



**SALISBURY CITY COUNCIL  
WORK SESSION AGENDA**

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**(TUESDAY) SEPTEMBER 6, 2016  
CONFERENCE ROOM 306  
GOVERNMENT OFFICE BUILDING**

- 4:30 p.m. Updating the City Comprehensive Plan – Keith Hall
- 5:00 p.m. Resolution to allow Mayor to Sign an MOU between the City and Delmarva Zoological Society for improvements to the Visitor Center – Michael Moulds
- 5:15 p.m. Resolution to Establish a CDBG Review Committee – Debbie Stam
- 5:30 p.m. Accepting the Donation of Apparatus and Equipment for the Salisbury Fire Department – Rick Hoppes
- 5:45 p.m. Council discussion
- 6:00 p.m. Adjournment

*Times shown are approximate. Council reserves the right to adjust the agenda as circumstances warrant.  
The Council reserves the right to convene in Closed Session as permitted under the Annotated Code of Maryland 10-508(a).*

# Memorandum

To: Tom Stevenson, City Administrator  
CC: Julia Glanz, Asst. City Administrator  
From: Keith D. Hall  
Date: August 17, 2016  
Ref: September 6, 2016, City Council work session agenda item - 2010 *City of Salisbury Comprehensive Plan* – Corrective Measures

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In accordance with applicable provisions of the Land Use Article, §3-203(b)(1) of the Maryland Annotated Code, the Salisbury-Wicomico County Department of Planning, Zoning, and Community Development proposes the following two (2) correction measures to the adopted 2010 *City of Salisbury Comprehensive Plan* to be presented at the City Council work session on September 6, 2016:

1. Correct land use designation on Map 11-3: Growth Area – Future Land Use Plan and Map 11-4: Salisbury & Growth Area Future Land Use Plan on four (4) parcels totaling approximately 5.081 acres of land from Low-Density Residential to Commercial. See **Attachment A**. The Wicomico County Zoning District for the aforementioned properties is General Commercial. The corrective measure will resolve the inconsistency between the proposed City Land Use (Maps 11-3 and 11-4) and County Zoning.
2. Corrective measure to incorporate an area of 55.47 acres located on the northeast quadrant of the U.S. Route 50 and Walston Switch Road intersection into the designated future growth area for the City of Salisbury. See **Attachment B**. The County Zoning District for the subject properties is Light Business and Institutional and the adopted 1998 *Wicomico County Comprehensive Plan* classifies the area of interest as Urban Corridor land use. To ensure consistency between the proposed growth area of the City of Salisbury and Wicomico County Zoning District designation, the subject properties are proposed to be included as a future area of annexation consideration on Map 11-3: Growth Area – Future Land Use Plan and Map 11-4: Salisbury & Growth Area Future Land Use Plan with a land use classification of Mixed Use. Consistent with the growth policies contained in the 2010 *City of Salisbury Comprehensive*, areas for future annexation consideration designated as Mixed Use are restricted to non-residential land uses.

The following procedural actions have occurred:

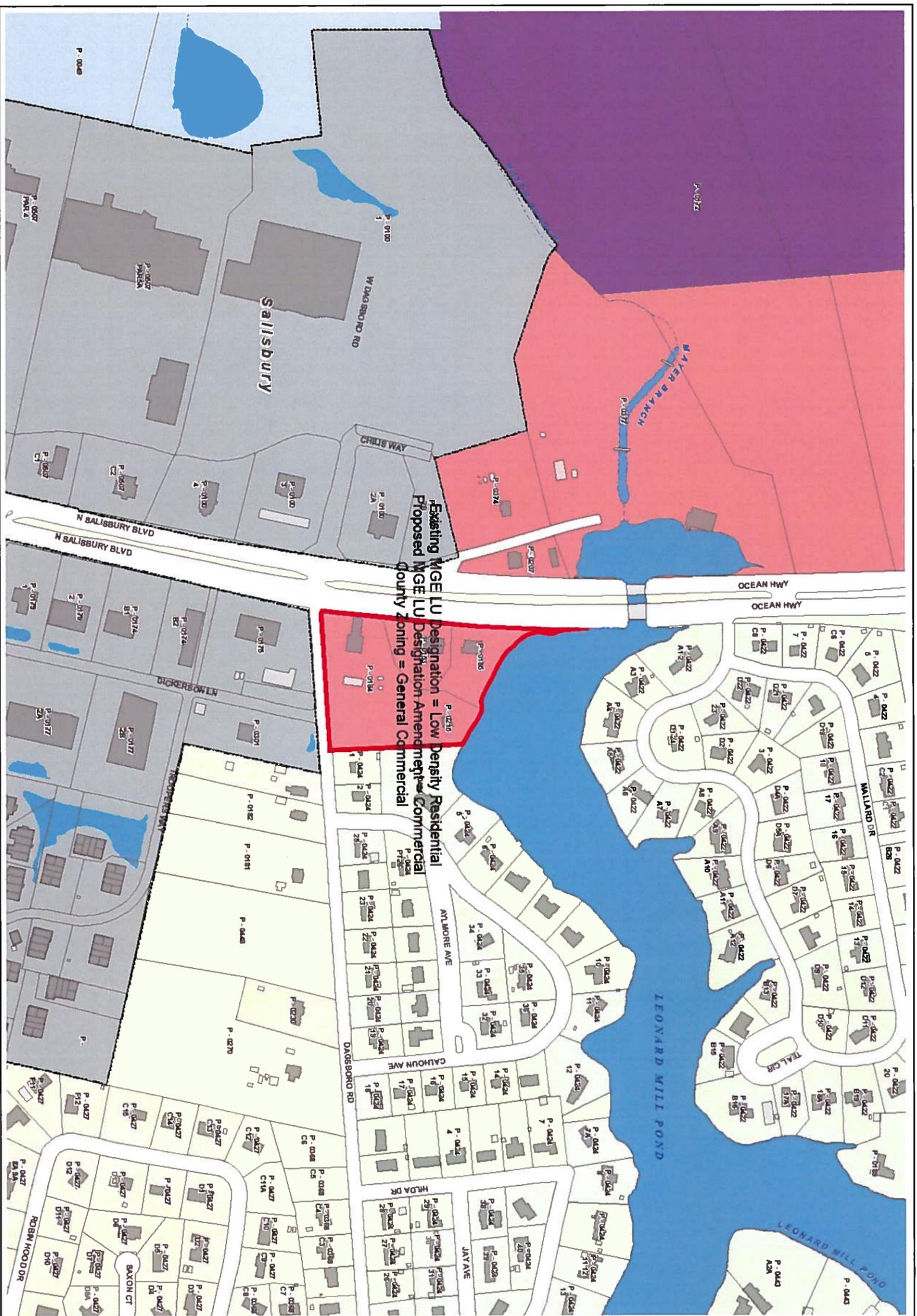
- May 19, 2016 – Salisbury Planning and Zoning Commission reviewed the proposed corrective measures and directed Planning Staff to submit amendments to the Maryland State

Clearinghouse for Intergovernmental Assistance (Clearinghouse) and adjoining incorporated jurisdictions for review and comment.

- June 20, 2016 – Maryland Department of Planning determined the corrective measures were “appropriate and necessary in order to eliminate the existing inconsistencies between the Wicomico County Zoning Ordinance and the City of Salisbury’s 2010 Comprehensive Plan’s Growth Area – Future Land Use Plan (Map 11-3) and Salisbury Future Land Use and Growth Area Plan (Map 11-4).”
- July 20, 2016 – Salisbury Planning and Zoning Commission conducted an advertised Public Hearing to review the two (2) proposed corrective measures. Following the Public Hearing, and consideration of all comments received, the Planning Commission voted to recommend **Approval** to the Mayor and City Council.

Please contact me if you should have any further questions regarding this request.

# W I C C O M I C C O C O U N T Y Z O N I N G M A P



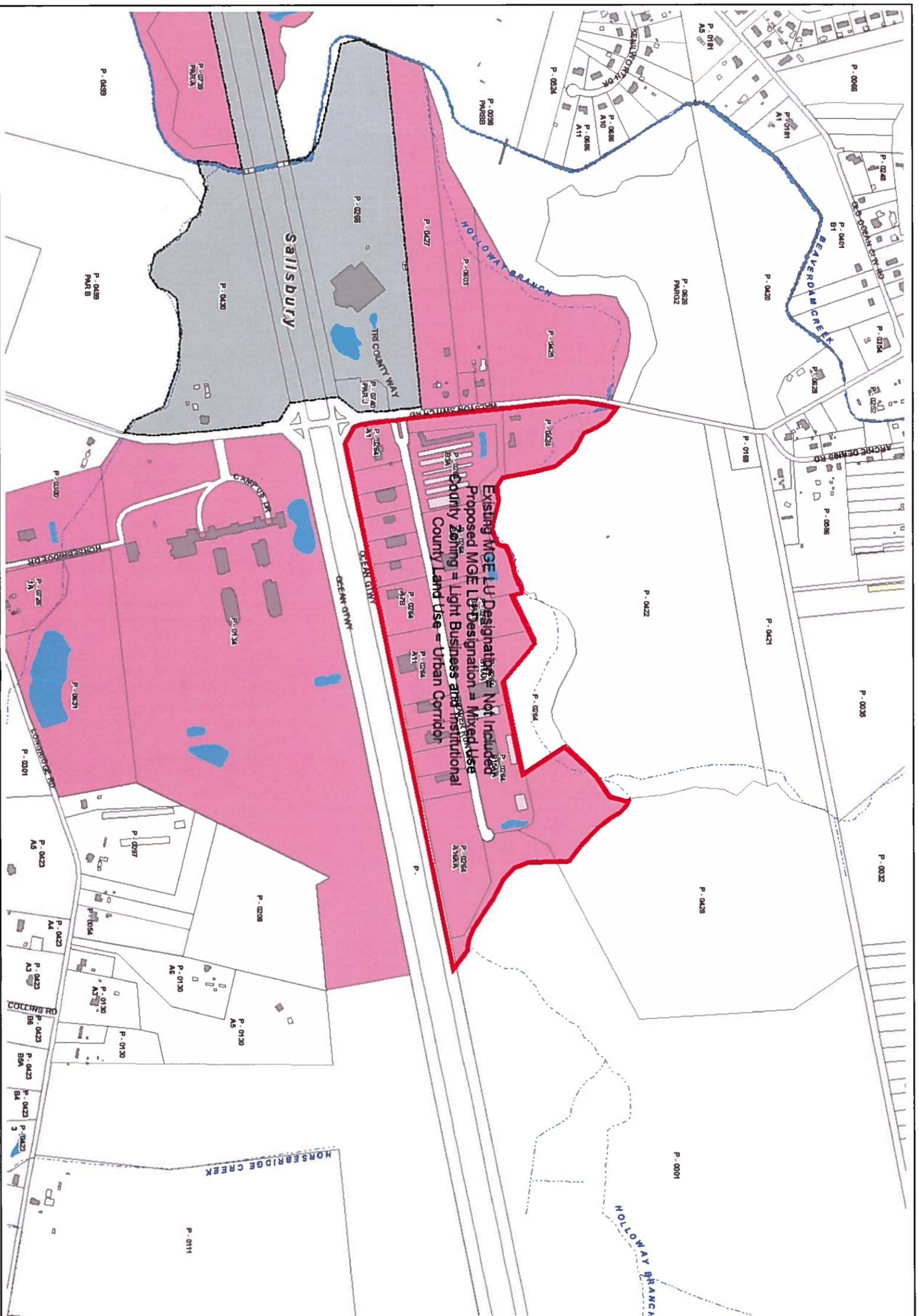
Existing MGE LU Designation = Low Density Residential  
 Proposed MGE LU Designation Amendment = Commercial  
 County Zoning = General Commercial

100 ft

## Attachment A

	Bridges
	Wicomico County Boundary
	Wicomico SDE Railroads
	Wicomico SDE Municipal Areas
	Parcels
	Buildings
	BLDG_TYPE
	Primary Structure
	Accessory Structure
	Poultry House
	Green House
	Municipal Names
	Street Centerlines
	Streams
	Display Value
	Water Bodies
	Wicomico Zoning
	A - 1 Agricultural - Rural
	Airport Business Park
	C - 1 Select Commercial
	C - 2 General Commercial
	C - 3 Regional Commercial
	CID Corporate Industrial District
	I - 1 Light Industrial
	I - 2 Heavy Industrial
	LB - 1 Light Business & Institutional
	LB - 2 Light Business & Residential
	R - 8 Residential
	R - 15 Residential
	R - 20 Residential
	R - 30 Residential
	REC Residential, Educational & Cultural
	TT Town Transitional
	VC Village Conservation
	Municipality

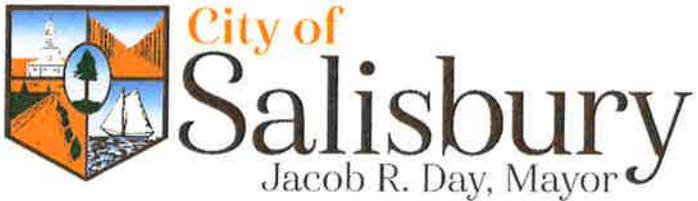
# WICOMICO COUNTY ZONING MAP



200 ft

## Attachment B

	Bridges
	WicomicoCounty Boundary
	Wicomico SDE Railroads
	Wicomico SDE Municipal Areas
	Parcels
	Buildings
	BLDG_TYPE
	Primary Structure
	Accessory Structure
	Poultry House
	Green House
	Municipal Names
	Street Centerlines
	Streams
	Display/Value
	1
	2
	3
	4
	5
	6
	7
	Water Bodies
	Wicomico Zoning
	A - 1 Agricultural - Rural
	Airport Business Park
	C - 1 Select Commercial
	C - 2 General Commercial
	C - 3 Regional Commercial
	CID Corporate Industrial District
	I - 1 Light Industrial
	I - 2 Heavy Industrial
	LB - 1 Light Business & Institutional
	LB - 2 Light Business & Residential
	R - 8 Residential
	R - 15 Residential
	R - 20 Residential
	R - 30 Residential
	REC Residential, Educational & Cultural
	TT Town Transitional
	VC Village Conservation
	Municipality



To: Thomas Stevenson, City Administrator  
From: Michael S. Moulds, P.E., Director of Public Works *MSM*  
Date: August 3, 2016  
Re: Memorandum of Understanding with DZS for Zoo Visitor Center

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The Delmarva Zoological Society (DZS) has raised funds for the new Visitor Center which is to be located in the W.E. Morgan Building. Attached is a Memorandum of Understanding with DZS which outlines the funding and the roles and responsibilities for DZS and the City. The City will review the design, perform the site survey, apply for the MDE floodplain permit, perform construction administration services, and perform part time inspection. The construction contract with the Vendor will be with DZS. The project is funded with donations, therefore the City is not providing funding for this project.

Attached is the Resolution to authorize the Mayor to sign the MOU and for the City to accept the donation upon Final Acceptance of the construction. DZS is planning to contract with Delmarva Veterans Builders under a Construction Management at Risk contract to perform the design and construction.

Unless you or the Mayor have further questions, please forward a copy of this memo, the resolution and the MOU to the City Council.

1 RESOLUTION NO. \_\_\_\_\_

2  
3 A RESOLUTION OF THE CITY OF SALISBURY, MARYLAND TO AUTHORIZE A  
4 MEMORANDUM OF UNDERSTANDING AND ACCEPT A DONATION FROM THE  
5 DELMARVA ZOOLOGICAL SOCIETY FOR IMPROVEMENTS TO THE SALISBURY  
6 ZOOLOGICAL PARK VISITOR CENTER BUILDING.

7  
8 WHEREAS, the Council of the City of Salisbury supports the acceptance of  
9 donations at the Salisbury Zoo; and

10  
11 WHEREAS, the Delmarva Zoological Society has raised funds for the design,  
12 improvement and construction of the existing Visitor Center; and

13  
14 WHEREAS, the Delmarva Zoological Society would like to donate the  
15 improvements to the Visitor Center to the City of Salisbury upon Final Acceptance of  
16 construction; and

17  
18 WHEREAS, the City will provide in-kind labor for specific tasks, but will not  
19 provide any direct funding; and

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21 WHEREAS, the attached Memorandum of Understanding defines the  
22 responsibilities of each party in regard to the donation.

23  
24 NOW, THEREFORE, BE IT RESOLVED that the Council of the City of Salisbury,  
25 Maryland does hereby authorize the Mayor to sign the attached Memorandum of  
26 Understanding with the Delmarva Zoological Society dated \_\_\_\_\_, 2016 and accept  
27 the donation of the improvements to the Visitor Center upon Final Acceptance of  
28 construction.

29  
30 THIS RESOLUTION was introduced and duly passed at a meeting of the Council  
31 of the City of Salisbury, Maryland held on \_\_\_\_\_, 2016 and is to become effective  
32 immediately upon adoption.

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34 ATTEST

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

\_\_\_\_\_  
Jack Heath, President  
Salisbury City Council

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41  
42 APPROVED BY ME THIS \_\_\_\_ day of \_\_\_\_\_, 2016.

43  
44 \_\_\_\_\_  
45 Jacob Day, Mayor

**MEMORANDUM OF UNDERSTANDING BETWEEN  
THE DELMARVA ZOOLOGICAL SOCIETY, INC. AND  
THE CITY OF SALISBURY**

**This Agreement** is made by and between the Delmarva Zoological Society, Inc. (“DZS”), a corporation organized under the not-for-profit corporation laws of the State of Maryland and the City of Salisbury (“City”) a municipal corporation incorporated under the laws of the State of Maryland.

**WHEREAS**, DZS is charged with promoting, raising funds for, publicizing, and supporting the exhibits, education efforts and projects of the Salisbury Zoological Park (“Salisbury Zoo”), in partnership with the Salisbury Zoo Commission, Inc. (“Zoo Commission”) and/or the Director of the Salisbury Zoo, by such means as fund-raising, appeals to the general public, corporate sponsorships, endowments, individual contributions, bequests, legacies, and other means; and

**WHEREAS**, the City also provides financial support to the Salisbury Zoo and, along with the Zoo Commission, manages the Zoo through a successful public/private partnership; and

**WHEREAS**, DZS has established a “Renew the Zoo Fund” and pledged that distributions from the Fund must be for the purpose of improving the Salisbury Zoo, which shall include, but shall not be limited to the construction and renovations of buildings and facilities at the Salisbury Zoo; and

**WHEREAS**, DZS, through its “Renew the Zoo” capital campaign, has raised funds, which will be used to finance the design, improvement, and construction of the existing William Morgan Visitor Center (“Visitor Center”) at the Salisbury Zoo; and

**WHEREAS**, the improvements to and construction of the Visitor Center are not funded by the City of Salisbury with the exception of providing in-kind labor for the specific tasks listed herein; and

**WHEREAS**, DZS will contract directly with a Vendor for the design, construction and Construction Management of the Visitor Center and will provide payment directly to the Vendor; and

**WHEREAS**, DZS will donate the improvements to the Visitor Center to the City of Salisbury upon completion of construction.

**THEREFORE**, based on the foregoing, the parties enter into the following Agreement.

## **SECTION 1. DZS REPRESENTATIONS.**

DZS represents, acknowledges, and agrees that it will fund the Visitor Center from the Renew the Zoo Fund or any other fundraising efforts and will donate the improved Visitor Center to the City of Salisbury upon completion of construction. DZS will contract with the Construction Manager for design and construction of Visitor Center. DZS will pay the Construction Manager directly per the contract for design and construction. DZS will require that the Construction Manager provide Builder's Risk Insurance. DZS will require that the Construction Manager obtain all necessary permits prior to construction. DZS will purchase materials for the construction of animal exhibits. DZS will fund the acquisition and transport of animals for exhibition.

## **SECTION 2. CITY REPRESENTATIONS.**

The City represents, acknowledges, and agrees that it will facilitate the design and construction of the Visitor Center. The Zoo staff will provide input regarding the Visitor Center layout, functionality and animal exhibits. The Zoo staff may assist with animal exhibit fabrication and may undertake minor, miscellaneous tasks including, but not limited to, landscape improvements and modifications that may be necessary to adjoining exhibit sites. The Salisbury Department of Public Works (SPW) will review the construction documents at the 60%, 90% and 100% levels and will approve the construction documents prior to construction commencing. SPW will provide Construction Administration services including attending progress meetings, reviewing payment applications, and providing part time inspection. SPW will perform the topographic site survey and will provide the survey in Auto CAD to DZS. SPW will perform utility locating. SPW will apply for the Maryland Department of the Environment permit for the alteration of any floodplain in Maryland. SPW will perform punch list and final inspections, and will recommend Substantial Completion and Final Acceptance.

The City shall not be responsible for paying for the design, permitting or construction of the Visitor Center. The City will waive all permitting fees that would be collected by the City. The City will not invoice DZS for in-kind services performed by City staff.

Upon completion of construction of the Visitor Center improvements, DZS shall not be responsible for any cost or expenses associated with staffing, operating, or maintaining the Visitor Center.

## **SECTION 3. LIABILITY.**

DZS shall indemnify, defend, and hold the City and its employees or agents harmless against any claim or liability for loss from personal injury or property damage resulting from or arising out of the work done under this Memorandum of Understanding by DZS, and its employees or agents and its contractors and subcontractors, excepting,

however, such claims or damages that may be caused by the acts or omissions of the City or its employees or agents.

**SECTION 4. TERMINATION FOR CONVENIENCE.**

The performance of work under the Memorandum of Understanding may be terminated by the City in accordance with this clause in whole, or from time to time in part, whenever the City shall determine that such termination is in the best interest of the City. The City will pay all reasonable costs associated with the Memorandum of Understanding that DZS has incurred up to the date of termination, and all reasonable costs associated with termination of the Agreement; provided, however, that DZS and any other parties shall not be reimbursed for any anticipatory profits that have not been earned up to the date of termination.

**SECTION 5. ENTIRE AGREEMENT.**

This Agreement represents the parties' entire agreement with respect to the matters specified herein.

**SECTION 6. GOVERNING LAW AND VENUE.**

It is understood that this Agreement shall be governed by and construed under and in accordance with the laws of the State of Maryland. Venue for any actions arising under this Agreement shall be in Wicomico County.

**SECTION 7. SEVERABILITY.**

Any provision of the Agreement which is prohibited or unenforceable shall be ineffective only to the extent of such prohibition or unenforceability without invalidating the remaining provisions thereof.

**SECTION 8. ATTORNEY'S FEES.**

In the event of litigation over the terms or performance of this Agreement, the prevailing party shall be entitled to reasonable attorney's fees and costs.

**THIS AGREEMENT** is hereby executed by the duly authorized representatives of the parties as of this \_\_\_\_\_ day of \_\_\_\_\_, 2016.

Delmarva Zoological Society, Inc.

By\_\_\_\_\_

(Printed)\_\_\_\_\_

(Title)\_\_\_\_\_

City of Salisbury

By\_\_\_\_\_

(Printed)\_\_\_\_\_

(Title)\_\_\_\_\_

# Office of Housing & Community Development

## MEMO

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**To: Tom Stevenson**

**From: Deborah Stam**

**Subject: Resolution - Formal Establishment of the  
CDBG Review Committee**

**Date: August 19, 2016**

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Per the instructions from the Mayor, a resolution has been drafted for the formal establishment of the CDBG Review Committee.

Attached is the final version of that resolution, which has been reviewed and revised by the City attorney twice.

Please forward this resolution to the City Council so that it may be placed on their agenda for the work session on September 6, 2016.



Deborah J. Stam  
Assistant Director  
Housing & Community Development Department

Attachment  
CC: Julia Glanz  
Ginny Hussey



- 40 2. The Committee members shall meet with the Community Development – Assistant  
41 Director of the Housing & Community Development Department before any CDBG  
42 Public Hearing to discuss the applications that have been submitted and  
43 identify/formulate questions to be addressed at the Public Hearing.  
44
- 45 3. The Committee members will attend CDBG Public Hearings, at which times a  
46 representative from each of the agencies that has submitted a grant application will  
47 give a verbal presentation on their proposed project/program and field questions from  
48 the Committee members and the Community Development – Assistant Director.  
49
- 50 4. Following the conclusion of each Public Hearing, the Committee members will meet  
51 with the Community Development – Assistant Director to discuss the applications  
52 and formulate their recommendation to the Mayor. The recommendation will include  
53 which projects should be funded, and in what amounts. This recommendation will be  
54 purely advisory, and the final decision as to what projects/programs will be included  
55 in the CDBG Annual Action Plan rests with the Mayor.

56 **Membership.** The members of the Committee shall be no fewer than three (3) and no  
57 more than five (5) persons, all of whom shall be city residents. Committee members  
58 must not be affiliated with any 501(c)(3) non-profit agency that has applied for/may  
59 apply for CDBG funding from the City. All members shall be appointed by the Mayor  
60 and confirmed by the Council to serve staggered terms of three (3) years; two (2)  
61 members will serve three (3) year terms beginning and ending in even years, and one (1)  
62 member will serve a three (3) year term beginning and ending in odd years. If a member  
63 resigns from the committee in the middle of a term, their replacement will serve the  
64 remaining length of the resigning member’s term. Members shall be subject to removal  
65 by the Mayor and Council.

66 **Holding Over and Reappointment.** Upon the expiration of their terms, members of the  
67 Committee may be reappointed and shall continue to serve until they are reappointed and  
68 confirmed or their replacements are appointed and confirmed.

69 **Meetings.** The Committee shall meet as necessary to perform its functions in the event  
70 that the City elects to hold an open funding round for the CDBG program. The CDBG  
71 Public Hearing meetings are advertised in accordance with CDBG regulations, as  
72 amended from time to time. The CDBG Public Hearings are also broadcast live on PAC  
73 14 for the viewing public, and replayed a few times after the original hearing date.

74 **Staff Support.** The Community Development – Assistant Director, Housing &  
75 Community Development Department will contact the Committee members each year to  
76 advise them as to whether or not the City is electing to hold an open funding round for  
77 that program year. If an open funding round is to be held, the Assistant Director will

78 develop the schedule for the CDBG application review process. The Administrative  
79 Support Associate of the Housing & Community Development Department shall mail  
80 copies of the grant applications to the Committee members for their review, create the  
81 agenda and sign-in sheet for the CDBG Public Hearing, and will take the required  
82 minutes of the CDBG Public Hearing meetings. These meeting minutes are included in  
83 the Citizen Participation section of the CDBG Action Plan.

84 **Recommendations.** The Community Development – Assistant Director will provide the  
85 CDBG funding recommendations of the Committee to the Mayor in writing with a copy  
86 to the City Council. These recommendations will not be binding in any way, and the  
87 final decision over the projects that will be included in the CDBG Action Plan will be  
88 made by the Mayor.

89  
90 THE ABOVE RESOLUTION was introduced and duly passed at a meeting of the Council of  
91 the City of Salisbury held on the \_\_\_\_\_ day of \_\_\_\_\_, 2016, and is to become effective  
92 immediately upon adoption.

93  
94 ATTEST:

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97 \_\_\_\_\_  
98 Kimberly R. Nichols  
99 CITY CLERK

\_\_\_\_\_

John R. Heath  
CITY COUNCIL PRESIDENT

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103 APPROVED BY ME THIS  
104 \_\_\_\_\_ day of \_\_\_\_\_, 2016.

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109 \_\_\_\_\_  
110 Jacob R. Day  
111 MAYOR

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*From the Office of the  
Fire Chief*

**To:** Mr. Tom Stevenson, City Administrator

**Date:** 22 August 2016

A handwritten signature in blue ink, appearing to read "R. Hoppes".

**From:** Richard A. Hoppes, B.S., Fire Chief

**Subject:** Gifting from Volunteer Corporations

The members of the Salisbury Fire Department Inc., Company No.1 (Fire Station #1), Salisbury Fire Company No. 2 (Fire Station #2), and the Salisbury Fire Department Inc. (Fire Station #16) corporations have utilized funds appropriated to them to purchase various assets for use in the departments operations. The equipment is listed below and is incorporated into the operational readiness equipment and apparatus of the department:

Item Description	Value / Costs
Command vehicle (AC 1)	\$ 87,000.00
Engine Tanker 1-1 Lighting upgrade	\$ 21,000.00
LED Public Display Sign	\$ 30,668.00
Rapid Intervention Team Equipment Upgrades	\$ 6,800.00
LUKAS (CPR) Devices	\$ 57,000.00
Positive Pressure Fans	\$ 6,800.00
New Sparky Costume	\$ 3,814.00
AC2 Electronics/Storage Units	\$ 4,448.00
AC2 Mobile Data Terminal	\$ 3,340.00
Desktop Computers	\$ 11,237.39
PFD/Throw Ropes (All apparatus/vehicles)	\$ 5,400.00
Chain Saws	\$ 876.83
Ammonia and Chlorine Gas Meters	\$ 940.10
Carbon Monoxide Detection meters	\$ 887.50
Tablet Computers (Haz Mat Response Unit)	\$ 3059.94
Cyanokits	\$ 2,252.25

Level A Suits Haz Mat Ensembles	\$ 6,161.98
Firehouse Cloud Based Software (Incident Reporting)	\$ 3,995.00
Firehouse Alerting System (Station Alerting)	\$ 21,452.68
Hydrant Markers (Reflective)	\$ 4,410.00
100 Traffic Cones	\$ 952.09
Station Floor cleaner	\$ 9,020.40
Training Rescue Mannequin	\$ 1,218.89
<b>Total:</b>	<b>\$ 292,735.05</b>

These apparatus and equipment are new or replacements to the emergency service fleet and inventory that enhance the department's capabilities in the effective and efficient delivery of public safety services. The volunteers wish to gift these apparatus and equipment to the City for inclusion in the Fire Department's fleet vehicle and equipment inventory. In compliance with City policy such gifts can only be accepted with the approval of the City Council. Attached you will find a resolution to accept this equipment for consideration by the City Council.

Unless you or the Mayor have further questions, please advance this memorandum and resolution to the City Council.

cc: File

RESOLUTION NO. \_\_\_\_\_

A RESOLUTION OF THE CITY OF SALISBURY, MARYLAND ACCEPTING THE DONATION OF APPARATUS AND EQUIPMENT FOR THE SALISBURY FIRE DEPARTMENT TO USE IN EFFORTS TO ENHANCE ITS CAPABILITIES IN PROVIDING THE EFFECTIVE AND EFFICIENT DELIVERY OF FIRE, RESCUE AND EMERGENCY MEDICAL SERVICES AND TO IMPROVE THE QUALITY OF LIFE FOR THE CITIZENS OF THE CITY OF SALISBURY AND THE SALISBURY FIRE DISTRICT.

WHEREAS, the volunteer members of the Salisbury Fire Department constantly seek to enhance the department's capabilities in the effective and efficient delivery of public safety services through their contributions of equipment and apparatus to the City; and,

WHEREAS, funds appropriated to the Volunteer Corporations have been expended by the Salisbury Fire Department Inc., Company No.1 (Fire Station #1), Salisbury Fire Company No. 2 (Fire Station #2), and the Salisbury Fire Department Inc. (Fire Station #16) to purchase various apparatus and equipment with a total value of \$292,735.05; AND'

WHEREAS, the volunteers wish to donate or gift all assets to the City of Salisbury Fire Department for inclusion in its inventory of emergency vehicles and equipment; and,

WHEREAS, both the Fire Chief and the Mayor have recommended that the City accept the donation of these vehicles and equipment; and,

WHEREAS, the City's gift policy requires that such gifts can only be accepted with the approval of City Council,

NOW, THEREFORE IT BE RESOLVED that the City of Salisbury accepts these gifts and expresses its sincere appreciation to the Salisbury Fire Department Inc., Company No.1 (Fire Station #1), Salisbury Fire Company No. 2 (Fire Station #2), and the Salisbury Fire Department Inc. (Fire Station #16) membership of the Salisbury Fire Department for their generous gifts listed below for inclusion in the department's inventory of emergency apparatus and equipment:

Item Description	Value / Costs
Command vehicle (AC 1)	\$ 87,000.00
Engine Tanker 1-1 Lighting upgrade	\$ 21,000.00
LED Public Display Sign	\$ 30,668.00
Rapid Intervention Team Equipment Upgrades	\$ 6,800.00
LUKAS (CPR) Devices	\$ 57,000.00
Positive Pressure Fans	\$ 6,800.00
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PFD/Throw Ropes (All apparatus/vehicles)	\$ 5,400.00
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THE ABOVE RESOLUTION was introduced and duly passed at a meeting of the Council of the City of Salisbury, Maryland held on Monday, \_\_\_<sup>th</sup> day of \_\_\_\_\_ 2016, and is to become effective immediately upon adoption.

ATTEST:

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

\_\_\_\_\_  
Jack R. Heath  
PRESIDENT, CITY COUNCIL

\_\_\_\_\_  
Jacob R. Day  
MAYOR, CITY OF SALISBURY

Approved this \_\_\_<sup>th</sup> day of \_\_\_\_\_ 2016.