



CITY OF SALISBURY COUNCIL MEETINGS

Welcome and thank you for attending this public meeting. We appreciate your interest in what is happening in your City. Please familiarize yourself with the meeting procedures below:

Presiding Officer

The Council President is responsible for conducting the meeting and managing any public comment period. When the Council President is not present, the Council Vice President conducts the meeting.

Public Participation in City Council Meetings

1. In accordance with the Maryland Open Meetings Act, the general public is entitled to attend and observe all meetings of the Mayor and Council except in appropriate circumstances when meetings of the public bodies may be closed under the Act.
2. To encourage community engagement, the Council allows public comment using the following guidelines:
 - a. Work Sessions – persons desiring to speak on matters specific to the topics on the agenda may do so for up to three (3) minutes after each topic has been presented.
 - b. Regular Meetings – persons desiring to speak on any matter may do so for up to four (4) minutes during the “Public Comments” portion of the meeting.
 - c. Please fill out a comment form from the table as you enter Council Chambers, and turn it in to the Clerk.
 - d. The Council President will call you up to the podium. For the record, please state your name, whether you are a resident within the corporate limits of Salisbury, and any organization affiliation you are representing.
 - e. Questions posed by the public during the public comment portion will be logged and tracked by the City Clerk. The City Clerk will forward the questions to the appropriate individual or body for a response.
3. Those in attendance shall be courteous to one another, the Council, and to the proceedings while the Council is in session. Side conversations within the Council Chambers should be kept to a minimum and should not be disruptive.
4. The public body may have an individual removed if it is determined that the behavior of the individual is disruptive. Engaging in verbal comments intended to insult or slander anyone may be cause for termination of speaking privileges and/or removal from Council Chambers.
5. Please approach the City Clerk if you have questions or materials for the Council.

Please silence your cellphone.



**CITY OF SALISBURY
SPECIAL MEETING AGENDA**

MAY 20, 2024

5:10 p.m.

Government Office Building, Council Chambers and Zoom Video Conferencing

Times shown for agenda items are estimates only.

5:10 p.m. CALL TO ORDER

5:11p.m. ADOPTION OF SPECIAL MEETING AGENDA

5:11 p.m. ORDINANCES- presented by City Attorney Laura Ryan

- **Ordinance No. 2867**- 2nd reading- approving a budget amendment of the FY2024 Parking Authority Fund Budget to appropriate funds for salaries
- **Ordinance No. 2868**- 2nd reading- approving a budget amendment of the FY2024 General Fund Budget to appropriate funds to the Salisbury Fire Department's Operating Budget
- **Ordinance No. 2873**- 1st reading- approving a budget amendment of the FY2024 General Fund Budget to appropriate funds to the Salisbury Fire Department's Operating Budget
- **Ordinance No. 2874**- 1st reading- approving a budget amendment of the FY2024 General Fund Budget to appropriate additional funds required for legal services

5:20 p.m. ADJOURNMENT / CONVENE IN SPECIAL BUDGET SESSION

Copies of the agenda items are available for review in the City Clerk's Office, 115 S. Division Street, Salisbury Headquarters Building, 410-548-3140 or on the City's website at 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 – JUNE 3, 2024 **SPECIAL MEETING**

- **Public Hearing- FY25 Proposed Budget, Water & Sewer rates, & Fees**
- Ordinance No. 2869- 2nd reading- budget ordinance to accept CBT Funds
- Ordinance No. 2873- 2nd reading- Fire Department budget amendment for fuel
- Ordinance No. 2874- 2nd reading- budget amendment for Special Counsel

Join Zoom Meeting

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

Meeting ID: 881 6325 3286

Passcode: 812389

Phone: 1.301.715.8592

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

5/15/24

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ORDINANCE NO. 2867

**AN ORDINANCE OF THE CITY OF SALISBURY APPROVING A
BUDGET AMENDMENT OF THE FY2024 PARKING AUTHORITY FUND
BUDGET TO APPROPRIATE FUNDS FOR SALARIES.**

WHEREAS, Parking Authority in the City is of high importance; and

WHEREAS, for the remainder of FY2024, there are insufficient funds for Parking Authority salaries and for on- and off-street parking maintenance and updates; and

WHEREAS, the Parking Authority within the Department of Field Operations has a salary budget currently at \$-12,0151.79 and a Streets and Lots budget currently at \$1,210.87 for the remainder of FY2024, and

WHEREAS, the Parking Authority within the Department of Field Operation has estimated \$57,000 would be required to properly maintain current salaries and on- and off-street maintenance and updates; and

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

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

Section 1. The City of Salisbury’s Fiscal Year 2024 General Fund Budget be and is hereby amended as follows:

- (a) Increase the Current Year Salary Account (31154-501002) by \$39,000
- (b) Increase the Streets and Lots Account (31154-534304) by \$18,000
- (c) Increase the Current Surplus Available Account (10100-469810) by \$57,000

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 13th day of May, 2024 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 _____, 2024.

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ATTEST:

Kimberly R. Nichols, City Clerk

D'Shawn M. Doughty, City Council President

Approved by me, this _____ day of _____, 2024.

Randolph J. Taylor, Mayor

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ATTEST:

Kimberly R. Nichols, City Clerk

D'Shawn M. Doughty, City Council President

Approved by me, this _____ day of _____, 2024.

Randolph J. Taylor, Mayor



City of Salisbury

Memo

To: Andy Kitzrow, City Administrator
From: Chris O'Barsky, Deputy Chief of Administrative Services
Date: 5/13/24
Subject: Budget Amendment Request

The Fire Department is requesting the approval of a budget amendment for \$20,000 to cover a funding shortfall in our gasoline account. This projection will cover us through the end of FY24. The budgeted funds for the gasoline account done annually on the guidance Energy Consultant and the US Department of Energy projected costs. The reason for the needed request is due to increased fuel cost above what was estimated and the increased Fire and EMS calls, which has resulted in more fuel use by the department.

Thank you in advance for your time and consideration on this request. If you should have any questions or need any additional information, please do not hesitate to contact me.

Attachment: Budget Amendment Ordinance

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ORDINANCE NO. 2873

AN ORDINANCE OF THE CITY OF SALISBURY APPROVING A BUDGET AMENDMENT OF THE FY2024 GENERAL FUND BUDGET TO APPROPRIATE FUNDS TO THE SALISBURY FIRE DEPARTMENT'S OPERATING BUDGET.

WHEREAS, the City has surpassed what was originally budgeted for gasoline in the Fire Department; and

WHEREAS, the City's fuel budget has not kept up with the inflated price of gasoline seen during FY24; and

WHEREAS, there are insufficient funds available in the FY24 Fire Department Budget to cover the required expenses; and

WHEREAS, the Fire Department requires additional funds to continue to operate through the remainder of FY24 without impacting services; and

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

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

Section 1. The City of Salisbury's Fiscal Year 2024 General Fund Budget be and is hereby amended as follows:

- (a) Increase the Current Year Surplus Account (01000-469810) by \$20,000.00
- (b) Increase the Salisbury Fire Department's Gasoline Account (24035-556204) by \$20,000.00

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

Section 2. It is the intention of the Mayor and Council of the City of Salisbury that each provision of this Ordinance shall be deemed independent of all other provisions herein.

Section 3. It is further the intention of the Mayor and Council of the City of Salisbury that if any section, paragraph, subsection, clause or provision of this Ordinance shall be adjudged invalid, unconstitutional or otherwise unenforceable under applicable Maryland or federal law, such adjudication shall apply only to the section, paragraph, subsection, clause or provision so adjudged and all other provisions of this Ordinance shall remain and shall be deemed valid and enforceable.

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

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

THIS ORDINANCE was introduced and read at a Meeting of the Mayor and Council of the City of Salisbury held on the 20th day of May, 2024 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 _____, 2024.

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ATTEST:

Kimberly R. Nichols, City Clerk

D'Shawn M. Doughty, City Council President

Approved by me, this _____ day of _____, 2024.

Randolph J. Taylor, Mayor



City of Salisbury

TO: City Council
FROM: Andy Kitzrow
DEPT: Mayor's Office
DATE: 5/1/24
SUBJECT: Budget Amendment – Special Counsel for Labor Relations

Saul Ewing (Daniel Altcheck) was selected to represent the City of Salisbury negotiations with the three bargaining units. The City Council approved an initial allocation of \$50,000 for these services via Budget Amendment Ordinance 2823.

Now that we have finalized our agreements and concluded negotiations, the projected total cost for these services is \$175,000. We are seeking an additional \$125,000 for account 17000-513302 (Other Attorney) to fulfill our obligations for the remainder of the fiscal year.

1 **ORDINANCE NO. 2874**

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3 **AN ORDINANCE OF THE CITY OF SALISBURY APPROVING A**
4 **BUDGET AMENDMENT OF THE FY2024 GENERAL FUND BUDGET TO**
5 **APPROPRIATE ADDITIONAL FUNDS REQUIRED FOR LEGAL**
6 **SERVICES.**
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8 **WHEREAS**, the City of Salisbury is requiring services of a special counsel for labor training and
9 negotiations; and

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11 **WHEREAS**, the City of Salisbury has determined an additional \$125,000 will be required for these
12 services; and

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14 **WHEREAS**, the appropriations necessary to execute the appropriation of \$125,000 as provided
15 hereinabove, must be made upon the recommendation of the Mayor and the approval of four-fifths of the
16 Council of the City of Salisbury.

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18 **NOW, THEREFORE, BE IT ENACTED AND ORDAINED BY THE COUNCIL OF THE**
19 **CITY OF SALISBURY, MARYLAND**, as follows:
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21 **Section 1.** Mayor Randolph J. Taylor is hereby authorized to appropriate funds for special counsel
22 services in the amount of \$125,000.
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24 **BE IT FURTHER ENACTED AND ORDAINED BY THE COUNCIL OF THE CITY OF**
25 **SALISBURY, MARYLAND**, as follows:
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27 **Section 2.** The City of Salisbury’s FY24 General Fund Budget be and hereby is amended as
28 follows:
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Increase (decrease)	Account Type	Account	Description	Amount
Increase	Revenue	01000-469810	Current Year Surplus	\$125,000
Increase	Expenditure	17000-513302	Other City Attorney	\$125,000

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

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

36 **Section 4.** It is further the intention of the Mayor and Council of the City of Salisbury that if any
37 section, paragraph, subsection, clause or provision of this Ordinance shall be adjudged invalid,
38 unconstitutional or otherwise unenforceable under applicable Maryland or federal law, such adjudication
39 shall apply only to the section, paragraph, subsection, clause or provision so adjudged and all other
40 provisions of this Ordinance shall remain and shall be deemed valid and enforceable.

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

43 **Section 6.** This Ordinance shall take effect from and after the date of its final passage.
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THIS ORDINANCE was introduced and read at a Meeting of the Mayor and Council of the City of Salisbury held on the 20th day of May, 2024 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 _____, 2024.

ATTEST:

Kimberly R. Nichols, City Clerk

D'Shawn M. Doughty, City Council President

Approved by me, this _____ day of _____, 2024.

Randolph J. Taylor, Mayor