



## CITY OF SALISBURY CITY COUNCIL AGENDA

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APRIL 26, 2021

6:00 p.m.

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### ZOOM MEETING

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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. SILENT MEDITATION
- 6:03 p.m. PROCLAMATIONS – Deputy City Administrator Andy Kitzrow
- Arbor Day
  - Fair Housing Month
- 6:20 p.m. ADOPTION OF LEGISLATIVE AGENDA
- 6:21 p.m. CONSENT AGENDA – City Clerk Kimberly Nichols
- March 22, 2021 Legislative Session Minutes
  - April 5, 2021 Work Session Minutes
  - **Resolution No. 3103**- to approve the City's Action Plan for Community Development Block Grant funds for CDBG Program Year 2021
- 6:24 p.m. ORDINANCES – City Attorney Michael Sullivan
- **Ordinance No. 2660**- 1<sup>st</sup> reading- appropriating the necessary funds for the operation of the Government and Administration of the City of Salisbury, Maryland for the period July 1, 2021 to June 30, 2022, 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
  - **Ordinance No. 2661**- 1<sup>st</sup> reading- to amend water and sewer rates to increase rates by 6% and making said changes effective for all bills dated October 1, 2021 and thereafter unless and until subsequently revised or changed
  - **Ordinance No. 2662**- 1<sup>st</sup> reading- to set fees for FY 2022 and thereafter unless and until subsequently revised or changed
  - **Ordinance No. 2663**- 1<sup>st</sup> reading- 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
- 6:45 p.m. PUBLIC COMMENTS
- 6:50 p.m. ADMINISTRATION and COUNCIL COMMENTS

7:00 p.m.     ADJOURNMENT

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](http://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 10, 2021**

- Proclamation- Huntington's Disease Awareness Month
- Ordinance No. 2663- 2<sup>nd</sup> reading- 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

Join Zoom Meeting

<https://us02web.zoom.us/j/5362772908>

Meeting ID: 536 277 2908

Phone: 1.301.715.8592

Posted 4/22/21

**CITY OF SALISBURY, MARYLAND**

**REGULAR MEETING (VIA ZOOM MEETING)**

**MARCH 22, 2021**

**PUBLIC OFFICIALS PRESENT**

*President John “Jack” R. Heath  
Councilwoman Angela M. Blake  
Councilwoman April Jackson*

*Council Vice-President Muir Boda  
Councilwoman Michele Gregory*

**PUBLIC OFFICIALS ABSENT**

*Mayor Jacob R. Day*

**IN ATTENDANCE**

*City Administrator / Acting Mayor Julia Glanz, Deputy City Administrator Andy Kitzrow,  
Procurement Director Jennifer Miller, Police Chief Barbara Duncan, Department of  
Infrastructure & Development Director Amanda Pollack, Business Development Director Laura  
Soper, City Planner Anne Roane, City Attorney Mark Tilghman, City Clerk Kimberly Nichols,  
members of the press and Public*

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**CITY INVOCATION – PLEDGE OF ALLEGIANCE**

*The City Council met in regular session at 6:00 p.m. via a Zoom Meeting. Council President  
John R. Heath called the meeting to order and called for a moment of silent meditation.*

**PROCLAMATION**

- *100<sup>th</sup> Anniversary of Success Temple #154, Improved Benevolent and Protective Order of Elks of the World, Inc.*

*City Administrator Julia Glanz presented the proclamation recognizing the 100<sup>th</sup>  
Anniversary Celebration Weekend of Events recently held for Elk Family and Friends at  
the Success Temple #154 and Queen City Elks Lodge #1051 joint facility located at 230  
Catherine Street in Salisbury. Success Temple #154 commenced March 22, 1921 as an  
auxiliary to Queen City Lodge #1051 of the Improved Benevolent and Protective Order  
of Elks of the World, Inc. Success Temple #154 “Daughters” and Queen City Lodge  
#1051 “Brothers” operate under the umbrella of the Elks Grand Lodge of the Improved  
Benevolent and Protective Order of Elks of the World, Inc., a charitable, non-profit  
organization organized in 1898.*

*Success Temple #154 and Queen City Lodge #1051 sponsor most events jointly including  
voter registration and education, REAL ID and Census assistance, Christmas dinner with  
gifts and entertainment to area Senior Citizens, Salvation Army Red Kettle bell ringing,  
National Nights Out, Bless Our Children Campaigns, and Black History Programs. They  
partnered with the NAACP to help provide computers and equipment to Wicomico*

County students, provided financial support to community churches, organizations, and clubs, held a community yard sale where all items were free and a bouncy house was provided for children, and held a Line Dance Class at the Elks Home that was open to the public.

The citizens were invited to join with the City in celebrating Success Temple #154's 100th Anniversary of providing service and fellowship with gratitude for the many lives affected positively by its presence in our community with wishes for continued success.

#### **ADOPTION OF LEGISLATIVE AGENDA**

Ms. Blake moved, Ms. Jackson seconded, and the vote was unanimous (4-0) to approve the legislative agenda as presented. Mr. Boda was dropped from the Zoom meeting momentarily.

#### **CONSENT AGENDA** – presented by City Clerk Kimberly Nichols

The Consent Agenda consisting of the following items was unanimously approved (5-0 vote) on a motion and seconded by Ms. Jackson and Ms. Blake, respectively:

- February 22, 2021 Council Meeting Minutes
- February 22, 2021 Closed Session Minutes (e-mailed separately)
- March 1, 2021 Work Session Minutes
- **Resolution No. 3096**- approving the appointment of Ley Rideout to the Sustainability Advisory Committee for term ending March 2024

#### **AWARD OF BIDS**- presented by Procurement Director Jennifer Miller

The Award of Bids, consisting of the following, was unanimously approved on a motion and seconded by Mr. Boda and Ms. Jackson, respectively, and approved by unanimous vote in favor:

- Award of Contract(s)
  - ITB 21-118 Park WTP Window Restoration & Office Construction      \$ 129,971.80

#### **RESOLUTION**

- **Resolution No. 3097**- appointing the law firm of Cockey, Brennan & Maloney, P.C. as City Solicitor

Ms. Jackson moved, Ms. Gregory seconded, and the vote was unanimous to approve Resolution No. 3097.

Each Council member present expressed their appreciation to Mr. Tilghman and his firm for the legal service to the City since 2012.

#### **ORDINANCES**

- 87 • **Ordinance No. 2656-** *1<sup>st</sup> reading- to amend Title 5-Business Licenses and Regulations of the*  
88 *Salisbury Municipal Code by adding Chapter 5.53 in order to place a limit on third-party*  
89 *restaurant delivery fees and to protect the third-party driver's income during the*  
90 *current COVID-19 pandemic*

91  
92 *Ms. Jackson moved and Mr. Boda seconded to approve Ordinance No. 2656 for first*  
93 *reading.*

94  
95 *Mr. Boda asked which department would enforce the ordinance, and Ms. Glanz ensured*  
96 *Administration would come to second reading prepared with the answer.*

97  
98 *President Heath said his vote was based on numerous interviews and discussions with*  
99 *restaurants and Chamber of Commerce's recommendations.*

100  
101 *Ordinance No. 2656 for first reading failed with 1 vote in favor and 4 votes against. Ms.*  
102 *Gregory voted "aye."*

- 103  
104 • **Ordinance No.2657- 1<sup>st</sup> reading-** *to accept federal grant funding from the Governor's*  
105 *Office of Crime Control and Prevention (GOCCP) in the amount of \$15,000.00 for Grant*  
106 *BJAG-2019-0001, National Incident Based Reporting System (NIBRA) training, and*  
107 *amending the Grant Fund budget to appropriate these grant funds for NIBRS training*  
108

109 *Ms. Jackson moved, Ms. Gregory seconded, and the vote was unanimous to approve*  
110 *Ordinance No. 2657 for first reading.*

- 111  
112 • **Ordinance No. 2658-** *1<sup>st</sup> reading- accepting grant funds from the Maryland State Office of*  
113 *Crime Prevention, Youth, and Victim Services in the amount of \$24,000.00 under the FY21*  
114 *Police Recruitment and Retention Program (PRAR) and amending the Grant Fund budget to*  
115 *appropriate these grant funds for payment of retention bonuses to eligible Salisbury Police*  
116 *Officers*  
117

118 *Ms. Jackson moved, Mr. Boda seconded, and the vote was unanimous to approve Ordinance*  
119 *No. 2658 for first reading.*

- 120  
121 • **Ordinance No.2659-** *1<sup>st</sup> reading- to abandon an area of land being the alley connecting*  
122 *Washington Street and Eastern Shore Drive*  
123

124 *Ms. Jackson moved, Ms. Gregory seconded, and the vote was unanimous to approve*  
125 *Ordinance No. 2659 for first reading.*  
126

## 127 **PUBLIC COMMENTS**

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129 *The following comments were received from one member of the Public regarding the City's Fortune*  
130 *Telling License:*

- 131  
132 • *Appreciated the meetings held by City Council were on Zoom.*

- *Thought that the permit required in Chapter 5.28 Fortune Telling Permit, was out of date and required a \$1,000 permit.*
- *She was trying to start a business reading Tarot Cards.*
- *Ms. Glanz informed Council that the citizen attended the County Council meeting last week and expressed the same because the County's license fee was also \$1,000 for Fortune Telling licenses.*
- *The citizen informed Council that the County's permit required 13 steps, including a moral character interview with the Sheriff. The City's process required 8 steps, and a moral character interview with the Police Chief.*
- *She asked Council to read through it and decide on their own.*
- *Ms. Gregory agreed that it was a large fee.*

*The following comments were received from one member of the Public regarding security at Gateway Village Apartments:*

- *Julie McCabe, Vice President of Service Enhanced Housing for Homes for America, a non-profit affordable homes developer, and current owners of Gateway Village Apartments, discussed the increased and aggressive nature of criminal activities in the community and against residents.*
- *There have been assaults, vehicular and home break-ins, trespassing, soliciting of residents, sleeping on stairwells, and two shootings through residents' windows.*
- *They have collaborated with Delegate Sample-Hughes, Councilwoman Jackson, and Chief Duncan in trying to institute avenues to eradicate the behavior and trespassing.*
- *A homeless camp is adjacent to Gateway Village Community on property owned by Joseph Smith & Sons at their business called Salisbury Scrap Metal.*
- *The request was for a greater collaboration between the County and City services to help immediately eradicate the homeless encampment and the trespassing of persons on the property. They spent thousands of dollars in the past year trying to create a safer community, and most recently hired a third-party security firm, planted natural fencing, increased lighting, and about to undergo a huge redevelopment of the community.*
- *Ms. Glanz said Chief Duncan had worked diligently with Gateway Village to resolve the issues and the City would do everything they could to help resolve the issue.*
- *Chief Duncan said there were a number of recommendations made over the years, and some of them were being employed now. They spent a lot of time. It was a vulnerable residential area because of the nature of types of residents the community served. The City officers were well informed and did numerous patrol checks. Some of the natural barriers had been damaged. The best service would come with the installation of security cameras.*
- *Regarding the shot windows- even though the property was just outside City limits, the Salisbury Police engaged with folks at the camp who had shot at cans and did not realize the projectiles reached the complex. They did not have jurisdiction to issue a citation.*
- *The camp was located at the site for quite a long time, and there was a lot of refuse built up.*
- *Ms. Jackson wanted the City and the County to work together to make it work for the benefit of the City and County.*
- *President Heath said he delivered Meals on Wheels there, and asked Ms. McCabe about the security she mentioned. Ms. McCabe said the security firm started about a month ago on a rotating schedule.*

180 **ADMINISTRATION AND COUNCIL COMMENTS**

181  
182 *Ms. Glanz thanked Mr. Tilghman, Pete and Kristine earlier and wanted to extend her gratitude*  
183 *since 2012. A number of City employees were vaccinated recently.*

184  
185 *Ms. Jackson thanked Homes for America and Habitat for America for coming on the meeting. We*  
186 *all needed to work together. She congratulated the Queen City Elks Lodge and Success Temple*  
187 *#154 because 100 years was quite an achievement.*

188  
189 *Ms. Blake reminded everyone to consider donating blood if they were healthy enough.*

190  
191 *Ms. Gregory said to please sign up for your vaccination.*

192  
193 *Mr. Boda commented on the background he used for the Zoom meeting, which was the old*  
194 *Salisbury Mall. Support local businesses, and tip your waitresses and drivers. He hoped everyone*  
195 *could get outside and enjoy the nice weather.*

196  
197 *President Heath said to wear your masks and give blood. He wished everyone a good week.*

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199 **ADJOURNMENT**

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201 *With no further business to discuss, the Legislative Session was adjourned at 7:09 p.m.*  
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CITY OF SALISBURY, MARYLAND  
CLOSED SESSION  
MARCH 15, 2021

*TIME & PLACE:* 4:52 p.m., Zoom Work Session of City Council

*PURPOSE:* To discuss the appointment, employment, assignment, promotion, discipline, demotion, compensation, removal, resignation, or performance evaluation of appointees, employees, or officials over whom this public body has jurisdiction; or any other personnel matter that affects one or more specific individuals

*VOTE TO CLOSE:* Unanimous (4-0)

*CITATION:* Annotated Code of Maryland §3-305(b)(1)

*PRESENT:* Council President John “Jack” R. Heath, Councilwoman April Jackson, Councilwoman Angela M. Blake, Councilwoman Michele Gregory, City Administrator Julia Glanz, Deputy City Administrator Andy Kitzrow, City Clerk Kimberly Nichols, and attorneys Ashley Bosche, Heather Konyar, Laura Hay, and Michael Sullivan of Cockey, Brennan, and Maloney Law.

*ABSENT:* Mayor Jacob R. Day, Council Vice-President Muir Boda

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The City Council convened in Work Session via Zoom Meeting at 4:30 p.m. At 4:56 p.m., President Heath called for a motion to convene in Closed Session as permitted under the Annotated Code of Maryland §3-305(b)(1). Ms. Blake moved, Ms. Gregory seconded, and the vote was unanimous (4-0) to convene in Closed Session.

City Administrator / Acting Mayor Julia Glanz and President Heath explained the process used in selecting the candidates. The new team was invited into the Zoom Meeting to introduce themselves to Council.

After discussion, Council unanimously approved of the selection of the firm as recommended by Administration.

At 5:23 p.m., Ms. Jackson moved, Ms. Blake seconded, and the vote was unanimous (4-0) to adjourn the Closed Session.

Council convened in Open Session via Zoom at 5:25 p.m. and President Heath reported that while in Closed Session Council had discussed the appointment of the candidates.

With no further business to discuss, the Open Session immediately adjourned.

\_\_\_\_\_  
City Clerk

\_\_\_\_\_  
Council President



CITY OF SALISBURY  
WORK SESSION (VIA ZOOM MEETING)  
APRIL 5, 2021

Public Officials Present

Council President John “Jack” R. Heath  
Councilwoman Angela M. Blake  
Councilwoman April Jackson

Council Vice-President Muir Boda  
Councilwoman Michele Gregory

Public Officials Absent

Mayor Jacob R. Day

In Attendance

City Administrator / Acting Mayor Julia Glanz, Deputy City Administrator Andy Kitzrow, Department of Infrastructure & Development (DID) Director Amanda Pollack, Business Development Director Laura Soper, City Attorney Michael Sullivan, City Clerk Kimberly Nichols, and members of the Public and press.

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On April 5, 2021 the Salisbury City Council convened in a Work Session at 5:02 p.m. via Zoom following the adjournment of a Closed Session. The following is a synopsis of the topics discussed:

**Chesapeake Utilities Corporation- Somerset Natural Gas Project update**

Department of Infrastructure and Development Director Amanda Pollack reported Chesapeake Utilities had been working on the installation of pipes along Rt. 13. At the time of their update to Ms. Pollack, they were about 39% complete and should be finishing this coming week. She also reported Chesapeake Utilities had been working with Transportation Project Specialist Will White on the Rail Trail tree planting. There was a meeting scheduled on Thursday, April 8, 2021 at 10:00 am to examine some potential tree planting areas in the City’s Lake Street Playground. Chesapeake had to do some remediation tree planting to replace the trees removed in the right-of-way near EVO along Rt. 13.

Council President Heath asked Ms. Pollack if Chesapeake was still going to help with Rail Trail plantings, and she replied they potentially would but she had no details yet. Mr. Heath also asked about the verbiage in the memo regarding open trenched pipeline installation. In the first meeting with Chesapeake Utilities they discussed not trenching. Ms. Pollack said when they installed lines in most of the streets they would drill the lines in. She noticed in some of their setups that they were open cutting. It depended on the surface, but she would ask why they were using that in certain places.

The update was for Council information and did not require consensus or action taken from Council.

**Chapter 5.28- Fortune-Telling License Fees**

City Administrator Julia Glanz said that as a result of public comments made during last week’s Council Meeting, Administration was reviewing requirements from municipalities around the

State and figuring out where the City should be regarding Fortune-Telling fees. She spoke with Chief Duncan who agreed the Chapter needed to be reassessed and streamlined. It contained antiquated verbiage and insensitive language. Background checks would suffice, as applicants would not be required to meet with the Police Chief. Ms. Glanz said that the citizen making the request also attended a County Council Meeting to address their fees, which were the same.

Mr. Boda agreed with Ms. Glanz and said the \$1,000 fee was outrageous and should be brought in line with other businesses and what new churches were required to pay.

Ms. Blake asked whether the Palm Reader establishment on the corner of Beaglin Park Drive and Mt. Hermon Road complied with the City. Mr. Boda said the property was located in the County.

Ms. Gregory appreciated Council addressing the issue and knew others who wanted to be able to provide these types of services.

President Heath agreed it was a deterrent to keep that type of business out of the City, and the fees were bizarre. If Administration came up with a recommendation, Council would look at it and move forward with it on the agenda.

#### **Rescinding the rental increase freeze- Council discussion**

Ms. Glanz reported that things were looking up regarding COVID and the Governor had rescinded many of the emergency protections in place. Mayor Day brought before Council in May 2020 legislation that limited fee increases landlords could impose on their tenants in a State of Emergency. Although still in the State of Emergency, in trying to stay in step with the parameters of where the City should be and not wanting to hold restrictions any longer than necessary, Administration wanted to gauge Council on removing the freeze moving forward.

Mr. Boda concurred with Ms. Glanz and thought the City should work on rescinding the freeze. There was enough assistance to help people get caught up and it was time to do this.

Council reached unanimous consensus to ask Administration to prepare the legislation for Work Session.

#### **Public Comments**

One member of the Public commented on the update from Chesapeake and the possibility of Chesapeake assisting with right-of-way access, and was happy with the direction of things.

#### **Administration and Council Comments**

Ms. Glanz reported 2,000 runners came through Salisbury in the Marathon. Everyone was safe and distanced, and many qualified for Boston. This fast course would keep Salisbury at the top of runners' lists of marathons to run. She thanked Jason Chance and the local agencies that helped.

72 Regarding rental assistance, there was a new pot of money coming from the State that would  
73 have far fewer restrictions and close some gaps to help people. The mass vaccination centers  
74 have a lot of appointments, so get your vaccination.

75  
76 Mr. Boda said to keep supporting local businesses and get vaccinated. Please wait at least 90  
77 days after having COVID to get your vaccination.

78  
79 Ms. Jackson heard that Maryland was one of the top states for vaccinations. She said to continue  
80 getting your vaccinations, social distance, wear your mask and sanitize.

81  
82 Ms. Blake was waiting for the Johnson & Johnson vaccination, but it may take longer than she  
83 anticipated. She said for those healthy enough to please give blood.

84  
85 Ms. Gregory announced it was Autism Acceptance Month and to please do research before  
86 donating to autism related groups. There were some better than others, and she preferred the  
87 Autism Self-Advocacy Network, but there were a lot of different ones. Please wear your mask  
88 and vaccinate as soon as you can.

89  
90 President Heath concurred with Ms. Blake to donate blood, if possible, and wear your mask  
91 when going out.

92  
93 **Adjournment**

94  
95 With no further business to discuss, the Work Session adjourned at 5:26 p.m.

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97 \_\_\_\_\_  
98 City Clerk

99  
100 \_\_\_\_\_  
101 Council President

# Finance Department / HCDD

## MEMO

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**To: Keith Cordrey**

**From: Deborah Stam**

**Subject: Resolution Authorizing the Mayor / City Administrator  
to Submit the 2021 CDBG Action Plan to HUD**

**Date: April 14, 2021**

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The Finance Department / HCDD has completed the 2021 Community Development Block Grant (CDBG) Action Plan. The total amount of CDBG funding that the City of Salisbury has been awarded for the 2021 program year is \$399,903. This figure represents an increase of 9.69% over the amount that was awarded to us for PY 2020.

For the 2021 Action Plan, the following projects have been approved by the City Administration:

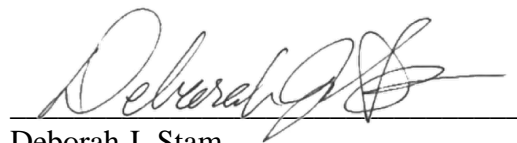
General Administration (17.5%)	\$70,000
Salisbury Neighborhood Housing Services – Homebuyer Assistance Grants	\$130,000
Habitat for Humanity of Wicomico County – Housing Construction (309 Barclay Street)	\$90,000
Village of Hope – Roof Replacement – Administration Building	\$30,000
City of Salisbury – Truitt Street Community Center – Rehab / Expansion	<u>\$79,903</u>
Total	<u>\$399,903</u>

The first public hearing on the 2021 Action Plan was conducted on February 17, 2021 via the Zoom platform. This hearing provided an opportunity for those agencies who had applied for CDBG funds to make a presentation on their proposed project to the members of the CDBG Review Committee, and to field questions from the committee members. Once all the presentations had been made, the floor was opened up to the general public to allow citizens the opportunity to provide their views on the community development needs of the City of Salisbury. No comments were received.

The second CDBG public hearing was held via Zoom on April 7, 2021. That hearing presented residents with an overview of the projects that are included in the 2021 Action Plan, as well as a status report on all of the previously funded CDBG projects that are currently open or have closed within the past year. Following the presentation, the floor was opened up to the public for comments and/or questions on the projects that are included in the Action Plan, or on the housing and community development needs of the City of Salisbury. No comments were received.

The draft of the 2021 CDBG Action Plan was made available for public review beginning on March 19, 2021. The Action Plan was posted on the City website under the Housing & Community Development Department – Community Development section. The 30-day public comment period will end on April 19, 2021. To date no comments have been received.

Attached is the Resolution to approve the 2021 CDBG Action Plan for the City of Salisbury, and to authorize the Mayor / City Administrator to submit said plan to HUD for their review and approval. Please forward this information to the City Council so that this item may be placed on their agenda for the April 26, 2021 legislative meeting. Thank you for your assistance.

A handwritten signature in dark ink, appearing to read "Deborah J. Stam", is written over a horizontal line.

Deborah J. Stam  
Grants Manager  
Finance Department / HCDD

Attachment  
CC: Olga Butar  
Kim Nichols  
Diane Carter  
Andy Kitzrow

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WHEREAS, the Maryland State Office of the U.S. Department of Housing & Urban Development (HUD) has determined that the City of Salisbury qualifies as an “entitlement community;” and

WHEREAS, the Council of the City of Salisbury wishes the City to receive this annual allotment of CDBG funds from HUD so that various community development projects may be completed.

THE ABOVE RESOLUTION was introduced and duly passed at a meeting of the Council of the City of Salisbury, Maryland held on April 26, 2021, and is to become effective immediately.

Kimberly R. Nichols  
CITY CLERK

John R. Heath  
CITY COUNCIL PRESIDENT

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

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**INTER**

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**OFFICE**

# MEMO

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## Department of Finance

**To:** Julia Glanz, City Administrator  
**From:** Keith Cordrey, Director of Finance Department *KAC*  
**Subject:** FY22 Budget Ordinances  
**Date:** 04/21/2021

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Please find attached the following Budget Ordinances:

**FY22 Budget Ordinance**

This ordinance establishes the appropriations necessary to operate the City during FY22. It also authorizes project and grant funding.

**FY21 Water Sewer Rate Ordinance**

This ordinance sets the Water and Sewer Rates for FY22. Water and Sewer Rates were increased by 6% from the previous year.

**FY22 Fee Ordinances**

This ordinance sets various fees for FY22.

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

ORDINANCE NO. 2660

**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, 2021 TO JUNE 30, 2022, 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, 2021 and ending June 30, 2022 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, 2021 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 \_\_\_\_\_, 2021 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.



**THIS ORDINANCE** was introduced and read at a Meeting of the Mayor and 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 of the City of Salisbury 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**

## Schedule A - Operating Budget Appropriations

1)	General Fund – for the general municipal purposes of the City of Salisbury:	
	City Council / City Clerk	261,232
	Mayor's Office/ Development Services	1,916,217
	Finance	826,559
	Procurement / Municipal Buildings	584,185
	City Attorney	360,000
	Information Technology	695,709
	Police	14,820,816
	Fire	9,326,694
	Housing and Community Development	1,433,835
	Infrastructure and Development	1,743,889
	Field Operations	8,026,943
	Debt Service & Other Uses	5,962,067
	Total	45,958,146
2)	Parking Authority Fund – for the special assessment district known as the Parking Authority	
	Total	839,803
3)	Water Sewer Fund - for operations of the water and sewer departments	
	Total	18,606,219
4)	Marina Fund – for the operations of the enterprise known as the City Marina	
	Total	86,851
5)	Storm Water Fund – for the operations of the enterprise known as the Storm Water Fund	
	Total	1,488,107
	Grand Total	\$ 66,979,126

**Schedule B – Capital Project Appropriations (1 of 2) General Capital Projects**

Project Description	Funding Source					
	Approved Amount	PayGO Gen Fund	PayGO Storm Water	Grants	Reallocation	FY 22 Bond
GOB Air Handler Replacement	178,750					178,750
GOB Security Enhancements	10,000	10,000				
Apparatus Replacement - Aerial Ladder	1,400,000					1,400,000
GOB Air Handler Replacement	178,750					178,750
GOB Security Enhancements	10,000	10,000				
Apparatus Replacement - Aerial Ladder	1,400,000					1,400,000
Exterior: Siding Repair and Painting Phase I	50,000	50,000				
Special Events Pavilions	120,000			120,000		
Field Operations Facility Plan - Phase 3 Garage	1,890,000					1,890,000
Street Light Additions and Replacement	25,000	25,000				
Bridge Maintenance - South Division Street Bridge	100,000	100,000				
Vision Zero- Crosswalk Program	12,500	12,500				
Vision Zero- Pedestrian Signal Program	25,000	25,000				
Skatepark Phase 2b	134,000			134,000		
Street Reconstuction (Milling and Paving)	45,000			45,000		
City Park Master Plan Improvements	400,000				400,000	
Bicycle Master Plan Improvements	475,000				475,000	
Urban Greenway Improvements	450,000				450,000	
Rail Trail Master Plan Implementation	300,000				300,000	
Downtown Street Scaping	600,000				218,674	381,326
Market Street Shoreline Improvements	330,000					330,000
MainStreet Master Plan	(1,843,674)				(1,843,674)	
Vision Zero - ADA Upgrades	50,000	50,000				
Vision Zero- Speed Awareness and Safety Program	12,500	12,500				
Vision Zero- Slow Zone Program	12,500	12,500				
Johnson Pond Dam Improvements	90,000		90,000			
Impervious Surface Reduction	100,000		100,000			
Stream Restoration along Beaverdam Creek	100,000		100,000			
Northwood and Brewington Branch Culvert	600,000		150,000		160,000	290,000
E MainStreet Drain at BU	(160,000)				(160,000)	
<b>General Fund &amp; Capital Projects</b>	<b>5,506,576</b>	<b>297,500</b>	<b>440,000</b>	<b>299,000</b>	<b>-</b>	<b>4,470,076</b>

**Schedule B – Capital Project Appropriations (2 of2)**

Project	Approved Amount	Capital Projects - Funding Source					
		PayGO	Fed Recovery Grant	FY23 Bond DOOI	Impact Funds	Revolving Funds	Bond
<b><u>Water Sewer Capital Project Fund:</u></b>							
Fiber Backbone Expansion	225,000		225,000				
EnerGov Software & Implementation	-		-				
Restore Park Well Field	175,000		175,000				
Paleo Ground Storage Tank Painting	70,000		70,000				
Dump Truck	185,000		185,000				
Structural Study	150,000		150,000				
Replace Distribution Piping & Valves	100,000		50,797			49,203	
Sewer Infiltration and Inflow Remediation	500,000					500,000	
Filter Replacement Project	3,150,800			3,150,800			
Mini Excavator w/Trailer	60,000		60,000				
Pipe Line Inspection Camera	65,000		65,000				
FO WS Share III Service Center - Garage 25%	630,000		630,000				
FO WS Share II Service Center - Admin 25%	500,000		500,000				
Transfer to Revolving Fund	740,000				740,000		
<b>Water Sewer Capital Project Fund Total &gt;&gt;</b>	<b>6,550,800</b>	<b>0</b>	<b>2,110,797</b>	<b>3,150,800</b>	<b>740,000</b>	<b>549,203</b>	<b>0</b>

**Notes:**

(1) The above schedule authorizes transfer of \$740,000 from the Sewer Impact Fund to the Revolving Fund in order to fund maintenance projects.

### Schedule C City Fiscal Year 2022 Appropriations for Grant-Funded Expenditures

Schedule C: City Fiscal Year 2022 Appropriations for Grant-Funded Expenditures										
Grant Name	Appropriation					Grant Dates		Funding		
	Funding by Grant			Funding by Grant Match		Start Date	End Date	Source	CFDA #	Dept/Agency
	Total	Prior Yrs	FY 2022	Amount	Account					
<b>Comcast - Public, Educational &amp; Governmental (PEG) Fees</b>										
FY22 - PEG Fees from Comcast	68,000		68,000	N/A	N/A	7/1/2021	6/30/2022	Private	N/A	Comcast
<b>Housing &amp; Community Development Department</b>										
FY22 - Homeless Solutions Program - Federal Funds (ESG)	20,000		20,000	N/A	N/A	7/1/2021	6/30/2022	Federal	14.231	DHCD
FY22 - Homeless Solutions Program - State Funds	25,000		25,000	N/A	N/A	7/1/2021	6/30/2022	State	N/A	DHCD
FY22 - Projects for Assistance in Transition from Homelessness (PATH)	30,000		30,000	N/A	N/A	7/1/2021	6/30/2022	Federal	93.150	SAMHSA
FY22 - State Revitalization Programs (SRP) - Community Legacy / Strategic Demolition	350,000		350,000	N/A	N/A	7/1/2021	6/30/2022	State	N/A	DHCD
FY21 - Community Development Block Grant (CDBG)	388,000		388,000	N/A	N/A	7/1/2021	N/A	Federal	14.218	HUD
FY19 - POS - Zoo Special Events Pavilion, Phase 1 / Bathroom Renovations (DNR - Wic. Co.)	90,000		90,000	10,000	91001-599120	7/1/2021	6/30/2022	State	N/A	DNR
FY22 - POS - Resurfacing of Existing Tennis Courts (DNR - Wic. Co.)	99,000		99,000	11,000	91001-599120	7/1/2021	6/30/2022	State	N/A	DNR
FY22 - POS - New Tennis Complex (DNR - Wic. Co.)	540,000		540,000	60,000	91001-599120	7/1/2021	6/30/2022	State	N/A	DNR
FY22 - CP&P - Salisbury Skatepark, Phase 2-B (Final)	170,200		170,200	6,000	91001-599120	7/1/2021	6/30/2022	State	N/A	DNR
FY22 - CP&P - Zoo Special Events Pavilion, Phase 2	172,357		172,357	N/A	N/A	7/1/2021	6/30/2022	State	N/A	DNR
				87,000						
<b>Infrastructure &amp; Development Department</b>										
FY21 - MEA Maryland Smart Energy Communities (MSEC)	55,000		55,000	N/A	N/A	7/1/2021	6/30/2022	State	N/A	MEA /MSEC
FY22 - MD Dept. of Transportation - State Aid Funds	44,000		44,000	N/A	N/A	7/1/2021	6/30/2022	State	N/A	MDOT
FY22 - MD Critical Area Commission - Grant-In-Aid Funds	4,000		4,000	N/A	N/A	7/1/2021	6/30/2022	State	N/A	MCAC
FY22 - Chesapeake Bay Trust Green Streets, Green Jobs, Green Towns - Carroll Street	100,000		100,000	N/A	N/A	7/1/2021	6/30/2022	State	N/A	CBT
FY22 - MDOT Bikeways - Northwest Bikeways Phase 2	100,000		100,000	N/A	N/A	7/1/2021	6/30/2022	State	N/A	MDOT
FY22 - MDOT Bikeways - Eastern Shore Drive	322,000		322,000	64,400	31000-534318	7/1/2021	6/30/2022	State	N/A	MDOT
FY22 - MDOT Bikeways - Carroll Street	460,000		460,000	92,000	98119-513026-48048	7/1/2021	6/30/2022	State	N/A	MDOT
FY22 - MDOT Transportation Alternatives Program (TAP) - Rail Trail Phase 7B	722,523		722,523	180,631	98119-513026-48046	7/1/2021	6/30/2022	Federal	N/A	MDOT
<b>Water Works Department</b>										
FY21 - ENR O&M Grant - MDE Bay Restoration Fund (BRF)	255,000		255,000	N/A	N/A	7/1/2020	6/30/2022	State	N/A	MDE / BRF
<b>Salisbury Fire Department</b>										
FY20 - Staffing -Adequate Fire & Emergency Response (SAFER)	2,800,000		2,800,000	N/A	N/A	8/24/2021	8/24/2024	Federal	97.083	DHS / FEMA
<b>Salisbury Police Department</b>										
FY17, 18 & 19 - COPS Grant	250,000	250,000		N/A	N/A					
FY22 - Bulletproof Vest Partnership	25,000		25,000	N/A	N/A	10/1/2021	9/30/2023	Federal	16.607	Dept. of Justice
FY22 - MD Criminal Intelligence Network (MCIN)	300,000		300,000	30,000	91001-599121	7/1/2021	6/30/2022	State	N/A	GOCCP
FFY21 - Edward Byrne Memorial JAG	26,000		26,000	N/A	N/A	10/1/2021	9/30/2024	Federal	16.738	Dept. of Justice
FY22 - Gun Violence Reduction Initiative	30,000		30,000	3,500	91001-599121	7/1/2021	6/30/2022	State	N/A	GOCCP
FFY22 - MD Highway Safety Office - Impaired Driver (DUI)	6,000		6,000	5,084	91001-599121	10/1/2021	9/30/2022	Federal	20.616	US DOT / MHSO
FFY22 - MD Highway Safety Office - Aggressive Driver	4,000		4,000	3,398	91001-599121	10/1/2021	9/30/2022	Federal	20.600	US DOT / MHSO
FFY22 - MD Highway Safety Office - Distracted Driver	3,000		3,000	2,555	91001-599121	10/1/2021	9/30/2022	Federal	20.600	US DOT / MHSO
FY22 - Wicomico County Circuit Court - Drug Court	8,000		8,000	6,000	91001-599121	7/1/2021	6/30/2022	County	N/A	Circuit Court
FY22 - Exploring Predictive Policing w/ Machine Learning (BIAG / GOCCP)	100,000		100,000	N/A	N/A	7/1/2021	6/30/2022	State	N/A	GOCCP
FY22 - Police Recruitment & Retention Grant (PRAR / GOCCP)	24,000		24,000	N/A	N/A	7/1/2021	6/30/2022	State	N/A	GOCCP
FY18 - Wicomico County Adult Drug Treatment Court	443,469	443,469		N/A	N/A	1/1/2020	12/31/2022	Federal	16.585	Dept. of Justice
FFY22 - U.S. Marshals Program	20,000		20,000	16,430	91001-599121	10/1/2021	9/30/2022	Federal	16.111	US Marshals
Total	\$ 8,054,549	\$ 693,469	\$ 7,361,080	\$ 577,998						
Some of the Community Development grants will require an FY22 match totaling \$87,000, which will be transferred from account number 91001-599120										
The City's Housing First / Homeless Program will require a transfer from the General Fund in the amount of \$108,697, which will be transferred from account number 91001-599200										
Some of the Police Dept. grants will require an FY22 match, totaling \$66,967, which will be transferred from account number 91001-599121.										
The Infrastructure & Development Dept. has applied for a FY21 - MEA Maryland Smart Energy Communities (MSEC) grant. The match for this grant of \$11,000 will be covered by Traffic (Org 22000) in kind labor.										
One of the Infrastructure & Development Dept. grants will require an FY22 match, totaling \$64,400, which will be transferred from account number 31000-534318.										
One of the Infrastructure & Development Dept. grants will require an FY22 match, totaling \$92,000, which will be transferred from account number 98119-513026-48048.										
One of the Infrastructure & Development Dept. grants will require a match, totaling \$180,631, which is <u>currently available</u> in account number 98119-513026-48046.										
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 letter. Awards that exceed the appropriation amount will require further council action. This also serves to authorize the Mayor to enter into any necessary agreements, contracts, or memoranda.										

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**OFFICE**

# MEMO

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## Department of Finance

**To:** Julia Glanz, City Administrator  
**From:** Keith Cordrey, Director of Finance  
**Subject:** FY 2022 Fee Ordinance  
**Date:** 3/29/2021

KAC

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Please find attached a Budget Ordinance which sets the Water and Sewer Rates for FY2022. The rates will be effective for the bills dated 10/1/2021. The rates have been increased by 6% for FY2022.

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

## ORDINANCE NO. 2661

**AN ORDINANCE OF THE CITY OF SALISBURY, MARYLAND TO AMEND WATER AND SEWER RATES TO INCREASE RATES BY 6% AND MAKING SAID CHANGES EFFECTIVE FOR ALL BILLS DATED OCTOBER 1, 2021 AND THEREAFTER UNLESS AND UNTIL SUBSEQUENTLY REVISED OR CHANGED.**

### RECITALS

**WHEREAS**, the water and sewer rates must be revised in accordance with the proposed Fiscal Year 2022 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 water and sewer rate schedule set forth herein shall be adopted as follows:

### Section 1.

#### A. Water and Sewer Rate Schedules:

##### Schedule I Metered Water Changes – In City Rates

Residential and Small Commercial	
Minimum Charge	<del>\$22.45</del> <b>\$23.80</b> / quarter
Commodity Charge	<del>\$3.35</del> <b>\$3.55</b> / thousand gallons
Commercial	
Customer Charge	<del>\$420.08</del> <b>\$445.29</b> / quarter
Commodity Charge	<del>\$1.95</del> <b>\$2.06</b> / thousand gallons
Large Commercial/Industrial	
Customer Charge	<del>\$649.22</del> <b>\$688.17</b> / quarter
Commodity Charge	<del>\$1.55</del> <b>\$1.65</b> / thousand gallons

##### Schedule II Metered Water Charges – Outside City Rates

Residential and Small Commercial	
Minimum Charge	<del>\$44.90</del> <b>\$47.60</b> / quarter
Commodity Charge	<del>\$6.70</del> <b>\$7.10</b> / thousand gallons
Commercial	
Customer Charge	<del>\$840.17</del> <b>\$890.58</b> / quarter
Commodity Charge	<del>\$3.90</del> <b>\$4.14</b> /thousand gallons
Large Commercial/Industrial	
Customer Charge	<del>\$1,298.45</del> <b>\$1,376.36</b> / quarter
Commodity Charge	<del>\$3.14</del> <b>\$3.33</b> /thousand gallons

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

Residential and Small Commercial	
Minimum Charge	<del>\$33.66</del> <b>\$35.68/</b> quarter
Commodity Charge	<del>\$5.03</del> <b>\$5.33/</b> thousand gallons
Commercial	
Customer Charge	<del>\$630.13</del> <b>\$667.94/</b> quarter
Commodity Charge	<del>\$2.92</del> <b>\$3.10/</b> thousand gallons
Large Commercial/Industrial	
Customer Charge	<del>\$973.84</del> <b>\$1,032.27/</b> quarter
Commodity Charge	<del>\$2.35</del> <b>\$2.49/</b> thousand gallons

Schedule IV    Sewer Charges – In City Rates

Residential and Small Commercial	
Minimum Charge	<del>\$55.45</del> <b>\$58.77/</b> quarter
Commodity Charge	<del>\$8.31</del> <b>\$8.81/</b> thousand gallons
Commercial	
Customer Charge	<del>\$1,047.42</del> <b>\$1,110.26/</b> quarter
Commodity Charge	<del>\$4.84</del> <b>\$5.13/</b> thousand gallons
Large Commercial/Industrial	
Customer Charge	<del>\$1,615.69</del> <b>\$1,712.63/</b> quarter
Commodity Charge	<del>\$3.87</del> <b>\$4.10/</b> thousand gallons

Schedule V    Sewer Charges – Outside City Rates

Residential and Small Commercial	
Minimum Charge	<del>\$110.91</del> <b>\$117.56/</b> quarter
Commodity Charge	<del>\$16.64</del> <b>\$16.64/</b> thousand gallons
Commercial	
Customer Charge	<del>\$2,094.82</del> <b>\$2,220.51/</b> quarter
Commodity Charge	<del>\$9.65</del> <b>\$10.23/</b> thousand gallons
Large Commercial/Industrial	
Customer Charge	<del>\$3,231.39</del> <b>\$3,425.27/</b> quarter
Commodity Charge	<del>\$7.76</del> <b>\$8.23/</b> thousand gallons



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

Residential and Small Commercial

Minimum Charge	<del>\$83.18</del> <b>\$88.17/</b> quarter
Commodity Charge	<del>\$12.48</del> <b>\$13.23/</b> thousand gallons

Commercial

Customer Charge	<del>\$1,571.12</del> <b>\$1,665.39/</b> quarter
Commodity Charge	<del>\$7.23</del> <b>\$7.66/</b> thousand gallons

Large Commercial/Industrial

Customer Charge	<del>\$2,423.53</del> <b>\$2,568.94/</b> quarter
Commodity Charge	<del>\$5.83</del> <b>\$6.18/</b> thousand gallons

Schedule VII Sewer Charges – Sewer Only Customers

Rate	Number of fixtures	Quarterly In City Rate	Quarterly Outside City Rate	Quarterly Urban Service District Rate
	1 One to two fixtures	<del>\$70.92</del> <b>\$75.17</b>	<del>\$141.84</del> <b>\$150.35</b>	<del>\$106.38</del> <b>\$112.77</b>
	2 Three to five fixtures	<del>\$106.38</del> <b>\$112.77</b>	<del>\$212.77</del> <b>\$225.54</b>	<del>\$159.57</del> <b>\$169.15</b>
	3 Six to twenty fixtures	<del>\$152.90</del> <b>\$162.07</b>	<del>\$305.79</del> <b>\$324.14</b>	<del>\$229.34</del> <b>\$243.10</b>
	For every five fixtures over twenty	<del>\$63.05</del> <b>\$66.84</b>	<del>\$126.09</del> <b>\$133.66</b>	<del>\$94.57</del> <b>\$100.24</b>

Schedule VIII Commercial and Industrial Activities

	Annual In City Rate	Annual Outside City Rate
1) For each fire service	\$373	\$746
2) For each standby operational service	\$373	\$746

B. Definitions:

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

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

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

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

**C. Calculation of Bills:**

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

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

**BE IT FURTHER ENACTED AND ORDAINED BY THE COUNCIL OF THE CITY OF SALISBURY**, as follows:

**Section 2.** It is the intention of the Mayor and Council of the City of Salisbury that each provision of this Ordinance shall be deemed independent of all other provisions herein.

**Section 3.** It is further the intention of the Mayor and Council of the City of Salisbury that if any section, paragraph, subsection, clause or provision of this Ordinance shall be adjudged invalid, unconstitutional or otherwise unenforceable under applicable Maryland 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 and shall be deemed valid and enforceable.

**Section 4.** The recitals set forth hereinabove are incorporated into this section of the Ordinance as if such recitals were specifically set forth at length in this Section 4.

**Section 5.** This Ordinance shall become effective with the bills dated October 1, 2021 and after.

**THIS ORDINANCE** was introduced and read at a Meeting of the Mayor and 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 of the City of Salisbury 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**

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**OFFICE**

# MEMO

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## Department of Finance

**To:** Julia Glanz, City Administrator  
**From:** Keith Cordrey, Director of Finance Department *KAC*  
**Subject:** FY22 Budget Ordinances  
**Date:** 04/21/2021

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Please find attached the following Budget Ordinances:

**FY22 Budget Ordinance**

This ordinance establishes the appropriations necessary to operate the City during FY22. It also authorizes project and grant funding.

**FY21 Water Sewer Rate Ordinance**

This ordinance sets the Water and Sewer Rates for FY22. Water and Sewer Rates were increased by 6% from the previous year.

**FY22 Fee Ordinances**

This ordinance sets various fees for FY22.

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

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**RECITALS**

**WHEREAS**, the fees amounts set forth in the “FY 2022 Fee Schedule” attached hereto and incorporated herein as Exhibit 1, identify and list all fee amounts to be charged and otherwise assessed by the City of Salisbury for the period of the Fiscal Year 2022, in accordance with the adoption of the Fiscal Year 2022 Budget of the City of Salisbury; and

**NOW, THEREFORE, BE IT ORDAINED AND ENACTED BY THE COUNCIL OF THE CITY OF SALISBURY** as follows:

**BE IT FURTHER ENACTED AND ORDAINED BY THE COUNCIL OF THE CITY OF SALISBURY**, as follows:

**Section 3.** It is further the intention of the Mayor and Council of the City of Salisbury that if any section, paragraph, subsection, clause or provision of this Ordinance shall be adjudged invalid, unconstitutional or otherwise unenforceable under applicable Maryland 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 and shall be deemed valid and enforceable.

**Section 5.** This Ordinance shall become effective as of July 1, 2021.

50       **THIS ORDINANCE** was introduced and read at a Meeting of the Mayor and Council of the City of  
51 Salisbury held on the \_\_\_\_\_ day of \_\_\_\_\_, 2021 and thereafter, a statement of the substance of the  
52 Ordinance having been published as required by law, in the meantime, was finally passed by the Council  
53 of the City of Salisbury on the \_\_\_\_\_ day of \_\_\_\_\_, 2021.  
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55  
56 **ATTEST:**  
57  
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60 \_\_\_\_\_  
61 **Kimberly R. Nichols, City Clerk**  
62

\_\_\_\_\_ **John R. Heath, City Council President**

63  
64 Approved by me, this \_\_\_\_\_ day of \_\_\_\_\_, 2021.  
65  
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67 \_\_\_\_\_  
68 **Julia Glanz, City Administrator**  
69 **for and at the direction of Jacob R. Day, Mayor**

**EXHIBIT 1**  
**“FY 2022 Fee Schedule”**

Licenses			
<b>Alarm Company</b>	80	Per year, Per Code 8.040.30	Police Dept
<b>Amusement</b>		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	
<b>Billboard License</b>	0.55	Per Year, per square foot	Finance
<b>Transient Merchants and Mobile Vendors</b>		Per Code 5.32.070	Bus Dev
New application	100		
Renewal	50	Per year	
<b>Hotel License</b>	50	Per Code 5.68.060	Bus Dev
<b>Door to Door Solicitors</b>	50	Plus \$40 background check performed, Per year, Per Code 5.34.070	City Clerk
<b>Pool Table</b>		Per Code 5.48.020	Finance
1	10	Each	
Additional tables over 1	5	Each	
<b>Restaurant</b>	80	Per year, Per Code 5.52.060	Finance
<b>Theatre</b>	75	Per year, Per Code 5.60.040	Police Dept
<b>Towing Company</b>			Police Dept
Application Fee	80		
License	80	Per Code 5.64.030	

Misc. Fees (by Business Development)			
<b>Food Truck Pad Rental</b>	50	Per month	
<b>Trolley Rental Fee</b>			
Hourly rate	150	Per hour, private event or for-profit business	
Hourly rate	125	Per hour, non-profit or government entity	

Misc. Fees (by Finance)			
<b>Return Check Fee</b>	40		

Misc. Fees (by City Clerk)			
<b>Sale of Code Book</b>		Each, Set by Resolution, Per Code 1.04.080	
<b>Financial Disclosure Statement Late Fee</b>	20	Per day for 5 days, then \$10 per day up to max of \$250; Per Code 1.12.060	
<b>Circus or Horsemanship Event Fee</b>	75	Per day, Per Code 5.44.010	
<b>Other Exhibitions</b>	5	Per day, Per Code 5.44.010	
<b>Commercial Sound Truck Operation Fee</b>	1	Per Code 8.20.080	
<b>Filing Fee (Mayoral Candidates)</b>	25	SC-8	

**EXHIBIT 1****“FY 2022 Fee Schedule”**

<b>Filing Fee (City Council Candidates)</b>	15	SC-8
<b>Bankrupt, Fire and Close-out sales</b>	5	Per month, Renewal – \$50/month, Per code 5.16.010

<b>Landlord Licenses and Other Misc. fees (by the HCDD Department)</b>		
<b>Landlord License Fee 1<sup>st</sup> Year</b>		Per Code 15.26.050
If paid within 60 days	120	
If paid by between 61-150 days	185	
If paid after 150 days	315	
<b>Landlord License Unit Registration 1<sup>st</sup> Year</b>		Per Code 15.26.040
If paid within 60 days	120	
If paid by between 61-150 days	185	
If paid after 150 days	315	
<b>Landlord License Fee Renewal</b>		Per Code 15.26.060
if paid by March 1st	75 <del>60</del>	
if paid 3/2 - 7/1	140 <del>125</del>	
if paid > 7/1	270 <del>255</del>	
<b>Landlord License Unit Registration Renewal</b>		Per Code 15.026.060
if paid by March 1st	75 <del>60</del>	per unit
if paid 3/2 - 7/1	140 <del>125</del>	For first unit plus \$88 for each additional unit
if paid > 7/1	270 <del>255</del>	For first unit plus \$96 for each additional unit
<b>Administrative Fee for Fines</b>	100	
<b>Fore Closed Property Registration</b>	25	One time fee, Per Code 15.21.040
<b>Re-inspection Fee</b>	100	On each citation, Per Code 15.27.030
<b>Vacant Building Registration</b>	200	Per year, Per Code 15.22.040
<b>Vacant Building Registration 1<sup>st</sup> Year, prorated</b>		
<b>If registered/paid:</b>		
<b>7/1-9/30</b>	200	
<b>10/1-12/31</b>	150	
<b>1/1-3/31</b>	100	
<b>4/1-6/30</b>	50	
<b>Community Center Rental Fee</b>		
Truitt Community Center – Gymnasium	35	Per hour
Truitt Community Center – Multi-purpose Field	10	Per hour
Newton Community Center – Community Room	20	Per hour
Newton Community Center – Kitchen	20	Per hour
Newton Community Center – Resource Office	15	Per hour
Community Center – Supplies, per Item	Vary	Each
Community Center – Equipment, per Item	Vary	Each

<b>Misc. Fees (by Field Operations)</b>		
<b>Outdoor Rental Space – Small Family Functions, up to 20 people</b>		
Park Pavilion	25	Per day

## **EXHIBIT 1**

### **“FY 2022 Fee Schedule”**

<b>Outdoor Rental Space – Large Private Function or Public Events</b>		
Park Pavilion (with restrooms)	75	Per Day W/O RR
Rotary/Bandstand, Doverdale, Lake Street	100	Per Day W RR
Amphitheater	160	Per day
Park Pavilion (no restrooms): Jeanette P. Chipman Boundless, Kiwanis, Marina Riverwalk, Market Street, Newton-Camden Tot Lot, Waterside	50	Per day
Streets /Parking Lots	100 1 <sup>st</sup> St and 50 each add	Per day
5K Race	150	Per day
City park, designated park area or amenity not listed	50	Per day
Ball field/ Basketball Court / Tennis Court	10 and 40 w/lights	Per hour
<b>Personnel</b>		
Site Supervisor Suggest \$25.00/ Site Coordinator	15	Per hour
Maintenance Labor	15	Per hour
Security/Police/EMS/FIRE (per person)	55	Per hour. 3 hours minimum or \$165
<b>Supplies &amp; Equipment</b>		
Maintenance Supplies (as required)	Vary	
Sports Equipment	Vary	
Additional Trash Cans - Events with over 200 people require additional trashcans, recycle or compost bin and a recycling plan.	5	Per Container
Barrier Fence (Snow Fence)	1	Per Linear Foot
<b>Traffic Control Devices</b>		
Hard Stop Dump truck/other	50	Per day
Digital Msg. Board	50	Per day
Street Barricades	10	Each per day
Cones	1	Each per day
Traffic Control Sign	10	Each per day
Jersey Barrier	600	Minimum 4, delivery, set-up and remove

#### **Waste Disposal Fees (by Field Operations)**

<b>Trash Service</b>	59 63	Per quarter, Per Code 8.16.090
<b>Bulk Trash Pick up</b>	25	For three items, additional amounts for specific items, Per Code 8.16.060
<b>Trash Cans</b>	74	Per can (plus \$4.44 tax), Per Code 8.16.060

#### **Water/Sewer Misc. Fees (by Water Works)**

<b>Water &amp; Sewer Admin Fee (Late Charge)</b>	50	Per occurrence, Per Code 13.08.040
<b>Water Turn On Fee</b>	80	For after hours, Per Code 13.08.040
<b>Water Meter Reading Fee</b>	25	Per request, Per Code 13.08.030
<b>Water Turn On Fee</b>	20	Per request, Per Code 13.08.040
<b>Fire Service</b>	746	Annually per property, Per Code 13.08.050
<b>Meter Test</b>		
<b>In City Limits</b>	40	Per request, Per Code 13.08.030



**EXHIBIT 1****“FY 2022 Fee Schedule”**

<b>Out of City Limits</b>	50	Per request, Per Code 13.08.030
<b>Water and Sewer Services</b>		See Water Sewer Rate Ordinance, Quarterly, Per Code 13.08.130-13.12.090

<b>WWTP Pretreatment Program Fees (by Water Works)</b>		
<b>Significant Industrial Users: (Per Code 13.12.110)</b>		
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
<b>Minor Industrial Users: (Per Code 13.12.110)</b>		
IIA-1 discharges flow $\geq$ 5,000 gpd or hospitals, campus	2,030	7 units
IIA-2 discharges flow $\geq$ 5,000 gpd or light industry, hotels	1,450	5 units
IIB discharges flow $\geq$ 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 $\geq$ 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>		

<b>Towing Fees</b>		
<b>Maximum Towing and Storage Fees (vehicles up to 10,000 GVW)</b>		
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 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	

<b>Building Fees (by the Department of Infrastructure and Development)</b>		
<b>Building Plan Review Fees (Per Code 15.04.030)</b>		
<i>Fees based on cost of construction:</i>		Residential, Commercial, Accessory
Up to \$ 3,000	50	
\$3,001 to \$100,000	90	
\$100,001 to \$500,000	210	
\$500,001 to \$1,000,000	260	
\$1,000,001 and Up	310	
<b>Building Permit Fees (Per Code 15.04.030)</b>		
<i>Fees based on cost of construction:</i>		Residential, Commercial, Accessory, Fence
Up to \$ 3000	50	

## EXHIBIT 1

### **“FY 2022 Fee Schedule”**

\$3001 and Up	60	Plus (.0165 * Cost of Construction)
\$100,001 to \$500,000	1,200	Plus (\$10 for each \$1,000 over \$100,000)
\$500,001 to \$1,000,000	4,500	Plus (\$9 for each \$1,000 over \$500,000)
\$1,000,001 and Up	8,100	Plus (\$6 for each \$1,000 over \$1,000,000)
<b>Fence Permit Fees: (Per Code 15.04.030)</b>		
<i>Fees based on cost of construction:</i>		
Up to \$ 3,000	-40	
\$3,001 to \$100,000	-50	Plus (-.015 * Cost of Construction)
<b>Outdoor Advertising Structure Fee (Per Code 17.216.240)</b>		
	.50	Per SF foot of sign surface per year
<b>Other Building Fees:</b>		
Historic District Commission Application	25-50	
Board of Zoning Appeals	50	County Fee \$100, Per Code 17.12.110
Demo - Residential	125	Per Code 15.04.030
Demo - Commercial	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	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
Reconnection Fee; Public Water Connection; Refusal of Inspection	25	Per Code 13.08.100
Administrative Fee – renew temporary certificate of occupancy	100	
<b>Annexation Fees:</b>		
Up to five (5) acres	2,000	
Five (5) acres or more but less than ten (10) acres	10,000	
Ten (10) acres or more but less than twenty five (25) acres	25,000	
Twenty five (25) acres or more but less than fifty (50) acres	35,000	
Fifty (50) acres or more	50,000	
<b>Critical Area Program</b>		
		Ordinance No. 2578

**EXHIBIT 1****“FY 2022 Fee Schedule”**

<b>Certificate of Compliance (Per Code 12.20.110)</b>		
Building Permits	75	
Major Subdivision: Preliminary	100	
Major Subdivision: Final	100	Plus (\$25 per lot)
Minor Subdivisions	50	
Plan approval/special projects	50	
Site Plans	50	
Sketch Plat	50	
Resubdivision	50	
Buffer Management Plan	50	
<b>Fee-In-Lieu (Per Code 12.20.540)</b>	1.50	\$1.50 per square foot of mitigation area
<b>License to Encumber Program</b>		
Application – Installation of Service Line	75	\$25 per additional service line in project area, defined as ¼ mile radius from primary address
Application – Large Boring Project	125	Includes up to 500 linear feet. \$50 for additional 250 linear feet above the initial
Application – Large Open/Cut	250	Includes up to 500 linear feet. \$100 for additional 250 linear feet above the initial
Application – Micro-Trenching Project	125	Includes up to 500 linear feet. \$50 for additional 250 linear feet above the initial
Application – Installation of New Utility Pole (excluding Small Cell facilities)	500	
Application – Underground utility project replacing overhead utilities and removing utility poles	Waived	
<b>License to Encumber Program - Small Wireless Facilities</b>		Ordinance No. 2580
Application	500	For up to five (5) small wireless facilities
Application – additional facilities	100	For each additional small wireless facility addressed in the application beyond five
Access to the Right of Way fee	1,000	Per each new small wireless facility pole
Annual fee for access to the Right of Way	270	Per year per small wireless facility after year 1
<b>Storm Water Utility (2306)</b>		
Fee to maintain City storm water facilities	<del>20</del> 25	Per year per Equivalent Residential Unit
<b>Stormwater Utility Credit Application (2306)</b>		
Fee to apply for credit to Stormwater Utility	150.00	Per application
<b>Street Break Permit (Per Code 12.12.020)</b>		
Permit for breaking City public streets and way	<del>25</del> 50	Per break location
Install new or replace existing sidewalk, residential	50	
Install new or replace existing sidewalk, commercial	100	
Install new driveway, residential	150	
Install new driveway, commercial	300	
Excavate street or sidewalk to conduct maintenance of underground facilities	150	\$50 per additional “break” in project area
Excavate street or sidewalk to replace existing utility pole	250	\$100 per additional pole replaced in project area
Excavate street or sidewalk to replace or remove utility pole permanently	Waived	

## EXHIBIT 1

### “FY 2022 Fee Schedule”

<b>Obstruction Permit (Per Code 12.12.020)</b>		
Permit for obstructing City public streets and ways.	50	Per location
Dumpster – residential, obstruction permit	50	Renewal fee of \$25 after 30 days
Dumpster – commercial, obstruction permit	100	Renewal fee of \$50 after 30 days
Sidewalk closure	50	\$5 per day over 30 days
Lane closure (including bike lane)	100	\$10 per day over 30 days
Street closure	250	\$25 per day over 30 days
Street closure for Block Party or Community Event	Waived	Fee under Outdoor Rental Space Public Events - Streets
<b>Water and Sewer Capacity Connection Fee (Per Code 13.02.070)</b>		
Comprehensive Connection Charge of Capacity Connection fee for the Developer's share in the equity of the existing utility system cost of growth related infrastructure improvements.	3,710.00 <del>3,533.00</del>	Per Equivalent Dwelling Unit (water <del>\$1,513</del> \$1,925, sewer <del>\$2,020</del> \$1,785)
<b>Water and Sewer Infrastructure Reimbursement Facility Fee (Per Code 13.02.070)</b>		
Comprehensive Connection Charge for Infrastructure Reimbursement Facility Fees is based on actual costs of water and sewer infrastructure installed by a Developer.	*	* Fee amount is project dependent. Facility Infrastructure Reimbursement 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.
<b>Infrastructure Reimbursement Administrative Fee (Per Code 13.02.090)</b>		
Administrative fee assessed on Infrastructure Reimbursement Facility Fee for processing	*	0.1 percent of the Infrastructure Reimbursement Facility Fee
<del><b>Water and Sewer Line Fee (Per Code 13.020.070)</b></del>		
<del>Comprehensive Connection Charge of Line fee is based on the actual costs of the public water and sewer.</del>	<del>*</del>	<del>* Fee amount is project dependent</del>
<del><b>Central System Line Fee (Per Code 13.02.070)</b></del>		
<del>Comprehensive Connection Charge of Central System Line Fee for water and sewer services connecting directly to the City's Central System.</del>	<del>64.50</del>	<del>Per linear foot based on the area of the property and is the square root of the lot area, in square feet</del>
<b>Development Plan Review Fee (1536)</b>		
Fee for review of development plans and traffic control plans	\$1,000-450	Plus \$50 per disturbed acre, \$500 minimum. Subsequent submittals, which generate additional comments, may be charged an additional \$500.
Stormwater Management Waiver Reviews	400	
<b>Water and Sewer Inspection Fee (R 1341)</b>		
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
<b>Public Works Agreement recording fee (Per County Court)</b>		
Recording fee for Public Works Agreements		

## **EXHIBIT 1**

### **“FY 2022 Fee Schedule”**

For 9 pages or less	60.00	Per request
For 10 pages or more	115.00	Per request
<b>Stormwater Management As-Built recording fee (Per County Court)</b>		
Recording fee for Stormwater Management As-Built.	10.00	Per sheet
<b>Subdivision review fee (1536)</b>		
Fee for Subdivision review	200.00 <del>25.00</del>	Per subdivided acre, (\$25.00 minimum, \$200.00 maximum)
<b>Subdivision recording fee (Per County Court)</b>		
Recording fee for Subdivision plans	10.00	Per page
<b>Resubdivision review fee (1536)</b>		
Fee for Resubdivision reviews	200.00 <del>25.00</del>	Per subdivided acre, (\$25.00 minimum, \$200.00 maximum)
<b>Resubdivision recording fee (Per County Court)</b>		
Recording fee for Resubdivision plans	10.00	Per page
<b>Administrative Fee for Connection Capacity Fee payment Plans (R 2029)</b>		
Administrative Fee for Connection Capacity Fee payment Plans	25.00	
<b>Maps and Copying Fees</b>		
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

#### **Port of Salisbury Marina Fees (by Field Operations)**

<b>Transient</b>		
<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
<b>Slip Rental – Monthly</b>		
<i>Fees based on size of vessel</i>		
October through April	3.85	Per foot + electric
May through September	5.50	Per foot + electric

## **EXHIBIT 1**

### **“FY 2022 Fee Schedule”**

<b>Slip Rental – Annual*</b>		*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
<b>Fuel</b>	.40	Per gallon more than the cost per gallon purchase price by the City
<b>Electric Service</b>	.40	Per gallon more than the cost per gallon purchase price by the City
<i>Fees per meter</i>		
Electric 30-amp service	30.00	Per month
Electric 50-amp service	50.00	Per month

<b>EMS Services</b>			
	Resident	Non-Resident	
BLS Base Rate	800.00 <del>600.00</del>	900.00 <del>690.00</del>	
ALS1 Emergency Rate	950.00 <del>700.00</del>	1,000.00 <del>900.00</del>	
	1,100.00	1,200.00	
ALS2 Emergency Rate	<del>800.00</del>	<del>1,050.00</del>	
Mileage (per mile)	18.00 <del>14.00</del>	18.00 <del>16.20</del>	
Oxygen	Bundle <del>65.00</del>	Bundle <del>65.00</del>	
Spinal immobilization	Bundle <del>124.00</del>	Bundle <del>124.00</del>	
BLS On-scene Care	250.00 <del>200.00</del>	300.00 <del>200.00</del>	
ALS On –scene Care	450.00	550.00	

<b>Water Works</b>		
<b>Temporary connection to fire hydrant (Per Code 13.08.120)</b>		
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
<b>Hydrant flow test (Per Code 13.08.030)</b>		
To perform hydrant flow tests		
In City	125.00	Per request
Out of City	160.00	Per request
<b>Fire flush and Fire pump test (Per Code 13.08.030)</b>		
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
<b>Meter tests (Per Code 13.08.030)</b>		
To perform meter tests on ¾” and 1” meters.		
In City	40.00	Per request
Out of City	50.00	Per request

## **EXHIBIT 1**

### **“FY 2022 Fee Schedule”**

<b>Water Meter/Tap Fee and Sewer Connection Fee (Per Code 13.02.070)</b>		
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.
<b>Water Tapping Fees - In City:</b>		
3/4 Water Meter	3,850	Per Connection
1" Water Meter	4,160	Per Connection
1 ½" 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
<b>Water Tapping Fees - Out of City</b>		
3/4 Water Meter	4,810	Per Connection
1" Water Meter	5,200	Per Connection
1 ½" 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
<b>Sanitary Sewer Tapping Fees - In City:</b>		
6" Sewer Tap	3,320	Per Connection
8" Sewer Tap	3,380	Per Connection
6" or 8" Location & Drawing Fee	45	Per Connection
<b>Sanitary Sewer Tapping Fees – Out of City</b>		
6" Sewer Tap	4,150	Per Connection
8" Sewer Tap	4,225	Per Connection
6" or 8" Location & Drawing Fee	60	Per Connection
<b>Water Meter Setting Fee (Per Code 13.02.070)</b>		
Water meter setting fee for installation of water meter when tap is done by a contractor.		
<b>Meter Setting Fees - In City:</b>		
3/4 Water Meter	400	Per Connection
1" Water Meter	525	Per Connection
1 ½" Water Meter T-10 Meter	785	Per Connection
2" Water Meter - T-10 Meter	905	Per Connection
2" Water Meter - Tru Flo	2,030	Per Connection
<b>Meter Setting Fees - Out of City</b>		
3/4 Water Meter	495	Per Connection
1" Water Meter	655	Per Connection
1 ½" Water Meter T-10 Meter	980	Per Connection
2" Water Meter - T-10 Meter	1,130	Per Connection
2" Water Meter - Tru Flo	2,535	Per Connection

<b>Parking Violations, False Alarms, Infractions, Scofflaw, MPIA Fees (by the Police &amp; Fire Departments)</b>			
<b>Animal Control</b>	50-100		Police Department
<b>MPIA Request Fees</b>			Police Department
First two hours processing request	Waived		
Work exceeding two hours, SPD will charge attorney hourly fee and hourly fee for Records Tech	75 30	Attorney hourly fee Records Tech hourly fee	

## EXHIBIT 1

### **“FY 2022 Fee Schedule”**

Black and white copy of paper document and photographs	0.25	Per copy	
DVD production	15.00	Per DVD produced	
<b>False Police Alarms (Per Code 8.040.050)</b>			Police Department
<i>based on number of incidents in calendar year</i>			
First 2 incidents	0		
3 <sup>rd</sup> incident	50		
4 <sup>th</sup> incident	90		
Greater than 4 each incident	130		
<b>False Fire Alarms (Per Code 8.040.050)</b>			Fire Department
<i>based on number of incidents in calendar year</i>			
First 2 incidents	0		
3 <sup>rd</sup> incident	45		
4 <sup>th</sup> incident	90		
Greater than 4 each incident	135		
<b>Scofflaw</b>			Police Department
Tow	135		
Storage	50		
Administrative Fee	35		
Business Administrative Fee	30		

#### Parking Permits and Fees

	UOM	1-Jul-21 Rate	1-Jul-21 Non Profit Rate
<b>Parking Permits (Per Code 10.04.010)</b>			
Lot #1 - lower lot by library	Monthly	45.00 <del>40.00</del>	35.00 <del>30.00</del>
<del>Top Lot #1 - upper lot by library</del>	<del>Monthly</del>	<del>40.00</del>	<del>30.00</del>
Lot #4 - behind City Center	Monthly	45.00 <del>40.00</del>	35.00 <del>30.00</del>
Lot #5 - Market St. & Rt. 13	Monthly	40.00 <del>35.00</del>	31.25 <del>26.25</del>
Lot #7 & 13 - off Garrettson Pl.	Monthly	15.00 <del>10.00</del>	12.50 <del>7.50</del>
Lot #9 - behind GOB	Monthly	45.00 <del>40.00</del>	35.00 <del>30.00</del>
Lot #10 - near State bldg/SAO	Monthly	45.00 <del>40.00</del>	35.00 <del>30.00</del>
Lot #11 - behind library	Monthly	40.00 <del>35.00</del>	31.25 <del>26.25</del>
Lot #12 - beside Market St. Inn	Monthly	40.00 <del>35.00</del>	31.25 <del>26.25</del>
<del>Lot #14 - by Holiday Inn</del>	<del>Monthly</del>	<del>25.00</del>	<del>18.75</del>
Lot #15 - across from Feldman's	Monthly	45.00 <del>40.00</del>	35.00 <del>30.00</del>
Lot #16 - by Avery Hall	Monthly	45.00 <del>40.00</del>	35.00 <del>30.00</del>
Lot #20 - Daily Times	Monthly	45.00 <del>40.00</del>	35.00 <del>30.00</del>
Lot #30 - by drawbridge	Monthly	20.00 <del>15.00</del>	16.25 <del>11.25</del>
Lot #33 - east of Brew River	Monthly	20.00 <del>15.00</del>	16.25 <del>11.25</del>
Lot #35 - west of Brew River	Monthly	20.00 <del>15.00</del>	16.25 <del>11.25</del>
Lot SPS - St. Peters St.	Monthly	45.00 <del>40.00</del>	35.00 <del>30.00</del>
E. Church St.	Monthly	45.00 <del>40.00</del>	35.00 <del>30.00</del>



## EXHIBIT 1

### “FY 2022 Fee Schedule”

W. Church St.	Monthly	45.00 <del>40.00</del>	35.00 <del>30.00</del>
Parking Garage	Monthly	50.00 <del>40.00</del>	40.00 <del>30.00</del>
<b>Transient Parking Options</b>			
Parking Lot #1 (first 2-hrs of parking are FREE)	Hourly	1.00	
Parking Garage	Hourly	1.00	
Parking Meters	Hourly	2.00 <del>1.00</del>	
<b>Pay Stations</b>			
For hours 1-2	Hourly	1.00	
For hour 3 with a 3 hour Maximum Parking Limit	Hourly	3.00	
<b>Miscellaneous Charges (Per Code 10.04.010)</b>			
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	

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 Permit Fees		
<u>Fire Alarm &amp; Detection Systems</u> – 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.
<u>Sprinkler, Water Spray and Combined Sprinkler &amp; Standpipe Systems</u> – 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; \$125 150 minimum
• NFPA 13D	\$75 100	Per Dwelling
• Sprinkler Counter Permit	\$75	For additions and alterations to existing systems involving less than 20 heads.

## EXHIBIT 1

### **“FY 2022 Fee Schedule”**

<b><u>Standpipe Systems</u></b> – 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
<b><u>Fire Pumps &amp; Water Storage Tanks</u></b> – 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.		
<ul style="list-style-type: none"> <li>Fire Pumps</li> </ul>	\$.50	Per gpm or rated pump capacity; \$125 minimum
<ul style="list-style-type: none"> <li>Fire Protection Water Tank</li> </ul>	\$75	Per tank
<b><u>Gaseous and Chemical Extinguishing Systems</u></b> – 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.	\$1.00	Per pound of extinguishing agent; <del>\$100</del> 125 minimum; or \$150 per wet chemical extinguishing system
<ul style="list-style-type: none"> <li>Gaseous and Chemical Extinguishing System Counter Permit</li> </ul>	\$75	To relocate system discharge heads
<b><u>Foam Systems</u></b> – 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.	\$75	Per nozzle or local applicator; plus \$1.50/ sprinkler head for combined sprinkler/foam system; \$100 minimum
<b><u>Smoke Control Systems</u></b> – 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.	\$100	Per 30,000 cubic feet of volume or portion thereof of protected or controlled space; \$200 minimum
<b><u>Flammable and Combustible Liquid Storage Tanks</u></b> – This includes review and one inspection of the tank	<del>\$ .005</del> -.01	Per gallon of the maximum tank capacity; <del>\$75</del> 100 minimum

## EXHIBIT 1

### **“FY 2022 Fee Schedule”**

and associated hardware, including dispensing equipment. Tanks used to provide fuel or heat or other utility services to a building are exempt.		
<b>Emergency Generators</b> – 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.	\$100	
Marinas and Piers	\$25	Per linear feet of marina or pier; plus \$1.00 per slip; \$100 minimum
Reinspection and Retest Fees		
• 1 <sup>st</sup> Reinspection and Retest Fees	\$100	
• 2 <sup>nd</sup> Reinspection and Retest Fees	\$250	
• 3 <sup>rd</sup> and Subsequent Reinspection and Retest Fees	\$500	
<b>Consultation Fees</b> – Fees for consultation technical assistance.	\$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):		
• Class A (>1000 persons)	\$300	
• Class B (301 – 1000 persons)	\$200	
• Class C (51 – 300 persons)	\$100	
• Fairgrounds (<= 9 buildings)	\$200	
• Fairgrounds (>= 10 buildings)	\$400	
• 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

## **EXHIBIT 1**

### **“FY 2022 Fee Schedule”**

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	Plus \$.56/mile for inspections outside of the City of Salisbury
Sidewalk Café	\$35	If not part of an occupancy inspection
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 <sup>nd</sup> Reinspection	\$100	
• 3 <sup>rd</sup> Reinspection	\$250	
• 4 <sup>th</sup> and Subsequent	\$500	
<b>Fire Protection Water Supply Fees</b>		
Witnessing Fire Main Flush	\$75	
Witness Underground Water Main Hydrostatic Tests	\$75	
Fire Protection Flow Test (in-City)	\$125	
Fire Protection Flow Test (out-of-City)	\$160	
<b>Display Firework Permit</b>		
Firework Display - Includes plan review and associated inspections for any firework display.	\$250	
<b>Fire Report Fees</b>		
1 <sup>st</sup> Page	\$20	To provide hard or electronic copies of fire reports
• Each Additional Page	\$5	



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

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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.

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**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.**

## RECITALS

**WHEREAS**, the Mayor and Council of the City of Salisbury desire to update the City of 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 Council of 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 of Salisbury have improved and the City of Salisbury 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 Mayor and Council of the City of Salisbury has concluded that it is in the best interests of the City of Salisbury 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 Council of the City of Salisbury, that Chapter 15.26 of the City of Salisbury Municipal Code be and is hereby amended by repealing Chapter 15.26.035 in its entirety by deleting the crossed-out language as follows:

## Section 1.

~~15.26.035 Rent increases barred during states of emergency.~~

~~A. "Emergency" defined. In this section, "Emergency" means the catastrophic health emergency declared by the Governor of Maryland on March 5, 2020, as amended or extended by the Governor, under State Public Safety Article, § 14-3A-02, and such other emergencies as are declared by the Governor or the Mayor pursuant to SC17-4 of the City Charter and sections 2.08.020 and 9.08.220 of the Salisbury Municipal Code.~~

~~B. Scope. This section only applies to rental fee increases on existing tenants during an Emergency. Nothing in this section may be construed as applying to leases for new tenants. Further, nothing in this section with respect to an increase in the tenant's portion of a rental fee applies to any public housing authority who must comply with federal laws, regulations, or other federal requirements to determine a tenant's rental fee.~~

50  
51 C. ~~In General. A Landlord may not increase a tenant's rental fee if:~~

- 52 1. ~~The increase would take effect during an Emergency; or~~  
53 2. ~~Notice of the increase is not in compliance with subsection (D) of this section.~~

54 D. ~~Notice of Rent Adjustment.~~

55 1. ~~During an Emergency and within ninety (90) days after the expiration of an~~  
56 ~~Emergency, a landlord may not increase or notify a tenant of an increase in rent or~~  
57 ~~a rental fee. Rental fees shall include any fee for service, a product or commodity~~  
58 ~~provided by the landlord or by a third party to a tenant prior to the declaration of~~  
59 ~~an Emergency.~~

60 2. ~~Pre Emergency rent increase notices. A landlord must inform a tenant in writing~~  
61 ~~to disregard any notice of a rental fee increase if:~~

62 a. ~~The landlord provided the notice to the tenant prior to an Emergency; and~~

63 b. ~~The effective date of the increase would occur on or after the date the~~  
64 ~~Emergency began.~~

65 E. ~~Late fees prohibited.~~

66 1. ~~"Late Fee" defined.~~

67 a. ~~In this subsection, "Late Fee" means any additional charge or fee imposed~~  
68 ~~because a rental fee is not made when the rental fee is due under the terms~~  
69 ~~of a lease.~~

70 b. ~~"Late Fee" includes a fee imposed:~~

71 ~~i. As a flat rate;~~

72 ~~ii. As a percentage of the rental fee due; or~~

73 ~~iii. In any other terms.~~

74 2. ~~In general. A landlord may not charge, assess, or otherwise seek to collect a late~~  
75 ~~fee from a tenant for nonpayment or the late payment of a rental fee that comes~~  
76 ~~due during an Emergency.~~

77 F. ~~Payment Plans.~~

78 1. ~~Landlords shall offer payment plans to tenants for the payment of rent and rental~~  
79 ~~fees to be in effect for no less than one year after the expiration of the Emergency.~~

80 2. ~~Upon request of the tenant, landlords shall work with tenants, on an individual~~  
81 ~~basis, to arrange payment plans for the payment of rent and rental fees in~~  
82 ~~installments which will continue for no less than one year after the expiration of~~  
83 ~~the Emergency.~~

84 3. ~~All payment plans shall be in writing and signed by the landlord and tenant.~~

85 G. ~~Notice to and Protection of Tenants.~~

86 1. ~~The Housing and Community Development Department must post on its website~~  
87 ~~information regarding the requirements of this section, including the date that an~~  
88 ~~Emergency expires and the date that is ninety (90) days after the expiration of the~~  
89 ~~Emergency.~~

90 2. ~~During an Emergency, the Mayor is hereby authorized to issue any and all~~  
91 ~~executive orders necessary to protect tenants from being victimized or misled by~~  
92 ~~the actions of unscrupulous landlords. Violations of such executive orders will~~  
93 ~~constitute violations under this chapter and be subject to arrest and misdemeanor~~  
94 ~~charge under 9.08.220 of the Municipal Code of Salisbury.~~

H. ~~Landlord's right of review. The provisions of this subsection do not limit a landlord's right, under the applicable provisions of the Salisbury Municipal Code, to an administrative review of a violation notice.~~

I. ~~Enforcement by tenant. In addition to enforcement action by city officials, tenants may seek relief from an appropriate court to restrain or enjoin any violation of 15.26.035 of this subsection in accordance with State Law.~~

**BE IT FURTHER ENACTED AND ORDAINED BY THE COUNCIL OF THE CITY OF SALISBURY**, as follows:

**Section 2.** It is the intention of the Mayor and Council of the City of Salisbury that each provision of this Ordinance shall be deemed independent of all other provisions herein.

**Section 3.** It is further the intention of the Mayor and Council of the City of Salisbury that if any section, paragraph, subsection, clause or provision of this Ordinance shall be adjudged invalid, unconstitutional or otherwise unenforceable under applicable Maryland 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 and shall be deemed valid and enforceable.

**Section 4.** The recitals set forth hereinabove are incorporated into this section of the Ordinance as if such recitals were specifically set forth at length in this Section 4.

**Section 5.** This Ordinance shall take effect upon final passage.

**THIS ORDINANCE** was introduced and read at a Meeting of the Mayor and 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 of the City of Salisbury 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