

CITY OF SALISBURY  
WORK SESSION  
SEPTEMBER 6, 2016

Public Officials Present

Council President John “Jack” R. Heath                      Mayor Jacob R. Day  
Councilman Muir Boda    Councilwoman April Jackson  
Council Vice-President Laura Mitchell (via teleconference)

Public Officials Not Present

Councilman James Ireton, Jr.

In Attendance

City Clerk Kimberly R. Nichols, City Administrator Tom Stevenson, Assistant City Administrator Julia Glanz, City Attorney Mark Tilghman, Public Works Deputy Director Amanda Pollack, Assistant Director Housing & Community Development Deborah Stam, Fire Department Assistant Chief Darrin Scott, and Salisbury/Wicomico County Planning, Zoning, and Community Development Long Range and Transportation Planner Keith Hall.

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On September 6, 2016, Salisbury City Council convened in Work Session at 4:30 p.m. in Conference Room #306 of the Government Office Building. The following is a synopsis of the topics discussed in the Work Session:

**Updating the City Comprehensive Plan**

Salisbury/Wicomico County Planning, Zoning, and Community Development Long Range and Transportation Planner Keith Hall joined Council at the table to discuss updates to the 2010 City Comprehensive Plan. He discussed the two corrective actions described below:

1. The land use of four parcels totaling approximately 5.081 acres situated in the Parsons Election District shown on County Tax Map #20 (Parcels #153, 184, 185, and 215) should be reclassified from Low Density Residential to *Commercial*.
2. All or portions of 22 parcels totaling approximately 55.47 acres situated in the Parsons Election District shown on Tax Map #39 (424; portion of 264 [4.4 acres +/-]; 264 [Section 1/Block A/ Lots 1, 2, 3, 4, 5, 6, 7B, 11, 12C, 13, 14, 15, 16AA]; 264 [Section 1/Block B/Lots 3A, 5B, 8AA, 11AA, 15AA, and portion 428] [6.2 acres +/-], and a portion of parcel 01 [approx. 2.7 +/- acres] shown on Tax Map 40) should be included into Map 11-3: Growth Area Future Land Use of the 2010 City of Salisbury Comprehensive Plan with a land use classification of *Mixed Use*.

Council reached unanimous consensus to advance the resolution and required public hearing to the September 26, 2016 Legislative Session.

**Resolution to authorize Mayor to Sign an MOU between the City and Delmarva Zoological Society (DZS) for improvements to the Visitor Center**

Public Works Deputy Director Amanda Pollack, Zoo Director Ralph Piland, and Board Chair Ashley Bosche joined Council to discuss the MOU and improvements to the Visitor Center.

Ms. Pollack reported that the DZS raised funds for the new Visitor Center, which will be located in the W.E. Morgan Building at the Zoo, and added the following:

- The City will review the design, perform the site survey, apply for the MDE floodplain permit, perform construction administration services, and perform part-time inspections.
- Because the project is funded with donations, the City is not provide funding.
- DZS plans to contract under a Construction Management at Risk Contract with Delmarva Veterans Builders for the design and construction.
- The City will waive all fees, but County permits and fees likely cannot be waived

Council reached unanimous consensus to advance the MOU and resolution to legislative agenda.

**Accepting the Donation of Apparatus and Equipment for the Salisbury Fire Department**

Fire Department Assistant Chief Darrin Scott was invited to the table to discuss the donation of various assets 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).

The apparatus and equipment, valued at \$292,735.05, was purchased for use in the operations of the department and for inclusion in the Fire Department's fleet vehicle and equipment inventory.

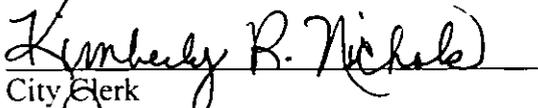
Council reached unanimous consensus to advance the resolution to legislative agenda

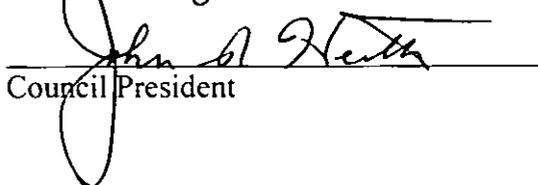
**Resolution to Establish a CDBG Review Committee**

Assistant Director Housing & Community Development Deborah Stam joined Council to discuss the resolution needed to formally establish the CDBG Review Committee.

Council reached unanimous consensus to advance the resolution to legislative agenda.

With no further business to discuss, the Work Session was adjourned at 4:50 p.m.

  
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City Clerk

  
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Council President