBPN87Y011	
06-30-08	08-22823	SCHWINN	LETOUR	RED		
07-15-08	08-23651	QUEST		MOUNTAIN, BLUE	1WBG039112	
07-07-08	08-23941	TREK 4500		YELLOW/BLACK ALUMINUM	C69H1572	
07-10-08	08-24526	HUFFY		BLUE/YELLOW, 20SPD		

SALISBURY POLICE DEPARTMENT BICYCLE LOG

DATE RECEIVED	PROPERTY NUMBER	BRAND NAME	MODEL	DESCRIPTION	SERIAL NUMBER	RELEASED
07-11-08	08-24678	HUFFY			9170HUFFY26638	
07-16-08	08-25384	NEXT			79477773	
07-20-08	08-25979	MAGNA		MOUNTAIN, 12SPD, GREEN		
07-28-08	08-27095	PACIFIC	EXPLOIT	SILVER/BLUE	HJ1030410	
07-29-08	08-27124	SCHWINN		PINK		
	08-27124	SHAMINO		ALUMINUM COLORED		
08-02-08	08-28126	OUTREACH	MAGNA	MTB, RED, 10SPD		
08-06-08	08-28722	SCHWINN	SHIMANO	RED	C2141965	
08-06-08	08-28728	SCHWINN	STARLET	BLUE	ACA02H08D6D4	
08-11-08	08-29660	FREESPIRT		MAROON	48P47U150511078 76	
08-15-08	08-30247			PAINTED ALL BLACK	NP06F15053	
08-16-08	08-30283	NEXT		BOYS	77082748	
08-17-08	08-30448	GARY FISHER		MOUNTAIN, GREY	CC2C6086	
08-27-08	08-31824	RALEIGH		10SPD		
08-31-08	08-32556			MEN'S, MULTI-COLORED	RMC24014441	
09-11-08	08-34241	HUFFY		GIRLS, BLUE, PINK W/ FLOWERS	SNHEJ06E67069	
09-02-08	08-32770	RALLYE		BOYS, 20", RED	74678217	
09-04-08	08-33186	VORTEX		GREEN	HH257016	
09-07-08	08-33798	TREK		BLUE	879774	
08-09-08	08-34075	HARD		BLUE	DZWZI058	

SALISBURY POLICE DEPARTMENT BICYCLE LOG

DATE RECEIVED	PROPERTY NUMBER	BRAND NAME	MODEL	DESCRIPTION	SERIAL NUMBER	RELEASED
08-09-08	08-34075	NEXT		BLUE, SHIMANO	39183320	
09-12-08	08-34416	NEXT	FILTER	BOYS, BMX, SILVER, RED	69573737	
09-13-08	08-34557	COLUMBIA		MTN, 10SPD, RED/TAN, BELL		
09-16-08	08-34825	TREK	U300	SILVER, GRAY	WTU361C2553B	
10-03-08	08-37219	NEXT		RED	COLOTC3170	
10-14-08	08-38578	ROADMASTR		PURPLE/SILVER	K2GKU48270	
10-31-08	08-40435	NEXT	SLUMBERPARTY	PINK	72097609	
11-1-08	08-40645	NEXT	BMX	RED/SILVER	64300641	
11-15-08	08-40950			KIDS, BLUE/SILVER	8NFSDU6HV8878	
11-03-08	08-40751	LAJOLLA	GS62640	RED, 26", W/WHITE WALLS	GS070219318	
11-09-08	08-41544	HUFFY		MOUNTAIN, BLACK/GREEN		
11-10-08	08-41648	GT	PRO SERIES	BMX	AJ00373	
11-17-08	08-42387	MONGOOSE		BLACK/RED	SNFSD08FR2939	
11-28-08	08-43657	LAJOLLA	STREET CRUISER	RED	GS080413665	
11-29-08	08-43726	MONGOOSE	BMX		SNACB08405007	
12-08-08	08-44729			MOUNTAIN, RED	49024114	
12-26-08	08-46886	ROADMASTR	MT FLURY	10SPD,	SNFS004H12861	

WWTP STATUS REPORT

MAY 11, 2009 COUNCIL MEETING

The Waste Water Treatment Plant is a filtering and treatment process intended to remove nitrogen, phosphorus, solids and bacteria from wastewater entering the plant. This treatment process involves mechanical, chemical and biological treatment of the wastewater.

The City's primary goal is to adjust wastewater treatment performance to comply with State mandated permit numbers for nitrogen, phosphorus, solids and bacteria. To this end, the City has retained Dr. Enos Stover, a consultant who has an extensive background in operation of this type of treatment plant. He has recommended short-term adjustments to the plant.

Among these corrections are:

(1) install lower capacity pumps at the North side and South side pump stations to level out effluent flow at low flow times (nights and weekend);

(2) increase recycling of wastewater within the plant to improve treatment;

(3) take two (2) oxic filters off line to improve wetting rates;

(4) install fans on the oxic filters to improve aeration; and

(5) evaluate operation of plant structures, equipment and

instruments.

Dr. Stover continues to evaluate and discuss the operation of this plant with City personnel. He will make the necessary revisions to his adjustments as plant performance dictates.

At the May 4th meeting with the Maryland Department of the Environment, the City briefed MDE on the corrective actions underway at the treatment plant. The City requested:

(1) extension of interim discharge permit limits; and

(2) extension of the period for the grant and loan funding for this

project.

MDE will review these requests and provide a response.



**Mayor's Proposed
Budget
FY 10**

Introduction

Budget Process - Mission

The City of Salisbury exists to ensure the highest possible quality of life for our citizens. In partnership with our citizens and employees, we will provide safe, livable and diverse neighborhoods. We will deliver efficient and effective municipal services at a high level of customer satisfaction. We will ensure that our infrastructure and services support our residents and businesses. The City of Salisbury will emphasize protecting and enhancing the environment.

Budget Process (cont'd.)- Core Values

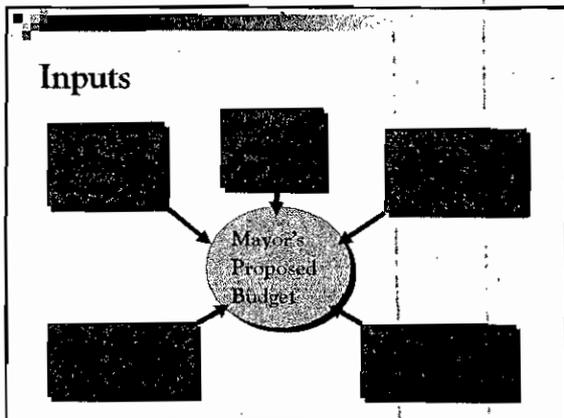
- Accountability
- Continuous Improvement
- Diversity
- Environment
- Ethics
- Respect
- Safety
- Teamwork
- Trust

Budget Process (cont'd.)- Vision

The City of Salisbury will remain the medical, educational, cultural and economic center of the Eastern Shore. Our commitment to excellence, innovation and service, combined with sound fiscal management, will ensure Salisbury's future as a safe, vibrant and healthy community.

Budget Process (cont'd.) -Goals

- Begun in October with Mayor-Council Goal Setting Session
- Goals
 - I. Enhancing Economy and Efficiency
 - II. Enhancing Resources
 - III. Improving Public Safety
 - IV. Invest in Infrastructure
 - V. Enhance the Environment
 - VI. Promoting Community Revitalization
 - VII. Providing Positive Communication and Transparency



What is a budget?

- Work Plan
- Plan for the Allocation of Available Resources
- The Most Important Task Undertaken by the Mayor and Council

Total Budget – FY 10

- Total Proposed Budget is \$51,943,128 an increase of \$4,369,025 over the FY 09 Adopted Budget (9% increase)
- General Fund totals \$33,212,672 an increase of \$2,310,212 over the FY 09 Adopted Budget (7.5% increase)
- Water and Sewer Fund is proposed to increase by 12%

General Fund

- Increase in General Fund Budget is mostly attributable to accounting change – budgeting for total cost of capital assets being purchased through lease purchase (\$1,719,000)

General Fund Expenditure Increases

- Local Cost for 8 Officers – COPS Grant - \$147,241
- Consultant Services/Training for Internal Services Staff on MUNIS software - \$43,830
- Repairs to Beaverdam Bridge - \$50,000
- Safety Projects at Dams - \$50,000
- Sidewalk Project in Harbor Pointe (jointly funded with neighborhood) - \$55,000
- Street Light Project in Sassafra Meadows - \$50,000

General Fund Expenditure Increases (cont'd.)

- Engineering for:
 - Beaverdam Creek Tidal Dam Repairs - \$30,000
 - E. Main Street Storm Drain Repairs - \$33,000
 - Vine Street Flood Relief - \$15,000
 - Naylor Mill Road Bridge Repair - \$10,000

General Fund –Lease Purchase Projects

- Replacement Phone System (Total Cost - \$219,000)
- Replacement EMS Units (3) (Total Cost - \$620,000)
- Replacement Heart Monitors and AED Units (Total Cost - \$259,000)
- Replacement 3-ton Dump Truck (Total Cost \$110,000)

General Fund –Lease Purchase Projects (cont'd.)

- Replace ¾ ton truck (Total Cost \$28,000)
- Replace Street Sweeper (Total Cost \$185,000)
- Replace automated Sanitation Truck (Total Cost \$200,000)
- Replace 1-ton dump truck (Total Cost \$45,000)

General Fund Revenue Projections

- We have been conservative in revenue projections to reflect slow-down in economy and in housing market
- Only major revenue item that reflects a significant increase is real property taxes based on assessment information from Maryland Dept. of Assessments and Taxation
- No change in Property Tax Rate

Revenue Shortfalls/Constraints

- Only major revenue source that the City controls is the Property Tax
- Property Tax Accounts for 65% of General Fund Revenues
- Property Tax Revenues Estimated to Increase 6.3% over FY 09
- Income Tax Revenues projected for next year are the same as the current year
- Income Tax (FY10) is projected to be 15.7% (\$293,021) less than FY 08

Revenue Shortfalls/Constraints (cont'd.)

- Building Permit Revenue is \$200,000 (same as FY 09 projected) down \$282,000 from FY 08 and \$488,000 from FY 07 due to slow-down in building
- Highway User Taxes are also down 12.5% (\$175,000) from estimated FY 09 distributions
- Fruitland Fire Company is assuming EMS service to their district effective 7/1/09 – reducing City revenues by \$284,000 (\$149,000 in County Grants and \$135,000 in Ambulance Billing)

General Fund –Proposed Bond Issue

- Riverwalk Repairs - \$500,000
- Replace Vehicle Maintenance Facility (General Fund Portion) - \$1,351,000

Water and Sewer Fund

- Proposed Budget equals \$17,809,522 – an increase of \$1,957,958 over FY09 original adopted budget (12.4%)
- Proposed Budget includes an average increase of 14% in water and sewer rates effective with bills rendered for October 1, 2009 and after
- Increase would cost average residential customer about \$9 per quarter

Water and Sewer Fund (cont'd.)

- Increase in rates continues the program we discussed last year
 - Continuing financial viability of water and sewer utility
 - Provide for critical infrastructure upgrade and replacement

Water and Sewer Fund (cont'd.)

- Investment in Infrastructure
 - Replacement of W. Isabella Water Main - \$210,000
 - Ongoing Restoration of Park and Paleo Well Fields - \$310,000
 - System-wide Replacement/Refurbishment of Sewer System Lines - \$200,000
 - Multi-year project to Evaluate and Rehabilitate Mill Street Lift Station and Sewer Shed - \$165,000

Water and Sewer Fund (cont'd.)

- Investment of Capacity Fees
 - Engineering for Paleo Well #3 - \$200,000 in Capacity Fees
 - 12" Water Main on Naylor Mill Rd from Northwood to Northgate - \$200,000 (\$100,000 from Water Fund and \$100,000 from Capacity Fees)
 - Debt Service on FY 08 Bond Paleo Water Storage Engineering - \$41,614
 - Engineering for Caustic Soda Feed System at Water Treatment Plant (\$100,000 from Water Fund and \$100,000 from Capacity Fees)

Water and Sewer Fund (cont'd.)

- Investment of Capacity Fees (cont'd.)
 - WWTP debt service - \$763,207 in Capacity Fees
 - Diminutors/Comminutors at Pump Stations/Lift Station Upgrades Debt Service - \$99,000 in Capacity Fees
 - 30" Sewer Main on Naylor Mill Road from Northwood to Northgate (\$125,000 from Sewer Fund and \$125,000 from Capacity Fees)

Water and Sewer Fund

- No increase in demand over last several years despite growth in number of customers
- The WWTP Budget has increased 126% (\$2.2M) since FY 05 due to increased costs of operating the upgraded and expanded plant

Water and Sewer Fund – Economic Stimulus Funds

- DP&L Lift Station - \$1.2 million no-interest loan
- Paleo Water Storage Tank - \$2.7 million no interest loan + \$293,635 grant

Water and Sewer Fund - Proposed Bond Issue

- Replace Vehicle Maintenance Facility (Water and Sewer Fund Portion) - \$579,000

Marina Fund

- Operations Taken Over By City
- Projecting \$45,000 Deficit
- Working with Marina Commission to increase advertising and promotions at Marina

Going Forward

- Seek Tax-Setoff from Wicomico County
- Seek additional revenue flexibility from General Assembly



Thank you!

Memo

To: John Pick, City Administrator
From: Pamela B. Oland, Director of Internal Services *PBO*
Date: April 30, 2009
Re: Constant Yield Tax Rate Public Hearing

The City Council is required, by State law, to conduct a "constant yield tax rate public hearing" during the process of adopting its budget in any year in which the proposed tax rate exceeds the "constant yield tax rate". This year's public hearing has been scheduled for the May 11th Council meeting. In accordance with this law, we have placed the required advertisement in the newspaper, giving notice of the public hearing. (A copy of this advertisement is attached.)

Each year, the State Department of Assessments and Taxation calculates the City's new assessable tax base and compares it to the previous year's base. They then calculate the tax rate that would be needed in order to generate the same amount of tax revenue as the previous year. This tax rate is considered the "constant yield tax rate". If a City Council is considering a tax rate that is higher than the "constant yield tax rate", it must conduct a "constant yield tax rate public hearing", and advertise that it is considering raising taxes, even though it may be proposing that the tax rate remain the same as the previous year. The purpose of this requirement is to give the public the opportunity to have input whenever tax revenues are being increased (which some people consider a tax increase) even though the rate itself is not being raised (which is usually what is considered a tax increase).

In our case, this year the State has calculated our "constant yield tax rate" as \$0.770. Our current tax rate is \$0.819 and the Mayor has proposed a budget with a tax rate of \$0.819, thus we are required to hold a constant yield tax rate public hearing. After holding the public hearing, Council can adopt a tax rate which differs from the \$0.819 rate "at the time of the hearing or on a later day, if the day, time and location to consider the increase are announced at the meeting".

For your information, I have attached a copy of the notification we received from the State Department of Assessments and Taxation on the procedures to be followed to comply with the State statute.

Daily Times

April 30, 2009

Pg C4

The Blue Jays' Becky Skipper hits a home run. had three, and Taylor Blazer, Alyssa Hardesty

CITY OF SALISBURY NOTICE OF A PROPOSED REAL PROPERTY TAX INCREASE

The Mayor and City Council of the City of Salisbury propose to increase real property taxes.

1. For the tax year beginning with July 1, 2009, the estimated real property assessable base will increase by 6.4%, from \$1,815,327,360 to \$1,932,098,839.
2. If the City of Salisbury maintains the current tax rate of \$0.819 per \$100 of assessment, real property tax revenues will increase by 6.4% resulting in \$956,358 of new real property tax revenues.
3. In order to fully offset the effect of increasing assessments, the real property tax rate should be reduced to \$0.770, the constant yield tax rate.
4. The City is considering not reducing its real property tax rate enough to fully offset increasing assessments. The City proposes to adopt a real property tax rate of \$0.819 per \$100 of assessment. This tax rate is 6.4% higher than the constant yield tax rate and will generate \$956,358 in additional property tax revenues.

A public hearing on the proposed real property tax rate increase will be held at 6:00 pm on May 11, 2009 in room 301 at the City/County Government Office Building, 125 N. Division Street, Salisbury, MD. The hearing is open to the public, and public testimony is encouraged.

Persons with questions regarding this hearing may call 410-548-3100 for further information.

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YORKIE
MIX PU
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(757)82



State of Maryland

DEPARTMENT OF ASSESSMENTS AND TAXATION

Office of the Director

MARTIN O'MALLEY
Governor

C. JOHN SULLIVAN, JR.
Director

WILTON P. STANSBURY, JR.
Deputy Director

February 13, 2009

RECEIVED
FEB 17 2009

MEMORANDUM

To: All Municipal Taxing Authorities
From: C. John Sullivan, Jr., Director 
Re: 2009/10 Constant Yield Tax Rate - Instructions

The Department of Assessments and Taxation is charged with administering the Constant Yield Tax Rate law. The law is found in two separate sections of the Tax-Property Article, §§ 2-205 and 6-308. The latter contains the provisions that must be followed by taxing authorities. We are here to answer your questions and assist you in complying with this law.

Municipal corporations may set any tax rate for personal property without regard to the constant yield tax rate process. However, failure to comply with the constant yield tax rate law could have serious consequences for your jurisdiction. If the notice requirements are not fulfilled, the Department must notify the Attorney General, who has required jurisdictions to lower their real property tax rates.

Concept:

The constant yield tax rate is calculated by the Department for each taxing authority in the State. It represents the real property tax rate for the coming tax year that will generate the same amount of revenue that was generated during the current tax year. As assessments increase, the constant yield tax rate decreases. Implicit in this concept is the idea that *a tax rate at or below the existing tax rate is a tax increase if it is higher than the constant yield tax rate.* When a taxing authority plans to impose a real property tax rate that is higher than the constant yield tax rate, it must advertise the tax increase and hold a public hearing. If the taxing authority plans to set a real property tax rate at the current level, but above the constant yield tax rate, it must be advertised and a hearing must be held.

Procedures:

The law establishes very strict procedures governing the advertisement and the public hearing. Further, the law requires that the Department of Assessments and Taxation monitor the advertising and hearing process and report to the Attorney General any apparent violations. In the past, violations have resulted in jurisdictions being ordered to reduce the tax rate after tax bills had been issued. To avoid violating the law, you must comply with the following procedures:

- 1. Notice or Advertisement (2 options):** (1) Mail the proper notice to each real property taxpayer who resides in your jurisdiction; or (2) place an advertisement in a newspaper of general circulation in your jurisdiction. If you want to mail the notice to each resident, please contact the Department for prior approval and guidance.
- 2. Form of the Notice or Advertisement:** The language is specified word for word in the statute. An ad that deviates from the statutory requirements does not meet the requirements of the law and will be referred to the Attorney General for action. A sample notice with instructions and calculations for the arithmetic (Form CYTR #3) are included in this package. The wording in the statute is required and may not be modified. No part of this notice may be omitted. Additional language consistent with the intent of the law will be permitted (e.g. information regarding access to the hearing for the disabled). *Additional language designed to recast a tax rate in excess of the constant yield tax rate as anything other than a tax increase is contrary to the intent of the constant yield tax rate law and is not acceptable. It does not matter whether the additional language is within or outside the border of the required notice.* In order to minimize your advertising costs and avoid needless litigation, please use only the language required by law. If you have any question about the acceptability of additional language, contact Ms. Laura Kittel at the address on the following page.

If you are using the same tax rate as last year, please note that the percentage change in Section 1 and Section 2 of the advertisement will be the same but may be different than Section 4. Even though the calculations for the new real property tax revenues generated in Section 2 and Section 4 will vary due to rounding, please use the figure from Section 2 in both sections. Please use whole dollars in the advertisement and round to one decimal place in the percent changes.

We will gladly review any advertisement prior to publication. The advertisement will be checked for any errors in the text and calculations, and any additional language will be reviewed. If you wish, we will write your advertisement for you if you furnish us with your proposed tax rate(s). We will attempt to get the advertisement back to you by the next work day. Whenever possible, you will receive a response from us the same day we receive it. Please contact Ms. Kittel for additional information.

- 3. Style and Placement of the Advertisement:** The ad must be at least 1/8th of a page with 12 point type. The notice must not be placed on pages with legal notices or classified advertisements. The headline must be in bold face with all capital letters. The text of the advertisement must be in regular face with mixed case letters. Be sure to emphasize these requirements with the newspaper. The sample notice enclosed shows the correct form for the advertisement.
- 4. Timing of the Advertisement and Hearing:** The hearing must be held on or after the 7th day and on or before the 21st day after the notice is published. Do not count the day of the notice or advertisement, but count the day of the hearing and all intervening calendar days, including Saturdays, Sundays, and holidays. This means that the advertisement must appear between one and three weeks before the hearing. The hearing must be held on or before June 17 before the date required by law for imposition of the

property tax. This means that the absolute latest the advertisement can be published is June 10 for a June 17 hearing.

5. **Reporting to the Department:** The taxing authority must provide a copy of the *entire* newspaper page that carried the notice or evidence that the notice was mailed to each property taxpayer. A photocopy of the newspaper page or just the advertisement itself are not acceptable. Please use the enclosed Form CYTR #2. This must be sent to the Department within 15 days of the date of the advertisement. We strongly recommend that you send the Department a copy of the notice as soon as it is published, especially if the Department has not reviewed the advertisement prior to publication. We review all advertisements as soon as they are received so that if the advertisement does not conform to the law you may have time to republish it and hold a new hearing before the June 17 deadline. Failure to properly report to the Department is noncompliance that must be referred to the Attorney General.
6. **Setting the Rate:** The real property tax rate must be set at the constant yield tax rate hearing, or at a later time if the day, time, and location the tax rate will be set is announced at the hearing. The personal property tax rate can be set at any time consistent with law.

Enclosed is the Constant Yield Tax Rate Certification (Form CYTR #1) which shows the constant yield tax rate and the associated steps in its calculation for your jurisdiction. Personal property is not part of the constant yield tax rate calculation.

Please remember that the constant yield tax rate uses an estimate of assessable real property made in February, several months before tax rates are typically set. Every effort is made to provide reliable estimates of revenue for the upcoming year. The Department issues revised estimates on a county basis in late March which may be obtained by contacting this office or from our web site at <http://www.dat.state.md.us/sdatweb/stats>.

Questions or Problems: Laura Kittel, Administrator
Department of Assessments and Taxation
301 West Preston Street, Room 808
Baltimore, Maryland 21201
Phone: (410) 767-1191 Fax: (410) 333-5873
Email: lkittel@dat.state.md.us

Enclosures: Sample Notice
Form CYTR #1 (Constant Yield Tax Rate Certification)
Form CYTR #2 (Reporting Form)
Form CYTR #3 (Advertisement Calculation Instructions)

2009 Constant Yield Tax Rate Certification

Taxing authority: **Salisbury**
 in Wicomico County

1	1-Jul-2008	Gross assessable real property base	\$	2,015,985,078
2	1-Jul-2008	Homestead Tax Credit	-	200,657,718
3	1-Jul-2008	Net assessable real property base		1,815,327,360
4	1-Jul-2008	Actual local tax rate (per \$100)	x	0.819
5	1-Jul-2008	Potential revenue	\$	14,867,531
6	1-Jul-2009	Estimated assessable base	\$	2,235,565,753
7	1-Jan-2009	Half year new construction	-	13,796,015
8	1-Jul-2009	Estimated full year new construction*	-	15,000,000
9	1-Jul-2009	Estimated abatements and deletions**	-	274,670,899
10	1-Jul-2009	Net assessable real property base	\$	1,932,098,839

11	1-Jul-2008	Potential revenue	\$	14,867,531
12	1-Jul-2009	Net assessable real property base	+	1,932,098,839
13	1-Jul-2009	Constant yield tax rate	\$	0.770

Certified by


 Director

* Includes one-quarter year new construction where applicable.
 **Actual + estimated as of July 1, 2009, including Homestead Tax Credit.
 CYTR #1