



# City of Salisbury



## CITY COUNCIL SPECIAL MEETING AGENDA

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May 1, 2014  
Government Office Building

6:30 p.m.  
Room 306

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Times shown for agenda items are estimates only.

6:30 p.m. CALL TO ORDER

6:31 p.m. WELCOME/ANNOUNCEMENTS

6:33 p.m. MANUFACTURING EXEMPTION REQUEST - DELMAR BREWING COMPANY, LLC

- Recommendation for Delmar Brewing Company, LLC to be granted exemptions from Personal Property Tax for their equipment purchased in 2012 and 2013

6:40 P.M. 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 May 12, 2014 (subject to change)

- Ordinance No. 2287 – FY 15 BUDGET – PUBLIC HEARING – appropriating the necessary funds for the operation of the Government and Administration of the City of Salisbury, Maryland for the period July 1, 2014 to June 30, 2015, establishing the levy for the General Fund for the same fiscal period and establishing the appropriation for the Water and Sewer, Parking Authority and City Marina Funds (FY 15 Budget)
- Ordinance No. 2288 – 2nd reading - approving an amendment of the FY 14 General Fund Budget to appropriate funding for additional legal and consulting fees to extend negotiations of the cable franchise agreement with Comcast

Posted: APRIL 30, 2014



## **PUBLIC NOTICE**

### **SPECIAL MEETING**

In accordance with §SC2-4 of the Salisbury City Charter, a majority of the City Council have called for a Special Meeting to be held on Thursday, May 1, 2014 for consideration of:

- 1) Manufacturing exemption request for equipment purchased in 2012 and 2013 by Delmar Brewing Company, LLC**

The Special Meeting will be held at 6:30 p.m. (immediately following the City Council's Budget Session) in Conference Room #306 of the City/County Government Office Building (125 N. Division Street).

#####

The Council reserves the right to convene in closed session.

**Posted: 4/29/14**  
**Kimberly R. Nichols, CMC**  
**City Clerk**

# City of Salisbury



MARYLAND

Salisbury



2010

125 NORTH DIVISION STREET  
SALISBURY, MARYLAND 21801

Tel: 410-334-3028

Fax: 410-548-3192

KEITH A. CORDREY  
DIRECTOR OF INTERNAL SERVICES

JAMES IRETON, JR.  
MAYOR

TOM STEVENSON  
CITY ADMINISTRATOR

TERENCE ARRINGTON  
ASSISTANT CITY ADMINISTRATOR

**To:** Tom Stevenson, City Administrator  
**From:** Keith Cordrey, Director of Internal Services *KAC*  
**Date:** April 25, 2014  
**Re:** Manufacturing Exemption for equipment purchased 2012 and 2013 Delmar Brewing Company LLC

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I am recommending that Delmar Brewing Company LLC be granted exemptions from Personal Property Tax for their equipment purchased in 2012 and 2013, as requested by the company. Since the request came within 2 years of the purchase of the equipment, they are eligible for up to 5 years' exemption. Over the next five years they will benefit from this exemption by a total savings of \$ 67,458 in personal property tax. The exemptions will be applied to City Property Tax years 2014-2018 as shown in the schedule provided herein.

Attached please find copies of the calculations, property tax returns and manufacturing exemption applications.



# City of Salisbury



KEITH CORDREY

## MARYLAND

125 N. Division Street

GERRI L. MOORE

ASSISTANT DIRECTOR INTERNAL SERVICES

FINANCE DEPARTMENT DIRECTOR INTERNAL SERVICES

Salisbury, MD 21801-4940

(410) 548-3110

(410) 860-5154 (Fax)

## Exemption Application For Machinery and Equipment Used for Manufacturing/Research & Development

Business Name: Delmarz Brewing Company MD Department ID#: 21444 2195

Mailing Address: 200 Elmwood Street Salisbury MD 21801

Contact Name: Jasmine Moore Phone No.: 843-455-3517

1. In order to qualify for an exemption you must meet one of the following requirements: Equipment is owned and operated by a facility that (1) locates in Salisbury (2) expands operations in Salisbury, or (3) develops a new product or industrial process in Salisbury. If you meet one of these requirements please explain in detail how you meet these requirements including raw materials used and products produced or R & D activity being conducted. Please include number of employees used in Manufacturing/ R&D and number of administrative employees.

2. Exemption is requested for tools, machinery & equipment used in Manufacturing / Research & Development acquired in calendar year ~~2012~~, 2013, ~~2014~~, ~~2015~~

3. Address of Manufacturing / R & D operation. 200 Elmwood Street Salisbury MD 21801

4. Date Manufacturing / R & D operation began in Salisbury. April 2012

5. Attach a description of each asset claimed under this exemption. The schedule must include a description, original cost, and date of acquisition for each item. General descriptions such as Equipment, Various, or Miscellaneous are not acceptable.

6. Attach a copy of the State of Maryland Personal Property Return for the year of acquisition.

**Additional information and requirements**

All exemptions require approval by the City of Salisbury Council and receipt of exemption from Wicomico County does not mean you will automatically be granted an exemption by the City of Salisbury. The exemption that is granted is for a specific year in which equipment was purchased and can be for a term up to a maximum of 5 years. Once an exemption has been granted, a copy of the personal property tax return must be sent in for each year of the exemption. To be eligible to receive the maximum exemption term of 5 years, the application must be received within two (2) years from December 31<sup>st</sup> of the calendar year in which the equipment was purchased. A separate request must be made for each year. The application can be mailed to Finance Department, 125 North Division St., Salisbury, MD 21801-4940 or faxed to (410) 860-5154.

Preparer's Signature Jean m Date 4/24/14

Email address Jasmine@evolutioncraftbrewing.com



Evolution Craft Brewing Company is a growing production/manufacturing facility located in Salisbury, Maryland. It is constantly developing new products to compete in our industry.

Evolution employs five administrative staff members and fourteen manufacturing employees.

FYE: 12/31/2013

Asset	Property Description	Date In Service	MD Cost	MD Prior Depreciation	MD Current Depreciation	MD End Depr
<b>Date In Service for Year End: 12/31/13</b>						
<b>PPT type - MD: Tools, mach, equip, used for manufacturing and RD</b>						
62	DROP PACKER	8/19/13	15,000.00	0.00	2,142.86	2,142.86
63	BEER TANKS	4/12/13	31,240.00	0.00	4,462.86	4,462.86
65	96 half barrel KEGS	6/05/13	12,672.00	0.00	1,810.29	1,810.29
66	200 half & 360 sixth barrel KEGS	2/01/13	30,217.00	0.00	4,316.71	4,316.71
67	128 half barrel KEGS	9/12/13	15,575.00	0.00	2,225.00	2,225.00
<b>Tools, mach, equip, used for manufacturing and RD</b>			<b>104,704.00</b>	<b>0.00</b>	<b>14,957.72</b>	<b>14,957.72</b>
<b>Year End Total: 12/31/13</b>			<b>104,704.00</b>	<b>0.00</b>	<b>14,957.72</b>	<b>14,957.72</b>

<b>Date In Service for Year End: 12/31/12</b>						
<b>PPT type - MD: Tools, mach, equip, used for manufacturing and RD</b>						
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42	SCISSOR LIFT	6/07/12	5,830.00	832.86	1,427.75	2,260.61
43	TANKS- FIN PAC	8/30/12	34,175.00	4,882.14	8,369.39	13,251.53
44	MOTORS	6/26/12	4,600.00	657.14	1,126.53	1,783.67
45	WALK IN REFRIGERATOR	4/30/12	20,246.19	2,892.31	4,958.25	7,850.56
49	KEGS	12/27/12	30,590.00	4,370.00	7,491.43	11,861.43
50	USED CASE ERECTOR, SEALER, GLUE MACHIN	4/30/12	5,000.00	714.29	1,224.49	1,938.78
52	BOILER- BREWERY	4/30/12	1,310.75	187.25	321.00	508.25
53	FILLER	4/30/12	125,000.00	17,857.14	30,612.25	48,469.39
54	TANKS FERMENTER	4/30/12	90,450.00	12,921.43	22,151.02	35,072.45
55	NEW BREWHOUSE	4/30/12	285,263.00	40,751.86	69,860.33	110,612.19
57	CARBONATION EQUIPMENT	4/30/12	1,349.39	192.77	330.46	523.23
58	AGER TANK	4/30/12	38,500.00	5,500.00	9,428.57	14,928.57
61	INSTALLATION- TANKS	4/30/12	34,871.19	4,981.60	8,539.88	13,521.48
<b>Tools, mach, equip, used for manufacturing and RD</b>			<b>767,410.52</b>	<b>109,630.08</b>	<b>187,937.27</b>	<b>297,567.35</b>
<b>Year End Total: 12/31/12</b>			<b>767,410.52</b>	<b>109,630.08</b>	<b>187,937.27</b>	<b>297,567.35</b>

<b>Date In Service for Year End: 12/31/11</b>						
<b>PPT type - MD: Tools, mach, equip, used for manufacturing and RD</b>						
22	2 - 40 Barrel Fermenters	1/24/11	28,900.00	13,417.86	4,423.47	17,841.33
35	Chiller	11/08/11	31,242.00	9,723.28	6,148.21	15,871.49
<b>Tools, mach, equip, used for manufacturing and RD</b>			<b>60,142.00</b>	<b>23,141.14</b>	<b>10,571.68</b>	<b>33,712.82</b>
<b>Year End Total: 12/31/11</b>			<b>60,142.00</b>	<b>23,141.14</b>	<b>10,571.68</b>	<b>33,712.82</b>

<b>Date In Service for Year End: 12/31/10</b>						
<b>PPT type - MD: Tools, mach, equip, used for manufacturing and RD</b>						
25	Westfalia Separator	10/26/10	10,000.00	5,626.82	1,249.48	6,876.30
27	Kegs	8/06/10	39,950.00	22,479.15	4,991.67	27,470.82
28	Triad Machine	12/14/10	526.00	295.97	65.72	361.69
<b>Tools, mach, equip, used for manufacturing and RD</b>			<b>50,476.00</b>	<b>28,401.94</b>	<b>6,306.87</b>	<b>34,708.81</b>
<b>Year End Total: 12/31/10</b>			<b>50,476.00</b>	<b>28,401.94</b>	<b>6,306.87</b>	<b>34,708.81</b>

<b>Date In Service for Year End: 12/31/09</b>						
<b>PPT type - MD: Tools, mach, equip, used for manufacturing and RD</b>						
1	300 Half Barrel Kegs	8/06/09	53,990.00	37,125.15	4,818.53	41,943.68
2	150 Sixel Kegs	1/10/09	8,250.00	5,672.95	736.30	6,409.25
3	Fermenter	4/01/09	4,200.00	2,888.04	374.85	3,262.89
4	Carbonation Equipment	4/01/09	19,739.94	13,573.78	1,761.76	15,335.54
5	Walkin Box	4/01/09	41,827.43	28,761.80	3,733.04	32,494.84
10	40 BB Fermenter	4/01/09	10,000.00	6,876.30	892.49	7,768.79
19	Kegging Equipment & Mill	4/01/09	15,200.00	10,451.98	1,356.58	11,808.56
20	Bottling	4/01/09	2,010.00	1,382.14	179.39	1,561.53
<b>Tools, mach, equip, used for manufacturing and RD</b>			<b>155,217.37</b>	<b>106,732.14</b>	<b>13,852.94</b>	<b>120,585.08</b>
<b>Year End Total: 12/31/09</b>			<b>155,217.37</b>	<b>106,732.14</b>	<b>13,852.94</b>	<b>120,585.08</b>

**Personal Property Return As of January 1, 2014 Due April 15, 2014**

STATE OF MARYLAND, DEPARTMENT OF ASSESSMENTS AND TAXATION, PERSONAL PROPERTY DIVISION

301 West Preston Street, Room 801, Baltimore, Maryland 21201-2395 • www.dat.state.md.us • (410) 767-1170 • (888) 246-5941 within Maryland

**2014**

**Form 1  
Page 1 of 4**

Date Received  
by Department

CHECK ONE	Type of Business	ID #	Filing Fee	Type of Business	ID #	Filing Fee
		Prefix			Prefix	
<input type="checkbox"/>	Domestic Stock Corp.	(D)	\$300	<input type="checkbox"/>	Domestic Limited Liability Company	(W) \$300
<input type="checkbox"/>	Foreign Stock Corp.	(F)	\$300	<input checked="" type="checkbox"/>	Foreign Limited Liability Company	(Z) \$300
<input type="checkbox"/>	Domestic Non-Stock Corp.	(D)	- 0 -	<input type="checkbox"/>	Domestic Limited Partnership	(M) \$300
<input type="checkbox"/>	Foreign Non-Stock Corp.	(F)	- 0 -	<input type="checkbox"/>	Foreign Limited Partnership	(P) \$300
<input type="checkbox"/>	Foreign Insurance Corp.	(F)	\$300	<input type="checkbox"/>	Domestic Limited Liability Partnership	(A) \$300
<input type="checkbox"/>	Foreign Interstate Corp.	(F)	- 0 -	<input type="checkbox"/>	Foreign Limited Liability Partnership	(E) \$300
<input type="checkbox"/>	SDAT Certified Family Farm (A,D,M,W)		\$100	<input type="checkbox"/>	Domestic Statutory Trust	(B) \$300
<input type="checkbox"/>	Real Estate Investment Trust	(D)	\$300	<input type="checkbox"/>	Foreign Statutory Trust	(S) \$300

Name of Business  
Mailing Address

DELMAR BREWING COMPANY, LLC

Check here if this is a change of address

200 ELMWOOD STREET  
SALISBURY MD 21801

Make Address Corrections Here

DEPARTMENT ID NUMBER ID# PREFIX <input checked="" type="checkbox"/> <u>14442495</u>		FEDERAL EMPLOYER IDENTIFICATION NUMBER <u>26-3415780</u>	
DATE OF INCORPORATION OR FORMATION <u>09/23/2008</u>	STATE OF INCORPORATION OR FORMATION <u>DELAWARE</u>	FEDERAL PRINCIPAL BUSINESS CODE <u>312120</u>	
TRADING AS NAME		<input type="checkbox"/> Please check here if you do not want personal property forms mailed to you next year.	

ID # PREFIX  
**Z** **14442495**  
Type or Print Department ID Number Here

INCLUDE DEPARTMENT ID NUMBER ON CHECK  
PLEASE STAPLE CHECK HERE

**SECTION I**

- A. Is any business conducted in Maryland? YES Date began: 01/04/2012  
(Yes or No)
- B. Nature of business conducted in Maryland: BREWERY & RESTAURANT
- C. Does the business own, lease or use personal property located in Maryland? YES If No, skip SECTION II.  
(Yes or No)

**ONLY CORPORATIONS COMPLETE ITEM D**

D. Names and addresses of officers and names of directors (type or print):

	Names	ADDRESSES
President	<u>C. JOHN KNORR III</u>	<u>2172 CINDER LANE, WHITEHAVEN MD</u>
Vice-President	<u>THOMAS L. KNORR</u>	<u>2670 CLARA ROAD, WHITEHAVEN MD</u>
Secretary	_____	_____
Treasurer	_____	_____

DIRECTORS	
Names	Names
<u>C. JOHN KNORR III</u>	<u>THOMAS L. KNORR</u>
_____	_____
_____	_____
_____	_____

# City of Salisbury



KEITH CORDREY

## MARYLAND

125 N. Division Street

FINANCE DEPARTMENT DIRECTOR INTERNAL SERVICES

## GERRI L. MOORE

ASSISTANT DIRECTOR INTERNAL SERVICES

Salisbury, MD 21801-4940

(410) 548-3110

(410) 860-5154 (Fax)

### Exemption Application For Machinery and Equipment Used for Manufacturing/Research & Development

Business Name: Delmar Brewing Company MD Department ID#: 21444 2495  
Mailing Address: 200 Elmwood Street Salisbury MD 2180  
Contact Name: Jasmine Moore Phone No.: 843-455-3517

1. In order to qualify for an exemption you must meet one of the following requirements: Equipment is owned and operated by a facility that (1) locates in Salisbury (2) expands operations in Salisbury, or (3) develops a new product or industrial process in Salisbury. If you meet one of these requirements please explain in detail how you meet these requirements including raw materials used and products produced or R & D activity being conducted. Please include number of employees used in Manufacturing/ R&D and number of administrative employees.
2. Exemption is requested for tools, machinery & equipment used in Manufacturing / Research & Development acquired in calendar year 2012, ~~2013, 2014, 2015~~
3. Address of Manufacturing / R & D operation. 200 Elmwood Street Salisbury MD 2180
4. Date Manufacturing / R & D operation began in Salisbury. April 2012
5. Attach a description of each asset claimed under this exemption. The schedule must include a description, original cost, and date of acquisition for each item. General descriptions such as Equipment, Various, or Miscellaneous are not acceptable.
6. Attach a copy of the State of Maryland Personal Property Return for the year of acquisition.

**Additional information and requirements**

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Preparer's Signature Jean m Date 4/24/14  
Email address Jasmine@outfittercraftbrewing.com



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Evolution employs five administrative staff members and fourteen manufacturing employees.

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**Personal Property Return As of January 1, 2013 Due April 15, 2013**

STATE OF MARYLAND, DEPARTMENT OF ASSESSMENTS AND TAXATION, PERSONAL PROPERTY DIVISION

301 West Preston Street, Room 801, Baltimore, Maryland 21201-2395 • www.dat.state.md.us • (410) 767-1170 • (888) 246-5941 within Maryland

**2013**

**Form 1**  
**Page 1 of 4**

Date Received  
by Department

CHECK ONE	Type of Business	ID # Prefix	Filing Fee	Type of Business	ID # Prefix	Filing Fee
	<input type="checkbox"/>	Domestic Stock Corp.	(D)	\$300	Domestic Limited Liability Company	(W)
<input type="checkbox"/>	Foreign Stock Corp.	(F)	\$300	<input checked="" type="checkbox"/> Foreign Limited Liability Company	(Z)	\$300
<input type="checkbox"/>	Domestic Non-Stock Corp.	(D)	- 0 -	Domestic Limited Partnership	(M)	\$300
<input type="checkbox"/>	Foreign Non-Stock Corp.	(F)	- 0 -	Foreign Limited Partnership	(P)	\$300
<input type="checkbox"/>	Foreign Insurance Corp.	(F)	\$300	Domestic Limited Liability Partnership	(A)	\$300
<input type="checkbox"/>	Foreign Interstate Corp.	(F)	- 0 -	Foreign Limited Liability Partnership	(E)	\$300
<input type="checkbox"/>	SDAT Certified Family Farm (A,D,M,W)		\$100	Domestic Statutory Trust	(B)	\$300
<input type="checkbox"/>	Real Estate Investment Trust (D)		\$300	Foreign Statutory Trust	(S)	\$300

Name of Business  
Mailing Address

Make Address Corrections Here

DELMAR BREWING COMPANY, LLC

**Check here if this is a change of address**

200 ELMWOOD STREET

SALISBURY

MD 21801

DEPARTMENT ID NUMBER ID# PREFIX <input checked="" type="checkbox"/> <u>14442495</u>		FEDERAL EMPLOYER IDENTIFICATION NUMBER <u>26-3415780</u>	
DATE OF INCORPORATION OR FORMATION <u>09/23/2008</u>	STATE OF INCORPORATION OR FORMATION <u>DELAWARE</u>	FEDERAL PRINCIPAL BUSINESS CODE <u>312120</u>	
TRADING AS NAME		<input type="checkbox"/> Please check here if you do not want personal property forms mailed to you next year.	

INCLUDE DEPARTMENT ID NUMBER ON CHECK PLEASE STAPLE CHECK HERE

ID # PREFIX 2 14442495  
Type or Print Department ID Number Here

**SECTION I**

- A. Is any business conducted in Maryland? YES Date began: 01/04/2012  
(Yes or No)
- B. Nature of business conducted in Maryland: BREWERY & RESTAURANT
- C. Does the business own, lease or use personal property located in Maryland? YES If No, skip SECTION II.  
(Yes or No)

**ONLY CORPORATIONS COMPLETE ITEM D**

D. Names and addresses of officers and names of directors (type or print):

	Names	Addresses
President	<u>C. JOHN KNORR III</u>	<u>2172 CINDER LANE, WHITEHAVEN MD</u>
Vice-President	<u>THOMAS L. KNORR</u>	<u>2670 CLARA ROAD, WHITEHAVEN MD</u>
Secretary		
Treasurer		

Names		Names
<u>C. JOHN KNORR III</u>		<u>THOMAS L. KNORR</u>