

CITY OF SALISBURY  
ZOOM BUDGET WORK SESSION  
APRIL 22, 2020

Public Officials Present

Council President John “Jack” R. Heath  
Council Vice-President Muir Boda  
Councilwoman Michele Gregory

*Mayor Jacob R. Day\*\**  
Councilwoman Angela M. Blake  
Councilwoman April Jackson

*\*\*on Zoom earlier in the session, but not on at the end of the session*

In Attendance

City Administrator Julia Glanz, Deputy City Administrator Andy Kitzrow, Finance Director Keith Cordrey, and Assistant City Clerk Diane Carter

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The City Council convened in its second FY21 Budget Session at 8:30 a.m. via ZOOM Teleconferencing.

Personnel committee and department representatives first presented highlights of their respective budget requests and then responded to Council and/or Administration questions and comments at the conclusion of their presentations, prompting additional discussion on specific topics as needed.

The following is a synopsis of topics discussed:

**PART ONE**

**Government Office Building (GOB) Personnel Committee**

Media & Events Specialist Becca Brown joined Council to represent the GOB Personnel Committee. The Committee had no particular requests but did wish to express its thanks for this year’s step increase, and last year’s half-day off Christmas Eve and day off after Christmas.

**Department of Infrastructure and Development (DID)**

DID Director Amanda Pollack summarized the budget requests for the DID’s six organization centers after first noting the effort made to maintain level funding in all operating accounts.

Org 19000 - Planning & Zoning

- funding Phases 2 & 3 of the Zoning Rewrite Project in FY21 that were originally slated for FY21 & FY22 respectively, with Phase 1 funded in FY20

Org 25100 – Building permits & Inspections

- no significant changes for staff of four – able to add essential items of safety shoes and uniforms within level operating budget

Org 31000 – Engineering General Fund (1 of 3 Funds) – all DID staff split between the 3 funds

- Wicomico Environmental Trust Creekwatchers annual contribution increased from \$7,500 to \$10,000 per request and within level operating budget by adjusting other accounts accordingly
- New item – committing \$2,000 to Bicycle and Pedestrian Advisory Committee for event supplies and better bicycle valet system for events – within level operating budget by adjusting other accounts accordingly
- Street Maintenance and Curb/Gutter/Sidewalk Programs reduced in conjunction with funds available – Street Maintenance Schedule will be adjusted accordingly to fit the budget

*Finance Director Cordrey clarified for Vice President Boda that Highway User Revenue (HUR) Funds were consumed by the entire department and not just specific line items like Street Maintenance; Mr. Cordrey clarified for President Heath that the bulk of HUR Funds goes into the City's General Fund as the City incurs other expenses related to Street Maintenance besides paving.*

*DID Director Pollack provided an overview for Councilwoman Blake of how street maintenance is prioritized and costs estimated for inclusion in each budget year for the never ending process of Citywide Street Maintenance; Mrs. Pollack noted how ADA compliance is taken into consideration when prioritizing Street Maintenance projects and will follow-up with President Heath once she has used the Sidewalk Viewer to calculate percentage of Citywide ADA sidewalk compliance thus far.*

Org 60850 – Stormwater Utility

- Increased Consulting by \$75,000 for Chesapeake Bay Trust Grant Program
- Decreased Engineering/Architectural line based on tracking of expenses
  - using the funds for a maintenance contract for all new Best Management Practices in an effort to reduce burden on Field Operations, citing the Bio-retention Areas on Main Street as an example
  - continuing to use funds for consulting services for MS4 Compliance

Org 81080 – Engineering – Water (1 of 3 Funds) – all DID staff split between the 3 funds

- No significant changes/critical items this year-adjusted some accounts accordingly

Org 84080 – Engineering – Sewer (1 of 3 Funds) – all DID staff split between the 3 funds

- No significant changes/critical items this year-adjusted some accounts accordingly

Essential Items of Note

- Adopt Planning Department Career Ladder in FY21 Budget-overview of the career ladder provided, noting no funds needed this budget year and all positions in ladder are filled/will be renamed according to ladder titles
- Schedule C reflects recent award of \$50,000 Grant from Maryland Energy Administration for continued LED Streetlight Replacement-total of 130 Streetlights throughout the City-City Match of \$10,000 will again be provided by in-kind labor-tracking of Field Operations time/labor with replacement light installation
- Received first Tuition Reimbursement Request from DID Staff person-expressed appreciation for the program even though funds are technically allocated through HR and not DID Budget

## Water Works

Water Works Department Director Cori Cameron reported there were no real critical items since all had been funded in FY20. She further reported that she hoped the Apprenticeship Partnership with Wicomico County originally slated to begin this summer but pushed back until the fall would go forward. Money is budgeted in both Water and Sewer Departments - \$4,560 each for students to train at the Water or Sewer Plant during their last two years of high school in preparation to assume a position with the City upon graduation.

Org 82075 – Water Treatment Plant – maintained level funding but did reallocate funds between different accounts – there are a few reclassifications and market-rate adjustments

*In response to questions from President Heath, Director Cameron reported:*

- *that a clerical position had been filled approximately two months ago*
- *on the uncertainty of the total costs for chemicals given the economy and estimates from vendors in Dec 2019 of anticipated cost increases when contracts go out to bid in November 2020 - \$20,000 was added to the budget*
- *that the vehicle account was reduced \$50,000 – a new pickup slated for FY21 was actually able to be purchased in FY20*

Org 83000 – Water Administration – no changes – same as last year

Org 86083 – Wastewater Treatment Plant

- Electricity Budget decreased by \$100,000 based on calculations by both Energy Consultant and Director Cameron – and the Mayor reduced it by another \$20,000 – should be sufficient based on actual costs this year in conjunction with calculations/projections

Deputy Administrator Kitzrow requested Director Cameron explain the market rate adjustment for all Waterworks staff which she did in conjunction with the compensation study conducted by her department and attrition due to retirement and loss of staff to other larger utilities once staff were fully trained after three years on the job with the City which included attending classes toward certifications. Deputy Administrator Kitzrow elaborated on the step and percentage increases on both lower and upper ends of the pay scale.

Director Cameron clarified for Vice President Boda that it cost approximately \$27,000 over a 3-year period to train staff to run the plants and that she did not think staff would be open to a 5-year contract (similar to how the Police Department handles training costs for new staff) when hired. She further stated the extensive cost of training is communicated to new staff when hired, but there are very few to no applicants - the first time she has witnessed this during her career in the industry.

At Deputy Administrator Kitzrow's direction, Director Cameron spoke again about the Apprenticeship Partnership with Wicomico County originally slated to begin this summer but that was pushed back until the fall when students will be able to participate in classes and on the job work experience with the City to pursue water and sewer vocational career paths while in high school which would make them eligible for hire with the City upon graduation.

Final comments included a recommendation from Vice President Boda about evaluating how best to deal with the high cost of training for various City positions without losing the employee to another organization after the City has spent so much money on training.

Org 86086 – Pretreatment – no changes except Market Rate adjustments

Org 87000 – Sewer Administration - no changes except Market Rate adjustments

### **Field Operations (FOps)**

FOps Director Tom Stevenson summarized the budget requests for the Department's fourteen organization centers after first offering several comments in general which included the following:

- struggle with recruitment and retention in all departments unrelated to retirement
- requesting a market rate adjustment between 6% for all Grades 5 and below
- budget includes \$2 million dollars for new Administrative Building – Conceptual Plans
- budget includes two 1-ton dump trucks for recycling in the Sanitation Department
- budget includes funding for Zoo Pavilion
- budget includes funding for ADA ramp and bathroom for Poplar Hill Mansion
- budget includes \$140,000 for Church St (DID Project) Stormwater Pipe Rehab
- eventually will need to replace departmental chipper from the 1990s – an essential item

Org 22000 – Traffic Control & Highway Lighting

- nothing significant-requested two electricians but the positions were not funded

Vice President Boda acknowledged Personnel Committee brought up electricians and purchasing a striper because of difficulty getting striping done. Director Stevenson clarified for Vice President Boda that the Personnel Committee was likely referring to difficulty getting *restriping* as opposed to *new striping* done which the department usually has no problem with because it generally piggybacks on State Highway Administration; if a line striper was purchased for *restriping*, it would probably require the addition of personnel to make full use of the equipment purchase investment.

Director Stevenson reviewed cost and actual placement on the property of the new Field Operations Administrative Building for Councilwoman Jackson.

Councilwoman Blake requested comparison analysis for contractual electrician expenses versus hiring one or more staff electricians; Director Stevenson will follow up with that information.

Finance Director Cordrey clarified for President Heath that first year new lease payments are shown in line item 558600 and then merged in subsequent years into existing lease payments reflected in line item 558700.

Org 30000 – Resource Management-nothing significant- similar funding to last year

#### Org 31150 – Streets

- no significant changes with exception of employees impacted by market rate adjustment – MEO I, II, III positions
- Finance Director Cordrey noted the significant amount of HUR funds expended in this cost center

In response to President Heath’s question, Director Stevenson indicated Inmate Labor previously allocated to Streets was moved to Sanitation where it is actually used, decreasing operating costs by approximately \$18,000.

#### Org 32061-Waste Collection/Disposal - Sanitation

- reflects those affected by market rate adjustment and transferred inmate labor costs

Director Stevenson clarified for President Heath that Janitorial Services (546002) were likely transferred to Resource Management and are no longer paid out of Sanitation Account and Propane (556205) Pilot Program did not work out.

#### Org 32062-Recycling – Sanitation

- no significant changes
- did request rear packer to assist with cardboard recycling (Personnel Committee had requested same)

#### Org 34064-Fleet Management

- no significant changes
- reflects those affected by market rate adjustment

#### Org 35000-Carpenter Shop

- no significant changes
- reclassification of Painter to Carpenter I

Director Stevenson clarified for President Heath that Health Insurance costs decreased (while most other departments’ costs increased) because a former employee had more expensive health care coverage than the current employee.

#### Org 40000-Zoo

- requesting a full time veterinarian – contracting these services has not worked out – costs have constantly increased
- Vet would help with animal healthcare, enrichment program, and registrar with collection

#### Org 45000 – Parks

- no significant changes
- reflects those affected by market rate adjustment
- eventually will need additional staff because presently 18 people are the heart and soul of Streets & Parks

Director Stevenson clarified for Vice President Boda that there are 45 City Assets to maintain and 34 of them are Parks.

Director Stevenson clarified for President Heath that chemical costs were up because of budgeting funds for pond maintenance at Schumaker Pond – City is partnering with Wicomico County to maintain pond – only one third of the pond may be maintained each year.

Org 31154 – Parking Authority

- no significant changes
- reflects those affected by market rate adjustment
- Parking Garage facility improvements continue – presently working on roof membrane
- Discussing programs/incentives for increasing revenues

Director Stevenson opined on the Personnel Committee request for an ‘on-call stipend’ brought up by Councilwoman Blake. He provided an overview of the 1500-1600 hours that Comp Time would cost with that option versus the current ‘on-call compensation’ cost of a 3 hour minimum of OT or Comp Time earned when actually responding to an ‘on call request for service.’ He also noted there were currently 18 people on the ‘on-call list’ so there were many personnel options to exhaust in getting someone to respond and the extensive list eliminated the old practice of disciplinary action if an ‘on call request for service’ did not receive a response in less than 30 minutes.

Org 82076 (Water Utility) and Org 86085 (Sewer Utility) – Director Stevenson indicated there were no significant changes and Council had no questions.

**PART TWO**

*President Heath acknowledged that guests participating in the Zoom session did not have the ability to make/share comments during this session but encouraged them to participate in upcoming Council Work Sessions and Meetings.*

**Housing and Community Development (HCD)**

HCD Director Everett Howard and Homelessness & Housing Manager Christine Chestnutt summarized the budget requests for HCD’s organization centers prior to reviewing specific account cost centers.

Director Howard indicated that overall it was level funding throughout the department but the budget did include:

- a new line item request for an Americorps position to assist with staffing at the Newton Street Community Center
- merit increases for Christine Chestnutt and Amber Eure
- requests for training, uniform, and vehicle maintenance line items that are traditionally short in funding

Org 25200 – Neighborhood Service & Code Compliance

- reflects the two merit increases
- rent expense removed pending purchase of Truitt Street Community Center

Director Howard clarified for President Heath that the City pays for the electricity at the Truitt Street Community Center.

Councilwoman Blake initiated discussion by asking about additional funds for training as requested by the department's Personnel Committee. Director Howard provided an overview of the certifications in conjunction with the five code enforcement officers on staff. All are certified in lead abatement and there are other ICC certifications required including property maintenance as well as available including zoning and commercial buildings. Initial training generally costs \$400 per person with certification exams costing approximately \$200 per person. Training is a line item which traditionally falls short in funding, but this year's budget included a conservative request for \$1,000 for certifications for each code enforcement officer. The budget does not reflect nor allow for any additional certifications that could be required or become available throughout the coming fiscal year. Director Howard clarified for President Heath that annually it costs approximately \$1,300 for the required certifications for the department's code enforcement officers. When asked by Councilwoman Blake about training for Christine and Joe who work with the Homeless in the Community, he deferred discussion of that to Christine during her portion of the presentation; he did acknowledge that Kevin and Jermichael bring forth training opportunities pertinent to their work when appropriate, noting that Jermichael recently obtained a grant from the Wicomico County Library to attend a Youth Development Training in Chicago which resulted in no cost to the City. After further discussion about the importance and need for training, President Heath asked Director Howard to email two numbers to all Council by end of the day: ① Dollar amount for required training for the coming fiscal year ② Dollar amount left for other training for the coming year after subtracting the dollar amount for required training from \$3000.

Finance Director Cordrey acknowledged that HCD Director Howard also oversees the Homeless Program through his department; a transfer into his department of approximately \$97,300 covers the vouchers for the homeless. Housing Manager Chestnutt indicated the vouchers will pay for the thirteen households' rent and utilities next year. The vouchers do not cover any new households; the City does receive a small amount of funding from HUD for new households.

In response to Councilwoman Blake's questions about HUD funding, Housing Manager Chestnutt clarified that approximately \$36,000 went toward the bulk of Homelessness Case Manager Joseph Ruffo's salary which is still grant funded, other funds went toward rapid assist for temporary housing, and additional funds are supposed to be coming for Covid-19-just do not know when. Housing Manager Chestnutt continued that \$100,000 was anticipated at some point from CDBG funds for homeless-specific expenses. Next year HUD will be distributing funds through Tri-County-Wor-Wic-Som CoC – Somerset Health Department as lead receives the money which is then dispersed to the other Counties. *In FY22, the City will part of a Statewide COC so it is unsure what funds may be available to the City as it competes with all other State Cities and Counties.*

Discussion continued about funding for Case Manager Ruffo's salary and options for converting his position from grant funded to City paid staff; Housing Manager Chestnutt reported to Councilwoman Blake that \$20,000 received from PAC funds pays the remaining salary that HUD

funds do not cover. Ms. Chestnutt explained that she and Mr. Ruffo are responsible for all of Wicomico County, from Fruitland to Delmar, and Willards to Sharptown. The two of them could really use an additional person – they have thought about another case manager. Director Howard interjected that for the last two years his Department has submitted for Mr. Ruffo's position to convert to a full-time City paid position with full benefits-a total cost of \$58,000. The position is still grant funded so conversion of the position could be critical next year depending upon the availability of grant funds to continue paying the position's salary.

Discussion continued regarding training for Housing Manager Chestnutt and Case Manager Ruffo. Ms. Chestnutt reported that both attend any free training available and are required to attend HUD training once a year at a cost of approximately \$400 for the training. Other costs depend on the east or west locations designated as training centers for a particular year-lodging and travel expenses would vary. Industry personnel are expected to attend the annual training on their side of the Country. Due to Covid-19, this training was suspended this year.

Final comments included Councilwoman Blake acknowledging priorities of increasing the training budget for all HCD staff and converting Mr. Ruffo's position from grant funded to paid City Staff to avoid a shortfall in paying the salary due to lack of grant funding; President Heath indicated a budget amendment could always be considered to pay for any shortfall in Mr. Ruffo's salary.

### **Business Development**

Business Development Director Soper summarized the budget requests for her Department. Although not much has changed from last year, Part-Time Salary was increased by \$4,500 to enable the Department's Visitor Center to remain open on Saturdays which qualifies the City to obtain signage on Rt. 50 according to State Highway Administration. The signage and expanded Visitor Center hours are hoped to attract more visitors to the Center.

Director Soper continued that there have been several reallocations moving forward from last year's budget as follows:

- several reallocations represent corrections from last year
- Shore Transit has been reallocated three ways to pay for the Part-Time Trolley Driver's salary and FICA expenses, Trolley Maintenance, and gas for the Trolley
- Events Budget of 75,466 representing the National Folk Festival last year has been reallocated to other accounts since the 2020 Festival was cancelled this year
- There were no questions from Council

### **FINAL COMMENTS**

#### **President Heath**

After cautioning all that as Reserves have gotten better/risen Expenses have also increased, President Heath requested Finance Director Cordrey revisit the FY21 General Fund Debt Service Graph from the Financial Health of the City presentation *which is attached as part of the minutes*. Finance Director Cordrey explained that looking at a snapshot of the 5-YR CIP FY21-



FY25 revealed that the available debt service based on 10% of the City's expenditures would deplete the funds by FY24 if all CIP projects were funded because debt service would be more than the 10% allowed; much of the FY21 CIP was not approved. President Heath indicated this was a critical number to monitor.

### **City Administrator Glanz**

City Administrator Glanz provided an update to the following items previously discussed:

- Cost estimated previously by Water Works Director Cameron for Waste Water Staff Training actually amounts to approximately \$11,000 over 3 years-the City will explore contract options in conjunction with this expense
- FOPs Director Stevenson will still provide final electrician numbers as requested but wanted to share at this point that presently electrician services are contracted out for four projects this year for approximately \$64,000 and costs for a City Staff electrician including benefits would be approximately \$61,000 – there would still be some contracting for electrician services for projects beyond the City's scope of work

### **FINAL COUNCIL COMMENTS/DISCUSSION**

President Heath said that Council would make adjustments and address the items on the list at the next session. Mr. Cordrey indicated they included the \$90,000 MDOT reimbursement projected for receipt in FY20, but it was received by the City last week in FY19. Therefore, revenue would have to be reduced in the FY20 General Fund.

### **Vice President Boda**

- take a Citywide look at training in conjunction with required training & costs with specific positions to come up with a plan to safeguard the investment costs of training over a specific amount, i.e. a contract that requires payback of the training expenses should the employee leave the position before a designated time; also look at optional training opportunities & costs
  - President Heath agreed and concurred with Councilwoman Blake's previous request for a list of required training that must be funded each year – noting further that it should be Citywide – then personal growth training opportunities can be reviewed and cycled over more than one year
  - City Administrator Glanz said a global spreadsheet with the required training information will be worked on for Council; she further noted that Safety Manager Frank Ennis currently hosts in-house training for FOPs and other departments, including Police and Fire
- Department Heads did a great job balancing all they do and presenting responsible budgets for their departments

### **Councilwoman Jackson**

- concurred with comments regarding training
- City-provided Daycare important to employees-would not be closed as other daycare facilities sometimes are

- President Heath concurred with importance of City-provided daycare
- Deputy Administrator Kitzrow addressed President Heath's question that yes, the City was looking at a breakeven model for daycare
  - minimize overhead
  - sliding scale to pay for services based on income
  - a way to retain employees who otherwise would leave the workforce to stay at home because daycare is too expensive
- Councilwoman Gregory concurred that it would help the City to retain employees and also suggested it would attract new employees looking for stable daycare; she felt it would be good for the daycare to be self-sufficient and suggested locating a breakeven model maybe fairly easy since traditionally daycares do not realize significant profits; she addressed President Heath's question that yes, with her previous daycare experience she would be happy to work with Mr. Kitzrow on this project and offered her business plans and statistics for review and ideas

### **Councilwoman Blake**

- HCD – training budget and converting Mr. Ruffo's position from grant funded to City position-continue to pursue
- 2<sup>nd</sup> year in a row that Senior Fire Fighter position was requested as an addition to the Career Ladder – mentioned this year by Personnel Committee and Fire Chief Tull-continue to pursue
- Include sufficient funds in Procurement for purchase of full computer for department
- Finance Director Cordrey confirmed that SPD had no increase in OT/Non-Clerical – level budget request for funding of \$465,995
- City Administrator Glanz confirmed 5 new SPD vehicles in CIP for FY21 – 2 marked patrol cars and 3 CID vehicles will be ordered in FY21 – President Heath added that there is a significant lead time when ordering police vehicles
- DID Personnel Committee request for HydroCad Software – City Administrator Glanz indicated supervisors are not in favor of it for whatever reason and neither was DID Director Pollack when Administrator Glanz inquired about it after Personnel Committee made the request
- DID Personnel Committee raised concern with 20 year old vehicles – Administrator Glanz indicated there were so many requests-staff that drive the vehicles did not bring a request forward-trusts DID Director Pollack's instincts for what the department needs
- Field Ops-Personnel Committee presented a tremendous request list this year similar to last year-this year included hiring 2-3 electricians – would like to know cost comparison between staff electrician with benefits versus cost of contractual electricians –
  - Administrator Glanz explained again what she had reported earlier in case anyone had missed it - *FOps Director Stevenson will still provide final electrician numbers as requested but wanted to share at this point that presently electrician services are contracted out for four projects this year for approximately \$64,000 and costs for a City Staff electrician including benefits would be approximately \$61,000 – there would still be some contracting for electrician services for projects beyond the City's scope of work*

- Deputy Administrator Kitzrow indicated that this analysis was performed in other areas for the City, i.e. contracting lawn care services versus have City Staff maintain the City Park areas
- Field Ops Personnel Committee requested several pieces of equipment – a chipper again this year and also a striper – can they be funded?
  - Deputy Administrator Kitzrow indicated General Fund Budget Requests totaled \$2.8 million and the City was able to fund about \$380,000 of the requests-had to prioritize requests at a time when there were no plans for a tax increase and the Fire Service Agreement details are still being worked out
  - Vice President Boda reminded all that Director Stevenson said acquiring a striper would also require additional personnel to run it and with the amount of striping needed it may not be cost effective; he continued that it may be cost effective for the City to replace the old chipper given all the cleanup required after storms with fallen trees and other yard debris
  - President Heath acknowledged that Council had thanked all Departments Heads for the work they do and the great job they did on their budget presentations – Council’s trust should be in the Department Heads who have made the best decisions for their respective departments based on the information at hand; he had no issues with any of the presentations or requests recognizing the balance that has to be struck between raising taxes in order to help fund all requests versus prioritizing requests for essential items-surplus could still be considered a source of funding but the debt service number would have to be taken into consideration as well as any loss of revenue during the coming year due to the Covid-19 situation

**Councilwoman Gregory**

- concurs with Daycare as a priority as previously mentioned
- pay for Fire Fighters, especially the volunteers - frontline with Covid-19 as First Responders
  - President Heath interjected that 2 years ago there had been a significant overhaul of the SFD pay scale and structure
  - At President Heath’s request, Finance Director Cordrey said he would provide Council with the Financial Impact to the City as a result of the overhaul

**President Heath**

- his list has already been covered
- Council will continue to work with/discuss this budget

**City Administrator Glanz**

- acknowledged would love to pay all staff more money-most are probably underpaid-but have to consider burden on taxpayers
  - addressed SFD two years ago and SPD three years ago
  - addressing Field Ops and Water Works this year
  - spreading the wealth out
  - Additional rank for Senior Fire Fighter position would actually cost approximately \$200,000 total – Deputy Kitzrow explained by inserting a new rank, all above that

rank automatically move up in salary thereby increasing the cost more than just the salary of the inserted position

**Deputy Administrator Kitzrow**

- all did an excellent job – provided an overview of how Administration had worked with Department Heads to be frugal, to understand the compounding of needs in the 5-YR CIP
- the next few budget years are expected to be tight and hopefully Covid-19 will not have a significant, adverse effect on those budgets

President Heath reviewed the remaining Budget Schedule as follows:

- April 27, 2020 - Regular Council Meeting - 1st reading of Proposed FY21 Budget and establishment of date for Public Hearing, and Water & Sewer Rates Ordinance *noting changes can and usually do occur between 1<sup>st</sup> and 2<sup>nd</sup> readings of the budget and Water/Sewer Rate Ordinances*
- May 11, 2020 - Regular Meeting - Public Hearing on FY21 Proposed Budget, Proposed Water & Sewer Rates
- May 12, 2020 – Budget Work Session 8:30 a.m.- 1:00 p.m. *if needed*
- May 19, 2020 - Budget Work Session 8:30 a.m.- 10:30 a.m. - General Discussion and Final Adjustments and Approval before the Deadline
- May 26, 2020 or June 8, 2020 - Regular Council Meeting – 2nd reading & Adoption of Budget; Adoption of Water & Sewer Rates

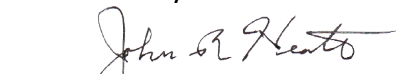
President Heath thanked all stating this year was the smoothest budget yet, very productive and a pleasure when everyone is prepared. He thanked Finance Director Cordrey and his staff, the Mayor, City Administrator Glanz, Deputy City Administrator Kitzrow and all Department Heads; he also thanked Mr. Eagle and Mr. Twilley from PAC 14 for making all the Zoom technology options available and possible.

In closing, President Heath wished everyone a great and safe day, and reminded them to be careful. He encouraged all who can to give blood, to wear your masks outside and stay home if you don't have to go out. President Heath shared his optimism that Covid-19 would be beaten since it appeared numbers were getting close to the peak of the outbreak, and that Salisbury would emerge a better, stronger Salisbury.

With nothing further to discuss, the Budget Work Session adjourned at 11:29 a.m.



Assistant City Clerk

  
Council President



# FY21 General Fund Debt Service

Project Description	FY21	FY22	FY23	FY24	FY25	Total
Additional Debt Service - General Fund	375,685	388,600	238,261	167,590	153,052	1,323,189
Additional Debt Service - Prior year in this CIP		375,685	764,285	1,002,546	1,170,136	
<i>Scheduled Debt Service - as of</i>	3,866,674	3,817,589	3,726,865	3,415,868	3,257,806	
<i>Debt Service GOB Scheduled FY 20 (not included in Schedule)</i>	0	0	0	0	0	
<i>Ending Debt Service</i>	<b>4,242,359</b>	<b>4,957,559</b>	<b>5,493,696</b>	<b>5,588,550</b>	<b>5,751,131</b>	
Max Debt Service per Financial Policy 10% (see below)	4,600,000	4,999,556	5,338,358	5,159,952	5,050,614	
<b>Available Debt Service Amount</b>	<b>357,641</b>	<b>41,997</b>	<b>-155,338</b>	<b>-428,598</b>	<b>-700,517</b>	

