

CITY OF SALISBURY
WORK SESSION
APRIL 3, 2023

Public Officials Present

Council President Muir Boda
Council Vice-President April Jackson
Councilwoman Michele Gregory

Mayor John R. Heath
Councilwoman Angela Blake
Councilwoman Megan Outten

In Attendance

City Administrator Andy Kitzrow, Assistant Airport and Business Development Manager Chris Davidson, Business Development Director Laura Soper (Zoom), Field Operations Director Mike Dryden, Water Works Director Cori Cameron, Housing & Community Development Director Ron Strickler, City Planner Brian Soper, Arts, Business & Culture Department (ABCD) Director Allen Swiger, City Clerk Kimberly Nichols, Attorney Ashley Bosche and interested members of the public.

On February 21, 2023 the Salisbury City Council convened at 4:34 p.m. in a Work Session in Conference Room 306 of the Government Office Building following the adjournment of the Special Meeting.

The following is a synopsis of the items discussed in Work Session.

SBY Airport updates

Chris Davidson, Assistant Airport and Business Development Manager provided the attached update on the SBY Airport, which has been made part of the minutes.

The update was for Council information only, and no consensus was taken by Council.

Ordinance to accept Department of Housing & Community Development (DHCD) Operating Assistance Grant (OAG) for 2023 MDFD

Business Development Director Laura Soper joined Council via Zoom and announced the City was awarded \$20,000 to be used towards the 2023 Maryland Folk Festival. It would be used towards the stipend for the various hired coordinators for the festival.

Council reached unanimous consensus to advance the legislation to legislative agenda.

Budget amendment for Parking Garage automation and upgrades

Field Operations Director Mike Dryden informed Council the ordinance would authorize Mayor Heath to transfer \$150,000 from the Parking Fund to be used for parking

automation project in the Parking Capital Fund. The project would automate some of the parking operations and streamline the process to include QR readers and cameras.

Council reached unanimous consensus to advance the legislation to legislative agenda.

Budget amendment to reallocate funds for the Filter Project

Water Works Director Cori Cameron presented the item via Zoom. Funds were appropriated for a dump truck in FY23 and the previous year, and due to supply chain shortages had not received the dump truck, and would not receive last year's dump truck until FY24 (it was on order). The department felt it was a better use to reallocate the funds to buy the filter cloths at this time, and remove it from the FY24 CIP. It would be better suited to buy the dump truck in FY25 when hopefully the supply chain improves.

Council reached unanimous consensus to advance the legislation to legislative agenda.

Ordinance to accept CTI Grant

Housing and Homelessness Manager Brett Sanders announced the City was already operating the CTI Program and received funding in two pieces. This \$12, 562 would fund the program from April through June, when they would then start the FY24 year.

Council reached unanimous consensus to advance the legislation to legislative agenda.

Resolution to adopt the new Board of Appeals Handbook

City Planner Brian Soper explained the Board of Appeals Handbook was planned to be presented by Planning staff prior to their first meeting. The Handbook established rules and procedures for how the Board should function and would be adopted prior to their first meeting. Unless the Board wished to make changes, Council would not see it again.

Council reached unanimous consensus to advance the resolution to legislative agenda.

Ordinance to change the Fee Schedule to include fees for Board of Appeals

Mr. Soper noted the fee schedule was part of Planning's efforts to include new fees for Housing and Community Development which were not previously included. It clarified language to develop and review fees. The ordinance also split the water meter fees to accommodate for supply chain price increases and add the installation cost for meter sizes not currently listed. They anticipated that this would be changed periodically to account for the change in cost of the meters.

Council reached unanimous consensus to advance the ordinance to legislative agenda.

JD Oliver-Barr International Annexation Introduction

Mr. Soper said the petition had been received for annexation for the Barr International property north of the City of Salisbury. Currently, no action was needed by Council as it was scheduled for the Planning Commission to provide the zoning recommendation on April 20, 2023. General Commercial was the anticipated zoning recommendation. The information was for Council's update only, and no consensus was requested.

Ordinance to accept MSAC grant funds for expenses associated with Bundle Up and Get Outside! (BUAGO)

Arts, Business & Culture Department (ABCD) Director Allen Swiger and Assistant Director Scott Roberts joined Council. Mr. Swiger reported the Maryland State Arts Council offered the City the \$4,000 grant to provide artists stipends and supplies for the 2023 Bundle Up And Get Outside (BUAGO) program. BUAGO is an interactive art experience that is free to the community and takes place throughout the City Park.

Council reached unanimous consensus to advance the legislation to legislative agenda.

Ordinance to accept NEA GFAP Funds for 81st National Folk Festival

Mr. Swiger reported the City was awarded the National Endowment for the Arts (NEA) grant for arts projects to help with the 81st NFF. This would reimburse the City some of the funds paid for artist fees, interpretive signage, marketing and photography spent on the 81st National Folk Festival.

Council reached unanimous consensus to advance the ordinance to legislative agenda.

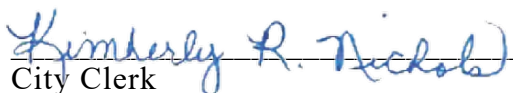
Ordinance to add new position to ABC Department

Mr. Swiger requested to amend the Authorized Positions to include a new Event Coordinator in the ABCD Department. He clarified he was not requesting additional funding for the position, as it was a transition between the relationship of the Salisbury Arts & Entertainment District and the City. There was a surplus of funds available in the Development Services account.


Council reached unanimous consensus to advance the ordinance to legislative agenda.

Adjournment / Convene in Special Meeting #2

With no further business to discuss, President Boda adjourned the Work Session at 4:55 p.m. and Council immediately convened in the scheduled Special Meeting.



City Clerk



Council President