

# CITY OF SALISBURY, MARYLAND



## SUBSTANTIAL AMENDMENT TO:

**PY 2023 CDBG PROGRAM**

### **SUBMITTED BY:**

City of Salisbury  
125 North Division Street  
Salisbury, MD 21801

### **SUBMITTED TO:**

U.S. Department of Housing & Urban Development  
Baltimore Field Office  
Bank of America Building, Tower II  
100 South Charles Street, 5th Floor  
Baltimore, MD 21201

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**DRAFT**

**A. EXECUTIVE SUMMARY –**

It is necessary for the City of Salisbury to process a “Substantial Amendment” to the City’s PY 2023 Annual Action Plan for the use of Community Development Block Grant (CDBG) funds. In accordance with the CDBG Program’s Regulations, the City is allowed to make substantial amendments to its Annual Plans and Budgets in accordance with the City’s Citizen Participation Plan.

The City has determined that it is necessary to amend a previously approved CDBG program year’s budget. This change is considered a substantial amendment in accordance with the City’s Citizen Participation Plan since the following applies: To carry out an activity that was not previously identified in the plan; and A change in purpose, scope, location, funding, or beneficiaries from one eligible activity to another by more than 50% of the total amount previously authorized.

The amendment to the PY 2023 Annual Action Plan will change the following:

- Cancel Low-Mod Neighborhood Sidewalk Construction and Pedestrian Improvements for \$222,086 and create a new project Waterside Park Improvements with a total budget of \$222,086.
- Cancel Homeless Services Intensive Case Manager for \$19,000 and create a new project Truitt Street Community Center Rehabilitation with a total budget of \$69,000.
- Cancel Anne Street Village Construction/Rehab for \$50,000 and create a new project Truitt Street Community Center Rehabilitation with a total budget of \$69,000.

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**B. CITIZEN PARTICIPATION –****PUBLIC HEARING NOTICE****NOTICE OF SUBSTANTIAL AMENDMENT TO THE  
CITY OF SALISBURY'S PY 2023 ANNUAL ACTION PLAN  
FOR THE COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) PROGRAM**

The purpose of this notice is to present substantial amendments to the City of Salisbury's PY 2023 Annual Action Plan for the use of Community Development Block Grant (CDBG) funds.

Notice is hereby given that the City of Salisbury, Maryland will hold a public hearing on Wednesday May 22, 2024 at 6:00 PM, prevailing time, in Council Chambers, Room 301 of the City/Council Government Building at 125 N. Division Street, Salisbury, MD 21801 on the proposed Substantial Amendment. The City/Council Government Building and Council Chambers are accessible to persons with mobility limitations. If special arrangements need to be made to accommodate any resident in order for them to participate in the public hearing, including translation services, please call Ms. Jo Ellen Bynum, Grants Manager, Finance Department, City of Salisbury, (410) 548-3110 x1125 or [jbynum@salisbury.md](mailto:jbynum@salisbury.md), to make those arrangements. For persons who have a hearing impairment, please contact 7-1-1 for TTY/TTD relay. Si es necesario hacer arreglos especiales para acomodar a cualquier residente para que pueda participar en la audiencia pública, incluidos los servicios de traducción, llame a la Sra. Jo Ellen Bynum, Gerente de Subvenciones, Departamento de Finanzas, Ciudad de Salisbury, (410) 548-3110 x1125 o [jbynum@salisbury.md](mailto:jbynum@salisbury.md), para hacer esos arreglos.

In accordance with the CDBG program's regulations, the City is allowed to make substantial amendments to its Annual Plans and Budgets in accordance with the City's Citizen Participation Plan. The City has determined that it is necessary to amend a previously approved CDBG program year's budget. These changes are considered a substantial amendment in accordance with the City's Citizen Participation Plan since the following applies: To carry out an activity that was not previously identified in the plan; and A change in purpose, scope, location, funding, or beneficiaries from one eligible activity to another by more than 50% of the total amount previously authorized.

The amendment to the PY 2023 Annual Action Plan will change the following:

- Cancel Low-Mod Neighborhood Sidewalk Construction and Pedestrian Improvements for \$222,086 and create a new project Waterside Park Improvements with a total budget of \$222,086.



## CITY OF SALISBURY, MD SUBSTANTIAL AMENDMENT FOR PY 2023 CDBG PROGRAM YEAR

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- Cancel Homeless Services Intensive Case Manager for \$19,000 and create a new project Truitt Street Community Center Rehabilitation with a total budget of \$69,000.
- Cancel Anne Street Village Construction/Rehab for \$50,000 and create a new project Truitt Street Community Center Rehabilitation with a total budget of \$69,000.

In accordance with the regulations and requirements of the U.S. Department of Housing and Urban Development (HUD), these plans will be on public display for a period of 30 days, beginning Thursday, May 9, 2024 at the following locations: <https://salisbury.md/departments/housing-community-development> under the Community Development section and at the City of Salisbury Finance Office, 125 N. Division Street, Salisbury, MD 21801.

This document will be available to the public during normal hours of operation for a period of thirty (30) days until Friday, June 7, 2024, after which time the substantial amendment will be submitted to City Council for approval on Monday, June 10, 2024 at the regularly scheduled 6:00 PM meeting.

All interested residents are encouraged to attend this public hearing and they will be given the opportunity to present oral or written testimony concerning the proposed amendment to the use of CDBG funds under the PY 2023 Annual Action Plan. Written or oral comments may be directed to Ms. Jo Ellen Bynum, Grants Manager, Finance Department, City of Salisbury, 125 N. Division Street, #103, Salisbury, MD 21801. E-mail: [jbynum@salisbury.md](mailto:jbynum@salisbury.md) Phone: (410) 548-3110 x1125. Persons with hearing and/or speech impediments may contact the City through the "Maryland Relay Service" by dialing "7-1-1". All comments must be received by 4:00 PM Friday, June 7, 2024.

**Randolph J. Taylor, Mayor**  
City of Salisbury  
115 S. Division Street  
Salisbury MD, 21801

**Publish: One day, Wednesday, May 8, 2024**



CITY OF SALISBURY, MD SUBSTANTIAL AMENDMENT  
FOR PY 2023 CDBG PROGRAM YEAR

C. RESOLUTION –

RESOLUTION NO. \_\_\_\_\_

**A RESOLUTION OF THE CITY OF SALISBURY, MARYLAND TO APPROVE THE CITY’S SUBSTANTIAL AMENDMENT FOR COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) FUNDS FOR CDBG PROGRAM YEAR 2023.**

**WHEREAS**, the City of Salisbury is a recipient of grant funds under the Community Development Block Grant (CDBG) Program administered by the U.S. Department of Housing and Urban Development (HUD); and

**WHEREAS**, the City had previously approved a budget and Annual Action Plan for the PY 2023 CDBG Program; and

**WHEREAS**, HUD permits grant recipients to revise and amend previous budgets and Annual Action Plans; and

**WHEREAS**, in accordance with the Federal Regulations governing the CDBG Program certain changes and revisions to the Annual Action Plans may be considered a substantial amendment as outlined in the City’s Citizen Participation Plan, “To carry out an activity that was not previously identified in the plan; and A change in purpose, scope, location, funding, or beneficiaries from one eligible activity to another by more than 50% of the total amount previously authorized”; and

**WHEREAS**, it has been determined that the proposed changes and revisions to the PY 2023 CDBG Program are a substantial amendment and the City’s Citizen Participation Plan has been followed.

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

**Section 1.** That the substantial amendment for the PY 2023 Annual Action Plan is hereby approved;

**Section 2.** That it is cognizant of the conditions that are imposed in the undertaking and carrying out of community development activities with Federal financial assistance;

**Section 3.** That the Mayor and Council of the City of Salisbury are authorized to execute and file the substantial amendment for the following:



CITY OF SALISBURY, MD SUBSTANTIAL AMENDMENT  
FOR PY 2023 CDBG PROGRAM YEAR

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- Cancel Homeless Services Intensive Case Manager for \$19,000 and create a new project Truitt Street Community Center Rehabilitation with a total budget of \$69,000.
- Cancel Anne Street Village Construction/Rehab for \$50,000 and create a new project Truitt Street Community Center Rehabilitation with a total budget of \$69,000.

**Section 4.** That the Mayor is hereby authorized to provide assurances and/or certifications as required by HUD and also provide any additional documents that may be requested.

**THE ABOVE RESOLUTION** was introduced and read and passed at the regular meeting of the Council of the City of Salisbury held on this 10th day of June 2021 and is to become effective immediately upon adoption.

**ATTEST:**

\_\_\_\_\_  
Kimberly R. Nichols, City Clerk

\_\_\_\_\_  
D'Shawn Doughty, City Council President

Approved by me, this \_\_\_\_\_ day of \_\_\_\_\_, 2024.

\_\_\_\_\_  
Randolph J. Taylor, Mayor

**D. PY 2023 CDBG PROGRAM**

## 1. Budget

The amendment to the PY 2023 CDBG funds will cancel projects and create new projects.

## 2. Narrative

The following changes are proposed for the PY 2023 Annual Action Plan for the use of Community Development Block Grant (CDBG) funds:

- Cancel Low-Mod Neighborhood Sidewalk Construction and Pedestrian Improvements for \$222,086 and create a new project Waterside Park Improvements with a total budget of \$222,086.
- Cancel Homeless Services Intensive Case Manager for \$19,000 and create a new project Truitt Street Community Center Rehabilitation with a total budget of \$69,000.
- Cancel Anne Street Village Construction/Rehab for \$50,000 and create a new project Truitt Street Community Center Rehabilitation with a total budget of \$69,000.

## 3. Project Sheet

Attached are the new project sheets.





**CITY OF SALISBURY, MD SUBSTANTIAL AMENDMENT  
FOR PY 2023 CDBG PROGRAM YEAR**

<b>CD-23-AM-5</b>	<b>Project Name</b>	Waterside Park Improvements
	<b>Target Area</b>	West Side CDBG Target Area
	<b>Goals Supported</b>	CD-1 Community Facilities and Infrastructure
	<b>Needs Addressed</b>	Community Development Need
	<b>Funding</b>	CDBG: \$222,086
	<b>Description</b>	Waterside Park Improvements for the purpose of constructing new ADA compliant bathrooms, a new pavilion, and installation of picnic tables at Waterside Park.
	<b>Target Date</b>	9/30/2025
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	585 Persons
	<b>Location Description</b>	Waterside Park, Fitzwater Drive and Parsons Road, Salisbury, MD 21801
<b>Planned Activities</b>	Matrix Code - 03F Parks, Recreational Facilities 24 CFR 570.201(c). National Objective - LMA Low/mod area benefit: the service area identified for activities is primarily low/mod income 570.208(a)(1).	

<b>CD-23-AM-6</b>	<b>Project Name</b>	Truitt Street Community Center Rehabilitation
	<b>Target Area</b>	Church Street-Doverdale CDBG Target Area
	<b>Goals Supported</b>	CD-1 Community Facilities and Infrastructure
	<b>Needs Addressed</b>	Community Development Need



**CITY OF SALISBURY, MD SUBSTANTIAL AMENDMENT  
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<b>Funding</b>	CDBG: \$69,000
<b>Description</b>	Provide additional funding to assist with the rehabilitation/expansion of the Truitt Street Community Center building in order to better serve the needs of the local residents.
<b>Target Date</b>	9/30/2025
<b>Estimate the number and type of families that will benefit from the proposed activities</b>	4,650 Persons
<b>Location Description</b>	Truitt Street Community Center, 319 Truitt Street, Salisbury, MD 21804
<b>Planned Activities</b>	Matrix Code - 03E Neighborhood Facilities 24 CFR 570.201(c). National Objective - LMA Low/mod area benefit: the service area identified for activities is primarily low/mod income 570.208(a)(1).

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