



CITY OF SALISBURY CITY COUNCIL AGENDA

AUGUST 14, 2023

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. INVOCATION- Rev. Dr. David L. McLendon, St. James A.M.E.
- 6:04 p.m. Zion Church PROCLAMATION- Mayor John R. Heath
- Black Philanthropy Month – Sonya Whited, Sharon Morris, Lori Carter
- 6:09 p.m. PRESENTATION- Wicomico County Health Department
- Local Health Improvement Coalition- Wicomico County Health Department Health Planner Lisa Renegar, MA and Health Officer Matthew McConaughy, and TidalHealth Director of Community Health Initiatives and Population Health Management Kat Rodgers, MPH
- 6:24 p.m. ADOPTION OF LEGISLATIVE AGENDA
- 6:25 p.m. CONSENT AGENDA- City Clerk Kimberly Nichols
- **Resolution No. 3268**- appointment of Daniel Green to the Human Rights Advisory Committee for term ending August 2025
 - **Resolution No. 3269**- appointment of Mikayla Somers to the Human Rights Advisory Committee for term ending August 2025
 - **Resolution No. 3270**- appointment of Jonathan Moore to the Human Rights Advisory Committee for term ending August 2025
 - **Resolution No. 3271**- appointment of Maria Cornman to the Human Rights Advisory Committee for term ending August 2025
 - **Resolution No. 3272**- appointment of Chalarra Sessoms to the Historic District Commission for term ending August 2026
 - **Resolution No. 3273**- appointment of Amber Green to the TRUTH Committee for term ending August 2027
 - **Resolution No. 3274**- appointment of JoAnn Morissette to the TRUTH Committee for term ending August 2027
- 6:30 p.m. AWARD OF BID- Procurement Director Jennifer Miller
- ITB 24-105 Sub-Compact Sweeper \$146,720.00

- 6:33 p.m. **PUBLIC HEARING**- Assistant City Administrator Tom Stevenson
- **Resolution No. 3275**– authorizing the submission of an application to the Maryland Department of Commerce for the re-designation of a Regional Institutional Strategic Enterprise Zone
- 6:38 p.m. **PUBLIC HEARING**- City Attorney Ashley Bosché
- **Ordinance No. 2814**- amending Section 17.76.020A of the Salisbury City Code to add service, rental and repair establishments to the category of Uses Permitted in the Light Industrial Zoning District
- 6:43 p.m. ORDINANCES- City Attorney Ashley Bosché
- **Ordinance No. 2816**- 2nd reading- authorizing the Mayor to enter into a contract with the Maryland Department of Housing and Community Development (DHCD) for the purpose of accepting funds from the Digital Inclusion Grant in the amount of \$18,700 for the Anne Street Village Resident Technology Education Project
 - **Ordinance No. 2817**- 2nd reading- to amend the Salisbury City Code to add Chapter 2.25 entitled “Labor Code” in furtherance of Charter Amendment Resolution 2022-4, which authorized collective bargaining for certain employees of the City
 - **Ordinance No. 2815**- 2nd reading- authorizing the Mayor to defund the Computer Aided Dispatch Project and to appropriate funds for the purchase of portable radios
 - **Ordinance No. 2818**- 1st reading- authorizing the Mayor to appropriate funds for the Raw Water Line Naylor Mill Project
 - **Ordinance No. 2819**- 1st reading- to accept grant funds from the Maryland Department of General Services in the amount of \$250,000 for the design of the Zoo Andean Bear Exhibit
- 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 – Salisbury Headquarters, 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 – August 28, 2023

- Resolution No._ - Adoption of the Public Art Masterplan

Join Zoom Meeting
<https://us02web.zoom.us/j/88163253286?pwd=K3RtZUhUMHNucDRPU2IHbnROQzZVUT09>

Meeting ID: 881 6325 3286

Passcode: 812389

Phone: 1.301.715.8592



City of
Salisbury
John "Jack" R. Heath, Mayor

To: Jack Heath, Mayor
From: Jessie Turner, Administrative Assistant
Subject: Appointment to the Human Rights Advisory Committee
Date: August 7, 2023

The following person has applied for appointment to the Human Rights Advisory Committee for the term ending as indicated:

<u>Name</u>	<u>Term Ending</u>
Daniel Green	August 2025

Attached is the applicant's information and the resolution necessary for this appointment. If this appointment is approved, it will be placed on the next City Council agenda for review.

Attachments

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<u>Name</u>	<u>Term Ending</u>
Daniel Green	August 2025

ATTEST:

Muir W. Boda
PRESIDENT, City Council

_____ day of _____, 2023

John R. Heath, Acting Mayor



City of
Salisbury
John "Jack" R. Heath, Mayor

To: Jack Heath, Mayor
From: Jessie Turner, Administrative Assistant
Subject: Appointment to the Human Rights Advisory Committee
Date: August 7, 2023

The following person has applied for appointment to the Human Rights Advisory Committee for the term ending as indicated:

<u>Name</u>	<u>Term Ending</u>
Mikayla Somers	August 2025

Attached is the applicant's information and the resolution necessary for this appointment. If this appointment is approved, it will be placed on the next City Council agenda for review.

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<u>Name</u>	<u>Term Ending</u>
Mikayla Somers	August 2025

ATTEST:

Muir W. Boda
PRESIDENT, City Council

_____ day of _____, 2023

John R. Heath, Acting Mayor



City of
Salisbury
John "Jack" R. Heath, Mayor

To: Jack Heath, Mayor
From: Jessie Turner, Administrative Assistant
Subject: Appointment to the Human Rights Advisory Committee
Date: August 9, 2023

The following person has applied for appointment to the Human Rights Advisory Committee for the term ending as indicated:

<u>Name</u>	<u>Term Ending</u>
Jonathan Moore	August 2025

Attached is the applicant's information and the resolution necessary for this appointment. If this appointment is approved, it will be placed on the next City Council agenda for review.

Attachments



City of
Salisbury
John "Jack" R. Heath, Mayor

To: Jack Heath, Mayor
From: Jessie Turner, Administrative Assistant
Subject: Appointment to the Human Rights Advisory Committee
Date: August 9, 2023

The following person has applied for appointment to the Human Rights Advisory Committee for the term ending as indicated:

<u>Name</u>	<u>Term Ending</u>
Maria Cornman	August 2025

Attached is the applicant's information and the resolution necessary for this appointment. If this appointment is approved, it will be placed on the next City Council agenda for review.

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<u>Name</u>	<u>Term Ending</u>
Maria Cornman	August 2025

ATTEST:

Muir W. Boda
PRESIDENT, City Council

_____ day of _____, 2023

John R. Heath, Acting Mayor



City of
Salisbury
John "Jack" R. Heath, Mayor

To: Jack Heath, Mayor
From: Jessie Turner, Administrative Assistant
Subject: Appointment to the Historic District Commission
Date: August 9, 2023

The following person has applied for appointment to the Historic District Commission for the term ending as indicated:

<u>Name</u>	<u>Term Ending</u>
Chalarra Sessoms	August 2026

Attached is the applicant's information and the resolution necessary for this appointment. If this appointment is approved, it will be placed on the next City Council agenda for review.

Attachments



City of
Salisbury
John "Jack" R. Heath, Mayor

To: Jack Heath, Mayor
From: Jessie Turner, Administrative Assistant
Subject: Appointment to the TRUTH Committee
Date: August 9, 2023

The following person has applied for appointment to the TRUTH Committee for the term ending as indicated:

<u>Name</u>	<u>Term Ending</u>
Amber Green	August 2027

Attached is the applicant's information and the resolution necessary for this appointment. If this appointment is approved, it will be placed on the next City Council agenda for review.

Attachments



City of
Salisbury
John "Jack" R. Heath, Mayor

To: Jack Heath, Mayor
From: Jessie Turner, Administrative Assistant
Subject: Appointment to the TRUTH Committee
Date: August 9, 2023

The following person has applied for appointment to the TRUTH Committee for the term ending as indicated:

<u>Name</u>	<u>Term Ending</u>
JoAnn Morissette	August 2027

Attached is the applicant's information and the resolution necessary for this appointment. If this appointment is approved, it will be placed on the next City Council agenda for review.

Attachments



City of
Salisbury
John "Jack" R. Heath, Mayor

COUNCIL AGENDA – Department of Procurement

August 14, 2023

Award of Bid(s)

- | | |
|-----------------------------------|--------------|
| 1. ITB 24-105 Sub-Compact Sweeper | \$146,720.00 |
|-----------------------------------|--------------|



City of Salisbury

John "Jack" R. Heath, Mayor

To: Mayor and City Council
From: Jennifer Miller
Director of Procurement
Date: August 14, 2023
Subject: Award of Bids

The Department of Procurement seeks Award of Bid approval from City Council for the solicitation(s) as defined herein.

ITB 24-105 Sub-Compact Sweeper

- Department: Field Operations
- Specifications: 2021 LS175 Sub-Compact Sweeper with 58.5 HP Tier4 Hatz Engine
- Contract information
 - Sourcewell contract #093021-EXP
 - Contract Term: Expires 11/16/2025
 - Approx. 17% off commercial list price (MSRP)
- Vendor: Infrastructure Solutions Group (Mechanicsville, VA)
- Cost: \$146,720.00
- GL Account(s):
 - 60820-577025 Vehicles
- Notes:
 - Purchasing authority per City of Salisbury Charter § SC 16-3 (9) General Policy of Competitive Bidding, Exceptions, which states that competitive bidding is not necessary or appropriate in the following circumstance:
 - Contracts in which the City receives a contract price negotiated by the State, County, or other governmental entity pursuant to a valid contract.



City of Salisbury

John "Jack" R. Heath, Mayor

To: Jennifer Miller
From: Mike Dryden
Subject: Purchase Request – 2021 LS175 Sub-Compact Sweeper 58.5 HP Tier4 Hatz Engine
Date: July 24, 2023

The Department of Field Operations was approved funding to purchase a 2021 LS175 Sub-Compact Street Sweeper using Sourcewell cooperative contract #093021-EXP with Infrastructure Solution Group. The purchase of the sub-compact sweeper will help to maintain areas that larger sweepers are unable to sweep, such as sidewalks and bike lanes. The sweeper has no CDL requirement, allowing for multiple staff to operate. Adding the sweeper to our current operation will continue to help the city stay in compliance with the MS4 Permit. MDE's MS4 permits continue the state's robust work to reduce nutrient and sediment pollution from stormwater in Maryland and the surrounding region to protect and restore the Chesapeake Bay.

Pursuant to a thorough review from the Department of Procurement and the Department of Field Operations, please allow this memorandum to serve as the formal departmental recommendation to award a contract to Infrastructure Solutions Group in the amount of \$146,720.00 to increase city street sweeping.

Funding will be available in General Ledger account number 60820-577025.

Attached you will find the following item:

- Infrastructure Solutions Group quote

Infrastructure Solutions Group

8383 Old Richfood Rd. Mechanicsville, VA 23116
Office: 804-730-4040 | Fax: 804-730-4242
www.infrasolutionsgroup.com



Sourcewell Quotation From:

ISG

8383 Old Richfood Rd.
Mechanicsville, VA 23116

Sourcewell Quotation For:

City of Salisbury

500 Mack Ave
Salisbury, MD 21801



Prepared By: Chris Croston
Email: Chris@WeAreISG.com
Phone: (443) 613-2280
Attention to: Mike Dryden
Date: 7/13/2023

Product ID	Description	QTY	List Price	Sourcewell Price
LS175	2021 LS175 Sub-Compact Sweeper 58.5 HP Tier4 Hatz Engine Includes the following standard features: - Heating & Air Conditioning - Rear View Camera w/ Color Monitor - Gutter Broom Speed & Down Pressure in-cab Controlled - Audible Engine Warning System - Emergency Stop Button - Fully street legal lighting package including SMV emblem	1	\$169,320.00	\$140,535.00
K202618	Cartridge filtration system Additional Optional Enhancements	1	\$3,130.00	\$2,610.00
K200640	Pressure washer gun 1800 psi with 20' hose	1	\$5,265.00	\$4,390.00
K200638	Stowed retractable wander hose 4" X 15' slinky	1	\$2,595.00	\$2,160.00
K202597	Radio + CD + MP3 player system	1	\$630.00	\$525.00

Comments

Unit in-stock. Subject to prior sale.
Quote valid for 30 days. Anticipated delivery 7 days ARO.
Pricing per Sourcewell Contract# 093021-EXP
Includes any & all remaining warranty

List Price	\$180,940.00
Sourcewell Discount	\$30,720.00
Demo Unit Discount	\$5,000.00
Freight	Incl.
PDI, Local Delivery, Training	\$1,500.00
Balance Due	\$146,720.00



City of Salisbury

John "Jack" R. Heath, Mayor

To: Laura Soper
From: City Administration
Subject: RISE Zone re-designation
Date: 7/31/23

Included is a Resolution to re-designate the City's RISE Zone. The RISE Zone is a Maryland Department of Commerce designation that allows qualified institutions and governments to tap into financial incentives to attract businesses and create jobs. In 2018, the City partnered with Salisbury University to designate a 130 acre RISE Zone. At that time, the program was designed to offer property and state income tax credits similar to the Enterprise Zone. Recently, the Department of Commerce overhauled this legislation and created the opportunity to capitalize a Rental Assistance Program and provide an Enhanced Investor Tax Credit for Qualified Maryland Technology Companies or Qualified Maryland Biotechnology Companies.

The Zone that is being proposed encompasses the stretch of Route 13 from Salisbury University up to, and including the Downtown, a total of 191.52 acres. With the addition of the Downtown, the City could create a Rental Assistance Program towards business sectors that it would like to target in the Zone.

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RESOLUTION NO. 3275

**A RESOLUTION OF THE CITY OF SALISBURY, MARYLAND
AUTHORIZING THE SUBMISSION OF AN APPLICATION TO THE
MARYLAND DEPARTMENT OF COMMERCE FOR THE RE-
DESIGNATION OF A REGIONAL INSTITUTIONAL STRATEGIC
ENTERPRISE ZONE**

WHEREAS, the Maryland General Assembly has established a Regional Institution Strategic Enterprise Zone (“RISE Zone”) Program to (i) access institutional assets that have a strong and demonstrated history of commitment to economic development and revitalization in the communities in which they are located and (ii) provide certain benefits to eligible projects developed in those areas; and

WHEREAS, under the RISE Zone Program, a qualified institution, political subdivision, county and/or a municipality may establish its own program to provide rental assistance to a business that moves into or locates in a RISE Zone on or after the date of the RISE Zone designation, has a nexus with a qualified institution located the RISE Zone, and has been in active business no longer than 7 years (such a business is eligible for rental assistance for up to three years); and

WHEREAS, additionally, under the RISE Zone Program, a qualified investor may be eligible for an enhanced income tax credit equal to 50% of the investment made to a Qualified Maryland Biotechnology Company (QMBC) under the Biotechnology Incentive Investment Tax Credit Program or eligible for an enhanced income tax credit equal to 50% of the investment made to a Qualified Maryland Technology Company (QMTC) under the Maryland Innovation Investment Incentive Investment Tax Credit Program; and

WHEREAS, Salisbury University is an institutional asset to our community and, as such, the City of Salisbury believes it meets the definition of “Qualified Institution” under the RISE Zone Program; and

WHEREAS, the City of Salisbury in the past has joined with Salisbury University to submit an application to the Maryland Department of Commerce to have Salisbury University recognized as a Qualified Institution and to set boundaries designating a RISE Zone, both of which requests were approved; and

WHEREAS, the RISE Zone Program has changed substantially since this first designation of boundaries, and the changes to the RISE Zone Program necessitate a corresponding change to the boundaries and location of the RISE Zone, so as to allow for the realization of maximum benefits thereunder; and

WHEREAS, the City of Salisbury wishes to again join with Salisbury University in the submission of an application to the Maryland Department of Commerce to re-designate the attached map area as a RISE Zone.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF SALISBURY, MARYLAND, as follows:

Section 1. The City of Salisbury:

(1) supports the designation of the Salisbury University as a “Qualified Institution” under the State’s Regional Institution Strategic Enterprise Zone (“RISE Zone”) Program;

(2) approves the submission of an application to re-designate the attached map area as a RISE Zone, and authorizes and directs the appropriate City officials to join with Salisbury University in executing and submitting the application to the Maryland Department of Commerce;

(3) acknowledges and approves that, on re-designation of the RISE Zone, the City may establish a program to provide rental assistance to a business that moves into or locates in a RISE Zone on or after the date of the RISE Zone designation, has nexus with a Qualified Institution located the RISE Zone, and has been in active business no longer than 7 years (such a business is eligible for rental assistance for up to three years); and

(4) acknowledges and approves that, on re-designation of the RISE Zone, a qualified investor may be eligible for an enhanced income tax credit equal to 50% of the investment made to a Qualified Maryland Biotechnology Company (QMBC) under the Biotechnology Incentive Investment Tax Credit Program or eligible for an enhanced income tax credit equal to 50% of the investment made to a Qualified Maryland Technology Company (QMTC) under the Maryland Innovation Investment Incentive Investment Tax Credit Program.

BE IT FURTHER RESOLVED 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 Resolution 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 Resolution 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 Resolution shall remain and shall be deemed valid and enforceable.

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

Section 5. This Resolution shall take effect from and after the date of its final passage.

THIS RESOLUTION was introduced and duly passed at a Meeting of the Mayor and Council of the City of Salisbury held on the ____ day of _____, 2023 and is to become effective immediately.

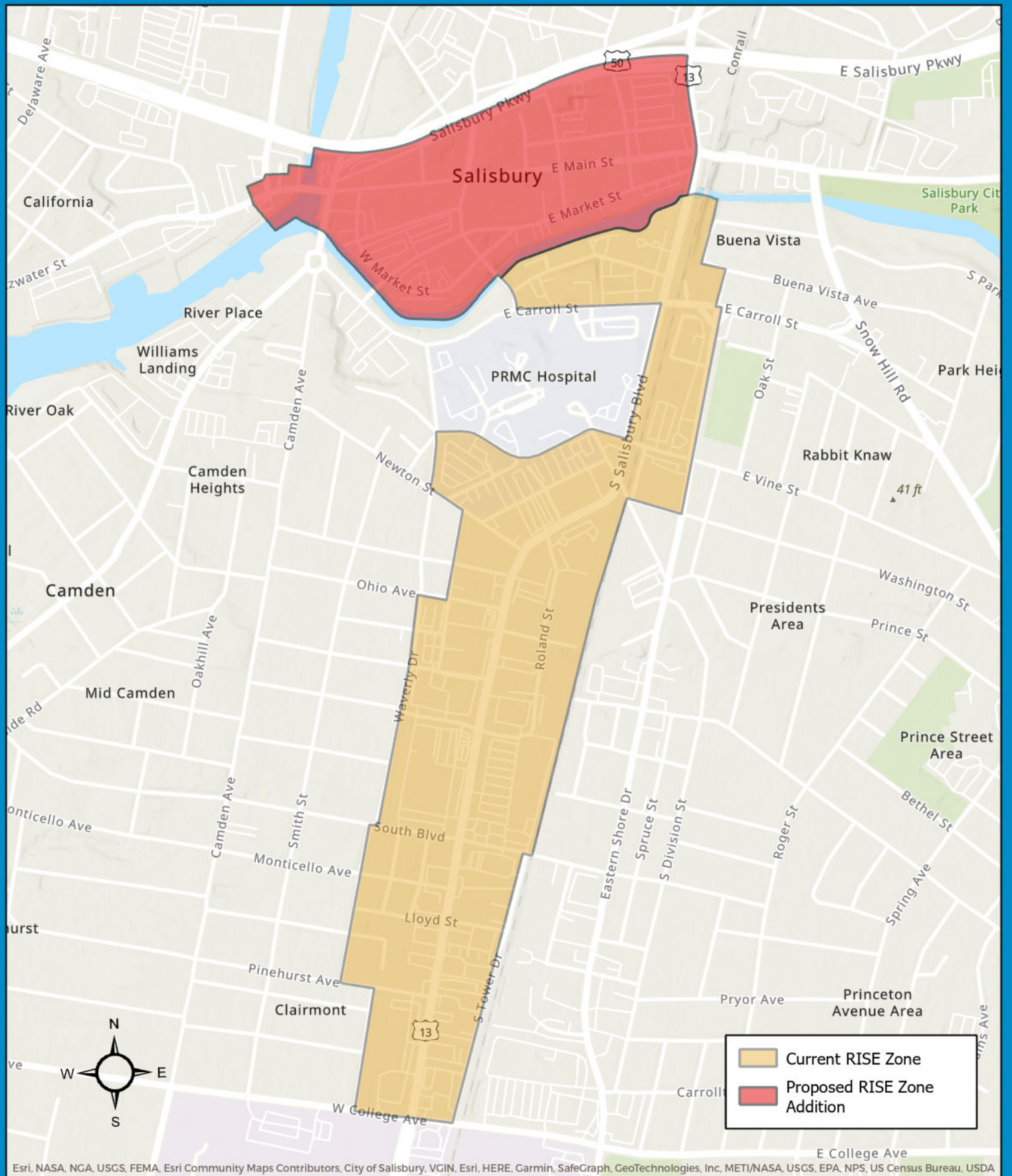
ATTEST:

Kimberly R. Nichols, City Clerk

Muir W. Boda, City Council President

Approved by me, this ____ day of _____, 2023.

John R. Heath, Acting Mayor



Esri, NASA, NGA, USGS, FEMA, Esri Community Maps Contributors, City of Salisbury, VGIN, Esri, HERE, Garmin, SafeGraph, GeoTechnologies, Inc, METI/NASA, USGS, EPA, NPS, US Census Bureau, USDA



Proposed RISE Zone

Salisbury, Maryland

Date : 5/12/2023
PCS: MD83F
Scale: 1:10,000



City of Salisbury

John "Jack" R. Heath, Mayor

To: Andy Kitzrow, City Administrator
From: Richard D. Baldwin, Director of Infrastructure and Development *RD*
Date: May 31, 2023
Re: Zoning Code Text Amendment Amending Section 17.76.020

Laws, Insley & Benson, P.A. applied for a text amendment to permit service, rental or repair establishments in the Light Industrial zoning district.

Following staff review the text amendment to section 17.76.020 was prepared by the City Attorney. The Planning Commission held a public hearing and forwarded a favorable recommendation to the City Council on March 16, 2023.

1. Ordinance for a text amendment to Zoning Code in Title 17 Zoning.
 - a. Amending Section 17.76.020A. of the Salisbury City Code, entitled "Permitted uses," to add service, rental or repair establishments as a permitted use in the light industrial zoning district.

Unless you or the Mayor has further questions, please forward a copy of this memo and the ordinance to the City Council.

Attachments:

1. – Draft Ordinance
2. – Planning Commission Staff Report



City of
Salisbury
Jacob R. Day, Mayor

Infrastructure and Development Planning and Zoning Commission Staff Report

Meeting of March 16, 2023

I. BACKGROUND INFORMATION:

Applicant: Laws, Insley & Benson, P.A.

Infrastructure and Development Project No.: 202300047

Nature of Request: Public Hearing - Text Amendment - To amend Title 17, Zoning
Section 17.72.020A. – Permitted Uses

II. REQUEST:

Laws, Insley & Benson, P.A., on behalf of Artistic Creations, Inc., has submitted a request to amend the text of Title 17, Zoning to include the following language (**Attachment 1**):

In Section 17.76.020 A. 35.: Service, rental or repair establishment.

In accordance with the requirements of Section 17.228 of the Salisbury Municipal Code, the Planning Commission must hold a Public Hearing on proposed Text Amendments to the Code. The Commission must forward a recommendation (within six (6) months) to the City Council. The City Council must also hold a public hearing before granting final approval to Code Text Amendments (by Ordinance).

III. DISCUSSION:

The proposed amendment to allow a service or repair establishment within the Light Industrial Zoning District would be similar in nature to other uses already permitted either inherently or by special exception within the district. Currently, “service-type” uses, such as restaurants, daycare centers, hairdressers, repair shops, and automotive services, to name a few are permitted in the Light Industrial Zoning District. Adding “service or repair establishment” as an inherently permitted use would be a natural progression in



City of
Salisbury
Jacob R. Day, Mayor

amending the Zoning Code to include more services in the Light Industrial zoning district. As the majority of the Light Industrial district is located in the Northwood Drive area, the proposed amendment to provide additional service-type uses will help cater to employees who work not only in this district but also in nearby General Commercial and Industrial Park zoning districts.

IV. PLANNING AND ZONING:

Since the current edition of the Salisbury Zoning Code was written in 1983, there have been changes in the perception of tattoos, both on a national and local level. The industry has made a dynamic shift to cultural acceptance of tattoos, which includes cosmetic and medical tattoos; a service which will be offered at the applicant's establishment. At the time the Zoning Code was written, a service such as a tattoo parlor was never considered, and was not listed as a specific permitted use anywhere in the City, although similar types of services are allowed in various zoning districts. Despite the fact that several services are permitted in the Light Industrial district, other appropriate service uses are currently not listed as a permitted use. The proposed amendment will help to correct this oversight.

V. STAFF RECOMMENDATION:

The Department of Infrastructure and Development recommends that the Planning Commission forward a **FAVORABLE** recommendation to the Mayor and City Council for the proposed amendment that would inherently permit a **Service, rental or repair establishment** in the Light Industrial zoning district, as follows:

AMEND SECTION 17.76.020 A. Permitted Uses, by adding the following item:

35. Service, rental or repair establishments, limited to laundry or laundromat, automobile rental, car wash, appliance repair, equipment or instrument repair or rental, dry-cleaning pickup station, pet-grooming shop, upholstery shop, tailor, and tattoo parlor.

LAW OFFICES
LAWS, INSLEY & BENSON, P.A.

WADE H. INSLEY, III
-Of Counsel-

VICTOR H. LAWS, III
ROBERT A. BENSON

ALISON I. GETTY
NATHAN K. LONG

209 EAST MAIN STREET

P.O. BOX 75

SALISBURY, MARYLAND 21803-0075

TELEPHONE: 410-749-7500
FACSIMILE: 410-749-1325
www.shore-lawyers.com

RICHARD E. CULLEN
(1914-1993)

VICTOR H. LAWS
(1919-2017)

Writer's E-Mail Address:
viclaws@shore-lawyers.com

Via Hand Delivery
January 19, 2023

Mr. Henry Eure
Project Manager, Department of Infrastructure and Development
City of Salisbury
125 North Division Street, Room 202
Salisbury, Maryland 21801

Dear Henry:

Following up our telephone conversation, this office represents Artistic Creations, Inc., a Maryland corporation engaged in tattoo artwork and related services. The corporation has leased premises located at 620-B Naylor Mill Road in Salisbury located in the Light Industrial zoning district. The Light Industrial district makes no provision for tattoo studios as a permitted use, use by special exception or use by ordinance permit. None of the City of Salisbury zoning districts deal with tattoo artistry and related services specifically, even though a number of such businesses are located in the city and tattooing practices have become much more prevalent in recent years.

For these reasons, our client asks the city to adopt a text amendment to permit such uses in the Light Industrial district. One way forward would be to add to the list of permitted uses in the Light Industrial district a provision for "service or repair establishments" similar to the use allowed in the general commercial district found at 17.36.20.A(31) of the zoning code.

I am enclosing a check for \$200.00 which I understand is the application fee to seek a text amendment. If you need other or further information to move this application forward, please let me know. Please also advise as to the date that this will go to the planning commission; I understand March 16 is a likely date.

Mr. Henry Eure
Project Manager, Department of Infrastructure and Development
City of Salisbury
January 19, 2003
Page 2

Thanks for your courtesy and cooperation.

Sincerely yours,

A handwritten signature in blue ink, appearing to read "VH Laws", with a long horizontal flourish extending to the right.

Victor H. Laws, III

VHLIII/cms
Enclosure
File No. 44,157

cc: Artistic Creations, Inc.

ORDINANCE NO. ____

AN ORDINANCE OF THE CITY OF SALISBURY AMENDING SECTION 17.76.020A. OF THE SALISBURY CITY CODE TO ADD SERVICE, RENTAL AND REPAIR ESTABLISHMENTS TO THE CATEGORY OF USES PERMITTED IN THE LIGHT INDUSTRIAL ZONING DISTRICT

WHEREAS, the ongoing application, administration and enforcement of Title 17 (Zoning) of the City of Salisbury Municipal Code (the “**Salisbury City Code**”) demonstrates a need for its periodic review, evaluation and amendment, in order to keep the provisions of Title 17 current, 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 Title 17 (Zoning) of the Salisbury City Code pursuant to the authority granted by MD Code, Land Use, § 4-102, subject to the provisions set forth in Section 17.228.020;

WHEREAS, the uses permitted in the Light Industrial zoning district currently includes a myriad of uses, including manufacturing, laboratory, warehousing, services and offices. The inclusion of service, rental and repair establishments would provide additional, but still substantially similar, uses in the Light Industrial zoning district;

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 17.76.020A. of the Salisbury City Code to permit service, rental and repair establishments in the Light Industrial zoning district;

WHEREAS, pursuant to Section 17.228.020 of the Salisbury City Code, any amendment to the Salisbury Zoning Code requires the recommendation of the Salisbury Planning and Zoning Commission (the “Planning Commission”) prior to the passage of an ordinance amending Chapter 17.76;

WHEREAS, a public hearing on the proposed amendment was held by the Planning Commission in accordance with the provisions of Section 17.228.020 of the Salisbury City Code on March 16, 2023;

WHEREAS, at the conclusion of its March 16, 2023 meeting, the Planning Commission recommended, by a vote of 5-0, that the amendments to Section 17.76.020A of the Salisbury City Code set forth herein be approved by the Mayor and Council; and

WHEREAS, the Mayor and Council have determined that the amendments to Section 17.76.020A 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 Title 17 of the Salisbury City Code is hereby amended by adding the bolded and underlined language as follows:

Section 1. Section 17.76.020A of the Salisbury City Code, entitled “Permitted Uses” shall be amended as follows:

Chapter 17.76 LIGHT INDUSTRIAL DISTRICT

17.76.020 - Permitted uses.

A. Permitted uses shall be as follows:

1. Garage for the repair, storage and maintenance of motor vehicles;
2. Beverage blending or bottling, manufacture of bakery products, candy, dairy products and ice cream; but not distilling of beverages or processing of or bulk storage of grain or feed for animals or poultry;
3. Carbon paper and inked ribbon manufacture;
4. Compounding of cosmetics, toiletries, drugs and pharmaceutical products;
5. Construction contractor's establishment;
6. Data processing and computer center;
7. Greenhouse, wholesale;
8. Ice manufacture, sales and distribution;
9. Industrial vocational training school;
10. Laboratory for research, experimenting and testing, but not for testing explosives or other hazardous materials;
11. Laundry and linen service;
12. Leather goods manufacture, but not including tanning operations;
13. Manufacture, assembly and repair of boxes, furniture, cabinets, baskets and other wood products of similar nature;
14. Manufacture and assembly of bolts, nuts, screws, rivets, ornamental iron products, firearms, electrical appliances, tools, pumps, dies, machinery, hardware, wire and sheet-metal products;
15. Manufacture and assembly of heating, ventilating, cooking and refrigeration supplies and appliances;
16. Manufacture and assembly of medical and dental equipment, drafting, optical and musical instruments, watches, clocks, toys, games and electrical or electronic apparatus;
17. Manufacture of rugs, mattresses, pillows, quilts, millinery, hosiery, clothing, yarn, thread, cordage and fabrics, and printing and finishing of textiles and fibers into fabric goods;
18. Manufacture and assembly of products from plastic;
19. Manufacture and assembly of shipping containers (corrugated board, fiber- and wire-bound);
20. Offices and office building;
21. Photographic processing and blueprinting establishment;
22. Plating, electrolytic process;
23. Plumbing supplies, manufacture;
24. Printing, bookbinding and publishing establishment;
25. Radio and television broadcasting station and studio;
26. Wholesale merchandising and warehousing;
27. Fabrication and assembly of burial vaults, home steps, parking bumpers, walkway and patio blocks and other similar items from concrete, excluding the fabrication and assembly of blocks, bricks, culverts, cylinder pipe, columns, pilings, silos, storage tanks, prestressed panels, pods, modules or similar building materials from concrete, with no manufacture of concrete on the premises (must be delivered to the site);

28. Animal hospital;
29. Planned business center, in accordance with chapter 17.172;
30. Indoor recreational facilities;
31. Schools of special instruction;
32. Multi-use facility;
33. Church or other place of worship;
34. Hairdresser shop;

35. Service, rental or repair establishments, limited to laundry or laundromat, automobile rental, car wash, appliance repair, equipment or instrument repair or rental, dry-cleaning pickup station, pet-grooming shop, upholstery shop, tailor and tattoo parlor.

B. Uses permitted by special exception shall be as follows:

1. Restaurant;
2. Gasoline service facilities with convenience goods clearly incidental to the gas facility;
3. Day-care center or nursery school in accordance with chapter 17.220;
4. Day care facilities for the elderly and handicapped;
5. Outdoor storage yard, in accordance with section 17.220.040.

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 _____ day of _____, 2023 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 _____, 2023.

ATTEST:

Kimberly R. Nichols, City Clerk

Muir W. Boda, City Council President

118 Approved by me, this _____ day of _____, 2023.
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121 _____
122 **John R. Heath, Acting Mayor**

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WHEREAS, the ongoing application, administration and enforcement of Title 17 (Zoning) of the Salisbury Municipal Code (the “**Salisbury City Code**”) demonstrates a need for its periodic review, revision and amendment, in order to keep the provisions of Title 17 current, comply with present community standards and values, and promote the public safety, health and welfare of the citizens of the 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 uses permitted in the Light Industrial zoning district currently includes a myriad of uses, including manufacturing, laboratory, warehousing, services and offices. The inclusion of service, rental and repair establishments would provide additional, but still substantially similar, uses in the Light Industrial zoning district;

WHEREAS, pursuant to Section 17.228.020 of the Salisbury City Code, any amendment to the Salisbury Zoning Code requires the recommendation of the Salisbury Planning and Zoning Commission (the “Planning Commission”) prior to the passage of an ordinance amending Chapter 17.76;

WHEREAS, at the conclusion of its March 16, 2023 meeting, the Planning Commission recommended, by a vote of 5-0, that the amendments to Section 17.76.020A of the Salisbury City Code set forth herein be approved by the Mayor and Council; and

NOW, THEREFORE, BE IT ENACTED AND ORDAINED BY COUNCIL OF THE CITY OF SALISBURY, MARYLAND, that Title 17 of the Salisbury City Code is hereby amended by adding the bolded and underlined language as follows:

1

Chapter 17.76 LIGHT INDUSTRIAL DISTRICT

17.76.020 - Permitted uses.

A. Permitted uses shall be as follows:

1. Garage for the repair, storage and maintenance of motor vehicles;
2. Beverage blending or bottling, manufacture of bakery products, candy, dairy products and ice cream; but not distilling of beverages or processing of or bulk storage of grain or feed for animals or poultry;
3. Carbon paper and inked ribbon manufacture;
4. Compounding of cosmetics, toiletries, drugs and pharmaceutical products;
5. Construction contractor's establishment;
6. Data processing and computer center;
7. Greenhouse, wholesale;
8. Ice manufacture, sales and distribution;
9. Industrial vocational training school;
10. Laboratory for research, experimenting and testing, but not for testing explosives or other hazardous materials;
11. Laundry and linen service;
12. Leather goods manufacture, but not including tanning operations;
13. Manufacture, assembly and repair of boxes, furniture, cabinets, baskets and other wood products of similar nature;
14. Manufacture and assembly of bolts, nuts, screws, rivets, ornamental iron products, firearms, electrical appliances, tools, pumps, dies, machinery, hardware, wire and sheet-metal products;
15. Manufacture and assembly of heating, ventilating, cooking and refrigeration supplies and appliances;
16. Manufacture and assembly of medical and dental equipment, drafting, optical and musical instruments, watches, clocks, toys, games and electrical or electronic apparatus;
17. Manufacture of rugs, mattresses, pillows, quilts, millinery, hosiery, clothing, yarn, thread, cordage and fabrics, and printing and finishing of textiles and fibers into fabric goods;
18. Manufacture and assembly of products from plastic;
19. Manufacture and assembly of shipping containers (corrugated board, fiber- and wire-bound);
20. Offices and office building;
21. Photographic processing and blueprinting establishment;
22. Plating, electrolytic process;

23. Plumbing supplies, manufacture;
24. Printing, bookbinding and publishing establishment;
25. Radio and television broadcasting station and studio;
26. Wholesale merchandising and warehousing;
27. Fabrication and assembly of burial vaults, home steps, parking bumpers, walkway and patio blocks and other similar items from concrete, excluding the fabrication and assembly of blocks, bricks, culverts, cylinder pipe, columns, pilings, silos, storage tanks, prestressed panels, pods, modules or similar building materials from concrete, with no manufacture of concrete on the premises (must be delivered to the site);
28. Animal hospital;
29. Planned business center, in accordance with chapter 17.172;
30. Indoor recreational facilities;
31. Schools of special instruction;
32. Multi-use facility;
33. Church or other place of worship;
34. Hairdresser shop;
- 35. Service, rental or repair establishments, limited to laundry or laundromat, automobile rental, car wash, appliance repair, equipment or instrument repair or rental, dry-cleaning pickup station, pet-grooming shop, upholstery shop, tailor and tattoo parlor.**

B. Uses permitted by special exception shall be as follows:

1. Restaurant;
2. Gasoline service facilities with convenience goods clearly incidental to the gas facility;
3. Day-care center or nursery school in accordance with chapter 17.220;
4. Day care facilities for the elderly and handicapped;
5. Outdoor storage yard, in accordance with section 17.220.040.

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 _____ day of _____, 2023 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 _____, 2023.

ATTEST:

Kimberly R. Nichols, City Clerk

Muir W. Boda, City Council President

Approved by me, this _____ day of _____, 2023.

John R. Heath, Acting Mayor

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ORDINANCE NO. 2816

**AN ORDINANCE OF THE CITY OF SALISBURY TO AUTHORIZE THE
MAYOR TO ENTER INTO A CONTRACT WITH THE MARYLAND
DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT (DHCD)
FOR THE PURPOSE OF ACCEPTING FUNDS FROM THE DIGITAL
INCLUSION GRANT IN THE AMOUNT OF \$18,400 FOR THE ANNE STREET
VILLAGE RESIDENT TECHNOLOGY EDUCATION PROJECT.**

WHEREAS, the Department of Housing and Community Development (“**DHCD**”) funds a grant to help municipalities provide technology and computer literacy training to underserved communities (the “**Digital Inclusion Grant**”); and

WHEREAS, the City of Salisbury Information Services Department (“**ISD**”), seeing a need for training on computer and technology devices and Internet literacy for residents at the Anne Street Village location, applied for the said Digital Inclusion Grant and DHCD has awarded grant funds to the ISD in the amount of \$18,400; and

WHEREAS, the City of Salisbury must enter into a grant agreement with DHCD, attached hereto as **Exhibit 1**, defining how \$18,400 in grant monies must be expended; 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. Acting Mayor Jack R. Heath is hereby authorized to enter into a grant agreement with the Department of Housing and Community Development, which is attached as **Exhibit 1**, on behalf of the City of Salisbury, for the City’s acceptance of grant funds in the amount of \$18,400.

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 DHCD Revenue Account No. 10500-423601-XXXXXX by \$18,400; and

(b) Increase Training Account No. 10500-555504-XXXXXX by \$18,400.

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

47 section, paragraph, subsection, clause or provision so adjudged and all other provisions of this Ordinance shall
48 remain and shall be deemed valid and enforceable.

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

51 **Section 6.** This Ordinance shall take effect from and after the date of its final passage.
52

53 **THIS ORDINANCE** was introduced and read at a Meeting of the Mayor and Council of the City of
54 Salisbury held on the ____ day of ____, 2023 and thereafter, a statement of the substance of the Ordinance having
55 been published as required by law, in the meantime, was finally passed by the Council of the City of Salisbury on
56 the ____ day of ____, 2023.

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58 **ATTEST:**
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62 _____
63 **Kimberly R. Nichols, City Clerk**
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Muir W. Boda, City Council President

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66 Approved by me, this _____ day of _____, 2023.
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70 _____
71 **John R. Heath, Acting Mayor**

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ORDINANCE NO. 2817

**AN ORDINANCE OF THE CITY OF SALISBURY TO AMEND THE
SALISBURY CITY CODE TO ADD CHAPTER 2.25 ENTITLED
“LABOR CODE” IN FURTHERANCE OF CHARTER AMENDMENT
RESOLUTION 2022-4, WHICH AUTHORIZED COLLECTIVE
BARGAINING FOR CERTAIN EMPLOYEES OF THE CITY.**

WHEREAS, by Charter Amendment Resolution 2022-4 Mayor and Council publicly declared there exists a need for harmony and cooperation between a public employer and its employees and recognized the benefit of allowing certain employees to organize and bargain collectively; and

WHEREAS, the City of Salisbury amended its Charter to add Article XXIII to grant certain employees the right to organize and bargain collectively through representative employee organizations of their own choosing and to submit to binding arbitration certain labor disputes that may arise during negotiations, as subsequently defined and established by the City’s “Labor Code,” which was to be passed by ordinance of Mayor and Council; and

WHEREAS, Mayor and Council hereby adopt this Labor Code, which is to be codified in Chapter 2.25 of the Code to define and establish, *inter alia*, the scope and subjects of bargaining, including negotiable and non-negotiable items, or both; the rights of the employer and employee; the units appropriate and inappropriate for collective bargaining; unfair labor practices; permissible and impermissible union activities; and the scope and method of binding arbitration and the certain disputes to be submitted to binding arbitration; and

WHEREAS, the City of Salisbury recognizes the need to protect the public by assuring uninterrupted, effective, and orderly service and, consequently, this Labor Code shall prohibit strikes or work stoppages for all employees; and

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

Section 1. The Salisbury City Code be and is hereby amended by adding Chapter 2.25 as set forth below:

2.25.010 Title and Legislative Findings.

(a) *Title of Chapter.* This Chapter shall be referred to as the City’s “Labor Code.”

(b) *Legislative findings.* It is the public policy of the City and the purpose of this Labor Code to promote a fair, harmonious, peaceful and cooperative relationship between the management of the City and those employees of the City who are covered by this Labor Code, and to ensure the public health, welfare and safety of the City will be maintained at all times.

2.25.020 Definitions.

For the purposes of this Labor Code, the following words and phrases shall have the meanings respectively ascribed to them:

- (a) *Budget submission date*. "Budget submission date" means the date not later than 60 days before the end of the fiscal year on which the Mayor submits to the City Council the proposed City budget for the following fiscal year.
- (b) *City administration*. "City administration" means the Mayor, the City Administrator, Deputy City Administrator and all department and deputy department heads or their designees.
- (c) *Confidential employee*. "Confidential employee" means an employee who:
1. Has access to confidential information, including budgetary and fiscal data, subject to use by the City administration in collective bargaining; or
 2. Works in a close and continuing confidential relationship assisting or aiding the City administration.
- (d) *Employee*.
1. "Employee" means a person employed by the City full-time or part-time, who is not a confidential employee or management employee as defined by this Labor Code.
 2. "Employee" does not include any seasonal employees.
- (e) *Employee organization*.
1. "Employee organization" means an association, labor organization, federation, council, or brotherhood, a purpose of which is to represent employees of a public employer in matters authorized by Article XXIII of the City's Charter and this Labor Code.
 2. "Employee organization" does not include an association, labor organization, federation, council, or brotherhood, that discriminates with regard to the terms or conditions of membership because of race, color, creed, sex, age, national origin, political affiliation, religion, marital status, sexual orientation, gender identity, genetic information, disability, or any other protected class.
- (f) *Employer*. "Employer" means the City of Salisbury, Maryland body corporate.
- (g) *Exclusive representative*. "Exclusive representative" means an employee organization that is certified as the exclusive negotiating agent for employees within a representation unit.
- (h) *Impasse*. "Impasse" means the failure of the employer and the exclusive representative to reach a collective bargaining agreement despite good faith efforts to do so.
- (i) *Grievance*. "Grievance" is a complaint as defined by the City's Employee Handbook.
- (j) *Management employee*. "Management employee" means an employee who has a significant role in the preparation and administration of budgets for a City Department and may reasonably be required to assist directly in the preparation for and conduct of collective bargaining negotiations on behalf of the City administration or have a significant role in the administration of collective bargaining agreements. This includes having the authority to exercise independent judgement in

the interest of the employer to hire, transfer, suspend, lay off, recall, promote, discharge, or discipline other employees, or having the responsibility to adjust their grievance, or effectively to recommend such action, if it is not of a routine or clerical nature but requires the use of independent judgement.

For purposes of this Labor Code, an employee holding the rank of Captain or below within the Fire Department and rank of Lieutenant or below within the Police Department is not a "management employee."

(k) *Collective bargaining agreement*. "Collective bargaining agreement" means a written collective bargaining agreement signed by the Mayor and the exclusive representative, covering all items agreed to by both parties and ratified by City Council.

(l) *Representation unit*. "Representation unit" means a grouping of positions in the City recognized as appropriate for representation by an employee organization into a unit described under this Labor Code for the purpose of representation in negotiations.

(m) *Third-party agency*. "Third-party agency" means an independent agency like the American Arbitration Association, Federal Mediation Conciliation Service, or JAMS, all of which offer panels of qualified labor arbitrators.

2.25.030 Director of Human Resources.

(a) *General*. The Director of Human Resources shall carry out certain duties and functions of this Labor Code and, to ensure impartiality, shall refer certain duties and functions to a third-party agency, including supervising the conduct of representation elections and granting or revoking certification of employee organizations as the exclusive representative.

(b) *Authority*. The Director of Human Resources shall be charged with the administration of the Labor Code and is authorized and empowered to make any rules and regulations as may be necessary or proper to put into operation and effect the provisions of this Labor Code.

2.25.040 Management and Confidential Employees.

(a) *Exclusion from collective bargaining*. All management and confidential employees are excluded from participation in a representation unit, and thus prohibited from engagement in collective bargaining.

(b) *Authority to meet with the City administration*. Nothing in this Labor Code may be construed to preclude management and confidential employees from meeting and conferring with the City administration.

2.25.050 Representation Units.

(a) *Exception*. This section does not apply to confidential or management employees.

(b) *In general*. Employees who are not confidential or management employees shall constitute the following separate representation units:

1. Fire;
2. Police; or
3. General Government.

2.25.060 Employee rights.

- (a) Employees shall have the right of self-organization; to form, join, or assist employee organizations; and to bargain collectively through representatives of their own choosing as provided by Article XXIII of the Charter and this Labor Code. Employees shall also have the right to refrain from any or all such activities.
- (b) Employees shall be free from retaliation for the exercise of any rights set forth herein, or for participating in any proceeding established pursuant to this Labor Code.
- (c) Nothing in this Labor Code shall prohibit an employee from presenting, discussing or resolving any concern or dispute directly with the employer and without the intervention of the exclusive representative, provided any adjustment or resolution shall not be inconsistent with the terms of any applicable collective bargaining agreement.

2.25.070 Employer rights.

- (a) The employer shall have the following rights:
 1. To determine the budget of the City, including all financial obligations and expenditures, and to exercise its taxing authority;
 2. To determine the ways and means to allocate funds to its various departments and projects;
 3. To exercise control and discretion over its organization and operations;
 4. To determine how and when to deploy its personnel;
 5. To establish, suspend, relocate or discontinue operations, facilities, stations, or services and to reduce personnel;
 6. To determine the way personnel will be used to ensure public safety;

- 189 7. To adopt reasonable rules, regulations and general orders pertaining to the City's
190 purpose, operation, techniques, efficiency and management which are not inconsistent
191 with the terms of the collective bargaining agreement;
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- 193 8. To determine staffing, including, but not limited to, the use of full and part-time
194 employees and the number of such employees;
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- 196 9. To suspend, demote, discharge or take disciplinary action against employees for just
197 cause, and, in the case of sworn police officers, to do so subject to the provisions of the
198 Maryland Police Accountability Act; and
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- 200 10. To discharge employees it reasonably believes to be involved in a strike, and, in the
201 case of sworn police officers, to do so subject to the provisions of the Maryland Police
202 Accountability Act.
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- 204 (b) The employer shall not enter into or become bound by any collective bargaining agreement
205 pursuant to this Labor Code that contains terms that infringe upon or limit the rights set
206 forth in this Labor Code or otherwise provided by law.
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209 **2.25.080 Collective bargaining.**
210

- 211 (a) *Bargaining in good faith.* Upon certification of an employee organization as the exclusive
212 representative, the employer and the exclusive representative shall have the duty, through
213 their designated representatives, to negotiate collectively and in good faith with respect to
214 the subjects of bargaining enumerated in this Labor Code and to reduce to writing the
215 matters agreed upon as a result of such negotiations.
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- 217 (b) *Negotiations deferred.*
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- 219 1. If an employee organization is certified after March 1 of any fiscal year, negotiations
220 shall be deferred until the appropriate time in the budget preparation process in the
221 following fiscal year.
222
- 223 (c) *Employer/employee organization representative.*
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- 225 1. The employer shall appoint the employer's representative or representatives for the
226 purpose of conducting any bargaining with the exclusive representative of a
227 representation unit.
228
- 229 2. The exclusive representative of a representation unit shall appoint a representative or
230 representatives for the purpose of conducting any bargaining with the employer.
231
- 232 (d) *Subjects of bargaining.* The employer and exclusive representative may bargain
233 collectively and reach agreement on the following subjects of bargaining:
234

1. Wages;
2. Hours; and
3. Other terms and conditions of employment, but excluding health insurance benefits.

(e) *Scope of bargaining.* The employer and the exclusive representative shall not be required to bargain any subject that is not specifically enumerated in this section or that infringes upon any of the employer rights enumerated in this Labor Code.

(f) *Duration of collective bargaining agreement.* The employer shall not enter into, or be bound by, any collective bargaining agreement that is in effective for less than two years or longer than three years.

2.25.090 Representation.

(a) *Certification of representative.* No collective bargaining agreement shall be valid or enforceable unless it is between the employer and an employee organization that is certified as the exclusive bargaining representative for employees in the bargaining unit.

(b) *Majority of employees.* Certification of an employee organization shall only occur if the employee organization has been selected or designated by a majority of employees in the bargaining unit.

(c) *Procedure.*

1. *Certification election.* An employee organization seeking exclusive representative status for employees in the representation unit shall file a petition with the Director of Human Resources accompanied by evidence that at least thirty (30) percent of the employees in the representation unit have designated the employee organization as their exclusive representative. Within thirty (30) days of filing a petition for certification, the Director of Human Resources shall retain a third party agency to conduct a secret ballot election. If the results of the secret ballot election establish that a majority of those employees voting in the election designate the petitioning employee organization as their exclusive representative, then the thirty-party agency shall certify the employee organization as the exclusive representative and the Director of Human Resources shall authorize the employer to bargain collectively as provided for in this Chapter.

2. *Voluntary recognition.* In the event a petition filed by an employee organization is accompanied by valid evidence that more than fifty (50) percent of the employees in the representation unit have designated the employee organization as their exclusive representative for purposes of collective bargaining, as determined by the Federal Mediation and Conciliation Service or a like third-party agency pursuant to its rules, the Director of Human Resources shall voluntarily recognize the employee organization without first conducting a certification election. Upon voluntary

recognition pursuant to this section, the Director of Human Resources shall certify the employee organization as the exclusive representative and shall authorize the employer to bargain collectively as provided for in this Chapter.

3. *Decertification election.* Any employee seeking to terminate the certification of an employee organization as the exclusive representative of employees in the representation unit may file a petition with the Director of Human Resources accompanied by evidence that at least thirty (30) percent of the employees in the representation unit have expressed their desire to remove the employee organization as their exclusive representative. Within thirty (30) days of the filing of a petition for decertification, the Director of Human Resources shall retain a third party to conduct a secret ballot election. If the results of the secret ballot election establish that a majority of those employees in the representation unit no longer wish to have the employee organization as their exclusive representative, then the third-party agency shall decertify the employee organization as the exclusive representative of the employees in the petitioned-for unit. The decertification of an employee organization does not void or moot any agreement currently then in effect.
4. No election under this section may be conducted more frequently than once every twenty-four (24) months.

2.25.100 Unfair labor practices.

(a) *Employer unfair labor practices.* It shall be an unfair labor practice for the employer to engage in the following conduct:

1. Interfere with, restrain or coerce employees in the exercise of their rights guaranteed under this Labor Code;
2. Encourage or discourage membership in any employee organization;
3. Fail or refuse to negotiate in good faith with an exclusive representative;
4. Retaliate against an employee because of that employee's exercise of rights guaranteed under this Labor Code; or
5. Control or dominate an employee organization or contribute financial or other support to it.

(b) *Employee organization unfair labor practices.* It shall be an unfair labor practice for an employee organization by and through its officers, agents and representatives to engage in the following conduct:

1. Interfere with, restrain or coerce employees in the exercise of their rights guaranteed under this Labor Code;

2. Induce the employer or its representatives to commit any unfair labor practice;
3. Directly or indirectly, cause, instigate, encourage, condone, initiate, sponsor, support, direct or engage in any strike;
4. Fail or refuse to negotiate in good faith with the employer; or
5. Retaliate against an employee because of that employee's exercise of rights guaranteed under this Labor Code.

2.25.110 Checkoff.

- (a) *Dues checkoff.* When an employee organization has been certified as the exclusive representative of the employees in the bargaining unit, it shall be the only employee organization eligible to obtain an agreement from the employer to deduct dues or service fees of the employee organization from the pay of those employees in the unit who provide a written, signed and dated authorization, and to remit said dues to the employee organization without cost. All authorizations shall be in effect for one (1) year and shall be automatically renewable from year to year unless written notice of termination by the employee is received by the Director of Human Resources. An employee may terminate an authorization at any time by giving thirty-days written notice to the Director of Human Resources.
- (b) *Indemnification.* The employer shall not have the authority to enter into a collective bargaining agreement that authorizes the deduction of dues from pay unless the agreement contains a provision whereby the employee organization agrees to indemnify the employer for any and all claims arising out of the deduction of dues and/or fees pursuant to this section.
- (c) *No compulsory union membership.* No agreement between the employer and an employee organization shall compel any employee to become and remain a member of the employee organization and/or pay dues.

2.25.120 Permissible union activities.

Solicitation of members and dues may be conducted during work hours provided it is not disruptive to work. Employer-requested or approved consultations and meetings between the employer and representatives of the exclusive representative shall, whenever practicable, be conducted on official time. Negotiations between the employer and representatives of the exclusive representative for the purpose of negotiating a collective bargaining agreement shall be conducted during work hours.

2.25.130 Work actions prohibited.

373
374 (a) *Definitions*. In this section, the following words have the meanings indicated.
375

- 376 1. "Lockout" means the temporary withholding of work, by means of shutting down an
377 operation or function in order to bring pressure on employees or on their representatives
378 to accept a change in compensation or rights, privileges, obligations, or other terms and
379 conditions of employment.
380
381 2. "Strike" means the refusal or failure by an employee or group of employees to perform
382 their duties of employment as assigned if a purpose of the refusal or failure is to induce,
383 force, or require the City to act or refrain from acting with regard to any matter.
384
385 3. "Work stoppage" means: (i) The willful absence of a group of employees from their
386 positions; (ii) The engaging in a slow-down by employees; or (iii) The refusal of
387 employees to perform job duties.
388

389 (b) *In general*. Strikes, work stoppages, and lockouts are prohibited.
390

391 (c) *Prohibited employee actions*. Employees and employee organizations may not engage in,
392 sponsor, initiate, support, direct, or condone a strike or work stoppage.
393

394 (d) *Penalty for violation – Employee organization*. If an employee organization violates this
395 section, the City Administrator shall submit the matter to arbitration for the arbitrator to
396 determine the penalty, which can include revoking the employee organization's designation
397 as exclusive representative or disqualifying the employee organization from participating
398 in representation elections for a period of up to two years.
399

400 (e) *Penalty for violation - Employee*. An employee who violates this section is subject to
401 immediate disciplinary action, which may include termination of employment.
402

403 (f) *Lockouts prohibited*. The City may not direct a lockout against employees.
404
405

406 **2.25.140 Timeline of collective bargaining and impasse.**
407

408 (a) *Timeline*. Regardless of the date upon which certification is issued to the employee
409 organization, negotiations shall be held between October 1 and January 15. Any collective
410 bargaining agreement reached as a result of any such negotiations shall be presented to the
411 City Council for ratification no later than April 15 and, if ratified by Council, shall become
412 effective July 1.
413

414 (b) *Impasse procedure*. If no understanding has been reached between the employer and
415 exclusive representative by January 15, it shall be deemed that an impasse has been
416 reached, at which time the matters in dispute may be submitted to arbitration and the parties
417 shall follow the arbitration procedures set forth in this Chapter.
418

419
420 **2.25.150 Arbitration.**
421

- 422 (a) *Matters subject to arbitration.* The employer, exclusive representative, or employee may
423 submit to arbitration any alleged unfair labor practice, dispute regarding the application or
424 interpretation of a collective bargaining agreement, or an impasse.
425
- 426 (b) *Matters not subject to arbitration.* No grievance as defined by the City Employee
427 Handbook shall be submitted to arbitration. Rather, all grievances shall follow the
428 procedures set forth in the City's Employee Handbook, although an employee within a
429 representation unit may elect to have representation from his/her exclusive representative
430 at all steps in the grievance process.
431
- 432 (c) *Mediation.* Before any dispute subject to arbitration proceeds to arbitration, the parties
433 may mutually agree to first submit the dispute to mediation.
434
- 435 (d) *Arbitrator selection.* The arbitrator shall be chosen by mutual agreement of the parties. If
436 the parties are unable to agree, the parties, shall ask the American Arbitration Association,
437 Federal Mediation Conciliation Service, or JAMS to provide a list of 5 arbitrators from
438 Maryland, who are familiar with public labor issues. Within seven days after receipt of the
439 list, the parties shall alternately strike names and keep track of the order of the strikes. The
440 party striking first shall be agreed to or determined by a coin toss. The last arbitrator
441 remaining shall be arbitrator for that fiscal year.
442
- 443 (e) *Powers and duties of arbitrator.* The arbitrator may:
444
- 445 1. Convene and adjourn a hearing;
 - 446
 - 447 2. Administer oaths;
 - 448
 - 449 3. Call and examine witnesses;
 - 450
 - 451 4. Issue subpoenas to compel the presence of witnesses and the production of documents;
 - 452
 - 453 5. Hear the evidence; and
 - 454
 - 455 6. Issue a final and binding decision.
456
- 457 (f) *Hearings.* Arbitration hearings shall be conducted in Salisbury, Maryland unless otherwise
458 agreed in writing by the parties. The arbitrator shall designate a time and place for the
459 hearing and notify the parties not less than 20 days before the hearing.
460
- 461 (g) *Rights at hearing.* At the arbitration hearing, each party has the right to be heard, to present
462 evidence material to the controversy, and to examine and cross-examine witnesses.
463 Arbitrators are not bound by the technical rules of evidence.
464

(h) *Time Limits.* Unless otherwise agreed by the parties, each party has up to eight hours to present its/his/her case to the arbitrator so that the arbitration shall conclude within two days.

(i) *Written decision.* The arbitrator shall make findings of fact and shall issue a written decision within 30 days after declaring the record closed, unless the parties otherwise agree in writing.

(j) *Consideration of pertinent factors by arbitrator.* In making findings, the arbitrator shall take into consideration all pertinent factors, including, but not limited to:

1. Wages and all other benefits of employment of other similarly situated local government employees;
2. The value of all benefits available to or received by City employees as compared with private sector employees on the Delmarva Peninsula;
3. Cost-of-living information;
4. The availability of funds; and
5. Any agreement reached between the employer and any other City representation unit.

(k) *Costs shared.* Each party shall bear its own expenses in connection with the arbitration proceedings. The parties shall share equally the fees and expenses of the arbitrator.

2.25.160 Review of collective bargaining agreement.

The City Council shall vote on the ratification of any collective bargaining agreement. Prior to voting on the ratification of any collective bargaining agreement, the Director of Finance shall submit to the City Council a fiscal impact note addressing, at a minimum, the annual cost of the contract to the City, the increase or decrease in costs compared to the current or preceding contract, and how the costs of the agreement are to be funded.

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 _____ day of _____, 2023 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 _____, 2023.

ATTEST:

Kimberly R. Nichols, City Clerk

Muir W. Boda, City Council President

Approved by me, this _____ day of _____, 2023.

John R. Heath, Acting Mayor

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ORDINANCE NO. 2815

**AN ORDINANCE OF THE CITY OF SALISBURY AUTHORIZING THE
MAYOR TO DEFUND THE COMPUTER AIDED DISPATCH PROJECT
AND TO APPROPRIATE FUNDS FOR THE PURCHASE OF PORTABLE
RADIOS.**

WHEREAS, the City of Salisbury appropriated \$1,105,000 in the General Capital Project Fund by Ordinance No. 27211 for the Computer Aided Dispatch Center Project with funding from \$805,000 in Bond Proceeds to be issued in FY24 and \$300,000 from FY23 PayGO; and

WHEREAS, the City has determined the above funds are no longer necessary for the Computer Aided Dispatch project; and

WHEREAS, Ordinance No. 2808 previously reallocated \$30,000 of the above referenced FY23 PayGO to the Comprehensive Plan Project and \$85,000 for the Zoning Code Project; and

WHEREAS, the City desires to return by transfer the remaining \$185,00 in unused PayGO in the Capital Projects Fund for the Computer Aided Dispatch Project to the General Fund; and

WHEREAS, the City desires to cancel the previous appropriation of \$805,000 for the Computer Aided Dispatch Project to be funded from FY24 bond proceeds; and

WHEREAS, City desires to increase the appropriation for "Equipment" in the General Fund by \$145,000 in order to purchase portable radios for the Fire Department; and

WHEREAS, the appropriations necessary to execute the appropriation of \$145,000, as provided hereinabove, 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. Acting Mayor John R. Heath, on behalf of the City of Salisbury, is hereby authorized to appropriate funds for the Portable Radios in the amount of \$145,000.

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

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

Increase Decrease	Account Type	Project Description	Account Description	Account	Amount
Decrease	Revenue	Computer Aided Dispatch	Bond Proceeds	98024-469312-43034	805,000
Decrease	Revenue	Computer Aided Dispatch	PayGO	98024-469313-43034	185,000
Decrease	Expense	Computer Aided Dispatch	Construction	98124-513026-43034	185,000
Decrease	Expense	Computer Aided Dispatch	Equipment	98124-577030-43034	805,000

Section 3. The City of Salisbury's FY24 General Fund Budget be and hereby is amended as follows:

Increase Decrease	Account Type	Project Description	Account Description	Account	Amount
Decrease	Expense	None	Transfer Gen Cap Projects	91001-599109	185,000
Increase	Expense	None	Equipment	24035-577030	145,000
Decrease	Revenue		Use of Surplus	01000-469811	40,000

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

Section 4. 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 5. 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 6. 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 7. 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 _____ day of _____, 2023 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 _____, 2023.

ATTEST:

Kimberly R. Nichols, City Clerk

Muir W. Boda, City Council President

Approved by me, this _____ day of _____, 2023.

John R. Heath, Acting Mayor



City of
Salisbury
Jacob R. Day, Mayor

To: Andy Kitzrow, City Administrator
From: Richard D. Baldwin, Acting Director of Infrastructure & Development
Date: July 26, 2023
Re: Budget Amendment – Paleo Raw Water Line at Naylor Mill (North Prong Crossing)

The Department of Infrastructure and Development is requesting approval of a budget amendment in the amount of \$150,000.00 to continue with construction of the new raw water line connecting existing Paleo Well #1 and the new Paleo Well #3 currently under construction to the water treatment plant on Scenic Drive.

The Department of Infrastructure and Development is requesting \$150,000.00 to complete the construction of the new raw water line. The source of funds requested are from the Water & Sewer Capital Projects Fund. Funds not used in the completion of this construction will be returned to the Capital Projects and Revolving funds.

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ORDINANCE NO. 2818

**AN ORDINANCE OF THE CITY OF SALISBURY AUTHORIZING THE MAYOR TO
APPROPRIATE FUNDS FOR THE RAW WATER LINE NAYLOR MILL PROJECT.**

WHEREAS, in Ordinance 2777 the City of Salisbury appropriated \$1,200,000 for the Raw Water Line Project at Naylor Mill; and

WHEREAS, the City relies on the Raw Water Line to convey ground water from wells to the Paleo Water Treatment Plant; and

WHEREAS, the City relies on this ground water to supply water to City residents for consumption as well as fire protection; and

WHEREAS, the Paleo Water Treatment Plant provides roughly 65% of the City's water supply; and

WHEREAS, the City has determined an additional appropriation of \$150,000 is necessary to complete the Raw Water Line; and

WHEREAS, the appropriations necessary to execute the appropriation of \$150,000, as provided hereinabove, 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 John R Heath is hereby authorized to appropriate funds for the Raw Water Line Naylor Mill Project in the amount of \$150,000.

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

Section 2. The City of Salisbury's Water Sewer Capital Project Fund Budget be and hereby is amended as follows:

Increase Decrease	Account Type	Project Description	Account Description	Account	Amount
Increase	Revenue	Raw Water Line Naylor Mill	PayGO	97030-469313-50048	150,000
Increase	Expense	Raw Water Line Naylor Mill	Construction	97030-513026-50048	150,000

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Section 3. The City of Salisbury's FY24 Water Sewer Fund Budget be and hereby is amended as follows:

Increase Decrease	Account Type	Project Description	Account Description	Account	Amount
Increase	Expense		Transfer Water Sewer Capital Projects	91002-599108	150,000
Increase	Revenue		Use of Surplus	60100-469810	150,000

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

44
45 **Section 4.** It is the intention of the Mayor and Council of the City of Salisbury that each provision
46 of this Ordinance shall be deemed independent of all other provisions herein.

47 **Section 5.** It is further the intention of the Mayor and Council of the City of Salisbury that if any
48 section, paragraph, subsection, clause or provision of this Ordinance shall be adjudged invalid,
49 unconstitutional or otherwise unenforceable under applicable Maryland or federal law, such adjudication
50 shall apply only to the section, paragraph, subsection, clause or provision so adjudged and all other
51 provisions of this Ordinance shall remain and shall be deemed valid and enforceable.

52 **Section 6.** The recitals set forth hereinabove are incorporated into this section of the Ordinance as
53 if such recitals were specifically set forth at length in this Section 6.

54 **Section 7.** This Ordinance shall take effect from and after the date of its final passage.
55

56 **THIS ORDINANCE** was introduced and read at a Meeting of the Mayor and Council of the City of
57 Salisbury held on the _____ day of _____, 2023 and thereafter, a statement of the substance of
58 the Ordinance having been published as required by law, in the meantime, was finally passed by the Council
59 of the City of Salisbury on the _____ day of _____, 2023.
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61 **ATTEST:**
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65 _____
66 **Kimberly R. Nichols, City Clerk**

_____ **Muir W. Boda, City Council President**

67 Approved by me, this _____ day of _____, 2023.
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71 _____
John R. Heath, Acting Mayor



City of Salisbury

John "Jack" R. Heath, Mayor

To: Andy Kitzrow, City Administrator
From: Richard D. Baldwin, Director of Infrastructure and Development
Date: July 27, 2023
Re: Maryland Department of General Services Capital Funding Grant for Andean Bear Exhibit

The Maryland Department of General Services has awarded the City of Salisbury a \$250,000 Capital Funding Grant that can be used for planning, design, construction, repair, renovation, reconstruction, site improvement and capital equipment for the Andean Bear Exhibit at the Salisbury Zoological Park.

The intent is to use these funds for design of the Andean Bear Exhibit for which the City has retained the Epsten Group, Inc. who has prior experience in design of an Andean Bear Exhibit in conformance with the standards of the Association of Zoos and Aquariums.

Attached are a draft ordinance to accept these grants pending approval of the Maryland Department of General Services that RFP 23-106 Andean Bear Exhibit Design contract is in accordance with the Maryland Department of General Services' capital grants process requirements.

Unless you or the Mayor have further questions, please forward a copy of this memo and Ordinance for presentation to the Council.

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THIS ORDINANCE was introduced and read at a Meeting of the Mayor and Council of the City of _____ held on the _____ day of _____, 2023 and thereafter, a statement of the substance of the Ordinance

44 having been published as required by law, in the meantime, was finally passed by the Council of the City of
45 Salisbury on the ____ day of _____, 2023.

46

47 **ATTEST:**

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50 _____
51 **Kimberly R. Nichols, City Clerk**

_____ **Muir W. Boda, City Council President**

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53 Approved by me, this _____ day of _____, 2023.

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John R. Heath, Acting Mayor