



**SALISBURY CITY COUNCIL
WORK SESSION AGENDA**

MARCH 18, 2019

**COUNCIL CHAMBERS
GOVERNMENT OFFICE BUILDING**

- 4:30 p.m. Budget amendment to appropriate additional funds for electric for street lighting – Field Operations Director Tom Stevenson
- 4:40 p.m. Budget amendment to appropriate funds received from Witmer Public Safety Group to repair the moisture barrier along the foundation of the Salisbury Police Department – Police Chief Barbara Duncan
- 4:50 p.m. Budget amendment for street resurfacing and concrete repair from MDOT-SHA reimbursement – Infrastructure and Development (DID) Director Amanda Pollack
- 5:00 p.m. Riverwalk Construction Reimbursement Program – DID Director Amanda Pollack
- 5:20 p.m. Vision Zero Presentation and overview – DID Director Amanda Pollack/ Transportation Project Specialist Will White
- 5:55 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 3-305(b).*



City of
Salisbury
Jacob R. Day, Mayor

To: Julia Glanz
From: Tom Stevenson
Subject: Budget Amendment (Traffic Electric) 22000-556201
Date: March 7, 2019

Attached, please find an Ordinance that will have the effect of amending the FY2019 General Fund Budget. As projected, the Traffic Control Branch identified a shortfall in the Electricity Account (22000-556201). These funds are used to purchase electricity for traffic signals, street lighting and other similar devices. There are insufficient funds available in other accounts to cover the deficit.

Unless you have any questions or require additional information, forward this request to the Mayor and Council for consideration.

Cc. Andy Kitzrow

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ORDINANCE NO. _____

AN ORDINANCE OF THE CITY OF SALISBURY APPROVING A BUDGET AMENDMENT OF THE FY2019 GENERAL FUND TO APPROPRIATE ADDITIONAL FUNDS FOR ELECTRICITY FOR STREET LIGHTING .

WHEREAS, the Traffic Control Branch has determined additional budgeted funds are required to maintain street lighting through the end of FY2019; and

WHEREAS, the City of Salisbury has determined there is insufficient funds available in other accounts to transfer to cover the amount required.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF SALISBURY, MARYLAND, THAT THE City's Fiscal Year 2019 General Fund Budget be amended as follows:

- 1) Increase Current Year Surplus (01000-469810) by \$145,000.00
- 2) Increase Department of Field Operations – Traffic Control (22000-556201) by \$145,000.00

BE IT FURTHER ORDAINED that this Ordinance shall take effect from and after 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 this ____ day of _____, 2019, 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 _____, 2019.

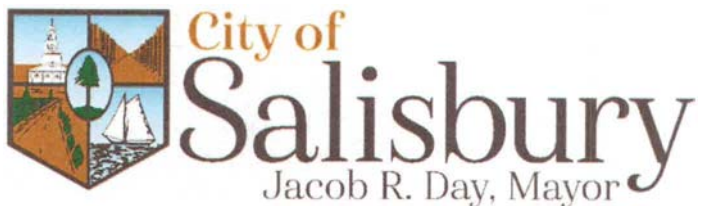
ATTEST:

Kimberly R. Nichols, City Clerk

John R. Heath, President
Salisbury City Council

APPROVED BY ME THIS ____ day of _____, 2019.

Jacob R. Day, Mayor



February 27, 2019

TO: Julia Glanz
FROM: Colonel David Meienschein
SUBJECT: Ordinance - Budget Amendment

The Salisbury Police Department received a check in the amount of \$21,747.01 from Witmer Public Safety Group for 72 handguns that were sold.

SPD requests that these funds be transferred to the SPD Police Services Buildings Account, 21021-534301 to be used to repair the moisture barrier along the foundation of the Salisbury Police Department.

Unless you or the Mayor has further questions, please forward this Ordinance to the City Council.



David Meienschein
Assistant Chief of Police

49 WHEREAS, additional funds needed to complete the repairs will be taken from SPD
50 surplus funds available from vacant salary positions; and

51
52 WHEREAS, the moisture barrier along the foundation of SPD has been identified as in
53 need of repair in order to prevent water seepage and eventual degradation of the foundation; and

54
55 WHEREAS, once the project is completed, the project will be removed from the SPD
56 Capital Improvement Plan.

57
58 NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY
59 OF SALISBURY, MARYLAND that the City's Fiscal Year 2019 General Fund Budget is
60 hereby amended as follows:

- 61
62 1) Increase General Fund (01000-469200) by \$21,747.00
63 2) Increase the Police Department budget by \$21,747.00
64

65 BE IT FURTHER ORDAINED that this Ordinance shall take effect from and after the
66 date of its final passage.

67
68 THIS ORDINANCE was introduced and read at a meeting of the Council of the City of
69 Salisbury held on this _____ day of _____, 2019, and thereafter, a statement of
70 the substance of the Ordinance having been published as required by law, was finally passed by
71 the Council on the _____ day of _____, 2019.

72
73 ATTEST:

74
75 _____
76 Kimberly R. Nichols, City Clerk

75 _____
76 John R. Heath, President
77 Salisbury City Council

78
79 Approved by me this _____ day of _____, 2019

80
81 _____
82 Jacob R. Day., Mayor



City of
Salisbury
Jacob R. Day, Mayor

To: Julia Glanz, City Administrator
From: Amanda H. Pollack, P.E., Director of Infrastructure & Development *AP*
Date: March 7, 2019
Re: Budget Amendment – MDOT Reimbursement Funds

The Department of Infrastructure & Development is requesting consideration for a budget amendment to move funds to an operating account from a revenue account. The City recently received a reimbursement payment from MDOT-SHA for the Citywide Resurfacing Program which is eligible for reimbursement from MDOT-SHA under the State-Aid Program. As the Department of Infrastructure & Development wishes to use the reimbursed funds to continue and expand the Resurfacing and Concrete Repair Programs this year it is requested that these funds be moved into the Citywide Street Maintenance Account, 31000-534318. The current value of the reimbursement funds is \$123,864.47.

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

ORDINANCE NO. ____

AN ORDINANCE OF THE CITY OF SALISBURY APPROVING AN AMENDMENT OF THE FY19 BUDGET TO APPROPRIATE FUNDS FOR STREET RESURFACING AND CONCRETE REPAIR.

WHEREAS, the City of Salisbury Department of Infrastructure and Development has completed paving and concrete repair projects throughout the City that are eligible for reimbursement from MDOT-SHA; and

WHEREAS, the City has received a reimbursement from MDOT-SHA in the sum of \$123,864.47; and

WHEREAS, the Department of Infrastructure and Development seeks to reimburse the operating account from which the original appropriation was budgeted in order to continue the Citywide Paving and Concrete Programs.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF SALISBURY, MARYLAND that the City’s Fiscal Year 2019 budget is hereby amended as follows:

1. Increase the MDOT Reimbursements (01000-424202) budget by \$123,864.47
2. Increase the Citywide Street Maintenance (31000-534318) budget by \$123,864.47

BE IT FURTHER ORDAINED that this Ordinance shall take effect from and after 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 ___ day of _____, 2019, 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 _____, 2019.

ATTEST:

Kimberly R. Nichols, City Clerk

John R. Heath, President
Salisbury City Council

APPROVED BY ME THIS:

_____ day of _____, 2019

Jacob R. Day, Mayor



City of
Salisbury
Jacob R. Day, Mayor

To: Julia Glanz, City Administrator
From: Amanda H. Pollack, P.E., Director of Infrastructure and Development *AP*
Date: February 12, 2019
Re: Riverwalk Construction Reimbursement Program

Attached is an application for the Riverwalk Construction Reimbursement Program and an Ordinance to adopt the program. The primary goal of the Riverwalk Construction Reimbursement Program is to accelerate the construction of new commercial buildings along the planned Riverwalk. The program aims to contribute towards the economic vitality of Downtown Salisbury by adding new jobs to the Downtown workforce and attracting private capital investments into the Riverwalk Redevelopment and Central Business Districts. The program will assist with the funding of critical public infrastructure through commercial construction cost reimbursement grants. Additionally, the program incentivizes the development of publicly accessible, resident-serving amenities such as healthy food options, fitness opportunities, pet amenities, and garden plots.

Eligibility criteria is noted in the application along with the map of the proposed Riverwalk limits. Eligible costs include the construction of the Riverwalk, bulkhead, bulkhead repairs or extensions, and associated work such as backfill. Lighting, landscaping and signage are NOT eligible expenses. Eligible, reimbursable costs are capped at an amount equal to or less than the sum total of 90% of the incremental increase in City property taxes due based on the assessed value of the property in a given year for a maximum of 20 years subsequent to the issuance of a Certificate of Occupancy.

Unless you or the Mayor has further questions, please forward a copy of this memo, the ordinance and the application to the City Council.

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3 **ORDINANCE NO. _____**

4 AN ORDINANCE OF THE CITY OF SALISBURY TO ESTABLISH A RIVERWALK
5 CONSTRUCTION REIMBURSEMENT PROGRAM TO PROMOTE AND ACCELERATE NEW
6 COMMERCIAL CONSTRUCTION OR EXPANSION ALONG THE RIVERWALK AREAS TO
7 ENCOURAGE DEVELOPMENT IN AND NEAR THE DOWNTOWN AREA AND DISTRICTS TIED
8 TO THE RIVERWALK.

9 WHEREAS, the City seeks to incentivize the construction and expansion of business interests in and near
10 the Downtown area, the Central Business Zoning District, Riverfront Redevelopment Zoning District #1,
11 Riverfront Redevelopment Zoning District #2 and areas designated as having future Riverwalk in the
12 adopted 2015 Downton Master Plan in order to increase the amount of economic activity in those areas;
13 and

14
15 WHEREAS, implementing a Riverwalk Construction Reimbursement Program will allow financially
16 responsible businesses to construct or expand business interests in those areas, which will further result in
17 positive economic and social effects, including, but not limited to increases in cultural activity
18 opportunities, employment opportunities, extracurricular activities, business activities and environmental
19 upgrades; and

20
21 WHEREAS, the City through the Department of Infrastructure & Development shall process applications
22 connected to the Riverwalk Construction Reimbursement Program to ensure compliance with the program
23 and adequate funding for the program and shall review and approve all completed applications before
24 benefits tied to the program are approved and enjoyed by developers; and

25
26 WHEREAS, the City has developed a Riverwalk Construction Reimbursement Program Application with
27 specific requirements that shall be monitored and administered by the Department of Infrastructure and
28 Development in order to ensure that all information and submissions are correct and properly considered;
29 and

30
31 WHEREAS, the Mayor joins with the City Council in recommending the implementation of the program
32 and application process.

33
34 NOW THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF SALISBURY,
35 MARYLAND that the Municipal Code of the City of Salisbury, Title 12-STREETS, SIDEWALKS AND
36 PUBLIC PLACES, be amended by adding Section 12.24.060 to read as follows:

37
38 **12.24.060 RIVERWALK CONSTRUCTION REIMBURSEMENT PROGRAM (RCRP)**

39
40 A. A Riverwalk Construction Reimbursement Program (RCRP) is hereby established for the purpose of
41 accelerating the construction or expansion of new commercial buildings and development along the
42 incomplete and planned Riverwalk areas in order to create positive economic effects in the Central
43 Business Zoning District, Riverfront Redevelopment Zoning District #1, Riverfront Redevelopment
44 Zoning District #22 and areas designated as having future Riverwalk in the adopted 2015 Downtown
45 Master Plan.

46
47 B. The RCRP application process shall be administered by the Director of the Department of
48 Infrastructure & Development subject to appropriation of any necessary funds for the program from year
49 to year and final approval of all applications and the expenditure of funds by a Resolution approved by
50 the City Council.

52 C. The City hereby adopts the application submitted with this ordinance and attached as Exhibit A as the
53 initial approved application and grants administrative powers to the Director of the Department of
54 Infrastructure and Development to process and monitor submitted applications in conjunction with the
55 Department of Finance and to make necessary changes to the application and its requirements as needed
56 and deemed necessary to properly administer the program and monitor and disperse appropriated and
57 approved funding for the program.

58
59 D. Upon approval of a Resolution by the City Council for funding of any RCRP project, the Department
60 of Infrastructure & Development shall prepare a RCRP Agreement that, among other requirements as
61 determined by the Department of Infrastructure & Development, shall require the owners of the subject
62 property to convey title to the completed Riverwalk to the City of Salisbury.

63
64 E. All reimbursable costs to be paid as a result of RCRP applications shall run with the land and be
65 payable only to the then current owners of the land adjoining each Riverwalk Construction Project for
66 which an application was received and approved.

67
68 F. The City may suspend or terminate the continuance of the RCRP program by resolution or by not
69 appropriating funds to continue the program.

70
71 BE IT FURTHER ORDAINED that this ordinance shall take effect from the date of its final passage.

72
73 THIS ORDINANCE was introduced and read at a meeting of the Council of the City of Salisbury held on
74 the ___ day of _____, 2019, and thereafter, a statement of the substance of the Ordinance
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76 _____, 2019.

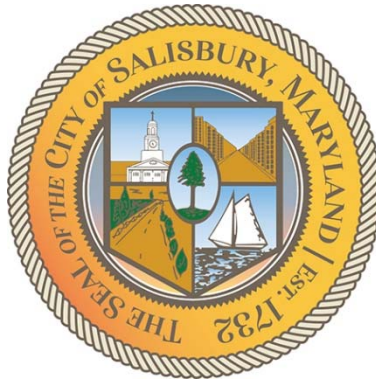
77
78 ATTEST:

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80 _____
81 Kimberly R. Nichols, City Clerk

82 _____
83 John R. Heath, President
84 Salisbury City Council

85
86 Approved by me this ___ day of _____, 2019

87 _____
88 Jacob R. Day, Mayor



Riverwalk Construction Reimbursement Program (RCRP)

Application – 2019

Department of Infrastructure & Development
Room 202
125 N. Division Street
Salisbury, Maryland 21801

Phone: 833-SBY-CITY

September 2018

Riverwalk Construction Reimbursement Program Application – 2019

The primary goal of the Riverwalk Construction Reimbursement Program (RCRP) is to accelerate the construction or expansion of new commercial buildings along the planned Riverwalk that contribute towards the economic vitality of Downtown Salisbury. Additionally, the program aims to:

- Add new jobs to the Downtown workforce by providing spaces, culture and an environment that will be attractive to new companies and promote local growth.
- Attract private capital investments into the Riverwalk Redevelopment and Central Business Districts (see Exhibit 2 map) by funding the building of critical public infrastructure that creates economic activity Downtown through commercial construction cost reimbursement grants.
- Support and incentivize the development of publicly accessible, resident-serving amenities such as healthy food options, fitness opportunities, pet amenities, a pharmacy, and garden plots.

Eligibility for RCRP Funds

A developer may submit written documentation to the Director of Infrastructure & Development to establish eligibility for a project if the project meets all of the following criteria:

1. The project location is within one or more of the following areas: Central Business Zoning District, Riverfront Redevelopment Zoning District #1, Riverfront Redevelopment Zoning District #2, and/or is identified in the adopted 2015 Downtown Master Plan as having future Riverwalk.
2. The project within an above referenced Zoning District constitutes new development or revitalization of an existing building.
3. The project complies, or will comply, with all applicable Zoning and Building Code criteria.
4. The project is consistent with the adopted 2015 Downtown Master Plan and the adopted Comprehensive Plan of the City of Salisbury.
5. The project complies, or will comply, with all requirements of the Salisbury Historic District Commission (Exhibit 3).
6. The project does not have complete, consistent Riverwalk in place as of January 1, 2019.

How to Apply for RCRP Funds

1. Meet with the Department of Infrastructure & Development staff to review the program and project specifications.
2. Applications are due after preliminary site plan approval submission to the Department of Infrastructure & Development and prior to issuance of grading/site permits.

3. One copy of the completed application should also be emailed to apollack@salisbury.md. Portions of the application may be kept confidential by completing a Nondisclosure Agreement upon request and providing specific reasons for the request. Applicants should be aware that any Maryland public information act requests may result in information marked “confidential” being released if the request is challenged and the confidentiality is found to be overly broad.
4. **IMPORTANT NOTE:** RCRP applications must be received, reviewed and confirmed as complete by the Department of Infrastructure & Development staff **PRIOR** to the start of any work reflected in the application in order for that work to be considered for reimbursement.
5. The Director of Infrastructure & Development will issue an official Notice of Pre-Approval in the form of a Letter of Intent to be signed by an applicant. Projects pre-approved for reimbursement funding will be issued a Letter of Intent and a Riverwalk Construction Reimbursement Program (RCRP) Funding Terms sheet. Applicants must agree to the negotiated terms within 30 days of receipt of these documents.
6. Once the Letter of Intent has been signed, the application and recommendation will be forwarded to the Mayor for his/her pre-approval.
7. Once the Mayor has pre-approved the project for RCRP funding, a Resolution supporting the expenditure of funds will be placed on the next available City Council Work Session and subsequently (if approved) sent to a City Council Legislative Session for approval.
8. Department of Infrastructure & Development staff will prepare a RCRP Agreement for the applicants, which must be executed within 15 days of receipt. Program Agreements are valid for one (1) calendar year from the signature date. If projects are delayed, applicants may request a 1-year extension which will be considered by the Mayor.
9. Applicants agree to provide quarterly updates on financing, construction costs, and other pertinent information as projected costs become actual costs.
10. **The total amount of the reimbursement will be limited to the original approved estimate.** Cost overruns on the project will not be reimbursed.
11. Applicants agree to provide before, during and after photographs documenting the progress of the project throughout its completion.
12. Non-Appropriations: Projected reimbursement amounts are not ~~guaranteed~~permitted and are contingent upon appropriations of sufficient amounts for projected reimbursements and approval by the Mayor and Council.

Riverwalk Construction Reimbursement Program – General Conditions

1. Applicants must thoroughly review all Riverwalk Construction Reimbursement Program guidelines, conditions, and forms prior to submission of an application.

2. Applicants must review the ‘Envision Salisbury Downtown Master Plan 2035’ document so that they will be familiar with the plan of development for the area in question.
3. Applicants must be the owner or partner of a development project located within the boundaries of the planned Riverwalk district (see Exhibit 1 map).
4. Properties must be current on all City, County and State property and income taxes and remain current throughout the period of reimbursement.
5. Project building permits must be received within one year of the date of the signed RCRP agreement.
6. All construction work must comply with Salisbury City Code Section 12.24.05 Riverwalk Construction standards and all applicable laws, ordinances, building codes and zoning ordinances.
7. The RCRP application must include drawings showing what the proposed project will look like when completed, and estimated costs of the project obtained from a qualified professional.
8. Eligible costs include the construction of the Riverwalk, bulkhead, bulkhead repairs or extensions, and associated work such as backfill. Lighting, landscaping and signage are **NOT** eligible expenses.
9. Eligible, reimbursable costs are capped at an amount equal to or less than the sum total of 90% of the incremental increase in City property taxes due based on the assessed value of the property in a given year for a maximum of 20 years subsequent to the issuance of a Certificate of Occupancy by the City of Salisbury and all other conditions of the RCRP being met, over the amount in City property taxes due based on the assessed value of the property as of January 1, 2019. Year 1 of the calculation will be the first July 1st subsequent to the agreed-upon deadline for the issuance of a Certificate of Occupancy.

This can be expressed by the following formula:

GC	Total gross amount of approved qualifying costs
EC	75% * QC
CTD ^B	City property taxes based on assessed value as of January 1, 2019
CTD [#]	City property taxes due in a given year based on that year’s assessed value
TC	All applied City Property Tax Credits
RCRP [#]	= 0.9[CTD [#] – CTD ^B - Σ(TC)]
RCRP ^E	RCRP ¹ + RCRP ² + ... RCRP ¹⁹ + RCRP ²⁰
AG	Approved Grant Amount = lessor of EC and RCRP ^E

- represents given year 1-20, with 1 being the first year of RCRP fund reimbursement

An example of this formula is included in Exhibit 4.

10. RCRP funds are not distributed in one lump sum. The total estimate is derived in order to support private financing needs of the property developer/owner. Funds are actually

committed based on the formula articulated above and distributed annually based on each year's assessment. If the original (RCRP^E) committed funding amount has not been funded in the first 20 years due to lower than anticipated assessed values, the grant period may be extended by up to 5 years in order to achieve the total. At no point in time may the original RCRP^E committed funding amount be exceeded.

11. To determine the RCRP^E funding amount, a development schedule will show the completion date of phases, estimated value of construction and estimated subsequent assessed value. Deviation from the schedule, investment or phasing may result in lower assessments and thus a reduced cap for payments (at the sole discretion of the Mayor and City Council). The property developer/owner accepts all risk associated with assessments.
12. If RCRP funds are awarded for a specific construction project, the scope of that project may **NOT** be changed without first receiving written permission from the Director of the Department of Infrastructure & Development.
13. It is expressly understood and agreed that applicants shall be solely responsible for all safety conditions and compliance with all safety regulations, building codes, ordinances, and other applicable regulations.
14. It is expressly understood and agreed that applicants will not seek to hold the City of Salisbury, its agents, employees, officers and/or directors liable for any property damage, personal injury, or other loss related in any way to the RCRP.
15. Applicants shall be responsible for hiring and executing an agreement with a general contractor who is licensed to operate in the State of Maryland. Applicants shall ensure that said contractor provides insurance coverage for comprehensive public liability, property damage liability / builder's risk, and workers' compensation insurance.
16. Applicants must certify that there are no hazardous materials located on the property, that he/she will not cause or allow any hazardous materials to be placed on the property, and that the property is in compliance with all applicable Federal and State environmental laws and regulations.
17. Applicants shall maintain or cause to be maintained both property and commercial general liability coverage on the Project and the Property both during and after the construction / rehabilitation related to the RCRP.
18. If the project is located in the 100-year floodplain, as designated by FEMA and the United States Department of Housing and Urban Development (HUD), applicants shall be required to provide evidence of flood plain insurance coverage.
19. Following the completion of the rehabilitation work, applicants shall ensure that all necessary approvals for the commencement of the activities that will take place in the property have been obtained, including all applicable permits and licenses.

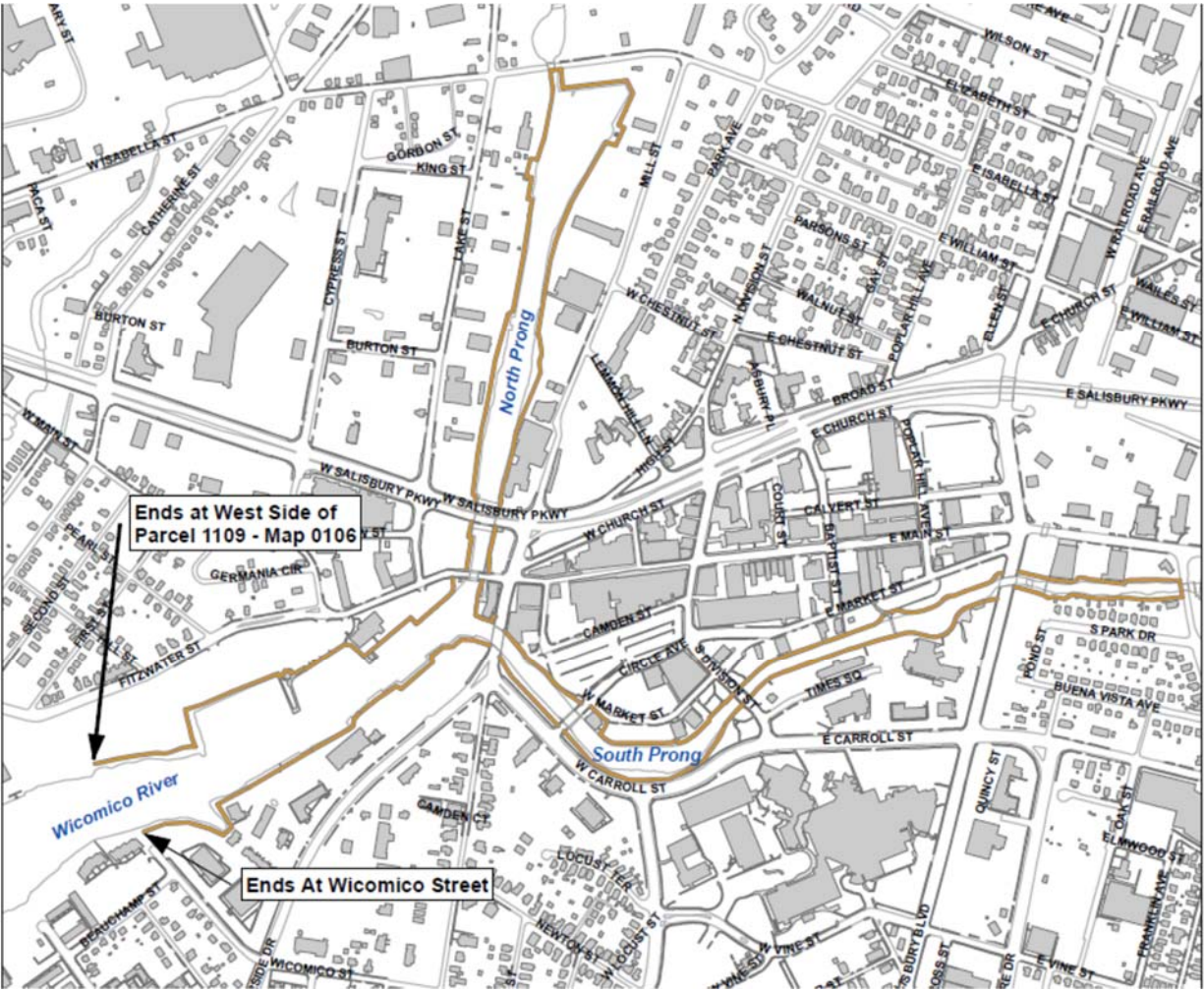
20. Applicants must agree to begin construction, having met all other requirements to receive a building permit, no later than 1 year after the date that the City Council formally adopts the Resolution consenting to the expenditure of the RCRP funds.
21. Applicants must agree to secure their Certificate of Occupancy, having met all other requirements to do so, no later than 2 years after the date that the building permit is issued.
22. Applicants agree to maintain the property and improvements and otherwise complying with the Municipal City Code of the City of Salisbury.
23. Applicants authorize the City of Salisbury to promote an approved RCRP project including, but not limited to displaying a sign at the site during and after construction, and using photographs and descriptions of the project in its materials and press releases.
24. The City of Salisbury shall have the right to refuse reimbursement to the owner / partner if the City believes the work is unsatisfactory or the construction project is not being completed according to the approved RCRP application.
25. The City of Salisbury will not reimburse applicants for more than the approved amount should the scope of work and/or costs increase due to unforeseen circumstances.
26. Applicants who have been awarded a RCRP grant in the past may apply for funds again for an additional eligible property, however applicants who have never been awarded RCRP funds before will be given preferential consideration.

Reimbursement Process

- 1) Documentation for all eligible costs (paid invoices, cancelled checks, and any other requested documentation) must be submitted within 90 days following completion of construction.
- 2) Properties must be current on all City, County and State property and income taxes. All payments will be suspended unless and until the property's owners and tenants are current on all City, County and State property and income taxes.
- 3) **The total amount of the reimbursement will be limited to the original approved estimate.** Cost overruns on the project will not be reimbursed.
- 4) **All applicants must be aware that RCRP grant funds are awarded on a reimbursement basis only.** Grantees must have sufficient funds available to allow them to expend those funds on project expenses, provide the City with copies of paid invoices, cancelled checks, and any other requested documentation, and then wait to be reimbursed for those expenditures. This is a lengthy process, so applicants must be aware that this is a condition of the award.

Exhibit 1

Proposed Extent of Riverwalk in Riverfront Redevelopment Districts and Central Business District



Brown line denotes the location of the proposed Riverwalk.

Exhibit 2

Zoning Map showing Riverfront Redevelopment Districts #1 and #2 and Central Business District

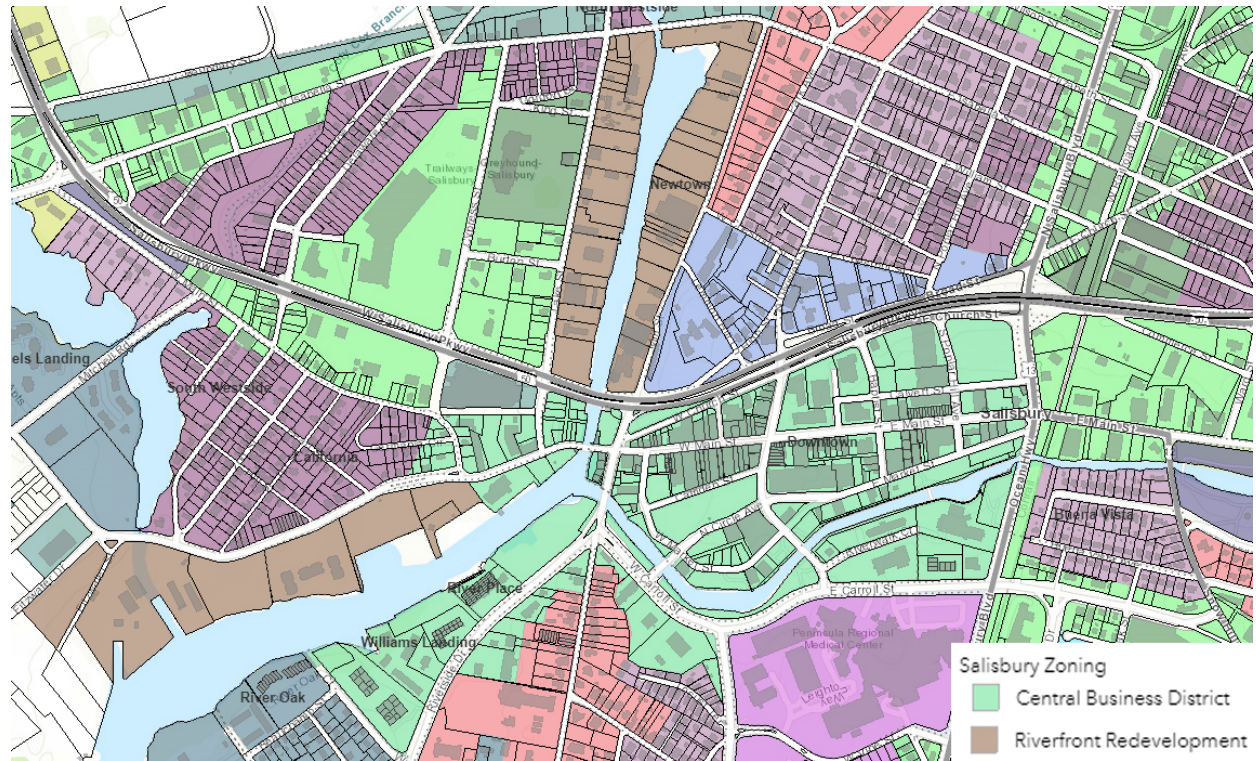
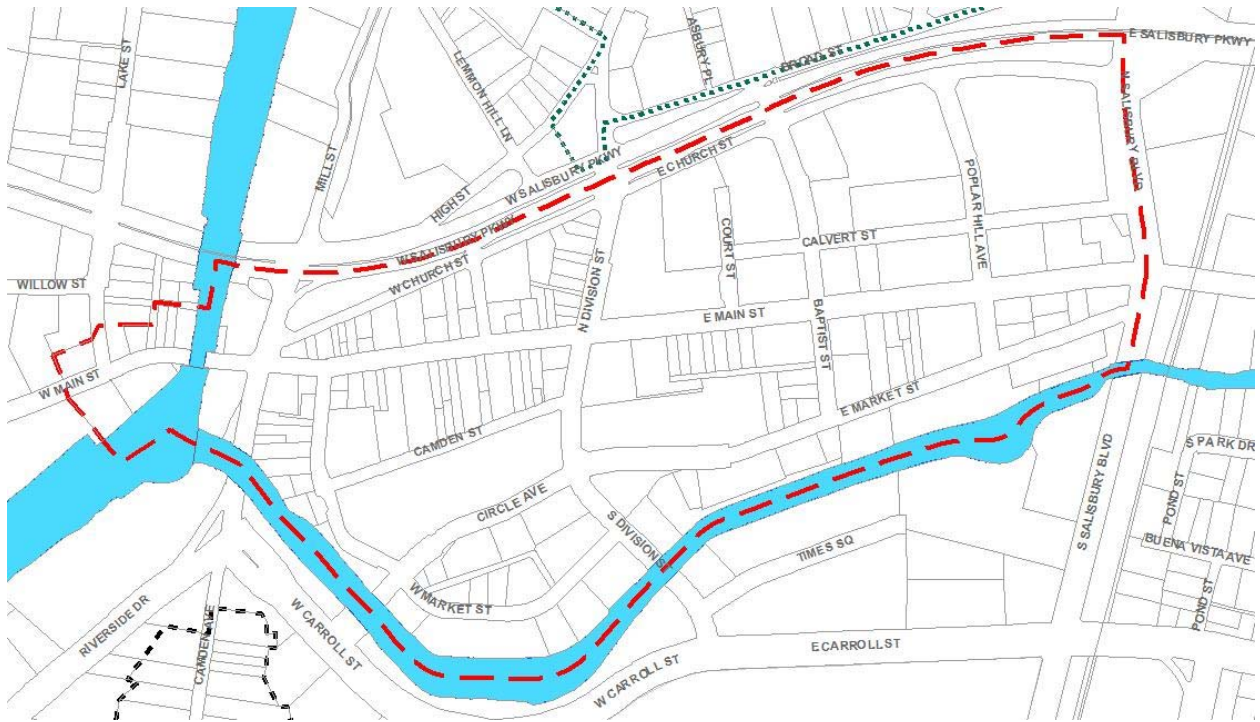


Exhibit 3

Downtown Historic District



Salisbury's Downtown Historic District is denoted as the area within the red dashed-line boundaries.

City of Salisbury
Riverwalk Construction Reimbursement Program
Application – 20_____

General Information

Application Date: _____

Legal Name of Business:

Address of Property:

Legal Description of Property:

Name of Business Owner:

Home Address of Business Owner:

Business Owner Telephone #: _____

Business Owner E-mail address: _____

Name of Property Owner:

Home Address of Property Owner:

Property Owner Telephone #: _____

Property Owner E-mail address: _____

Project Narrative

1) Brief history of the site / building:

2) General description of the proposed project:

3) Property ownership structure:

4) Does this project conform to the City's adopted Downtown Master Plan and Urban Greenway Master Plan? How does this project meet the goals of the Downtown Master Plan?

5) How does this project align with the RCRP priorities?

6) Clear description of the eligible public benefits of the project.

7) Clear description of expenditures / costs related to the requested reimbursement amount.

8) Total Square Footage of the Building(s): _____

9) Use Mix: Type of Use / Percentages:

10) Description of on- or off-site or associated additional projects, if applicable.

11) Description of public or tenant accessible amenities, if applicable.

12) Description of how the project demonstrates environmental stewardship.

Check any other incentives / programs that have been applied for.

- Enterprise Zone
- Rise Zone
- Revolving Loan Program
- Community Legacy Grant
- SD/SGIF Grant
- Other City/County/State/Federal Grant
- Other Tax incentives
- Energy use incentives
- Other Public investment

I, the applicant, have read and understand the Riverwalk Construction Reimbursement Program (RCRP) guidelines, and I agree to abide by the general conditions as set forth in this application. I further understand that if I am awarded reimbursement grant funds I will be required to enter into a Program Agreement with the City of Salisbury.

Signature of Business Owner: _____

Printed Name: _____

Date: _____

Signature of Property Owner (if different from Business Owner):


Signature of Property Owner: _____

Printed Name: _____

Date: _____



City of
Salisbury
Jacob R. Day, Mayor

To: Julia Glanz, City Administrator
From: Amanda Pollack, P.E., Director of Infrastructure and Development 
Date: March 7, 2019
Re: Introduction to Vision Zero

Salisbury Department of Infrastructure and Development (DID) is pleased to present information regarding the adoption of Vision Zero for the City of Salisbury. Vision Zero is a proven traffic safety program that was initially created in Sweden in the 1990's. The program is in widespread use across Europe. In 2014 Vision Zero was adopted by New York City, the first US city to do so. Since 2014, a total of 42 US cities and counties have adopted Vision Zero and all are seeing reductions in crash frequency and severity. This is most evidenced in Sweden, where Vision Zero began. Since the inception of the program, the number of automobiles on the road in Sweden have nearly doubled while the fatal crash rate was cut in half and continues to drop today.

Vision Zero prioritizes system-wide safety over speed and throughput, especially the safety of pedestrians and cyclists, who are the most vulnerable street users. The program recognizes that all traffic deaths are ultimately preventable and that humans are fallible, and therefore make mistakes. That failure should be anticipated and street design should restrict the severity of such events so that death is not the price of such mistakes. Attached is a presentation with additional information.

Under the program, DID will use data analysis to determine which streets are the most dangerous and target them for improvements. The Department will coordinate with our partners at MDOT-SHA to develop safety strategies for the state roads that pass through the City limits and we will work with other City departments, specifically Police, Fire, Field Operations and Information Services to develop a Vision Zero Action Plan. Attached are letters of support from MDOT-SHA District 1 and MDOT-MVA.

The Department of Infrastructure & Development will soon put forward ordinances to adopt Vision Zero, establish a Steering Committee, reduce speed limits to safe levels City-wide (the prime factor in crash severity) and eliminate right-turns-on-red and free right turns in the urban center (a leading cause of pedestrian fatalities).

Unless you or the Mayor has further questions, please forward a copy of this memo, the presentation and support letters to the City Council.

Vision Zero Salisbury

Department of Infrastructure & Development

VZSBY What is Vision Zero?

Vision Zero is a strategy to eliminate all traffic fatalities and severe injuries, while increasing safe, healthy, equitable mobility for all. First implemented in Sweden in the 1990s, Vision Zero has proved successful across Europe – and now it's gaining momentum in major American cities.

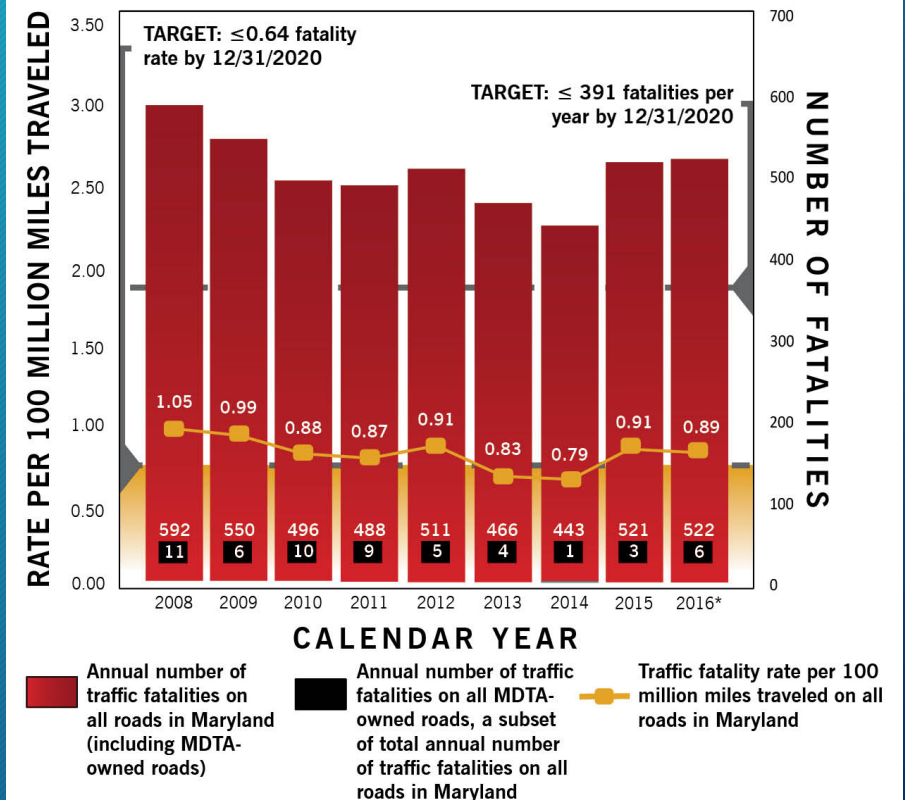
Vision Zero is not a slogan, not a tagline, not even just a program. It is a fundamentally different way to approach traffic safety.



VZSBY The Current Problem

- Each year, more than 40,000 people are needlessly killed on American streets
- While often referred to as “accidents,” the reality is that we can prevent these tragedies by taking a proactive, preventative approach that prioritizes traffic safety
- If Pedestrians and Cyclists fear for their safety on our streets, than there is no true freedom of mobility

ANNUAL NUMBER OF TRAFFIC FATALITIES ON ALL ROADS IN MARYLAND

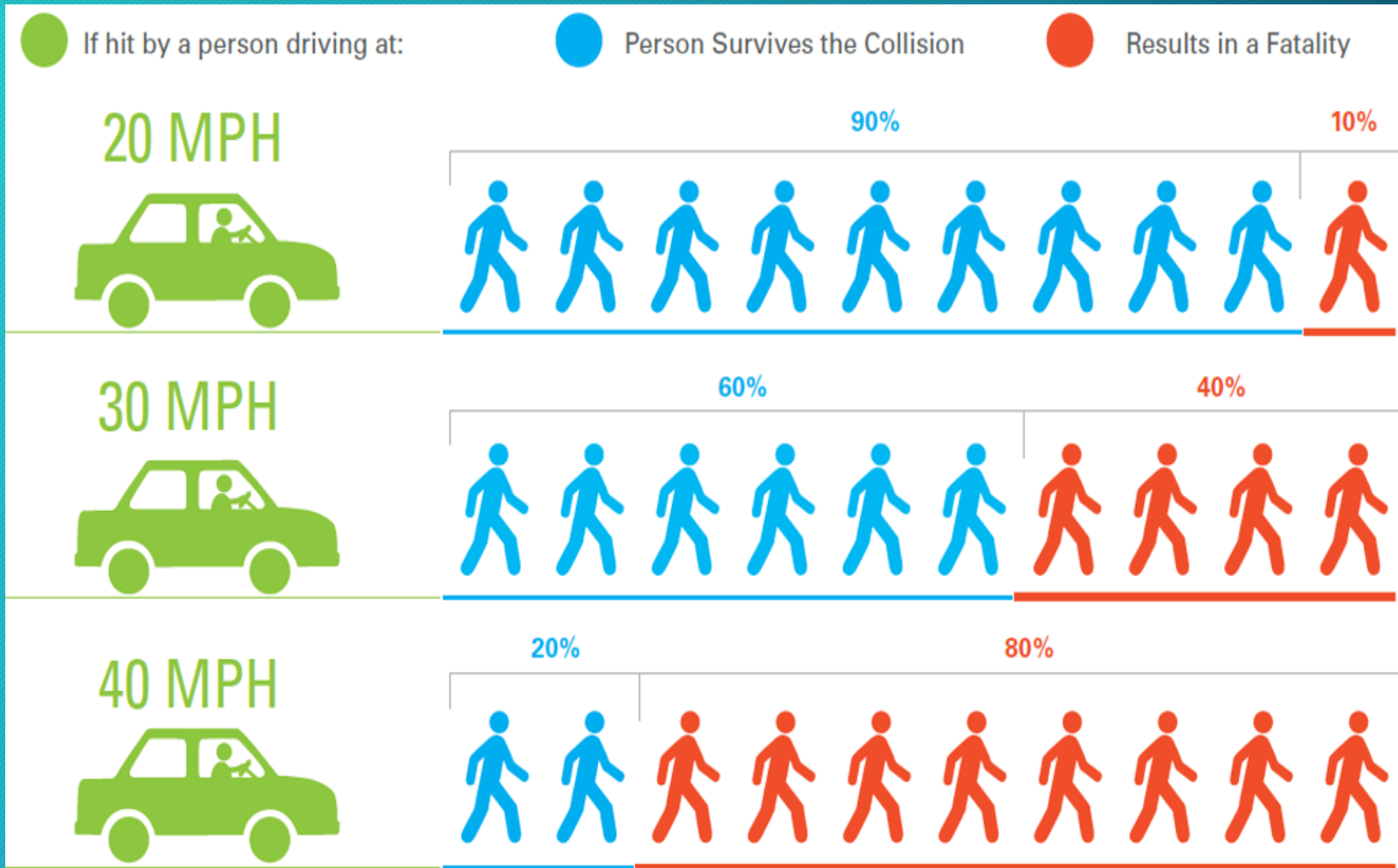


* 2016 data is preliminary and subject to change.

VZSBY Vision Zero Core Beliefs

- Recognizes that people make mistakes, and that mistakes should not be fatal
- Acknowledges that Speed is the number one factor in death (or serious injury) vs. survival
- Relies on “Systemic Safety,” a concept that places the responsibility of safety on the system as a whole in addition to the individual
- Encourages the formation of a multidisciplinary team to set and enact safety improvements and measures - Engineers, Planners, Data Analysts, Police, Fire, Community Organizers etc...

VZSBY Why Does VZ Focus on Speed

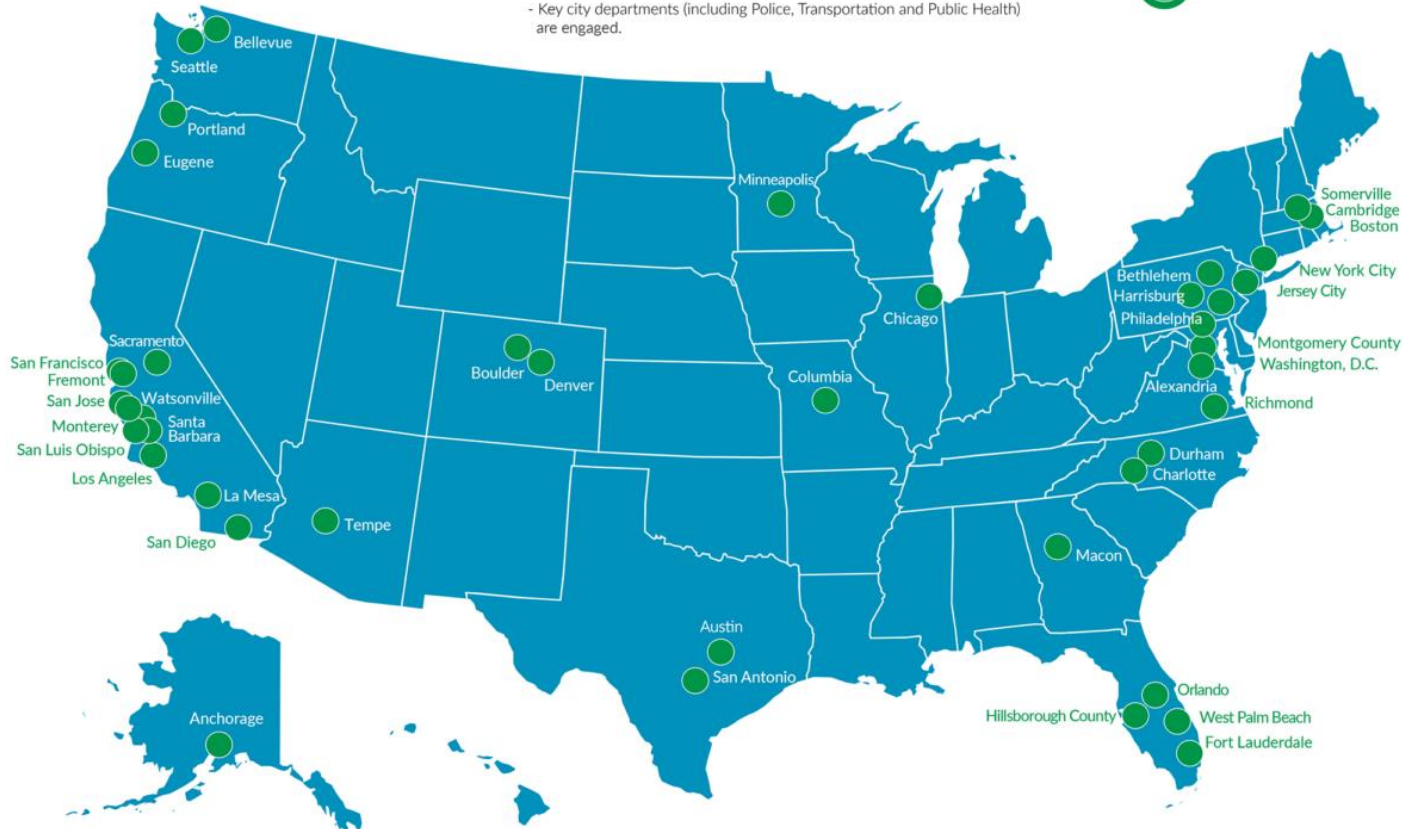


VZSBY 42 US Cities have Adopted VZ

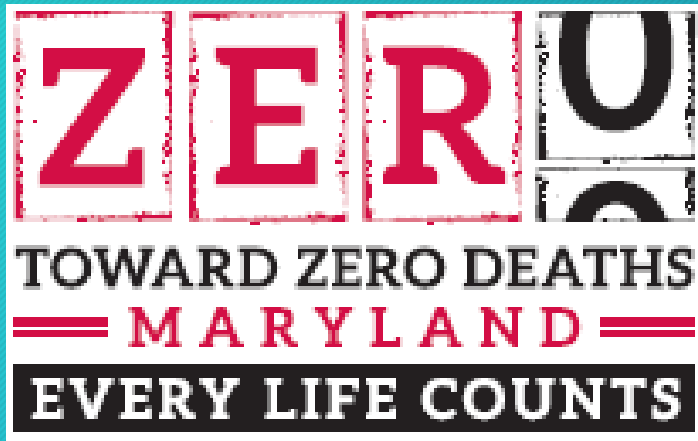
Vision Zero Cities

A Vision Zero City meets the following minimum standards:

- Sets clear goal of eliminating traffic fatalities and severe injuries
- Mayor has publicly, officially committed to Vision Zero
- Vision Zero plan or strategy is in place, or Mayor has committed to doing so in clear time frame
- Key city departments (including Police, Transportation and Public Health) are engaged.



VZSBY Vision Zero in Statewide Planning



- MDOT-MHSO has asked each County to create a Strategic Highway Safety Plan to move toward the State’s “Toward Zero Deaths” Goal
- Salisbury has a vital interest in pedestrian and cyclist safety, but also needs to allow for large numbers of daily commuters who work or shop, but do not live in the City
- Salisbury’s growing Bike and Pedestrian networks are incompatible with the high speed highways, arterials and collectors that currently dominate the transportation network
- Montgomery County has also embraced Vision Zero

VZSBY How does VZ fit in with City Plans?

- Mandates speed reduction and traffic calming
- Prioritizes prevention of crashes via design methods - Bike Lanes, bulb-outs, speed humps etc...
- Recognizes that some crashes are inevitable and uses “restrictive design” to ensure that crashes are not fatal
- Prioritizes Pedestrian and Cyclists safety especially in low-moderate income areas
- Has a standard set of engineering best practices (NACTO guides) and consultants are beginning to specialize in Vision Zero implementation
- Is a time-tested and data-supported system to reduce traffic fatalities



How Salisbury can become a VZ City

Put Forward an Ordinance that specifically defines the following;

- A clear goal - Set a timeline to achieve Zero fatalities or serious injuries by January 1, 2030
- Clearly delineate the members of the Working group and who is responsible for leading and administering the effort. Form a committee to oversee coordination amongst departments
- Mandates the formation of an Action Plan and Yearly Reports
- Mandates Engineering/Design changes, Police Enforcement and Education/Outreach. Prioritize Outreach and Education
- Reduce and better manage speeds Citywide

Vision Zero Design in Salisbury - Examples



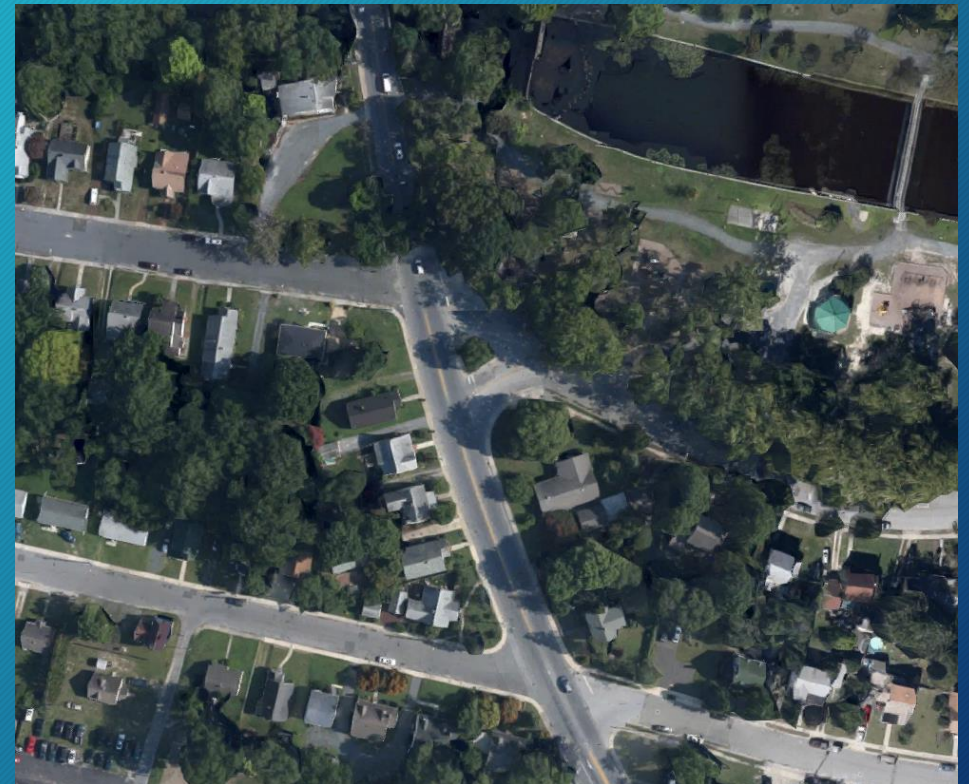
North Division and High Street

Free Right Turn Removal, Turn Radii Reduction and Bulb-Outs



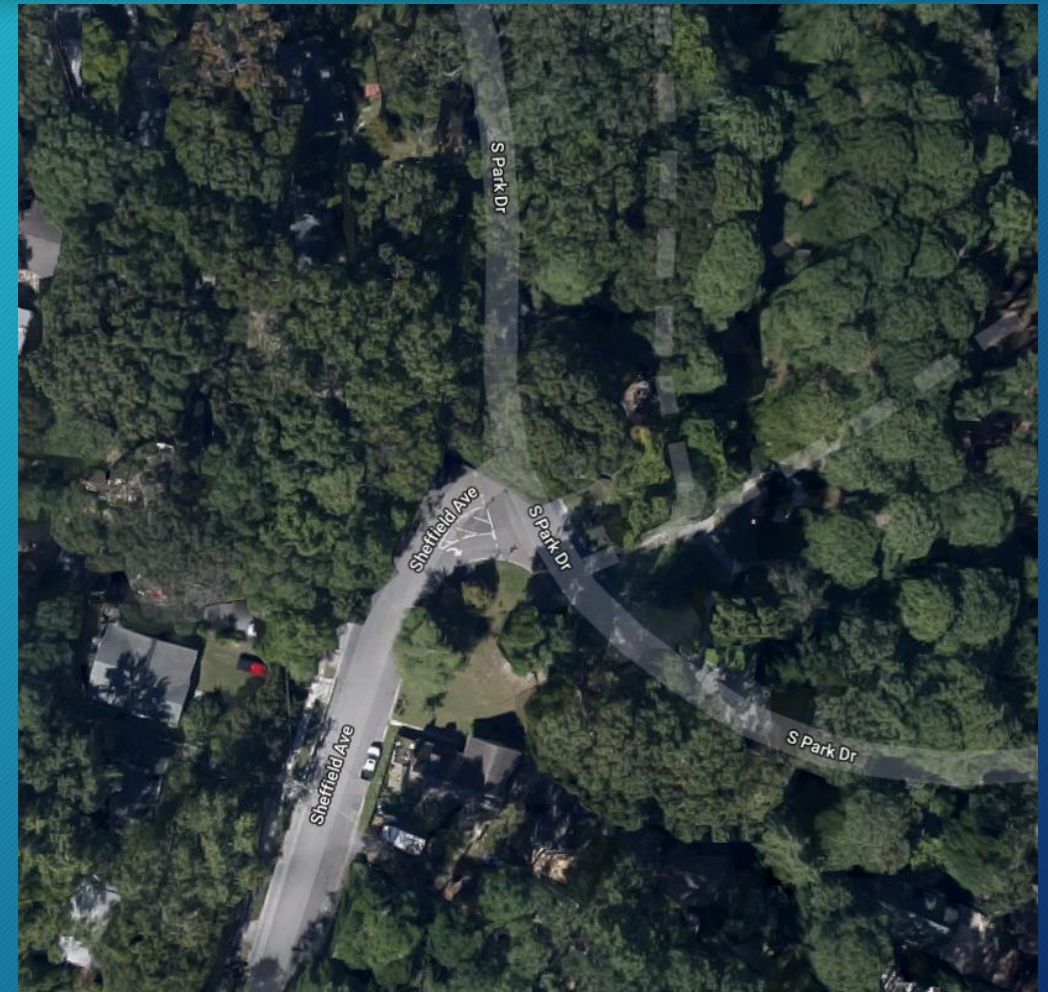
South Park Drive and Snow Hill Rd

Free Right Removal, Turn-Radii Reduction, Bulb-Outs, Connection to Future Bikeway



Sheffield Avenue

Lane Narrowed, Turn Radii Reduced and Bulb-Outs



North Park Drive & Memorial Plaza

Free Right Turn Removed, Lanes Narrowed and Bulb-Outs



Hannibal Lane at Beaglin Park Drive

Free Right Turn Removed, Two-Way Conversion, Lanes Narrowed and Upgraded Hike and Bike Crossing



January 28, 2019

Ms. Amanda Pollack
Director, City of Salisbury Public Works
125 N. Division Street, Suite 202
Salisbury MD 21801

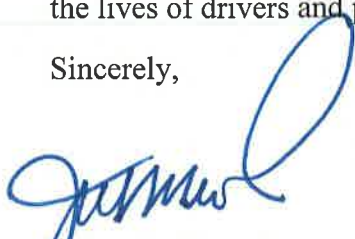
Dear Ms. Pollack:

The Maryland Department of Transportation State Highway Administration (MDOT SHA) is committed to driving the State *Toward Zero Deaths*. Through our partnership with the Maryland Highway Safety Office (MHSO) we have encouraged local communities to develop their own plans and strategies to improve transportation safety and reduce traffic fatalities and serious injuries within their jurisdictions. As such, MDOT SHA supports the City of Salisbury's vision to eliminate fatalities and serious injuries on their roadways by 2030.

At MDOT SHA, we believe that a single death is a tragedy, and nearly one a day statewide is unacceptable when we have the capability to improve roadway safety through engineering, enforcement, education, and emergency services. We look forward to assisting the City of Salisbury to identify safety needs and to develop programs and policies that focus on safety for all road users.

Thank you for making a difference in the lives of citizens and visitors to Salisbury through your commitment to zero deaths. By improving transportation safety, we will make a difference in the lives of drivers and passengers, pedestrians, bicyclists, and motorcyclists.

Sincerely,



James W. Meredith
District Engineer

cc: Ms. Jana B. Potvin, Assistant District Engineer Traffic, MDOT SHA

February 7, 2019

Mr. John "Jack" R. Heath
Council President
City of Salisbury
allcitycouncilmembers@salisbury.md

Dear Council President Heath:

I am writing in support of your municipality's efforts to establish a Vision Zero local road safety plan for Salisbury's citizens and visitors and to encourage the City of Salisbury to complete this plan. As the State agency statutorily responsible for the coordination and oversight of the Maryland Department of Transportation Motor Vehicle Administration, Highway Safety Office (MHSO) has been encouraging all local jurisdictions to adopt a highway safety plan in order to help prevent crash-related injuries and fatalities on roadways across our State.

Motor Vehicle crashes have a tremendous and long-lasting impact on our families, communities and State. In my role as the Governor's Representative for Highway Safety and chair of the Maryland Strategic Highway Safety Plan Executive Council, I am interested in how we may continue to work with our local partners to mitigate these significant impacts and improve the quality of life for all Marylanders.

Maryland's statewide traffic safety programs will benefit greatly from local efforts to adopt plans that complement the MHSO plan. Our MHSO team looks forward to continued coordination with, and data support of, Salisbury's Department of Infrastructure and Development in this endeavor.

Thank you for your partnership in our traffic safety efforts to drive Maryland *Toward Zero Deaths*. If you have any questions or concerns, please do not hesitate to contact me at 410-787-7830.

Sincerely,



Christine Nizer
Administrator

cc: Dr. Tim Kerns, Director, MHSO, MDOT MVA
Mr. William R. White, Transportation Projects Specialist, City of Salisbury