



**SALISBURY CITY COUNCIL  
SPECIAL WORK SESSION AGENDA**

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**MAY 26, 2020**

**ZOOM MEETING (following Legislative Session)**

7:00 p.m. COVID-19 Frontline Worker Stipend – City Administrator Julia Glanz

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

Join Zoom Meeting

<https://us02web.zoom.us/j/81845578519>

Meeting ID: 818 4557 8519

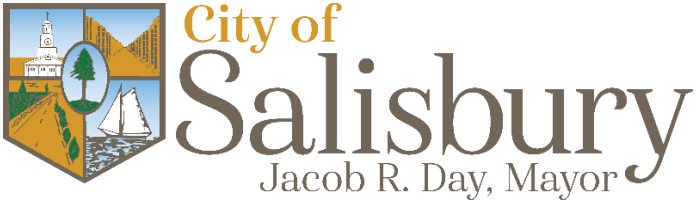
One tap mobile

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Call: 1-301-715-8592

*Posted 5/22/20*



**To: City Council**

**From: Julia Glanz, City Administrator**

**Subject: COVID-19 Frontline Worker Stipend**

**Date: May 21, 2020**

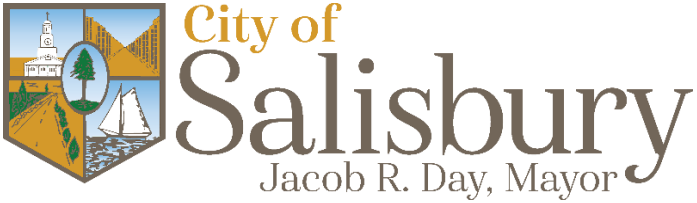
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On March 5, 2020, Governor Larry Hogan declared a state of emergency due to COVID-19. Over the past three months, many City employees have not had the option to work from home by the nature of their job. These employees have been on the “frontlines” with a greater risk of getting infected by COVID-19. They also have had limited ability to take leave, required to work overtime and are dealing with much added stress and anxiety. City Administration would like to acknowledge this risk and thank employees with a stipend.

Employees were broken into 2 Tiers:

- Tier 1:
  - Work a normal 40-hour work week, at work
  - Interact with the public daily
  - Risk- high
- Tier 2
  - Work a normal 40-hour work week, at work
  - Do not interact with the public daily
  - Risk- medium

Employees that were out sick, on worker’s compensation, FMLA, or military leave, for a large portion of time since City Offices closed, were not eligible for this stipend.



The total amount of this increase of surplus for the General Fund is \$151,248.25. The Water and Sewer Fund only needs approximately \$16,000 and will be handled with internal transfers. This stipend will be paid out upon passage of this legislation and paid in one lump sum.

The costs per department are below:

- 1) Increase Police Department by \$67,281.25
- 2) Increase Fire Department by \$67,012.13
- 3) Increase Sanitation Department by 9,688.50
- 4) Increase Infrastructure & Development Department by \$4,844.25
- 5) Increase Housing and Community Development by \$2,422.13

The City will be working with the CARES allotment and MEMA to try and get this cost reimbursed. Please let me know if you have any questions.

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ORDINANCE NO. \_\_\_\_\_

AN ORDINANCE OF THE CITY OF SALISBURY APPROVING A BUDGET AMENDMENT OF THE  
FY2020 GENERAL FUND TO APPROPRIATE FUNDS FOR FRONTLINE WORKER STIPEND.

WHEREAS, the City of Salisbury has determined many of the City's employees have performed services  
due to COVID-19 deserving of a frontline worker stipend;

WHEREAS, the City of Salisbury's estimates the cost of the frontline worker stipend to be \$151,248.25  
to departments in the General Fund.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF SALISBURY,  
MARYLAND, THAT THE City's Fiscal Year 2020 General Fund Budget be amended as follows:

- 1) Increase Current Year Surplus (01000-469810) by \$151,248.25
- 2) Increase Police Department by \$67,281.25
- 3) Increase Fire Department by \$67,012.13
- 4) Increase Sanitation Department by 9,688.50
- 5) Increase Infrastructure & Development Department by \$4,844.25
- 6) Increase Housing and Community Development by \$2,422.13

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

THIS ORDINANCE was introduced and read at a meeting of the Council of the City of Salisbury  
held on this \_\_\_\_ day of \_\_\_\_\_ 2020, and thereafter, a statement of the substance of the Ordinance  
having been published as required by law, was finally passed by the Council on the \_\_\_\_ day of \_\_\_\_\_,  
2020.

**ATTEST:**

\_\_\_\_\_  
Kimberly R. Nichols, City Clerk

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

APPROVED BY ME THIS \_\_\_\_ day of \_\_\_\_\_, 2020.

\_\_\_\_\_  
Jacob R. Day, Mayor