



# City of Salisbury

## CITY COUNCIL AGENDA



---

---

**April 14, 2014**  
**Government Office Building**

---

---

**6:00 p.m.**  
**Room 301**

Times shown for agenda items are estimates only.

6:00 p.m. CALL TO ORDER

6:01 p.m. WELCOME/ANNOUNCEMENTS

6:03 p.m. INVOCATION/MEDITATION AND PLEDGE OF ALLEGIANCE

6:05 p.m. PRESENTATIONS – Mayor James P. Ireton and Council President Jacob R. Day

- National Library Week
- The Daily Record - Maryland's Top 100 Women 2014

6:15 p.m. COMMUNITY ORGANIZATION PRESENTATION –  
Wicomico Mentor Program – Mark Thompson

6:25 p.m. ADOPTION OF LEGISLATIVE AGENDA

6:27 p.m. CONSENT AGENDA – Assistant City Clerk Diane Nelson

- March 10, 2014 closed session minutes
- March 24, 2014 regular meeting minutes
- March 24, 2014 closed session minutes
- Resolution No. 2384 – approving the reappointment of Linda Wainer to the Zoo Commission for term ending 12/31/2016
- Resolution No. 2385 – declaring that TWO FARMS, INC. is eligible to receive Enterprise Zone benefits for property located at 101 N. Salisbury Boulevard, Salisbury, Maryland
- Resolution No. 2386 – declaring that DELMAR BREWING COMPANY, LLC is eligible to receive Enterprise Zone benefits for property located at 200 Elmwood Street, Salisbury, Maryland

6:30 p.m. AWARD OF BIDS – Assistant Director of Internal Services – Procurement & Parking  
Jennifer L. Miller

- Recommendation for Award of Bid, RFP 06-14 Utility Easement for 1142 Marine Road Radio Tower (\*20-yr. lease revenue)
- Declaration of Surplus – SPD Firearms (Qty 48)

6:35 p.m. RESOLUTIONS –City Administrator M. Thomas Stevenson

- Resolution No. 2387- accepting Federal Funds awarded by the U.S. Justice Department through an Edward Byrne Memorial Justice Assistance Grant (JAG) Program for maintaining and upgrading the technology of the Salisbury Police Department in the areas of providing an intelligence surveillance equipment and computer technology hardware

- Resolution No. 2388 - authorizing the Capacity Fee of the City's Comprehensive Connection Charge be waived for a development known as 100 North Division Street

6:50 p.m. ORDINANCES - City Attorney Mark Tilghman

- Ordinance No. 2280 – 2<sup>nd</sup> reading - approving a budget amendment of the FY2014 Fire Department budget to transfer funds from the City's General Fund surplus to the Fire Department's turnout gear account
- Ordinance No. 2282 – 2<sup>nd</sup> reading - approving an amendment of the FY2014 Government Office Building Capital Outlay budget to appropriate funds to cover a new phone system for City employees at the Government Office Building
- Ordinance No. 2283 – 2<sup>nd</sup> reading - amending the FY2014 General Fund to appropriate \$10,000 for a contribution to support the 2014 Red, White and Boom fireworks display
- Ordinance No. 2284 – 2<sup>nd</sup> reading - amending the FY2014 General Fund to appropriate \$75,500 for making street maintenance improvements to portions of Mill Street, W. Main Street and W. Market Streets
- Ordinance No. 2285 – 2<sup>nd</sup> reading - approving an amendment of the FY2014 Consulting Fee budget to appropriate funds to cover an environmental study at the building commonly known as "The Bricks", City-owned surplus property located at 432-434 E. Church Street, Salisbury, MD
- Ordinance No. 2286 – 1<sup>st</sup> reading - increasing the salaries of the Mayor and Council Members of the City of Salisbury

7:05 p.m. PUBLIC COMMENTS

7:10 p.m. MOTION TO CONVENE IN CLOSED SESSION

ADJOURNMENT

**Copies of the agenda items are available for review  
 in the City Clerk's Office  
 Room 305 – City/County Government Office Building  
 410-548-3140  
 or  
 on the City's web site  
[www.ci.salisbury.md.us](http://www.ci.salisbury.md.us)**

**City Council meetings are conducted in open session unless otherwise indicated. All or part of the Council's meetings can be held in closed session under the authority of the Maryland Open Meetings Law, Annotated Code of Maryland 10-508(a), by vote of the City Council.**

**Proposed agenda items for April 28, 2014 (subject to change)**

- Ordinance No. 2286 - 2<sup>nd</sup> reading – increasing the salaries of the Mayor and Council Members of the City of Salisbury
- Resolution No. \_\_\_\_ - adopting a Capital Improvement Plan for the five year period FY 15-19
- Resolution No. \_\_\_\_ - approving the City's 5-Year Consolidated Plan (2014-2018), 2014 Action Plan for Community Development Block Grant (CDBG) Funds, and the 2014 Analysis of Impediments to Fair Housing Choice (AI)
- Resolution No. \_\_\_\_ - EMS Billing Hardship Policy Presentation
- Resolution No. \_\_\_\_ - HEAL Cities and Towns Campaign
- Resolution No. \_\_\_\_ - Council Regulations and Rules of Order
- **Charter Resolution No. \_\_\_\_ - Charter Change for City Attorney**

1 **CITY OF SALISBURY, MARYLAND**

2  
3 **REGULAR MEETING**

**MARCH 24, 2014**

4  
5 **PUBLIC OFFICIALS PRESENT**

6  
7 *Council President Jacob R. Day* *Vice President Laura Mitchell*  
8 *Councilwoman Eugenie P. Shields* *Councilman Timothy K. Spies*  
9 *Councilwoman Terry E. Cohen (arrived at 6:47 p.m.)*

10  
11 **PUBLIC OFFICIALS NOT PRESENT**

12  
13 *Mayor James P. Ireton, Jr.*

14  
15 **IN ATTENDANCE**

16  
17 *City Clerk Kimberly R. Nichols, CMC, City Administrator M. Thomas Stevenson, Jr., Assistant*  
18 *City Administrator Terence Arrington (left at 9:23 p.m.), Deputy Fire Chief John Tull, Public*  
19 *Works Director Michael Moulds, Deputy Director Public Works Amanda Pollack, City Attorney*  
20 *Mark Tilghman, and interested citizens and members of the press*

21 *\*\*\*\*\**

22  
23 **MEDITATION – PLEDGE OF ALLEGIANCE**

24  
25 *The City Council met in regular session at 6:00 p.m. in Council Chambers. Council President*  
26 *Day called the meeting to order and a moment of silent meditation was held followed by the*  
27 *Pledge of Allegiance.*

28  
29 **COMMUNITY ORGANIZATION PRESENTATION** – *Youth Civics Council*

30 *- presented by Brittany Goff*

31  
32 *Brittany Goff, manager of the Youth Civics Council, was invited to the podium to speak about the*  
33 *program. She congratulated the students who were selected by their schools to participate and*  
34 *thanked the Council for giving her the opportunity to develop the Youth Civics Council program.*

35  
36 *Ms. Goff explained the Salisbury Youth Civics Council was a formal board of twenty-four (24)*  
37 *members ranging in ages from 8<sup>th</sup> through 11<sup>th</sup> grade students chosen to represent the young*  
38 *voices in Salisbury. This formal role will provide these outstanding students the task of making*  
39 *decisions, allow them to interact with City officials, help them develop leadership skills, teach*  
40 *them professional communication skills, enhance their public speaking and leadership skills, and*  
41 *teach them how local government operates, all the while bettering the City of Salisbury. The*  
42 *students will present their suggestions to City Council on how to help Salisbury grow to its full*  
43 *potential, and will likely become the future leaders of the community.*

44  
45 *Mark S. Bowen, Clerk of the Circuit Court, administered the oath for the following students:*  
46

<i>Isaiah Camper</i>	<i>Michael Cope</i>	<i>Aaron Davis</i>	<i>Cole Davis</i>
<i>Aubrey Davis-Lockart</i>	<i>Kelly Deehan</i>	<i>Felicita Dillard</i>	<i>Lindsey Johnson</i>
<i>Kambria Jones</i>	<i>Briley Kelly</i>	<i>Kieran Murphy</i>	<i>Ahmed Osman</i>
<i>Gail Rabasca</i>	<i>Stephanie Rimmer</i>	<i>Nigeria Ruff</i>	<i>Maddy Sherwood</i>
<i>Za'Quan Thomas</i>			

47  
48 **ADOPTION OF LEGISLATIVE AGENDA**  
49

50 *Mrs. Mitchell moved and Mrs. Shields seconded to approve the legislative agenda.*

51  
52 *Mrs. Shields moved, Mr. Spies seconded, and the vote was unanimous (4-0) to amend the agenda*  
53 *by adding Charter Resolution No. 2348 after the Award of Bids, and move Ordinance No. 2283*  
54 *for first reading to the beginning of the Ordinances.*

55  
56 *The legislative agenda was unanimously approved on a 4-0 vote (Ms. Cohen had not yet arrived*  
57 *to the meeting) as amended.*

58  
59 *City Clerk Nichols explained that Charter Resolution No. 2348 had to be presented for another*  
60 *vote because the required four (4) necessary publications at weekly intervals in the Daily Times*  
61 *had not been arranged. The public notice was properly published prior to Council's vote.*

62  
63 **CONSENT AGENDA** – *presented by City Clerk Kim Nichols*  
64

65 *The Consent Agenda, consisting of the following items, was unanimously approved as presented*  
66 *on a motion by Mrs. Shields that was seconded by Mr. Spies:*

- 67  
68
  - 69 • *February 24, 2014 closed session minutes*
  - 70 • *March 10, 2014 regular meeting minutes*
  - 71 • *March 10, 2014 work session minutes*
  - 72 • *Manufacturing exemption request – Machining Technologies, Inc. (Matech)*
  - 73 • *Manufacturing exemption request – Delmarva Printing and Design, Inc.*

74 **AWARD OF BIDS** – *presented by Assistant Director of Internal Services – Procurement & Parking*  
75 *Jennifer L. Miller*  
76

77 *The Award of Bids, consisting of the following items, was unanimously approved on a 4-0 vote*  
78 *on a motion by Mrs. Mitchell and seconded by Mr. Spies:*

- 79  
80
  - 81 • *Recommendation for Award of Bid, RFP 03-14 Skatepark Design/Build - \$216,250.00*
  - *Change Order #2 to Contract 102-13 Caustic Chemical Storage Building and Feed*

- 82            *System – Paleo WTP - \$23,979.15*
- 83            • *Change Order #2 to Contract 117-10 Re-bid Zoo Animal Health Building - \$6561.00*
- 84            • *Withdrawal of Change Order #1 to Contract 114-13 Mill St. Bulkhead - \$0.00*
- 85            • *Declaration of Surplus – SPD Vehicles #02 and #06 - \$0.00*
- 86

87    **RESOLUTIONS** – *presented by City Administrator M. Thomas Stevenson, Jr.*

88

- 89            • *Charter Resolution No. 2348 – to amend Article XVI, Section SC 16-3 of the Charter of*  
90            *the City of Salisbury, Maryland to permit procurement preferences when authorized by*  
91            *ordinance*
- 92

93            *On a motion and seconded by Mrs. Shields and Mrs. Mitchell, respectively, Charter*  
94            *Resolution No. 2348 was unanimously approved as presented on a 4-0 vote.*

95

- 96            • *Resolution No. 2378 – accepting a donation in the amount of \$3,000.00 from the*  
97            *Salisbury Skatepark Committee, Inc. as a portion of the matching funds pledged for the*  
98            *grant received from the Tony Hawk Foundation for the Salisbury Skatepark, Phase I*
- 99

100            *On a motion and seconded by Mr. Spies and Mrs. Shields, respectively, Resolution No.*  
101            *2378 was unanimously approved as presented on a 4-0 vote.*

102

- 103            • *Resolution No. 2379 – accepting a donation in the amount of \$2,000.00 from Deborah J.*  
104            *Stam as a portion of the matching funds pledged for the grant received from the Tony*  
105            *Hawk Foundation for the Salisbury Skatepark, Phase I*
- 106

107            *On a motion and seconded by Mrs. Mitchell and Mr. Spies, respectively, Resolution No.*  
108            *2379 was unanimously approved as presented on a 4-0 vote.*

109

- 110            • *Resolution No. 2380 – accepting State grant funds through the Governor’s Office of*  
111            *Crime Control and Prevention for supplemental overtime for Salisbury Police Officers*  
112            *assigned to the Maryland State Police Gang Unit. A fund in the amount of \$5,000.00 is*  
113            *an addendum to the Safe Streets Grant awarded on July 1, 2013*
- 114

115            *On a motion and seconded by Mrs. Mitchell and Mr. Spies, Resolution No. 2380 was*  
116            *unanimously approved as presented on a 4-0 vote.*

117

- 118            • *Resolution No. 2381 – authorizing the capacity fee of the City’s Comprehensive*  
119            *Connection Charge be waived for the development known as the Cottages at River*  
120            *House, Phase IV*
- 121

122            *On a motion and seconded by Mrs. Shields and Mrs. Mitchell, respectively, Resolution*  
123            *No. 2381 was unanimously approved as presented on a 4-0 vote.*

124

- 125 • *Resolution No. 2382 – to provide a local contribution to the development of ~~rental~~*  
126 *affordable* housing, located on Pemberton Drive, known as the Cottages at River House,  
127 Phase IV, for senior citizens with moderate and low incomes and approving project  
128 financing to be provided either directly by the Department of Housing and Community  
129 Development (the “Department”) of the State of Maryland or through the Department’s  
130 Development Administration (the “Administration”)

131  
132 *Mr. Spies moved and Mrs. Shields seconded to approve Resolution No. 2382.*

133  
134 *Mrs. Mitchell moved, Mrs. Shields seconded, and the vote was unanimous (4-0) to amend*  
135 *Resolution No. 2382 by striking “rental” and inserting “affordable” on Line 4.*

136  
137 *Resolution No. 2382, as amended, was unanimously approved on a 4-0 vote.*

138  
139 **ORDINANCES** – presented by City Attorney Mark Tilghman

- 140  
141 • *Ordinance No. 2283 – 1<sup>st</sup> reading – amending the FY2014 General Fund to appropriate*  
142 *\$10,000.00 for a contribution to support the 2014 Red, White, and Boom fireworks*  
143 *display*

144  
145 *Mrs. Mitchell moved and Mrs. Shields seconded to approve Ordinance No. 2283 for first*  
146 *reading.*

147  
148 *Mr. Mike Dunn, Chair for Red, White, and Boom was invited to the podium to speak*  
149 *about the fundraising partners and the sustainable model being established with the*  
150 *permanent endowment of the Community Foundation of the Eastern Shore.*

151  
152 *Mrs. Shields moved, Mr. Spies seconded, and the vote was unanimous on a 5-0 vote (Ms.*  
153 *Cohen arrived at 6:47 p.m.) to amend Ordinance No. 2283 for first reading by inserting*  
154 *on Line 18 the following:*

155  
156 *“WHEREAS, it was determined during first reading on March 21, 2014, that the*  
157 *appropriate course of action is to direct \$9,000.00 (nine thousand dollars) to the Red,*  
158 *White and Boom for the 2014 celebration and that \$1,000.00 (one thousand dollars) be*  
159 *advanced to the endowment fund.”*

160  
161 *Ordinance No. 2283, as amended, was unanimously approved for first reading.*

- 162  
163 • *Ordinance No. 2276 – 2<sup>nd</sup> reading – amending Chapter 13, Public Services, of the City*  
164 *Code by adding Chapter 13.30 for the purpose of establishing a Stormwater Utility under*  
165 *the direction and supervision of the Public Works Department and further establishing a*  
166 *Stormwater Utility Fee System*

168 Mrs. Mitchell moved and Mrs. Shields seconded to approve Ordinance No. 2276 for  
169 second reading.  
170

171 After discussion, Mr. Spies moved, Ms. Cohen seconded, and the vote was unanimous to  
172 table Ordinance No. 2276 to a special work session for further discussion.  
173

- 174 • Ordinance No. 2279 – 2<sup>nd</sup> reading – approving a budget amendment of the FY14 Fire  
175 Department budget to transfer insurance funds received by the City to the Fire  
176 Department Operating Budget from the General Fund for revenue received for repairs  
177 performed on Tower 16, Engine 16, Ambulance A-1, and Ambulance 16-1  
178

179 On a motion and seconded by Ms. Cohen and Mrs. Mitchell, respectively, Ordinance No.  
180 2279 for second reading was unanimously passed.  
181

- 182 • Ordinance No. 2280 – 1<sup>st</sup> reading – approving a budget amendment of the FY14 Fire  
183 Department budget to transfer funds from the City’s General Fund surplus to the Fire  
184 Department’s turnout gear account  
185

186 Ms. Cohen moved and Mr. Spies seconded to approve Ordinance No. 2280 for first  
187 reading.  
188

189 Mrs. Mitchell moved, Mrs. Shields seconded, and the vote was unanimous to amend  
190 Ordinance No. 2280 by:  
191

- 192 ○ Line 8 – Striking “General Fund” and inserting “Current Year” and  
193 inserting “Account” after “Surplus”
- 194 ○ Line 36 – Striking the semi-colon and the word “and” and inserting a  
195 period
- 196 ○ Line 38 and Line 39 - striking in its entirety
- 197 ○ Line 44 – Striking “General Fund” and inserting “Current Year” and  
198 inserting “01000-469810” after “account”  
199

200 Ordinance No. 2280, as amended, was unanimously approved for first reading.  
201

- 202 • Ordinance No. 2281 – 2<sup>nd</sup> reading – to amend Chapter 15.24 Housing Standards of the  
203 Municipal Code to change the requirements for eligibility of board members for the  
204 Housing Board of Adjustments and Appeals  
205

206 Mrs. Shields moved and Ms. Cohen seconded to approve Ordinance No. 2281 for second  
207 reading.  
208

209 Ms. Cohen moved and Mrs. Shields seconded to amend Ordinance No. 2281 by inserting  
210 on Line 29 “, and, at the time of any new appointment, the City shall ensure that the

211 board includes at least one homeowner and at least one tenant.” after “Salisbury”.

212  
213 Ordinance No. 2281, as amended, was passed for second reading with a 4-1 vote. Mrs.  
214 Mitchell voted “nay”.

- 215  
216 • Ordinance No. 2282 – 1<sup>st</sup> reading – approving an amendment of the FY2014 Government  
217 Office Building Capital Outlay budget to appropriate funds to cover a new phone system  
218 for City employees at the Government Office Building

219  
220 On a motion and seconded by Mrs. Mitchell and Mrs. Shields, respectively, Ordinance  
221 No. 2282 was passed for first reading.

- 222  
223 • Ordinance No. 2284 – 1<sup>st</sup> reading – amending the FY2014 General Fund to appropriate  
224 \$75,500 for making street maintenance improvements to portions of Mill Street, W. Main  
225 Street and W. Market Streets

226  
227 On a motion and seconded by Mrs. Shields and Mrs. Mitchell, respectively, Ordinance  
228 No. 2284 was passed for first reading.

- 229  
230 • Ordinance No. 2285 – 1<sup>st</sup> reading – approving an amendment of the FY2014 Consulting  
231 Fee budget to appropriate funds to cover an environmental study at the building  
232 commonly known as “The Bricks”, City-owned surplus property located at 432-434 E.  
233 Church Street, Salisbury, MD

234  
235 Ms. Cohen moved and Mrs. Shields seconded to approve Ordinance No. 2285 for first  
236 reading.

237  
238 Mr. Tilghman explained the amendments made to the ordinance on the handout, and read  
239 the ordinance with the corrected verbiage inserted on Lines 4 and 25, which strike  
240 “Consulting Fee” and insert “General Fund”.

241  
242 Ordinance No. 2285 for first reading was unanimously approved on a 4-0 vote. Mrs.  
243 Shields had exited the room just prior to the vote.

244  
245 **PUBLIC COMMENTS**

246  
247 There were no comments received from the public.

248  
249 **MOTION TO CONVENE IN CLOSED SESSION**

250  
251 At 9:20 p.m., Mr. Spies moved, Ms. Cohen seconded, and the vote was unanimous to go into  
252 Closed Session to discuss the Comcast Cable Franchise Agreement and the progress made in the  
253 negotiations thus far in accordance with the Annotated Code of Maryland §10-508(a)(7). The

254 *Closed Session began at 9:23 p.m.*

255

256 *At 10:08 p.m., upon a motion and seconded by Ms. Cohen and Mr. Spies, respectively, Council*  
257 *unanimously voted to return to Open Session and President Day reported that Council had*  
258 *convened in Closed Session to receive an update and guidance from special counsel concerning*  
259 *the Comcast Cable Franchise Agreement.*

260

261 **ADJOURNMENT**

262

263 *The Open Session was adjourned at 10:11 p.m.*

264

265

266

267

268

269

270

271

272

273

274

275

276

277

278

279

280

281

282

283

284

285

286

287

288

289

290

291

292

293

294

295

296

CITY OF SALISBURY, MARYLAND  
CLOSED SESSION  
MARCH 10, 2014

297  
298  
299  
300  
301 *TIME & PLACE:* 7:50 p.m., Government Office Building – Council Chambers, Room 301  
302 *PURPOSE:* 1) discuss the appointment, employment, assignment, promotion,  
303 discipline, demotion, compensation, removal, resignation, or performance  
304 evaluation of appointees, employees, or officials over whom the public  
305 body has jurisdiction; or any other personnel matter that affects one or  
306 more specific individuals, and 2) to consult with counsel to obtain legal  
307 advice on a legal matter  
308 *VOTE TO CLOSE:* Unanimous  
309 *CITATION:* Annotated Code of Maryland §10-508(a)(1)(7)  
310 *PRESENT:* Council President Jacob R. Day, Council Vice President Laura Mitchell,  
311 Councilwoman Eugenie P. Shields, Councilman Timothy K. Spies, City  
312 Clerk Kimberly R. Nichols, Acting City Administrator M. Thomas (Tom)  
313 Stevenson and City Attorney Mark Tilghman (left 8:14 p.m.)  
314 *ABSENT:* Councilwoman Terry E. Cohen, Mayor James P. Ireton, Jr.  
315

---

316 *The City Council convened in Legislative Session in Council Chambers (Room #301) of the*  
317 *Government Office Building at 6:15 p.m. on March 10, 2014. At the conclusion of the public*  
318 *comments, Mrs. Shields moved, Mrs. Mitchell seconded, and the vote was unanimous to convene*  
319 *in Closed Session to 1) discuss the appointment, employment, assignment, promotion, discipline,*  
320 *demotion, compensation, removal, resignation, or performance evaluation of appointees,*  
321 *employees, or officials over whom the public body has jurisdiction; or any other personnel*  
322 *matter that affects one or more specific individuals, and 2) to consult with counsel to obtain*  
323 *legal advice on a legal matter in accordance with the Annotated Code of Maryland §10-*  
324 *508(a)(1)(7). The Closed Session began at 7:50 p.m.*  
325

326 *At 9:42 p.m., on a motion and seconded by Mrs. Shields and Mrs. Mitchell, respectively, and by*  
327 *unanimous vote in favor (3-0), the Closed Session was adjourned and Council reconvened in*  
328 *Open Session. President Day provided the statement for the public that 1) Council had discussed*  
329 *the AIG agreement with the City Attorney and, 2) interviewed Mr. Tom Stevenson for the position*  
330 *of City Administrator and confirmed the Mayor’s nomination of Mr. Stevenson as the new City*  
331 *Administrator.*

332  
333 *Thereafter, Council President Day adjourned the Open Session at 9:43 p.m.*  
334  
335

---

336 *City Clerk*

---

337  
338  
339 *Council President*

---

INTER

OFFICE

# MEMO

---

*OFFICE OF THE MAYOR*

**To:** Tom Stevenson  
**From:** Sherrell McBride  
**Subject:** Reappointment to the Zoo Commission  
**Date:** April 7, 2014

---

Mayor Ireton would like to reappoint the following person to the Zoo Commission:

<u>Name</u>	<u>Term Ending</u>
Linda Wainer	12/31/2016

Attached is Ms. Wainer's letter of interest and the Resolution necessary for her reappointment. Please forward this information on to the City Council so it may be placed on the agenda for the next Council meeting. Please let me know if you have any questions.

Attachment

CC: Mike Moulds  
Ron Alessi

December 17, 2013

Honorable Mayor Ireton:

My name is Linda Wainer and I have been a member of the Friends of the Salisbury Zoo member representative on the Salisbury Zoo Commission for several years and I wish to continue as such with your approval. Please accept this request so I can be part of the continuing great work of the Commission. The Zoo is a very important part of my life and any time I spend working to make the Salisbury Zoo a better place for the City of Salisbury and the surrounding areas is time very well spent. Thank you for your consideration in this matter.

Yours,

*Linda G. Wainer*

Linda Wainer  
706 Dewey Ave.  
Salisbury, MD 21804  
410-603-0864

**RESOLUTION NO. 2384**

1  
2  
3  
4  
5  
6  
7  
8  
9  
10  
11  
12  
13  
14  
15  
16  
17  
18  
19  
20  
21  
22  
23  
24  
25  
26  
27  
28  
29  
30  
31  
32  
33  
34

BE IT RESOLVED by the City of Salisbury, Maryland that the following individual is reappointment to the Zoo Commission for the term ending as indicated:

<u>Name</u>	<u>Term Ending</u>
Linda Wainer	12/31/2016

The above resolution was introduced, read and passed at the regular meeting of the Council of the City of Salisbury held on the \_\_\_\_\_ day of April 2014.

\_\_\_\_\_  
Kimberly R. Nichols  
CITY CLERK

\_\_\_\_\_  
Jacob R. Day  
COUNCIL PRESIDENT

APPROVED BY ME THIS  
\_\_\_\_\_ day of April 2014.

\_\_\_\_\_  
James Ireton, Jr.  
MAYOR

---

**INTER**

---

---

---

---

---

---

**OFFICE**

# MEMO

---

## Office of the Mayor

**To:** City Council  
**From:** Tom Stevenson  
**Subject:** Enterprise Zone Eligibility – Two Farms, Inc.  
**Date:** April 7, 2014

Attached is a copy of the application requesting Enterprise Zone designation for Two Farms, Inc. from Jeff Bainbridge. I have reviewed this application and, to the best of my knowledge, this establishment meets all of the qualifications to be so designated. This property is located within the boundaries of the City's Enterprise Zone, and this company has created more than two full-time positions.

I recommend that the City Council adopt the attached resolution designating Two Farms, Inc. located at 101 N. Salisbury Blvd. eligible to receive the benefits of the Enterprise Zone.

The Mayor concurs with this recommendation.

As a reminder, companies that are declared eligible for enterprise zone benefits are able to receive both income tax and property tax benefits for ten years. The purpose of this program is to encourage industries to locate in areas identified as enterprise zones and to reinvest in such properties.

cc: Mayor Ireton  
Kim Nichols

Attachments

REQUEST FOR STATE ENTERPRISE ZONE QUALIFICATION  
IN THE CITY OF SALISBURY

This application allows us to determine whether or not your business is eligible to receive Enterprise Zone benefits. Please return the application to:

M. Thomas Stevenson, Jr., Interim City Administrator  
City of Salisbury  
125 North Division Street  
Salisbury, MD 21801-4940

If determined eligible, you will receive a letter confirming this determination from the City of Salisbury. Keep the letter as proof of your Enterprise Zone certification.

---

GENERAL INFORMATION NEEDED:

NAME OF  
FIRM: TWO FARMS, INC.

CONTACT  
PERSON: JEFF BAINBRIDGE PHONE: 410-456-1467

PRESENT  
LOCATION: 101 N SALISBURY BLVD, SALISBURY, MD 21211

TYPE OF  
BUSINESS: RETAIL

FEDERAL TAX ID NO. 52-0275060 NAICS CODE: 111998

HOW LONG IN THIS LOCATION: 15 YEARS  
OWNER OF REAL PROPERTY WHERE BUSINESS IS  
LOCATED: BANKS EDWARD G JR

---

ADDRESS OF OWNER: 3611 ROLAND AVE, BALTIMORE, MD 21211

---

OUR COMPANY QUALIFIES FOR ENTERPRISE ZONE BENEFITS BECAUSE (CHECK ALL THAT APPLY):

WE HAVE CREATED MORE THAN TWO FULL-TIME POSITIONS SINCE LOCATING IN THE ENTERPRISE ZONE\*.

\* (EMPLOYEES WORKING IN EXCESS OF 35 HOURS PER WEEK ON AVERAGE ARE CONSIDERED FULL TIME.)

WE HAVE INVESTED MORE THAN \$50,000 IN OUR PROPERTY LOCATED IN THE ENTERPRISE ZONE.

IF COMPANY QUALIFIES FOR ENTERPRISE ZONE BENEFITS DUE TO JOB CREATION, PLEASE COMPLETE THE FOLLOWING:

DATE COMPANY LOCATED IN THE ENTERPRISE ZONE: 2012

NUMBER OF FULL-TIME EMPLOYEES EMPLOYED AT THIS LOCATION ON THE DATE COMPANY LOCATED IN THE ENTERPRISE ZONE: 4  
**(Please provide a list of names of the employees hired into new positions since the company located in the Enterprise Zone.)**

CURRENT NUMBER OF FULL-TIME EMPLOYEES EMPLOYED AT THIS LOCATION: 4

IF COMPANY QUALIFIES FOR ENTERPRISE ZONE BENEFITS DUE TO INVESTMENT IN THE PROPERTY, PLEASE COMPLETE THE FOLLOWING:

APPROXIMATE DATE ON WHICH IMPROVEMENTS WERE COMPLETED:

\_\_\_\_\_

BRIEFLY DESCRIBE IMPROVEMENTS: \_\_\_\_\_

APPROXIMATE COST OF IMPROVEMENTS: \_\_\_\_\_

1  
2  
3  
4  
5  
6  
7  
8  
9  
10  
11  
12  
13  
14  
15  
16  
17  
18  
19  
20  
21  
22  
23  
24  
25  
26  
27  
28  
29  
30  
31  
32  
33  
34  
35  
36  
37  
38  
39  
40  
41  
42  
43  
44  
45  
46  
47  
48

RESOLUTION NO.2385

A RESOLUTION OF THE CITY OF SALISBURY, MARYLAND DECLARING THAT TWO FARMS, INC IS ELIGIBLE TO RECEIVE ENTERPRISE ZONE BENEFITS FOR PROPERTY LOCATED AT 101 N. SALISBURY BLVD., SALISBURY, MD

WHEREAS the City of Salisbury, Maryland and Wicomico County created an Enterprise Zone on June 6, 1983 for the purpose of encouraging economic development of the area encompassed within the boundaries of such zone; and

WHEREAS the Enterprise Zone was created under authority granted by the State of Maryland; and

WHEREAS the State Code permits certain benefits to be extended to businesses that locate or expand in the Enterprise Zone provided that they meet certain standards; and

WHEREAS, the City of Salisbury and Wicomico County have also established certain standards, which must be met in order for a business to be deemed eligible to receive Enterprise Zone benefits; and

WHEREAS, Two Farms, Inc. meets the standards set forth in the State Code and in local regulations to be eligible to receive Enterprise Zone benefits; and

WHEREAS, Jeff Bainbridge, representing Two Farms, Inc. has requested that the company be designated as eligible for Enterprise Zone benefits because of its creation of two full-time positions at their property located in the zone at 101 N. Salisbury Blvd;

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Salisbury, Maryland that Two Farms, Inc. be designated as eligible to receive the benefits of the Enterprise Zone effective upon the adoption of this resolution.

The above Resolution was introduced and read and passed at the regular meeting of the Salisbury City Council on the \_\_\_\_\_ day of \_\_\_\_\_, 2014.

\_\_\_\_\_  
Kimberly R. Nichols  
CITY CLERK

\_\_\_\_\_  
Jacob R. Day  
PRESIDENT, City Council

APPROVED by me this  
\_\_\_\_\_ day of \_\_\_\_\_ 2014.

\_\_\_\_\_  
James Ireton, Jr.  
MAYOR, City of Salisbury

---

**INTER**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
**OFFICE**

# MEMO

---

## Office of the Mayor

**To:** City Council  
**From:** Tom Stevenson  
**Subject:** Enterprise Zone Eligibility – Delmar Brewing Company, LLC  
**Date:** April 9, 2014

Attached is a copy of the application requesting Enterprise Zone designation for Delmar Brewing Company, LLC from C. John Knorr, III. I have reviewed this application and, to the best of my knowledge, this establishment meets all of the qualifications to be so designated. This property is located within the boundaries of the City's Enterprise Zone, and this company has invested more than \$50,000 in the property and created more than two full-time positions since locating in the zone.

I recommend that the City Council adopt the attached resolution designating the Delmar Brewing Company, LLC located at 200 Elmwood Street, eligible to receive the benefits of the Enterprise Zone.

The Mayor concurs with this recommendation.

As a reminder, companies that are declared eligible for enterprise zone benefits are able to receive both income tax and property tax benefits for ten years. The purpose of this program is to encourage industries to locate in areas identified as enterprise zones and to reinvest in such properties.

cc: Mayor Ireton  
Kim Nichols

Attachments

**RECEIVED**  
AUG 16 2012

**REQUEST FOR STATE ENTERPRISE ZONE QUALIFICATION  
IN THE CITY OF SALISBURY**

This application allows us to determine whether or not your business is eligible to receive Enterprise Zone benefits. Please return the application to:

John R. Pick, City Administrator  
City of Salisbury  
125 North Division Street  
Salisbury, MD 21801-4940

If determined eligible, you will receive a letter confirming this determination from the City of Salisbury. Keep the letter as proof of your Enterprise Zone certification.

GENERAL INFORMATION NEEDED:

NAME OF FIRM: Delmar Brewing Company LLC

CONTACT PERSON: C. John Knorr III PHONE: 1-443-260-2337

PRESENT LOCATION: 200 Elmwood Street Salisbury, Maryland 21801

TYPE OF BUSINESS: Manufacturer of Alcoholic beverages and restaurant

FEDERAL TAX ID NO. 26-3415780 NAICS CODE: 312120

HOW LONG IN THIS LOCATION: March 2012

OWNER OF REAL PROPERTY WHERE BUSINESS IS LOCATED: Nsah Miller Holdings LLC

ADDRESS OF OWNER: C/o Sperry Van Ness-Miller Commercial Real Estate

206 East Main Street Salisbury, MD 21801

OUR COMPANY QUALIFIES FOR ENTERPRISE ZONE BENEFITS BECAUSE (CHECK ALL THAT APPLY):

WE HAVE CREATED MORE THAN TWO FULL-TIME POSITIONS SINCE LOCATING IN THE ENTERPRISE ZONE\*.

\* (EMPLOYEES WORKING IN EXCESS OF 35 HOURS PER WEEK ON AVERAGE ARE CONSIDERED FULL TIME.)

WE HAVE INVESTED MORE THAN \$50,000 IN OUR PROPERTY LOCATED IN THE ENTERPRISE ZONE.

IF COMPANY QUALIFIES FOR ENTERPRISE ZONE BENEFITS DUE TO JOB CREATION, PLEASE COMPLETE THE FOLLOWING:

DATE COMPANY LOCATED IN THE ENTERPRISE ZONE: March 2012

NUMBER OF FULL-TIME EMPLOYEES EMPLOYED AT THIS LOCATION ON THE DATE COMPANY LOCATED IN THE ENTERPRISE ZONE: 0

(Please provide a list of names of the employees hired into new positions since the company located in the Enterprise Zone.) See attachment A

CURRENT NUMBER OF FULL-TIME EMPLOYEES EMPLOYED AT THIS LOCATION: 20

IF COMPANY QUALIFIES FOR ENTERPRISE ZONE BENEFITS DUE TO INVESTMENT IN THE PROPERTY, PLEASE COMPLETE THE FOLLOWING:

APPROXIMATE DATE ON WHICH IMPROVEMENTS WERE COMPLETED:

Restaurant - March 2012

Brewery - April 2012

BRIEFLY DESCRIBE IMPROVEMENTS: Restaurant Equipment and construction of storefront, ceilings and interior layout. Brewery tanks, equipment, plumbing, electrical and refrigeration improvements

APPROXIMATE COST OF IMPROVEMENTS: \$900000

Delmar Brewing , LLC  
Current Full Time Employees  
August 2012

**Attachment A**

Attached Listing of full time employees work over 35 hours a week and are paid over 150% of the Federal Minimum Wage

Sarah Bolek  
Stephen Chandler  
Keith Dale  
Kathleen Debisschop  
Gains Hawkins  
Wally Heinz  
Audrie Kowitiski  
Matthew Larson  
Shannon Miller  
Dennis Mogan  
Carter Price  
Shawn Wetzel

Geoffrey Debisschop  
Scott hammond  
Thomas Knorr  
Kristine Kruger  
Randall Mills  
Jesus Sariato  
Jasmine Moore  
Kerry Williams

Enterprise Zone Property Tax Calculation  
Delmar Brewing Company

Assessment Value of Improvement	\$900,000.00	Property Tax Rate	\$0.819
Per \$100	\$9,000.00		
Annual Tax	\$7,371.00		

<u>Year</u>	<u>Total City Property Tax</u>	<u>E-Zone Credit</u>	<u>Refunded By State</u>	<u>Taxes Paid To City</u>	<u>Taxes Not Received By City</u>	<u>Total Revenue To City</u>
Year 1	\$7,371.00	\$5,896.80	\$2,948.40	\$1,474.20	\$2,948.40	\$4,422.60
Year 2	\$7,371.00	\$5,896.80	\$2,948.40	\$1,474.20	\$2,948.40	\$4,422.60
Year 3	\$7,371.00	\$5,896.80	\$2,948.40	\$1,474.20	\$2,948.40	\$4,422.60
Year 4	\$7,371.00	\$5,896.80	\$2,948.40	\$1,474.20	\$2,948.40	\$4,422.60
Year 5	\$7,371.00	\$5,896.80	\$2,948.40	\$1,474.20	\$2,948.40	\$4,422.60
Year 6	\$7,371.00	\$5,159.70	\$2,579.85	\$2,211.30	\$2,579.85	\$4,791.15
Year 7	\$7,371.00	\$4,422.60	\$2,211.30	\$2,948.40	\$2,211.30	\$5,159.70
Year 8	\$7,371.00	\$3,685.50	\$1,842.75	\$3,685.50	\$1,842.75	\$5,528.25
Year 9	\$7,371.00	\$2,948.40	\$1,474.20	\$4,422.60	\$1,474.20	\$5,896.80
Year 10	\$7,371.00	\$2,211.30	\$1,105.65	\$5,159.70	\$1,105.65	\$6,265.35
<b>Total</b>	<b>\$73,710.00</b>	<b>\$47,911.50</b>	<b>\$23,955.75</b>	<b>\$25,798.50</b>	<b>\$23,955.75</b>	<b>\$49,754.25</b>

RESOLUTION NO. 2386

A RESOLUTION OF THE CITY OF SALISBURY, MARYLAND DECLARING THAT DELMAR BREWING COMPANY, LLC IS ELIGIBLE TO RECEIVE ENTERPRISE ZONE BENEFITS FOR PROPERTY LOCATED AT 200 ELMWOOD STREET, SALISBURY MD.

WHEREAS the City of Salisbury, Maryland and Wicomico County created an Enterprise Zone on June 6, 1983 for the purpose of encouraging economic development of the area encompassed within the boundaries of such zone; and

WHEREAS the Enterprise Zone was created under authority granted by the State of Maryland; and

WHEREAS the State Code permits certain benefits to be extended to businesses that locate or expand in the Enterprise Zone provided that they meet certain standards; and

WHEREAS, the City of Salisbury and Wicomico County have also established certain standards, which must be met in order for a business to be deemed eligible to receive Enterprise Zone benefits; and

WHEREAS, Delmar Brewing Company, LLC meets the standards set forth in the State Code and in local regulations to be eligible to receive Enterprise Zone benefits; and

WHEREAS, C. John Knorr, III, representing Delmar Brewing Company, LLC has requested that the company be designated as eligible for Enterprise Zone benefits because of its investment of more than \$50,000 and their creation of more than two full-time positions at their property located in the zone at 200 Elmwood Street;

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Salisbury, Maryland that Delmar Brewing Company, LLC be designated as eligible to receive the benefits of the Enterprise Zone effective upon the adoption of this resolution.

The above Resolution was introduced and read and passed at the regular meeting of the Salisbury City Council on the \_\_\_\_\_ day of \_\_\_\_\_, 2014.

\_\_\_\_\_  
Kimberly R. Nichols  
CITY CLERK

\_\_\_\_\_  
Jacob R. Day  
PRESIDENT, City Council

APPROVED by me this  
\_\_\_\_\_ day of \_\_\_\_\_ 2014.

\_\_\_\_\_  
James Ireton, Jr.  
MAYOR, City of Salisbury

# City of Salisbury



MARYLAND



125 NORTH DIVISION STREET  
SALISBURY, MARYLAND 21801  
Tel: 410-548-3190 Procurement  
Fax: 410-548-3192 Procurement

KEITH A. CORDREY  
DIRECTOR OF INTERNAL SERVICES

JENNIFER MILLER  
ASST. DIRECTOR OF INTERNAL  
SERVICES

JAMES IRETON, JR.  
MAYOR

M. THOMAS STEVENSON, JR.  
INTERIM CITY ADMINISTRATOR

TERENCE ARRINGTON  
ASSISTANT CITY ADMINISTRATOR

## Council Agenda - Award of Bids

April 14, 2014

- |   |                 |
|---|-----------------|
| 1. Recommendation for Award of Bid, RFP 06-14<br>Utility Easement for 1142 Marine Road Radio Tower<br>(*20-yr. lease revenue) | \$2,136,686.00* |
| 2. Declaration of Surplus – SPD Firearms (Qty 48)   | \$ 0.00         |

# City of Salisbury



MARYLAND



125 NORTH DIVISION STREET  
SALISBURY, MARYLAND 21801  
Tel: 410-548-3190 Procurement  
Fax: 410-548-3192 Procurement

KEITH A. CORDREY  
DIRECTOR OF INTERNAL SERVICES

JENNIFER MILLER  
ASST. DIRECTOR OF INTERNAL  
SERVICES

JAMES IRETON, JR.  
MAYOR

M. THOMAS STEVENSON, JR.  
INTERIM CITY ADMINISTRATOR

TERENCE ARRINGTON  
ASSISTANT CITY ADMINISTRATOR

## Council Agenda

April 14, 2014

TO: Mayor and City Council

SUBJECT: Award of Bid – RFP 06-14  
Utility Easement for Radio Tower at 1142 Marine Road

The City of Salisbury Internal Services Department, Procurement Division, received a request from the Information Technology Department to solicit bids for a Utility Easement for the Radio Tower at 1142 Marine Road. The tower is currently owned by American Tower and is located on City-owned property.

The Procurement Division followed standard bid practices by advertising in the Daily Times, on the City of Salisbury's website, utilizing the City's vendor list, and advertising on the State of Maryland's website, eMaryland Marketplace. A total of four (4) vendors were sent bid packages with three (3) vendors submitting a bid by the due date and time of February 7, 2014 at 2:30 p.m.

An initial review of the proposals by the Procurement Division concluded that all submittals were responsive and responsible. After such determination by the Procurement Division, the proposals were then evaluated utilizing the weighted average scoring method as defined in the Bid Documents. American Tower had the highest overall score and therefore the best offered proposal based on the factors of Revenue Sharing Offer, Scope of Work Expertise, Project Approach, Municipal Gov't Experience, Size of Offeror and Geographic Location of Offeror. A revenue summary has been included in the Council Packet, and additional details are noted in the IT Department memo.

The Procurement Division requests Council's approval to award the contract for RFP 06-14 to American Tower in the form of a 20-yr. lease with four (4) five-year renewal options. The first year revenue (occurring in FY15) will be a \$350,000 signing bonus. The revenue projections for the initial 20-yr. lease are \$2,136,686 (note that the actual amount may vary depending on number of tenants).

Sincerely,

A handwritten signature in cursive script that reads "Jennifer Miller".

Jennifer Miller  
Assistant Director of Internal Services – Procurement and Parking

# City of Salisbury



MARYLAND

125 NORTH DIVISION STREET  
SALISBURY, MARYLAND 21801  
Tel: 410-548-3100  
Fax: 410-548-3102

JAMES IRETON, JR.  
MAYOR

M. THOMAS STEVENSON, JR.  
CITY ADMINISTRATOR

TERENCE ARRINGTON  
ASSISTANT CITY ADMINISTRATOR



TO: Jennifer Miller, Assistant Director of Internal Services, Procurement & Parking  
FROM: Bill Garrett, Director Information Technology *Bill Garrett*  
DATE: March 26, 2014  
SUBJECT: Award of Contract RFP 06-14  
Utility Easement for 1142 Marine Road Radio Tower

The City has been leasing land to American Tower at 1142 Marine Road since 1986 for a Communications Tower. The city has been granted use of the tower for its antenna needs at no charge to the City. The Information Technology Department requested proposals for a revenue sharing lease agreement.

Three firms submitted proposals to RFP 06-14 "Utility Easement for 1142 Marine Road Radio Tower" on February 7, 2014 at 2:30 P.M. After a detailed review of all proposals and financial review, the three respondents were ranked according to the criteria in the Bid documents. The evaluators met to compare individual rankings and to develop a composite ranking for each firm. During this meeting it was determined that American Tower had the best offered proposal. Ranking sequence is as shown below.

<b>American Tower</b>	<b>3.952</b>
Edge Wireless	2.575
TriStar Investors	1.875

The estimated revenue for the City is as noted below:

For FY15	\$350,000 (signing bonus)
Total for first five years	\$674,980
Total for first twenty years	\$2,136,686
Total for 40 years	\$5,669,254

\*\*Actual amounts could be more or less depending on number of tenants.

The Information Technology Department is recommending award of a 20 year lease with four (4) five-year renewal options to American Tower.

	American Tower	Wireless Edge	TriStar
1	\$350,000*	\$400,000*	\$57,000*
5	\$674,980	\$437,585	\$194,893
20	\$2,136,686	\$1,816,396	\$884,852
40	\$5,669,254	\$5,099,505	\$2,874,549

\*American Tower Includes a \$350,000 signing bonus

\*Wireless Edge is a \$400,000 advance. No further payments until year 5

\*TriStar includes a \$25,000 signing bonus.

# City of Salisbury



**MARYLAND**



125 NORTH DIVISION STREET  
SALISBURY, MARYLAND 21801  
Tel: 410-548-3190  
Fax: 410-548-3192

KEITH A. CORDREY  
DIRECTOR OF INTERNAL SERVICES  
PROCUREMENT DIVISION

JAMES IRETON, JR.  
MAYOR

M. THOMAS STEVENSON, JR.  
ACTING CITY ADMINISTRATOR

TERENCE ARRINGTON  
ASSISTANT CITY ADMINISTRATOR

## COUNCIL AGENDA

**April 14, 2014**

To: Mayor and City Council

Subject: Declaration of Surplus – Police Firearms

The Procurement Division received a request from the Salisbury Police Department to declare 48 firearms as surplus. These firearms were obtained as a result of various calls for SPD service. The firearms are no longer needed in any criminal or civil court proceeding, and per Maryland law are unable to be returned to the owners or resold to a third party. Upon declaration of surplus, as approved by Council, the aforementioned firearms will be destroyed. Additional details are noted in the department memo.

Thank you,

Jennifer Miller  
Assistant Director of Internal Services-Procurement & Parking

Police Department

Salisbury, Maryland

MEMORANDUM 046-14

March 19, 2014

To: Chief of Police  
Major D. Meienschein  
Sgt. Felts  
Purchasing Department  
City Council

From: Teresa Tyndall  
Property Custodian

Subject: Surplus Firearms for Destruction

Attached is a copy of the 48 firearms from the Salisbury Police Department's Property Vault which were found, forfeited or unable to release to owner due to the "Maryland Law" it is illegal to possess a firearm if you were previously convicted of certain crimes of violence. These firearms will be destroyed, with your approval.

Please review the list and advise if you have any questions.

Distribution

Chief of Police  
Administrative Commander  
Sergeant  
CALEA: 84.1.7

Property Number	Brand Name	Model	Description	Serial Number
<b>HANDGUNS</b>				
2001-1566	SMITH & WESSON		5 SHOT REVOLVER	86952
2001-7593 C	RUGER		9MM AUTO PISTOL W/MAGAZINE	314-66014
2001-12922	HARRINGTON & RICHARDSON		.32 CALIBER REVOLVER	267741
2001-13672	DAVIS INDUSTRIES	P-32	.32 CALIBER W/MAGAZINE	P136289
2001-14519 1 OF 2	HARRINGTON & RICHARDSON		.32 CALIBER REVOLVER	244135
2001-14519 2 OF 2	IVER JOHNSON ARMS		REVOLVER	A13036
2001-19302 C	DAVIS INDUSTRIES	P-380	.380 CALIBER W/MAGAZINE	AP456441
2002-8069	HI-POINT	CF	.380 CALIBER	P752665
2002-22906 A	IMPERIAL METALS		.22 CALIBER SHORT REVOLVER	1185750
2002-32025	CLERKE		.32 CALIBER REVOLVER	779171
2004-20931 A	GLOCK	22	SEMI AUTO HANDGUN W/MAGAZINE	EVA082
2004-22107 A	COLT	COMBAT COMMANDER	.45 CALIBER HANDGUN W/CLIP	70BS5329
2005-41134 A	KELTEC	P-11	9MM LUGER	44480
2006-31385	AMADEO ROSSI		.38 SPECIAL	J154066
2009-29471 D	SMITH & WESSON	663	.357 MAGNUM REVOLVER	BEF1446
2012-41381	GLOCK 21	21	.45 AUTO W/3 MAGAZINES	LGF686
2013-19937	PHOENIX	P-51	.225 CALIBER W/MAGAZINE	25695
2013-19964	RG		.22 CALIBER REVOLVER	451084
2013-19966	COBRA COLT		.32 CALIBER REVOLVER	31254
2013-19970	RG10		.22 CALIBER SHORT REVOLVER	659680
2013-19981	SMITH & WESSON	30-2	HANDGUN W/CLIP	A276684
2013-19984 1 of 2	FIE	E15	.22 CALIBER REVOLVER	TB44827
2013-19984 2 OF 2	TAURUS	PT-22	.22 CALIBER SEMI AUTO W/2 MAGS	ANB26769
2013-31279	CLERKE		.32 CALIBER REVOLVER	
<b>BB GUNS</b>				
2001-15485	DAISY POWERLINE	93	BB PISTOL	1F11691
2001-18147	MARKSMAN REPEATER		BB GUN	99309724
2002-12383	CROSMAN AIRGUN		.177 PELLET REPEATER	
2004-36721 B			BLACK BB GUN	COB911US

2008-23359	POWERLINE	15XT	.177 CALIBER	6E10225
2010- 142	POWERLINE DAISY	0.008	.177 CALIBER, W/CARTRIDGES	9H01375
BB GUNS- CONT'D				
2010-34744			AIRSOFT	90914449
2011-21020	POWERLINE	15XT	.177 CALIBER BB GUN	
2012-46784	CROSSMAN	PHANTOM	BB GUN	112910414
2013-13443	XBG		BB GUN	12J38413
2013-15270	DAISY POWERLINE	15XT	BB GUN	
2013-17991	PHANTOM		BB GUN	
2013-22116	PHANTOM		BB GUN	
2013-24346			HANDHELD STUNGUN	
2013-25328	UMAREX	XBG	AIR SOFT PISTOL	12J33280
2013-32170	UMAREX	XBG	BB GUN W/MAGAZINE	
2013-41422	DAISEY		BB GUN	1620132371 64M
2013-44586	CROSSMAN	760-25	AIRGUN BB RIFLE	
RIFLES / SHOTGUNS				
2002-1623	NEW ENGLAND		12 GAUGE SAWED OFF SHOTGUN	NONF26593 7
2004-28858	MARLIN	GLENFIELD 60	.22 CALIBER RIFLE	23348336
2012-46260	ITHACA	M-49	.22 CALIBER SHORT-LONG RIFLE	
2013-16788	TRADITIONS	T-BOLT	.50 CALIBER MUZZLE LOADER	14-13- 044984-01
2013-19960	SQUIRES BINGHAM	16	.22 LONG RIFLE	253189
2013-19971	N.R. DAVIS & SONS		12 GAUGE SHOTGUN	

# City of Salisbury



JAMES IRETON JR.  
MAYOR

TOM STEVENSON  
ACTING CITY ADMINISTRATOR



**Maryland**  
699 W. SALISBURY PARKWAY  
SALISBURY, MD 21801  
TEL: 410-548-3165



BARBARA DUNCAN  
CHIEF OF POLICE

March 18, 2014

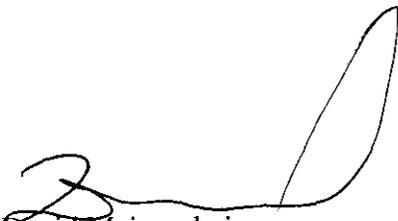
TO: Mr. Tom Stevenson

FROM: Major David Meienschein

SUBJECT: Resolution – Acceptance of Funds for Maintaining and Upgrading the Technology of the Salisbury Police Department.

Attached, please find a Resolution to accept \$56,369.00 in grant funds from the U.S. Justice Department, awarded through an Edward Bryne Memorial Justice Assistance Grant (JAG) Program for maintaining and upgraded the technology of the Salisbury Police Department in the areas of providing intelligence surveillance equipment and computer technology hardware. The grant funds will be divided between the Salisbury Police Department and the Wicomico County Sheriff's Office as agreed to by an Interlocal Agreement.

Unless you, or the Mayor, have further questions, please forward this Resolution to the City Council.



David Meienschein  
Administrative Commander

RESOLUTION NO. 2387

A RESOLUTION OF THE CITY OF SALISBURY, MARYLAND ACCEPTING FEDERAL FUNDS AWARDED BY THE U.S. JUSTICE DEPARTMENT THROUGH AN EDWARD BYRNE MEMORIAL JUSTICE ASSISTANCE GRANT (JAG) PROGRAM FOR MAINTAINING AND UPGRADING THE TECHNOLOGY OF THE SALISBURY POLICE DEPARTMENT IN THE AREAS OF PROVIDING AN INTELLIGENCE SURVEILLANCE EQUIPMENT AND COMPUTER TECHNOLOGY HARDWARE.

WHEREAS, this Justice Assistance Grant is awarded by the Federal Government to improve public safety by reducing crime; and

WHEREAS, these grant funds will be divided between the Salisbury Police Department and the Wicomico County Sheriff’s Office as agreed to by an Interlocal Agreement; and

WHEREAS, these funds will be utilized to obtain intelligence gathering surveillance equipment for the Salisbury Police Department; and

WHEREAS, these funds will be utilized to obtain ruggedized mobile computers for the Salisbury Police Department; and

WHEREAS, these funds will be utilized to obtain computer equipment for the Wicomico County Sheriff’s Office.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SALISBURY, MARYLAND that a grant from the U.S. Justice Department in the amount of \$56,369 be accepted and of those funds \$10,409 be forwarded to the Wicomico County Sheriff’s Office in accordance with an Interlocal Agreement between the City and the County.

BE IT FURTHER RESOLVED, that the City’s share will be used for obtaining, maintaining and upgrading the technology of the Salisbury Police Department.

THIS RESOLUTION was introduced and duly passed at a meeting of the Council of the City of Salisbury, Maryland held on \_\_\_\_\_ day of \_\_\_\_\_, 2014 and is to become effective immediately upon adoption.

**ATTEST:**

\_\_\_\_\_  
Kimberly R. Nichols, City Clerk

\_\_\_\_\_  
Jacob R. Day, President  
Salisbury City Council

**APPROVED BY ME THIS:**

\_\_\_\_\_ Day of \_\_\_\_\_, 2014

\_\_\_\_\_  
James Ireton Jr., Mayor

# City of Salisbury



MARYLAND



JAMES IRETON, JR.  
MAYOR

M. THOMAS STEVENSON, JR.  
CITY ADMINISTRATOR

TERENCE ARRINGTON  
ASSISTANT CITY ADMINISTRATOR

125 NORTH DIVISION STREET  
SALISBURY, MARYLAND 21801  
Tel: 410-548-3170  
Fax: 410-548-3107

MICHAEL S MOULDS, P.E.  
DIRECTOR OF PUBLIC WORKS

To: Tom Stevenson, City Administrator  
From: Michael Moulds, Director of Public Works   
Date: April 3, 2014  
Re: 100 North Division Street – Capacity Fee Waiver

---

Attached is a letter from the owner of 100 North Division Street dated January 27, 2014. The letter requests consideration for a Capacity Fee waiver for the redevelopment of the property. The current use of the property is offices. The owner seeks to redevelop the first floor to construct a restaurant. The restaurant will use more water and generate more sewer than an office, therefore Public Works would typically assess Capacity Fees. Per Ordinance No. 2258, the owner is seeking a Capacity Fee waiver as part of the Equivalent Dwelling Unit (EDU) Incentive Area. This is the first request for an EDU allocation under Ordinance No. 2258. There are a maximum of 300 EDUs available.

As per Ordinance No. 2258, Public Works has evaluated the eligibility of this project for the EDU Incentive Area. The project meets the following criteria:

1. The project location is within the Central Business Zoning District.
2. The project within the Central Business Zoning District constitutes revitalization of an existing building.
3. The project is not eligible for a capacity fee waiver for public sponsored or affordable housing.
4. The project complies, or will comply, with all applicable Zoning and Building Code criteria, as confirmed by the Director of Building, Permits and Inspections. Bill Holland will work with the developers Architect and will confirm that the requirements of the Building Code have been met once he receives a formal plan submittal.
5. The project complies, or will comply, with all requirements of the Salisbury Historic District Commission, if applicable, as confirmed by the Director of Neighborhood Services and Code Compliance. On January 31, 2014, Susan Phillips confirmed that the project complies with the requirements of the Salisbury Historic District Commission. She noted that before any exterior changes can be made, an application must be submitted to the commission requesting approval, as required as standard procedure.
6. The project is consistent with the adopted Comprehensive Plan of the City of Salisbury, as confirmed by the Director of Planning and Zoning. On February 7, 2014, Jack Lenox confirmed the proposed redevelopment of the subject property is consistent with the provisions of the 2010 City of Salisbury Comprehensive Plan. He also noted that the proposal

is illustrative of the comprehensive plan's goal to strengthen Main Street and the Downtown corridor. Redevelopment of this underutilized property meets the comprehensive plan's objectives to direct development to underutilized areas to foster revitalization and redevelopment of commercial properties, and to create and retain employment.

7. The project is consistent with the Salisbury Sustainable Community Plan, on file with the Maryland Department of Housing and Community Development (DHCD), as confirmed by the Director of Community Development. On February 7, 2014, Debbie Stam confirmed that the project is generally consistent with the Salisbury Sustainable Community Plan. She noted that the proposed project would meet the Sustainable Community (SC) Plan goal of "supporting existing communities and reducing environmental impacts" by revitalizing an existing building in the historic downtown area. The creation of a new restaurant / bar would address the SC goal of "valuing communities and neighborhoods" by adding a new amenity to the downtown area. The project would also address the SC goal of "promoting access to quality affordable housing", as it would result in a revitalized mixed-use property with a new business on the ground floor and an renovated apartment on the upper level.
8. The project is consistent with the following benchmark objectives of A Plan For Transformation (2012): Increase the number of permanent, living wage jobs in the City and increase the amount of commercial square footage in the City.

Public Works has evaluated the number of EDUs in the request and has found the amount to be consistent with MDE's flow projection guidelines for a restaurant.

Attached is a Resolution for consideration to waive the Capacity Fees associated with the redevelopment of 100 North Division Street. Public Works has reviewed the waiver request and recommends approval. The request meets the criteria outlined in Ordinance No. 2258.

If this EDU waiver is approved, then it will be valid for two years from the date of the Resolution. Additionally, the EDU Incentive Area will have 294 EDUs remaining for other projects.

Unless you or the Mayor has further questions, please forward a copy of this memo, request letter and Resolution to the City Council.

1/27/2014

To: Salisbury City Department of Public Works

I am writing the city in hopes of using grant money from the city's Equivalent Dwelling Unit Incentive Area program. The property is 100 N Division Street, located at the intersection of Main Street and N Division. I am currently in the process of purchasing the building and have come to an agreement with the current owner Division Street Properties LLC, to lease out the first floor space to a new business. The business is to be named the "Echelon Lounge." The owner of the business Chawaun Mathews will be going through the permitting process for all work to be done by the city and will adhere to all regulations set forth by current city laws. At this time we wish to ask the city for 6 EDU's in order to cover the increased water usage when converting from office space to restaurant. The restaurant will have approximately 75 to 80 seats and with 2,500 square feet of total square footage, utilizing 1,600 square feet for customer seating and the bar area.

This will not be a public sponsored or affordable housing project, and is located in the enterprise zone. The restaurant will look to improve an already existing building in downtown Salisbury. This project will also not go against any regulations set forth by the historic district, this will also look to generate new jobs for the Salisbury area, as well as converting office space that has been vacant for years, into an operational restaurant, further driving competition downtown. This restaurant will look to be a tourist attraction, and symbol of downtown Salisbury's growth, as it lies at the heart of the city. This restaurant is part of a push by the buyers of the building to bring in several new businesses, as well as revitalizing an existing apartment space to help further support the downtown Salisbury movement.

This restaurant would bring new permanent jobs to the area, by hiring several chefs, managers, and full time employees to help handle operations. This will bring new patrons to downtown Salisbury, and with increased food locations we believe it will allow for greater interest in citizens living downtown. A separate portion of the development of this building will be to revitalize an existing apartment that has recently gone vacant, to further support the city's goal of increasing the downtown housing units available. We would use all allocated EDU's for the use of satisfying the city's requirements for this restaurant and none of these would be transferred or allocated to other businesses or locations.

This letter is written in hopes that the city's grant would allow for a new business to open up in downtown Salisbury, which would normally be hindered by the large start-up capital required to meet the EDU requirements of the city. We look forward to working with the city to further drive the growth of downtown Salisbury.



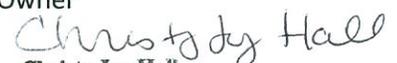
Bret Davis

Acting on Behalf of Current Owner



Jeffrey Rosen

Current Owner



**Christy Joy Hall**  
Notary Public  
Maryland

Wicomico County

My Commission Expires November 4, 2015

1 RESOLUTION NO. 2388

2  
3 A RESOLUTION OF THE COUNCIL OF THE CITY OF SALISBURY, MARYLAND  
4 AUTHORIZING THE CAPACITY FEE OF THE CITY'S COMPREHENSIVE  
5 CONNECTION CHARGE BE WAIVED FOR A DEVELOPMENT KNOWN AS 100  
6 NORTH DIVISION STREET.

7  
8 WHEREAS, the Owner of 100 North Division Street has requested a waiver of the  
9 Capacity Fee for the redevelopment of their property; and

10  
11 WHEREAS, the proposed redevelopment is located inside the City Limits and the  
12 Central Business District; and

13  
14 WHEREAS, the City seeks to encourage development and redevelopment in the  
15 Central Business District; and

16  
17 WHEREAS, the City seeks to reduce the capacity fees for eligible development and  
18 redevelopment in the Central Business District by means of an Equivalent Dwelling Unit  
19 (EDU) Incentive Area; and

20  
21 WHEREAS, the proposed redevelopment of 100 North Division Street requires six  
22 (6) Equivalent Dwelling Units of water and sewer service; and

23  
24 WHEREAS, the Capacity Fee for six Equivalent Dwelling Units is \$21,198; and

25  
26 WHEREAS, the City Council approved a Capacity Fee waiver process under  
27 Ordinance No. 2258 for redevelopment in the Central Business District; and

28  
29 WHEREAS, the Director of Public Works reviewed the request and has determined  
30 that the project is eligible for the Capacity Fee waiver; and

31  
32 WHEREAS, the Mayor reviewed the request and supports sending the request to the  
33 City Council; and

34  
35 WHEREAS, if approved, the EDU allocation for the Capacity Fee waiver is valid  
36 for two years from the time of the signing of this Resolution; and

37  
38 WHEREAS, the property owner has the option to request an extension of the  
39 allocation for two one-year terms if approved in writing by the Public Works Director prior  
40 to expiration of the term; and

41  
42 WHEREAS, the allocated EDUs are assigned to the redevelopment of 100 North  
43 Division Street and cannot be transferred by the recipient.

44  
45 NOW, THEREFORE, BE IT RESOLVED that the Council of the City of Salisbury,  
46 Maryland approves the waiver of six Equivalent Dwelling Units of Capacity Fee for the  
47 redevelopment of 100 North Division Street.

49           THIS RESOLUTION was introduced and duly passed at a meeting of the Council  
50 of the City of Salisbury, Maryland held on \_\_\_\_\_, 2014 and is to become effective  
51 immediately upon adoption.

52

53 ATTEST:

54

55

56

57 \_\_\_\_\_  
Kimberly R. Nichols

58 CITY CLERK

59

60

\_\_\_\_\_

Jacob R. Day  
PRESIDENT, City Council

61 APPROVED by me this \_\_\_\_\_ day of \_\_\_\_\_, 2014

62

63

64

65 \_\_\_\_\_  
James Ireton, Jr.

66 MAYOR, City of Salisbury

1 AS AMENDED ON MARCH 24, 2014

2  
3 ORDINANCE NO. 2280

4  
5  
6 AN ORDINANCE OF THE CITY OF SALISBURY APPROVING A BUDGET  
7 AMENDMENT OF THE FY2014 FIRE DEPARTMENT BUDGET TO TRANSFER FUNDS  
8 FROM THE CITY'S ~~GENERAL FUND~~CURRENT YEAR SURPLUS ACCOUNT TO THE  
9 FIRE DEPARTMENT'S TURNOUT GEAR ACCOUNT.

10  
11 WHEREAS, the City of Salisbury Fire Department has successfully recruited more  
12 volunteer and career members during the FY14 budget year; and

13  
14 WHEREAS, each new member receives the appropriate Personal Protective Equipment  
15 (P.P.E.) where turnout gear is part of that protective envelop; and

16  
17 WHEREAS, turnout gear is a large part of the P.P.E. cost for each member; and

18  
19 WHEREAS, the City of Salisbury Fire Department, in accordance with NFPA 1851,  
20 section 10.1.2 which directs that "Structural firefighting ensembles and ensemble elements shall  
21 be retired in accordance with section 10.2.1, no more than 10 years from the date the ensembles  
22 or ensemble elements were manufactured," must retire several items that have reached or  
23 surpassed their usable life; and

24  
25 WHEREAS, the City of Salisbury Fire Department desires to remain compliant with  
26 generally accepted industry standards and protect its firefighting personnel from the elements of  
27 danger associated with interior firefighting by ensuring that their personal protective equipment  
28 is maintained at the highest standard; and

29  
30 WHEREAS, the City of Salisbury Fire Department has the need to replace twelve (12)  
31 coats and five (5) pants still being used since 2004 and twenty-six (26) coats and thirty-eight (38)  
32 pants that were purchased in 2005, all of which are either currently in need of replacement or  
33 will need to be replaced in FY15; and

34  
35 WHEREAS, the cost of P.P.E./Turnout Gear replacements for FY14 will equal  
36 \$22,090.80 and will exceed the FY14's budget. ~~;~~ ~~and~~

37  
38 ~~WHEREAS, the cost of P.P.E./Turnout Gear replacements for FY15 will equal~~  
39 ~~\$49,272.00 and is more than the FY15 budget request.~~

40  
41 NOW, THEREFORE BE IT ORDAINED BY THE CITY OF SALISBURY,  
42 MARYLAND that the City's Fiscal Year 2014 budget be and is hereby, amended as follows:

- 43  
44 1) Increase the ~~General Fund~~CURRENT YEAR Surplus account #01000-469810 by  
45 \$35,000

46                   2) Increase the Fire Department's Turnout Gear account #24035-534302 by  
47                   \$35,000.00  
48

49                   BE IT FURTHER ORDAINED that this Ordinance shall take effect from and after the  
50 date of its final passage.  
51

52                   THIS ORDINANCE WAS INTRODUCED AND READ AT A MEETING OF THE  
53 Council of the City of Salisbury held on the \_\_\_ day of \_\_\_\_\_, 2014, and after a statement  
54 of the substance of the Ordinance was published as required by law, the ordinance was finally  
55 passed by the Council on the \_\_\_ day of \_\_\_\_\_, 2014.  
56  
57

58  
59 ATTEST:

60  
61 \_\_\_\_\_  
62 Kim R. Nichols,  
63 ACTING CITY CLERK  
64

\_\_\_\_\_

Jacob Day  
PRESIDENT, CITY COUNCIL

65  
66 APPROVED BY ME THIS \_\_\_ day of \_\_\_\_\_ 2014.  
67

68  
69 \_\_\_\_\_  
70 James Ireton, Jr.,  
MAYOR, CITY OF SALISBURY

**ORDINANCE NO. 2282**

AN ORDINANCE OF THE CITY OF SALISBURY APPROVING AN AMENDMENT OF THE FY 14 GOVERNMENT OFFICE BUILDING CAPITAL OUTLAY BUDGET TO APPROPRIATE FUNDS TO COVER A NEW PHONE SYSTEM FOR CITY EMPLOYEES AT THE GOVERNMENT OFFICE BUILDING.

WHEREAS; the City’s existing phone system has been installed since 2000; and

WHEREAS, the manufacturer is no longer supporting the current phone system with tech support and replacement products, and the current phone system maintenance provider will not support the Voice Mail Server after April 30; and

WHEREAS; a non-functioning Voice Mail System for City employees of the GOB would be detrimental to the services that we provide to the citizens; and

WHEREAS, the City feels it is necessary, based on these circumstances, to move the replacement of the existing phone system to FY14 so as to avoid potential outages and disruptions in the functioning of the phone equipment; and

WHEREAS, the City’s FY14 budget does not contain an appropriation sufficient to cover this expense; and

WHEREAS, the City’s FY15 CIP had specified an amount of \$70,000 to be used for the replacement of the phone system.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF SALISBURY, MARYLAND THAT THE City’s Fiscal Year 2014 Government Office Building Capital Outlay Budget be and hereby is amended as follows:

- 1) Increase Municipal Buildings by \$70,000
- 2) Increase GOB Capital Outlay Current Surplus Available (01000-469810) by \$70,000

THIS ORDINANCE was introduced and read at a meeting of the Council of the City of Salisbury held on this \_\_\_\_ day of \_\_\_\_\_ 2014, and thereafter, a statement of the substance of the Ordinance having been published as required by law, was finally passed by the Council on the \_\_\_\_ day of \_\_\_\_\_, 2014.

**ATTEST:**

\_\_\_\_\_  
Kimberly R. Nichols, City Clerk

\_\_\_\_\_  
Jacob R. Day, President  
Salisbury City Council

APPROVED BY ME THIS \_\_\_\_ day of \_\_\_\_\_, 2013.

\_\_\_\_\_  
James Ireton, Jr., Mayor



47 APPROVED BY ME THIS: \_\_\_\_\_  
48 day of \_\_\_\_\_, 2014  
49  
50 \_\_\_\_\_  
51 James Ireton Jr.,  
52 Mayor of the City of Salisbury



41 ATTEST:

42

43

44

45 \_\_\_\_\_  
46 Kimberly R. Nichols, City Clerk

\_\_\_\_\_  
Jacob R. Day, President  
Salisbury City Council

46

47

48 Approved by me this \_\_\_\_\_ day of \_\_\_\_\_, 2014

49

50

51

52 \_\_\_\_\_  
53 James Ireton, Jr. Mayor

53

54

55

56

ORDINANCE NO. 2285

AN ORDINANCE OF THE CITY OF SALISBURY APPROVING AN AMENDMENT OF THE FY 14 ~~CONSULTING FEE GENERAL FUND~~ BUDGET TO APPROPRIATE FUNDS TO COVER AN ENVIRONMENTAL STUDY AT THE BUILDING COMMONLY KNOWN AS "THE BRICKS", CITY-OWNED SURPLUS PROPERTY LOCATED AT 432-434 E. CHURCH STREET, SALISBURY, MD.

WHEREAS, the building commonly known as The Bricks has been declared surplus property by the City of Salisbury; and

WHEREAS, it is the intent of the City of Salisbury to sell this property; and

WHEREAS, The Bricks, a building of approx. 8,400 +/- sqft, was built in 1920, has been vacant for approximately 10 – 12 years, and shows significant signs of deferred maintenance resulting in extensive interior damage; and

WHEREAS, it is in the best interest of the City of Salisbury to have proper environmental testing of the building so as to provide disclosure statements relating to any mold, asbestos and lead paint that may be present at such location; and

WHEREAS, the City's FY 2014 budget does not contain an appropriation sufficient to cover this expense.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF SALISBURY, MARYLAND THAT THE City's Fiscal Year 2014 ~~Consulting Fee~~ General Fund Budget be and hereby is amended as follows:

- 1) Increase Mayor Department by \$1,200
- 2) Increase Current Year Surplus (01000-469810) by \$1,200

THIS ORDINANCE was introduced and read at a meeting of the Council of the City of Salisbury held on this 24<sup>th</sup> day of March 2014, and thereafter, a statement of the substance of the Ordinance having been published as required by law, was finally passed by the Council on the \_\_\_\_ day of \_\_\_\_\_, 2014.

**ATTEST:**

\_\_\_\_\_  
Kimberly R. Nichols, City Clerk

\_\_\_\_\_  
Jacob R. Day, President  
Salisbury City Council

APPROVED BY ME THIS \_\_\_\_ day of \_\_\_\_\_, 2014.

\_\_\_\_\_  
James Ireton, Jr., Mayor

---

INTER

OFFICE

---

# MEMO

## *OFFICE OF THE MAYOR*

**To:** City Council  
**From:** Terence Arrington  
**Subject:** Pay for Elected Officials  
**Date:** April 9, 2014

---

Prepared for review is an ordinance of the City of Salisbury to increase the salaries for the Mayor and City Council members. Section SC2-3 and SC3-3 of City Charter authorizes the appointment of a Salary Review Committee by the Mayor to review and make recommendations to City Council for adoption by ordinance. After review, the Salary Review Committee has recommended a salary increase of twelve percent for the Mayor and City Council members. The existing salaries for the Mayor and Council members were last set by Ordinance No. 1931 on April 11<sup>th</sup>, 2005. If the recommendations from the Salary Review Committee are adopted by City Council, they will become effective after November 9<sup>th</sup>, 2015.

Fiscal Impact:

TITLE	CURRENT SALARY (ANNUAL)	PROPOSED SALARY (ANNUAL)*	DIFFERENCE
Mayor	\$25,000	\$28,000	\$3000
Council President	\$12,000	\$13,440	\$1440
City Council Member(s)	\$10,000	\$11,200	\$1200

\*Includes the recommended salary increase from the Salary Review Committee

Please contact me if you have any questions or require additional information.



47 ATTEST:

48

49

50 \_\_\_\_\_  
Kimberly R. Nichols

51 City Clerk

52

53

54

55 APPROVED BY ME THIS: \_\_\_\_\_

56 day of \_\_\_\_\_, 2014

57

58

59 \_\_\_\_\_  
James Ireton Jr.,

60 Mayor of the City of Salisbury

\_\_\_\_\_  
Jacob R. Day

President of the Council of

City of Salisbury