



CITY OF SALISBURY CITY COUNCIL AGENDA

April 22, 2019

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

6:02 p.m. CITY INVOCATION – Rev. Norman Hancock, St. Thomas Anglican Church

6:04 p.m. PLEDGE OF ALLEGIANCE TO THE FLAG OF THE UNITED STATES OF AMERICA

6:05 p.m. PRESENTATION

- Green Business Program- presented by City of Salisbury Sustainability Coordinator Alyssa Massey

6:15 p.m. ADOPTION OF LEGISLATIVE AGENDA

6:16 p.m. CONSENT AGENDA – City Clerk Kimberly Nichols

- **March 25, 2019** Regular Meeting Minutes
- **Resolution No. 2937**- approving the reappointment of Matthew Auchey to the Historic District Commission for term ending April 2022

6:18 p.m. AWARD OF BIDS – Procurement Director Jennifer Miller

- ITB 19-124, Town Square Phase 1 Construction
- ITB 19-117, Manhole Rehabilitation

6:25 p.m. ORDINANCES – City Attorney Mark Tilghman

- **Ordinance No. 2536**- 2nd reading- approving an amendment of the FY 2019 General Fund Budget to appropriate funding to the Business Development Marketing Fund
- **Ordinance No. 2537**- 2nd reading- authorizing the mayor to enter into a contract with the Community Foundation of the Eastern Shore for the purpose of accepting grant funds in the amount of \$4,000, and approving a budget

amendment to the FY 2019 Grant Fund to appropriate funds for the Salisbury-Wicomico Integrated Firstcare Team

- **Ordinance No. 2538**- 2nd reading- granting a utility easement to Delmarva Power & Light Company across City owned property, being portions near the alley-way located off Baptist Street and running along the northerly side of the City Parking Garage

6:35 p.m. **FY20 BUDGET ORDINANCES** – City Attorney Mark Tilghman

- **Ordinance No. 2539**- 1st reading- appropriating the necessary funds for the operation of the government and administration of the City of Salisbury for the period July 1, 2019 to June 30, 2020, establishing the levy for the General Fund for the same fiscal period and establishing the appropriation for the Water and Sewer, Parking Authority, City Marina and Storm Water Funds

FY20 Proposed Budget – Click on link below

https://salisbury.md/wp-content/uploads/2019/04/Mayor_Proposed_Budget_2020.pdf

- **Ordinance No. 2540**- 1st reading- to establish that there is no rate change for water and sewer rates. It is effective for all bills dated October 1, 2019 and thereafter unless and until subsequently revised or changed.
- **Ordinance No. 2541**- 1st reading- to set fees for FY2020 and thereafter unless and until subsequently revised or changed

6:55 p.m. PUBLIC COMMENTS

7:00 p.m. ADJOURNMENT

— MOTION TO CONVENE IN CLOSED SESSION - To consider a matter that concerns the proposal for a business or industrial organization to locate, expand, or remain in the State in accordance with the Annotated Code of Maryland §3-305(b)(4)

— ADJOURNMENT / CONVENE IN OPEN SESSION / REPORT TO PUBLIC

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 website www.salisbury.md. 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 General Provisions Article § 3-305(b), by vote of the City Council.

NEXT COUNCIL MEETING- May 13, 2019

- Resolution No.__- approving a service and equipment lease agreement between the City of Salisbury and the Wicomico County Board of Elections
- **Public Hearings on FY20 Proposed Budget, Proposed Water & Sewer Rates, and Fees**

1 **CITY OF SALISBURY, MARYLAND**

2
3 **REGULAR MEETING**

MARCH 25, 2019

4
5 **PUBLIC OFFICIALS PRESENT**

6
7 *Council President John “Jack” R. Heath*
8 *Council Vice-President Muir Boda*
9 *Councilwoman April Jackson*

Mayor Jacob R. Day
Councilman James Ireton, Jr.

10
11 **PUBLIC OFFICIALS NOT PRESENT**

12
13 *Councilwoman Angela M. Blake*

14
15 **IN ATTENDANCE**

16
17 *Deputy City Administrator Andy Kitzrow, Procurement Director Jennifer Miller, Neighborhood*
18 *Relations Manager Kevin Lindsay, Grants Coordinator Nancy Talbott, Deputy Fire Chief James*
19 *Gladwell, Project Engineer Charles Kulp, Field Operations Assistant Director Ben Baker, City*
20 *Clerk Kim Nichols, City Attorney Mark Tilghman, interested citizens, and members of the press.*

21 *****

22 **CITY INVOCATION – PLEDGE OF ALLEGIANCE**

23
24 *The City Council met in regular session at 6:00 p.m. in Council Chambers. Council President*
25 *John R. Heath called the meeting to order and invited Pastor Julie Lewis of Rockawalkin United*
26 *Methodist Church to the podium to provide the City Invocation, followed by the Pledge of*
27 *Allegiance to the flag of the United States of America.*

28
29 **ADOPTION OF LEGISLATIVE AGENDA**

30
31 *Ms. Jackson moved, Mr. Boda seconded, and the vote was unanimous (4-0 vote) to approve the*
32 *legislative agenda.*

33
34 **CONSENT AGENDA** – presented by City Clerk Kim Nichols

35
36 *The Consent Agenda, consisting of the following items, was unanimously approved (4-0 vote) on*
37 *a motion and seconded by Mr. Boda and Ms. Jackson, respectively:*

- 38
- **February 4, 2019** Closed Session Minutes
 - **February 11, 2019** Regular Meeting Minutes
 - **February 19, 2019** Special Meeting Minutes
 - **February 19, 2019** Work Session Minutes
 - **February 25, 2019** Regular Meeting Minutes
 - **March 4, 2019** Work Session Minutes

39
40 **AWARD OF BIDS** – presented by Director of Procurement Jennifer Miller

41
42 *The Award of Bids, consisting of the following items, was unanimously approved (4-0 vote) on a*
43 *motion by Ms. Jackson and seconded by Mr. Ireton:*

- 44
45 • *ITB 19-120 Newton Street Community Center Remodel* \$ 355,169.00
46 • *Declaration of Surplus, Various Items – SPD and Field Operations* \$ 00.00
47

48 **ORDINANCES** – presented by City Attorney Mark Tilghman

- 49
50 • **Ordinance No. 2530**- *2nd reading- authorizing the Mayor to enter into a contract with the United*
51 *States Department of Commerce for the purpose of accepting grant funds in the amount of*
52 *\$37,500, and approving a budget amendment to the FY 2019 Grant Fund to appropriate funds to*
53 *for a Salisbury Port Feasibility Study*

54
55 *Ms. Jackson moved, Mr. Boda seconded, and the vote was unanimous (4-0) to approve*
56 *Ordinance No. 2530 for second reading.*

- 57
58 • **Ordinance No. 2531**- *2nd reading- authorizing the Mayor to enter into a contract with the*
59 *Wicomico County Health Department for the purpose of accepting grant funds in the amount of*
60 *\$20,934, and approving a budget amendment to the FY 2019 Grant Fund to appropriate funds to*
61 *for the Housing First Program*

62
63 *Mr. Boda moved, Ms. Jackson seconded, and the vote was unanimous (4-0) to approve*
64 *Ordinance No. 2531 for second reading.*

- 65
66 • **Ordinance No. 2532**- *2nd reading- authorizing the Mayor to enter into a contract with the*
67 *Carefirst Foundation for the purpose of accepting grant funds in the amount of \$75,000 and*
68 *approving a budget amendment to the FY 2019 Grant Fund to appropriate funds for the*
69 *Salisbury-Wicomico Integrated Firstcare Team*

70
71 *Ms. Jackson moved, Mr. Boda seconded, and the vote was unanimous (4-0) to approve*
72 *Ordinance No. 2532 for second reading.*

- 73
74 • **Ordinance No. 2533**- *1st reading- to establish a Riverwalk Construction Reimbursement*
75 *Program to promote and accelerate new commercial construction or expansion along the*
76 *Riverwalk areas to encourage development in and near the Downtown area and districts tied to*
77 *the Riverwalk*

78
79 *Mr. Ireton moved, Mr. Boda seconded, and the vote was unanimous (4-0) to approve Ordinance*
80 *No. 2533 for first reading.*

- 81
82 • **Ordinance No. 2534**- *1st reading- approving a budget amendment of the FY19 General Fund*
83 *Budget to appropriate funds received from Witmer Public Safety Group from the sale of*
84 *handguns to be used to repair the moisture barrier along the foundation of the Salisbury Police*
85 *Department*

86

87 Ms. Jackson moved, Mr. Ireton seconded, and the vote was unanimous (4-0) to approve
88 Ordinance No. 2534 for first reading.

- 89
- 90 • **Ordinance No. 2535**- 1st reading- approving an amendment of the FY19 Budget to appropriate
91 funds for street resurfacing and concrete repair

92

93 Mr. Boda moved, Ms. Jackson seconded, and the vote was unanimous (4-0) to approve
94 Ordinance No. 2535 for first reading.

95

96 **COUNCIL COMMENTS**

97

98 *There were no Public Comments.*

99

100 *Council President Heath recognized the following groups in the audience and thanked them for*
101 *attending: Faith Baptist School students with Advisor Ron Rice and Salisbury University Students.*
102 *He invited both groups to return to a Work Session.*

103

104 *Mayor Day reiterated the important items passed by the Council at the meeting- awarding the bid*
105 *for the construction of a Neighborhood Youth Community Center, initiating a Federally funded*
106 *study of expanding the Port of Salisbury, expanding the Housing First Program as the only City*
107 *under 250,000 in American that is permanently housing the chronically homeless, funding the*
108 *SWIFT program to help people to avoid the Emergency Room and ambulance service when it is not*
109 *needed and to receive primary care, helping establish Downtown development through the*
110 *Riverwalk Construction Program, helping repair the Police Headquarter, and returning funds back*
111 *into paving. He thanked Council for those things and said he appreciated them all.*

112

113 *Mayor Day also wished everyone a Happy Maryland Day.*

114

115 **ADJOURNMENT**

116

117 *As there was no further business to discuss, the Legislative Session adjourned at 6:29 p.m.*

118

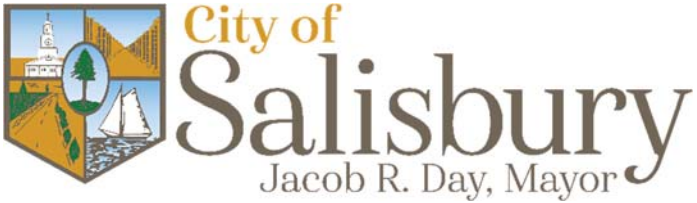
119

120 _____
City Clerk

121

122

123 _____
Council President



MEMORANDUM

To: Julia Glanz, City Administrator
From: Laura Baasland, Administrative Office Associate
Subject: Reappointment to the Historic District Commission
Date: April 18, 2019

Mayor Day would like to reappoint the following person to the Historic District Commission for the term ending as indicated.

<u>Name</u>	<u>Term Ending</u>
Matthew Auchey	April 2022

Attached you will find information from Matthew Auchey and the resolution necessary for his appointment. Please forward this information to the City Council so it may be placed on their agenda at the next Council meeting. Please let me know if you have any questions.

Attachment

cc: Mayor Day

Matthew Auchey

716 Camden Ave. Salisbury, MD 21801

Phone: 443-735-3839

▶ **Mayor Jacob R. Day**

Office of the Mayor City of Salisbury, Maryland
125 N. Division Street, Room 304 Salisbury, Maryland 21801

Mayor Day,

It has been a pleasure serving on the Salisbury Historic District Commission over the past three years. Please consider this letter my request to be appointed to the Commission for another three-year term.

As a licensed Architect and a resident of the Camden Historic District, I am dedicated to preserving the history of our City. If reappointed, I will continue to uphold the standards set forth in the Historic District Guidelines.

Thank you for your time and I look forward to the chance to continue my duties on the Commission.

Matthew Auchey

4/12/19

Matthew E. Auchey, AIA, LEED® AP, MBA

Objective

To obtain a position on the Historic District Commission

Education

Spring 2010 - 2015 York College of Pennsylvania York, Pa

Master of Business Administration

- Business Concentration - Magna Cum Laude

Fall 1998 – 2003 Temple University Philadelphia, Pa

Bachelor of Architecture

- Five Year Professional Program (Accredited) - Architectural Dean's List
- Attended Temple University Rome Arch Program Spring 2002 Rome, Italy

Work experience

November 2015 – Present Wicomico County Board of Ed. Salisbury, Md

Facilities Planner

- Oversee planning of new school buildings
- Maintain/prepare capital Budget

January 2015 – November 2015 G.M.B. Architects/Engineers Salisbury, Md

Project Architect

- Oversee all facets of projects, Main contact for Owner and Consultants
- Contracts, programming, construction admin, construction documents

Nov. 2014 – December 2014 Charter Homes & Neighborhoods Lancaster, Pa

Director of Product Production

- Managed internal production staff as well as outside consultants
- Scheduled and oversaw production of new product design
- Responsible for analyzing design efficiency and cost effectiveness

January 2011 – October 2014 Charter Homes & Neighborhoods Lancaster, Pa

Neighborhood Strategy Manager

- Oversaw efficiency and profitability of all neighborhoods
- Managed neighborhood analytics and statistics

March 2010 – January 2011 Charter Homes & Neighborhoods Lancaster, Pa

Personal Builder

- Managed home building process – oversaw all sub-contractors
- Scheduled all aspects of construction

Sept 2006 – Dec 2009 BartonPartners Architects Norristown, Pa

Project Coordinator

May 2003 – Sept 2006 Bernardon Haber Holloway Downingtown, Pa

Intern Architect / Designer II

Accreditations and licenses

Licensed Architect in PA and MD
LEED Accredited Professional

Skills / Attributes

Proficient in Microsoft Applications, Adobe Photoshop and AutoCAD
Self Learner, Motivated, Team Player, Professional, Enthusiastic and a Leader

1 **RESOLUTION NO. 2937**

2
3 BE IT RESOLVED, by the City of Salisbury, Maryland that the following
4 individual is reappointed to the Historic District Commission for the term ending as
5 indicated.

6
7

<u>Name</u>	<u>Term Ending</u>
Matthew Auchey	April 2022

8
9
10
11 THE ABOVE RESOLUTION was introduced and duly passed at a meeting of the
12 Council of the City of Salisbury, Maryland held on April _____, 2019.

13
14 ATTEST:

15
16
17 _____
18 Kimberly R. Nichols
19 CITY CLERK

John R. Heath
PRESIDENT, City Council

20
21
22 APPROVED BY ME THIS

23
24 _____ day of _____ 2019.

25
26
27 _____
28 Jacob R. Day
29 MAYOR, City of Salisbury

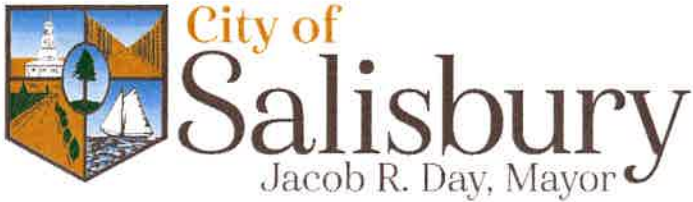


City of
Salisbury
Jacob R. Day, Mayor

COUNCIL AGENDA – Award of Bids

April 22, 2019

- | | |
|---------------------------------------------------|--------------|
| 1. ITB 19-124
Town Square Phase I Construction | \$299,834.25 |
| 2. ITB 19-117
Manhole Rehabilitation | \$181,164.00 |



To: Mayor and City Council
From: Jennifer Miller
Director of Procurement
Date: April 22, 2019
Subject: Award of Bid
ITB 19-124 Town Square Phase I Construction

The Department of Procurement received a request from the Department of Infrastructure and Development to solicit bids from qualified and experienced contractors to provide all labor, equipment and materials necessary to develop Phase 1 of the City of Salisbury Town Square. This exciting new "Town Square" space will ultimately provide a pedestrian recreation area and temporary food truck parking on the west side of the City's Parking Garage.

The City followed standard bidding practices by advertising in the Daily Times, posting the solicitation on the City of Salisbury's Procurement Portal and advertising on the State of Maryland's website, eMaryland Marketplace. Four (4) vendors submitted a bid by the due date and time of March 10, 2019, at 2:30 p.m., with Barkers Landing Excavation, LLC., submitting the lowest responsive and responsible bid:

Vendor	Base Bid	Contingent Items	Grand Total
Barkers Landing Excavation, LLC	\$277,909.25	\$21,905.00	\$299,834.25
Walter Higgins Contracting, Inc.	\$366,200.00	\$30,100.00	\$396,300.00
Priority Construction Corporation	\$377,130.00	\$22,000.00	\$399,130.00
Chesapeake Turf, LLC	\$404,400.00	\$13,450.00	\$417,850.00

The Department of Procurement hereby requests Council's approval to award Contract ITB 19-124 to Barkers Landing Excavation, LLC., in the amount of \$299,834.24. Funding is available in the Streetscaping project account 98118-513026-48043.

To: Jennifer Miller, Director of Procurement
 From: Amanda H. Pollack, P.E., Director of Infrastructure and Development *AP*
 Date: April 11, 2019
 Re: ITB 19-124 Phase 1 Town Square


The Department of Infrastructure and Development recently advertised ITB 19-124 Phase 1 Town Square. The work will include providing temporary and permanent traffic control; demolition; furnishing and installing curb and gutter; furnishing and installing vehicular concrete pavers; furnishing and installing the stone seat wall; furnishing and installing Filterra with Sedimentation Chamber (or approved substitute) and associated piping; providing and installing site furnishings; furnishing and installing pavement demarcation and curb markings; furnishing and installing electrical connections and lighting; installation of landscaping; and providing Erosion and Sediment Control.

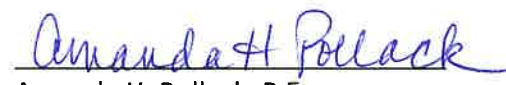
Bids were opened on Wednesday, April 10 2019 at 2:30 p.m. for ITB 19-124 Phase 1 Town Square. Four (4) responses to this contract were received, as summarized below:

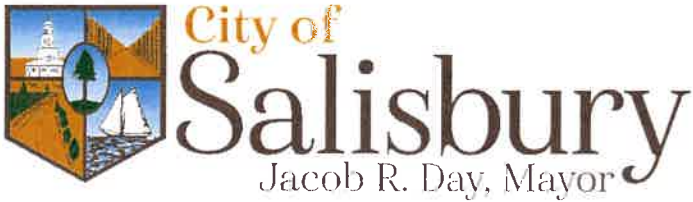
Company	Bid	Contingent Items	Total Price
Barkers Landing Excavation, LLC	\$277,909.25	\$21,905.00	\$299,814.25
Walter Higgins Contracting Inc	\$366,200.00	\$30,100.00	\$396,300.00
Priority Construction Corp	\$377,130.00	\$22,000.00	\$399,130.00
Chesapeake Turf, LLC	\$404,400.00	\$13,450.00	\$417,850.00

The Department of Infrastructure and Development reviewed the bids in accordance with the contract documents. Barkers Landing Excavation, LLC. is the lowest responsive bidder. Additionally, Department of Infrastructure and Development has called multiple references and all have had a positive response to the work completed by Barkers Landing Excavation, LLC. The Department of Infrastructure and Development recommends awarding the contract to Barkers Landing Excavation, LLC. in the amount of \$299,814.25. There is funding available for the Town Square Phase 1 in account 98118-513026-48043.

Please issue a Purchase Order to Barkers Landing Excavation, LLC. in the amount of \$299,814.25 for the scope of work specified in ITB 19-124.


 Michael Zimmerman
 Project Engineer


 Amanda H. Pollack, P.E.
 Director of Infrastructure and Development



To: Mayor and City Council
From: Jennifer Miller
Director of Procurement
Date: April 22, 2019
Subject: Award of Bid
ITB 19-117 Manhole Rehabilitation

The Department of Procurement received a request from the Department of Infrastructure and Development to solicit bids from qualified and experienced contractors to provide all labor, equipment and materials necessary for manhole rehabilitation that was identified in Phase 1 of the Inflow and Infiltration (I & I) Analysis Report, for the purpose of reducing the amount of I & I entering the City of Salisbury's wastewater collection system.

The City followed standard bidding practices by advertising in the Daily Times, posting the solicitation on the City of Salisbury's Procurement Portal and advertising on the State of Maryland's website, eMaryland Marketplace. Four (4) vendors submitted a bid by the due date and time of March 4, 2019, at 2:30 p.m., with Advanced Rehabilitation Technology submitting the lowest responsive and responsible bid:

Vendor	Base Bid	Contingent Items	Grand Total
Advanced Rehabilitation Technology	\$159,107.00	\$5,000.00	\$164,107.00
Pleasants Construction, LLC	\$173,796.00	\$7,368.00	\$181,164.00
Midas Utilities	\$187,280.00	\$6,500.00	\$193,780.00
Standard Pipe Services, LLC	\$196,650.00	\$3,000.00	\$199,650.00

The bid document specified the use of the Epoxytec™ structural epoxy system, or an equivalent product. This structural epoxy system has high compressive and flexural strength, and has the capability to hold back negative side pressure and I & I. Advanced Rehabilitation Technology proposed an alternative product, the OBIC liner system, that was determined not to be an equivalent product per the discretion of the engineering staff in the Department of Infrastructure and Development. Therefore, we cannot award the bid to the low bidder, Advanced Rehabilitation Technology. Pleasants Construction, the second low bidder, submitted a bid that conformed to the specifications.

The Department of Procurement hereby requests Council's approval to award Contract ITB 19-117 to Pleasants Construction, LLC., in the amount of \$181,164.00. Funding is available in the Sewer I & I Remediation project account 96113-513026-55019.



City of
Salisbury
Jacob R. Day, Mayor

To: Jennifer Miller, Director of Procurement
From: Amanda H. Pollack, P.E., Director of Infrastructure and Development *AP*
Date: April 2, 2019
Re: ITB 19-117 Manhole Rehabilitation

Salisbury Department of Infrastructure and Development recently advertised ITB 19-117 Manhole Rehabilitation. ITB 19-117 is for the rehabilitation of City Manholes. The work will include, replacing manhole frames, frame seals, pipe seals, cones, chimneys and channels, as well as applying epoxy coverings to walls and installing manhole inserts.


Bids were opened on Monday March 4, 2019 at 2:30 p.m. for ITB 19-117 Manhole Rehabilitation. Four (4) responses to this contract were received, as summarized below:


Company	Bid	Contingent Items
Advanced Rehabilitation Technology	\$159,107.00	\$5,000.00
Pleasants Construction	\$173,796.00	\$7,368.00
Midas Utilities	\$187,290.00	\$6,500.00
Standard Pipe	\$196,650.00	\$3,000.00

The City has conducted a technical review of all or equal bid items. Although Advanced Rehabilitation Technology was the low bidder, they submitted a product for consideration as an or equal. The product submitted is not an or equal.

Salisbury Department of Infrastructure and Development reviewed the bids in accordance with the contract documents. Pleasants Construction is the lowest bidder conforming to the specifications outlined in the bid document. Additionally, Department of Infrastructure and Development has called multiple references and all have had a positive response to the work completed by Pleasants Construction, Inc. Salisbury Department of Infrastructure and Development recommends awarding the contract to Pleasants Construction in the amount of \$173,796.00 plus \$7368.00 for contingent items. There is funding available for the Manhole Rehabilitation in account number 96113-513026-55019.

Please issue a Purchase Order to Pleasants Construction in the amount of \$181,164 for the scope of work specified in ITB 19-117


Michael Zimmerman
Project Engineer


Amanda H. Pollack, P.E.
Director of Infrastructure and Development

ORDINANCE NO. 2536

AN ORDINANCE OF THE CITY OF SALISBURY APPROVING AN AMENDMENT OF THE FY 2019 GENERAL FUND BUDGET TO APPROPRIATE FUNDING TO THE BUSINESS DEVELOPMENT MARKETING FUND.

WHEREAS, as of March 18, 2019, the City has sold \$913.30 worth of merchandise at the Downtown Salisbury Visitor Center since the last budget amendment; and

WHEREAS, the City would like to return those funds to the Downtown Visitor Center Marketing Account on a regular basis to make sure the Visitor Center has a healthy stock of merchandise.

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 and hereby is amended as follows:

- 1) Increase account 11600-555512 Marketing by \$913.30
- 2) Decrease account 0010-01000-434717 City Merchandise by \$913.30

THIS ORDINANCE was introduced and read at a meeting of the Council of the City of Salisbury held on this 8th day of April 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

1
2
3
4
5
6
7
8
9
10
11
12
13
14
15
16
17
18
19
20
21
22
23
24
25
26
27
28
29
30
31
32
33
34
35
36
37
38
39
40
41
42
43
44

ORDINANCE NO. 2537

AN ORDINANCE OF THE CITY OF SALISBURY AUTHORIZING THE MAYOR TO ENTER INTO A CONTRACT WITH THE COMMUNITY FOUNDATION OF THE EASTERN SHORE FOR THE PURPOSE OF ACCEPTING GRANT FUNDS IN THE AMOUNT OF \$4,000, AND APPROVING A BUDGET AMENDMENT TO THE FY 2019 GRANT FUND TO APPROPRIATE FUNDS FOR THE SALISBURY-WICOMICO INTEGRATED FIRSTCARE TEAM.

WHEREAS, the Community Foundation of the Eastern Shore (CFES) has a Community Needs Grant program; and

WHEREAS, the purpose of the grant program is to benefit organizations that serve health and human services, education, arts and culture, community development, environment and historical preservation; and

WHEREAS, the City of Salisbury submitted a grant application to CFES for funding to support the Salisbury-Wicomico Integrated Firstcare Team (SWIFT); and

WHEREAS, the CFES has awarded the City funds in the amount of \$4,000; and

WHEREAS, the City of Salisbury must enter into a grant agreement with CFES defining how these funds must be expended; and

WHEREAS, all funds shall be used to provide medical transportation for SWIFT patients who are otherwise unable to attend necessary medical appointments and meetings; and

WHEREAS, § 7-29 of the Salisbury City Charter forbids contracts requiring an expenditure in excess of the amount appropriated for that general classification or expenditure, and forbids any office, department, or agency from expending funds not appropriated; and

WHEREAS, appropriations necessary to execute the purpose of this grant must be made upon the recommendation of the Mayor and the approval of four-fifths of the Council of the City of Salisbury.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF SALISBURY, MARYLAND, THAT Mayor Jacob R. Day is hereby authorized to enter into a grant agreement with the Community Foundation of the Eastern Shore to accept grant funds in the amount of \$4,000.00.

BE IT FURTHER ORDAINED that the City's Fiscal Year 2019 Grant Fund Budget be and hereby is amended as follows:

- 1) Increase FY19 CFES – SWIFT Transport Revenue account (10500-426100-XXXXX) by \$4,000
- 2) Increase FY19 CFES – SWIFT Transport Expense account (10500-426100-XXXXX) by \$4,000

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

45 THIS ORDINANCE was introduced and read at a meeting of the Council of the City of
46 Salisbury held on this 8th day of April 2019, and thereafter, a statement of the substance of the
47 Ordinance having been published as required by law, was finally passed by the Council on the ____
48 day of _____ 2019.

49
50
51
52
53
54
55
56
57
58
59
60
61
62
63
64

ATTEST:

Kimberly R. Nichols, City Clerk

John R. Heath, President
Salisbury City Council

APPROVED BY ME THIS ____ day of _____ 2019.

Jacob R. Day, Mayor

1
2
3
4
5
6
7
8
9
10
11
12
13
14
15
16
17
18
19
20
21
22
23
24
25
26
27
28
29
30
31
32
33
34
35
36
37
38
39
40
41
42
43
44
45

ORDINANCE NO. 2538

AN ORDINANCE OF THE CITY OF SALISBURY, MARYLAND GRANTING A UTILITY EASEMENT TO DELMARVA POWER & LIGHT COMPANY ACROSS CITY OWNED PROPERTY, BEING PORTIONS NEAR THE ALLEY-WAY LOCATED OFF BAPTIST STREET AND RUNNING ALONG THE NORTHERLY SIDE OF THE CITY PARKING GARAGE.

WHEREAS, the City of Salisbury passed Ordinance No. 2519 on January 28, 2019, which was signed by Mayor Jacob R. Day on January 29, 2019 which authorized the granting to Delmarva Power & Light Company of a utility easement over City of Salisbury property in connection with the redevelopment of 132 East Main Street; and

WHEREAS, the redevelopment of the property 132 East Main Street by First Move Properties, LLC now encompasses 130 East Main Street, which was recently acquired by First Move Properties, LLC; and

WHEREAS, Delmarva Power & Light Company has submitted a new utility easement agreement and plat, attached as Exhibit "A"; and

WHEREAS, these new documents will grant Delmarva Power & Light Company an easement over City of Salisbury property as shown on the attached plat in order to service 130 and 132 East Main Street for redevelopment purposes.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF SALISBURY, MARYLAND, THAT the City of Salisbury grants permission to Delmarva Power and Light Company to construct, operate and maintain the electric facility infrastructure located on and within the real property (marked "Utility Easement") shown on the plat titled "Delmarva Power & Light Co. Electric Utility Easement" attached as Exhibit "A", and that the Mayor, working with the City Solicitor, is hereby authorized to negotiate and execute a utility easement agreement, attached to Exhibit "A" for and on behalf of the City of Salisbury; and

BE IT FURTHER ORDAINED as follows:

- 1) That each provision of this Ordinance shall be deemed independent of all other provisions herein;
- 2) That if any section, paragraph, subsection, clause or provision of this Ordinance shall be adjudged invalid, unconstitutional or otherwise unenforceable under applicable state or federal law, such adjudication shall apply only to the section, paragraph, subsection, clause or provision so adjudged and all other provisions of this Ordinance shall remain valid and enforceable;
- 3) That the recitals set forth hereinabove are incorporated into this section of this Ordinance as if specifically set forth at length herein; and
- 4) That, upon its final passage, this Ordinance shall not be codified.

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

48
49 **THIS ORDINANCE** was introduced and read at a meeting of the Council of the City of
50 Salisbury held on the 16th day of April 2019, and thereafter, a statement of the substance of this
51 Ordinance having been published as required by law, was finally passed by the Council on the
52 _____ day of _____ 2019.

53
54 **ATTEST:**

55
56 _____
57 Kimberly R. Nichols
58 City Clerk

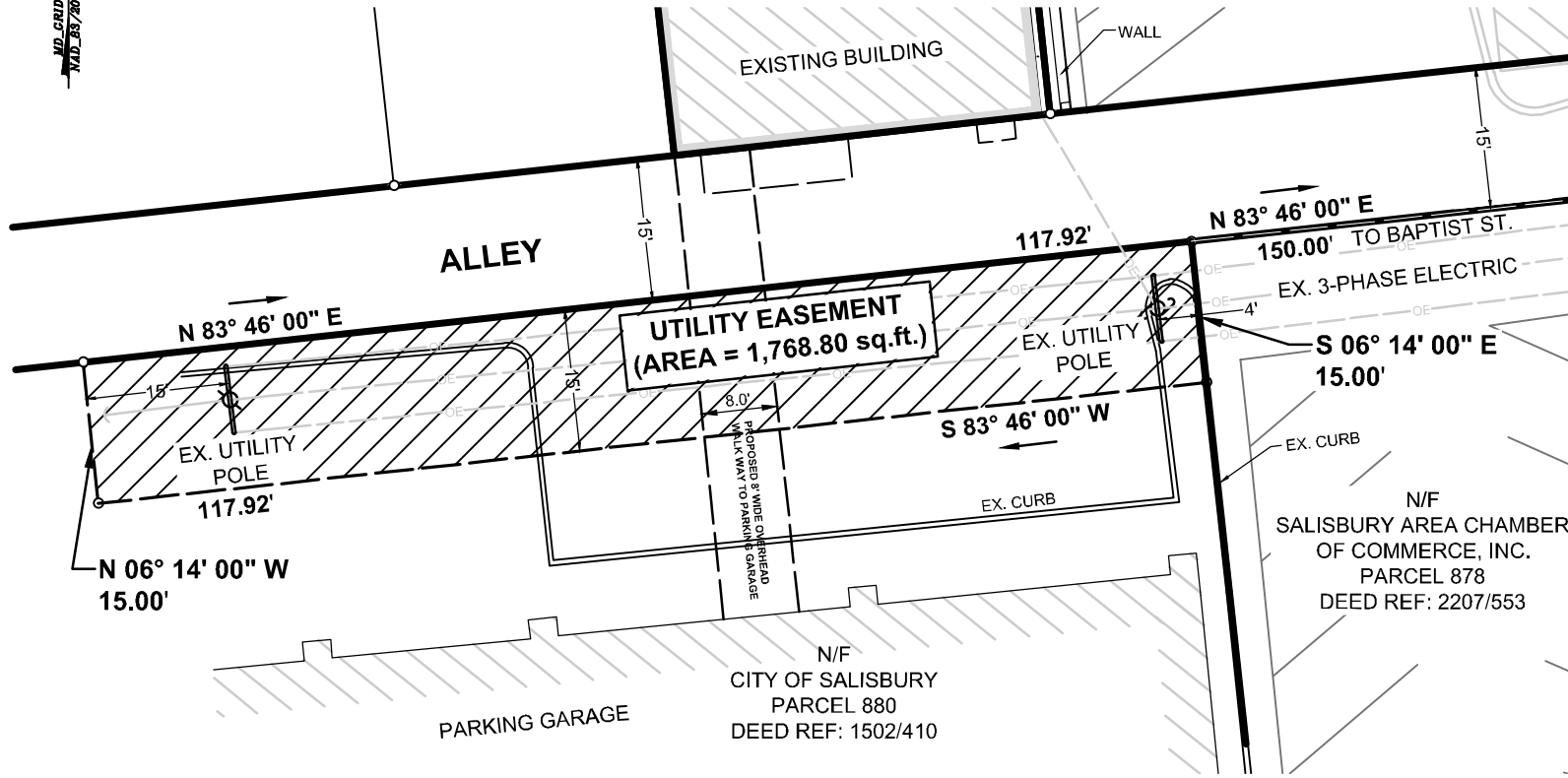
56 _____
57 John R. Heath, President
58 Salisbury City Council

59
60
61 Approved by me this ____ day of _____ 2019.

62
63 _____
64 Jacob R. Day
65 Mayor of the City of Salisbury



EXHIBIT "A"



SCALE : 1" = 20'

LAYER STATE: C:001

**DELMARVA POWER & LIGHT CO.
ELECTRIC UTILITY EASEMENT**

CITY OF SALISBURY
WICOMICO COUNTY MD

**BECKER
MORGAN**
GROUP

ARCHITECTURE
ENGINEERING
Salisbury, MD
312 W. Main St.
Salisbury, MD 21801
Ph. 410.546.9100
Fax 410.546.5824

BMG: 2018010.00
SCALE: 1" = 20'
DATE: 03/08/19
DRAWN BY: CGD
EXHIBIT A

Wicomico Tax Parcel No.: Map 107, Parcel 880

Prepared By & Return To: Delmarva Power & Light Company
PO Box 1739
2530 N. Salisbury Blvd.
Salisbury, MD 21802-1739

UTILITY EASEMENT AGREEMENT

THIS EASEMENT AGREEMENT, made this _____ day of _____, 2019, between CITY OF SALISBURY, A MARYLAND MUNICIPAL CORPORATION (“Grantor”) and DELMARVA POWER & LIGHT COMPANY, a corporation of the State of Delaware and the Commonwealth of Virginia (“Delmarva”),

WITNESSETH:

WHEREAS, Grantor is the owner of land located in the State of Maryland, the County of Wicomico, which land abuts on E. Market Street, which is recorded in Liber 1502 at Folio 410 in the Land Records of Wicomico County.

For and in consideration of the payment by Delmarva of the sum of one dollar (\$1.00) and other valuable consideration, the receipt of which is hereby acknowledged, Grantor grants to Delmarva a perpetual easement and right of way and agrees as follows:

1. Delmarva shall have the right to install, operate, maintain, add to, extend, relocate and remove its ELECTRIC (X), GAS (___), COMMUNICATION (X), and other appropriate facilities, and accessories and appurtenances thereto to extend Delmarva’s systems and to provide services to Delmarva’s service areas; including any other cables, conduits, fiber optic cables and wires on, over, under and across Grantor’s land which may become necessary to provide such services as shown on Exhibit “A” attached hereto and made a part hereof.
2. The facilities installed pursuant to this agreement shall remain the property of Delmarva and all maintenance, repairs and removals of said facilities shall be the responsibility of Delmarva.
3. Delmarva shall have the right to trim, remove, and/or otherwise maintain all trees and underbrush located 15 feet on each side of the centerline of Delmarva’s facilities.
4. Delmarva shall have the rights of ingress, egress and regress to and over Grantor’s land as necessary for the enjoyment of the rights granted herein.
5. Grantor agrees not to place any improvements, including trees or other foliage, within 10 feet of the opening side of any enclosed equipment installed under the terms of this Agreement and shall not construct any structures or improvements over or under the utility facilities permitted by this Agreement.
6. Grantor shall have the right to use the land covered by this Agreement for any lawful purpose not inconsistent with or in contravention of the rights of Delmarva.

7. Grantor covenants that it is seized of and has the right to convey the foregoing easement, rights and privileges; agrees that Delmarva shall have quiet and peaceable possession, use and enjoyment of the aforesaid easement, rights and privileges.
8. Grantor hereby certifies that the actual monetary consideration paid for this Agreement is \$1.00.
9. Grantor agrees that this Utility Easement Agreement shall be binding upon and inure to the benefit of Grantor and Delmarva and their respective heirs, personal representatives, administrators, successors and assigns.
10. Delmarva's utility facilities installed hereunder may, without further consideration, be relocated to conform to new or reestablished highway limits.
11. Delmarva shall restore the surface of the Grantor's property to as near its original condition as reasonably possible upon completion of any said installation, operation and maintenance of its facilities.

As agent on behalf of Delmarva, I certify that this document was prepared by Delmarva.

 Name: Lori Van Hoy
 Title: Real Estate Specialist

WITNESS our hands and seals the day and year aforesaid.

WITNESS:

CITY OF SALISBURY:

_____ (SEAL)

Name: _____

Title: _____

**STATE OF COMMONWEALTH
 OF**

)

COUNTY OF

) **SS**
)

BE IT REMEMBERED, That on the ____ day of _____, 2019, personally came before me, a notary public, the within named Grantor, _____ party(ies) to this indenture and known to me personally to be such, and acknowledged said Agreement to be his/her act of said individual(s) or the act and deed of the corporation or partnership for which he/she signed.

My commission expires: _____

 Notary Public

Seal/Stamp Here
 Notary

Print Name: _____

DELMARVA USE ONLY

Secured by:	Click here to enter text.	Job Order Number:	15708190
Tax District Number:	Click here to enter text.	District/Hundred:	Click here to enter text.
Map Number:	107	Parcel Number:	880 & 881
Election District:	Click here to enter text.		
Coordinates Covered:	Click here to enter text.		

INTER

OFFICE

MEMO

Department of Finance

To: Julia Glanz, City Administrator
From: Keith Cordrey, Director of Finance *KAC*
Subject: FY 20 Budget Ordinance
Date: 4/15/19

Please find attached a budget ordinance which appropriates the necessary funds for the operation of the government and administration of the City of Salisbury for FY20 as proposed by the Mayor.

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

ORDINANCE NO. 2539

AN ORDINANCE APPROPRIATING THE NECESSARY FUNDS FOR THE OPERATION OF THE GOVERNMENT AND ADMINISTRATION OF THE CITY OF SALISBURY, MARYLAND FOR THE PERIOD JULY 1, 2019 TO JUNE 30, 2020, ESTABLISHING THE LEVY FOR THE GENERAL FUND FOR THE SAME FISCAL PERIOD AND ESTABLISHING THE APPROPRIATION FOR THE WATER AND SEWER, PARKING AUTHORITY, CITY MARINA, AND STORM WATER FUNDS.

BE IT ORDAINED, by the City of Salisbury, Maryland that the amounts listed in Schedule A – Operating Budget Appropriations are hereby appropriated for the Fiscal Year beginning July 1, 2019 and ending June 30, 2020 to fund operations of the City of Salisbury, Maryland.

BE IT FURTHER ORDAINED, by the City of Salisbury, Maryland that the amounts listed in Schedule B – Capital Project Appropriations are hereby appropriated for Capital Projects.

BE IT FURTHER ORDAINED, by the City of Salisbury, Maryland that the amounts listed in Schedule C – Anticipated Grant Expenditures are hereby appropriated for the grants listed, and the Mayor is authorized to enter into any necessary agreements or memoranda in order to receive and expend these funds.

BE IT FURTHER ORDAINED that:

- 1) The tax levy be, and the same be hereby set, at \$.9832 per \$100 of assessed valuation of all real property, at \$3.51 per \$100 of assessed valuation for all personal property categorized as utilities, and at \$2.40 per \$100 of assessed valuation for all other personal property subject to taxation by the City of Salisbury for General Fund purposes, including debt service purposes (exclusive of revenues derived from the Water and Sewer Fund for debt service purposes attributed to water and sewer activities); and
- 2) All taxes levied by this ordinance shall be liens from and after July 1, 2019 and shall be due and payable as specified in Title 14 of the Tax Property article of the Annotated Code of Maryland, as amended;

AND BE IT FURTHER ORDAINED by the Salisbury City Council that a public hearing on the proposed budget ordinance will be held at ____ PM on _____, 2019 in Room 301 of the City/County Government Office Building, 125 N. Division Street, Salisbury, Maryland.

AND BE IT FURTHER ORDAINED by the Salisbury City Council that this Ordinance shall take effect upon final passage.

44
45
46
47
48
49
50
51
52
53
54
55
56
57
58
59
60
61
62
63
64

THIS ORDINANCE was introduced and read at a special meeting of the Council of the City of Salisbury held on the _____, 2019, and having been published as required by law, in the meantime, 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

65 **Schedule A - Operating Budget Appropriations**

66

67

1)	General Fund – for the general municipal purposes of the City of Salisbury:	
	City Council / City Clerk	242,314
	Development Services	825,411
	Mayor's Office/Community Promotions	1,035,165
	Finance	733,238
	Procurement	271,174
	City Attorney	354,800
	Information Technology	555,840
	Municipal Buildings	285,352
	Police	13,591,425
	Fire	8,575,533
	Housing and Community Development	1,175,367
	Infrastructure and Development:	
	Building Permits	331,140
	Engineering	1,157,664
	Planning & Zoning	179,314
	Field Operations:	
	Resource Management	500,616
	Traffic Control	1,551,345
	Streets and Lighting	1,029,265
	Sanitation	1,596,669
	Fleet Management	437,886
	Carpenter Shop	145,697
	Recreation and Culture	1,893,561
	Debt Service & Other Uses	5,721,548
	Total	42,190,324

68	2)	Parking Authority Fund – for the special assessment district known as the Parking Authority	
		Total	952,791

69	3)	Water Fund - for operations of the water department (including \$ 520,984 for redemption of bonds and payment of interest)	
70		Total	5,520,198

71	4)	Sewer Fund - for the operations of the sewer department (including \$ 4,020,265 for redemption of bonds and payment of interest)	
72		Total	12,971,470

73	5)	Marina Fund – for the operations of the enterprise known as the City Marina	
74		Total	86,232

75	6)	Storm Water Fund – for the operations of the enterprise known as the Storm Water Fund	
76		Total	647,165

Grand Total

\$ 62,368,180

Schedule B – Capital Project Appropriations (1 of 2)

Project	Amount	Funding Source					
		PayGO General Fund	PayGO Annexation	PayGO Storm Water	Grants	Contribution Inkind	Bond
Public Safety	-						
Self-Contained Breathing Apparatus Replace	844,000	69,000			775,000		
Fire Station - North Side	395,000					395,000	
General Government	-						
Stormwater Utility Network Mapping	60,000			60,000			
Housing Survey / Blight Study	42,900				42,900		
Field Operations	-						
Pathway Paving	20,000		20,000				
Exterior: Siding Repair and Painting	12,500	12,500					
Special Events Pavilions	100,000				100,000		
Zoo Admin Office Space	100,000						100,000
Field Operations Facility Plan - Phase 2	200,000						200,000
Field Operations Facility Plan - Phase 3	125,000						125,000
Jaguar Exhibit - Phase I	15,000					15,000	
I & D	-						
City Park Master Plan Improvements	50,000	-	50,000				
Wayfinding and Signage	10,000	10,000					
Mill Street Bridge Rehabilitation	45,000						45,000
Skatepark Phase 2b	134,000				134,000		
Riverwalk Amphitheater Phase 2	100,000				100,000		
Naylor Mill Road Bridge Replacement	280,000				280,000		
Mill Street Bridge Rehabilitation	180,000				180,000		
Naylor Mill Road Bridge Replacement	70,000						70,000
Bicycle Master Plan Improvements	300,000						300,000
Urban Greenway Improvements	300,000		100,000				200,000
Street Scaping	200,000						200,000
Total Max.Daily Load Compliance Schedule	35,000			35,000			
Beaglin Park Dam Improvements	25,000			25,000			
Total General Fund		91,500	170,000	120,000	1,611,900	410,000	1,240,000

Schedule B – Capital Project Appropriations (2 of2)

Project	Project Amount	Funding Source			
		Transfer PayGO	Grant	Revolving Funds	Bond
<u>Water Sewer Capital Projects Fund</u>					
Restore Park Well Field	175,000				175,000
Paleo Fluoride Room Door and Tank Replacement	60,000				60,000
Bathroom Addition	51,000	51,000			0
Chemical Building HVAC	48,000				48,000
WWTP Outfall Inspection and Repairs	78,030				78,030
WWTP Local Limits Study	51,000	51,000			0
Structural Study	50,000	50,000			0
Internal Recycle Pump Replacement	180,000				180,000
Replace Distribution Piping & Valves	100,000				100,000
HV507 Dump Truck	125,000	125,000			
Park Water Treatment Plant Roof Improvements	181,560				181,560
Park Aerator Building Improvements	81,600				81,600
Park Well Field Raw Water Main & Valve Rplc	562,000			562,000	
Southside Pump Station Force Main	100,000			100,000	
Water Sewer Fund Total >>	1,843,190	277,000	0	662,000	904,190
<u>Parking Capital Projects Fund</u>					
Parking Garage Structural Repairs	592,000				592,000
Parking Authority Fund Total	592,000	0	0	0	592,000

Schedule C City Fiscal Year 2019 Appropriations for Grant-Funded Expenditures

Schedule C: City Fiscal Year 2020 Appropriations for Grant-Funded Expenditures									
Grant Name	Appropriation			FY 2020 Grant Match		Start Date	End Date	Source	Funding
	Total	Prior Yrs	FY 2020	Amount	Account				
Comcast - Public, Educational & Governmental (PEG) Fees									
FY20 - PEG Fees from Comcast	\$80,000		\$80,000	N/A	N/A	7/1/2019	6/30/2020	Private	N/A
Housing & Community Development Department									
FY20 - Homeless Solutions Program - Federal Funds (ESG)	\$ 20,000		\$ 20,000	N/A	N/A	7/1/2019	6/30/2020	Federal	14.231
FY20 - Homeless Solutions Program - State Funds (PATH)	\$ 25,000		\$ 25,000	N/A	N/A	7/1/2019	6/30/2020	State	N/A
FY20 - Community Legacy	\$ 150,000		\$ 150,000	N/A	N/A	7/1/2019	6/30/2021	Federal	93.150
PY19 - Community Development Block Grant (CDBG)	\$ 350,000		\$ 350,000	N/A	N/A	7/1/2019	N/A	State	N/A
FY20 - Maryland Heritage Area Authority (MHAA)	\$ 50,000		\$ 50,000	N/A	N/A	7/1/2019	6/30/2020	Federal	14.218
FY20 - Rural Maryland Prosperity Investment Fund	\$ 40,000		\$ 40,000	N/A	N/A	7/1/2019	6/30/2020	State	N/A
Infrastructure & Development Department									
FY19 - Transportation Alternatives (TA) - Rails with Trails	\$ 722,523		\$ 722,523	N/A	N/A	7/1/2019	6/30/2020	State	N/A
FY20 - ENR O&M Grant - MDE Bay Restoration Fund (BRF)	\$ 255,000		\$ 255,000	N/A	N/A	7/1/2019	6/30/2020	State	N/A
Salisbury Fire Department									
FY17 - Staffing for Adequate Fire & Emergency Response (SAFER)	\$ 1,527,738	\$ 1,527,738		\$ 206,451	91001-599124	9/11/2018	9/30/2022	Federal	97.083
FY20 - Salisbury Wicomico Firstcare Team (SWIFT)	\$ 75,000		\$ 75,000	N/A	N/A	7/1/2019	6/30/2020	Private	N/A
FY18 - Assistance to Firefighters Grant (AFG)	\$ 624,546	\$ 624,546		\$ 62,454	91001-599124	11/12/2018	11/11/2019	Federal	97.044
FY19 - Port Security Grant (3 projects)	\$ 100,000		\$ 100,000	\$ 25,000	91001-599124	9/1/2019	8/31/2022	Federal	97.056
Salisbury Police Department									
FY17, 18 & 19 - COPS Grant	\$ 250,000	\$ 250,000	\$ -	\$ 128,096	91001-599121				
FY20 - Bulletproof Vest Partnership	\$ 25,000		\$ 25,000	N/A	N/A	10/1/2019	9/30/2021	Federal	16.607
FY20 - MD Criminal Intelligence Network (MCIN)	\$ 600,406	\$ 550,406	\$ 50,000	\$ 30,000	91001-599121	7/1/2019	6/30/2020	State	N/A
FFY20 - Edward Byrne Memorial JAG	\$ 26,000		\$ 26,000	N/A	91001-599121	10/1/2019	9/30/2022	Federal	16.738
FY20 - Gun Violence Reduction Initiative	\$ 39,000		\$ 39,000	\$ 5,500	91001-599121	7/1/2019	6/30/2020	State	N/A
FFY20 - MD Highway Safety Office - Impaired Driver (DUI)	\$ 6,000		\$ 6,000	\$ 2,000	91001-599121	10/1/2019	9/30/2019	Federal	20.616
FFY20 - MD Highway Safety Office - Aggressive Driver	\$ 4,000		\$ 4,000	\$ 1,300	91001-599121	10/1/2019	9/30/2019	Federal	20.600
FFY20 - MD Highway Safety Office - Distracted Driver	\$ 3,000		\$ 3,000	\$ 1,000	91001-599121	10/1/2019	9/30/2019	Federal	20.600
FY20 - Wicomico County Circuit Court - Drug Court	\$ 12,000		\$ 12,000	\$ 5,800	91001-599121	7/1/2019	6/30/2020	County	N/A
FY18 - Wicomico County Adult Drug Treatment Court	\$ 443,469	\$ 443,469	\$ -	\$ 24,000	91001-599121	1/1/2019	12/31/2022	Federal	16.585
FFY20 - U.S. Marshals Program	\$ 30,000		\$ 30,000	\$ 14,500	91001-599121	10/1/2019	9/30/2019	Federal	16.111
Total	\$ 5,403,682	\$ 3,396,159	\$ 2,007,523	\$ 506,101					

Some of the Police Dept. grants will require an FY20 match, totaling \$212,196, which will be transferred from account number 91001-599121.

Some of the Fire Dept. grants will require an FY20 match, totaling \$293,905 which will be transferred from account number 91001-599124.

The Infrastructure & Development Dept. has a TA grant that will require a FY20 match of \$180,631. This match will be covered by Capital Improvement Bond funds (Bicycle Master Plan).

This schedule serves to appropriate funds up to the amount listed and authorize the Mayor to expend grant funds for these programs up to the appropriation amount. Accounts will only be budgeted up to the amount included in the award. If the amount expended exceeds the appropriation amount, further council action will be required. This also serves to authorize the Mayor to enter into any necessary agreements, contracts, or memoranda.

INTER

OFFICE

MEMO

Department of Finance

To: Julia Glanz, City Administrator
From: Keith Cordrey, Director of Finance
Subject: FY20 Water & Sewer Rates Ordinance
Date: 4/18/19

Please find attached a Budget Ordinance which sets the Water and Sewer Rates for FY2020. The rates will be effective for the bills dated 10/1/19. The rates have not been changed for FY2020.

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

ORDINANCE NO. 2540

AN ORDINANCE OF THE CITY OF SALISBURY, MARYLAND TO ESTABLISH THAT THERE IS NO RATE CHANGE FOR WATER AND SEWER RATES. IT IS EFFECTIVE FOR ALL BILLS DATED OCTOBER 1, 2019 AND THEREAFTER UNLESS AND UNTIL SUBSEQUENTLY REVISED OR CHANGED.

WHEREAS, the water and sewer rates must be revised in accordance with the proposed Fiscal Year 2020 Budget of the City of Salisbury and the appropriations thereby made and established for purposes of the Water and Sewer Departments.

NOW, THEREFORE, BE IT ORDAINED AND ENACTED BY THE COUNCIL OF THE CITY OF SALISBURY THAT the following water and sewer rate schedule shall be adopted by the City of Salisbury:

A. Water and Sewer Rate Schedules:

Schedule I Metered Water Changes – In City Rates

Residential and Small Commercial	
Minimum Charge	\$22.45/ quarter
Commodity Charge	\$3.35/ thousand gallons
Commercial	
Customer Charge	\$420.08/ quarter
Commodity Charge	\$1.95/ thousand gallons
Large Commercial/Industrial	
Customer Charge	\$649.22/ quarter
Commodity Charge	\$1.55/ thousand gallons

Schedule II Metered Water Charges – Outside City Rates

Residential and Small Commercial	
Minimum Charge	\$44.90/ quarter
Commodity Charge	\$6.70/ thousand gallons
Commercial	
Customer Charge	\$840.17/ quarter
Commodity Charge	\$3.90 thousand gallons
Large Commercial/Industrial	
Customer Charge	\$1,298.45/ quarter
Commodity Charge	\$3.14 thousand gallons

47 Schedule III Metered Water Charges – Wor-Wic Community College and Urban Service
48 District Rates
49

50	Residential and Small Commercial	
51	Minimum Charge	\$33.66/ quarter
52	Commodity Charge	\$5.03/ thousand gallons
53		
54	Commercial	
55	Customer Charge	\$630.13/ quarter
56	Commodity Charge	\$2.92/ thousand gallons
57		
58	Large Commercial/Industrial	
59	Customer Charge	\$973.84/ quarter
60	Commodity Charge	\$2.35/ thousand gallons
61		

62 Schedule IV Sewer Charges – In City Rates
63

64	Residential and Small Commercial	
65	Minimum Charge	\$55.45/ quarter
66	Commodity Charge	\$8.31/ thousand gallons
67		
68	Commercial	
69	Customer Charge	\$1,047.42/ quarter
70	Commodity Charge	\$4.84/ thousand gallons
71		
72	Large Commercial/Industrial	
73	Customer Charge	\$1,615.69/ quarter
74	Commodity Charge	\$3.87/ thousand gallons
75		

76 Schedule V Sewer Charges – Outside City Rates
77

78	Residential and Small Commercial	
79	Minimum Charge	\$110.91/ quarter
80	Commodity Charge	\$16.64/ thousand gallons
81		
82	Commercial	
83	Customer Charge	\$2,094.82/ quarter
84	Commodity Charge	\$9.65/ thousand gallons
85		
86	Large Commercial/Industrial	
87	Customer Charge	\$3,231.39/ quarter
88	Commodity Charge	\$7.76/ thousand gallons
89		

90 Schedule VI Sewer Charges – Wor-Wic Community College and Urban Service District Rates
91

92	Residential and Small Commercial	
93	Minimum Charge	\$83.18/ quarter
94	Commodity Charge	\$12.48/ thousand gallons

95			
96	Commercial		
97	Customer Charge		\$1,571.12/ quarter
98	Commodity Charge		\$7.23/ thousand gallons
99			
100	Large Commercial/Industrial		
101	Customer Charge		\$2,423.53/ quarter
102	Commodity Charge		\$5.83/ thousand gallons
103			

104 Schedule VII Sewer Charges – Sewer Only Customers

105			Quarterly	Quarterly	Quarterly
106			In	Outside	Urban
107			City	City	Service
108					
109					
110	<u>Rate</u>	<u>Number of fixtures</u>	<u>Rate</u>	<u>Rate</u>	<u>District Rate</u>
111	1	One to two fixtures	\$70.92	\$141.84	\$106.38
112					
113	2	Three to five fixtures	\$106.38	\$212.77	\$159.57
114					
115	3	Six to twenty fixtures	\$152.90	\$305.79	\$229.34
116					
117		For every five fixtures over twenty	\$63.05	\$126.09	\$94.57
118					

119 Schedule VIII Commercial and Industrial Activities

120			Annual	Annual
121			In City	Outside
122			<u>Rate</u>	<u>City Rate</u>
123				
124	1)	For each fire service	\$373	\$746
125				
126	2)	For each standby operational service	\$373	\$746
127				

128 B. Definitions:

129 Residential and Small Commercial Customers – These customers have average water utilization
 130 of less than 300,000 gallons in a quarter.

131
 132 Commercial Customers – These customers have average water utilization of 300,000 gallons to
 133 600,000 gallons per quarter.

134
 135 Large Commercial/Industrial – These customers have average water utilization over 600,000
 136 gallons per quarter.

137
 138 Average Water Utilization Per Quarter – This will be based on annual consumption divided by 4
 139 to get average quarterly water utilization.

140
 141
 142
 143

144 C. Calculation of Bills:
145 For Residential and Small Commercial Customers – The minimum charge for both water and
146 sewer will apply if water service is turned on at the water meter and usage is 0-6,000 gallons per
147 quarter. Only the City can turn a meter on and off. For usage of 7,000 gallons and above, the
148 commodity charge will be applied for each 1,000 gallons used and the minimum charge will not
149 be applied.

150
151 For Commercial and Large Commercial/Industrial Customers – Every quarterly bill will receive
152 a customer charge for both water and sewer. Then for each thousand gallons used the
153 appropriate commodity charge will be applied.

154
155 AND BE IT FURTHER ORDAINED AND ENACTED that this Ordinance was
156 introduced at a meeting of the City Council held on _____ the ____ day of _____, 2019
157 and duly passed at a meeting of the Council of the City of Salisbury, Maryland held on the ____
158 day of _____, 2019 and is to become effective with bills dated October 1, 2019 and after.
159

160
161 **ATTEST:**

162
163 _____
164 Kimberly R. Nichols, City Clerk

John R. Heath, President
Salisbury City Council

165
166
167
168 APPROVED BY ME THIS ____ day of _____, 2019.

169
170 _____
171 Jacob R. Day, Mayor
172

INTER

OFFICE

MEMO

Department of Finance

To: Julia Glanz, City Administrator
From: Keith Cordrey, Director of Finance *KC*
Subject: FY 2020 Fee Ordinance
Date: 4/15/2019

Please find attached a Budget Ordinance which sets the various fees for the City of Salisbury for FY 2020.

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

ORDINANCE NO. 2541

AN ORDINANCE OF THE CITY OF SALISBURY, MARYLAND TO SET FEES FOR FY 2020 AND THEREAFTER UNLESS AND UNTIL SUBSEQUENTLY REVISED OR CHANGED.

WHEREAS, the fees charges by the City are reviewed and then revised in accordance with the adoption of the Fiscal Year 2020 Budget of the City of Salisbury; and

WHEREAS, the fees listed in the attached FY 2020 Fee Schedule, Exhibit 1, are an attempt to identify and list all fees, some of which are revised in accordance with the adoption of the Fiscal Year 2020 Budget of the City of Salisbury; and

WHEREAS, some of the fees may have been inadvertently omitted from the schedule, any existing fees not listed in the attached FY 2020 Fee Schedule shall remain as currently set forth in the Salisbury Municipal Code.

NOW, THEREFORE, BE IT ORDAINED AND ENACTED BY THE COUNCIL OF THE CITY OF SALISBURY THAT the fee amounts included in the attached Exhibit 1 – FY 2020 Fee Schedule - shall be adopted by the City of Salisbury and the amounts set forth therein shall supersede the corresponding fee amounts prescribed in the Salisbury Municipal Code until one or more of the said fees are subsequently amended.

AND BE IT FURTHER ORDAINED AND ENACTED that this Ordinance was introduced at a meeting of the City Council held on ____ the ___ day of _____, 2019 and duly passed at a meeting of the Council of the City of Salisbury, Maryland held on the ___ day of _____, 2019 and is to become effective as of July 1, 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

FY 2020 Fee Schedule

Licenses			
Alarm Company	75	Per year, Per Code 8.040.30	Police Dept
Amusement		Per Code 5.24.020	Finance
1-5 Machines	500	Per year	
6-10 machines	665	Per year	
11-15 machines	830	Per Year	
Greater than 15 machines	1,500	Per Year	
Transient Merchants and Mobile Vendors	50	Plus \$40 background check performed, Per year, Per Code 5.32.070	Bus Dev
Door to Door Solicitors	50	Plus \$40 background check performed, Per year, Per Code 5.34.070	City Clerk
Pool Table		Per Code 5.48.020	Finance
1	10	Each	
Additional tables over 1	5	Each	
Restaurant	75	Per year, Per Code 5.52.060	Finance
Theatre	75	Per year, Per Code 5.60.040	Police
Towing Company			Police Dept
Application Fee	75		
License	75	Per Code 5.64.030	

Misc. Fees (by Finance)			
Return Check Fee	40		
Misc. Fees (by City Clerk)			
Sale of Code Book		Each, Set by Resolution, Per Code 1.04.080	
Financial Disclosure Statement Late Fee	20	Per day for 5 days, then \$10 per day up to max of \$250; Per Code 1.12.060	
Circus or Horsemanship Event Fee	75	Per day, Per Code 5.44.010	
Other Exhibitions	5	Per day, Per Code 5.44.010	
Commercial Sound Truck Operation Fee	1	Per Code 8.20.080	
Filing Fee (Mayoral Candidates)	25	SC-8	
Filing Fee (City Council Candidates)	15	SC-8	
Bankrupt, Fire and Close-out sales	5	Per month, Renewal – \$50/month, Per code 5.16.010	

Landlord Licenses and Other Misc. fees (by the HCDD Department)			
Landlord License Fee 1st Year	120	Per Code 15.26.050	
Landlord License Unit Registration 1st Year	120	Per Code 15.26.040	
Landlord License Fee Renewal		Per Code 15.26.060	
if paid by March 1st	60		
if paid 3/2 - 7/1	125		
if paid > 7/1	255		
Landlord License Unit Registration Renewal		Per Code 15.026.060	
if paid by March 1st	60	per unit	
if paid 3/2 - 7/1	125	For first unit plus \$88 for each additional unit	
if paid > 7/1	255	For first unit plus \$96 for each additional unit	
Administrative Fee for Fines	100		
Fore Closed Property Registration	25	One time fee, Per Code 15.21.040	
Re-inspection Fee	100	On each citation, Per Code 15.27.030	

FY 2020 Fee Schedule

Vacant Building Registration	200	Per year, Per Code 15.22.040
Historic Application Fee	25	
Change in Occupancy Fee	50	
Change in Use Fee	200	

Waste Disposal Fees (by Field Operations)		
Trash Service	46 56	Per quarter, Per Code 8.16.090
Bulk Trash Pick up	25	For three items, additional amounts for specific items, Per Code 8.16.060
Trash Cans	74	Per can (plus \$4.44 tax), Per Code 8.16.060

Water/Sewer Misc. Fees (by Water Works)		
Water & Sewer Admin Fee (Late Charge)	40 50	Per occurrence, Per Code 13.08.040
Water Turn On Fee	80	For after hours, Per Code 13.08.040
Water Meter Reading Fee	25	Per request, Per Code 13.08.030
Water Turn On Fee	20	Per request, Per Code 13.08.040
Fire Service	746	Annually per property, Per Code 13.08.050
Meter Test		
In City Limits	40	Per request, Per Code 13.08.030
Out of City Limits	50	Per request, Per Code 13.08.030
Water and Sewer Services		See Water Sewer Rate Ordinance, Quarterly, Per Code 13.08.130-13.12.090

WWTP Pretreatment Program Fees (by Water Works)		
Significant Industrial Users: (Per Code 13.12.110)		
IA discharges flow \geq 5% of WWTP flow	8,700	30 units
IB discharges flow \geq 50,000 gpd	7,250	25 units
IC categorical user which discharges	5,800	20 units
ID discharges flow \geq 25,000 gpd	4,350	15 units
IE categorical user which does not discharge	2,900	10 units
Minor Industrial Users: (Per Code 13.12.110)		
IIA-1 discharges flow ³ 5,000 gpd or hospitals, campus	2,030	7 units
IIA-2 discharges flow ³ 5,000 gpd or light industry, hotels	1,450	5 units
IIB discharges flow ³ 1,000 gpd or fast food, large restaurants, large garages	580	2 units
IIC discharges flow 500 - 1,000 gpd or small restaurants, small garages	435	1.5 units
IID discharges flow ³ 500 gpd or restaurants that are carry out only no fryer	290	1 unit
IIE photographic processor which discharges silver rich wastewater	290	1 unit
<i>Pretreatment fees are an annual fee, invoices are sent each January to cover the calendar year.</i>		

Towing Fees		
Maximum Towing and Storage Fees (vehicles up to 10,000 GVW)		
Accident Vehicle Tow	200	
Disabled Vehicle Tow	80	
Emergency Relocation Tow	80	Per Code 5.64.100
Impound Vehicle Tow	135	
Standby/Waiting Time - Billed in 15 minute increments only after 16 minute wait	65	Per hour
Winching (Does not include pulling vehicle onto rollback type truck) - Billed in 15 minute increments	110	Per hour
Storage – Beginning at 12:01 am following the tow	50	Per calendar day or portion

FY 2020 Fee Schedule

		thereof, Per Code 5.64.120
Administrative Fee – Accidents and Impounds Only	30	
Snow Emergency Plan in Effect (in addition to other applicable towing fees)	30	
Release Fee (After hours only, at tower’s discretion) – Normal business hours defined as M-F, 9am-6pm	55	

Building Fees (by the Department of Infrastructure and Development)

Building Plan Review Fees (Per Code 15.04.030)		Residential, Commercial, Accessory
<i>Fees based on cost of construction:</i>		
Up to \$ 3,000	30 45	
\$3,001 to \$100,000	65 80	
\$100,001 to \$500,000	150 200	
\$500,001 to \$1,000,000	200 250	
\$1,000,001 and Up	250 300	
Building Permit Fees (Per Code 15.04.030)		Residential, Commercial, Accessory
<i>Fees based on cost of construction:</i>		
Up to \$ 3000	40 50	
\$3001 and Up	50	Plus (.015 * Cost of Construction)
\$100,001 to \$500,000	1,100	Plus (\$10 for each \$1,000 over \$100,000)
\$500,001 to \$1,000,000	4,400	Plus (\$9 for each \$1,000 over \$500,000)
\$1,000,001 and Up	8,000	Plus (\$4 \$6 for each \$1,000 over \$1,000,000)
Fence Permit Fees: (Per Code 15.04.030)		
<i>Fees based on cost of construction:</i>		
Up to \$ 3,000	40	
\$3,001 to \$100,000	50	Plus (.015 * Cost of Construction)
Outdoor Advertising Structure Fee (Per Code 17.216.240)	.50	Per SF foot of sign surface per year
Other Building Fees:		
Board of Zoning Appeals	50	County Fee \$100, Per Code 17.12.110
Demo - Residential	75 125	Per Code 15.04.030
Demo - Commercial	125 175	Per Code 15.04.030
Gas	30	Plus \$10 per fixture, Per Code 15.04.030b
Grading	100	Per Code 15.20.050
Maryland Home Builders Fund	50	Per new SFD
Mechanical	25 50	Per Code 15.04.030
Occupancy Inspection	50	Per Code 15.04.030
Plumbing	30	\$10 per fixture (may vary), Per Code 15.04.030b
Sidewalk Sign		Set by resolution, Per Code 12.40.020
Sidewalk Café Fee		Set by ordinance, Per Code 12.36.020
Sign	50	Plus (\$1.50 per Sq Ft), Per Code 17.216.238
Temp Sign	25	Per month, Per Code 17.216.238
Temp Trailer	25	Per month, Per Code 15.36.030b
Tent	40	Per Code 15.04.030
Well	50	Per Code 13.20.020
Zoning Authorization Letter	50	Per Code 17.12.040
Re-inspection Fee	50	More than 2 insp of any required insp, Per Code 15.04.030
Adult Entertainment Permit Application Fee	100	Per Code 17.166.020
Outdoor Advertising Structure Fee	.50	Per sq ft of sign surface area, Per Code 17.216.240
Notice of Appeal Fee; Sidewalk Sign Standards Violation	100	Per Code 12.40.040

FY 2020 Fee Schedule

Reconnection Fee; Public Water Connection; Refusal of Inspection	25	Per Code 13.08.100
Administrative Fee – renew temporary certificate of occupancy	100	

Port of Salisbury Marina Fees (by Field Operations)

Transient		
<i>Slip Fees based on size of vessel</i>	1.00	Per foot per day
Electric 30-amp service	5.00	Per day
Electric 50-amp service	10.00	Per day
Slip Rental – Monthly		
<i>Fees based on size of vessel</i>		
October through April	3.85	Per foot + electric
May through September	5.50	Per foot + electric
Slip Rental – Annual*		
*Annual rates are to be paid in full up front, electric can be billed monthly		
Boats up to and including 30 feet long	1,150	+ electric
Boats 31 feet and longer	49	Per foot + electric
Fuel		
	.40	Per gallon more than the cost per gallon purchase price by the City
Electric Service		
<i>Fees per meter</i>	.40	Per gallon more than the cost per gallon purchase price by the City
Electric 30-amp service	30.00	Per month
Electric 50-amp service	50.00	Per month

EMS Services

	Resident	Non Resident
BLS Base Rate	500.00 600.00	575.00 690.00
ALS1 Emergency Rate	650.00 700.00	750.00 900.00
ALS2 Emergency Rate	775.00 800.00	875.00 1050.00
Mileage (per mile)	13.00 14.00	13.50 16.20
Oxygen	60.00 65.00	60.00 65.00
Spinal immobilization	120.00 140.00	120.00 140.00
BLS On-scene Care	175.00 200.00	175.00 200.00
ALS On –scene Care	450.00	550.00

Department of Infrastructure and Development

Storm Water Utility (2306)		
Fee to maintain City storm water facilities per Ordinance 2306	20.00	Per year per Equivalent Residential Unit per Ordinance 2315
Stormwater Utility Credit Application (2306)		
Fee to apply for credit to Stormwater Utility	150.00	Per application
Street Break Permit (Per Code 12.12.020)		
Permit for breaking City public streets and way	25.00	Per break location

FY 2020 Fee Schedule

Obstruction Permit (Per Code 12.12.020)		
Permit for obstructing City public streets and ways.	10.00	Per location
Water and Sewer Capacity Fee (Per Code 13.02.070)		
Comprehensive Connection Charge of Capacity fee for the Developer's share in the cost of growth related infrastructure improvements.	3,533.00	Per Equivalent Dwelling Unit (water \$1,513, sewer \$2,020)
Water and Sewer Facility Fee (Per Code 13.02.070)		
Comprehensive Connection Charge for Facility Fees is based on actual costs of water and sewer infrastructure installed by a Developer.	*	* Fee amount is project dependent. Facility Fee is the prorated share of the cost of the water and sewer mains based on this project's percentage of the capacity of the proposed infrastructure project.
Reimbursement Administrative Fee (Per Code 13.02.090)		
Administrative fee assessed on Facility Fee for processing	*	0.1 percent of the Facility Fee
Water and Sewer Line Fee (Per Code 13.020.070)		
Comprehensive Connection Charge of Line fee is based on the actual costs of the public water and sewer.	*	* Fee amount is project dependent
Central System Line Fee (Per Code 13.02.070)		
Comprehensive Connection Charge of Central System Line Fee for water and sewer services connecting directly to the City's Central System.	64.50	Per linear foot based on the area of the property and is the square root of the lot area, in square feet
Development Plan Review Fee (1536)		
Fee for review of development plans and traffic control plans	450	Plus \$50 per disturbed acre, \$500 minimum. Subsequent submittals, which generate additional comments, may be charged an additional \$500.
Water and Sewer Inspection Fee (R 1341)		
Fee for inspection of public water and sewer improvements		7.5 % of the approved cost estimate for construction of proposed public water and sewer improvements
Public Works Agreement recording fee (Per County Court)		
Recording fee for Public Works Agreements		
For 9 pages or less	60.00	Per request
For 10 pages or more	115.00	Per request
Stormwater Management As-Built recording fee (Per County Court)		
Recording fee for Stormwater Management As-Built.	10.00	Per sheet
Subdivision review fee (1536)		
Fee for Subdivision review	25.00	Per subdivided acre, (\$25.00 minimum, \$200.00 maximum)
Subdivision recording fee (Per County Court)		
Recording fee for Subdivision plans	10.00	Per page
Resubdivision review fee (1536)		
Fee for Resubdivision reviews	25.00	Per subdivided acre, (\$25.00 minimum, \$200.00 maximum)

FY 2020 Fee Schedule

Resubdivision recording fee (Per County Court)		
Recording fee for Resubdivision plans	10.00	Per page
Administrative Fee for Capacity Fee payment Plans (R 2029)		
Administrative Fee for Capacity Fee payment Plans	25.00	
Maps and Copying Fees		
City Street Map	5.00	Ea
Street Map Index	1.00	Ea
Property Maps	3.00	Ea
Sanitary Sewer Utility Maps (400 Scale)	3.00	Ea
Storm Water Utility Maps (400 Scale)	3.00	Ea
Water Main Utility Maps (400 Scale)	3.00	Ea
Sanitary Sewer Contract Drawings	1.00	Ea
Storm Water Contract Drawings	1.00	Ea
Water Main Contract Drawings	1	Ea
Black and White Photocopying (Small Format)	.25	Sq. ft
Black and White Photocopying (Large Format)	.50	Sq. ft
Color Photocopying (Small Format) \$1/sq.ft.	1	Sq. ft
Color Photocopying (Large Format) \$2/sq.ft.	2	Sq. ft

Water Works		
Temporary connection to fire hydrant (Per Code 13.08.120)		
Providing temporary meter on a fire hydrant for use of City water	64.50	Per linear foot based on the area of the property and is the square root of the lot area, in square feet
In City	40.00	Plus charge for water used per current In City rate, \$10 minimum
Out of City	50.00	Plus charge for water used per current Out of City rate, \$10 minimum
Hydrant flow test (Per Code 13.08.030)		
To perform hydrant flow tests		
In City	125.00	Per request
Out of City	160.00	Per request
Fire flush and Fire pump test (Per Code 13.08.030)		
To perform hydrant flow tests To perform meter tests on ¾" and 1" meters.		
In City	125.00	Per request
Out of City	160.00	Per request
Meter tests (Per Code 13.08.030)		
To perform meter tests on ¾" and 1" meters.		
In City	40.00	Per request
Out of City	50.00	Per request
Water Meter/Tap Fee and Sewer Connection Fee (Per Code 13.02.070)		
Water Meter/Tap Fee and Sewer Connection Fee if water and sewer services are installed by City forces.	*	The tap and connection fee amount is the actual cost of SPW labor and materials or per this schedule.
Water Tapping Fees - In City:		

FY 2020 Fee Schedule

3/4 Water Meter	3,850	Per Connection
1" Water Meter	4,160	Per Connection
1 1/2" Water Meter T-10 Meter	5,810	Per Connection
2" Water Meter - T-10 Meter	6,200	Per Connection
2" Water Meter - Tru Flo	7,320	Per Connection
Water Tapping Fees - Out of City		
3/4 Water Meter	4,810	Per Connection
1" Water Meter	5,200	Per Connection
1 1/2" Water Meter T-10 Meter	7,265	Per Connection
2" Water Meter - T-10 Meter	7,750	Per Connection
2" Water Meter - Tru Flo	9,155	Per Connection
Sanitary Sewer Tapping Fees - In City:		
6" Sewer Tap	3,320	Per Connection
8" Sewer Tap	3,380	Per Connection
6" or 8" Location & Drawing Fee	45	Per Connection
Sanitary Sewer Tapping Fees – Out of City		
6" Sewer Tap	4,150	Per Connection
8" Sewer Tap	4,225	Per Connection
6" or 8" Location & Drawing Fee	60	Per Connection
Water Meter Setting Fee (Per Code 13.02.070)		
Water meter setting fee for installation of water meter when tap is done by a contractor.		
Meter Setting Fees - In City:		
3/4 Water Meter	400	Per Connection
1" Water Meter	525	Per Connection
1 1/2" Water Meter T-10 Meter	785	Per Connection
2" Water Meter - T-10 Meter	905	Per Connection
2" Water Meter - Tru Flo	2030	Per Connection
Meter Setting Fees - Out of City		
3/4 Water Meter	495	Per Connection
1" Water Meter	655	Per Connection
1 1/2" Water Meter T-10 Meter	980	Per Connection
2" Water Meter - T-10 Meter	1130	Per Connection
2" Water Meter - Tru Flo	2535	Per Connection

Parking Violations, False Alarms, Infractions, Scofflaw (by the Police & Fire Departments)

Animal Control	50-100		Police Department
False Police Alarms (Per Code 8.040.050)			Police Department
<i>based on number of incidents in calendar year</i>			
First 2 incidents	0		
3 rd incident	40 50		
4 th incident	80 90		
Greater than 4 each incident	120 130		
False Fire Alarms (Per Code 8.040.050)			Fire Department
<i>based on number of incidents in calendar year</i>			
First 2 incidents	0		
3 rd incident	45		
4 th incident	90		

FY 2020 Fee Schedule

Greater than 4 each incident	135		
Scofflaw			Police Department
Tow	135		
Storage	50		
Administrative Fee	35		
Business Administrative Fee	30		

Parking Permits and Fees			
	UOM	1-Jul-19 Rate	1-Jul-19 Non Profit Rate
Parking Permits (Per Code 10.04.010)			
Lot #1 - lower lot by library	Monthly	40.00	30.00
Top Lot #1 - upper lot by library	Monthly	40.00	30.00
Lot #4 - behind City Center	Monthly	40.00	30.00
Lot #5 - Market St. & Rt. 13	Monthly	35.00	26.25
Lot #7 & 13 - off Garrettson Pl.	Monthly	10.00	7.50
Lot #9 - behind GOB	Monthly	40.00	30.00
Lot #10 - near State bldg/SAO	Monthly	35.00 40.00	26.25 30.00
Lot #11 - behind library	Monthly	35.00	26.25
Lot #12 - beside Market St. Inn	Monthly	35.00	26.25
Lot #14 - by Holiday Inn	Monthly	25.00	18.75
Lot #15 - across from Feldman's	Monthly	40.00	30.00
Lot #16 - by Avery Hall	Monthly	40.00	30.00
Lot #30 - by drawbridge	Monthly	10.00 15.00	7.50 11.25
Lot #33 - east of Brew River	Monthly	10.00 15.00	7.50 11.25
Lot #35 - west of Brew River	Monthly	10.00 15.00	7.50 11.25
Lot SPS - St. Peters St.	Monthly	40.00	30.00
E. Church St.	Monthly	40.00	30.00
W. Church St.	Monthly	40.00	30.00
Parking Garage	Monthly	40.00	30.00
Transient Parking Options			
Parking Lot #1 (first 2-hrs of parking are FREE)	Hourly	1.00	
Parking Garage	Hourly	1.00	
Parking Meters	Hourly	1.00	
Pay Stations			
For hours 1-2	Hourly	1.00	
For hour 3 with a 3 hour Maximum Parking Limit	Hourly	3.00	
Miscellaneous Charges (Per Code 10.04.010)			
Replacement Parking Permit Hang Tags	Per Hang Tag	5.00	
Parking Permit Late Payment Fee (+15 days)	Per Occurrence	5.00	
New Parking Garage Access Card	Per Card	10.00	
Replacement Parking Garage Access Card	Per Card	10.00	

FY 2020 Fee Schedule

Fire Prevention Fees (by the Fire Department)		
Plan review and Use & Occupancy Inspection		
<u>Basic Fee</u> – For all multi-family residential, commercial, industrial, and institutional occupancies. Including, but not limited to, new construction, tenant fit-out, remodeling, change in use and occupancy, and/or any other activity deemed appropriate by the City of Salisbury Department of Infrastructure and Development.		60% of the building permit fee; \$75 minimum (Not included – plan review and related inspection of specialized fire protection equipment as listed in the following sections)
<u>Expedited Fees</u> – If the requesting party wants the plan review and inspection to be expedited, to be done within three business days		20% of the basic fee; \$500 minimum (This is in addition to the basic fee)
<u>After</u> – Hours Inspection Fees. If the requesting party wants an after-city-business-hours inspection.	\$100	Per hour/per inspector; 2 hours minimum
Fire Protection Plan Review and Inspection		
Fire Alarm & Detection Systems – Includes plan review and inspection of wiring, controls, alarm and detection equipment and related appurtenances needed to provide a complete system and the witnessing of one final acceptance test per system of the completed installation.		
• Fire Alarm System	\$100	Per system
• Fire Alarm Control Panel	\$75	Per panel
• Alarm Initiating Device	\$1.50	Per device
• Alarm Notification Device	\$1.50	Per device
• Fire Alarm Counter Permit	\$75	For additions and alterations to existing systems involving 4 or less notification/initiating devices.
Sprinkler, Water Spray and Combined Sprinkler & Standpipe Systems – Includes review of shop drawings, system inspection and witnessing of one hydrostatic test, and one final acceptance test per floor or system.		
• NFPA 13 & 13R	\$1.50	Per sprinkler head; \$125 minimum
• NFPA 13D	\$75	Per Dwelling
• Sprinkler Counter Permit	\$75	For additions and alterations to existing systems involving less than 20 heads.
Standpipe Systems – The fee applies to separate standpipe and hose systems installed in accordance with NFPA 14 standard for the installation of standpipe and hose systems as incorporated by reference in the State Fire Prevention Code (combined sprinkler systems and standpipe systems are included in the fee schedule prescribed for sprinkler systems) and applies to all piping associated with the standpipe system, including connection to a water supply, piping risers, laterals, Fire Department connection(s), dry or draft fire hydrants or suction connections, hose connections, piping joints and connections, and other related piping and appurtenances; includes plan review and inspection of all piping, control valves, connections and other related equipment and appurtenances needed to provide a complete system and the witnessing of one hydrostatic test, and one final acceptance test of the completed system.	\$50	Per 100 linear feet of piping or portion thereof; \$100 minimum
Fire Pumps & Water Storage Tanks – The fees include plan review and inspection of pump and all associated valves, piping, controllers, driver and other related equipment and appurtenances needed to provide a complete system and the witnessing of one pump acceptance test of the completed installation. Limited service pumps for residential sprinkler systems as permitted for NFPA 13D systems and water storage tanks for NFPA 13D systems are exempt.		
• Fire Pumps	\$.50	Per gpm or rated pump capacity; \$125 minimum
• Fire Protection Water Tank	\$75	Per tank
• Witnessing Underground Water Main Hydro Tests	\$75	

FY 2020 Fee Schedule

<ul style="list-style-type: none"> Witnessing Fire Main Flush 	\$75	
<p>Gaseous and Chemical Extinguishing Systems – Applies to halon, carbon dioxide, dry chemical, wet chemical and other types of fixed automatic fire suppression systems which use a gas or chemical compound as the primary extinguishing agent. The fee includes plan review and inspection of all piping, controls, equipment and other appurtenances needed to provide a complete system in accordance with referenced NFPA standards and the witnessing of one performance or acceptance test per system of the completed installation.</p>	\$1.00	Per pound of extinguishing agent; \$100 minimum; or \$150 per wet chemical extinguishing system
<ul style="list-style-type: none"> Gaseous and Chemical Extinguishing System Counter Permit 	\$75	To relocate system discharge heads
<p>Foam Systems – The fee applies to fixed extinguishing systems which use a foaming agent to control or extinguish a fire in a flammable liquid installation, aircraft hangar and other recognized applications. The fee includes plan review and inspection of piping, controls, nozzles, equipment and other related appurtenances needed to provide a complete system and the witnessing of one hydrostatic test and one final acceptance test of the completed installation.</p>	\$75	Per nozzle or local applicator; plus \$1.50/ sprinkler head for combined sprinkler/foam system; \$100 minimum
<p>Smoke Control Systems – The fee applies to smoke exhaust systems, stair pressurization systems, smoke control systems and other recognized air-handling systems which are specifically designed to exhaust or control smoke or create pressure zones to minimize the hazard of smoke spread due to fire. The fee includes plan review and inspection of system components and the witnessing of one performance acceptance test of the complete installation.</p>	\$100	Per 30,000 cubic feet of volume or portion thereof of protected or controlled space; \$200 minimum
<p>Flammable and Combustible Liquid Storage Tanks – This includes review and one inspection of the tank and associated hardware, including dispensing equipment. Tanks used to provide fuel or heat or other utility services to a building are exempt.</p>	\$.005	Per gallon of the maximum tank capacity; \$75 minimum
<p>Emergency Generators – Emergency generators that are a part of the fire/life safety system of a building or structure. Includes the review of the proposed use of the generator, fuel supply and witnessing one performance evaluation test.</p>	\$100	
Marinas and Piers	\$25	Per linear feet of marina or pier; plus \$1.00 per slip; \$100 minimum
Reinspection and Retest Fees		
<ul style="list-style-type: none"> 1st Reinspection and Retest Fees 	\$100	
<ul style="list-style-type: none"> 2nd Reinspection and Retest Fees 	\$250	
<ul style="list-style-type: none"> 3rd and Subsequent Reinspection and Retest Fees 	\$500	
<p>Consultation Fees – Fees for consultation technical assistance.</p>	\$75	Per hour
Fire-safety Inspections. The following fees are not intended to be applied to inspections conducted in response to a specific complaint of an alleged Fire Code violation by an individual or governmental agency		
Assembly Occupancies (including outdoor festivals):		
<ul style="list-style-type: none"> Class A (>1000 persons) 	\$300	
<ul style="list-style-type: none"> Class B (301 – 1000 persons) 	\$200	
<ul style="list-style-type: none"> Class C (51 – 300 persons) 	\$100	
<ul style="list-style-type: none"> Fairgrounds (<= 9 buildings) 	\$200	
<ul style="list-style-type: none"> Fairgrounds (>= 10 buildings) 	\$400	

FY 2020 Fee Schedule

• Recalculation of Occupant Load	\$75	
• Replacement or duplicate Certificate	\$25	
Education Occupancies:		
• Elementary School (includes kindergarten and Pre-K)	\$100	
• Middle, Junior, and Senior High Schools	\$150	
• Family and Group Day-Care Homes	\$75	
• Nursery or Day-Care Centers	\$100	
Health Care Occupancies:		
• Ambulatory Health Care Centers	\$150	Per 3,000 sq.ft. or portion thereof
• Hospitals, Nursing Homes, Limited-Care Facilities, Domiciliary Care Homes	\$100	Per building; plus \$2.00/patient bed
• Detention and Correctional Occupancies	\$100	Per building; plus \$2.00/bed
Residential:		
• Hotels and Motels	\$75	Per building; plus \$2.00/guest room
• Dormitories	\$2	Per bed; \$75 minimum
• Apartments	\$2	Per apartment; \$75 minimum
• Lodging or Rooming House	\$75	Plus \$2.00/bed
• Board and Care Home	\$100	Per building; plus \$2.00/bed
Mercantile Occupancies:		
• Class A (> 30,000 sq.ft.)	\$200	
• Class B (3,000 sq.ft. – 30,000 sq.ft.)	\$100	
• Class C (< 3,000 sq.ft.)	\$75	
Business Occupancies	\$75	Per 3,000 sq.ft. or portion thereof
Industrial or Storage Occupancies:		
• Low or Ordinary Hazard	\$75	Per 5,000 square feet or portion thereof
• High-Hazard	\$100	Per 5,000 square feet or portion thereof
Common Areas of Multitenant Occupancies (i.e., shopping centers, high-rises, etc.)	\$45	Per 10,000 sq.ft. or portion thereof
Outside Storage of Combustible Materials (scrap tires, tree stumps, lumber, etc.)	\$100	Per acre or portion thereof
Outside Storage of Flammable or Combustible Liquids (drums, tanks, etc.)	\$100	Per 5,000 sq.ft. or portion thereof
Marinas and Piers	\$100	Per facility; plus \$1.00/slip
Mobile Vendor	\$35	
Unclassified Inspection	\$75	Per hour or portion thereof
Reinspection: If more than one reinspection is required to assure that a previously identified Fire Code violation is corrected		
• 2 nd Reinspection	\$100	
• 3 rd Reinspection	\$250	
• 4 th and Subsequent	\$500	
Water Supply		
Witnessing Fire Main Flush	\$75	
Witness Fire Hydrant Flow Test	\$125	