



**SALISBURY CITY COUNCIL
WORK SESSION AGENDA**

**APRIL 19, 2021
ZOOM MEETING**

- 4:30 p.m. **SPECIAL MEETING** – Separate Agenda
- 4:40 p.m. Tree Canopy Study presentation/discussion- Department of Infrastructure & Development
Director Amanda Pollack
- 5:00 p.m. Budget Amendment to purchase EnerGov Software- Deputy City Administrator Andy Kitrow
- 5:10 p.m. Ordinance to repeal rental increase freeze- City Administrator Julia Glanz
- 5:30 p.m. Administration and Council Remarks
- 5:40 p.m. Adjournment

*Times shown are approximate. Council reserves the right to adjust the agenda as circumstances warrant.
The Council reserves the right to convene in Closed Session as permitted under the Annotated Code of Maryland 3-305(b).*

Join Zoom Meeting
<https://us02web.zoom.us/j/5362772908>
Meeting ID: 536 277 2908
Phone: 1.301.715.8592



City of
Salisbury
Jacob R. Day, Mayor

To: Julia Glanz, City Administrator
From: Amanda H. Pollack, P.E., Director of Infrastructure & Development
Date: April 5, 2021
Re: Tree Canopy Study Presentation

AP

In 2020, the City received a grant from the Chesapeake Bay Foundation to complete a Tree Canopy Study. The grant was a result of the City's participation in the Healthy Waters Roundtable Circuit Rider Work Group. The Circuit Rider was employed by the Chesapeake Bay Foundation and was funded by the six participating jurisdictions, the Maryland Department of the Environment and with a National Fish and Wildlife Federation Grant. As part of this program, each jurisdiction received funding to implement a project.

Salisbury contracted with Biohabitats to complete the Tree Canopy Study. The study includes an analysis of existing tree canopy within City limits, identifies plantable areas for new trees on City property and develops concepts for four potential plantable areas within the City. Biohabitats work included both a desktop analysis and field assessment. The tree canopy analysis found that as of 2018, 3,249 acres of land within the City is covered in trees which equates to a 35.55% tree canopy percentage within the City. The study identified priorities for available lands to plant trees on City-owned property, specifically at Lake Street Park and Playground, Lower Northside City Park, the Riverwalk, and Waterside Park and Playground. The study also recommends specific native tree types depending on the location. Finally, the study provided specific policy recommendations for consideration during the zoning code revisions.

The full study can be found on the Department of Infrastructure and Development website under the Sustainability section or through this link:

https://salisbury.md/wp-content/uploads/2021/02/FinalSalisburyTreeCanopyStudy_12182020.pdf

Attached is a presentation for information purposes. Unless you or the Mayor have further questions, please forward a copy of this memo and the presentation to the City Council.



City of Salisbury 2020 Tree Canopy Study Presentation

Rebecca Winer-Skonovd, Senior Environmental Scientist
Biohabitats

Amanda Pollack, Director
Department of Infrastructure and Development

Alyssa Hastings, Sustainability Coordinator

Background

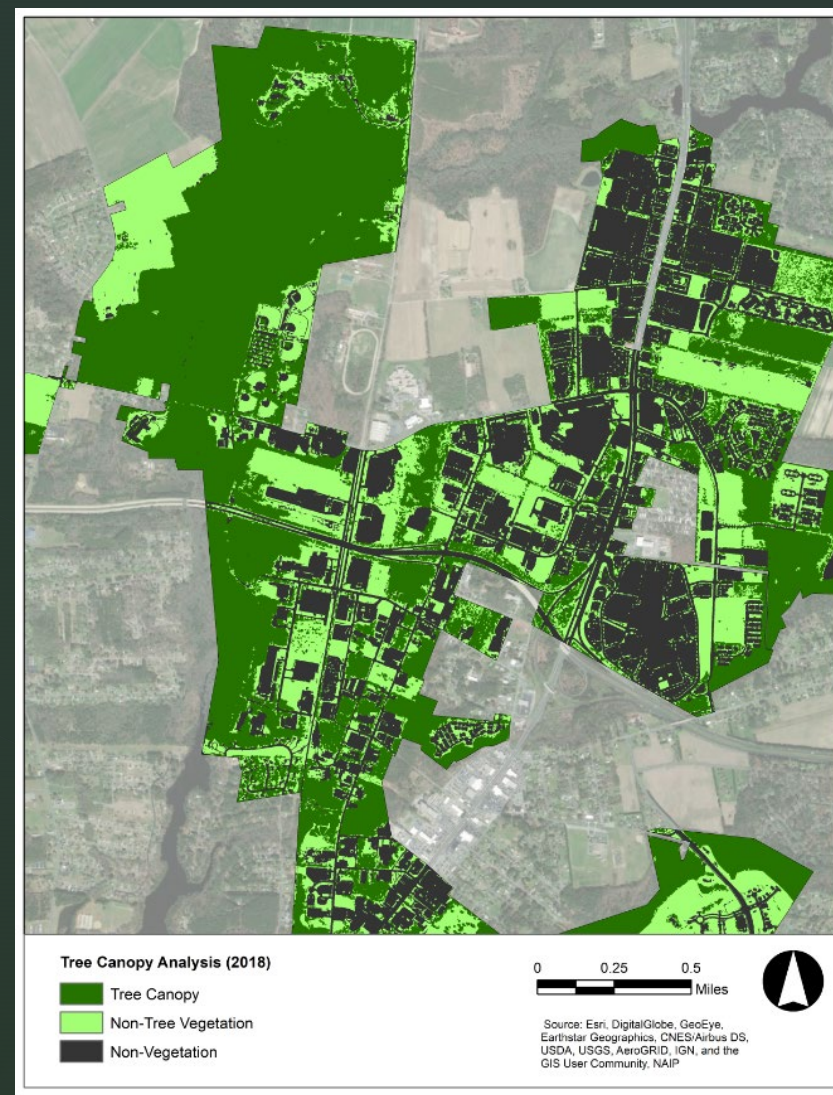
1. Study funded from a grant from CBF and NFWF
2. Salisbury contracted with Biohabitats
3. Study provides an understanding of the City's current tree canopy, including optimal locations for tree plantings and recommendations for tree species



Why Perform a Tree Canopy Study?

1. Determine a baseline Tree Canopy to assess increase or decrease in the canopy over time
2. Respond to requests for Tree donations and plantings
3. Set goals for the Urban Tree Canopy
4. Trees offer many benefits, including
 - Improved air quality
 - Increased property values
 - Reduced energy consumption
 - Reduced air and water temperatures
 - Improved water quality
 - Higher quality habitat and greater biodiversity
 - Increased carbon storage
 - Improved cultural support inspiring, calming, and creating space for community interactions.

GIS Analysis by Biohabitats



Tree Canopy Analysis Results

The tree canopy analysis found that as of 2018:

3,249 acres in the City
is covered with trees

35.55% tree canopy
percentage within the City

The study developed four tree planting concepts with recommended native trees:

- Lake Street Park and Playground
- Lower Northside City Park
- The Riverwalk
- Waterside Park and Playground

Zoning Recommendations

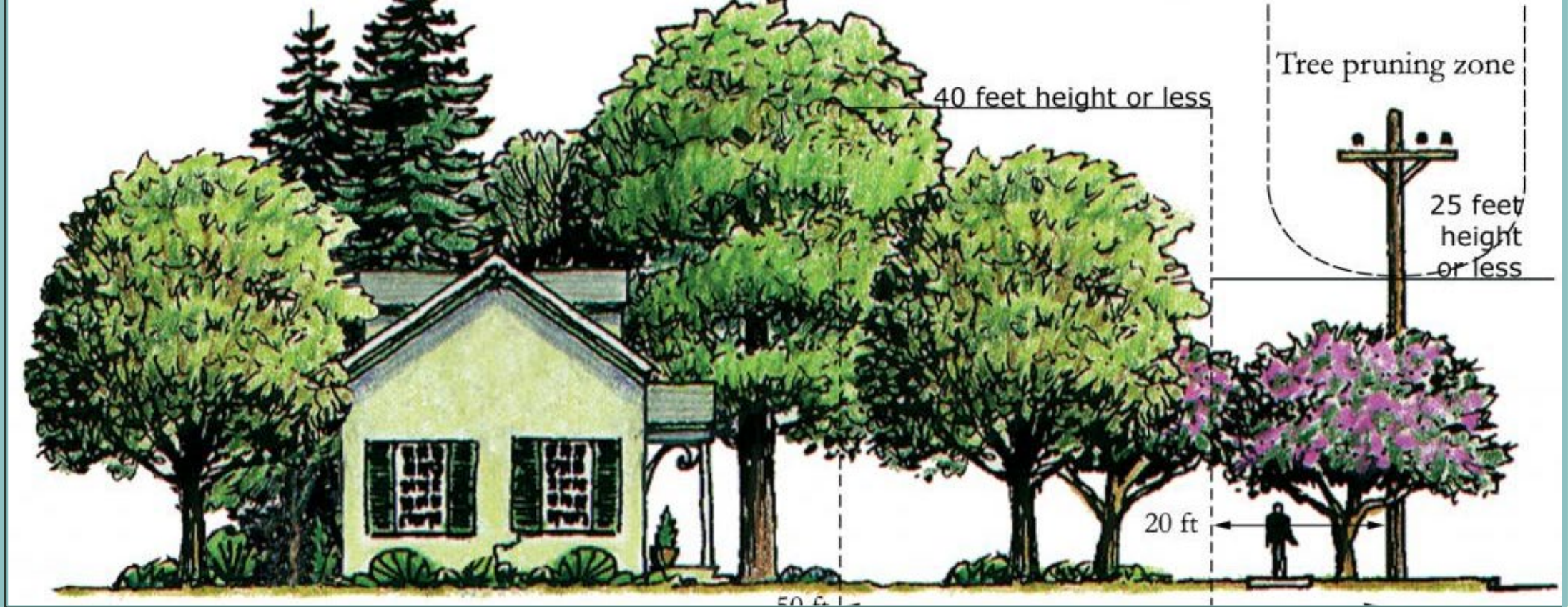
1. Establish a No Net Loss of Tree Canopy Requirement
2. Create Minimum Tree Canopy/Shading Requirement
3. Require Street Trees





Next Steps

1. The full study can be found on the Department of Infrastructure and Development website under the Sustainability section.
2. The study is a foundation the City can build on for future green space grant applications.
3. DID will work with FOs to develop Comprehensive Tree Donation Policy.
4. Two Tree donation and planting projects are being considered for this Spring:
 - Cypress Trees along the Wicomico River
 - Native trees at Lake Street Park and Playground



Questions?

Special thanks to Chesapeake Bay Foundation and the National Fish and Wildlife Federation for providing the grant funding for this study!



MEMORANDUM

To: Julia Glanz, City Administrator
From: Andy Kitzrow, Deputy City Administrator
Subject: EnerGov Software
Date: April 14, 2021

Several Departments have discussed the benefits for the EnerGov Software package. Here are the following are reasons to purchase this application for the City of Salisbury:

- Better run its operations and track activity on commercial and residential properties
- Improve the City's ability to issue code violations and citations, manage building and other City issued permits, and complete building and fire inspections.
- Significantly improve the City's ability to complete reporting and analysis for ongoing activity
- Enable several departments to effectively community via a central software platform

The to cost of the software application package is \$193,232 and the total cost to departments in the General Fund is \$174,000. Completing the budget amendment will allow us to properly expense the purchase to the appropriate departments based on intended usage of the software.

ORDINANCE NO. _____

AN ORDINANCE OF THE CITY OF SALISBURY APPROVING A BUDGET AMENDMENT OF THE FY2021 GENERAL FUND TO APPROPRIATE FUNDS FOR THE PURCHASE OF SOFTWARE.

WHEREAS, the City of Salisbury has determined the City requires the EnerGov software application to better run its operations and track activity on commercial and residential property; and

WHEREAS, EnerGov improves the City's ability to issue code violations and citations, manage building and other City issued permits, and complete building and fire inspections; and

WHEREAS, EnerGov significantly improves the City's ability to complete reporting and analysis for ongoing activity and enables several departments to effectively communicate via a central software platform; and

WHEREAS, the City of Salisbury's estimates the total cost of the software application package to be \$193,232 and estimates the total cost to departments in the General Fund to be \$174,000; and

WHEREAS, the appropriations necessary to execute the purchase of the EnerGov software as intended by this Ordinance, for the reasons set forth herein, 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 THE City's Fiscal Year 2021 General Fund Budget be and is hereby amended as follows:

- 1) Increase Housing and Community Development Department Account 25200 577036 by \$45,000
- 2) Decrease Infrastructure & Development Department Account 31000 577036 by \$45,000

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

THIS ORDINANCE was introduced and read at a meeting of the Council of the City of Salisbury held on this ____ day of _____, 2021, 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 _____, 2021.

ATTEST:

Kimberly R. Nichols, City Clerk

John R. Heath, President
Salisbury City Council

APPROVED BY ME THIS ____ day of _____, 2021.

Julia Glanz, City Administrator
for and at the direction of
Jacob R. Day, Mayor



City of
Salisbury
Jacob R. Day, Mayor

To: City Council

From: Julia Glanz, City Administrator

Subject: Repeal Rental Increase Freeze During State of Emergency

Date: April 14, 2021

A State of Emergency was declared by Governor Hogan on March 5, 2020 due to the COVID-19 pandemic. On June 1, 2020, Ordinance 2599 was passed into law prohibiting increases to rent and rental fees during the length of the State of Emergency in the City of Salisbury. After discussion with City Council, Administration is recommending to rescind the prohibition on increases to rent and rental fees during a State of Emergency. Economic and health conditions have improved and it is now in the best interest of the City to allow for this protection to be removed.

Please let me know if you have any questions.

ORDINANCE NO. _____

AN ORDINANCE OF THE CITY OF SALISBURY TO AMEND CHAPTER 15.26 RENTAL OF RESIDENTIAL PREMISES OF THE SALISBURY CITY CODE BY DELETING SUBSECTION 15.26.035 RENT INCREASES BARRED DURING STATES OF EMERGENCY.

WHEREAS, the Mayor and Council of the City of Salisbury desire to update the Salisbury Municipal Code; and,

WHEREAS, a State of Emergency was declared by Governor Hogan on March 5, 2020 due to the pandemic known as COVID-19; and,

WHEREAS, Governor Hogan has issued multiple executive orders in an attempt to reduce the spread of COVID-19, resulting in the shut-down or slow-down of multiple businesses in the State of Maryland; and,

WHEREAS, due to the high unemployment rate which was in effect during the COVID-19 pandemic, the City of Salisbury enacted Ordinance No. 2599 which amended Chapter 15.26 of the City of Salisbury Municipal Code to add provisions prohibiting landlords from increasing rent and rental fees during a State of Emergency; and,

WHEREAS, since Ordinance No. 2599 was enacted, economic conditions in the City have improved and the City has not taken any action to enforce the prohibition on increases to rent and/or rental fees provided in Chapter 15.26.035 of the City of Salisbury Municipal Code; and,

WHEREAS, the Salisbury City Council has concluded that it is in the best interests of the City to rescind the amendments to Chapter 15.26 of the City of Salisbury Municipal Code enacted under Ordinance No. 2599, by deleting the provisions contained in Chapter 15.26.035 of the City of Salisbury Municipal Code, for the purpose of removing the prohibition on increases to rent and/or rental fees during a State of Emergency; and,

NOW, THEREFORE, be it enacted and ordained by the City of Salisbury, that Chapter 15.26 of the City of Salisbury Municipal Code be amended by deleting Chapter 15.26.035 in its entirety.

AND BE IT FURTHER ENACTED AND ORDAINED BY THE CITY OF SALISBURY, MARYLAND, that the Ordinance shall take effect upon final passage.

THIS ORDINANCE was introduced and read at a meeting of the Council of the City of Salisbury held on the _____ day of _____, 2021 and thereafter, a statement of the substance of the Ordinance having been published as required by law, in the meantime, was finally passed by the Council on the ____ day of _____, 2021.

ATTEST:

Kimberly R. Nichols, City Clerk

John R. Heath, City Council President

Approved by me, this _____ day of _____, 2021.

Julia Glanz, City Administrator
for and at the direction of Jacob R. Day, Mayor