



CITY OF SALISBURY CITY COUNCIL AGENDA

DECEMBER 12, 2022

6:00 p.m.

Government Office Building, Room 301, Salisbury, Maryland and Zoom Video Conferencing

Times shown for agenda items are estimates only.

- 6:00 p.m. CALL TO ORDER
- 6:01 p.m. WELCOME/ANNOUNCEMENTS/PLEDGE
- 6:02 p.m. CITY INVOCATION- Pastor Greg Carlson, Park Seventh-day Adventist
- 6:04 p.m. ADOPTION OF LEGISLATIVE AGENDA
- 6:05 p.m. CONSENT AGENDA- City Clerk Kimberly Nichols
- Approving the Manufacturing Exemption request for Machining Technologies, Inc for equipment purchased in 2019
 - Approving the Manufacturing Exemption request for Jubilant Cadista Pharmaceuticals Inc. for equipment purchased in 2020
 - Approving the Manufacturing Exemption request for Jubilant Cadista Pharmaceuticals Inc. for equipment purchased in 2021
- 6:09 p.m. AWARD OF BIDS- Procurement Director Jennifer Miller
- RFP 22-106 Solar Photovoltaic Generation System
 - Tier 6 Change Order- RFP 20-103 Laboratory Info. Mgmt System- Change Order #5
- 6:20 p.m. PRESENTATION/APPROVAL OF FY22 AUDIT- Finance Director Keith Cordrey and Timothy Sawyer, CPA, CGMA of Barbacane Thornton & Company
- FY22 Audit and Financial Statements
- 6:35 p.m. ORDINANCES- City Attorney Ashley Bosche
- **Ordinance No. 2759**- 2nd reading- amending Section 1.16.100 of the Salisbury City Code, entitled “Waiver of Fines – Authority to Issue Citations – Violations and Penalties - Repealer” to add to the categories of persons with the authority to issue citations for municipal infractions and further amending Section 8.04.050 of the Salisbury City Code entitled “False Alarms – Violations and Penalties” to clarify departmental responsibilities specific to false alarm fees and citations
 - **Ordinance No. 2760**- 2nd reading- approving an amendment to the FY 2023 General Fund Budget and the Grant Fund so to further appropriate funds for redesign of the Salisbury Zoo’s Andean Bear exhibit
 - **Ordinance No. 2761**- 2nd reading- authorizing the Mayor to enter into a memorandum of understanding with the Wicomico County Health Department and approving a

budget amendment of the FY2023 General Fund Budget to appropriate funds received from the Wicomico County Health Department in the amount of \$10,000.00

- **Ordinance No. 2762**- 2nd reading- authorizing the Mayor to enter into a contract with TidalHealth for the purpose accepting sub-granted funds in the amount of \$62,500
- **Ordinance No. 2763**- 2nd reading- to amend Chapter 2.12 of the Salisbury City Code, entitled “Department of Infrastructure and Development”, for the purpose of removing the authority to enforce the City Fire Prevention Code from the director of the Department of Infrastructure and Development
- **Ordinance No. 2764**- 1st reading- approving an amendment to the FY 2023 General Fund Budget and the Grant Fund Budget further appropriating funds for the operation of the 2023 Maryland Folk Festival
- **Ordinance No. 2765**- 1st reading- to amend Chapter 1 – The International Building Code, Section 15.04.020 of the City of Salisbury Municipal Code, granting the authority to require a new certificate of occupancy and inspection for any change of use, group, owner or tenant, and to clarify fire safety provisions regarding the Fire Marshal’s enforcement powers
- **Ordinance No. 2766**- 1st reading- approving a budget amendment of the Water Sewer Capital Project Fund Budget to remove an appropriation for the Park Well Field Project
- **Ordinance No. 2767**- 1st reading- approving a budget amendment of the General Capital Project Fund Budget to replace funding from bond proceeds for the Police Communication Project with PAYGO from the GOV Roof Project

6:50 p.m. PUBLIC COMMENTS

6:55 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. 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 – JANUARY 9, 2023

- **Ordinance No. 2764**- 2nd reading- approving an amendment to the FY 2023 General Fund Budget and the Grant Fund Budget further appropriating funds for the operation of the 2023 Maryland Folk Festival
- **Ordinance No. 2765**- 2nd reading- to amend Chapter 1 – The International Building Code, Section 15.04.020 of the City of Salisbury Municipal Code, granting the authority to require a new certificate of occupancy and inspection for any change of use, group, owner or tenant, and to clarify fire safety provisions regarding the Fire Marshal’s enforcement powers
- **Ordinance No. 2766**- 2nd reading- approving a budget amendment of the Water Sewer Capital Project Fund Budget to remove an appropriation for the Park Well Field Project
- **Ordinance No. 2767**- 2nd reading- approving a budget amendment of the General Capital Project Fund Budget to replace funding from bond proceeds for the Police Comm Project with PAYGO from the GOV Roof Project

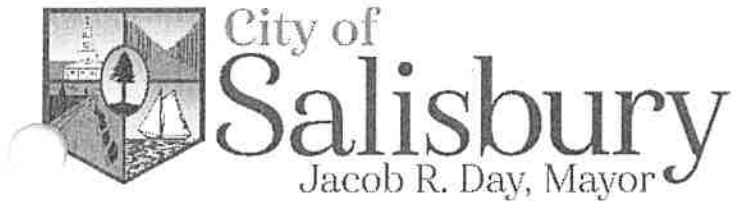
Join Zoom Meeting

<https://us02web.zoom.us/j/88186172560>

Meeting ID: 881 8617 2560

Phone: 1.301.715.8592

Posted 12/8/22



To: Julia Glanz, City Administrator

From: Sandy Green, Assistant Director of Finance *علی*

Date: December 5, 2022

Re: Manufacturing Exemption for equipment purchased in 2019 – Machining Technologies, Inc.

I am recommending that Machining Technologies, Inc. be granted exemptions from Personal Property Tax for their equipment purchased in 2019, as requested by the company. Since the request came within 2 years of the purchase of the equipment, they are eligible for up to 5 years' exemption. Over the next five years they will benefit from this exemption by a total savings of \$24,399 in personal property tax. The exemptions will be applied to City Property Tax years 2021-2025 as shown in the schedule provided herein.

Attached please find copies of the calculations, property tax returns and manufacturing exemption applications.

City of Salisbury
Finance Department
Exemption Recommendation to City Council

Company: Machining Technologies, Inc.
Address: 510 Naylor Mill Road

Requested By: Kim Wilson
Date of Request: 12/5/2022

Description of Mfg.: Manufacturing

Equipment Year 2019

New Equipment See Listing \$ 290,464.00

Total \$ 290,464

| Exemption Value | City Property Tax Year | State Return | Year of Exemption | Deprec. Value | Am't of Exemption |
|------------------------|-----------------------------------|-------------------------|------------------------------|--------------------------|------------------------------|
| | 2021 | 2020 | 1 | 261,418 | 6,274 |
| | 2022 | 2021 | 2 | 232,371 | 5,577 |
| | 2023 | 2022 | 3 | 203,325 | 4,880 |
| | 2024 | 2023 | 4 | 174,278 | 4,183 |
| | 2025 | 2024 | 5 | 145,232 | 3,486 |

Total Value of Exemption: \$ 24,399

City of Salisbury



KEITH CORDREY
DIRECTOR INTERNAL SERVICES

MARYLAND

FINANCE DEPARTMENT

125 N. Division Street
Salisbury, MD 21801-4940
(410) 548-3110
(410) 860-5154 (Fax)

SANDRA GREEN
ASSISTANT DIRECTOR INTERNAL SERVICES - ACCOUNTING

Exemption Application For Machinery and Equipment Used for Manufacturing/Research & Development

Business Name: Machining Technologies, Inc. MD Department ID#: D-02681328

Mailing Address: 510 Naylor Mill Road, Salisbury, Maryland 21801

Contact Name: Kimberly Wilson Phone No.: 410-548-1627

1. In order to qualify for an exemption you must meet one of the following requirements: Equipment is owned and operated by a facility that (1) locates in Salisbury (2) expands operations in Salisbury, or (3) develops a new product or industrial process in Salisbury. If you meet one of these requirements please explain in detail how you meet these requirements including raw materials used and products produced or R & D activity being conducted. Please include number of employees used in Manufacturing/ R&D and number of administrative employees.
2. Exemption is requested for tools, machinery & equipment used in Manufacturing / Research & Development acquired in calendar year 2019.
3. Address of Manufacturing / R & D operation. 510 Naylor Mill, Salisbury, Maryland 21801
4. Date Manufacturing / R & D operation began in Salisbury. 2008
5. Attach a description of each asset claimed under this exemption. The schedule must include a description, original cost, and date of acquisition for each item. General descriptions such as Equipment, Various, or Miscellaneous are not acceptable.
6. Attach a copy of the State of Maryland Personal Property Return for the year of acquisition.

Additional information and requirements

All exemptions require approval by the City of Salisbury Council and receipt of exemption from Wicomico County does not mean you will automatically be granted an exemption by the City of Salisbury. The exemption that is granted is for a specific year in which equipment was purchased and can be for a term up to a maximum of 5 years. Once an exemption has been granted, a copy of the personal property tax return must be sent in for each year of the exemption. To be eligible to receive the maximum exemption term of 5 years, the application must be received within two (2) years from December 31st of the calendar year in which the equipment was purchased. A separate request must be made for each year. The application can be mailed to Finance Department, 125 North Division St., Salisbury, MD 21801-4940 or faxed to (410) 860-5154.

Preparer's Signature *Kimberly Wilson* Date 2-4-21

Email address *kwilson@matechsolution.com*

5. Tools, machinery, and/or equipment used for manufacturing or research and development:

State the original cost of the property by year of acquisition. Include all fully depreciated property and property expensed under IRS rules. If this business is engaged in manufacturing / R&D, and is claiming such an exemption for the first time, a manufacturing / R&D exemption application must be submitted by September 1 or within 6 months after the date of the first assessment notice for the taxable year that includes the manufacturing / R&D property. Visit the website dat.maryland.gov for an application and additional information. If the property is located in a taxable jurisdiction, a detailed schedule by depreciation category should be included to take advantage of higher depreciation allowances.

| Year Acquired | A | C | D | Year Acquired | A | C | D |
|---------------|---------|---|---|---------------|---------|---|---|
| 2019 | 290464 | | | 2015 | 44000 | | |
| 2018 | | | | 2014 | 540000 | | |
| 2017 | 1410000 | | | 2013 | 400000 | | |
| 2016 | 219000 | | | 2012 & prior | 3735000 | | |

Describe Property in C & D above:

Total Cost
\$ 6,638,464.00

6. Vehicles with Interchangeable Registration and/or Unregistered vehicles: (dealer, recycler, finance company, special mobile equipment, and transporter plates) and unregistered vehicles should be reported here. See specific instructions

| Year Acquired | Original Cost | Year Acquired | Original Cost |
|---------------|---------------|---------------|---------------|
| 2019 | | 2017 | |
| 2018 | | 2016 & prior | |

Total Cost
\$ 0.00

7. Non-farming livestock:

| | |
|-----------------|-------------------|
| Book Value \$ 0 | Market Value \$ 0 |
|-----------------|-------------------|

8. Other personal property:

File separate schedule giving a description of property, original cost and the date of acquisition.

Total Cost
\$ 0.00

9. Property owned by others and used or held by the business or lessee or otherwise:

File separate schedule showing names and addresses of owners, lease number, description of property installation date and separate cost in each case.

Total Cost
\$ 0.00

10. Property owned by the business, used by others as lessee or otherwise:

File separate schedule showing names and addresses of lessees, lease number, description of property, installation date and original cost by year of acquisition for each location. Schedule should group leases by county where the property is located. Manufacturer lessors should submit the retail selling price of the property not the manufacturing cost. For additional information regarding separate schedules please see Form 1 instructions at <https://dat.maryland.gov>

Total Cost
\$ 0.00

**Machining Technologies Listing of Equipment Purchased
For Manufacturing and R&D in 2019**

| Item Description | Date | Value |
|---------------------|----------|-----------|
| Evaporator | 2/28/19 | 74,820.43 |
| Sprindles and Drive | 8/31/19 | 79,675.09 |
| Compressor | 10/31/19 | 50,000.00 |
| CMM machine | 10/31/19 | 82,568.54 |
| Salt Spray Testor | 10/31/19 | 3,400.00 |

290,464.06



City of
Salisbury
Jacob R. Day, Mayor

To: Julia Glanz, City Administrator

From: Sandra Green, Assistant Director Finance *SLG*

Date: 12/5/22

Re: Manufacturing Exemption for equipment purchased 2020 - Jubilant Cadista Pharmaceuticals Inc.

I am recommending that Jubilant Cadista Pharmaceuticals Inc. (Cadista) be granted exemption from Personal Property Tax for their equipment purchased in 2020 as requested by the company. Since the request came within 2 years of the purchase of the equipment for purchases in all three years they are eligible for up to 5 years' exemptions for each year.

Over the next five years they will benefit from this exemption by a total savings of \$190,892 in personal property tax for 2020 equipment purchases based on the current personal property tax rate. The exemptions will be applied to City Property Tax years as shown in the schedule provided herein.

City of Salisbury
Manufacturing Exemption Worksheet

Company: Jubilant Cadista Pharmaceuticals Inc.

| Year New Equipment Purchased: 2020 | | | | | |
|------------------------------------|----------------|---------------------------|-----------------------|--------------|-----------|
| Equipment Purchased Amount: | | | | \$ | 2,272,529 |
| City Tax Year | State Tax Year | Exemption Credit Value(1) | Exemption Value Total | Deprec Value | % |
| 2021 | 2020 | 49,086.63 | 2,045,276 | 2,045,276 | 90% |
| 2022 | 2021 | 43,632.56 | 1,818,023 | 1,818,023 | 80% |
| 2023 | 2022 | 38,178.49 | 1,590,770 | 1,590,770 | 70% |
| 2024 | 2023 | 32,724.42 | 1,363,517 | 1,363,517 | 60% |
| 2025 | 2024 | 27,270.35 | 1,136,265 | 1,136,265 | 50% |
| | | \$ 190,892 | NA | 190,892 | |

Application Eligibility Information:

| Exempt yrs Granted | Calculated Yrs based on equip Yr | |
|--------------------|----------------------------------|----------|
| 5 | 1 | 2022 |
| 5 | <2 | 2023 |
| 3 | 2-3 | 2024 |
| 2 | 3-4 | 2025 |
| 1 | 4-5 | 2026 |
| # Years Eligible: | | 5 |
| Date Filed: | | 10/22/22 |

(1) The exemption credit value shown above is using rate of 2.40 per hundreded . The acutal credit to be issued will be based on rates in effect for the Tax Year the credit is issued to.

Rec'd 10/24/22

City of Salisbury



KEITH CORDREY
DIRECTOR INTERNAL SERVICES

MARYLAND

FINANCE DEPARTMENT

125 N. Division Street
Salisbury, MD 21801-4940
(410) 548-3110
(410) 860-5154 (Fax)

SANDRA GREEN
ASSISTANT DIRECTOR INTERNAL SERVICES - ACCOUNTING

Exemption Application For Machinery and Equipment Used for Manufacturing/Research & Development

Business Name: Jubilant CADISTA Pharma MD Department ID#: F04890174

Mailing Address: 207 Kiley Drive Salisbury MD 21801

Contact Name: Christian Daniels Phone No.: 215-433-2912

1. In order to qualify for an exemption you must meet one of the following requirements: Equipment is owned and operated by a facility that (1) locates in Salisbury (2) expands operations in Salisbury, or (3) develops a new product or industrial process in Salisbury. If you meet one of these requirements please explain in detail how you meet these requirements including raw materials used and products produced or R & D activity being conducted. Please include number of employees used in Manufacturing/ R&D and number of administrative employees. All Above Approximately 366 Employees, 246 Engaged in Manufacturing
2. Exemption is requested for tools, machinery & equipment used in Manufacturing / Research & Development acquired in calendar year 2020.
3. Address of Manufacturing / R & D operation. 207
4. Date Manufacturing / R & D operation began in Salisbury. 8/7/96
5. Attach a description of each asset claimed under this exemption. The schedule must include a description, original cost, and date of acquisition for each item. General descriptions such as Equipment, Various, or Miscellaneous are not acceptable.
6. Attach a copy of the State of Maryland Personal Property Return for the year of acquisition.

Additional information and requirements

All exemptions require approval by the City of Salisbury Council and receipt of exemption from Wicomico County does not mean you will automatically be granted an exemption by the City of Salisbury. The exemption that is granted is for a specific year in which equipment was purchased and can be for a term up to a maximum of 5 years. Once an exemption has been granted, a copy of the personal property tax return must be sent in for each year of the exemption. To be eligible to receive the maximum exemption term of 5 years, the application must be received within two (2) years from December 31st of the calendar year in which the equipment was purchased. A separate request must be made for each year. The application can be mailed to Finance Department, 125 North Division St., Salisbury, MD 21801-4940 or faxed to (410) 860-5154.

Preparer's Signature Christ Daniels Date 10-22-2022

Email address Christian.Daniels@JBL.com

5. Tools, machinery, and/or equipment used for manufacturing or research and development:

State the original cost of the property by year of acquisition. Include all fully depreciated property and property expensed under IRS rules. If this business is engaged in manufacturing / R&D, and is claiming such an exemption for the first time, a manufacturing / R&D exemption application must be submitted by September 1 or within 6 months after the date of the first assessment notice for the taxable year that includes the manufacturing / R&D property. Visit the website dat.maryland.gov for an application and additional information. If the property is located in a taxable jurisdiction, a detailed schedule by depreciation category should be included to take advantage of higher depreciation allowances.

| Year Acquired | A | C | D | Year Acquired | A | C | D |
|---------------|-----------|---|---|---------------|-----------|---|---|
| 2020 | 2,272,529 | | | 2016 | 6233 383 | | |
| 2019 | 692350 | | | 2015 | 2485 316 | | |
| 2018 | 2817023 | | | 2014 | 1212172 | | |
| 2017 | 4757 369 | | | 2013 & prior | 10108 722 | | |

Describe Property in C & D above:

Total Cost

0
\$ 30,578,864**6. Vehicles with interchangeable Registration and/or Unregistered vehicles:** (dealer, recycler, finance company, special mobile equipment, and transporter plates) and unregistered vehicles should be reported here. See specific instructions

| Year Acquired | Original Cost | Year Acquired | Original Cost |
|---------------|---------------|---------------|---------------|
| 2020 | | 2018 | |
| 2019 | | 2017 & prior | |

Total Cost

\$ 0

7. Non-farming livestock:

Book Value \$

Market Value \$

8. Other personal property: (including Qualified Data Center personal property, see instructions for more information)

File separate schedule giving a description of property, original cost and the date of acquisition.

Total Cost

\$

9. Property owned by others and used or held by the business or lessee or otherwise:

File separate schedule showing names and addresses of owners, lease number, description of property installation date and separate cost in each case.

Total Cost

\$

10. Property owned by the business, used by others as lessee or otherwise:

File separate schedule showing names and addresses of lessees, lease number, description of property, installation date and original cost by year of acquisition for each location. Schedule should group leases by county where the property is located. Manufacturer lessors should submit the retail selling price of the property not the manufacturing cost. For additional information regarding separate schedules please see Form 1 instructions at <https://dat.maryland.gov>

Total Cost

\$

[illegible]



City of
Salisbury
Jacob R. Day, Mayor

To: Julia Glanz, City Administrator

From: Sandra Green, Assistant Director Finance 566

Date: 12/5/22

Re: Manufacturing Exemption for equipment purchased 2021 - Jubilant Cadista Pharmaceuticals Inc.

I am recommending that Jubilant Cadista Pharmaceuticals Inc. (Cadista) be granted exemption from Personal Property Tax for their equipment purchased in 2021 as requested by the company. Since the request came within 2 years of the purchase of the equipment for purchases in all three years they are eligible for up to 5 years' exemptions for each year.

Over the next five years they will benefit from this exemption by a total savings of \$329,226 in personal property tax for 2021 equipment purchases based on the current personal property tax rate. The exemptions will be applied to City Property Tax years as shown in the schedule provided herein.

City of Salisbury
Manufacturing Exemption Worksheet

Company: Jubilant Cadista Pharmaceuticals Inc.

| Year New Equipment Purchased: 2021 | | | | | |
|------------------------------------|----------------|---------------------------|-----------------------|--------------|-----------|
| Equipment Purchased Amount: | | | | \$ | 3,919,359 |
| City Tax Year | State Tax Year | Exemption Credit Value(1) | Exemption Value Total | Deprec Value | % |
| 2021 | 2020 | 84,658.15 | 3,527,423 | 3,527,423 | 90% |
| 2022 | 2021 | 75,251.69 | 3,135,487 | 3,135,487 | 80% |
| 2023 | 2022 | 65,845.23 | 2,743,551 | 2,743,551 | 70% |
| 2024 | 2023 | 56,438.77 | 2,351,615 | 2,351,615 | 60% |
| 2025 | 2024 | 47,032.31 | 1,959,680 | 1,959,680 | 50% |
| | | \$ 329,226 | NA | 329,226 | |

Application Eligibility Information:

| Exempt yrs Granted | Calculated Yrs based on equip Yr | |
|--------------------|----------------------------------|----------|
| 5 | 1 | 2023 |
| 5 | <2 | 2024 |
| 3 | 2-3 | 2025 |
| 2 | 3-4 | 2026 |
| 1 | 4-5 | 2027 |
| # Years Eligible: | | 5 |
| Date Filed: | | 10/22/22 |

(1) The exemption credit value shown above is using rate of 2.40 per hundred . The acutal credit to be issued will be based on rates in effect for the Tax Year the credit is issued to.

City of Salisbury



KEITH CORDREY
DIRECTOR INTERNAL SERVICES

MARYLAND

FINANCE DEPARTMENT

125 N. Division Street
Salisbury, MD 21801-4940
(410) 548-3110
(410) 860-5154 (Fax)

SANDRA GREEN
ASSISTANT DIRECTOR INTERNAL SERVICES - ACCOUNTING

Exemption Application For Machinery and Equipment Used for Manufacturing/Research & Development

Business Name: Jubilant Capista MD Department ID#: F04890174

Mailing Address: 207 Kiley Drive Salisbury MD 21801

Contact Name: Christian Daniels Phone No.: 215-433-2912

1. In order to qualify for an exemption you must meet one of the following requirements: Equipment is owned and operated by a facility that (1) locates in Salisbury (2) expands operations in Salisbury, or (3) develops a new product or industrial process in Salisbury. If you meet one of these requirements please explain in detail how you meet these requirements including raw materials used and products produced or R & D activity being conducted. Please include number of employees used in Manufacturing/ R&D and number of administrative employees. All of Above. Approx. material 3665+APP. 246 engaged in manufacturing
2. Exemption is requested for tools, machinery & equipment used in Manufacturing / Research & Development acquired in calendar year 2021.

3. Address of Manufacturing / R & D operation. 207 Kiley Drive Salisbury MD

4. Date Manufacturing / R & D operation began in Salisbury. 8/7/1996

5. Attach a description of each asset claimed under this exemption. The schedule must include a description, original cost, and date of acquisition for each item. General descriptions such as Equipment, Various, or Miscellaneous are not acceptable.

6. Attach a copy of the State of Maryland Personal Property Return for the year of acquisition.

Filed Etc 2022 Filed Electronically

Additional information and requirements

All exemptions require approval by the City of Salisbury Council and receipt of exemption from Wicomico County does not mean you will automatically be granted an exemption by the City of Salisbury. The exemption that is granted is for a specific year in which equipment was purchased and can be for a term up to a maximum of 5 years. Once an exemption has been granted, a copy of the personal property tax return must be sent in for each year of the exemption. To be eligible to receive the maximum exemption term of 5 years, the application must be received within two (2) years from December 31st of the calendar year in which the equipment was purchased. A separate request must be made for each year. The application can be mailed to Finance Department, 125 North Division St., Salisbury, MD 21801-4940 or faxed to (410) 860-5154.

Preparer's Signature Christa PD Date 10-22-2022

Email address Christian.Daniels@Jub.com

5. Tools, machinery, and/or equipment used for manufacturing or research and development:

| Year Acquired | A | C | D | Year Acquired | A | C | D |
|---------------|-----------|---|---|---------------|------------|---|---|
| 2021 | 3,919,359 | | | 2017 | 4,757,369 | | |
| 2020 | 2,272,529 | | | 2016 | 6,233,383 | | |
| 2019 | 692,350 | | | 2015 | 2,485,316 | | |
| 2018 | 2,817,023 | | | 2014 & prior | 11,320,894 | | |

Describe property identified in C & D above:

Total Cost: \$ 34,498,223

6. Vehicles with interchangeable Registration and/or Unregistered vehicles:

| Year Acquired | Original Cost | Year Acquired | Original Cost |
|---------------|---------------|---------------|---------------|
| 2021 | | 2019 | |
| 2020 | | 2018 & prior | |

Total Cost: \$

7. Non-farming livestock:

| | |
|----------------|------------------|
| Book Value: \$ | Market Value: \$ |
|----------------|------------------|

8. Other personal property:

Total Cost: \$

9. Property owned by others and used or held by the business or lessee or otherwise:

Total Cost: \$

10. Property owned by the business, used by others as lessee or otherwise:

Total Cost: \$

Jubilant Cadista Pharmaceuticals - 2021 Assets

Dec'21

| Class | Cap.date | Asset | ODep.Start | Cost Ctr | Asset description | Total |
|-------|------------|----------|------------|-----------|--|--------------|
| ZTOE | 1/4/2021 | 9000266 | 1/4/2021 | 131101040 | 1/2 Set of Meclizine 25mg ZrN compression tooling. | 8,942.26 |
| ZP&M | 1/4/2021 | 22000514 | 1/4/2021 | 131101091 | Timemometer | 3,469.15 |
| ZP&M | 1/4/2021 | 22000515 | 1/4/2021 | 131101091 | Power Logger | 4,406.82 |
| ZP&M | 1/6/2021 | 22000504 | 1/6/2021 | 131101091 | Compressed Air Routine Testing Instruments - Parti | 54,901.30 |
| ZP&M | 1/6/2021 | 22000506 | 1/6/2021 | 131101025 | Post Bin Blending System (Post Blender) | 717,340.45 |
| ZP&M | 1/7/2021 | 22000508 | 1/7/2021 | 131101010 | Scales and Balances for Manufacturing | 85,569.19 |
| ZP&M | 1/7/2021 | 22000509 | 1/7/2021 | 131101010 | Scales and Balances for Manufacturing | 27,075.18 |
| ZTOE | 2/12/2021 | 9000270 | 2/12/2021 | 131101073 | Slats & Brushes: Loperamide 2mg. Slat # CO7107-1 | 13,244.54 |
| ZP&M | 2/28/2021 | 22000488 | 8/2/2021 | 131101076 | Blister / Cartoner Machine | 20,463.12 |
| ZFF01 | 3/31/2021 | 1000115 | 1/2/2021 | 131101001 | Old Yardely Furniture Labor Cost | 18,400.00 |
| ZTOE | 3/31/2021 | 9000262 | 1/3/2021 | 131101076 | Tooling For valsartan | 215.91 |
| ZTOE | 4/13/2021 | 9000264 | 04/13/2021 | 131101303 | Plastic Pallets for Warehouse | 14,249.02 |
| ZTOE | 4/16/2021 | 9000265 | 04/16/2021 | 131101040 | Methylprennisolone 4mg and PCP 5mg compression too | 29,583.37 |
| ZP&M | 4/30/2021 | 22000501 | 04/30/2021 | 131101015 | Gerteis Roller Compactor | 945,699.06 |
| ZP&M | 6/21/2021 | 22000503 | 06/21/2021 | 131101010 | Used Tablet Inspection Belt TCI-204 | 16,751.47 |
| ZCOM | 6/26/2021 | 7000294 | 06/26/2021 | 141105210 | Laptops and cart for training purposes | 10,745.28 |
| ZOFF | 6/26/2021 | 21000105 | 06/26/2021 | 131101090 | Small SAP dedicated printer in Maintenance 7PS84A | 2,123.26 |
| ZP&M | 6/26/2021 | 22000507 | 06/26/2021 | 131101010 | Design / Construct New Tray Dryer Suite | 37,487.02 |
| ZP&M | 7/4/2021 | 22000500 | 7/4/2021 | 131101040 | Fette P2020 Tablet Press | 456,403.39 |
| ZTOE | 7/9/2021 | 9000269 | 7/9/2021 | 141105230 | Fall Protection around roof crane | 10,924.82 |
| ZTOE | 7/13/2021 | 9000268 | 07/13/2021 | 131101073 | Prednisone 50mg | 21,047.01 |
| ZTOE | 7/26/2021 | 9000272 | 07/26/2021 | 131101091 | Airflow meter-CFM-88L | 2,860.00 |
| ZTOE | 8/4/2021 | 9000267 | 8/4/2021 | 131101040 | Prednisone 50mg, set 1E & Prednison2.5mg, set 1E | 19,604.08 |
| ZP&M | 8/27/2021 | 22000510 | 08/27/2021 | 131101030 | Used Tray Dryer - T18H283.6SS2D | 62,268.00 |
| ZTOE | 9/27/2021 | 9000271 | 09/27/2021 | 131101040 | Tool-1/2 set Mec. 25mg added to set # 7n | 35,056.04 |
| ZP&M | 11/11/2021 | 22000511 | 11/11/2021 | 131101010 | U20 Quadro Comil | 68,026.14 |
| ZP&M | 12/13/2021 | 22000513 | 12/13/2021 | 131101045 | 66" O'Hara Tablet Coater | 1,027,442.39 |
| ZP&M | 12/23/2021 | 22000512 | 12/23/2021 | 131101094 | Improve Room finishes in Manufacturing | 205,060.79 |

3,919,359.06



City of
Salisbury
Jacob R. Day, Mayor

COUNCIL AGENDA – Department of Procurement

December 12 2022

Award of Bid(s)

- | | |
|--|-----------------------------|
| 1. RFP 22-106 Solar Photovoltaic Generation System | \$3,877,141.78 (20 yr term) |
|--|-----------------------------|

Approval of Tier 6 Change Order

- | | |
|--|-------------|
| 1. RFP 20-103 Laboratory Info. Mgmt System – Change Order #5 | \$ 8,400.00 |
|--|-------------|



City of Salisbury

Jacob R. Day, Mayor

To: Mayor and City Council
From: Jennifer Miller
Director of Procurement
Date: December 12, 2022
Subject: Award of Bids

The Department of Procurement seeks approval from City Council to award the following procurement. The City followed required bidding practices by publicly posting this solicitation on the City of Salisbury's Procurement Portal and the State of Maryland's website, eMaryland Marketplace Advantage.

RFP 22-106 Solar Photovoltaic Generation System

- Department: N/A
- Scope of Work: Development, design, permitting, construction, operation, commissioning, maintenance, financing (and decommissioning) for a turn-key, on-site solar photovoltaic electric generating system at the Waste Water Treatment Plant (WWTP)
- Proposal date: 04/05/2022
- Proposal opening: 05/11/2022
- Total proposals received: 2
- Highest ranked vendor: Empower Energies (Bethesda, MD)
- Notes:
 - 20 yr. term
 - \$0.078 per kWh in yr. 1 with a 2.0% annual escalation
 - \$3,877,141.78 (approx.) contract value over total term
 - This is a Net Metering System that is intended to provide approx. 30% of the WWTP annual electricity needs
 - Panels will be domestic production

The Department of Procurement seeks approval from City Council to initiate the following contract change order, pursuant to Section 2.32.085 of the Salisbury, Maryland – Municipal Code:

RFP 20-103 Laboratory Information Management System

- Department: Water Works
- Original Scope of Work: A software, licensing and support solution for the Wastewater Treatment Plant laboratory function, to include analysis, calculations, chain-of-custody, data entry, data review, demonstration of capability/analyst certification, instrument maintenance and calibration, inventory management, labeling capabilities, reporting, scheduling, subcontracting, mobile application and training.
- Vendor: Labtopia (Houston, TX)
- Amount of change order: \$8,400.00
- GL Account(s):
 - 86083-577036
- Description of change order: Additional support services
- Notes:
 - Salisbury, Maryland - Municipal Code 2.32.085 Change orders - City Council approval is required for any Change Order of a contract that has an original award amount in excess of \$100,000.00, and that results in a cumulative increase of the original contract of 20% or greater.



City of Salisbury

TIER 6 CHANGE ORDER

Original PO \$100,000.01+
Cumulative Increase $\geq 20.01\%$

Contract #: RFP 20-103
Contract Name: Laboratory Information Management System
Change Order #: 5
P.O. #: 2200402
Initiation Date: 11/3/22
Contract Date: 5/5/20
Account #: 86083-577036

TO: Labtopia
12929 Gulf Freeway, Suite 108
Houston, TX 77034

You are directed to make the following changes in this contract:

1. Add six additional months of project management.

Signature of the Contractor indicates their agreement herewith, including any adjustment in the Contract Sum or Contract Time. The terms and conditions of the original contract shall prevail; no other terms and conditions accompanying this charge order shall be valid or enforceable unless specifically acknowledged by written contract amendment issued by the City of Salisbury. Not valid until signed by all parties indicated below.

| | |
|---|--------------------------|
| The original Contract Sum was..... | \$149,472.00 |
| Net change by previously authorized Change Orders..... | \$39,203.80 |
| The Contract Sum prior to this Change Order was..... | \$188,675.80 |
| The Contract Sum will be (increased), (decreased), (unchanged) by..... | \$8,400.00 |
| The Cumulative Contract Sum including this Change Order will be..... | \$197,075.80 |
| Therefore, the Cumulative Contract Sum will be (increased), (decreased), (unchanged) by.... | 24.16% |
| The Contract Time will be (increased), (decreased), (unchanged) by..... | () days or (24) weeks |
| Therefore, the revised date of Substantial Completion is..... | N/A |
| Therefore, the revised date of Final Acceptance is..... | May 2023 |

AUTHORIZED:

| <u>Printed Name</u> | <u>Title</u> | <u>Signature</u> | <u>Date</u> |
|---------------------------------------|---------------------------|---------------------|-------------|
| Cori Cameron | Director of Water Works | <i>Cori Cameron</i> | 11/3/22 |
| Jennifer Miller, NIGP-CPP, CPPO, CPPB | Director of Procurement | | |
| Keith Cordrey | Director of Finance | | |
| Andy Kitzrow | Deputy City Administrator | | |
| Ashley Bosche | City Legal Counsel | | |
| Julia Glanz | City Administrator | | |
| John R. Heath | President, City Council | | |

VENDOR ACKNOWLEDGEMENT (Please sign and return two originals):

| <u>Printed Name</u> | <u>Title</u> | <u>Signature</u> | <u>Date</u> |
|---------------------|--------------|------------------|-------------|
| | | | |

| Project Information | | | |
|----------------------------------|--|-----------------------|----|
| Client Name | City of Salisbury Wastewater Treatment Plant Laboratory | | |
| Project Number | CSM-0782 | Request Number | 05 |
| Governing Document(s) | <p>Project Plan: CSM-0782 -- Project Plan -- 2021-03-26 -- V1 (will be updated according to timestamps in practice)</p> <p>SOW: CSM-0782 -- SOW -- 2020-06-18 (fully executed)</p> <p>SCR: CSM-0782 -- SCR1 -- AdditionalReallocatedFundForImplementationScopeChange__20210602_fullExecuted</p> <p>SCR: CSM-0782 -- SCR4 --AdditionalFundForPMSupportExtension__20220405_fullyExecuted</p> | | |
| Project Milestone | <ul style="list-style-type: none"> Project Management Work | | |
| Overview of Scope Change Request | | | |
| Description of Change | <p>Labtopia will need LAB-165 additional PM service of 6 months to support and manage project till go-live for the timeline extended by the development and joint testing of SCADA integration and coordinating with City IT policy.</p> | | |
| Reason for Change | <p>During the implementation of integration with SCADA and customization of MOR reporting</p> <ol style="list-style-type: none"> By August 2021, the additional requirements identified during the initial preparation that SCADA utilizing the PI Database not an Access Database as clarified during SCR#1 evaluation. By October 2021, new Client resource of SCADA Admin introduced to support the connection between servers residing on a different domain. By December 2021, Client evaluated the workload with SCADA service vendor again to get new resource of SCADA integrator with knowledge and expertise to support the integration. By March 2022, new SCADA integrator resource prepared the intermediate database per SCR#1 execution requirements with key tables/structures. By August 2022, the SCADA integration along with Operations Group data collection (within same daily report template) has been implemented together on LIMS server together via manual trigger and passed all functional / business practice verification. By September 2022, the SCADA integration, Operations Group data implementation and MOR Daily reporting customization (completed ahead of other MOR reports) has been triggered via auto tasks customized and run in the background periodically. <p>During the delivery of LIMS configuration/customization/workshops,</p> <ol style="list-style-type: none"> To resolve some unstable developers RDP/VPN connection issue identified from November 2021, City IT terminated the VPN access of original L2TP Connections and Domain Access and migrated all VPNs to Web Portal Access early February 2022. Controlled by City IT's subcontract vendor policy, instead of original parallel VPN connections for different implementation simultaneously, all Labtopia resource will share one developer access/connection for completing rest of the project tasks. By August 30, 2022 - City IT setup a secondary developer VPN connection which will allow maximum 2 developer connection to LIMS APP server in parallel. | | |

| | | | | |
|-----------------------------------|--|-------------------------------|-----------------------|----------------------|
| | <p>Labtopia maintained and updated the project timeline according to the completion date/time of each WBS task and found that original timeline has been extended by the delay of SCADA integration preparation per SCR#1 requests and the resource availability varied by following City IT new VPN connection control within SCR#4 extension.</p> <p>Based upon the interdependency of WBS tasks, the latest expected go-live date was extended to early May 2023 (compared with end of November 2022, after the VPN control issue was resolved by August 30, 2022) and it will be updated dynamically based on current pending items' status. The original PM service time is not enough to support the Project Implementation till expected go-live schedule around May 2023, according to all the factors which has postponed / will postpone the timeline, Labtopia requests for extra 6-month Project Management service.</p> | | | |
| Requested By | (Name) Ying Yang | (Title) BA/Project Manager | (Company) Labtopia | (Date) 2022-10-28 |
| Evaluation of Scope Change | | | | |
| Impact of Change | <ol style="list-style-type: none"> 1. New PO/Amended PO: Labtopia needs new fund for additional 6-month of PM service (LAB-165: \$8,400.00) to continue supporting the project implementation with all deliverables as planned. 2. Project Plan <ol style="list-style-type: none"> a. Current Scope change request fully executed will be inserted into current Project Plan after WBS 3.18. b. All other WBS tasks timeline will be updated accordingly with fully execution of current Scope Change Request. | | | |
| Testing Requirements | <p>Labtopia resource will execute the unit and functional testing of configuration/customization against the requirements in RTM before delivery to Client via Workshop/Demo defined in Project Plan. After the workshop/demo of Labtopia configuration/customization delivery, Client needs to verify the configuration/customization offline through business practice/workflow of utilizing SampleManager LIMS in the lab.</p> | | | |
| Estimated Time Required | <p>LAB-165: additional 6-month PM service.</p> <p>*If Labtopia identified any extension of project timeline/total period or other task/deliverable delay caused by the change, the new Scope Change Request will be proposed by Labtopia accordingly.</p> | | | |

| Resources Required | <table border="1"> <thead> <tr> <th>Labtopia Roles</th><th>Responsibility</th></tr> </thead> <tbody> <tr> <td>Project Manager</td><td>Responsible for being the central point of contact for all activities provided by Labtopia for client throughout the scope of the statement of work.</td></tr> <tr> <td>Business Analyst</td><td>Responsible for the high level requirements interpretation to configuration/customization and architecture of the system.</td></tr> <tr> <td>LIMS Analyst (Sr.)</td><td>Responsible for developing and assisting with the configuration and customization of the Client LIMS.</td></tr> <tr> <td>IT Support</td><td>Joint responsibility for software installation and LIMS environment configuration.</td></tr> </tbody> </table> | | Labtopia Roles | Responsibility | Project Manager | Responsible for being the central point of contact for all activities provided by Labtopia for client throughout the scope of the statement of work. | Business Analyst | Responsible for the high level requirements interpretation to configuration/customization and architecture of the system. | LIMS Analyst (Sr.) | Responsible for developing and assisting with the configuration and customization of the Client LIMS. | IT Support | Joint responsibility for software installation and LIMS environment configuration. | |
|--|---|--------------|----------------|------------------------|--|--|---|---|---|---|---|--|---|
| Labtopia Roles | Responsibility | | | | | | | | | | | | |
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| Affected Deliverables | | | | | | | | | | | | | |
| SCR – Scope Change Request #5 should be approved and attached to original SOW Project Plan – needs to be updated according to Impact of Change > 2. Project Plan | | | | | | | | | | | | | |
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|--|-------------|--------------------|--------------------------|
| Comments | | | |
| Approval (At a minimum, must be signed by original signatories on the project SOW, or equivalent) | | | |
| Signature | Date | Title | Company |
| | | BA/Project Manager | Labtopia |
| | | Principal | Labtopia |
| | | | City of Salisbury - WWTP |

ORDINANCE NO 2759

AN ORDINANCE OF THE CITY OF SALISBURY AMENDING SECTION 1.16.100 OF THE SALISBURY CITY CODE, ENTITLED “WAIVER OF FINES – AUTHORITY TO ISSUE CITATIONS – VIOLATIONS AND PENALTIES - REPEALER” TO ADD TO THE CATEGORIES OF PERSONS WITH THE AUTHORITY TO ISSUE CITATIONS FOR MUNICIPAL INFRACTIONS AND FURTHER AMENDING SECTION 8.04.050 OF THE SALISBURY CITY CODE ENTITLED “FALSE ALARMS – VIOLATIONS AND PENALTIES” TO CLARIFY DEPARTMENTAL RESPONSIBILITIES SPECIFIC TO FALSE ALARM FEES AND CITATIONS.

WHEREAS, the ongoing application, administration and enforcement of the City of Salisbury Municipal Code (the “**Salisbury City Code**”) demonstrates a need for its periodic review, evaluation and amendment, in order to comply with present community standards and values, and promote the public safety, health and welfare of the citizens of the City of Salisbury (the “**City**”);

WHEREAS, the Mayor and Council of the City of Salisbury (the “**Mayor and Council**”) are authorized by MD Code, Local Government, § 5-202 to adopt such ordinances, not contrary to the Constitution of Maryland, public general law or public local law, as the Mayor and Council deem necessary to assure the good government of the municipality, to preserve peace and order, to secure persons and property from damage and destruction, and to protect the health, comfort and convenience of the citizens of the City;

WHEREAS, the Mayor and Council may amend Section 1.16.100 of the General Provisions Title of the Salisbury City Code and Section 8.04.050 of the Health and Safety Title of the Salisbury City Code, pursuant to the authority granted in § SC 2-15 of the Salisbury City Charter;

WHEREAS, the Mayor and Council find that the health, safety and general welfare of the citizens of the City will be furthered by amending Sections 1.16.100 and 8.04.050 of the Salisbury City Code to clarify departmental responsibilities specific to false alarm fees and citations; and

WHEREAS, the Mayor and Council have determined that the amendments to Sections 1.16.100 and 8.04.050 of the Salisbury City Code shall be adopted as set forth herein.

NOW, THEREFORE, BE IT ENACTED AND ORDAINED BY COUNCIL OF THE CITY OF SALISBURY, MARYLAND, that Sections 1.16.100 and 8.04.050 of the Salisbury City Code are hereby amended by adding the bolded and underlined language and deleting the strikethrough language as follows:

Section 1. Section 1.16.100 of the Salisbury City Code, entitled “Infractions and Civil Zoning Violations” shall be amended as follows:

Chapter 1.16 INFRACTIONS AND CIVIL ZONING VIOLATIONS

1.16.100 Waiver of fines—Authority to issue citations—Violations and penalties—Repealer.

- A. Those directors of departments authorized to administer and enforce this chapter have the privilege to waive any fine contained herein not imposed by any court if it can be established by uncontroverted evidence that the citation for the offense was issued erroneously.
- B. The following persons shall have the authority to issue citations for municipal infractions or civil zoning violations:
 1. Director of the department of Infrastructure and Development and any designee of the Director;
 2. Director of the Housing and Community Development Department and any designee of the Director;
 3. Director of the department of Water Works and any designee of the Director;

4. Housing supervisor;
5. Building inspector;
6. Housing inspector;
7. Zoning administrator;
8. Plan examiner;
9. Plumbing inspector;
10. All city police officers **and any designee of the Chief of Police;**
11. Director of the Department of Field Operations and any designee of the Director;
12. Traffic superintendent;
13. Operations and maintenance superintendent;
14. Sanitation superintendent;
15. Safety Manager;
16. Chief or deputy chief of the city fire department **and any designee of the Chief or deputy chief of the city fire department;**
17. Fire Marshal;
18. Deputy Fire Marshall; and
19. Fire Inspector.

C. The violations of the following codes and ordinances are declared to be an infraction, and the penalty for such violation shall not exceed five hundred dollars (\$500.00) for each initial offense and shall not exceed one thousand dollars (\$1,000.00) for each repeat offense, and each day the violation continues shall constitute a separate offense:

1. International Building Code (2015) (IBC);
2. International Residential Code (2015) (IRC);
3. International Energy Conservation Code (2015) (IECC);
4. International Mechanical Code (2015) (IMC);
5. International Plumbing Code (2015) (IPC);
6. International Fuel Gas Code (2015) (IFGC);
7. International Existing Building Code (2015) (IEBC); and
8. The city fire prevention code.

D. The violations of the following codes and ordinances are declared to be civil zoning violations, and the penalty for such violation shall be five hundred dollars (\$500.00) for each initial offense and five hundred dollars (\$500.00) for each repeat offense:

1. Business, commercial or industrial use violations of the zoning code.

E. The penalty provisions of any of the codes, ordinances or laws referred to in this section inconsistent with the penalty provisions of this chapter are repealed.

Section 2. Section 8.04.050 of the Salisbury City Code, entitled “False alarms – Violations and penalties” shall be amended as follows:

Chapter 8 HEALTH AND SAFETY

8.04.050 False alarms—Violations and penalties.

- A. If, within a calendar year, the Fire and/or Police Departments respond to more than two false alarms at the same location, response fees will be charged to the property owner, as defined by separate ordinance, in accordance with the fee schedule in effect at the time of the response. The Council of the City of Salisbury shall set the fee schedule from time to time as the Council deems appropriate. Prior to January 31st of each year, for the purpose of setting a fee schedule, the Police Department and Fire Department shall provide the Council with up-to-date response fees from each department.
- Failure to pay said fees within ninety (90) days of the date on the notification of the violation will result in a lien against the real property until the fees are satisfied and shall be collectible in the same manner as real estate taxes and shall accrue interest and penalties, if applicable, as allowed for unpaid real estate taxes as well.
- B. Newly installed and newly transferred alarm systems will be given a thirty (30) day grace period to allow for correction of equipment and user errors. During the thirty (30) day period, the alarm user will be allowed unlimited false alarms, as long as steps are being taken to correct any problems. The alarm company installing the new system or transferring a system shall notify the Police and Fire Departments in writing of the new installation or transfer, including the effective date, within ten days of the effective date.
- C. The chief of police and the fire chief will maintain accurate records of false alarm ~~occurrences~~ responses. A bill will be sent by mailing said bill to the property owner of record of the subject location, the designated agent, if any, and the occupant of the property if known to the Director of Finance. The Director of Finance will send the bills for ~~occurrences one to five~~ false alarm ~~occurrences~~ responses in accordance with the fee schedule in effect at the time of the response. ~~The Director of Housing and Community Development Department will send the bills, when the number of occurrences is six or more.~~
- D. If the false alarm bill remains unpaid for more than ninety (90) days, the Director of Finance shall place a lien against the subject real property by forwarding to the last known address of the owner as recorded in the real estate assessment records of the city by written notice, a notice of lien, and such receipt shall constitute a prima facie evidence of service upon such owner if it is signed either by the owner or by a person of suitable age and discretion located at such address. In the event that delivery of said notice of lien is refused by the property owner or his agent, then valid service may be accomplished by hand delivery of same to either the property owner or a person of suitable age and discretion employed or residing at the subject location or by posting the written notice in a conspicuous place in or about the structure or property affected by such notice.
- E. Municipal Infraction. For any violation occurring after the fifth false alarm response by the same responding department within the same calendar year, the person owning and/or in control of the subject real property shall be guilty of a municipal infraction and shall be subject to a fine not to exceed five hundred dollars (\$500.00) for each offense as established in the table listed below. Each false alarm response thereafter within the same calendar year shall constitute a separate offense. Notice and service of a citation shall be as directed under Local Government Article of the Maryland Annotated Code Section 6-101, et seq. and Section SC5-1(38), as amended, concerning municipal infractions. The Chief of Police, and the Fire Chief ~~and the Housing Official~~ are designated by the Council to direct the designated persons within their departments to act as enforcement officers for the purpose of preparing and carrying out the requirements for issuing and serving municipal infractions.

The amount of a fine shall be in accordance with the table below:

| FALSE ALARM OCCURRENCE/FINE | POLICE | FIRE |
|--------------------------------|--------|--------|
| 6th | 100.00 | 100.00 |
| 7th | 200.00 | 200.00 |
| 8th | 300.00 | 300.00 |
| 9th | 400.00 | 400.00 |
| 10th | 500.00 | 500.00 |

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

Section 3. 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 4. 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. 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 5.

Section 6. 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 Mayor and Council of the City of Salisbury held on the 28th day of November, 2022 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 12th day of December, 2022

ATTEST:

Kimberly R. Nichols, City Clerk

John R. Heath, City Council President

Approved by me, this _____ day of _____, 2022.

Jacob R. Day, Mayor

49 unenforceable under applicable Maryland or federal law, such adjudication shall apply only to the section,
50 paragraph, subsection, clause or provision so adjudged and all other provisions of this Ordinance shall remain and
51 shall be deemed valid and enforceable.

52 **Section 5.** The recitals set forth hereinabove are incorporated into this section of the Ordinance as if such
53 recitals were specifically set forth at length in this Section 5.

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59 **ATTEST:**

60 _____
61 **Kimberly R. Nichols, City Clerk**

John R. Heath, City Council President

62
63 Approved by me, this _____ day of _____, 2022.
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66 _____
67 **Jacob R. Day, Mayor**

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ORDINANCE NO. 2761

**AN ORDINANCE OF THE CITY OF SALISBURY AUTHORIZING THE
MAYOR TO ENTER INTO A MEMORANDUM OF UNDERSTANDING WITH
THE WICOMICO COUNTY HEALTH DEPARTMENT AND APPROVING A
BUDGET AMENDMENT OF THE FY2023 GENERAL FUND BUDGET TO
APPROPRIATE FUNDS RECEIVED FROM THE WICOMICO COUNTY
HEALTH DEPARTMENT IN THE AMOUNT OF \$10,000.00.**

WHEREAS, the funds have been provided by the Wicomico County Health Department (WiCHD), in conjunction with Mid-Shore Behavioral Health, Inc., for a Safe Station Program; and

WHEREAS, Safe Station is an innovative program that helps remove barriers to treatment for members of our community who are eager to recover from a substance use disorder; and

WHEREAS, the goal of the Safe Station is to help people with linkage to treatment and recovery services by allowing them to practice self-determination; and

WHEREAS, the City of Salisbury Fire Department will provide non-emergent medical checks to all individuals that enter the Safe Station; and

WHEREAS, the City of Salisbury must enter into a grant agreement with WiCHD defining how these funds must be expended; and

WHEREAS, the accepted funds shall be used to purchase additional emergency medical supplies and equipment; and

WHEREAS, both the Fire Chief and the Mayor have recommended that the City accept the monetary donation and allocate the funds to the Fire Department's FY2023 Operating Budget; and

WHEREAS, § 7-29 of the Salisbury City Charter prohibits the City from entering into a contract that requires an expenditure not appropriated or authorized by the Council of the City of Salisbury; and

WHEREAS, appropriations necessary to execute the purpose of this grant must be made upon the recommendation of the Mayor and the approval of four-fifths of the Council of the City of Salisbury.

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

Section 1. Mayor Jacob R. Day is hereby authorized to enter into a grant agreement with the Community Foundation of the Eastern Shore to accept grant funds in the amount of \$10,000.00.

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

Section 2. The City of Salisbury's Grant Fund Budget be and hereby is amended as follows:

(a) Increase General Fund WiCHD Reimbursements account (01000-427301-XXXXX) by \$10,000.00.

(b) Increase Fire Department Expenditure Medical account (24035-546016) by \$10,000.00.

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

Section 3. 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 4. 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. 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 5.

Section 6. 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 Mayor and Council of the City of Salisbury held on the 28th day of November, 2022 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 12th day of December, 2022.

ATTEST:

Kimberly R. Nichols, City Clerk

John R. Heath, City Council President

Approved by me, this _____ day of _____, 2022.

Jacob R. Day, Mayor

[illegible]

AN ORDINANCE OF THE CITY OF SALISBURY AUTHORIZING THE MAYOR TO ENTER INTO A CONTRACT WITH TIDAL HEALTH FOR THE PURPOSE OF ACCEPTING SUB-GRANTED FUNDS IN THE AMOUNT OF \$62,500.00.

WHEREAS, Tidal Health, in conjunction with the City of Salisbury, applied for funds through the Rural Maryland Prosperity Investment Fund (RMPIF); and

WHEREAS, Tidal Health has been awarded RMPIF funds in the amount of \$187,755.00; and

WHEREAS, Tidal Health is further sub-granting \$62,500.00 to the City of Salisbury; and

WHEREAS, all accepted funds shall be used to operate the Salisbury-Wicomico Firstcare Team (SWIFT); and

WHEREAS, § 7-29 of the Salisbury City Charter prohibits the City from entering into an contract that requires an expenditure not appropriated or authorized by the City Council; and

WHEREAS, the budget amendment as provided herein must be made upon the recommendation of the Mayor and the approval of four-fifths of the Council of the City of Salisbury

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

Section 1. The City of Salisbury's Fiscal Year 2023 General Fund Budget be and is hereby amended as follows

- (a)** Increase the Rural Maryland Council Revenue Account (10500-424540-XXXXXX) by \$62,500.00.
- (b)** Increase Salary Overtime Non-Clerical Expense Account (10500-501021-XXXXXX) by \$37,000.00.
- (c)** Increase Various Benefits Expense Account (10500-502XXX-XXXXXX) by \$25,500.00.

BE IT FURTHER ENACTED AND ORDAINED BY THE COUNCIL OF THE CITY OF SALISBURY, MARYLAND, 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 from and after the date of its final passage.

THIS ORDINANCE was introduced and read at a Meeting of the Mayor and Council of the City of Salisbury held on the 28th day of November, 2022 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 12th day of December, 2022.

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[SIGNATURES APPEAR ON THE PAGE THAT FOLLOWS]

48 ATTEST:

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53 **Kimberly R. Nichols, City Clerk**

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57 **John R. Heath, City Council President**

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61 Approved by me, this _____ day of _____, 2022.
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61 **Jacob R. Day, Mayor**

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ORDINANCE NO. 2763

AN ORDINANCE OF THE CITY OF SALISBURY TO AMEND CHAPTER 2.12 OF THE SALISBURY CITY CODE, ENTITLED “DEPARTMENT OF INFRASTRUCTURE AND DEVELOPMENT”, FOR THE PURPOSE OF REMOVING THE AUTHORITY TO ENFORCE THE CITY FIRE PREVENTION CODE FROM THE DIRECTOR OF THE DEPARTMENT OF INFRASTRUCTURE AND DEVELOPMENT.

WHEREAS, the ongoing application, administration and enforcement of the City of Salisbury Municipal Code demonstrates the need for periodic review, evaluation and amendment; and

WHEREAS, the City of Salisbury has adopted the State Fire Prevention Code subject to local amendments; and

WHEREAS, the City of Salisbury had previously granted the authority to enforce the City Fire Prevention Code to the Director of Infrastructure and Development; and

WHEREAS, the City of Salisbury now employs a Fire Marshal, Deputy Fire Marshal and Fire Inspector to enforce the City Fire Prevention Code; and

WHEREAS, the City of Salisbury desires to amend Chapters 2.12.030 and 2.14.030 of the Salisbury City Code for the purpose of removing the authority to enforce the City Fire Prevention Code from the Director of the Department of Infrastructure and Development and the Director of the Housing and Community Development Department.

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

Section 1. Chapter 2.12 of the Salisbury City Code, entitled “Department of Infrastructure and Development”, be and is hereby amended by repealing the crossed-out language as follows:

2.12.030 - Powers and duties of director and department.

Under the authority of the mayor and the supervision of the city administrator, the director of the department of infrastructure and development is directed to enforce the city's building, electrical, gas, plumbing, zoning, ~~fire~~, mechanical and existing building codes and to carry out and perform all functions of the city as provided by such building, electrical, gas, plumbing, zoning, ~~fire~~, mechanical and existing building codes. ~~The City Fire Marshal shall report the results of the fire plan reviews and pre-occupancy functions to the Director of the Department of Infrastructure and Development.~~ The department of infrastructure and development shall have all the power and authority necessary to carry out its duties.

Section 2. Chapter 2.14. of the Salisbury City Code entitled “Housing and Community Development Department”, be and is hereby amended by repealing the crossed-out language as follows:

2.14.030 - Powers and duties of director and department.

Under the authority of the mayor and the supervision of the city administrator, the director of the Housing and Community Development Department is directed to enforce the city's housing, building, ~~fire~~ and zoning codes and to carry out and perform all functions of the city as provided by such housing, building, ~~fire~~ and zoning codes. The Housing and Community Development Department shall have all the power and authority necessary to carry out its duties.

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

Section 3. 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 4. 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

46 under applicable Maryland or federal law, such adjudication shall apply only to the section, paragraph, subsection, clause or
47 provision so adjudged and all other provisions of this Ordinance shall remain and shall be deemed valid and enforceable.

48 **Section 5.** The recitals set forth hereinabove are incorporated into this section of the Ordinance as if such recitals
49 were specifically set forth at length in this Section 5.

50 **Section 6.** This Ordinance shall take effect from and after the date of its final passage.

51 **THIS ORDINANCE** was introduced and read at a Meeting of the Mayor and Council of the City of Salisbury held
52 on the 28th day of November, 2022 and thereafter, a statement of the substance of the Ordinance having been published as
53 required by law, in the meantime, was finally passed by the Council of the City of Salisbury on the 12th day of December,
54 2022.

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57 **ATTEST:**

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61 Kimberly R. Nichols, City Clerk John R. Heath, City Council President

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65 Approved by me, this _____ day of _____, 2022.

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70 Jacob R. Day, Mayor

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MEMORANDUM

To: City Council
From: Allen Swiger, Director of ABCD
Subject: Budget Amendment for Maryland Folk Festival
Date: 11/17/22

The Department of Arts, Business and Culture is requesting consideration for an amendment to appropriate funds for the inaugural Maryland Folk Festival that is scheduled for September 22-24, 2023. These funds will be utilized for all facets of festival operations including staffing, production fee, artist fees, equipment, staging, lighting, and more.

The current forecast for the MDFF FY23 Revenues is as follows:

| | |
|--|---------------|
| Event Revenues (Beverage, Merchandise) | 60,000 |
| Sponsorships, Donations, | 447,500 |
| Grants to be awarded | 27,000 |
| Grants previously awarded and accepted | 65,000 |
| <u>Transfer – General Fund</u> | <u>75,500</u> |
| Total | \$675,000 |

Since there are \$27,000 in grants expected but have not been yet awarded and Event Revenues may not be available at the time expenditures are required, the ordinance calls for a transfer of \$162,500 (\$75,500 + \$60,000 + \$27,000) from the General Fund to the NFF Special Revenue Fund. Note that the ordinance increases the appropriation for only \$610,000 since \$65,000 has already been appropriated in the grant fund.

The mission of the Maryland Folk Festival is to celebrate our community's rich artistic vibrancy and diversity by offering unique experiences to express cultural traditions through music, dance, food, crafts and other folk arts.

Attachment: Budget Amendment Ordinance

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2 AN ORDINANCE OF THE CITY OF SALISBURY APPROVING AN AMENDMENT TO THE FY
3 2023 GENERAL FUND BUDGET AND THE GRANT FUND BUDGET FURTHER
4 APPROPRIATING FUNDS FOR THE OPERATION OF THE 2023 MARYLAND FOLK
5 FESTIVAL.

7 **WHEREAS**, the City wishes to hold the inaugural Maryland Folk Festival in September of 2023 to
8 celebrate our community's rich artistic vibrancy and diversity by offering unique experiences to express cultural
9 traditions through music, dance, food, crafts and other folk arts; and

11 **WHEREAS**, funds in the amount of \$675,000 will be needed to cover all facets of festival operations
12 including, but not limited to, staffing, production fees, artist fees, equipment, staging, and lighting; and

14 **WHEREAS**, the \$675,000 in expenditures for the Maryland Folk Festival will be offset by a variety of
15 revenue sources including, but not limited to, sponsorships, donations, grants and on-site revenue collected through
16 alcohol and merchandise sales; and

8 **WHEREAS**, appropriations necessary to execute the purpose of this grant must be made upon the
9 recommendation of the Mayor and the approval of four-fifths of the Council of the City of Salisbury.

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

24 **Section 1.** The City of Salisbury's FY23 General Fund Budget be and hereby is amended as follows:

| Increase Decrease | Type | Account | Account Description | Amount |
|------------------------------|-------------|----------------|-------------------------------|---------------|
| Increase | Revenue | 01000-69810 | Current Year Surplus | 162,500 |
| Increase | Expense | 91001-599105 | Transfer Special Revenue Fund | 162,500 |

28 **Section 2.** The City of Salisbury's Grand Fund be and hereby is amended as follows:

| Increase Decrease | Type | Account | Account Description | Amount |
|----------------------|---------|--------------------|-----------------------------|---------|
| Increase | Revenue | 10125-456124-xxxxx | Sponsorships | 353,000 |
| Increase | Revenue | 10125-456400-xxxxx | Donations | 72,500 |
| Increase | Revenue | 10125-456123-xxxxx | Vender Revenue | 22,000 |
| Increase | Revenue | 10125-469110-xxxxx | Transfer In – General Fund | 162,500 |
| Increase | Expense | 10125-xxxxxx-xxxxx | Operating and Other various | 610,000 |

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

33 **Section 3.** It is the intention of the Mayor and Council of the City of Salisbury that each provision of this
34 Ordinance shall be deemed independent of all other provisions herein.

Section 4. 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. 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 5.

Section 6. 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 Mayor and Council of the City of Salisbury held on the 12th day of December, 2022 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 December, 2022.

ATTEST:

Kimberly R. Nichols, City Clerk

John R. Heath, City Council President

Approved by me, this _____ day of _____, 2022.

Jacob R. Day, Mayor

MEMO

To: Rick Baldwin, Director, DID
From: William T Holland
Date: 12/8/2022
Re: Building Code Amendment

Rick, attached is an Ordinance amending Chapter 15.04 of the City Building Code. The amendment will require a new Certificate of Occupancy prior to the change of tenants for commercial type occupancies. Currently, the building code requires a new Certificate of Occupancy with the change in occupancy and use classification.

The purpose for this change is that on numerous occasions City Inspectors have discovered interior alterations have taken place with a change of tenants without required permits, inspections, or new Certificate of Occupancy. If a building permit is not required, a walk-thorough inspection is all that's required.

The proposed Ordinance includes amendments to the NFPA Life Safety Code referencing the City Fire Marshal's authority for all fire safety provisions.

Let me know if you have any question.

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WHEREAS, the ongoing application, administration and enforcement of Title 15, Buildings and
 tion, of the City of Salisbury Municipal Code demonstrates the need for periodic review, evaluation
 endment; and

WHEREAS, the Mayor and City Council may amend Chapter 15.04, Building Code, pursuant to the authority granted in SC 2-15 of the Salisbury City Charter and § 12-501, *et seq.*, of the Public Safety Article, Maryland Annotated Code; and

WHEREAS, the Mayor and Council find that the health, safety and general welfare of the citizens of the City will be furthered by amending section 15.04.020 of the Salisbury City Code to require a new certificate of occupancy and inspection for any change of use, group, owner or tenant, and to clarify fire safety provisions regarding the Fire Marshal's enforcement powers.

NOW, THEREFORE, BE IT ENACTED AND ORDAINED BY COUNCIL OF THE CITY OF SALISBURY, MARYLAND, that Title 15 of the Salisbury City Code is hereby amended by adding the **bolded and underlined** language as follows:

Section 1. By amending Section 15.04.020 of the Salisbury City Code, entitled “Amendments to the International Building Code (2018)” as follows:

The following additions and deletions are made to the International Building Code (2018):

A. Chapter 1 delete Section 101.2.1 Appendices, and replace with the following: Paragraph 101.2.1 Appendix provisions on Appendix B. Building Board of Appeals and Appendix I. Patio Covers are adopted as part of the IBC.

B. Chapter 1 delete [A] 101.4.4 Property Maintenance.

C. Chapter 1 amend [A] 102.6 Existing Structures. The legal occupancy of any structure existing on the date of adoption of this code shall be permitted to continue without change, except as otherwise specifically provided for in this code, the International Existing Building Code, City of Salisbury Property Maintenance Code, or the NFPA Life Safety Code 101 (2018).

D. Chapter 1 delete [A] 105.2 Work exempt from permit: 2. Fences not over 7 feet (2134mm) high and replace with the following:

[A] 105.2 Work exempt from permit.

2. Fences less than fifty (50) lineal feet.

E. Chapter 1 add [A] 105.2.14 Work exempt from permit: 14. to read as follows: "Replacement windows, doors, vinyl/aluminum siding and custom trim."

F. Chapter 1 amend [A] 109.4 Work commencing before issuance of a permit issuance. Any person who commences any work on a building, structure, electrical, gas, mechanical or plumbing system before obtaining the necessary permits may be subject to a permit fee two times the amount of the original fee.

G. Chapter 1 add Section [A] 111.1.1, Change of Use Group, Owner or Tenant. No change in use, group, owner or tenant of a building, structure or land shall be permitted, wholly or in part, until a new Certificate of Occupancy has been issued by the Building Official certifying

compliance with applicable parts of this Chapter and other applicable State or local laws, ordinances, and regulations. This provision shall not apply to a change of tenant for R-2, change of owner or tenant for R-3, or change of tenant for R-4 structures.

H. Add Section [A] 104.1.1. Fire Safety Provisions. The Fire Marshal or the Fire Marshal's authorized representative shall enforce all fire safety provisions of this Code. Where references to fire safety provisions in this Code indicate the term "Building Official or Code Official," they shall be construed to refer to the Fire Marshal or the Fire Marshal's authorized representative. In any conflict of opinion concerning fire safety of a structure, the decision of the Fire Marshal shall control. In all other matters relating to structures, the decision of the Building Code Official shall control. The Fire Marshal shall be responsible for the final technical interpretation of all fire safety provisions within this Code.

BE IT FURTHER ENACTED AND ORDAINED BY THE COUNCIL OF THE CITY OF SALISBURY, MARYLAND, 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 from and after the date of its final passage.

THIS ORDINANCE was introduced and read at a Meeting of the Mayor and Council of the City of Salisbury held on the 12th day of December, 2022 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 _____, 2022

ATTEST:

Kimberly R. Nichols, City Clerk

John R. Heath, City Council President

Approved by me, this ____ day of _____, 2022.

Jacob R. Day, Mayor

INTER

OFFICE

MEMO

Finance Department

To: Julia Glanz, City Administrator
From: Keith Cordrey, Director of Finance
Subject: Budget Ordinance – Park Well Field Project
Date: December 1, 2022

KAC

Bond Proceeds were assigned to the Park Well Field Project by Ordinance 2576 in order to support an appropriation without the project being officially being added as a project to the 2017 Bond by the City's Bond Counsel. The attached Budget Ordinance removes the Bond Proceeds and Investment Interest previously assigned to the Park Well Field Project by Ordinance 2576 and returns the previously transferred Bond Proceeds to the Belt Press Project and Investment Interest to an Unassigned Status.

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

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ORDINANCE NO. 2766

**AN ORDINANCE OF THE CITY OF SALISBURY APPROVING A BUDGET
AMENDMENT OF THE WATER SEWER CAPITAL PROJECT FUND BUDGET TO
REMOVE AN APPROPRIATION FOR THE PARK WELL FIELD PROJECT.**

WHEREAS, the Finance Department has determined funding from Investment Interest and Bond Proceeds for the Park Well Field Project included in Ordinance No. 2576 should be funded from other sources; and

WHEREAS, the Water Works Department has determined there are available funds for the project in the FY 13 Bond Pool in Project 50031 Restore Park Well Field; and

WHEREAS, the budget amendment as provided herein must be made upon the recommendation of the Mayor and the approval of four-fifths of the Council of the City of Salisbury.

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

Section 1. The City of Salisbury's Water Sewer Capital Project Fund budget is hereby amended as follows:

| Increase (decrease) | Account Type | Project | Account | Description | Amount |
|------------------------|-----------------|--------------------|------------------------|------------------------|---------|
| Decrease | Revenue | Park Well Field | 96017-456110- 50022 | Investment Interest | 127,000 |
| Increase | Revenue | Unassigned | 96017-456110- 99999 | Investment Interest | 127,000 |
| Decrease | Revenue | Park Well Field | 96017-469312- 50022 | Debt Proceeds | 48,000 |
| Increase | Revenue | Belt Press | 96017-469312- 55018 | Debt Proceeds | 48,000 |
| Decrease | Expenditure | Park Well Field | 96217-513026- 50022 | Construction | 175,000 |
| Increase | Expenditure | Unassigned | 97030-513026- 99999 | Construction | 127,000 |
| Increase | Expenditure | Belt Press | 96317-513026- 55018 | Construction | 48,000 |

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BE IT FURTHER ENACTED AND ORDAINED BY THE COUNCIL OF THE CITY OF SALISBURY, MARYLAND, 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.

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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 from and after the date of its final passage.

THIS ORDINANCE was introduced and read at a Meeting of the Mayor and Council of the City of Salisbury held on the 12th day of December, 2022 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 _____, 2022.

ATTEST:

Kimberly R. Nichols, City Clerk

John R. Heath, City Council President

Approved by me, this _____ day of _____, 2022.

Jacob R. Day, Mayor

INTER

OFFICE

MEMO

Finance Department

To: Julia Glanz, City Administrator
From: Keith Cordrey, Director of Finance *KAC*
Subject: Budget Ordinance – Police Communications Project
Date: December 1, 2022

Bond Proceeds were assigned to the Police Communications Project by Ordinance 2653 in order to support an appropriation without the project being officially being added as a project to the 2017 Bond by the City's Bond Counsel. The attached Budget Ordinance removes the Bond Proceeds and Investment Interest previously assigned to the Police Communications Project by Ordinance 2576 and returns the previously transferred Bond Proceeds to the Public Works Vehicles Project, Bond Issuance, and Investment Interest to an Unassigned Status.

In order to replace the funding removed as described above, the attached ordinance transfers PayGO no longer required by the GOB Roof project to the Police Communications Project.

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

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ORDINANCE NO. 2767

**AN ORDINANCE OF THE CITY OF SALISBURY APPROVING A BUDGET
AMENDMENT OF THE GENERAL CAPITAL PROJECT FUND BUDGET TO
REPLACE FUNDING FROM BOND PROCEEDS FOR THE POLICE
COMMUNICATION PROJECT WITH PAYGO FROM THE GOB ROOF PROJECT.**

WHEREAS, the City Finance Department has determined funding from Investment Interest and Bond Proceeds for the Police Communication Project included in Ordinance No. 2653 should be funded from other sources; and

WHEREAS, the Procurement Department has determined there are available PayGO funds to replace the previously assigned Investment Interest and Bond Proceeds for the Police Communications Project from the GOB Roof Project; and

WHEREAS, the budget amendment as provided herein must be made upon the recommendation of the Mayor and the approval of four-fifths of the Council of the City of Salisbury.

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

Section 1. The City of Salisbury's General Capital Project Fund budget is hereby amended as follows:

| Increase (decrease) | Account Type | Project | Account | Description | Amount |
|------------------------|-----------------|-----------------------|--------------------|---------------------|-----------|
| Decrease | Revenue | Police Communications | 98017-456110-48033 | Investment Interest | 15,054.54 |
| Increase | Revenue | Unassigned | 98017-456110-99999 | Investment Interest | 15,054.54 |
| Decrease | Revenue | Police Communications | 98017-469312-48033 | Debt Proceeds | 10,674.12 |
| Increase | Revenue | Public Works Vehicles | 98017-469312-48034 | Debt Proceeds | 10,674.12 |
| Decrease | Revenue | Police Communications | 98017-469312-48033 | Debt Proceeds | 13,048.34 |
| Increase | Revenue | Bond Issuance | 98017-469312-99998 | Debt Proceeds | 13,048.34 |
| Increase | Revenue | Police Communications | 96017-469313-48033 | PayGO | 37,620.54 |
| Decrease | Revenue | GOB Roof | 96017-469313-43029 | PayGO | 37,620.54 |
| Decrease | Expenditure | Police Communications | 98017-577030-48033 | Equipment | 1,156.46 |
| Increase | Expenditure | Public Works Vehicles | 98117-577025-48034 | Vehicles | 10,674.12 |
| Increase | Expenditure | Bond Issuance | 98117-588900-99998 | Bond Issuance Cost | 13,048.34 |
| Increase | Expenditure | Unassigned | 98117-513026-99999 | Construction | 15,054.54 |
| Decrease | Expenditure | GOB Roof | 98117-577015-43029 | Buildings | 37,620.54 |

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BE IT FURTHER ENACTED AND ORDAINED BY THE COUNCIL OF THE CITY OF SALISBURY, MARYLAND, 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,

28 subsection, clause or provision so adjudged and all other provisions of this Ordinance shall remain and shall be deemed
29 valid and enforceable.

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

32 **Section 5.** This Ordinance shall take effect from and after the date of its final passage.
33

34 **THIS ORDINANCE** was introduced and read at a Meeting of the Mayor and Council of the City of Salisbury
35 held on the 12th day of December, 2022 and thereafter, a statement of the substance of the Ordinance having been
36 published as required by law, in the meantime, was finally passed by the Council of the City of Salisbury on the ____
37 day of _____, 2022.

38
39
40
41 **ATTEST:**
42

43
44
45 _____
46 **Kimberly R. Nichols, City Clerk**
47

48
49 _____
50 **John R. Heath, City Council President**
51

52
53
54 Approved by me, this _____ day of _____, 2022.
55

56 _____
57 **Jacob R. Day, Mayor**