

SALISBURY CITY COUNCIL  
BUDGET WORK SESSION  
MAY 6, 2014

Public Officials Present

Council President Jacob R. Day  
Councilwoman Eugenie P. Shields (left 12:42 p.m.)  
Councilman Timothy K. Spies  
Council Vice President Laura Mitchell  
Councilwoman Terry E. Cohen

Public Officials Not Present

Mayor James Ireton, Jr.

In Attendance

City Clerk Kimberly R. Nichols, City Administrator Tom Stevenson, Internal Services Director Keith Cordrey, and interested citizens and members of the press.

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The City Council convened in a Budget Work Session at 9:38 a.m. in Conference Room 306 of the Government Office Building.

Community Promotions Presentations

- Salisbury Wicomico Economic Development (SWED) – SWED Director Dave Ryan and President Bob Moore joined Council at the table to review SWED's efforts and accomplishments, discuss the local job outlook, business health and progress made in the community. Mr. Ryan noted SWED's strong focus on entrepreneurship in the community and local support as being crucial to moving forward. The request for funding was in the amount of \$20,500. It was noted that a Quarterly Presentation was due to be scheduled.
- Friends Of Poplar Hill Mansion – Chair and Acting Treasurer Aleta Davis and Curator Sarah Meyers joined Council at the table to discuss the Mansion's request of \$20,000. Mrs. Davis reported they have sixteen events scheduled at the Mansion so far this year.
- Wicomico Creek Watchers - Dr. Judith Stribling joined Council to discuss the \$4,796 budget request and reported that the Chesapeake Bay Trust was not currently funding the Creek Watchers, but they are currently receiving funding from Salisbury University.
- Salisbury Neighborhood Housing Service (SNHS) – Executive Director Cheryl Meadows joined Council to discuss the SNHS request of \$40,000. Discussion points included Live Near Your Work, Homeowner Conversion Grants, Parkside High School CTE Carpentry Shop built homes, possible additional funding for City Staff/first responders to help kick-start the grant program to keep some of the investment in the City.

- Salisbury-Wicomico Arts Council (SWAC) – Director Therese Hamilton joined Council to discuss SWAC’s budget request of \$10,000. She discussed the importance of supporting Art in the community and discussed the array of Arts provided locally by SWAC.
- Stop the Violence- Director Nina DiCarlo joined Council to review the important work that Stop the Violence is doing with children and the budget request of \$20,000. Topics of discussion included the need for a new facility with sports fields, the possibility of the City of Salisbury donating the Linens of the Week property to the organization, and perhaps partnering with Emmanuel Wesleyan Church for a new Community Center.

After taking a ten minute break, the Budget Session reconvened at 12:00 p.m.

**Internal Services – Procurement Division**

Internal Services Assistant Director – Procurement Jennifer Miller joined Council to discuss the budget requests for the Procurement Division and explained that the PCard program and the revitalization of the Employee Wellness Program were top priorities for her.

**Internal Services – Parking Division**

Ms. Miller reviewed the Parking Division budget requests and discussed the recent maintenance done to the Parking Garage, automated parking meters and traffic/safety in the parking garage.

**Government Office Building**

Ms. Miller and Council discussed the Government Office Building and the budget requests for maintenance and upkeep to the building.

At 12:48 p.m. Council took a lunch break and reconvened at 1:43 p.m.

**Neighborhood Services & Code Compliance (NSCC)**

Acting Director of NSCC Susan Phillips joined Council and discussed the budget-requests and goals for the department. Points of discussion included leading the Neighborhood Services Task Force in a new direction, the postage account increase due to increased mailings, grass cuttings and rubbish removal in the City, adding a Nuisance Officer next year, and the continued efforts to reach out to neighborhood associations and other community events and groups.

**Building, Permitting & Inspections (BPI)**

Director Bill Holland joined Council and reviewed the budget requests and goals for the department. The significant change included the purchase of a Surface Pro for \$1,000.00.

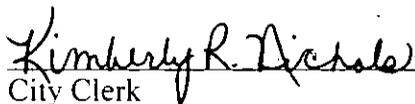
**Office of the Mayor**

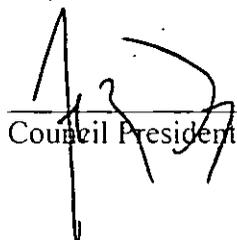
City Administrator Tom Stevenson discussed the Mayor's Office budget requests. Points of discussion included the requested PIO position, funding the community promotions account, City memberships in civic organizations, and the request to purchase a vehicle for the Mayor's Office use versus the fuel stipend.

**Human Resources**

Mr. Stevenson discussed the budgeting needs of Human Resources, including postage, training and travel. Council discussed funding the House Keys for Less for City employees to move into the City.

With no further discussion, President Day adjourned the Budget Work Session at 3:55 p.m. The next Budget Work Session will be held on May 8, 2014 beginning at 4:00 p.m.

  
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City Clerk

  
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Council President