

RESOLUTION NO. 2757

A RESOLUTION OF THE CITY OF SALISBURY, MARYLAND, ACCEPTING FUNDS AWARDED THROUGH A COMMUNITY LEGACY GRANT FROM THE MARYLAND DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT FOR FUNDS TO PROVIDE REHABILITATION GRANTS TO OWNERS OF BUSINESSES LOCATED IN DOWNTOWN SALISBURY FOR INTERIOR AND/OR EXTERIOR IMPROVEMENTS TO THE PERMANENT STRUCTURE IN WHICH THEIR BUSINESS IS HOUSED.

WHEREAS, the Maryland Department of Housing and Community Development (DHCD) solicited applications from eligible jurisdictions to apply for funding under the FY 2017 Community Legacy Grant Program; and


WHEREAS, the City of Salisbury is eligible to apply for funds from DHCD, and elected to submit an application for Community Legacy funds to provide rehabilitation grants which will be awarded to owners of businesses located in Downtown Salisbury for interior and/or exterior improvements to the permanent structure in which their business is housed; and

WHEREAS, DHCD has awarded a 2017 Community Legacy grant to the City for commercial building improvement grants in the following amount:

Commercial Building Improvement Grants (SRP-CL-2017-Salisbury-00090)..... \$50,000

NOW, THEREFORE, BE IT RESOLVED, on this 10th day of July, 2017, that the City of Salisbury, Maryland, does hereby accept the funds awarded by DHCD through the Community Legacy grant program for the project as described and in the amount outlined above.

THE ABOVE RESOLUTION, was introduced and duly passed at a meeting of the Council of the City of Salisbury, Maryland held on July 10, 2017, and is to become effective immediately.

  
Kimberly R. Nichols  
CITY CLERK

  
Muir Boda  
CITY COUNCIL VICE-PRESIDENT

APPROVED BY ME THIS

11<sup>th</sup> day of July, 2017.

  
Jacob R. Day  
MAYOR

# Office of Housing & Community Development

## MEMO

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**To: Julia Glanz**

**From: Deborah Stam**

**Subject: Resolution Accepting 2017 Community Legacy (CL) Grant Funds from the Maryland Department of Housing & Community Development (DHCD) for Commercial Building Improvement Grants**

**Date: June 13, 2017**

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In July 2016 the City's Housing & Community Development Department (HCDD) submitted two grant applications to the Community Legacy (CL) program of MD DHCD – one application was for funding for another round of Commercial Building Improvement Grants to be awarded to owners of businesses located in the Downtown Historic District, and the other was for funding for A & E design services for streetscape improvements on St. Peter's Street.

In December 2016 we received notice from DHCD that we had been awarded \$50,000 for the Commercial Building Improvement Grants program. Our application for A & E design services for streetscape improvements was not funded. In February 2017 we received the grant agreement for the Commercial Building Improvement Grants program for review and signature, and in April 2017 we received the fully executed grant agreement.

Attached is a copy of 'Exhibit A – Project Description, Scope of Work and Special Conditions', and 'Exhibit B – Project Budget' from the CL grant agreement. The City will contribute \$5,000 in in-kind project administration services for the project.

Also attached is a Resolution accepting these Community Legacy grant funds which have been awarded to the City of Salisbury by DHCD. Please forward this Resolution to the City Council so that it may be placed on the consent agenda for the meeting on July 10, 2017.



Deborah J. Stam  
Assistant Director  
Housing & Community Development Department

Attachments

CC: Kim Nichols  
Susan Phillips  
Ginny Hussey

**EXHIBIT A - SRP-CL-2017-Salisbury-00090**  
**PROJECT DESCRIPTION, SCOPE OF WORK, AND SPECIAL CONDITIONS**

Project Name: Commercial Building Improvement Grants

**1. Project Description:**

Implement rehabilitation program for business owners to do interior and/or exterior improvements to commercial buildings located in the Salisbury Downtown Historic District.

**2. Project Address(es):**

Downtown Salisbury Sustainable Community Area

**3. Please describe the Scope of the project:**

The Rehabilitation Grant for the Commercial Building program is designed to aid in the revitalization of Salisbury's downtown Historic area. The program will offer grants in the amount of up to \$20,000 to building owners for interior and/or exterior improvements. The funds can be used to rehabilitate and to correct any code violations.

The City of Salisbury has been working to revitalize the Downtown area for many years and is striving to attract new businesses downtown, and to encourage the existing businesses to make improvements to their facilities. This project will further the City of Salisbury's commitment to protect its historic and archaeological resources in the Downtown Historic District and will enable the city to assist local business who need financial assistance to improve the physical appearance of their buildings.

**4. Project Financing (Evidence & Use of Funding Sources):**

The City of Salisbury will administer the commercial improvement program. The program will use the \$50,000 of the Community Legacy towards the project. The City of Salisbury will commit \$5,000 in-kind toward the project. The total project cost of the commercial improvement program is \$55,000.

**5. Special Conditions:**

Facade programs must be consistent with the Sustainable Community (SC) Plan for the area and have a significant public benefit (such as exterior aesthetics). However, CL policy states that certain businesses, including pawn shops, gun shops, tanning salons, massage parlors, adult video/book shop, adult entertainment facilities, check cashing facilities, gambling facilities, tattoo parlors and liquor stores, may not use CL dollars. Satisfactory documentation of costs for façade and renovation work and all required permits shall be submitted to DHCD as a condition of disbursement of the grant proceeds. All uses of CL funds must be acceptable to the Department of Housing and Community Development (DHCD).

**EXHIBIT B - SRP-CL-2017-Salisbury-00090**  
**PROJECT BUDGET**

Project Name: Commercial Building Improvement Grants

USES OF FUNDS BY ACTIVITY	AWARD FUNDS		OTHER SOURCES OF FUNDS			TOTALS BY ACTIVITY
	Capital Amount	Operating Amount	Applicant's Contribution	Name of other Sources	Other Sources	
Building/Site Acquisition	\$0	\$0	\$0		\$0	\$0
Predevelopment	\$0	\$0	\$0		\$0	\$0
Studies: Market/Feasibility/ Planning	\$0	\$0	\$0		\$0	\$0
New Construction	\$0	\$0	\$0		\$0	\$0
Rehabilitation /Renovation	\$50,000	\$0	\$0		\$0	\$50,000
Project Admin. (Cash)	\$0	\$0	\$0		\$0	\$0
Project Admin. (In-Kind)	\$0	\$0	\$5,000		\$0	\$5,000
Other (a):	\$0	\$0	\$0		\$0	\$0
Other (b):	\$0	\$0	\$0		\$0	\$0
Other (c):	\$0	\$0	\$0		\$0	\$0
Other (d):	\$0	\$0	\$0		\$0	\$0
<b>TOTALS OF FUNDS BY SOURCES</b>	\$50,000	\$0	\$5,000		\$0	\$55,000
<b>Total Award Amount</b>				<b>\$50,000</b>		
<b>Total Project Cost</b>				<b>\$55,000</b>		