



City of Salisbury

CITY COUNCIL AGENDA



July 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. CITY INVOCATION - Pastor David Hudson, Living Stones Church

6:06 p.m. PLEDGE OF ALLEGIANCE

6:08 p.m. COMMUNITY ORGANIZATION PRESENTATION

6:20 p.m. ADOPTION OF LEGISLATIVE AGENDA

6:22 p.m. CONSENT AGENDA – City Clerk Kimberly Nichols

- May 27, 2014 closed session minutes
- June 2, 2014 closed session minutes
- June 23, 2014 regular meeting minutes
- June 23, 2014 closed session minutes
- Resolution No. 2413 - declaring that Salisbury Dance Academy is eligible to receive Enterprise Zone benefits for property located at 201 W. Main Street, Salisbury, Maryland
- Resolution No. 2414 - declaring that Devreco, LLC is eligible to receive Enterprise Zone benefits for property located at 115 South Division Street, Salisbury, Maryland
- Resolution No. 2415 - approving the appointment of Paul G. Youngk to the Marina Committee for term ending 1/31/2016
- Resolution No. 2416 - approving the reappointment of Richard H. Parsons to the Marina Committee for term ending 1/31/2016
- Resolution No. 2417 - approving the reappointment of Tom Ayd to the Traffic & Safety Advisory Committee for term ending 7/31/2017
- Resolution No. 2418 - approving a loan to Echelon Sby, LLC from the City's Revolving Loan Fund to assist in the renovation of the building located at 100 North Division Street, Salisbury Maryland 21801

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

- Change Order #2 Contract A-07-14 Street Improvements – Curb, Gutter & Sidewalk Construction
- Change Order #5 Contract A-22-12 (2nd renewal) Citywide Blacktop Program

6:45 p.m. ORDINANCES - City Attorney Mark Tilghman

- Ordinance No. 2295 – 2nd reading - granting a utility easement to Wicomico County, Maryland across City owned property along Beaglin Park Drive at Shamrock Drive in Salisbury, Maryland
- Ordinance No. 2296 – 2nd reading – pursuant to Chapter 17.228 of Title 17, Zoning of the Salisbury Municipal Code and Section 4.04 of Article 66b of the Annotated Code of Maryland for the purpose of amending Section 17.04.120, Definitions, and Section 17.76.020b, Light Industrial District to add a definition for an outdoor storage yard and to add an outdoor storage yard as a use permitted by special exception
- Ordinance No. 2297 – 2nd reading – supplementing a Right of Way Agreement with Delmarva Power & Light Company across City owned property between North Park Drive and South Park Drive in Salisbury, Maryland

7:10 p.m. PUBLIC COMMENTS

7:15 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**

**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 July 28, 2014 (subject to change)

- Resolution No. ____ - allowing Salisbury Police Department to enter into an MOU for acquisition of surplus federal property
- Ordinance No. ____ - 1st reading – creating bike route which will run along Riverside Dr. from the intersection of Riverside Dr. and West College Ave. to the intersection of Riverside Dr. and Mill St., as well as along South Blvd. from the intersection of South Blvd. and Camden Ave. to the intersection of Riverside Dr. and South Blvd.; providing dedicated bicycle-only lanes and shared bicycle and motorized vehicle lanes as directed by MDMUTCD Chapter 9, Traffic Control for Bicycle Facilities (MDMUTCD); installing appropriate pavement markings in the form of lane striping for dedicated lanes; installing shared lane markings for shared lanes; installing bicycle markings on-pavement; and installing bike route signage along the route per the MDMUTCD
- Resolution No. ____ – authorizing the Mayor to sign the grant agreement and accept a grant of \$32,440.00 from Maryland Department of Transportation Maryland Bikeways Program for the provision of 1.18 miles of pavement marking and signage on Riverside Drive and 0.37 miles of pavement marking and signage on South Boulevard necessary to create a bike route from Downtown Salisbury to Salisbury University.
- Resolution No. ____ - accepting funds from the Wicomico County Narcotics Task Force to purchase equipment and/or fund training for officers and the training and purchase of a new Salisbury Police K-9 thereby enhancing law enforcement efforts to provide a safer environment for the citizens of Salisbury and Wicomico County.

Posted: July 9, 2014

1 **CITY OF SALISBURY, MARYLAND**

2
3 **REGULAR MEETING**

JUNE 23, 2014

4
5 **PUBLIC OFFICIALS PRESENT**

6
7 *Council President Jacob R. Day* *Council Vice President Laura Mitchell*
8 *Councilwoman Eugenie P. Shields (arrived 6:27 p.m.)* *Councilman Timothy K. Spies*

9
10 **PUBLIC OFFICIALS NOT PRESENT**

11
12 *Mayor James Ireton, Jr.*
13 *Councilwoman Terry E. Cohen*

14
15 **IN ATTENDANCE**

16
17 *City Clerk Kimberly R. Nichols, CMC, Assistant City Administrator Terence Arrington, City*
18 *Attorney Mark Tilghman, Public Works Director Michael Moulds, Public Works Deputy Director*
19 *Amanda Pollack, Internal Services Director Keith Cordrey, Assistant Director Internal Services*
20 *- Parking & Procurement Jennifer Miller, Community Development Administrative Support*
21 *Technician Ginny Hussey, interested citizens and members of the press*

22 *****

23
24 **CITY INVOCATION – PLEDGE OF ALLEGIANCE**

25
26 *The City Council met in regular session at 6:05 p.m. in Council Chambers. Council President*
27 *Day called the meeting to order and invited Pastor Greg Morris from Parkway Church of God to*
28 *the podium to deliver the invocation. Thereafter, the Pledge of Allegiance was recited.*

29
30 **COMMUNITY ORGANIZATION PRESENTATION**

31
32 *Wicomico County Library Executive Director Andrea Berstler joined Council at the podium and*
33 *provided a PowerPoint presentation on the Wicomico County Library, which she submitted was*
34 *not just an anchor, but a contributor to Downtown. Her presentation included two proposed*
35 *library projects, 1) the development of a multi-branch model for Wicomico Public Library to add*
36 *branches of the library throughout the County, and 2) the construction of an Education and*
37 *Entrepreneur Center.*

38
39 **ADOPTION OF LEGISLATIVE AGENDA**

40
41 *Mrs. Mitchell moved, Mr. Spies seconded, and the vote was unanimous (4-0) to approve the*
42 *Legislative Agenda.*

44 **CONSENT AGENDA** – presented by City Clerk Kim Nichols

45
46 *The Consent Agenda was unanimously approved on a 4-0 vote in favor on a motion and*
47 *seconded by Mrs. Mitchell and Mrs. Shields, respectively:*

- 48
- 49 • May 6, 2014 budget session minutes
- 50 • May 8, 2014 budget session minutes
- 51 • May 12, 2014 regular meeting minutes
- 52 • May 15, 2014 budget session minutes
- 53 • May 19, 2014 work session minutes
- 54 • May 19, 2014 closed session minutes
- 55 • May 20, 2014 budget session minutes
- 56 • May 22, 2014 budget session minutes
- 57 • May 27, 2014 regular meeting minutes
- 58 • May 29, 2014 redistricting forum
- 59 • June 2, 2014 work session minutes
- 60 • Resolution No. 2405 - approving the appointment of Ben Bowne to the Central City
61 District Committee
- 62 • Resolution No. 2406 - approving the appointment of R. Hardy Rudasill to the Housing
63 Board of Adjustments and Appeals
- 64 • Resolution No. 2407 - declaring that Westwood Development LLC is eligible to receive
65 Enterprise Zone benefits for property located at 306 W. Main Street, Salisbury, MD
- 66 • Resolution No. 2408 - declaring that Kraus Development LLC is eligible to receive
67 Enterprise Zone benefits for property located at 520 Marvel Road, Salisbury, MD
- 68 • Approving Manufacturing Exemption request from Jubilant Cadista Pharmaceuticals
69 Inc. for equipment purchased in 2010, 2011 and 2012
- 70 • Approving Manufacturing Exemption request from Spartech FCD, LLC for equipment
71 purchased in 2012
- 72 • Approving Manufacturing Exemption request from Viskon Aire for equipment purchased
73 in 2013
- 74 • Approving Manufacturing Exemption request from Trinity Sterile, Inc. for equipment
75 purchased in 2008 through 2013

76

77 **AWARD OF BIDS** – presented by Assistant Director of Internal Services – Procurement &
78 Parking Jennifer L. Miller

79

80 *The Award of Bids, consisting of the following items, was unanimously approved on a 4-0 vote*
81 *on a motion by Mrs. Shields that was seconded by Mr. Spies:*

- 82
- 83 • Recommendation for Award of Bid Contract 111-14 Parsons Road
84 Pavement Replacement - \$524,165.75
- 85 • Recommendation for Award of Bid RFP 08-14 Engineering Services
86 for Water System Master Plan and Model - \$204,279.00

- 87 • *Change Order #1 Contract A-07-14 Street Improvements – Curb, Gutter*
88 *& Sidewalk Construction -* \$43,000.00

89
90 **RESOLUTIONS** – presented by Assistant City Administrator Terence Arrington

- 91
92 • Resolution No. 2409 – to approve a Maryland Department of Housing and Community
93 *Development, Community Legacy Grant application for funds to provide rehabilitation*
94 *grants to owners of businesses located in downtown Salisbury for interior and/or exterior*
95 *improvements to the permanent structure in which their business is housed*

96
97 *On a motion and seconded by Mrs. Mitchell and Mr. Spies, respectively and by*
98 *unanimous vote in favor, Resolution No. 2409 was unanimously approved as presented.*

- 99
100 • Resolution No. 2410 – to approve a Maryland Department of Housing and Community
101 *Development, Strategic Demolition and Smart Growth Impact Fund Grant application to*
102 *fund the demolition, remediation and site development of the former Daily Times building*

103
104 *On a motion and seconded by Mrs. Mitchell and Mrs. Shields, respectively and by*
105 *unanimous vote in favor, Resolution No. 2410 was unanimously approved as presented.*

- 106
107 • Resolution No. 2411 – to approve a project to construct or rehabilitate a minimum of
108 *four homes in the Church Street neighborhood to be sold to low to very-low income*
109 *families over the next two years*

110
111 *On a motion and seconded by Mrs. Shields and Mrs. Mitchell, respectively and by*
112 *unanimous vote in favor, Resolution No. 2411 was unanimously approved as presented.*

- 113
114 • Resolution No. 2412 – authorizing the Mayor to sign the Grant Agreement and accept a
115 *grant of \$67,843.00 from the Maryland Energy Administration for implementation of*
116 *Energy Efficient and Conservation Projects*

117
118 *Mrs. Mitchell moved and Mr. Spies seconded to approve Resolution No. 2412.*

119
120 *Mr. Spies moved, Mrs. Mitchell seconded, and the vote was unanimous to amend*
121 *Resolution No. 2412 by inserting “or City Administrator” on Lines 3 and 37 after*
122 *“Mayor.”*

123
124 *Resolution No. 2412 was unanimously approved as amended.*

125
126 **ORDINANCES** – presented by City Attorney Mark Tilghman

- 127
128 • Ordinance No. 2291– 2nd reading – approving a budget amendment of the FY14 General
129 *Fund to appropriate funds received from the Speed Camera Program for the purchase of*

130 two speed measuring devices

131

132 Mrs. Shields moved, Mrs. Mitchell seconded, and the vote was unanimous to approve
133 Ordinance No. 2291 for second reading.

134

- 135 • Ordinance No. 2292 – 2nd reading – approving a Budget Amendment of the FY14
136 General Fund Budget to appropriate funds received from the Speed Camera Program for
137 the purchase of two speed measuring devices

138

139 Mrs. Mitchell moved, Mrs. Shields seconded, and the vote was unanimous to approve
140 Ordinance No. 2292 for second reading.

141

- 142 • Ordinance No. 2293 – 2nd reading – approving a Budget Amendment of the FY 14 Water
143 Sewer Fund to appropriate funds for City Attorney to reduce funds for the attorney in the
144 Water Sewer fund and to appropriate additional funds

145

146 Mr. Spies moved and Mrs. Mitchell seconded to approve Ordinance No. 2293 for second
147 reading.

148

149 Mrs. Mitchell moved, Mr. Spies seconded and the vote was unanimous to amend
150 Ordinance No. 2293 by striking “appropriate” on Line 4 and inserting “reduce the
151 appropriation of” after “to.”

152

153 Ordinance No. 2293, as amended, was unanimously approved for second reading.

154

- 155 • Ordinance No. 2294 – 2nd reading – approving a Budget Amendment of the FY 14
156 General Fund to appropriate funds for Attorney Fees

157

158 Mrs. Mitchell moved, Mr. Spies seconded, and the vote was unanimous to approve
159 Ordinance No. 2294 for second reading.

160

- 161 • Ordinance No. 2295 – 1st reading – granting a utility easement to Wicomico County,
162 Maryland across City owned property along Beaglin Park Drive at Shamrock Drive in
163 Salisbury, Maryland

164

165 Mr. Spies moved, Mrs. Mitchell seconded, and the vote was unanimous to approve
166 Ordinance No. 2295 for first reading.

167

- 168 • Ordinance No. 2297 – 1st reading – supplementing a Right of Way agreement with
169 Delmarva Power & Light Company across City owned property between North Park
170 Drive and South Park Drive in Salisbury, Maryland

171

172 Mr. Spies moved, Mrs. Shields seconded, and the vote was unanimous to approve

173 Ordinance No. 2297 for first reading.
174

- 175 • *Ordinance No. 2296 – **PUBLIC HEARING/1st** reading – pursuant to Chapter*
176 *17.228 of Title 17, Zoning of the Salisbury Municipal Code and Section 4.04 of Article*
177 *66b of the Annotated Code of Maryland for the purpose of amending Section 17.04.120,*
178 *Definitions, and Section 17.76.020b, Light Industrial District to add a definition for an*
179 *outdoor storage yard and to add an outdoor storage yard as a use permitted by Special*
180 *Exception*

181
182 *Mr. Spies moved and Mrs. Shields seconded to approve Ordinance No. 2296 for first*
183 *reading.*

184
185 *President Day opened the public hearing for the ordinance, and there being no public*
186 *comments, directly closed the public hearing.*

187
188 *Ordinance No. 2296 for first reading was unanimously approved.*
189

190 **PUBLIC COMMENTS**

191
192 *One member of the public provided the following comments:*

- 193
194 • *Disapproved of Bed & Breakfasts in Newtown for the following reasons:*
195
 - 196 ○ *Salisbury is affected by empty houses everywhere, not just in Newtown*
 - 197 ○ *Incentives are given to Contractors and Builders, so why not give people 50% tax*
198 *break to people for buying a house and living in it for five years or more?*
 - 199 ○ *Bed & Breakfasts are commercial units and speaker's neighborhood is zoned*
200 *single family*
 - 201 ○ *It is difficult for code enforcement to determine who is living in these homes*

202 203 **MOTION TO CONVENE IN CLOSED SESSION**

204
205 *At 7:52 p.m. Mrs. Shields moved, Mrs. Mitchell seconded, and the vote was unanimous to*
206 *convene in Closed Session to obtain advice from counsel on the transfer of property.*

207 208 **ADJOURNMENT**

209
210 *At 8:18 p.m., upon a motion and seconded by Mr. Spies and Mrs. Shields, respectively, and by*
211 *unanimous vote in favor, President Day adjourned the Closed Session, returned to Open Session*
212 *and provided the statement that Council had discussed the options and charged Mr. Tilghman*
213 *with meeting with the property owner to discuss transfer of ownership of the property.*

214
215 *With no further discussion, President Day adjourned the Open Session at 8:20 p.m.*

CITY OF SALISBURY, MARYLAND
CLOSED SESSION
MAY 27, 2014

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TIME & PLACE: 7:17 p.m., Government Office Building – Room 301 Council Chambers
PURPOSE: To discuss a real estate transaction and interview an employee
VOTE TO CLOSE: Unanimous (4-0)
PRESENT: Council President Jacob R. Day, Council Vice President Laura Mitchell, Councilwoman Eugenie P. Shields, Councilman Timothy K. Spies, City Clerk Kimberly R. Nichols, City Administrator Tom Stevenson, Acting Director Neighborhood Services and Code Compliance Susan Phillips, Fire Chief Rick Hoppes, Deputy Fire Chief Lee Smith, Fire Station 2 President Bryan Cook, Fire Station 2 Treasurer Ryan LeCates, City Attorney Mark Tilghman
NOT PRESENT: Mayor James Ireton, Jr., Councilwoman Terry E. Cohen

The City Council convened in Legislative Session in Room #301 in the Government Office Building at 6:02 p.m.

At the conclusion of the Legislative Session, Mr. Spies moved, Mrs. Mitchell seconded and the vote was unanimous (4-0) to convene in Closed Session in accordance with the Annotated Code of Maryland § 10-508(a)(1)(3). The Closed Session began at 7:17 p.m.

Council discussed the fees and liens for the purchase of a property and reached unanimous consensus to waive the fees.

Council also interviewed Susan Phillips, the Mayor’s candidate for the position of Director of Neighborhood Services and Code Compliance, and reached unanimous consensus to confirm Ms. Phillips as the new director of the department.

On a motion and seconded by Mr. Spies and Mrs. Mitchell, respectively, and by unanimous vote in favor, President Day adjourned the Closed Session at 8:20 p.m.. Council reconvened in Open Session, President Day provided the statement to the Public, and adjourned the Open Session.

259
260 *CITY OF SALISBURY, MARYLAND*
261 *CLOSED SESSION*
262 *JUNE 2, 2014*
263

264 *TIME & PLACE:* 6:45 p.m., Government Office Building – Room 301 Council Chambers

265 *PURPOSE:* To discuss a matter directly related to a negotiating strategy of a bid or
266 proposal if public discussion or disclosure would adversely impact the
267 ability of the public body to participate in the competitive bidding or
268 proposal process (before a contract is awarded or bids are opened)

269 *VOTE TO CLOSE:* Unanimous (4-0)

270 *PRESENT:* Council President Jacob R. Day, Mayor James Ireton, Jr., Council Vice
271 President Laura Mitchell, Councilwoman Terry E. Cohen (arrived at 7:00
272 p.m.), Councilman Timothy K. Spies, City Clerk Kimberly R. Nichols, City
273 Administrator Tom Stevenson, Planning & Zoning Director Jack Lenox,
274 Planning & Zoning Deputy Director Lori Carter, Associate City Attorney
275 Pete Golba

276 *NOT PRESENT:* Councilwoman Eugenie P. Shields
277

278
279 *The City Council convened in Work Session in Council Chambers, Room #301 of the*
280 *Government Office Building at 4:38 p.m.*

281
282 *At the conclusion of the Work Session, Mrs. Mitchell moved, Mr. Spies seconded and the vote*
283 *was unanimous (4-0) to convene in Closed Session in accordance with the Annotated Code of*
284 *Maryland § 10-508(a)(14). The Closed Session began at 6:45 p.m.*

285
286 *While in Closed Session Council discussed the development plans and negotiations of several*
287 *City parking lots and authorized the Mayor to enter into an exclusive negotiating period with a*
288 *potential developer who responded to an RFP.*

289
290 *Ms. Cohen moved, Mrs. Mitchell seconded, and by unanimous vote in favor, President Day*
291 *adjourned the Closed Session at 8:41 p.m. Council reconvened in Open Session and President*
292 *Day provided the statement to the Public, and thereafter adjourned the Open Session.*
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CITY OF SALISBURY, MARYLAND
CLOSED SESSION
JUNE 23, 2014

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307 *TIME & PLACE:* 7:52 p.m., Government Office Building – Room 301 Council Chambers
308 *PURPOSE:* To consider the acquisition of real property for a public purpose
309 *VOTE TO CLOSE:* Unanimous (4-0)
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, Assistant City Administrator Terence
313 Arrington, City Attorney Mark Tilghman
314 *NOT PRESENT:* Mayor James Ireton, Jr., Councilwoman Terry E. Cohen
315

316
317 *The City Council convened in Legislative Session in Council Chambers, Room #301 of the*
318 *Government Office Building at 6:05 p.m.*

319
320 *Mrs. Shields moved, Mrs. Mitchell seconded, and the vote was unanimous (4-0) to convene in*
321 *Closed Session to consider the acquisition of real property for a public purpose and matters*
322 *directly related thereto in accordance with the Annotated Code of Maryland § 10-508(a)(3). The*
323 *Closed Session began at 7:52 p.m.*

324
325 *While in Closed Session, Council discussed the transfer of ownership of property and upon the*
326 *advice of City Attorney Mark Tilghman, authorized Mr. Tilghman to negotiate other options for*
327 *the transfer of the property with the current property owner.*

328
329 *On a motion and seconded by Mr. Spies and Mrs. Shields, respectively, and by unanimous vote*
330 *in favor, President Day adjourned the Closed Session at 8:18 p.m.*

331
332 *Council reconvened in Open Session, President Day provided the statement to the public, and*
333 *then adjourned the Open Session at 8:20 p.m.*

334
335
336
337 _____
338 *City Clerk*

339
340 _____
341 *Council President*

INTER

OFFICE

MEMO

Office of the Mayor

To: City Council
From: Tom Stevenson 
Subject: Enterprise Zone Eligibility – Salisbury Dance Academy – 201 W. Main Street
Date: July 8, 2014

Attached is a copy of the application requesting Enterprise Zone designation for the Salisbury Dance Academy from Marc and Elena Amy. 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.

I recommend that the City Council adopt the attached resolution designating the Salisbury Dance Academy located at 201 W. Main 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

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:

Laura Korczi Kowski
~~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: Salisbury Dance Academy

CONTACT PERSON: Marc & Elena Amy PHONE: (413) 614-0686 Marc
(443) 783-5322 Elena

PRESENT LOCATION: 201^W Main St. Salisbury MD 21801

TYPE OF BUSINESS: Dance Academy

FEDERAL TAX ID NO. 27-2875557 NAICS CODE: _____

HOW LONG IN THIS LOCATION: _____

OWNER OF REAL PROPERTY WHERE BUSINESS IS LOCATED: Marc Amy & Elena Manakova-Amy
T/A MEPS LLC ✓

ADDRESS OF OWNER: 6325 Westbrooke Dr
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: Dec. 4 2013

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

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

APPROXIMATE DATE ON WHICH IMPROVEMENTS WERE COMPLETED:

ongoing - not completed

BRIEFLY DESCRIBE IMPROVEMENTS: Floors - 25,000, Walls - 15,000

Painting - 5,000, Demo & Cleaning - 3,000, Windows - 10,000
A/C - 6K - 30,000, Plumbing - 2,000, Electric - 5,000, smoke detector tie into phone lin \$10,000

APPROXIMATE COST OF IMPROVEMENTS: 95,000 + or -
105,000

Enterprise Zone Property Tax Calculation
Salisbury Dance Academy

Assessment Value of Improvement	\$105,000.00
Per \$100	\$1,050.00
Annual Tax	\$983.85
Property Tax Rate	\$0.937

<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	\$983.85	\$787.08	\$393.54	\$196.77	\$393.54	\$590.31
Year 2	\$983.85	\$787.08	\$393.54	\$196.77	\$393.54	\$590.31
Year 3	\$983.85	\$787.08	\$393.54	\$196.77	\$393.54	\$590.31
Year 4	\$983.85	\$787.08	\$393.54	\$196.77	\$393.54	\$590.31
Year 5	\$983.85	\$787.08	\$393.54	\$196.77	\$393.54	\$590.31
Year 6	\$983.85	\$688.70	\$344.35	\$295.16	\$344.35	\$639.50
Year 7	\$983.85	\$590.31	\$295.16	\$393.54	\$295.16	\$688.70
Year 8	\$983.85	\$491.93	\$245.96	\$491.93	\$245.96	\$737.89
Year 9	\$983.85	\$393.54	\$196.77	\$590.31	\$196.77	\$787.08
Year 10	\$983.85	\$295.16	\$147.58	\$688.70	\$147.58	\$836.27
Total	\$9,838.50	\$6,395.03	\$3,197.51	\$3,443.48	\$3,197.51	\$6,640.99

1 RESOLUTION NO. 2413

2
3
4 A RESOLUTION OF THE CITY OF SALISBURY, MARYLAND DECLARING THAT
5 SALISBURY DANCE ACADEMY IS ELIGIBLE TO RECEIVE ENTERPRISE ZONE BENEFITS FOR
6 PROPERTY LOCATED AT 201 W. MAIN STREET, SALISBURY MD.
7

8 WHEREAS the City of Salisbury, Maryland and Wicomico County created an Enterprise Zone on
9 June 6, 1983 for the purpose of encouraging economic development of the area encompassed within the
10 boundaries of such zone; and
11

12 WHEREAS the Enterprise Zone was created under authority granted by the State of Maryland;
13 and
14

15 WHEREAS the State Code permits certain benefits to be extended to businesses that locate or
16 expand in the Enterprise Zone provided that they meet certain standards; and
17

18 WHEREAS, the City of Salisbury and Wicomico County have also established certain standards,
19 which must be met in order for a business to be deemed eligible to receive Enterprise Zone benefits; and
20

21 WHEREAS, Salisbury Dance Academy meets the standards set forth in the State Code and in
22 local regulations to be eligible to receive Enterprise Zone benefits; and
23

24 WHEREAS, Marc and Elena Amy, representing Salisbury Dance Academy has requested that the
25 company be designated as eligible for Enterprise Zone benefits because of its investment of more than
26 \$50,000 at their property located in the zone at 201 W. Main Street;
27

28 NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Salisbury, Maryland
29 that Salisbury Dance Academy be designated as eligible to receive the benefits of the Enterprise Zone
30 effective upon the adoption of this resolution.
31

32 The above Resolution was introduced and read and passed at the regular meeting of the Salisbury
33 City Council on the _____ day of _____, 2014.
34
35
36

37 _____
38 Kimberly R. Nichols
39 CITY CLERK
40

Jacob R. Day
PRESIDENT, City Council

41
42 APPROVED by me this
43 _____ day of _____ 2014.
44
45
46

47 _____
48 James Ireton, Jr.
MAYOR, City of Salisbury

INTER

OFFICE

MEMO

Office of the Mayor

To: City Council
From: Tom Stevenson 
Subject: Enterprise Zone Eligibility – Devreco, LLC – 115 South Division Street
Date: July 8, 2014

Attached is a copy of the application requesting Enterprise Zone designation for Devreco from Joey Gilkerson. 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.

I recommend that the City Council adopt the attached resolution designating Devreco located at 115 South Division 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

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: Devreco, LLC

CONTACT PERSON: Joey Gilkerson PHONE: 443-880-6055

~~PRESENT~~ LOCATION: Building 115 S. Division St. Salisbury, MD

TYPE OF BUSINESS: Venue/Community Space

FEDERAL TAX ID NO. 46-3199412 NAICS CODE: _____

HOW LONG IN THIS LOCATION: _____

OWNER OF REAL PROPERTY WHERE BUSINESS IS LOCATED: Devreco, LLC

ADDRESS OF OWNER: 118 N. Division Salisbury, MD

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: _____

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

(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: _____

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

APPROXIMATE DATE ON WHICH IMPROVEMENTS WERE COMPLETED:

Still under Construction

BRIEFLY DESCRIBE IMPROVEMENTS: PHASE 1: Upgrade Electric,

Plumbing, HVAC, as well as fire separation between floors (incl. sprinklers) and minor exterior improvements.

APPROXIMATE COST OF IMPROVEMENTS: \$350,000

Enterprise Zone Property Tax Calculation
Devreco, LLC

	\$350,000.00	Property Tax Rate	\$0.937	
Assessment Value of Improvement	\$3,500.00			
Per \$100	\$3,279.50			
Annual Tax				

<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	\$3,279.50	\$2,623.60	\$1,311.80	\$655.90	\$1,311.80	\$1,967.70
Year 2	\$3,279.50	\$2,623.60	\$1,311.80	\$655.90	\$1,311.80	\$1,967.70
Year 3	\$3,279.50	\$2,623.60	\$1,311.80	\$655.90	\$1,311.80	\$1,967.70
Year 4	\$3,279.50	\$2,623.60	\$1,311.80	\$655.90	\$1,311.80	\$1,967.70
Year 5	\$3,279.50	\$2,623.60	\$1,311.80	\$655.90	\$1,311.80	\$1,967.70
Year 6	\$3,279.50	\$2,295.65	\$1,147.83	\$983.85	\$1,147.83	\$2,131.68
Year 7	\$3,279.50	\$1,967.70	\$983.85	\$1,311.80	\$983.85	\$2,295.65
Year 8	\$3,279.50	\$1,639.75	\$819.88	\$1,639.75	\$819.88	\$2,459.63
Year 9	\$3,279.50	\$1,311.80	\$655.90	\$1,967.70	\$655.90	\$2,623.60
Year 10	\$3,279.50	\$983.85	\$491.93	\$2,295.65	\$491.93	\$2,787.58
Total	\$32,795.00	\$21,316.75	\$10,658.38	\$11,478.25	\$10,658.38	\$22,136.63

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RESOLUTION NO. 2414

A RESOLUTION OF THE CITY OF SALISBURY, MARYLAND DECLARING THAT DEVRECO, LLC IS ELIGIBLE TO RECEIVE ENTERPRISE ZONE BENEFITS FOR PROPERTY LOCATED AT 115 SOUTH DIVISION 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, Devreco, LLC meets the standards set forth in the State Code and in local regulations to be eligible to receive Enterprise Zone benefits; and

WHEREAS, Joey Gilkerson, representing Devreco, LLC has requested that the company be designated as eligible for Enterprise Zone benefits because of its investment of more than \$50,000 at their property located in the zone at 115 South Division Street;

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Salisbury, Maryland that Devreco, 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

INTER

OFFICE

MEMO

OFFICE OF THE MAYOR

To: Tom Stevenson 
From: Sherrell McBride
Subject: Appointment to the Marina Committee
Date: July 7, 2014

Mayor Ireton would like to appoint the following person to the Marina Committee:

<u>Name</u>	<u>Term Ending</u>
Paul G. Youngk, III	1/31/2016

Attached you will find a letter from Mr. Youngk and the Resolution necessary for his appointment. Please forward this information to the City Council so it may be placed on the agenda for the next City Council meeting. Please let me know if you have any questions.

Attachments

CC: Mayor Ireton
Michael Moulds

Sherrell McBride

From: Paul Youngk III <fr8flyer@aol.com>
Sent: Wednesday, July 02, 2014 12:15 PM
To: Sherrell McBride
Cc: James Ireton
Subject: Mayor Jim Ireton,

Mayor Jim Ireton,

A very good day to you. My Name is Paul Youngk and I would very much like to be Appointed to the Salisbury Marina Commission.

My wife Jane and I have been slip holders at the Marina off and on since it was New. Jane has been a long time Member of the Salisbury Marina Commission.

I see the Marina and surrounding Properties as Real Jewels to the City....there have been Great Improvements in the Appearance of the Waterfront.

Continued Improvements to the Marina Grounds and Docks are things that need to be done.....I hope to Motivate, " To build a fire under the Commission Members to help Ramrod Projects" if selected to serve.

I currently am an International Airline Pilot, formerly a Charter Boat Captain, and have owned larger boats my whole life, Sailing up the Wicomico River over 30 years ago to Fly the FEDEX Plane to Washington Dulles Nightly. My first real Flying Job.

Having boats with over 7 ft draft, I am very interested in the continued dredging of the River in order for the Near 1 million Tons of Commerce that is Barged up the Wicomico Annually.

I think that our Marina should be advertised as a Great Place to Berth Boats, Fresh Water not requiring expensive bottom painting as there is very little growth underwater here.

The College is planning to store and operate Rowing Shells out of the Marina, and have considered myself operating a Sailing School and Bareboat Chartering business out of the Marina, starting with a few Sunfish Type sailboats up to the 43 and 45 foot sailboats we own.

These things could put Salisbury on the Map for Yachting, a Mini version of Philadelphia, Annapolis, Washington, Boston and Norfolk.

Thanks and Please consider appointing Me to the Commission,

Paul Graf Youngk III, 443-801-3122, fr8flyer@aol.com
502 Dogwood Drive, Salisbury, Maryland 21801

Sent from my iPad

RESOLUTION NO. 2415

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BE IT RESOLVED by the City of Salisbury, Maryland that the following individual is appointed to the Marina Committee for the term ending as indicated:

<u>Name</u>	<u>Term Ending</u>
Paul G. Youngk	1/31/2016

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 July 2014.

Kimberly R. Nichols
CITY CLERK

Jacob R. Day
COUNCIL PRESIDENT

APPROVED BY ME THIS
_____ day of July 2014.

James Ireton, Jr.
MAYOR

INTER

OFFICE

MEMO

OFFICE OF THE MAYOR

To: Tom Stevenson *WBS*
From: Sherrell McBride
Subject: Reappointment to the Marina Committee
Date: July 7, 2014

Mayor Ireton would like to reappoint the following person to the Marina Committee:

<u>Name</u>	<u>Term Ending</u>	<u>Member Since</u>
Richard H. Parsons	1/31/2016	2012

Attached you will find a letter from Mr. Parsons and the Resolution necessary for his reappointment. Please forward this information to the City Council so it may be placed on the agenda for the next City Council meeting. Please let me know if you have any questions.

Attachments

CC: Mayor Ireton
Michael Moulds

Richard H. Parsons
27223 Loch Lomond Ct.
Salisbury, Maryland 21801
April 8, 2014

The Honorable Jim Ireton, Mayor
North Division St & Route 50
Salisbury, Maryland 21801

Dear Sir:

At this time I have come to the end of a two year term as a member of the City of Salisbury Marina Commission. I feel that the commission is just now beginning to make significant headway in the improvement of the marina and the potential it has to become a profitable entity for the city.

I would like to request at this time that I once more be appointed to this commission. I believe that I may be of service to the city in this capacity.

Thank you for considering me for this position. I will certainly do my very best to fulfill my obligation if appointed.

Sincerely,



Richard H. Parsons

RESOLUTION NO. 2416

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BE IT RESOLVED by the City of Salisbury, Maryland that the following individual is reappointed to the Marina Committee for the term ending as indicated:

<u>Name</u>	<u>Term Ending</u>
Richard H. Parsons	1/31/2016

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 July 2014.

Kimberly R. Nichols
CITY CLERK

Jacob R. Day
COUNCIL PRESIDENT

APPROVED BY ME THIS
_____ day of July 2014.

James Ireton, Jr.
MAYOR

INTER

OFFICE

MEMO

OFFICE OF THE MAYOR

To: M. Thomas Stevenson *MSM*
From: Sherrell McBride
Subject: Reappointment to the Traffic & Safety Advisory Committee
Date: July 7, 2014

Please be advised that the Mayor would like to reappoint the following person to the Traffic and Safety Advisory Committee:

<u>Candidate</u>	<u>Term</u>	<u>Member Since</u>
Tom Ayd	7/31/2017	2011

Attached you will find Mr. Ayd's letter and the Resolution necessary for his reappointment. Please forward this information on to the City Council so it may be placed on the agenda for the meeting. Please let me know if you have any questions.

Attachment

CC: Amanda Pollack

Thomas Ayd
424 W. College Ave
Salisbury, MD 21801

June 25, 2014

Mayor Jim Ireton
City of Salisbury
125 N. Division St.
Salisbury, MD 21801

Re: Traffic and Safety Advisory Committee.

Dear Mr. Ireton,

It is my understanding that my term will expire in July 2014. Please accept this letter as my request to continue to serve on the Traffic and Safety Advisory Committee for another term.

Please feel free to call me at 443.614.4976 if you have any questions.

Sincerely,


Tom Ayd

RESOLUTION NO. 2417

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BE IT RESOLVED by the City Council of the City of Salisbury, Maryland that the following individual is reappointed to the Traffic & Safety Advisory Committee for the terms ending as indicated:

<u>Name</u>	<u>Term Ending</u>
Tom Ayd	7/31/2017

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 July 2014.

Kimberly R. Nichols
CITY CLERK

Jacob R. Day
COUNCIL PRESIDENT

APPROVED BY ME THIS
_____ day of July 2014.

James Ireton, Jr.
MAYOR

INTER

OFFICE

MEMO

OFFICE OF THE MAYOR

To: Tom Stevenson
From: Terence Arrington
Subject: Revolving Loan Application
Date: June 24, 2014

Upon your review and approval, please advance the attached letter of commitment and resolution approving Echelon Sby LLC application requesting assistance by way of the City of Salisbury Revolving Loan Fund. The Banker's Review Committee reviewed Echelon's business plan and cash flow projections for this project and unanimously recommended Chauwan Matthews, owner of Echelon Sby LLC to receive \$24,000 in Revolving Loan funds. The funds will be used to help finance the renovation of Echelon Southern Bistro and Lounge located at 100 North Division Street formally the Seth Mitchell Law Office in Downtown Salisbury. This loan is securable by a Uniform Commercial Code (UCC) filing with the State of Maryland, positioning the City as first lienholder on all equipment within the facility. The execution of this loan is contingent upon Echelon Sby LLC receiving a secondary loan from Maryland Capital Enterprises (MCE) up to \$25,000. The total estimated cost of the project is approximately \$88,162.

Salisbury's Revolving Loan Fund was established in FY 83 using Community Development Block Grant (CDBG) funds originally intended for a bulk-heading project. When the project could not be undertaken, the City was directed to appropriate the funds into a Revolving Loan Fund to support revitalization efforts in Downtown Salisbury. Since 1983, Revolving Loan Funds have been used as a resource to business owners who own property in Downtown Salisbury. Salisbury's Revolving Loan Program has assisted in the revitalization of numerous properties in the Downtown Salisbury, primarily on Main Street.

The Director of Finance monitors the funding for this program. M&T Bank services all loan approved by City Council under an agreement with the City. Eligible business owners can apply for a loan by contact the Business Development Specialist located in the Office of Community Development. Eligible applications are forward to the Assistant City Administrator for review with members of the Bankers Review Committee. After review, the Committee members make a motion to advance approved applications to City Council for considerations. If a borrower is delinquent on payment, M&T will notify the City.

Revolving Loan Application

Page 2 of 2

The Banking committee is comprised of Martin Neat from First Shore Federal Bank, Heather Bacher-Smith from M&T Bank, Dennis Hebert from Shore Bank, and William Turner of from Farmer's Bank of Willards. The Assistant City Administrator and Business Development Specialist administrate the Revolving Loan Program with recommended action from members of the Banker's Review Committee.

In order to qualify for a loan, the applicant must own or lease the property, use the proceeds of the loan to establish a business in Downtown Salisbury. Approved applicants must be willing to personally guarantee the loan. The Banking Committee reviews the information presented by the applicant, and makes a recommendation to the City Council based on a number of factors, including the ability of the applicant to repay the loan, the contribution to Downtown Development, conformity to program guidelines, and the soundness of the loan. Most, if not all, of the loans made under this program have been for the purpose of exterior or interior renovations to the building owned or leased by the applicant.

City of Salisbury



MARYLAND



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

JAMES IRETON, JR.
MAYOR

M. THOMAS STEVENSON, JR.
CITY ADMINISTRATOR

TERENCE ARRINGTON
ASSISTANT CITY ADMINISTRATOR

June 24, 2014

Echelon SBY LLC
100 N Division Street
Salisbury, MD 21801

Dr. Chauwan Matthews:

I am pleased to inform you that the City of Salisbury Banking Review Committee has approved your loan request of \$24,000, subject to all of the terms and conditions which follow herein following approval from the Salisbury City Council. This loan is being made from the City of Salisbury Revolving Loan Fund for Downtown Redevelopment. For simplicity, the City will be referred to as the "City", you as the "Borrower," the foregoing loan as the "Loan" and the hereinafter mentioned security as the "Collateral Property".

This letter of commitment is not meant to be nor shall be construed as an attempt to define all of the terms and conditions involved in this financing. Rather, it is intended only to outline certain key points regarding our understanding around which the final terms and conditions are to be structured.

Upon receipt of your acceptance of our commitment, we will forward your funding request to City Council. Assuming approval by the City Council we will schedule the loan closing.

This commitment letter is provided to you, solely for the purposes described herein, and may not be disclosed to or relied upon by any other party without prior consent from the City.

TERMS

Borrower:	Echelon SBY LLC, C/O Chauwan Matthews 100 North Division Street Salisbury, MD 21801
Loan Amount:	\$24,000
Purpose:	To provide financing for renovation to lease commercial space
Collateral:	Uniform Commercial Code (UCC) –Equipment

Assignment or Modification

This loan cannot be modified or assigned without written consent from the City of Salisbury. In order for this commitment to remain effective, the acceptance copy of commitment must be executed by Borrower and returned to the City at 125 North Division Street, Salisbury, Maryland, 21801 on or before the expiration of twenty (20) days from the date hereof. Any extension of such time for acceptance must be in writing and signed by the City.

Termination of Commitment

The City may terminate this commitment if any material change shall occur with respect to the borrower, guarantors, lender(s), collateral, or with respect to any entity or person connected with the repayment of this loan prior to the closing. Termination of this commitment can occur if the collateral used to satisfy the requirement of this loan have been repossessed or other court proceedings is pending at the time of closing unless approved in writing by the City. The terms and conditions of this commitment shall survive settlement and any violation of said terms and conditions will constitute default under the note and mortgage.

If you have any questions relating to this commitment, please contact the City at (410) 548-3100. We appreciate the opportunity to provide for your financing needs and look forward to a mutually rewarding relationship.

Regards,

Terence Arrington

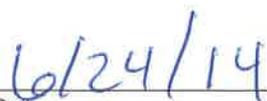
Terence Arrington
Assistant City Administrator

The undersigned hereby accepts the foregoing commitment and the terms and conditions herein set forth and agrees to be bound thereby:

Accepted:
ECHELON SBY, LLC



Chauwan Matthews
Owner



Date

RESOLUTION NO. 2418

A RESOLUTION OF THE CITY OF SALISBURY, MARYLAND APPROVING A LOAN TO ECHELON SBY, LLC FROM THE CITY'S REVOLVING LOAN FUND TO ASSIST IN THE RENOVATION OF THE BUILDING LOCATED AT 100 NORTH DIVISON STREET, SALISBURY MARYLAND 21801

WHEREAS, the City has a revolving loan fund for the purpose of aiding in the revitalization of the downtown area; and

WHEREAS, ECHELON SBY, LLC has requested a loan from this fund to help finance the renovation of a restaurant located at 100 North Division Street; and

WHEREAS, the City's Bankers Review Committee has reviewed this request and determined that it meets all of the guidelines for the revolving loan fund;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SALISBURY, MARYLAND that a loan of \$24,000 from the City's Revolving Loan fund to Echelon Sby, LLC for the renovation of a restaurant building located at 100 N. Division Street St. is hereby approved subject to the conditions set forth in the attached commitment letter.

THIS RESOLUTION was duly passed at a meeting of the Council of the City of Salisbury held on _____, and is to become effective immediately upon adoption.

ATTEST;

Kimberly R. Nichols, City Clerk

Jacob R. Day,
Council President

APPROVED BY ME THIS:

_____ Day of _____, 2014

James Ireton Jr., Mayor

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.
CITY ADMINISTRATOR

TERENCE ARRINGTON
ASSISTANT CITY ADMINISTRATOR

Council Agenda – Award of Bids July 14, 2014

- | | |
|--|--------------|
| 1. Request for approval of Change Order #2
Contract A-07-14
Street Improvements – Curb, Gutter & Sidewalk Construction | \$354,000.00 |
| 2. Request for approval of Change Order #5
Contract A-22-12 (2 nd Renewal)
Citywide Blacktop Program | \$205,000.00 |

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.
CITY ADMINISTRATOR

TERENCE ARRINGTON
ASSISTANT CITY ADMINISTRATOR

Council Agenda July 14, 2014

TO: Mayor and City Council

SUBJECT: Change Order #2 to Contract A-07-14
Street Improvements – Curb, Gutter & Sidewalk Construction

The City of Salisbury Internal Services Department, Procurement Division, received a request from Salisbury Public Works (SPW) to process Change Order #2 in the amount of \$354,000 for Contract A-07-14 Street Improvements – Curb, Gutter & Sidewalk Construction. This Change Order would provide for miscellaneous concrete work throughout the city, and the replacement of ADA ramps, curb and sidewalk as part of street reconstruction. Both projects are listed in the FY15 budget and CIP as noted in the department memo.

Funds are available in the following accounts:

31000-534307 Curb, Gutter and Sidewalk	\$ 70,000.00
31000-534318 Street Maintenance	<u>\$284,000.00</u>
	\$354,000.00

The Department of Internal Services, Procurement Division, requests Council's approval for Change Order #2 as noted above to Malone and Phillips, Inc., in the amount of \$354,000.

Sincerely,

Jennifer Miller
Asst. Director of Internal Services – Procurement and Parking

City of Salisbury



MARYLAND



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

JAMES IRETON, JR.
MAYOR

M. THOMAS STEVENSON, JR.
CITY ADMINISTRATOR

TERENCE ARRINGTON
ASSISTANT CITY ADMINISTRATOR

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

To: Jennifer Miller, Assistant Director of Internal Services - Procurement Division
From: Michael S. Moulds, Director of Public Works
Date: July 2, 2014
Subject: Change Order No. 2 - Contract No. A-7-14
P.O. 02140244
Citywide Concrete Program

Salisbury Public Works requests the City of Salisbury Internal Services Department, Procurement Division process Change Order #2, in the amount of \$354,000.00. This contract is a yearly contract and is utilized as funds are made available for requested projects.

Change Order #2 included two work items as noted below with the account numbers. Funds are available in these accounts:

1. The City of Salisbury maintains an Annual Citywide Curb, Gutter and Sidewalk Program that is utilized to replace curb, gutter, sidewalk and other miscellaneous concrete work throughout the City. The funding for this work is a line item in the Adopted FY15 budget and CIP.

31000-534307 Curb, Gutter and Sidewalk..... \$ 70,000.00

2. Replacement of ADA ramps, curb and sidewalk as necessary on the street listed in the Adopted FY 15 budget and CIP for Street Reconstruction.

31000-534318 Street Maintenance..... \$ 284,000.00

Michael S. Moulds, P.E.
Director of Public Works

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.
CITY ADMINISTRATOR

TERENCE ARRINGTON
ASSISTANT CITY ADMINISTRATOR

Council Agenda July 14, 2014

TO: Mayor and City Council

SUBJECT: Change Order #5 to Contract A-22-12 (2nd Renewal)
Citywide Blacktop Program

The City of Salisbury Internal Services Department, Procurement Division, received a request from Salisbury Public Works (SPW) to process Change Order #5 in the amount of \$205,000 for Contract A-22-12 Citywide Blacktop Program. This Change Order would provide for the paving on the streets outlined in the Adopted FY15 budget and CIP for Street Reconstruction and would extend the current contract to October 2014 as a renewal per the bid document.

Funds are available in the following account:

31000-534318 Street Maintenance	\$205,000.00
---------------------------------	--------------

The Department of Internal Services, Procurement Division, requests Council's approval for Change Order #5 as noted above to George & Lynch., in the amount of \$205,000.

Sincerely,

Jennifer Miller
Asst. Director of Internal Services – Procurement and Parking

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: Jennifer Miller, Assistant Director of Internal Services-Procurement Division
From: Michael Moulds, Director of Public Works
Date: July 2, 2014
Re: Contract A-22-12 R-2 (2nd Renewal), Change Order No. 5
Citywide Blacktop Program

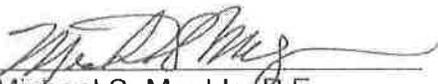
Salisbury Public Works requests the City of Salisbury Internal Services Department, Procurement Division, process the 2nd renewal of Contract A-22-12. This will extend the current contract to October 2014 as per the bid document.

Salisbury Public Works is pleased with the price, customer service, product and performance that George & Lynch Inc. has provided to the City as part of their existing contract.

The work associated with the renewal will be to pave the streets listed in the Adopted FY 15 budget and CIP for Street Reconstruction.

The funds for this contract are available in the following account:

31000-534318 (Street Maintenance)..... \$205,000.00


Michael S. Moulds, P.E.
Director of Public Works

ORDINANCE No. 2295

AN ORDINANCE OF THE CITY OF SALISBURY, MARYLAND GRANTING A UTILITY EASEMENT TO WICOMICO COUNTY, MARYLAND ACROSS CITY OWNED PROPERTY ALONG BEAGLIN PARK DRIVE AT SHAMROCK DRIVE IN SALISBURY, MARYLAND.

WHEREAS, Wicomico County, Maryland has requested that the City grant a utility easement for a domestic water well as described in the attached Deed of Easement and illustrated on the attached Utility Easement Drawing.

NOW THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF SALISBURY, MARYLAND, that the City of Salisbury is authorized to grant unto Wicomico County, Maryland, a utility easement for a domestic water well and that that Mayor is authorized to execute the Deed of Easement.

BE IT FURTHER ORDAINED that this ordinance shall take effect from the date of its final passage.

THIS ORDINANCE was introduced and read at a meeting of the Council of the City of Salisbury held on the 23 day of June, 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 _____, 201_.

ATTEST

Kimberly R. Nichols, City Clerk

Jacob R. Day, President
Salisbury City Council

Approved by me this ___ day of _____, 2014

James Ireton, Jr., Mayor

30 **NOW, THEREFORE, BE IT ENACTED AND ORDAINED BY THE CITY OF**
31 **SALISBURY, MARYLAND**, that Title 17, Zoning, of the Salisbury Municipal Code is hereby
32 amended as follows:

33 **AMEND SECTION 17.04.120, DEFINITIONS, TO ADD THE FOLLOWING:**

34
35 **OUTDOOR STORAGE YARD: THE KEEPING OR STORING, OTHER THAN**
36 **IN A WHOLLY ENCLOSED BUILDING, OF GOODS, ITEMS, MATERIALS OR**
37 **MERCHANDISE, EXCEPT FOR SCRAP MATERIALS, DEBRIS, OR A**
38 **JUNKYARD.**

39
40 **AMEND SECTION 17.76.020B TO ADD ITEM 5:**

41
42 **5. OUTDOOR STORAGE YARD, IN ACCORDANCE WITH SECTION**
43 **17.220.040.**

44
45 **AND BE IT FURTHER ORDAINED BY THE CITY OF SALISBURY,**
46 **MARYLAND**, that this Ordinance shall take effect from and after the date of its final passage,
47 but in no event until ten (10) days after the date of the Council’s Public Hearing, and

48 **THE ABOVE ORDINANCE** was introduced at a meeting of the Council on the 23 day
49 of June, 2014, and thereafter, a statement of the substance of the ordinance having been
50 published as required by law, in the meantime, was finally passed by the Council on the ____
51 day of _____, 2014.

52
53 **ATTEST:**

54
55
56 _____
57 Kimberly R. Nichols
58 City Clerk

56 _____
57 Jacob R. Day, President
58 Salisbury City Council

59
60
61 Approved by me this _____ day of _____, 2014.

62
63
64 _____
65 James Ireton, Jr.
66 Mayor of the City of Salisbury

ORDINANCE 2297

AN ORDINANCE OF THE CITY OF SALISBURY, MARYLAND SUPPLEMENTING A RIGHT OF WAY AGREEMENT WITH DELMARVA POWER & LIGHT COMPANY ACROSS CITY OWNED PROPERTY BETWEEN NORTH PARK DRIVE AND SOUTH PARK DRIVE IN SALISBURY, MARYLAND.

WHEREAS, Delmarva Power has requested that the City enter into a Supplemental Right of Way Agreement, attached hereto, that allows Delmarva Power the right to construct, operate and maintain underground infrastructure in addition to the rights currently provided in its existing Deed of Easement recorded among the Land Records of Wicomico County, Maryland in Liber 459, Folio 418 and attached hereto.

NOW THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF SALISBURY, MARYLAND, that the City of Salisbury allows Delmarva Power & Light Company to construct, operate and maintain overhead and underground infrastructure within Delmarva’s existing easement area and that the Mayor is authorized to execute the Supplemental Right of Way Agreement.

BE IT FURTHER ORDAINED that this ordinance shall take effect from the date of its final passage.

THIS ORDINANCE was introduced and read at a meeting of the Council of the City of Salisbury held on the 23 day of June, 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