



## CITY OF SALISBURY CITY COUNCIL AGENDA

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**JUNE 10, 2024**

**6:00 p.m.**

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

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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- Pastor Bill Reid, Parkway Church of God
- 6:04 p.m. ADOPTION OF LEGISLATIVE AGENDA
- 6:04 p.m. CONSENT AGENDA- Assistant City Clerk Julie English
- April 22, 2024 Council Meeting Minutes
  - **Resolution No. 3349**- approving the appointment of Melissa Howe to the Youth Development Advisory Committee term ending June 2027
- 6:06 p.m. AWARD OF BIDS- Procurement Director Jennifer Miller
- ITB A-25-102 Public Safety Video Surveillance Solutions \$991,569.30 (5 yr. est.)
  - RFP A-25-103 Community Development Software \$158,925.01 (3 yr. est.)
  - ITB 24-116 Paleo Well 2 Rehabilitation \$101,795.00
- 6:11 p.m. RESOLUTION- City Administrator Andy Kitzrow
- **Resolution No. 3350**- to amend the bylaws of the Human Rights Advisory Committee to change the committee's membership requirements and terms
  - **Resolution No. 3351**- to approve the City's Consolidated Plan for program years 2024-2028, the Action Plan for Community Development Block Grant (CDBG) funds for program year 2024, and the 2024 Analysis of Impediments to Fair Housing Choice
- 6:14 p.m. **PUBLIC HEARINGS**
- West Road Annexation**- City Administrator Andy Kitzrow
- **Resolution No. 3346**- proposing the annexation to the City of Salisbury of a certain area of land contiguous to and binding upon the Corporate Limits of the City of Salisbury to be known as "Diya Patel Properties, XII, LLC – West Road Annexation"
  - **Resolution No. 3202**- proposing the annexation plan for the "Diya Patel Properties, XII, LLC – West Road Annexation"
- 6:20 p.m. ORDINANCES- City Attorney Ashley Bosché

- **Ordinance No. 2870**- 2<sup>nd</sup> reading- appropriating the necessary funds for the operation of the Government and Administration of the City of Salisbury, Maryland for the period July 1, 2024 to June 30, 2025, establishing the levy for the General Fund for the same fiscal period and establishing the appropriation for the Water and Sewer, Parking Authority, City Marina and Storm Water Funds
- **Ordinance No. 2871**- 2<sup>nd</sup> reading- to amend Water & Sewer rates to increase by 9% and making said changes effective for all bills dated October 1, 2024 and thereafter unless and until subsequently revised or changed
- **Ordinance No. 2872** – 2<sup>nd</sup> reading- to set fees for FY2025 and thereafter unless and until subsequently revised or changed
- **Ordinance No. 2875**- 2<sup>nd</sup> reading- to correct Ordinance No. 2865 and authorizing the Mayor to appropriate funds for various capital projects
- **Ordinance No. 2876**- 2<sup>nd</sup> reading- authorizing a budget amendment to appropriate funds for the WTP Filter Project
- **Ordinance No. 2877**- 1st reading- to lower the posted speed limit in the Village at Tony Tank Creek neighborhood to prevent traffic fatalities and serious injuries in keeping with the City’s Vision Zero goal of eliminating all traffic deaths and serious injuries by January 1, 2030
- **Ordinance No. 2878**- 1st reading- amending Title 10, entitled “Health and Safety” of the Salisbury City Code, by adding a new Chapter 8.36 entitled “Abandoned Shopping Carts”

6:30 p.m. PUBLIC COMMENTS

6:35 p.m. ADMINISTRATION and COUNCIL COMMENTS

6:40 p.m. ADJOURNMENT

Copies of the agenda items are available for review in the City Clerk’s Office located on the second floor of the Salisbury Headquarters Building, 410-548-3140 or on the City’s website [www.salisbury.md](http://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 – JULY 8, 2024**

- Ordinance No. 2877- 2<sup>nd</sup> reading- abandoned shopping carts
- Ordinance No. 2878 – 2<sup>nd</sup> reading- to lower speed limit at Village at Tony Tank

Join Zoom Meeting

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

**Meeting ID:** 881 6325 3286

**Passcode:** 812389

Phone: 1.301.715.8592

1 **CITY OF SALISBURY, MARYLAND**

2  
3 **REGULAR MEETING**

**APRIL 22, 2024**

4  
5 **PUBLIC OFFICIALS PRESENT**

6  
7 *Council President D’Shawn M. Doughty*                      *Mayor Randolph J. Taylor*  
8 *Council Vice President Angela M. Blake*                      *Councilmember April R. Jackson*  
9 *Councilmember Michele Gregory*                      *Councilmember Sharon C. Dashiell*

10  
11 **IN ATTENDANCE**

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13 *Deputy City Administrator John Tull, Fire Chief Rob Frampton, Procurement Director Jennifer*  
14 *Miller, Finance Director Keith Cordrey, City Attorney Laura Ryan, City Clerk Kim Nichols, and*  
15 *members of the public*

16 \*\*\*\*\*

17 **PLEDGE OF ALLEGIANCE – SILENT MEDITATION**

18  
19 *The City Council met in Legislative Session at 6:00 p.m. in Council Chambers of the*  
20 *Government Office Building and via Zoom. Council President D’Shawn M. Doughty called the*  
21 *meeting to order and invited everyone to recite the pledge to the flag, followed by a moment of*  
22 *silent meditation.*

23  
24 **ADOPTION OF LEGISLATIVE AGENDA**

25  
26 *President Doughty called for a motion to adopt the legislative agenda. Ms. Jackson moved and*  
27 *Ms. Blake seconded the motion. Ms. Dashiell motioned to amend the agenda by adding after*  
28 *Ordinance No. 2861 the following: Ordinance No. 2862- approving a budget amendment of the*  
29 *Grant Fund Budget to appropriate funds received from Wicomico County. Ms. Blake seconded,*  
30 *and the vote to amend the agenda was unanimous.*

31  
32 *The legislative agenda, as amended, was approved by unanimous (5-0) vote.*

33  
34 **CONSENT AGENDA-** *presented by City Clerk Kim Nichols*

35  
36 *The Consent Agenda, consisting of the following items, was unanimously approved (5-0) on a*  
37 *motion and seconded by Ms. Jackson and Ms. Dashiell, respectively:*

- 38  
39     • *March 18, 2024 Work Session Minutes*  
40     • *March 25, 2024 Council Meeting Minutes*  
41     • *March 25, 2024 Special Work Session Minutes*  
42     • *Resolution No. 3340- approving the appointment of Lily Chi-Fang Tsai to the Ethics*  
43         *Commission for term ending April 2028*

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45 *President Doughty thanked Ms. Lily Chi-Fang Tsai for volunteering to join the Ethics*  
46 *Commission and looked forward to what she would be bringing to the City.*

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**AWARD OF BIDS**- presented by Procurement Director Jennifer Miller

The following Declaration of Surplus items were unanimously approved on a motion and seconded by Ms. Gregory and Ms. Jackson, respectively:

1. SPD Vehicles – Qty 12
2. Salisbury Zoo Vehicle – Qty 1

**PUBLIC HEARING- JD Oliver LLC Annexation**- presented by Deputy City Administrator John Tull

- **Resolution No. 3334**- proposing the annexation to the City of Salisbury of a certain area of land contiguous to and binding upon the Corporate Limits of the City of Salisbury to be known as “2407 N. Salisbury Boulevard – JD Oliver, LLC Annexation”

Ms. Jackson moved and Ms. Blake seconded to approve Resolution No. 3334, and Mr. Tull presented the resolution.

President Doughty opened the Public Hearing at 6:07 p.m., and as there were no requests to speak by the public, he immediately closed the Public Hearing.

Resolution No. 3334 was approved by unanimous vote in favor.

- **Resolution No. 3335**- approving the annexation plan of “2407 N. Salisbury Boulevard – JD Oliver, LLC Annexation”

Ms. Jackson moved and Ms. Blake seconded to approve Resolution No. 3335, and Mr. Tull presented the resolution.

President Doughty opened the Public Hearing at 6:10 p.m., and as there were no requests to speak by the public, he immediately closed the Public Hearing.

Resolution No. 3335 was approved by unanimous vote in favor.

President Doughty announced that the JD Oliver Annexation would become effective on June 6, 2024.

**ORDINANCES**- presented by City Attorney Heather Konyar

- **Ordinance No. 2861**- 2<sup>nd</sup> reading- approving a budget amendment of the FY2024 General Fund Budget and the FY2024 Water Sewer Fund Budget to appropriate additional funds required for Field Operations

Ms. Jackson moved, Ms. Gregory seconded, and the vote was unanimous to approve Ordinance No. 2861 for second reading.

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- **Ordinance No. 2862**- 2<sup>nd</sup> reading- approving a budget amendment of the Grant Fund Budget to appropriate funds received from Wicomico County

*Ms. Blake moved, Ms. Jackson seconded, and the vote was unanimous to approve Ordinance No. 2862 for second reading.*

- **Ordinance No. 2863**- 2<sup>nd</sup> reading- approving a budget amendment of the FY2024 General Fund Budget and authorizing the Mayor to amend the authorized positions included in the FY24 General Fund Budget

*Ms. Jackson moved, Ms. Gregory seconded, and the vote was unanimous to approve Ordinance No. 2863 for second reading.*

- **Ordinance No. 2865**- 1<sup>st</sup> reading- authorizing the Mayor to appropriate funds for various capital projects

*Ms. Gregory moved and Ms. Jackson seconded to approve Ordinance No. 2865.*

*Ms. Blake asked if the projects were being planned for the 2025 Bond were now being consolidated to this year's budget, and the Mayor and Mr. Tull responded in the affirmative. She asked about the Bond for the garage and wondered if she was looping that in with another document and the City lost the garage in this. Mayor Taylor said there had been no discussion about the garage at this point, and Ms. Blake thought it was in the CIP for this year and they needed to issue a bond for that.*

*Finance Director Keith Cordrey joined Council and said the funds were appropriated by Council last year. What was before them now had not been funded. They were not getting funds in the bond ordinance for the garage for various reasons because it was not ready, which was why the parking garage was not included.*

*City Administrator Kitzrow joined via Zoom and said they were still finalizing the design concept and understanding the construction costs of the parking garage. They did not want to prematurely bond money without knowing a total cost. It would be treated separately if they decided to move forward with the bond in a separate bond ordinance. They had enough here with FY24 with the rest of the projects and did not want to sit still on these other outstanding obligations while trying to finalize the bond ordinance for the parking garage. It was still up for further conversations and was not happening right now. Ordinance No. 2865 needed to be moved forward legislatively. The issue was they still had an outstanding item with the adjacent property for a project. Committing to a parking garage in full scope without knowing what would be next to it was premature, and they did not want to hold the other projects up.*

*Ms. Blake stated there were 22 additional projects and she had not seen the CIP. Ms. Gregory shared she requested it in her Council comments and never got a response.*

*Mr. Kitzrow said they would begin the budget discussions on Tuesday (the next day) and*

141 *the details of essential items and CIP funding would be discussed then. With this being*  
142 *the first reading there were opportunities for adjustments based off budget discussions.*  
143 *These FY24 items were set because the City committed to them last year. The additional*  
144 *items that were read off this evening were the recommendations of the Mayor’s Office to*  
145 *be funded in FY24 rather than doing a separate bond ordinance in FY25. Each time we*  
146 *went to Bond Counsel it cost the City significantly.*

147  
148 *Mr. Cordrey further clarified that they waited until the last minute to bring this forward*  
149 *because they were waiting for the outcome of the parking garage. The bond ordinance*  
150 *was a combination of the FY23 and the FY24 projects, and they added the FY25 projects*  
151 *to get the best rates when going to the market. This ordinance brought an appropriation*  
152 *to the projects. Ms. Blake thought they were good projects and she would support this but*  
153 *she would vote “Nay” because she thought they needed to discuss this more. She wanted*  
154 *Council to fully understand how the 25 projects were picked. They also had not seen the*  
155 *CIP, as the timing was out of sync of when they usually received it. They used to get it in*  
156 *February, and tomorrow was our budget session and she did not know what was in it. If*  
157 *some of the projects on the list were slated for the 25 or if there were additional ones, she*  
158 *did not know what they were and would like to see how they would be prioritized.*

159  
160 *President Doughty stated that Mr. Cordrey did say this was last minute and brought to us*  
161 *the day before the budget deliberation and that was why extra clarity was needed. Mr.*  
162 *Cordrey said if we could have all the discussion necessary in the budget sessions and*  
163 *could modify this because the timeline put us to issue bonds in late June. President*  
164 *Doughty said he felt angst because he needed to make a decision right now. Mayor*  
165 *Taylor did not know they were off track and said it was unintentional. President Doughty*  
166 *asked that for the future they be given more time so they knew what they were approving.*

167  
168 *Mr. Kitzrow added that understanding that the FY23 and FY24 decision points were*  
169 *already committed to. If there were questions about FY25, he would implore Council to*  
170 *consider a modification rather than a unanimous “nay” vote tonight.*

171  
172 *Ordinance No. 2865 for first reading failed with all five Council members voting “nay.”*

- 173  
174 • ***Ordinance No. 2864- 1<sup>st</sup> reading-*** *o authorize the City to sell and issue General*  
175 *Obligation Bonds, Bond Anticipation Notes and Refunding Bonds*

176  
177 *Ms. Jackson moved and Ms. Dashiell seconded to approve Ordinance No. 2864 for first*  
178 *reading. Ms. Ryan began presenting the ordinance, but President Doughty stopped her*  
179 *because this ordinance had to be approved in conjunction with Ordinance No. 2865.*

180  
181 *Ordinance No. 2864 was not presented nor voted on by Council, and would be presented*  
182 *for first reading at a later date.*

183  
184 **PUBLIC COMMENTS**

185  
186 *Nine people provided the following comments:*  
187

- 188 • *Speaker asked Council to support stopping the Safari At The Quarry events, establish*  
189 *Connelly Mill Park and preserve its ecologically valuable land, protect the Paleo Channel*  
190 *and stop the County Executive Julie Giordano from acting in violation of the law. The City*  
191 *Attorney concluded that the events violated Title 17 of the City Zoning Code, as the property*  
192 *was zoned R-8a Residential and it was evident that such use was not permissible. The*  
193 *County Executive was trying to circumvent the law by claiming the County was not required*  
194 *to comply with the City Zoning Code. If not used for a public purpose, the property was*  
195 *subject to Salisbury’s zoning regs. The events in question could not be interpreted as being*  
196 *for a public purpose as they are exclusive, private and being staged for a for-profit*  
197 *corporation. Participation was limited to those who owned an off-road vehicle. The City*  
198 *could stop these events by initiating the appropriate legal action to enforce its Zoning Code.*  
199 *More than 600 people have signed the Preserve Connolly Mill Park petition. The County*  
200 *Council has also expressed opposition to the events. He asked the Mayor and City Council*  
201 *what specific measures they intended to take to uphold and enforce the City’s Zoning Code.*  
202 • *Today was Earth Day and a great day to stand up and protect our most precious natural*  
203 *resources. Public parks give us healthier bodies (reduced diabetes, asthma and heart*  
204 *disease) and boosts our immune systems, and calms our minds by decreasing anxiety and*  
205 *depression. They help us build stronger communities. We are losing green space rapidly.*  
206 *Connelly Mill Park has been given over to private profit and the events are not allowed*  
207 *under the City Zoning Code. Please take action and enforce the Zoning Code.*  
208 • *Speaker voiced his opposition to the Safari At The Quarry events and urged the Mayor to*  
209 *enforce the Residential Zoning Code.*  
210 • *Speaker spoke in support of preserving Connelly Mill Park and was disturbed by the sound*  
211 *of ATV’s all the time. She was afraid that there would be no park because of them.*  
212 • *Speaker stated Ms. Blake had a good point about not issuing bonds for something that they*  
213 *have not authorized yet. The second reading of the ordinances was on May 13<sup>th</sup>, and*  
214 *Council could have discussed the 2025 CIP items before then and maybe worked it all out.*  
215 • *Speaker said that, regarding the Safari At The Quarry, transparency was needed on this*  
216 *matter. A Special Meeting was needed before next Monday because the event was the*  
217 *weekend after that. It was unlawful to do what the County Executive wanted to do. Public*  
218 *purpose was the particular use of the property, and this did not promote public purpose.*  
219 • *Speaker discussed operations of the Council. Topics were brought up one week and then you*  
220 *never heard about them again for updates.*  
221 • *Speaker thought the City should take caution when going into anything that would utilize*  
222 *our income stream in the way of tax incomes or in any way encumber those further taxes*  
223 *that we may get from developers. The Horizon Program was up for renegotiation. There*  
224 *were a lot of expensive things that needed to get fixed, repaired, replaced and improved. She*  
225 *cautioned Council about TIF’s, Horizon and whatever else, and just because we were going*  
226 *to build it did not mean it would end up increasing our tax base.*  
227 • *Regarding the Quarry, follow the rules. There should be no exceptions in these cases.*  
228 • *Speaker stated that the zoning exception ordinance that was being used that everyone was*  
229 *referring to that exempted the County did not exist in the Code when Shadow Hills agreed to*  
230 *support the donation for the free dirt and the future low impact park. It was added in May*  
231 *2022 and as immediate stakeholders to a property affected by a blanket exemption from the*  
232 *Zoning Code altogether, there should have been required notification to them and a public*  
233 *hearing. This was not done and she challenged the legality of the clause. Neighbors were to*  
234 *be notified, but they were not. She asked if the City Attorney would weigh in on this. The*

235 exemption was only allowed for land used for public purpose. The Maintenance of Traffic  
236 Plan stated that the location was not open to the public. The Environmental Policy Task  
237 Force document on the City's website in reference to Maryland's law on Greenhouse  
238 Reduction Act was a detailed document outlining what the City had to do to comply with the  
239 Maryland law in terms of greenhouse gas reductions. If we were going to look at ways to  
240 reduce greenhouse gas emissions, why would we condone or endorse a project that would  
241 do the exact opposite and undo the progress on projects that we needed. This was not a  
242 matter of Shadow Hills versus anyone. It was a matter of Wicomico County citizens' asset  
243 being wasted for a few people instead of for a purpose that brought ongoing economic value  
244 to the County and City in perpetuity. The dirt expired at a point where the max was reached  
245 but the park would last forever. She suggested holding weddings in the park. When someone  
246 was hurt on the property while riding their dirt bike, the lawsuits would come.

- 247 • Speaker shared that Wicomico County finished 21 out of 23 in public health in the Maryland  
248 counties. Wicomico County's cancer and diabetes rate was three times as high as the state  
249 average, and heart disease two and a half times higher than the state average. Parks were  
250 needed for people to walk, recreate and rejuvenate which help the items that our county was  
251 marked so poorly on. Our lowest score was on the lack of access to exercise and was the  
252 lowest ranking in the state. Wicomico County was the only county in Maryland without a  
253 state park. The benefits this park could provide far outweighed the exclusive, elitist,  
254 invitation only, dirt bike-Jeep racetrack that was being proposed. Julie Giordano has pitted  
255 a lot of people against Shadow Hills and some nasty comments had been made.
- 256 • Speaker agreed with all that was said before her. She had 27 years of federal service within  
257 the theater of civil rights and compliance. She said she worked extremely hard to ensure that  
258 all constituents and recipients of their programs and services were treated with dignity,  
259 equity and respect and that there were no barriers that prevented their participation. She  
260 shared it was beyond disturbing that Julie Giordano was allowed to usurp the authority of  
261 the Wicomico County Council and more so that she was allowed to violate established  
262 zoning laws. Ms. Giordano was beyond disrespectful to Wicomico County citizens and also  
263 beyond truthful. Her claims that the Wicomico County Sheriff's Office supported Safari At  
264 The Quarry was refuted in public during the last County Council meeting. Please convene a  
265 Special Meeting where we could have a redress of this matter.

## 266 ADMINISTRATION AND COUNCIL COMMENTS

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269 Mayor Taylor stated he immediately reached out to City Zoning Officer Henry Eure and County  
270 Zoning after hearing about this violation and the County agreed with the County Administration.  
271 The City Attorneys sent a letter to Live Wire and spelled out our position, and gave a timeline of the  
272 24<sup>th</sup> to respond in terms of their position. He spoke with Ms. Giordano, Mr. Luffman, and their  
273 attorney and hoped to receive their letter of response tomorrow and see where we were. He would  
274 leave a Special Meeting decision up to Council. It was challenging because we had a partner in the  
275 County and were trying to do the right thing via the City's zoning code while also respecting the  
276 folks being negatively impacted. In that regard, he said the City was caught in the middle.

277  
278 City Administrator Andy Kitzrow (via Zoom) stated that the rejection of Ordinance No. 2864  
279 included about \$10 million worth of obligations that the Council had already approved in  
280 Ordinance No. 2721, 2774 and Ordinance No. 2802. By not passing the bond ordinance today



281 *our ability has diminished to get funding to pay for these. We have positioned ourselves to have*  
282 *to pay cash to fund projects we have already spent money on, including Unity Square and the*  
283 *Fire Rescue Truck that we were about to get delivered. If Council did not like what they had in*  
284 *FY25 they could have modified the bond ordinance to remove those items. They rejected the*  
285 *additional \$10 million that they had already obligated themselves to spend in previous*  
286 *ordinances, and our ability to borrow money to pay ourselves back was rejected tonight.*

287  
288 *Mayor Taylor stated his was not sure what the cure was, but was going to ask Mr. Kitzrow. He*  
289 *was not involved in the prior Council votes. He asked if it would be revisited after this*  
290 *discussion. President Doughty said they could have a Special Meeting but things we were*  
291 *obligated to do were coupled in with new things. He said he appreciated the comments but*  
292 *thought everyone stood firm on their votes.*

293  
294 *Mayor Taylor said the practice had become that they bonded every other year, and they were*  
295 *trying to reconcile it for FY25.*

296  
297 *Councilwoman Gregory said it was frustrating that the City Administrator knew that Council*  
298 *received the CIP in February. Council had not received things in a timely manner. For this to be*  
299 *dumped in their lap the day before a Budget Session was very frustrating. She asked for the CIP last*  
300 *Monday and was met with stony silence and no engagement afterwards. That was on the Mayor's*  
301 *Office exclusively. We had no control of when the CIP was released or sent to them, and they could*  
302 *not make educated decisions without that information. In the future, if the Mayor was unaware of*  
303 *the timetable, the City Administrator would be aware of it. She was disappointed that*  
304 *administration was dragging their feet on certain items.*

305  
306 *Ms. Gregory said that the Poplar Hill Mansion festival would be taking place in two weeks. There*  
307 *was a lot of information on the City's history and a lot of vendors. The fundraising went to the*  
308 *Friends of Poplar Hill Mansion to help support the facility. It was a hidden jewel in the City.*

309  
310 *Councilwoman Dashiell commended the residents of Shadow Hills for coming out in unison. She*  
311 *attended the Community Players and it was great. PEO was a philanthropic organization where*  
312 *women celebrated the advancement of women through scholarships and loans and stewardship.*  
313 *They had a full day event on Saturday. For everyone who missed the Eastern Shore Mission of*  
314 *Mercy Dental Clinic that took four times at the Civic Center, it was returning in September.*

315  
316 *Councilwoman Jackson apologized to Ms. Purnell and said the comment was not meant for her.*  
317 *They were speaking about the Safari At The Quarry. On May 6<sup>th</sup> the PILOT Program would be*  
318 *updated, PFAS (she was very concerned about that for the citizens of Salisbury and Wicomico*  
319 *County). We would have an update on 617 West Isabella Street. The former City Council set aside*  
320 *of this for the first African American woman ever to be on City Council. Her family donated the*  
321 *land and she would like to see it in Ms. Gertrude Shockley's honor. She had not heard anything*  
322 *more about this for two or three years and wanted an update. The resurfacing of the Lake Street*  
323 *Playground was coming up for discussion. The PILOT Program gave people the opportunity to*  
324 *build and not pay taxes for a few years. There would be an update on the lighting in the City Park.*  
325 *She thanked the residents from Shadow Hills for coming out.*

326  
327 *Council Vice President Blake said she requested the CIP about six weeks ago and asked again*  
328 *about a month ago. When you add things to the bond, it made it unclear. They would hold a Special*  
329 *Meeting, and after they looked at the budget on Thursday they could possibly hold a meeting then.*  
330 *Moving forward, since the Paleo Water Channel ran directly through there and it was not*  
331 *protected, she would like the City to have a MOU with the County for the use of the property. If*  
332 *healthy enough, please donate blood, plasma and consider becoming an organ donor.*

333  
334 *President Doughty echoed his fellow Council members and appreciated everyone for their*  
335 *comments. As Mayor Taylor said, there was a letter sent on behalf of the City. We'll see what*  
336 *comes in the future. Tonight was evident of a lack of communication. He reported that Thursday*  
337 *at 2:00 p.m. was the PACE Showcase at SU. They had wonderful students doing great work in*  
338 *the community. Next Saturday, May 4<sup>th</sup> at 10:00 a.m. was a tree planting event at the Truitt*  
339 *Community Center. Today was Earth Day, and you could attend and plant a tree next Saturday.*

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341  
342 *Mayor Taylor restated that he was completely unaware that Council had not seen the CIP yet.*  
343 *Mr. Kitzrow was the point guy with the budget and they were deciding things as they went to the*  
344 *extend that they could while navigating the Union negotiations.*

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346 **ADJOURNMENT**

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348 *With no further business to discuss, the Legislative Session adjourned at 7:14 p.m.*

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CITY OF SALISBURY, MARYLAND  
CLOSED SESSION #1  
APRIL 8, 2024

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*TIME & PLACE:* 6:33 p.m., Council Chambers, Government Office Building

*PURPOSE:* To discuss the appointment, employment, assignment, promotion, discipline, demotion, compensation, removal, resignation, or performance evaluation of appointees, employees, or officials over whom this public body has jurisdiction; or any other personnel matter that affects one or more specific individuals. (To discuss the selection of the Finance Director.)

*VOTE TO CLOSE:* Unanimous (4-0)

*CITATION:* Annotated Code of Maryland §3-305(b)(1)

*PRESENT:* Council President D'Shawn M. Doughty, Mayor Randolph J. Taylor, Councilmember April R. Jackson, Councilmember Michele Gregory, Councilmember Sharon C. Dashiell, City Administrator Andy Kitzrow, Human Resources Director Meg Caton, Sandy Green, City Attorney Heather Konyar, and City Clerk Kim Nichols

*ABSENT* Vice President Angela M. Blake

\*\*\*\*\*

The City Council convened in Legislative Session at 6:00 p.m. on April 8, 2024 in Council Chambers of the Government Office Building and via Zoom Video Conferencing. At 7:33 p.m. President Doughty called for a motion to convene in Closed Session #1 to discuss the appointment, employment, assignment, promotion, discipline, demotion, compensation, removal, resignation, or performance evaluation of appointees, employees, or officials over whom this public body has jurisdiction; or any other personnel matter that affects one or more specific individuals as authorized under the authority of the Maryland Open Meetings Law, Annotated Code of Maryland General Provisions Article § 3-305(b)(1).

Ms. Jackson moved, Ms. Gregory seconded, and the vote was 4-0 to convene in Closed Session. The reason for the Closed Session, which began at 6:37 p.m. following the public's exit from Council Chambers, was to select the Finance Director.

Human Resources Director Meg Caton reviewed the postings and interviews conducted for the Finance Director's position, which would be open due to the upcoming (July 1<sup>st</sup>) retirement of Director Keith Cordrey. She also shared the reasons for selecting the applicant for the position.

City Administrator Andy Kitzrow shared the applicant's background and qualifications, and outlined the timeline for the transition into the position.

The applicant was invited into Council Chambers at 6:45 p.m. whereby she shared her work experiences and knowledge of the City's financial standing. Council unanimously welcomed her back to the City and President Doughty said he appreciated that she was so highly regarded.

At 6:52 p.m. Ms. Jackson moved, Ms. Gregory seconded, and the vote was unanimous to adjourn the Closed Session. Council returned to Open Session and President Doughty reported that

419 *Council had just returned to Open Session after convening in Closed Session to discuss the*  
420 *selection of the Finance Director as authorized by the State Government Article, § 3-305(b)(1).*

421  
422 *President Doughty then called for a motion to convene in Closed Session #2 to consult with*  
423 *counsel to obtain legal advice on matters that relate to ongoing collective bargaining negotiations*  
424 *as authorized by the State Government Article, § 3-305(b)(7)(9). Council would consult with*  
425 *special legal counsel to consider all matters that related to ongoing collective bargaining*  
426 *negotiations.*

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CITY OF SALISBURY, MARYLAND  
CLOSED SESSION #2  
APRIL 8, 2024

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*TIME & PLACE:* 6:53 p.m., Council Chambers, Government Office Building  
*PURPOSE:* To consult with counsel to obtain legal advice on a legal matter, and to conduct collective bargaining negotiations or consider matters that relate to the negotiations. (To consult with legal counsel on strategy regarding the collective bargaining negotiations and  
*VOTE TO CLOSE:* Unanimous (4-0)  
*CITATION:* Annotated Code of Maryland §3-305(b)(1)  
*PRESENT:* Council President D'Shawn M. Doughty, Mayor Randolph J. Taylor, Councilmember April R. Jackson, Councilmember Michele Gregory (left meeting at 7:45 p.m.), Councilmember Sharon C. Dashiell, City Administrator Andy Kitzrow, Human Resources Director Meg Caton, Special Counsel Daniel Altchek, City Attorney Heather Konyar, and City Clerk Kim Nichols  
*ABSENT* Vice President Angela M. Blake

\*\*\*\*\*

The City Council convened in Legislative Session at 6:00 p.m. on April 8, 2024 in Council Chambers of the Government Office Building and via Zoom Video Conferencing. At 6:37 p.m. Council convened in Closed Session #1. Upon the adjournment at 6:53 p.m., President Doughty called for a motion to convene in Closed Session #2 to consult with counsel to obtain legal advice on matters that related to ongoing collective bargaining negotiations as authorized by the State Government Article, § 3-305(b)(7)(9).

Ms. Gregory moved, Ms. Jackson seconded, and the vote was unanimous to convene in Closed Session. The reason for the Closed Session was for Council to consult with legal counsel to consider all matters related to the ongoing collective bargaining negotiations.

City Administrator Andy Kitzrow reported on the status of the negotiations taken place between the City and the three bargaining units. He also discussed the financial components of the wage consideration being asked by the bargaining units to gauge Council's willingness to make additional adjustments outside of what they had already recently discussed.

Mr. Altchek updated Council on the negotiation progress with the three bargaining units and explained the arbitration process if an agreement was not reached very soon.

Council discussed some of the budget implications of the possible wage increases and how they could increase revenues should they need to.

Mr. Altchek discussed with Council what would be their "best and final offer" and shared how an arbitrator would see the different scenarios they discussed.

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*Council reached consensus to their “best and final offer.”*

*At 7:54 p.m. Ms. Jackson moved, Ms. Dashiell seconded, and the vote was unanimous to adjourn the Closed Session.*

*Council returned to Open Session and President Doughty reported that Council had just returned to Open Session after convening in Closed Session to consult with counsel to obtain legal advice on matters that related to the ongoing collective bargaining negotiations as authorized by the State Government Article, § 3-305(b)(7)(9). While in Closed Session Council consulted with special legal counsel and considered all matters related to the ongoing collective bargaining negotiations.*

*With no further business to discuss in Open Session, the meeting was then adjourned.*

\_\_\_\_\_  
*City Clerk*

\_\_\_\_\_  
*City Council*



# City of Salisbury

To: Randy Taylor, Mayor  
From: Jessie Turner, Administrative Assistant  
Subject: Appointment to the Youth Development Advisory Committee  
Date: June 6, 2024

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

<u>Name</u>	<u>Term Ending</u>
Melissa Howe	June 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

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Mayor's Office  
115 S. Division St., Salisbury, MD 21801  
410.548.3100  
[www.salisbury.md](http://www.salisbury.md)

1 **RESOLUTION NO. 3349**

2  
3 BE IT RESOLVED, by the City of Salisbury, Maryland that the following  
4 individual is appointed to the Youth Development Advisory Committee for the term  
5 ending as indicated.

6  
7 Name Term Ending  
8 Melissa Howe June 2027  
9

10  
11  
12 THE ABOVE RESOLUTION was introduced and duly passed at a meeting of the  
13 Council of the City of Salisbury, Maryland held on June \_\_\_\_\_, 2024.

14  
15 ATTEST:

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18 \_\_\_\_\_  
19 Kimberly R. Nichols  
20 CITY CLERK

\_\_\_\_\_   
D'Shawn M. Doughty  
PRESIDENT, City Council

21  
22  
23 APPROVED BY ME THIS

24  
25 \_\_\_\_\_ day of \_\_\_\_\_, 2024  
26

27  
28 \_\_\_\_\_  
29 Randolph J. Taylor, Mayor





## **COUNCIL AGENDA – Department of Procurement**

**June 10, 2024**

### **Award of Bid(s)**

- |  |                           |
|--|---------------------------|
| 1. ITB A-25-102 Public Safety Video Surveillance Solutions | \$991,569.30 (5 yr. est.) |
| 2. RFP A-25-103 Community Development Software             | \$158,925.01 (3 yr. est.) |
| 3. ITB 24-116 Paleo Well 2 Rehabilitation                  | \$101,795.00              |



# City of Salisbury

**To:** Mayor and City Council  
**From:** Jennifer Miller  
Director of Procurement  
**Date:** June 10, 2024  
**Subject:** Award of Bids

**The Department of Procurement seeks Award of Bid approval from City Council for the solicitation(s) as defined herein. The City followed required bidding practices as defined by the Salisbury Charter and the Municipal Code of Ordinances, and publicly posted the solicitations for the competitively bid procurements on the City of Salisbury's Procurement Portal and the State of Maryland's website, eMaryland Marketplace Advantage (eMMA).**

#### ITB A-25-102 Public Safety Video Surveillance Solutions

- Department: Police Department
- Specifications: Portable and mobile video camera and recording solutions, permanently mounted or installed video camera and recording solutions, related equipment and data storage, and analysis and management software
- Cooperative contract(s) & vendor information:
  - Sourcewell Contract 101223
  - Vendor: Axon Enterprise, Inc. (Scottsdale, AZ)
  - Contract Maturity Date: 12/15/2027
- Cost: \$991,569.30 (5 years)
- GL Account(s): 21021-534302 Equipment
- Notes:
  - Purchasing authority per City of Salisbury Charter § SC 16-3 General Policy of Competitive Bidding, Exceptions, which states that competitive bidding is not necessary or appropriate in the following circumstances:
    - A.(9) Contracts in which the City receives a contract price negotiated by the State, County, or other governmental entity pursuant to a valid contract.
    - As a service cooperative, Sourcewell is a local government unit, public corporation and public agency pursuant to the Minnesota Constitution and enabling law Minn. Stat. § 123A.21
    - The City of Salisbury is a Participating Agency, Account # 2425

#### RFP A-25-103 Community Development Software

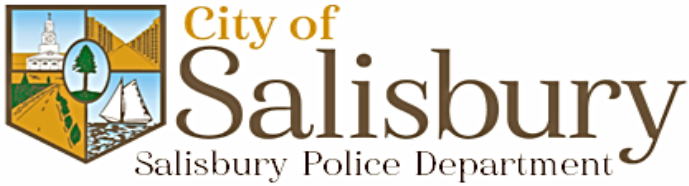
- Department: Housing and Community Development
- Scope of Work: A software solution for code enforcement, landlord licensing, and vacant/foreclosed building registration
- Lead agency contract(s) & vendor information:
  - Blacksburg, VA RFP 1128-22
  - Vendor: OpenGov (San Francisco, CA)
- Cost: \$158,925.01 (3 years)
- GL Account(s): 25200-534502 Computer Software
- Notes:
  - Purchasing authority per City of Salisbury Charter § SC 16-3 General Policy of Competitive Bidding, Exceptions, which states that competitive bidding is not necessary or appropriate in the following circumstances:
    - A.(9) 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

## ITB 24-116 Paleo Well 2 Rehabilitation

- Department: Water Works
- Scope of Work: Furnish all materials, labor and equipment to rehabilitate (clean) Paleo Well 2, install two (2) new submersible pumps (provided by the City), well and pump performance testing, and the purchase of one (1) new submersible pump and one (1) check valve.
- Bid date: 04/19/2024
- Bid opening: 05/22/2024
- Total responsive and responsible bids received: 2
- Vendor(s) to be awarded (see attached bid tabulation):
  - A.C. Schultes of Delaware, Inc. (Bridgeville, DE)
- Cost: \$101,795.00
- GL Account(s):
  - 96124-513026-50021 Restoration-Paleo Well Field



To: Director of Procurement

From: Police Department

Ref: New Multi-Year Contract with Axon Enterprise, Inc. (Axon Quote Q-513711-45436.933AM)

Date: June 05, 2024

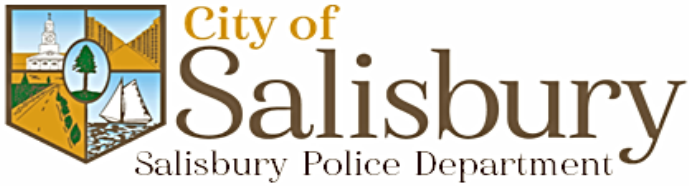
In 2019 the City entered into a 5-year contract (ITB A-19-111) with Axon Enterprise, Inc. in reference to providing the Police Department with BodyCam and In-Car Video services. The first (6) six Patrol vehicles that had Axon In-Car Video installed in them were not included in this contract due to the fact that these systems were under different, more beneficial, pricing. Additionally, prior to the initiation of this 5-year contract, the Police Department had been utilizing Axon BodyCams for approximately (3) three years. During this approximately (8) year period of utilizing Axon products and services, the Police Department was very satisfied with the performance of the BodyCams, In-Car Video systems, and the associated software. The Axon BodyCams and In-Car Video systems integrate with each other and the Axon evidence.com software suite to create a cohesive evidentiary system that all sworn Officers and Records Technicians have been trained to utilize. Additionally, the evidentiary video has become an integral part of the prosecution of crimes and the everyday functioning of the Officers, and is frequently requested by the State's Attorney's Office and through Public Information requests. It should also be noted that according to the Maryland Police Accountability Act, all Law Enforcement Officers are required to be issued Body-Worn cameras no later than July 01, 2025.

At this time, the current contract with Axon Enterprise, Inc is expiring and the first (6) Patrol vehicles are being covered under a "grace" period that Axon has extended to the Police Department, while a new contract was being negotiated. Therefore, Axon has provided the Police Department with a quote (Q-513711-45436.933AM) for a new 5-year contract to continue the BodyCam, In-Car Video, and evidence.com services; as well as integrating Taser 7 Conducted Energy Weapons (CEWs are less-than-lethal devices used to gain control of actively resistive and/or actively aggressive subjects or those who pose a risk to themselves or others) into the contract. In the quote provided by Axon, Sourcewell Contract #101223-AXN is incorporated into the terms and conditions of the agreement.



699 W. Salisbury Parkway  
Salisbury, MD 21801  
410-548-3165  
[www.salisburypd.com](http://www.salisburypd.com)





Taking all of the information provided above into consideration, the Police Department believes that entering into a new multi-year contract with Axon Enterprise, Inc. is in the best interest of the City both operationally and financially. Additionally, by entering into a new multi-year contract the City would be shielded from any future price increases for the next (5) five years and would also have concrete figures for future budgeting cycles. Upon council approval, an initial payment to Axon Enterprise, Inc. will be made utilizing FY24 funding that currently exists in Munis GL Account 21021 534302. Afterwards, a subsequent payment will be made utilizing funding that has been budgeted for FY25 under Munis Account 21021 534302.

Respectfully,

Sgt. Scott M. Elliott #1130

Chief David T. Meienschein #0165



699 W. Salisbury Parkway  
Salisbury, MD 21801  
410-548-3165  
[www.salisburypd.com](http://www.salisburypd.com)





**Axon Enterprise, Inc.**  
 17800 N 85th St.  
 Scottsdale, Arizona 85255  
 United States  
 VAT: 86-0741227  
 Domestic: (800) 978-2737  
 International: +1.800.978.2737

Q-513711-45436.933AM

Issued: 05/24/2024

Quote Expiration: 06/14/2024

Estimated Contract Start Date: 09/01/2023

Account Number: 327325

Payment Terms: N30

Delivery Method:

SHIP TO	BILL TO
Salisbury Police Dept. - MD 699 W Salisbury Pkwy Salisbury, MD 21801-4043 USA	Salisbury Police Dept. - MD 125 N Division St Salisbury MD 21801-5030 USA Email:

SALES REPRESENTATIVE	PRIMARY CONTACT
Andrew Malherek Phone: Email: amalherek@axon.com Fax:	Scott Elliott Phone: 410-546-6768 Email: selliot@salisburydpd.com Fax: (410) 548-3173

**Quote Summary**

Program Length	74 Months
<b>TOTAL COST</b>	<b>\$991,569.30</b>
<b>ESTIMATED TOTAL W/ TAX</b>	<b>\$991,569.30</b>

**Discount Summary**

Average Savings Per Year	\$65,722.29
<b>TOTAL SAVINGS</b>	<b>\$405,287.46</b>

**Payment Summary**

<b>Date</b>	<b>Subtotal</b>	<b>Tax</b>	<b>Total</b>
Jun 2024	\$65,000.00	\$0.00	\$65,000.00
Jul 2024	\$150,414.82	\$0.00	\$150,414.82
Jul 2025	\$194,038.62	\$0.00	\$194,038.62
Jul 2026	\$194,038.62	\$0.00	\$194,038.62
Jul 2027	\$194,038.62	\$0.00	\$194,038.62
Jul 2028	\$194,038.62	\$0.00	\$194,038.62
<b>Total</b>	<b>\$991,569.30</b>	<b>\$0.00</b>	<b>\$991,569.30</b>

Quote Unbundled Price: **\$1,396,856.76**  
Quote List Price: **\$1,330,847.16**  
Quote Subtotal: **\$991,569.30**

**Pricing**

*All deliverables are detailed in Delivery Schedules section lower in proposal*

Item	Description	Qty	Term	Unbundled	List Price	Net Price	Subtotal	Tax	Total
<b>Program</b>									
100552	TRANSFER CREDIT - GOODS	1			\$1.00	(\$43,104.00)	(\$43,104.00)	\$0.00	(\$43,104.00)
100553	TRANSFER CREDIT - SOFTWARE AND SERVICES	1			\$1.00	(\$2,959.60)	(\$2,959.60)	\$0.00	(\$2,959.60)
C00008	BUNDLE - TASER 7 CERTIFICATION	40	60	\$81.49	\$75.83	\$72.26	\$173,424.00	\$0.00	\$173,424.00
Fleet3B+TAPRe	Fleet 3 Basic + TAP Renewal	13	60	\$148.39	\$139.74	\$124.12	\$96,813.60	\$0.00	\$96,813.60
Fleet3B+TAP	Fleet 3 Basic + TAP	24	60	\$199.05	\$204.74	\$177.21	\$255,182.40	\$0.00	\$255,182.40
BWCamMBDTAP	Body Worn Camera Multi-Bay Dock TAP Bundle	12	60	\$70.98	\$36.07	\$36.07	\$25,970.40	\$0.00	\$25,970.40
BWCamTAP	Body Worn Camera TAP Bundle	93	60	\$38.95	\$33.80	\$31.10	\$173,538.00	\$0.00	\$173,538.00
<b>A la Carte Hardware</b>									
100775	AXON BODY 4 - MAGNETIC DISCONNECT CABLE	93			\$39.00	\$0.00	\$0.00	\$0.00	\$0.00
72036	AXON FLEET 3 - STANDARD 2 CAMERA KIT	13			\$2,695.00	\$0.00	\$0.00	\$0.00	\$0.00
H00001	AB4 Camera Bundle	7			\$849.00	\$840.51	\$5,883.57	\$0.00	\$5,883.57
H00002	AB4 Multi Bay Dock Bundle	12			\$1,638.90	\$0.00	\$0.00	\$0.00	\$0.00
H00001	AB4 Camera Bundle	86			\$849.00	\$0.00	\$0.00	\$0.00	\$0.00
<b>A la Carte Software</b>									
80214	AXON EVIDENCE - STORAGE - FLEET	11	10		\$35.40	\$0.00	\$0.00	\$0.00	\$0.00
80214	AXON EVIDENCE - STORAGE - FLEET	13	5		\$35.40	\$0.00	\$0.00	\$0.00	\$0.00
80214	AXON EVIDENCE - STORAGE - FLEET	13	9		\$35.40	\$0.00	\$0.00	\$0.00	\$0.00
87050	AXON EVIDENCE - FLEET VIEW XL LICENSE	13	9		\$30.20	\$0.00	\$0.00	\$0.00	\$0.00
80214	AXON EVIDENCE - STORAGE - FLEET	11	4		\$35.40	\$0.00	\$0.00	\$0.00	\$0.00
73840	AXON EVIDENCE - ECOM LICENSE - BASIC	86	10		\$15.00	\$0.00	\$0.00	\$0.00	\$0.00
73746	AXON EVIDENCE - ECOM LICENSE - PRO	21	10		\$40.00	\$0.00	\$0.00	\$0.00	\$0.00
73682	AXON EVIDENCE - AUTO TAGGING LICENSE	86	10		\$10.00	\$0.00	\$0.00	\$0.00	\$0.00
87050	AXON EVIDENCE - FLEET VIEW XL LICENSE	11	4		\$30.20	\$30.20	\$1,328.80	\$0.00	\$1,328.80
87050	AXON EVIDENCE - FLEET VIEW XL LICENSE	13	5		\$30.20	\$30.20	\$1,963.00	\$0.00	\$1,963.00
73746	AXON EVIDENCE - ECOM LICENSE - PRO	21	4		\$40.00	\$40.00	\$3,360.00	\$0.00	\$3,360.00
73682	AXON EVIDENCE - AUTO TAGGING LICENSE	86	4		\$10.00	\$10.00	\$3,440.00	\$0.00	\$3,440.00
87050	AXON EVIDENCE - FLEET VIEW XL LICENSE	11	10		\$30.20	\$33.22	\$3,654.20	\$0.00	\$3,654.20
87050	AXON EVIDENCE - FLEET VIEW XL LICENSE	11	14		\$30.30	\$30.30	\$4,666.20	\$0.00	\$4,666.20
73840	AXON EVIDENCE - ECOM LICENSE - BASIC	86	4		\$15.00	\$15.00	\$5,160.00	\$0.00	\$5,160.00
80214	AXON EVIDENCE - STORAGE - FLEET	11	14		\$35.52	\$35.52	\$5,470.08	\$0.00	\$5,470.08
80402	AXON RESPOND - LICENSE - FLEET 3	37	60		\$16.92	\$13.51	\$29,999.97	\$0.00	\$29,999.97
73683	AXON EVIDENCE - STORAGE - 10GB A LA CARTE	1500	60		\$0.65	\$0.56	\$49,995.00	\$0.00	\$49,995.00
73682	AXON EVIDENCE - AUTO TAGGING LICENSE	93	60		\$10.85	\$10.85	\$60,543.00	\$0.00	\$60,543.00
BasicLicense	Basic License Bundle	93	60		\$16.27	\$15.00	\$83,700.00	\$0.00	\$83,700.00
ProLicense	Pro License Bundle	21	60		\$43.40	\$39.00	\$49,140.00	\$0.00	\$49,140.00
<b>A la Carte Warranties</b>									
80397	AXON FLEET 2 - EXT WARRANTY - FLEET 2 KIT	13	5		\$6.80	\$0.00	\$0.00	\$0.00	\$0.00
80399	AXON TASER X2 - EXT WARRANTY - HANDLE	7	8		\$11.00	\$0.00	\$0.00	\$0.00	\$0.00
80499	AXON BODY 2 - EXT WARRANTY - DOCK SIX BAY AND CORE	3	20		\$22.98	\$0.00	\$0.00	\$0.00	\$0.00
80397	AXON FLEET 2 - EXT WARRANTY - FLEET 2 KIT	13	9		\$6.80	\$0.00	\$0.00	\$0.00	\$0.00
80397	AXON FLEET 2 - EXT WARRANTY - FLEET 2 KIT	11	4		\$6.80	\$0.00	\$0.00	\$0.00	\$0.00



80397	AXON FLEET 2 - EXT WARRANTY - FLEET 2 KIT	11	10	\$6.80	\$0.00	\$0.00	\$0.00	\$0.00
80464	AXON BODY - TAP WARRANTY - CAMERA	86	10	\$7.80	\$0.00	\$0.00	\$0.00	\$0.00
80465	AXON BODY - TAP WARRANTY - MULTI BAY DOCK	12	10	\$13.90	\$0.00	\$0.00	\$0.00	\$0.00
80465	AXON BODY - TAP WARRANTY - MULTI BAY DOCK	12	4	\$13.90	\$13.90	\$667.20	\$0.00	\$667.20
80397	AXON FLEET 2 - EXT WARRANTY - FLEET 2 KIT	11	14	\$6.82	\$6.82	\$1,050.28	\$0.00	\$1,050.28
80464	AXON BODY - TAP WARRANTY - CAMERA	86	4	\$7.80	\$7.80	\$2,683.20	\$0.00	\$2,683.20
<b>Total</b>						<b>\$991,569.30</b>	<b>\$0.00</b>	<b>\$991,569.30</b>

## Delivery Schedule

### Hardware

Bundle	Item	Description	QTY	Shipping Location	Estimated Delivery Date
AB4 Camera Bundle	100147	AXON BODY 4 - CAMERA - NA US FIRST RESPONDER BLK RAPIDLOCK	86		10/01/2024
AB4 Camera Bundle	100147	AXON BODY 4 - CAMERA - NA US FIRST RESPONDER BLK RAPIDLOCK	7		10/01/2024
AB4 Camera Bundle	100147	AXON BODY 4 - CAMERA - NA US FIRST RESPONDER BLK RAPIDLOCK	2		10/01/2024
AB4 Camera Bundle	100182	AXON BODY 3 - MOUNT - RAPIDLOCK HIGH RETENTION WING CLIP	57		10/01/2024
AB4 Camera Bundle	100466	AXON BODY 4 - CABLE - USB-C TO USB-C	86		10/01/2024
AB4 Camera Bundle	100466	AXON BODY 4 - CABLE - USB-C TO USB-C	8		10/01/2024
AB4 Camera Bundle	11508	AXON BODY - MOUNT - RAPIDLOCK DOUBLE MOLLE	8		10/01/2024
AB4 Camera Bundle	11508	AXON BODY - MOUNT - RAPIDLOCK DOUBLE MOLLE	38		10/01/2024
AB4 Multi Bay Dock Bundle	100206	AXON BODY 4 - DOCK - EIGHT BAY	12		10/01/2024
AB4 Multi Bay Dock Bundle	70033	AXON - DOCK WALL MOUNT - BRACKET ASSY	12		10/01/2024
AB4 Multi Bay Dock Bundle	71019	AXON BODY - DOCK POWERCORD - NORTH AMERICA	12		10/01/2024
BUNDLE - TASER 7 CERTIFICATION	20008	AXON TASER 7 - HANDLE - HIGH VIS GRN LASER CLASS 3R YLW	40		10/01/2024
BUNDLE - TASER 7 CERTIFICATION	20008	AXON TASER 7 - HANDLE - HIGH VIS GRN LASER CLASS 3R YLW	1		10/01/2024
BUNDLE - TASER 7 CERTIFICATION	20018	AXON TASER - BATTERY PACK - TACTICAL	48		10/01/2024
BUNDLE - TASER 7 CERTIFICATION	20050	AXON TASER - HOOK-AND-LOOP TRAINING (HALT) SUIT	1		10/01/2024
BUNDLE - TASER 7 CERTIFICATION	20160	AXON TASER 7 - HOLSTER - SAFARILAND RH+CART CARRIER	40		10/01/2024
BUNDLE - TASER 7 CERTIFICATION	22175	AXON TASER 7 - CARTRIDGE - LIVE STANDOFF (3.5-DEGREE) NS	120		10/01/2024
BUNDLE - TASER 7 CERTIFICATION	22175	AXON TASER 7 - CARTRIDGE - LIVE STANDOFF (3.5-DEGREE) NS	80		10/01/2024
BUNDLE - TASER 7 CERTIFICATION	22176	AXON TASER 7 - CARTRIDGE - LIVE CLOSE QUART (12-DEGREE) NS	120		10/01/2024
BUNDLE - TASER 7 CERTIFICATION	22176	AXON TASER 7 - CARTRIDGE - LIVE CLOSE QUART (12-DEGREE) NS	80		10/01/2024
BUNDLE - TASER 7 CERTIFICATION	22177	AXON TASER 7 - CARTRIDGE - HALT STANDOFF NS	80		10/01/2024
BUNDLE - TASER 7 CERTIFICATION	22178	AXON TASER 7 - CARTRIDGE - HALT CLOSE QUART NS	80		10/01/2024
BUNDLE - TASER 7 CERTIFICATION	22179	AXON TASER 7 - CARTRIDGE - INERT STANDOFF (3.5-DEGREE) NS	40		10/01/2024
BUNDLE - TASER 7 CERTIFICATION	22181	AXON TASER 7 - CARTRIDGE - INERT CLOSE QUART (12-DEGREE) NS	40		10/01/2024
BUNDLE - TASER 7 CERTIFICATION	70033	AXON - DOCK WALL MOUNT - BRACKET ASSY	1		10/01/2024
BUNDLE - TASER 7 CERTIFICATION	71019	AXON BODY - DOCK POWERCORD - NORTH AMERICA	1		10/01/2024
BUNDLE - TASER 7 CERTIFICATION	74200	AXON TASER - DOCK - SIX BAY PLUS CORE	1		10/01/2024
BUNDLE - TASER 7 CERTIFICATION	80087	AXON TASER - TARGET - CONDUCTIVE PROFESSIONAL RUGGEDIZED	1		10/01/2024
BUNDLE - TASER 7 CERTIFICATION	80090	AXON TASER - TARGET FRAME - PROFESSIONAL 27.5 IN X 75 IN	1		10/01/2024
Fleet 3 Basic + TAP	70112	AXON SIGNAL - SIGNAL UNIT	24		10/01/2024
Fleet 3 Basic + TAP	72036	AXON FLEET 3 - STANDARD 2 CAMERA KIT	24		10/01/2024
A la Carte	100775	AXON BODY 4 - MAGNETIC DISCONNECT CABLE	93		10/01/2024
A la Carte	72036	AXON FLEET 3 - STANDARD 2 CAMERA KIT	13		10/01/2024
BUNDLE - TASER 7 CERTIFICATION	22175	AXON TASER 7 - CARTRIDGE - LIVE STANDOFF (3.5-DEGREE) NS	80		10/01/2025
BUNDLE - TASER 7 CERTIFICATION	22176	AXON TASER 7 - CARTRIDGE - LIVE CLOSE QUART (12-DEGREE) NS	80		10/01/2025
BUNDLE - TASER 7 CERTIFICATION	22175	AXON TASER 7 - CARTRIDGE - LIVE STANDOFF (3.5-DEGREE) NS	80		10/01/2026
BUNDLE - TASER 7 CERTIFICATION	22176	AXON TASER 7 - CARTRIDGE - LIVE CLOSE QUART (12-DEGREE) NS	80		10/01/2026
BUNDLE - TASER 7 CERTIFICATION	22177	AXON TASER 7 - CARTRIDGE - HALT STANDOFF NS	80		10/01/2026
BUNDLE - TASER 7 CERTIFICATION	22178	AXON TASER 7 - CARTRIDGE - HALT CLOSE QUART NS	80		10/01/2026
Body Worn Camera Multi-Bay Dock TAP Bundle	73689	AXON BODY - TAP REFRESH 1 - DOCK MULTI BAY	12		04/01/2027
Body Worn Camera TAP Bundle	73309	AXON BODY - TAP REFRESH 1 - CAMERA	95		04/01/2027
BUNDLE - TASER 7 CERTIFICATION	22175	AXON TASER 7 - CARTRIDGE - LIVE STANDOFF (3.5-DEGREE) NS	80		10/01/2027
BUNDLE - TASER 7 CERTIFICATION	22176	AXON TASER 7 - CARTRIDGE - LIVE CLOSE QUART (12-DEGREE) NS	80		10/01/2027
BUNDLE - TASER 7 CERTIFICATION	22175	AXON TASER 7 - CARTRIDGE - LIVE STANDOFF (3.5-DEGREE) NS	80		10/01/2028
BUNDLE - TASER 7 CERTIFICATION	22176	AXON TASER 7 - CARTRIDGE - LIVE CLOSE QUART (12-DEGREE) NS	80		10/01/2028
Body Worn Camera Multi-Bay Dock TAP Bundle	73688	AXON BODY - TAP REFRESH 2 - DOCK MULTI BAY	12		10/01/2029
Body Worn Camera TAP Bundle	73310	AXON BODY - TAP REFRESH 2 - CAMERA	95		10/01/2029

Bundle	Item	Description	QTY	Shipping Location	Estimated Delivery Date
Fleet 3 Basic + TAP	72040	AXON FLEET - TAP REFRESH 1 - 2 CAMERA KIT	24		10/01/2029
Fleet 3 Basic + TAP Renewal	72040	AXON FLEET - TAP REFRESH 1 - 2 CAMERA KIT	13		10/01/2029

## Software

Bundle	Item	Description	QTY	Estimated Start Date	Estimated End Date
A la Carte	73682	AXON EVIDENCE - AUTO TAGGING LICENSE	86	09/01/2023	07/14/2024
A la Carte	73746	AXON EVIDENCE - ECOM LICENSE - PRO	21	09/01/2023	07/14/2024
A la Carte	73840	AXON EVIDENCE - ECOM LICENSE - BASIC	86	09/01/2023	07/14/2024
A la Carte	80214	AXON EVIDENCE - STORAGE - FLEET	11	09/01/2023	10/31/2024
A la Carte	80214	AXON EVIDENCE - STORAGE - FLEET	11	09/01/2023	07/14/2024
A la Carte	80214	AXON EVIDENCE - STORAGE - FLEET	13	09/01/2023	05/31/2024
A la Carte	87050	AXON EVIDENCE - FLEET VIEW XL LICENSE	11	09/01/2023	10/31/2024
A la Carte	87050	AXON EVIDENCE - FLEET VIEW XL LICENSE	11	09/01/2023	07/14/2024
A la Carte	87050	AXON EVIDENCE - FLEET VIEW XL LICENSE	13	09/01/2023	05/31/2024
A la Carte	80214	AXON EVIDENCE - STORAGE - FLEET	13	06/01/2024	10/31/2024
A la Carte	87050	AXON EVIDENCE - FLEET VIEW XL LICENSE	13	06/01/2024	10/31/2024
A la Carte	73682	AXON EVIDENCE - AUTO TAGGING LICENSE	86	07/15/2024	10/31/2024
A la Carte	73746	AXON EVIDENCE - ECOM LICENSE - PRO	21	07/15/2024	10/31/2024
A la Carte	73840	AXON EVIDENCE - ECOM LICENSE - BASIC	86	07/15/2024	10/31/2024
A la Carte	80214	AXON EVIDENCE - STORAGE - FLEET	11	07/15/2024	10/31/2024
A la Carte	87050	AXON EVIDENCE - FLEET VIEW XL LICENSE	11	07/15/2024	10/31/2024
Basic License Bundle	73683	AXON EVIDENCE - STORAGE - 10GB A LA CARTE	93	11/01/2024	10/31/2029
Basic License Bundle	73840	AXON EVIDENCE - ECOM LICENSE - BASIC	93	11/01/2024	10/31/2029
BUNDLE - TASER 7 CERTIFICATION	20248	AXON TASER - EVIDENCE.COM LICENSE	40	11/01/2024	10/31/2029
BUNDLE - TASER 7 CERTIFICATION	20248	AXON TASER - EVIDENCE.COM LICENSE	1	11/01/2024	10/31/2029
Fleet 3 Basic + TAP	80400	AXON EVIDENCE - FLEET VEHICLE LICENSE	24	11/01/2024	10/31/2029
Fleet 3 Basic + TAP	80410	AXON EVIDENCE - STORAGE - FLEET 1 CAMERA UNLIMITED	48	11/01/2024	10/31/2029
Fleet 3 Basic + TAP Renewal	80400	AXON EVIDENCE - FLEET VEHICLE LICENSE	13	11/01/2024	10/31/2029
Fleet 3 Basic + TAP Renewal	80410	AXON EVIDENCE - STORAGE - FLEET 1 CAMERA UNLIMITED	26	11/01/2024	10/31/2029
Pro License Bundle	73683	AXON EVIDENCE - STORAGE - 10GB A LA CARTE	63	11/01/2024	10/31/2029
Pro License Bundle	73746	AXON EVIDENCE - ECOM LICENSE - PRO	21	11/01/2024	10/31/2029
A la Carte	73682	AXON EVIDENCE - AUTO TAGGING LICENSE	93	11/01/2024	10/31/2029
A la Carte	73683	AXON EVIDENCE - STORAGE - 10GB A LA CARTE	1500	11/01/2024	10/31/2029
A la Carte	80402	AXON RESPOND - LICENSE - FLEET 3	37	11/01/2024	10/31/2029

## Services

Bundle	Item	Description	QTY
BUNDLE - TASER 7 CERTIFICATION	101193	AXON TASER - ON DEMAND CERTIFICATION	1
BUNDLE - TASER 7 CERTIFICATION	20246	AXON TASER 7 - REPLACEMENT ACCESS PROGRAM - DUTY CARTRIDGE	40
Fleet 3 Basic + TAP	73391	AXON FLEET 3 - DEPLOYMENT (PER VEHICLE)	24
Fleet 3 Basic + TAP Renewal	73392	AXON FLEET 3 - INSTALLATION - UPGRADE (PER VEHICLE)	13

## Warranties

Bundle	Item	Description	QTY	Estimated Start Date	Estimated End Date
A la Carte	80499	AXON BODY 2 - EXT WARRANTY - DOCK SIX BAY AND CORE	3	03/15/2023	10/31/2024

## Warranties

Bundle	Item	Description	QTY	Estimated Start Date	Estimated End Date
A la Carte	80397	AXON FLEET 2 - EXT WARRANTY - FLEET 2 KIT	11	09/01/2023	10/31/2024
A la Carte	80397	AXON FLEET 2 - EXT WARRANTY - FLEET 2 KIT	11	09/01/2023	07/14/2024
A la Carte	80397	AXON FLEET 2 - EXT WARRANTY - FLEET 2 KIT	13	09/01/2023	05/31/2024
A la Carte	80464	AXON BODY - TAP WARRANTY - CAMERA	86	09/01/2023	07/14/2024
A la Carte	80465	AXON BODY - TAP WARRANTY - MULTI BAY DOCK	12	09/01/2023	07/14/2024
A la Carte	80399	AXON TASER X2 - EXT WARRANTY - HANDLE	7	03/01/2024	10/31/2024
A la Carte	80397	AXON FLEET 2 - EXT WARRANTY - FLEET 2 KIT	13	06/01/2024	10/31/2024
A la Carte	80397	AXON FLEET 2 - EXT WARRANTY - FLEET 2 KIT	11	07/15/2024	10/31/2024
A la Carte	80464	AXON BODY - TAP WARRANTY - CAMERA	86	07/15/2024	10/31/2024
A la Carte	80465	AXON BODY - TAP WARRANTY - MULTI BAY DOCK	12	07/15/2024	10/31/2024
Body Worn Camera Multi-Bay Dock TAP Bundle	80465	AXON BODY - TAP WARRANTY - MULTI BAY DOCK	12	10/01/2025	10/31/2029
Body Worn Camera TAP Bundle	80464	AXON BODY - TAP WARRANTY - CAMERA	93	10/01/2025	10/31/2029
Body Worn Camera TAP Bundle	80464	AXON BODY - TAP WARRANTY - CAMERA	2	10/01/2025	10/31/2029
BUNDLE - TASER 7 CERTIFICATION	80374	AXON TASER 7 - EXT WARRANTY - BATTERY PACK	48	10/01/2025	10/31/2029
BUNDLE - TASER 7 CERTIFICATION	80395	AXON TASER 7 - EXT WARRANTY - HANDLE	40	10/01/2025	10/31/2029
BUNDLE - TASER 7 CERTIFICATION	80395	AXON TASER 7 - EXT WARRANTY - HANDLE	1	10/01/2025	10/31/2029
BUNDLE - TASER 7 CERTIFICATION	80396	AXON TASER 7 - EXT WARRANTY - DOCK SIX BAY	1	10/01/2025	10/31/2029
Fleet 3 Basic + TAP	80379	AXON SIGNAL - EXT WARRANTY - SIGNAL UNIT	24	10/01/2025	10/31/2029
Fleet 3 Basic + TAP	80495	AXON FLEET 3 - EXT WARRANTY - 2 CAMERA KIT	24	10/01/2025	10/31/2029
Fleet 3 Basic + TAP Renewal	80495	AXON FLEET 3 - EXT WARRANTY - 2 CAMERA KIT	13	10/01/2025	10/31/2029

## Shipping Locations

Location Number	Street	City	State	Zip	Country
	699 W Salisbury Pkwy	Salisbury	MD	21801-4043	USA

## Payment Details

Jun 2024						
Invoice Plan	Item	Description	Qty	Subtotal	Tax	Total
Year 1 BWC	100552	TRANSFER CREDIT - GOODS	1	(\$7,060.44)	\$0.00	(\$7,060.44)
Year 1 BWC	100553	TRANSFER CREDIT - SOFTWARE AND SERVICES	1	(\$484.78)	\$0.00	(\$484.78)
Year 1 BWC	100775	AXON BODY 4 - MAGNETIC DISCONNECT CABLE	93	\$0.00	\$0.00	\$0.00
Year 1 BWC	73682	AXON EVIDENCE - AUTO TAGGING LICENSE	93	\$9,916.94	\$0.00	\$9,916.94
Year 1 BWC	73683	AXON EVIDENCE - STORAGE - 10GB A LA CARTE	1500	\$8,189.18	\$0.00	\$8,189.18
Year 1 BWC	80399	AXON TASER X2 - EXT WARRANTY - HANDLE	7	\$0.00	\$0.00	\$0.00
Year 1 BWC	80499	AXON BODY 2 - EXT WARRANTY - DOCK SIX BAY AND CORE	3	\$0.00	\$0.00	\$0.00
Year 1 BWC	BasicLicense	Basic License Bundle	93	\$13,710.06	\$0.00	\$13,710.06
Year 1 BWC	BWCamMBDTAP	Body Worn Camera Multi-Bay Dock TAP Bundle	12	\$4,253.95	\$0.00	\$4,253.95
Year 1 BWC	BWCamTAP	Body Worn Camera TAP Bundle	93	\$28,425.53	\$0.00	\$28,425.53
Year 1 BWC	Fleet3B+TAPRe	Fleet 3 Basic + TAP Renewal	13	\$0.43	\$0.00	\$0.43
Year 1 BWC	ProLicense	Pro License Bundle	21	\$8,049.13	\$0.00	\$8,049.13
<b>Total</b>				<b>\$65,000.00</b>	<b>\$0.00</b>	<b>\$65,000.00</b>

Jul 2024						
Invoice Plan	Item	Description	Qty	Subtotal	Tax	Total
Fleet Year 1	72036	AXON FLEET 3 - STANDARD 2 CAMERA KIT	13	\$0.00	\$0.00	\$0.00
Fleet Year 1	80402	AXON RESPOND - LICENSE - FLEET 3	37	\$5,999.99	\$0.00	\$5,999.99
Fleet Year 1	Fleet3B+TAP	Fleet 3 Basic + TAP	24	\$51,035.31	\$0.00	\$51,035.31
Fleet Year 1	Fleet3B+TAPRe	Fleet 3 Basic + TAP Renewal	13	\$19,362.19	\$0.00	\$19,362.19
Gap Coverage	73682	AXON EVIDENCE - AUTO TAGGING LICENSE	86	\$0.00	\$0.00	\$0.00
Gap Coverage	73682	AXON EVIDENCE - AUTO TAGGING LICENSE	86	\$3,440.00	\$0.00	\$3,440.00
Gap Coverage	73746	AXON EVIDENCE - ECOM LICENSE - PRO	21	\$0.00	\$0.00	\$0.00
Gap Coverage	73746	AXON EVIDENCE - ECOM LICENSE - PRO	21	\$3,360.00	\$0.00	\$3,360.00
Gap Coverage	73840	AXON EVIDENCE - ECOM LICENSE - BASIC	86	\$0.00	\$0.00	\$0.00
Gap Coverage	73840	AXON EVIDENCE - ECOM LICENSE - BASIC	86	\$5,160.00	\$0.00	\$5,160.00
Gap Coverage	80214	AXON EVIDENCE - STORAGE - FLEET	11	\$0.00	\$0.00	\$0.00
Gap Coverage	80214	AXON EVIDENCE - STORAGE - FLEET	11	\$5,470.08	\$0.00	\$5,470.08
Gap Coverage	80214	AXON EVIDENCE - STORAGE - FLEET	11	\$0.00	\$0.00	\$0.00
Gap Coverage	80214	AXON EVIDENCE - STORAGE - FLEET	13	\$0.00	\$0.00	\$0.00
Gap Coverage	80214	AXON EVIDENCE - STORAGE - FLEET	13	\$0.00	\$0.00	\$0.00
Gap Coverage	80397	AXON FLEET 2 - EXT WARRANTY - FLEET 2 KIT	13	\$0.00	\$0.00	\$0.00
Gap Coverage	80397	AXON FLEET 2 - EXT WARRANTY - FLEET 2 KIT	11	\$1,050.28	\$0.00	\$1,050.28
Gap Coverage	80397	AXON FLEET 2 - EXT WARRANTY - FLEET 2 KIT	11	\$0.00	\$0.00	\$0.00
Gap Coverage	80397	AXON FLEET 2 - EXT WARRANTY - FLEET 2 KIT	11	\$0.00	\$0.00	\$0.00
Gap Coverage	80397	AXON FLEET 2 - EXT WARRANTY - FLEET 2 KIT	13	\$0.00	\$0.00	\$0.00
Gap Coverage	80464	AXON BODY - TAP WARRANTY - CAMERA	86	\$0.00	\$0.00	\$0.00
Gap Coverage	80464	AXON BODY - TAP WARRANTY - CAMERA	86	\$2,683.20	\$0.00	\$2,683.20
Gap Coverage	80465	AXON BODY - TAP WARRANTY - MULTI BAY DOCK	12	\$0.00	\$0.00	\$0.00
Gap Coverage	80465	AXON BODY - TAP WARRANTY - MULTI BAY DOCK	12	\$667.20	\$0.00	\$667.20
Gap Coverage	87050	AXON EVIDENCE - FLEET VIEW XL LICENSE	13	\$0.00	\$0.00	\$0.00

**Jul 2024**

Invoice Plan	Item	Description	Qty	Subtotal	Tax	Total
Gap Coverage	87050	AXON EVIDENCE - FLEET VIEW XL LICENSE	11	\$4,666.20	\$0.00	\$4,666.20
Gap Coverage	87050	AXON EVIDENCE - FLEET VIEW XL LICENSE	11	\$3,654.20	\$0.00	\$3,654.20
Gap Coverage	87050	AXON EVIDENCE - FLEET VIEW XL LICENSE	13	\$1,963.00	\$0.00	\$1,963.00
Gap Coverage	87050	AXON EVIDENCE - FLEET VIEW XL LICENSE	11	\$1,328.80	\$0.00	\$1,328.80
Gap Coverage	Fleet3B+TAP	Fleet 3 Basic + TAP	24	\$6.00	\$0.00	\$6.00
Gap Coverage	H00001	AB4 Camera Bundle	7	\$0.00	\$0.00	\$0.00
Gap Coverage	H00001	AB4 Camera Bundle	86	\$0.00	\$0.00	\$0.00
Gap Coverage	H00002	AB4 Multi Bay Dock Bundle	12	\$0.00	\$0.00	\$0.00
Hardware	H00001	AB4 Camera Bundle	7	\$5,883.57	\$0.00	\$5,883.57
Year 1 TASER	C00008	BUNDLE - TASER 7 CERTIFICATION	40	\$34,684.80	\$0.00	\$34,684.80
<b>Total</b>				<b>\$150,414.82</b>	<b>\$0.00</b>	<b>\$150,414.82</b>

**Nov 2024**

Invoice Plan	Item	Description	Qty	Subtotal	Tax	Total
Invoice Upon Fulfillment	BWCamMBDTAP	Body Worn Camera Multi-Bay Dock TAP Bundle	12	\$0.00	\$0.00	\$0.00
<b>Total</b>				<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>

**Jul 2025**

Invoice Plan	Item	Description	Qty	Subtotal	Tax	Total
Fleet Year 2	72036	AXON FLEET 3 - STANDARD 2 CAMERA KIT	13	\$0.00	\$0.00	\$0.00
Fleet Year 2	80402	AXON RESPOND - LICENSE - FLEET 3	37	\$5,999.99	\$0.00	\$5,999.99
Fleet Year 2	Fleet3B+TAP	Fleet 3 Basic + TAP	24	\$51,035.29	\$0.00	\$51,035.29
Fleet Year 2	Fleet3B+TAPRe	Fleet 3 Basic + TAP Renewal	13	\$19,362.19	\$0.00	\$19,362.19
Year 2 BWC	100552	TRANSFER CREDIT - GOODS	1	(\$9,010.89)	\$0.00	(\$9,010.89)
Year 2 BWC	100553	TRANSFER CREDIT - SOFTWARE AND SERVICES	1	(\$618.70)	\$0.00	(\$618.70)
Year 2 BWC	100775	AXON BODY 4 - MAGNETIC DISCONNECT CABLE	93	\$0.00	\$0.00	\$0.00
Year 2 BWC	73682	AXON EVIDENCE - AUTO TAGGING LICENSE	93	\$12,656.51	\$0.00	\$12,656.51
Year 2 BWC	73683	AXON EVIDENCE - STORAGE - 10GB A LA CARTE	1500	\$10,451.45	\$0.00	\$10,451.45
Year 2 BWC	80399	AXON TASER X2 - EXT WARRANTY - HANDLE	7	\$0.00	\$0.00	\$0.00
Year 2 BWC	80499	AXON BODY 2 - EXT WARRANTY - DOCK SIX BAY AND CORE	3	\$0.00	\$0.00	\$0.00
Year 2 BWC	BasicLicense	Basic License Bundle	93	\$17,497.48	\$0.00	\$17,497.48
Year 2 BWC	BWCamMBDTAP	Body Worn Camera Multi-Bay Dock TAP Bundle	12	\$5,429.12	\$0.00	\$5,429.12
Year 2 BWC	BWCamTAP	Body Worn Camera TAP Bundle	93	\$36,278.12	\$0.00	\$36,278.12
Year 2 BWC	Fleet3B+TAPRe	Fleet 3 Basic + TAP Renewal	13	\$0.54	\$0.00	\$0.54
Year 2 BWC	ProLicense	Pro License Bundle	21	\$10,272.72	\$0.00	\$10,272.72
Year 2 TASER	C00008	BUNDLE - TASER 7 CERTIFICATION	40	\$34,684.80	\$0.00	\$34,684.80
<b>Total</b>				<b>\$194,038.62</b>	<b>\$0.00</b>	<b>\$194,038.62</b>

**Jul 2026**

Invoice Plan	Item	Description	Qty	Subtotal	Tax	Total
Fleet Year 3	72036	AXON FLEET 3 - STANDARD 2 CAMERA KIT	13	\$0.00	\$0.00	\$0.00
Fleet Year 3	80402	AXON RESPOND - LICENSE - FLEET 3	37	\$5,999.99	\$0.00	\$5,999.99
Fleet Year 3	Fleet3B+TAP	Fleet 3 Basic + TAP	24	\$51,035.29	\$0.00	\$51,035.29
Fleet Year 3	Fleet3B+TAPRe	Fleet 3 Basic + TAP Renewal	13	\$19,362.19	\$0.00	\$19,362.19
Year 3 BWC	100552	TRANSFER CREDIT - GOODS	1	(\$9,010.89)	\$0.00	(\$9,010.89)
Year 3 BWC	100553	TRANSFER CREDIT - SOFTWARE AND SERVICES	1	(\$618.70)	\$0.00	(\$618.70)
Year 3 BWC	100775	AXON BODY 4 - MAGNETIC DISCONNECT CABLE	93	\$0.00	\$0.00	\$0.00
Year 3 BWC	73682	AXON EVIDENCE - AUTO TAGGING LICENSE	93	\$12,656.51	\$0.00	\$12,656.51
Year 3 BWC	73683	AXON EVIDENCE - STORAGE - 10GB A LA CARTE	1500	\$10,451.45	\$0.00	\$10,451.45
Year 3 BWC	80399	AXON TASER X2 - EXT WARRANTY - HANDLE	7	\$0.00	\$0.00	\$0.00

**Jul 2026**

Invoice Plan	Item	Description	Qty	Subtotal	Tax	Total
Year 3 BWC	80499	AXON BODY 2 - EXT WARRANTY - DOCK SIX BAY AND CORE	3	\$0.00	\$0.00	\$0.00
Year 3 BWC	BasicLicense	Basic License Bundle	93	\$17,497.48	\$0.00	\$17,497.48
Year 3 BWC	BWCamMBDTAP	Body Worn Camera Multi-Bay Dock TAP Bundle	12	\$5,429.12	\$0.00	\$5,429.12
Year 3 BWC	BWCamTAP	Body Worn Camera TAP Bundle	93	\$36,278.12	\$0.00	\$36,278.12
Year 3 BWC	Fleet3B+TAPRe	Fleet 3 Basic + TAP Renewal	13	\$0.54	\$0.00	\$0.54
Year 3 BWC	ProLicense	Pro License Bundle	21	\$10,272.72	\$0.00	\$10,272.72
Year 3 TASER	C00008	BUNDLE - TASER 7 CERTIFICATION	40	\$34,684.80	\$0.00	\$34,684.80
<b>Total</b>				<b>\$194,038.62</b>	<b>\$0.00</b>	<b>\$194,038.62</b>

**Jul 2027**

Invoice Plan	Item	Description	Qty	Subtotal	Tax	Total
Fleet Year 4	72036	AXON FLEET 3 - STANDARD 2 CAMERA KIT	13	\$0.00	\$0.00	\$0.00
Fleet Year 4	80402	AXON RESPOND - LICENSE - FLEET 3	37	\$5,999.99	\$0.00	\$5,999.99
Fleet Year 4	Fleet3B+TAP	Fleet 3 Basic + TAP	24	\$51,035.29	\$0.00	\$51,035.29
Fleet Year 4	Fleet3B+TAPRe	Fleet 3 Basic + TAP Renewal	13	\$19,362.19	\$0.00	\$19,362.19
Year 4 BWC	100552	TRANSFER CREDIT - GOODS	1	(\$9,010.89)	\$0.00	(\$9,010.89)
Year 4 BWC	100553	TRANSFER CREDIT - SOFTWARE AND SERVICES	1	(\$618.70)	\$0.00	(\$618.70)
Year 4 BWC	100775	AXON BODY 4 - MAGNETIC DISCONNECT CABLE	93	\$0.00	\$0.00	\$0.00
Year 4 BWC	73682	AXON EVIDENCE - AUTO TAGGING LICENSE	93	\$12,656.51	\$0.00	\$12,656.51
Year 4 BWC	73683	AXON EVIDENCE - STORAGE - 10GB A LA CARTE	1500	\$10,451.45	\$0.00	\$10,451.45
Year 4 BWC	80399	AXON TASER X2 - EXT WARRANTY - HANDLE	7	\$0.00	\$0.00	\$0.00
Year 4 BWC	80499	AXON BODY 2 - EXT WARRANTY - DOCK SIX BAY AND CORE	3	\$0.00	\$0.00	\$0.00
Year 4 BWC	BasicLicense	Basic License Bundle	93	\$17,497.48	\$0.00	\$17,497.48
Year 4 BWC	BWCamMBDTAP	Body Worn Camera Multi-Bay Dock TAP Bundle	12	\$5,429.12	\$0.00	\$5,429.12
Year 4 BWC	BWCamTAP	Body Worn Camera TAP Bundle	93	\$36,278.12	\$0.00	\$36,278.12
Year 4 BWC	Fleet3B+TAPRe	Fleet 3 Basic + TAP Renewal	13	\$0.54	\$0.00	\$0.54
Year 4 BWC	ProLicense	Pro License Bundle	21	\$10,272.72	\$0.00	\$10,272.72
Year 4 TASER	C00008	BUNDLE - TASER 7 CERTIFICATION	40	\$34,684.80	\$0.00	\$34,684.80
<b>Total</b>				<b>\$194,038.62</b>	<b>\$0.00</b>	<b>\$194,038.62</b>

**Jul 2028**

Invoice Plan	Item	Description	Qty	Subtotal	Tax	Total
Fleet Year 5	72036	AXON FLEET 3 - STANDARD 2 CAMERA KIT	13	\$0.00	\$0.00	\$0.00
Fleet Year 5	80402	AXON RESPOND - LICENSE - FLEET 3	37	\$5,999.99	\$0.00	\$5,999.99
Fleet Year 5	Fleet3B+TAP	Fleet 3 Basic + TAP	24	\$51,035.29	\$0.00	\$51,035.29
Fleet Year 5	Fleet3B+TAPRe	Fleet 3 Basic + TAP Renewal	13	\$19,362.19	\$0.00	\$19,362.19
Year 5 BWC	100552	TRANSFER CREDIT - GOODS	1	(\$9,010.89)	\$0.00	(\$9,010.89)
Year 5 BWC	100553	TRANSFER CREDIT - SOFTWARE AND SERVICES	1	(\$618.70)	\$0.00	(\$618.70)
Year 5 BWC	100775	AXON BODY 4 - MAGNETIC DISCONNECT CABLE	93	\$0.00	\$0.00	\$0.00
Year 5 BWC	73682	AXON EVIDENCE - AUTO TAGGING LICENSE	93	\$12,656.51	\$0.00	\$12,656.51
Year 5 BWC	73683	AXON EVIDENCE - STORAGE - 10GB A LA CARTE	1500	\$10,451.45	\$0.00	\$10,451.45
Year 5 BWC	80399	AXON TASER X2 - EXT WARRANTY - HANDLE	7	\$0.00	\$0.00	\$0.00
Year 5 BWC	80499	AXON BODY 2 - EXT WARRANTY - DOCK SIX BAY AND CORE	3	\$0.00	\$0.00	\$0.00
Year 5 BWC	BasicLicense	Basic License Bundle	93	\$17,497.48	\$0.00	\$17,497.48
Year 5 BWC	BWCamMBDTAP	Body Worn Camera Multi-Bay Dock TAP Bundle	12	\$5,429.12	\$0.00	\$5,429.12
Year 5 BWC	BWCamTAP	Body Worn Camera TAP Bundle	93	\$36,278.12	\$0.00	\$36,278.12
Year 5 BWC	Fleet3B+TAPRe	Fleet 3 Basic + TAP Renewal	13	\$0.54	\$0.00	\$0.54
Year 5 BWC	ProLicense	Pro License Bundle	21	\$10,272.72	\$0.00	\$10,272.72
Year 5 TASER	C00008	BUNDLE - TASER 7 CERTIFICATION	40	\$34,684.80	\$0.00	\$34,684.80
<b>Total</b>				<b>\$194,038.62</b>	<b>\$0.00</b>	<b>\$194,038.62</b>



**To: Jennifer Miller**

**CC: Andy Kitzrow, John Tull, Phil Menzel, Jennifer Miller, Bill Garrett**

**From: Muir Boda, Director of Housing & Community Development**

**Subject: HCDD Code Enforcement and Landlord Licensing Software Solution**

**Date: June 4, 2024**

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Jennifer,

HCDD has been looking for a software solution to streamline our processes within our Code Compliance team, our Landlord Licensing program, and our Vacant and Foreclosed Building registration process. There is a constant back and forth between the HCDD Front Office and Finance within these processes that consumes an extraordinary amount of time which could be devoted to other issues and prevent our office from constantly being behind. We focused on a solution that allows for unlimited users, efficient collaboration between departments, an integrated payment process, a customer-friendly public access portal, an integrated inspection process, and a streamlined rental registration process

Over the past six months, we have looked at and participated in demonstrations with multiple software solutions including OpenGov, Cloudpermit, GovPilot, and Citizenserve. I have broken down the quotes provided to us.

**Citizenserve** offers licensing, permitting, rental registration, and code enforcement solutions. However, their solution is priced based on the number of users and would increase as more users are added.

Number of Users: 15  
Annual Subscription: \$31,500  
Setup & Training Fee: \$22,500  
Estimated Data Migration Fee\*: \$15,000  
Estimated Integration Fee\*: \$

First-Year Total Fees: \$69,000  
Each Additional Year Fees: \$31,500



Housing & Community Development Department  
207 W. Main St, Suite 102 Salisbury, MD 21801





**GovPilot** is a module-based solution where you choose the modules you want to use as an organization. They provided a demo back in January. Cambridge, MD tested GovPilot last year and they stopped using them because the modules did not communicate effectively with each other in the program.

Users – Unlimited

Annual Subscription for 10 modules - \$72,732

**Cloudpermit** is a solution that provides permitting, licensing, inspections, and planning and zoning. We have sat through several demonstrations and included Information Services in them. On three occasions their representative was supposed to provide quotes, a list of Maryland municipalities using Cloudpermit, and provide us with several answers to additional questions we had asked during the presentations. We have not heard back from them in almost two weeks and the first request for an official quote was over three weeks ago. There was a verbal estimate of a \$15,000 per year subscription and an \$8,000 setup fee.

**OpenGov** is another company with whom we have viewed multiple demonstrations of their service and we included Information Services as a part of the conversation. OpenGov does provide the City with the option to scale up for solutions beyond the needs of HCDD which include: finance, procurement, budget & planning, tax and revenue, planning and zoning, and other items. They provided a quote for our Code Enforcement and Licensing programs, and one for unlimited use, which include DID, ABCD, and Fire Marshall.

We have confirmed that multiple Maryland Municipalities have moved to OpenGov for a variety of solutions including Frederick, Annapolis, New Carrollton, Cambridge, Talbot County, and Cecil County.

The OpenGov proposal is as follows:

Permitting, Licensing, & Code Enforcement (2 Service Areas) – 7/1/2024-6/30/2025	-	\$39,636.00
Permitting, Licensing, & Code Enforcement (2 Service Areas) – 7/1/2025-6/30/2026	-	\$41,618.64
Permitting, Licensing, & Code Enforcement (2 Service Areas) – 7/1/2026-6/30/2027	-	\$43,699.57
OpenGov Deployment – One time fee (Prepaid Hours)	-	\$33,970.00

First-year total: \$73,606.80





# City of Salisbury

## **Award Recommendation**

Our recommendation is OpenGov, as we believe this solution allows us to effectively streamline our processes, they provide an unlimited user environment, and this affords the city to scale up for other solutions. The estimated first-year cost would be \$73,606.80 and we are requesting that the Procurement Department consider piggybacking off an RFP from Blacksburg, VA which is RFP 1128-22.

A handwritten signature in black ink, appearing to read 'M. Boda', enclosed in a simple oval outline.

Muir Boda  
Director of Housing & Community Development



Housing & Community Development Department  
207 W. Main St, Suite 102 Salisbury, MD 21801



OpenGov Inc.  
660 3rd Street, Suite 100  
San Francisco, CA 94107  
United States

**Order Form Number:** Q015390  
**Created On:** 5/31/2024  
**Order Form Expiration:** 6/30/2024  
**Subscription Start Date:** 6/1/2024  
**Subscription End Date:** 6/30/2027

**Prepared By:** Kelly Ammons  
**Email:** salesops@opengov.com  
**Contract Term:** 36 Months

Customer Information		Contact Name:	
<b>Customer:</b>	City of Salisbury, MD	<b>Andy Kitzrow</b>	
<b>Bill To/Ship To:</b>	125 N. Division Street Salisbury, MD United States	<b>Email:</b>	akitizrow@salisbury.md
		<b>Phone:</b>	410-548-3100

Order Details
<b>Billing Frequency:</b> Annually in Advance
<b>Payment Terms:</b> Net Thirty (30) Days

SOFTWARE SERVICES:			
Product / Service	Start Date	End Date	Annual Fee
Permitting, Licensing & Code Enforcement without Fire (2 Service Areas)	7/1/2024	6/30/2024	\$39,636.80
Permitting, Licensing & Code Enforcement without Fire (2 Service Areas)	7/1/2025	6/30/2026	\$41,618.64
Permitting, Licensing & Code Enforcement without Fire (2 Service Areas)	7/1/2026	6/30/2027	\$43,699.57
<b>Annual Subscription Total:</b>			See Service Terms

PROFESSIONAL SERVICES:	
Product / Service	Description
OpenGov Deployment — One Time Fee (Prepaid Hours)	Product configuration, setup, and training described in the attached SOW.
<b>Professional Services Total:</b>	
\$33,970.00	

Service Terms	
Service Date:	Amount:
July 1, 2024	\$73,606.80
July 1, 2025	\$41,618.64
July 1, 2026	\$43,699.57

**Order Form Legal Terms**

This Order Form incorporates and piggybacks on the Blackbury VA Software Services Agreement Rev. 2018.01\_210428\_Blacksburg executed on December 2, 2022 ("SSA") attached here.

The "Agreement" between OpenGov and the entity identified above ("Customer") consists of the Order Form, SSA, and the Professional Services Statement of Work. Unless otherwise specified above, fees for the Software Services and Professional Services shall be due and payable, in advance, 30 days from receipt of the invoice.

By signing this Agreement, Customer acknowledges that it has reviewed, and agrees to be legally bound by the Agreement. Each party's acceptance of this Agreement is conditional upon the other's acceptance of the Agreement to the exclusion of all other terms.

**City of Salisbury, MD**

Signature: \_\_\_\_\_  
Name: \_\_\_\_\_  
Title: \_\_\_\_\_  
Date: \_\_\_\_\_

Signature: \_\_\_\_\_  
Name: \_\_\_\_\_  
Title: \_\_\_\_\_  
Date: \_\_\_\_\_

**OpenGov, Inc.**

Signature: \_\_\_\_\_  
Name: \_\_\_\_\_  
Title: \_\_\_\_\_  
Date: \_\_\_\_\_



# City of Salisbury

To: Jennifer Miller, Director of Internal Services

From: Cori Cameron, Director of Water Works

Date: May 29, 2024

RE: Recommendation of Award ITB 24-116 Paleo Well 2 Rehabilitation

Salisbury Department of Water Works posted an invitation to bid for the Rehabilitation of Paleo Well 2, the installation of two submersible pumps provided by the city, well and pump performance testing, and the purchase of one new submersible pump and one check valve on 4/19/24.

Two bids were received and opened on 5/22/24, A.C. Schultes of Delaware Inc., and Somerset Well Drilling Co. Inc. Both bids were responsive and acceptable. The Department of Water Works would like to award the bid to the low bidder, A.C. Schultes of Delaware Inc. for \$101,795.00. Funds are available in Project account #96124-513026-50021 in the amount of \$101,795.00.

**ITB 24-116 Paleo Well 2 Rehabilitation**

<b>Reference Number</b>	<b>Description</b>	<b>UOM</b>	<b>Quantity</b>	<b>A.C. Schultes of Delaware, Inc. (Bridgeville, DE)</b>	<b>Somerset Well Drilling Co. Inc (Westover, MD)</b>
101	Mobilization / Demobilization, Site Restoration	Lump Sum	1	\$8,400.00	\$22,000.00
102	System Inspection	Lump Sum	1	\$1,500.00	\$4,500.00
103	Specific Capacity Test	Lump Sum	1	\$500.00	\$4,000.00
104	Remove and Inspect Pumps #3 and #4	Lump Sum	1	\$3,000.00	\$12,000.00
105	Installation/Removal of Sediment and Erosion Controls	Linear Foot	300	\$1,500.00	\$6,000.00
106	Brush Casing and Screen	Hours	16	\$4,560.00	\$9,600.00
107	Video Inspection Support/Standby	Hours	3	\$855.00	\$1,050.00
108	Support Services for Impulse Generation, Airlift or Pumping, and Rehabilitation. Provide Isolation Tool.	Hours	32	\$2,720.00	\$27,200.00
109	Double Surge Block Rehabilitation	Hours	20	\$5,700.00	\$17,000.00
110	Video Inspection Support/Standby	Hours	2	\$570.00	\$700.00
111	Install Pump #3 and Pump #4	Lump Sum	1	\$4,600.00	\$14,000.00
112	Well Disinfection	Lump Sum	1	\$750.00	\$5,000.00
113	Specific Capacity Test	Lump Sum	1	\$1,000.00	\$4,000.00
114	Step Test/Constant Rate Test	Lump Sum	1	\$500.00	\$6,500.00
115	Purchase Replacement Check Valve	Lump Sum	1	\$6,950.00	\$8,800.00
116	Purchase Backup Pump, Motor, Column Pipe, Pump Wire & Appurtenances	Lump Sum	1	<u>\$58,690.00</u>	<u>\$47,000.00</u>
				<b>\$101,795.00</b>	<b>\$189,350.00</b>



To: Randy Taylor, Mayor  
From: Jessie Turner, Human Rights Advisory Committee Staff Liaison  
Subject: Amendments to By-laws  
Date: April 12, 2024

---

At the February 7, 2024 meeting of the Human Rights Advisory Committee, the committee unanimously voted to amend the committee's by-laws and is recommending that the Mayor approve these amendments and send them to the City Council for adoption.

The first proposed amendment is section 1.a. – Membership-- to *remove* the requirement for membership to include at least two (2) representatives of racial or national minorities; at least two (2) representatives from the LGBTQ+ community; at least one (1) youth representative aged 16-24 years; and at least two (2) members of local religious organizations. It has proven impractical to have these requirements for membership. The Boards & Commission application does not ask applicants to identify their race, gender, religion, or any type of demographical information. The committee feels that the membership can be representative of Salisbury's diverse population without *required* representation from these specific five categories.

Secondly, the committee proposes that section 1.e—Membership—change the allowance of unexcused absences from three to two. Having a quorum for this committee has been a challenge in the past year. In calendar year, 2023, the committee was unable to meet the number of times required by its by-laws due to lack of attendance. The committee is required to meet at least six times per year and chooses to take two months off. Changing



the number of allowed absences would require that members be present at eight out of ten meetings per year except in the case of a pre-excused absence or emergency. After two unexcused absences, the removal of the member would be considered.

Attached you will find a copy of Resolution 2653, which established the Human Rights Advisory Committee and its original bylaws, Resolution 3075 which amended the committee's by-laws in 2020, and Resolution No\_ which includes the proposed amendments. I am happy to answer any questions you have about the committee's proposed amendments to its bylaws.

RESOLUTION NO. 2653

A RESOLUTION OF THE CITY OF SALISBURY, MARYLAND TO ESTABLISH A HUMAN RIGHTS ADVISORY COMMITTEE.

WHEREAS, the City of Salisbury seeks to protect the health, comfort, and convenience of their citizens regardless of age, race, color, creed, religion, national origin, ancestry, disability, marital status, sex, sexual orientation, gender identity, or physical characteristic; and

WHEREAS, the City has set goals to strengthen community connections among diverse groups, establish cultural activity centers, and expand multi-cultural projects and programs; and

WHEREAS, the City of Salisbury saw a reported two (2) hate crimes for the year of 2014; and

WHEREAS, the Bureau of Justice reports that, nationally, only 44% of hate crimes were reported to police; and

WHEREAS, the Mayor and City Council deem it in the best interest of its citizens to enact legislation to support and advocate for any citizens who feel they have been victim to hate crime or an act of discrimination; and

WHEREAS, the City seeks to establish the City of Salisbury Human Rights Committee for the advocacy of their citizens on the city, state, and federal levels.

NOW, THEREFORE BE IT RESOLVED, by the Salisbury City Council that the City of Salisbury Human Rights Advisory Committee is hereby established and will abide by the following By-Laws:

By-Laws of the City of Salisbury Human Rights Committee

Section 1. Membership

- a. The Human Rights Advisory Committee ("the Committee") shall consist of **thirteen (13) members**. The Members shall be authorized and appointed by the Mayor and approved by the Council. The membership shall include **at least two (2) representatives of racial or national minorities; at least two (2) representative from the LGBTQ+ community; at least one (1) high school student; and at least two (2) members of local religious organizations**. Members shall serve staggered terms of four (4) years; eight (8) members will serve four (4) year terms beginning and ending in even years, and seven (7) members will serve four (4) year terms beginning and ending in odd years. If a member resigns from the committee in the middle of a term, their replacement will serve the remaining length of the resigning member's term.
- b. The Committee will **meet at least six (6) times a year**.



- c. At the first meeting a Chair and Vice Chair will be nominated and elected. The Chairperson shall preside at all meetings and work with the City staff member assigned to support this committee with setting the agenda. The Vice Chairperson shall preside over the meetings in the event that the Chairperson is absent.
- d. For any and all formal recommendations made by the Committee to the Mayor, a quorum must be present. A quorum shall be at least 51% of those members appointed.
- e. Members shall make every effort to attend all meetings. In the event that a member is absent from three meetings in any calendar year without either a pre-arranged excuse or an emergency, they may be recommended for removal.

## Section 2. Purpose

- a. To advise the Mayor on equity and inclusionary strategies that will strengthen connections among diverse communities living in the City.
- b. To protect and safeguard the right and opportunity of all persons to be free from all forms of discrimination, including discrimination based on age, race, color, creed, religion, national origin, ancestry, disability, marital status, sexual orientation, gender identity or physical characteristic.
- c. To advocate for citizens on the city, state, and federal levels who have been victims of discrimination.
- d. To identify and work with community partners to find more opportunities to create a more inclusionary, diverse community.

## Section 3. Definitions

1. "Discriminate, Discrimination, or Discriminatory" shall mean any act, policy, advertisement, or practice which subjects any person to differential treatment as a result of that person's actual or perceived race, color, creed, religion, national origin, ancestry, disability, age, marital status, sex, sexual orientation, gender identity, or physical characteristic. Discrimination also includes any differential treatment because of one's association with a person or group of people identified herein;
2. "Employee" shall mean any individual employed or seeking employment from an employer;
3. "Employer" shall mean any person who, for compensation, regularly employs individuals, not including the employer's parents, spouse, or children. For purposes of the City of Salisbury Human Rights Advisory Committee, an "employer" is also a person acting on behalf of an employer, directly or indirectly, or any employment agency.
4. "Gender identity" shall mean a person's gender-related self-identity, appearance, expression, or behavior, regardless of the person's assigned sex at birth;
5. "Person" shall mean any natural person, firm, corporation, partnership, or other organization, association, or group of persons however arranged;
6. "Physical Characteristic" shall mean a bodily condition or bodily characteristic of any person which is from birth, accident, or disease, or from any natural, physical

development, or any other event outside the control of that person including individual physical mannerisms, height, or weight.

7. "Place of public accommodation" shall mean all establishments within the City of Salisbury which offer goods, services, accommodations, or entertainment to the public.
8. "Sexual orientation" shall mean a person's actual or perceived heterosexuality, homosexuality, asexuality, or bisexuality.

#### Section 4. City Council Liaison

One member of the City Council shall act as liaison to the Human Rights Advisory Committee and regularly attend meetings. They shall report to the full City Council on any recommendations made by the Committee and any other pertinent information.

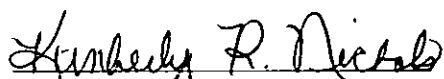
#### Section 5. City Staff Liaison

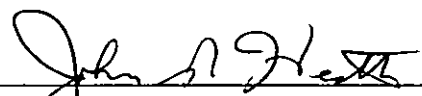
One member of the Mayor's Office with assistance from the Solicitor's Office shall act as liaison to the Human Rights Advisory Committee and regularly attend meetings. They shall report to the Mayor on any recommendations made by the Committee and any other pertinent information.

NOW, THEREFORE BE IT RESOLVED, by the Salisbury City Council that the Human Rights Committee is created.

THIS RESOLUTION was duly passed at a meeting of the Council of the City of Salisbury held on August 8, 2016, and is to become effective immediately upon adoption.

ATTEST:

  
Kimberly R. Nichols, City Clerk

  
John R. Heath, President  
Salisbury City Council

APPROVED BY ME THIS: 10<sup>th</sup> day of AUGUST, 2016.

  
Jacob R. Day, Mayor

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INTER

OFFICE

# MEMO

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## *OFFICE OF THE MAYOR*

**To:** Tom Stevenson, City Administrator  
**From:** Julia Glanz, Assistant City Administrator  
**Subject:** Human Rights Advisory Committee  
**Date:** August 9, 2016

---

Attached you will find a resolution to create a Human Rights Advisory Committee. This committee will be charged with advising the Mayor on equity and inclusionary strategies that will strengthen connections among diverse communities living in the City. This Committee will advocate for citizens on the city, state, and federal levels who have been victims of discrimination, protecting the right and opportunity of all persons to be free from all forms of discrimination, and more. This committee will be made up of key stakeholders in the City, along with representatives from the LGBTQ+ community and both racial and national minorities.

Unless you or the Mayor have additional questions, please advance this memorandum and resolution of support to the City Council for approval.

Attachment

## RESOLUTION NO. 3075

A RESOLUTION OF THE COUNCIL OF THE CITY OF SALISBURY, MARYLAND TO AMEND THE BYLAWS OF THE HUMAN RIGHTS ADVISORY COMMITTEE TO CHANGE THE COMMITTEE'S MEMBERSHIP REQUIREMENTS AND TERMS.

WHEREAS, on August 10, 2016 the Mayor and Council of the City of Salisbury adopted Resolution No. 2653 creating the Human Rights Advisory Committee; and

WHEREAS, the purpose of the Committee is to advise the Mayor on equity and inclusionary strategies that will strengthen connections among diverse communities living in the City, protect and safeguard the right and opportunity of all persons to be free from all forms of discrimination, to advocate for its citizens at all levels of government who have been victims of discrimination, and the identify and work with community partners to find opportunities to create a more inclusive and diverse community; and

WHEREAS, the membership of the Human Rights Advisory Committee would be enhanced by lifting the requirement to retain a high school student as a representative and instead change that clause to require a person aged 16-24 years be a member of the committee, thus allowing the Committee to more readily fill that position while still ensuring that youth voices are represented; and

WHEREAS, the functionality of the Human Rights Advisory Committee would benefit from reducing term lengths from four (4) to two (2) years to ensure that a diverse range of community members are able to be represented on the Committee.

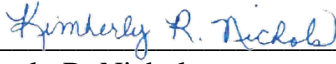
NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Salisbury, Maryland that the bylaws of Human Rights Advisory Committee be amended to reflect the changes to section 1.a – Membership as follows:

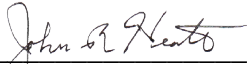
### Section 1. Membership

- a. The Human Rights Advisory Committee (“the Committee”) shall consist of thirteen (13) members. The Members shall be authorized and appointed by the Mayor and approved by the Council. The membership shall include at least two (2) representatives of racial or national minorities; at least two (2) representatives from the LGBTQ+ community; at least one (1) ~~high school student~~ representative aged 16-24 years; and at least two (2) members of local religious organizations. Members shall serve ~~staggered~~ terms of ~~four~~ two (2) years; ~~eight (8) members will serve four (4) year terms beginning and ending in even years, and seven (7) members will serve four (4) year terms beginning and ending in odd years. If a member resigns from the committee in the middle of a term, their replacement will serve the remaining length of the resigning member's term.~~ at which point the member may choose whether to apply for a subsequent term.

THE ABOVE RESOLUTION was introduced and duly passed at a meeting of the Council of the City of Salisbury, Maryland held on November 9, 2020 and is to become effective immediately.


ATTEST:

  
\_\_\_\_\_  
Kimberly R. Nichols  
CITY CLERK

  
\_\_\_\_\_  
John R. Heath  
PRESIDENT, City Council

APPROVED BY ME THIS

13 day of November, 2020

  
\_\_\_\_\_  
Julia Glanz, City Administrator for and  
at the direction of Jacob R. Day, Mayor



**To:** Julia Glanz, City Administrator  
**From:** Laura Baasland, Department of Water Works Program Specialist  
**Subject:** Amending the Bylaws of the Human Rights Advisory Committee  
**Date:** November 4, 2020

---

At the last meeting of the Human Rights Advisory Committee on September 17, 2020, the committee unanimously carried a motion to amend the committee's bylaws, and is recommending that the Mayor's Office approve these amendments and send them to City Council for adoption.

The first proposed amendment is that section 1.a – Membership remove the requirement to have “at least one (1) high school student” and change it to read “at least one (1) youth representative aged 16-24 years.” This requirement to have at least one high school student appointed to the committee was put in place with the intention of ensuring that the youth voice would be represented on the committee. However, it has proven impractical to specifically require that the member be a high school student, and the committee has been unable to fulfill this particular membership requirement, so the position has remained vacant. The committee is confident that by lifting the requirement of having one member that is a high school student and instead changing the bylaws to require one youth representative, that it will have more success in finding a candidate to fill the position while still retaining the original intent of the provision.

Secondly, the committee proposes that section 1.a – Membership also remove the clause that reads “members shall serve staggered terms of four (4) years; eight (8) members will serve four (4) year terms beginning and ending in even years, and seven (7) members will serve four (4) year terms beginning and ending in odd years. If a member resigns from the committee in the middle of a term, their replacement will serve the remaining length of the resigning member's term.” Instead, the committee would like this clause to be replaced with “Members shall serve two (2) year terms.” The committee feels that it is in its own best interest to shorten the terms of its members in order to keep membership revolving to best ensure the flow of fresh ideas and input. Shorter term lengths will also potentially allow for more community members to serve on the committee and therefore for wider community representation to be had. Lastly, the committee feels that by simplifying the term requirements, membership will be easier to manager from a practical standpoint, especially considering this a large committee, reaching thirteen (13) members at full capacity.

Attached you will find a copy of City Resolution No. 2653, which established the Human Rights Advisory Committee and its original bylaws, as well as a draft resolution to bring before City Council. I am happy to answer any questions you may have about the committee's proposed amendments to its bylaws.

Attachment

1  
2  
3 **RESOLUTION NO. 3350**

4 A RESOLUTION OF THE COUNCIL OF THE CITY OF SALISBURY, MARYLAND TO  
5 AMEND THE BYLAWS OF THE HUMAN RIGHTS ADVISORY COMMITTEE TO  
6 CHANGE THE COMMITTEE’S MEMBERSHIP REQUIREMENTS AND TERMS.

7 WHEREAS, on August 10, 2016, the Mayor and Council of the City of Salisbury adopted a  
8 resolution creating the Human Rights Advisory Committee; and  
9

10 WHEREAS, the purpose of the Committee is to advise the Mayor on equity and inclusionary  
11 strategies that will strengthen connections among diverse communities living in the City, protect  
12 and safeguard the right and opportunity of all persons to be free from all forms of discrimination,  
13 to advocate for its citizens at all levels of governments who have been victims of discrimination,  
14 and the identify and work with community partners to find opportunities to create a more  
15 inclusive and diverse community; and  
16

17 WHEREAS, the membership of the Human Rights Advisory Committee would be enhanced by  
18 removing the requirement that membership includes at least two (2) representatives of racial or  
19 national minorities; at least two (2) representatives from the LGBTQ+ community; at least one  
20 (1) youth representative aged 16-24 years; and at least two (2) members of local religious  
21 organizations.  
22

23 WHEREAS, the effectiveness of the Human Rights Advisory Committee would increase from  
24 reducing the number of meetings allowed to be missed from three per calendar year to two per  
25 calendar year.  
26

27 NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Salisbury,  
28 Maryland that Section 1 – Membership of the bylaws of the Human Rights Advisory Committee  
29 be hereby amended by adding the bolded and underlined language and deleting the strikethrough  
30 language as follows:  
31

32 **Amended By-Laws of the City of Salisbury Human Rights Advisory Committee**  
33

34 **Section 1. Membership**  
35

- 36 a. The Human Rights Advisory Committee (“the Committee”) shall consist of thirteen  
37 (13) members. The Members shall be authorized and appointed by the Mayor and  
38 approved by the Council. ~~The membership shall include at least two (2)~~  
39 ~~representatives of racial or national minorities; at least two (2) representatives from~~  
40 ~~the LGBTQ+ community; at least one (1) youth representative aged 16-24 years; and~~  
41 ~~at least two (2) members of local religious organizations.~~ Members shall serve terms  
42 of two (2) years, at which point the member may choose whether or not to apply for a  
43 subsequent term.  
44 b. The Committee will meet at least six (6) times a year.  
45 c. At the first meeting a Chair and Vice Chair will be nominated and elected. The  
46 Chairperson shall preside at all meetings and work with the City staff member

1 assigned to support this committee with setting the agenda. The Vice Chairperson  
2 shall preside over the meeting in the event that the Chairperson is absent.

- 3 d. For any and all formal recommendations made by the Committee to the Mayor, a  
4 quorum must be present. A quorum shall be at least 51% of those members appointed.  
5 e. Members shall make every effort to attend all meetings. In the event that a member is  
6 absent from ~~three~~ **two** meetings in any calendar year without either a pre-arranged  
7 excuse or an emergency, they may be recommended for removal.  
8

9 THE ABOVE RESOLUTION was introduced and duly passed at a meeting of the Council of the  
10 City of Salisbury, Maryland held on June 10, 2024 and is to become effective immediately.

11  
12 ATTEST:

13  
14  
15 \_\_\_\_\_  
16 Kimberly R. Nichols  
17 CITY CLERK

\_\_\_\_\_

D'Shawn M. Doughty  
PRESIDENT, City Council

18  
19  
20 APPROVED BY ME THIS

21  
22 \_\_\_ day of June 2024.  
23  
24

25 \_\_\_\_\_  
26 Randolph J. Taylor  
27 MAYOR



## **Amended By-Laws of the City of Salisbury Human Rights Advisory Committee**

### Section 1. Membership

- a. The Human Rights Advisory Committee (“the Committee”) shall consist of thirteen (13) members. The Members shall be authorized and appointed by the Mayor and approved by the Council. The membership shall include at least two (2) representatives of racial or national minorities; at least two (2) representatives from the LGBTQ+ community; at least one (1) youth representative aged 16-24 years; and at least two (2) members of local religious organizations. Members shall serve terms of two (2) years, at which point the member may choose whether or not to apply for a subsequent term.



City of  
**Salisbury**  
**MÉMO**

**To: Andy Kitzrow**

**From: Jo Ellen Bynum**

**Subject: Resolution Authorizing the Mayor to Submit the Consolidated Plan (2024 - 2028), the 2024 CDBG Action Plan, and the 2024 Analysis of Impediments to Fair Housing Choice to HUD**

**Date: May 22, 2024**

The Finance Department, with the assistance of HCDD and the Urban Design Ventures consultant group, has completed the new Consolidated Plan (PY 2024 - 2028), the 2024 Action Plan, and the 2024 Analysis of Impediments to Fair Housing Choice. The total amount of Community Development Block Grant (CDBG) funding that has been allocated to the City of Salisbury for the 2024 program year is \$346,673. For the 2024 Action Plan, the following projects have been recommended for funding by the CDBG Review Committee and approved by the Mayor:

Administration (20%)	\$69,333
Habitat for Humanity of Wicomico County – Critical Home Repairs	\$138,670
Salisbury Neighborhood Housing Services – Owner Occupied Housing Rehabilitation	\$138,670
Total	<u>\$346,673</u>

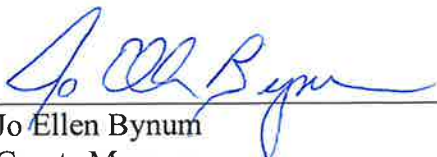
The drafts of the Consolidated Plan (2024 - 2028), the 2024 CDBG Action Plan, and the 2024 Analysis of Impediments to Fair Housing Choice (AI) were made available for public review beginning on March 1, 2024. The documents are posted on the City website on the Housing & Community Development Department page, under the Community Development section, and hard copies of the documents are available for review at the City Finance Office. The 30-day public comment period ended on April 2, 2024.



The first public hearing on the Consolidated Plan (2024 - 2028), the 2024 Action Plan, and the 2024 AI was conducted on January 24, 2024. This hearing provided an opportunity for those agencies who had applied for CDBG funds to make a presentation on their proposed project to the members of the CDBG Review Committee, and to field questions from the committee members. This hearing also served to explain the planning process involved with the development of the Consolidated Plan, the Action Plan, and the AI, and how community members could participate in this process. Following the applicants' presentations, the floor was opened to the general public to allow citizens the opportunity to provide their views on the community development needs of the City of Salisbury.

The second public hearing was held on March 20, 2024. This hearing provided an overview of the strategies, needs and goals outlined in the 2024-2028 Consolidated Plan, and the projects included for funding in the 2024 CDBG Action Plan. It also covered the impediments identified in the 2024 Analysis of Impediments to Fair Housing Choice, and the goals and strategies identified to address those impediments. Finally, a report was provided on the status of the CDBG-funded projects that are currently open, and those that have been closed within the last year. Once the presentation had been completed, the floor was opened up to the general public to allow citizens the opportunity to comment on the plans and provide their views on the community development needs of the City of Salisbury.

Attached is the Resolution to approve the Consolidated Plan (2024 - 2028), the 2024 Action Plan, and the 2024 Analysis of Impediments to Fair Housing Choice for the City of Salisbury, and to authorize the Mayor to submit said documents to HUD for their review and approval. Additionally attached for the Mayor's signature are the Non-State Certification Forms and the SF 424, SF424B, and SF 424D forms which must accompany the plan submissions. Please forward this information to the City Council for the June 3, 2024 meeting agenda. Thank you for your assistance.

  
Jo Ellen Bynum  
Grants Manager  
Finance Department

Attachments

CC: Olga Butar  
Kim Nichols  
Andy Kitzrow

1  
2  
3 **RESOLUTION NO. 3351**  
4  
5

6 **A RESOLUTION OF THE CITY OF SALISBURY, MARYLAND TO**  
7 **APPROVE THE CITY’S CONSOLIDATED PLAN FOR PROGRAM YEARS**  
8 **2024–2028, THE ACTION PLAN FOR COMMUNITY DEVELOPMENT**  
9 **BLOCK GRANT (CDBG) FUNDS FOR PROGRAM YEAR 2024, AND THE**  
10 **2024 ANALYSIS OF IMPEDIMENTS TO FAIR HOUSING CHOICE.**

11 **WHEREAS**, the Maryland State Office of the U.S. Department of Housing & Urban Development  
12 (HUD) has determined that the City of Salisbury qualifies as an “entitlement community”; and  
13  
14

15 **WHEREAS**, the City of Salisbury is, therefore, entitled to receive Community Development Block  
16 Grant (CDBG) funds directly from HUD upon HUD’s approval of the City’s Consolidated Plan, annual  
17 Action Plan, and Analysis of Impediments to Fair Housing Choice; and  
18

19 **WHEREAS**, the Council of the City of Salisbury desires for the City to receive this annual allotment  
20 of CDBG funds from HUD, in order that various community development projects may be completed.  
21

22 **NOW, THEREFORE, BE IT RESOLVED BY COUNCIL OF THE CITY OF SALISBURY,**  
23 **MARYLAND**, as follows:  
24

25 **Section 1.** The Council of the City of Salisbury, Maryland approves and does hereby authorize the  
26 Mayor to submit to HUD for review and approval the Consolidated Plan (PY 2024–2028), the 2024 CDBG  
27 Action Plan, and the 2024 Analysis of Impediments to Fair Housing Choice.  
28

29 **BE IT FURTHER RESOLVED BY THE COUNCIL OF THE CITY OF SALISBURY,**  
30 **MARYLAND**, as follows:  
31

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

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

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

41 **Section 5.** This Resolution shall take effect from and after the date of its final passage.  
42

43 **THIS RESOLUTION** was introduced and duly passed at a Meeting of the Mayor and Council of the  
44 City of Salisbury held on the \_\_\_\_ day of \_\_\_\_\_, 2024 and is to become effective immediately.  
45  
46  
47  
48

49 \_\_\_\_\_  
50 Kimberly R. Nichols  
51 CITY CLERK  
52  
53

\_\_\_\_\_ D’Shawn M. Doughty  
COUNCIL PRESIDENT

54  
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63

APPROVED BY ME THIS

\_\_\_\_\_ day of June, 2024.

\_\_\_\_\_  
Randolph J. Taylor  
MAYOR

# City of Salisbury



## PY 2024~2028 Consolidated Plan PY 2024 Action Plan

CDBG PY 2024~2028  
(7/1/2024 – 6/30/2028)

Prepared By:  
City of Salisbury  
Finance Department  
125 North Division Street #103  
Salisbury, Maryland 21801

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# Executive Summary

## ES-05 Executive Summary - 24 CFR 91.200(c), 91.220(b)

### 1. Introduction

The City of Salisbury, Maryland is an entitlement community under the U.S. Department of Housing and Urban Development's (HUD) Community Development Block Grant Program. The Community Development Block Grant (CDBG) Program provides annual grants on a formula basis to entitled cities and counties to develop viable urban communities by providing decent housing and a suitable living environment, and by expanding economic opportunities, principally for low- and moderate-income persons. The program is authorized under Title 1 of the Housing and Community Development Act of 1974, Public Law 93-383, as amended; 42 U.S.C.-530.1 et seq. (Source: <https://www.hudexchange.info/programs/cdbg-entitlement>)

In compliance with HUD regulations, the City must prepare a Consolidated Plan every five years to assess its affordable housing, community development, economic development, and strategic planning needs. The City of Salisbury prepared its Five Year Consolidated Plan (CP) for the period of PY 2024, beginning July 1, 2024, through PY 2028, ending June 30, 2029. The Five Year Consolidated Plan is a collaborative planning process between the City, the community at large, social service agencies, housing providers, community development groups, and economic development agencies. The process was implemented through a series of public meetings, stakeholder surveys, statistical data, and review of previous community development plans.

The needs and priorities identified in the Consolidated Plan are addressed annually through the Annual Action Plans which present what specific activities the City will accomplish with CDBG and other funding sources to primarily benefit low- and moderate-income residents. Ninety days after the end of the program year, the City reports on the progress made addressing its Consolidated Plan goals in the Consolidated Annual Performance and Evaluation Report (CAPER).

In conjunction with the Plan, the City prepared an Analysis of Impediments to Fair Housing Choice (AI) to meet the HUD interim final rule to "implement the obligation to affirmatively further the purposes and policies of the Fair Housing Act, which is title VIII of the Civil Rights Act of 1968, with respect to certain recipients of HUD funds. The Fair Housing Act not only prohibits discrimination, but also directs HUD to ensure that the agency and its program participants will proactively take meaningful actions to overcome patterns of segregation, promote fair housing choice, eliminate disparities in housing-related opportunities, and foster inclusive communities that are free from discrimination." (Source: Federal Register Notice, Proposed Rulemaking (NPRM) "Affirmatively Furthering Fair Housing" dated February 9, 2023)

## 2. Summary of the objectives and outcomes identified in the Plan Needs Assessment

### Overview

The purpose of the Consolidated Plan is to serve as a strategic planning document for the City to make data based, market driven, housing and community development plans. The City of Salisbury's PY 2024-2028 Five Year Consolidated Plan proposes the following six (6) strategies to address the priority needs in the City:

**Housing Strategy Priority Need:** There is a need for decent, safe, accessible, and affordable housing.

Goals:

- HS-1 Homeownership – Increase the supply of affordable owner-occupied housing units through housing counseling and down payment/closing cost assistance.
- HS-2 Housing Construction – Encourage the construction of new accessible and affordable housing units in the City for owners and renters.
- HS-3 Housing Rehabilitation – Conserve and rehabilitate existing affordable housing units for owners and renters in the City by addressing maintenance issues, code violations, emergency repairs, and handicap accessibility.

**Homeless Strategy Priority Need:** There is a need for housing and supportive services for the homeless, those at-risk of homelessness, and victims of domestic violence.

Goals:

- HO-1 Housing – Support the Continuum of Care's efforts to provide emergency shelter, transitional housing, permanent supportive housing, and other permanent housing options.
- HO-2 Operation/Support – Assist partners operating housing or providing supportive services for the homeless and those at-risk of becoming homeless.

**Other Special Needs Strategy Priority Need:** There is a need for services and facilities for persons with special needs.

Goals:

- SN-1 Services/Facilities – Support supportive service programs and facilities for the elderly, persons with disabilities, persons with HIV/AIDS, persons with alcohol/drug dependency, and persons with other special needs.

**Community Development Strategy Priority Need:** There is a need to improve the community facilities, infrastructure, public services, and quality of life in the City of Salisbury.

Goals:

- CD-1 Community Facilities and Infrastructure – Improve the City's public facilities and infrastructure through rehabilitation, reconstruction, and new construction.

- CD-2 Public Safety and Services – Improve and enhance public safety, public services, and recreational programs.
- CD-3 Connectivity – Improve connectivity within the City and to surrounding communities through physical, visual, transportation, and accessibility improvements.
- CD-4 Clearance/Demolition – Address and eliminate slum and blighting conditions throughout the City.

**Economic Development Strategy Priority Need:** There is a need to encourage employment and economic opportunities in the City of Salisbury.

Goals:

- ED-1 Employment – Support and encourage job creation, job retention, and job training opportunities.
- ED-2 Development – Support business and commercial growth through expansion and new development.
- ED-3 Redevelopment – Plan and promote the development, redevelopment, and revitalization of vacant commercial and industrial sites.
- ED-4 Financial Assistance – Support and encourage new economic development through local, state, and federal tax incentives and programs such as Tax Incremental Financing (TIF), Tax Abatements (LERTA), Payment in Lieu of Taxes (Pilot), Enterprise Zones/Entitlement Communities, Section 108 Loan Guarantees, Economic Development Initiative (EDI) funds, etc.
- ED-5 Access to Transportation – Support the expansion of public transportation and access to bus and automobile service to assist residents’ transportation needs for employment and job training opportunities.

**Administration, Planning, and Management Strategy Priority Need:** There is a need for planning, administration, management, and oversight of federal, state, and local funded programs.

Goals:

- AM-1 Overall Coordination – Provide program management and oversight for the successful administration of federal, state, and local funded programs, including planning services for special studies, environmental clearance, fair housing activities, and compliance with all federal, state, and local laws and regulations.

### **3. Evaluation of past performance**

Annually, the City of Salisbury prepares its Consolidated Annual Performance Evaluation Report (CAPER). This report is submitted within ninety (90) days after the start of the new program year. Copies of the previous program year CAPERs are available for review at the City’s Housing and Community Development Department website <https://salisbury.md/departments/housing-community-development>.

The PY 2022 CAPER, which was the fourth CAPER for the PY 2019-2023 Five Year Consolidated Plan, was approved by HUD in a confirmation letter dated January 23, 2024. In the PY 2022 CAPER, the City

expended 100% of its CDBG funds to benefit low- and moderate-income persons. The City expended 0% of its funds during the PY 2022 CAPER period on public service, which is below the statutory maximum of 15%. The City expended 20% of its funds during this CAPER period on Planning and Administration, which is at the statutory maximum of 20%. The City's expenditure ratio at the end of the PY 2022 CAPER period was 1.40, which is below the 1.5 expenditure ratio maximum.

The City did not make any substantial amendments to prior year Annual Action Plans during the previous plan year. The City did not make any changes to its Five Year Priorities and Goals during the previous plan year.

#### **4. Summary of citizen participation process and consultation process**

The City of Salisbury prepared the Consolidated Plan and Annual Action Plan in compliance with the City's Citizen Participation Plan. The City held two (2) public hearings on the needs of the City of Salisbury that provided residents with the opportunity to discuss the City's CDBG Program and to offer their suggestions on future CDBG program priorities and activities. The hearings were held on: January 24, 2024 and March 20, 2024. The public hearings were broadcast live on Cable Channel 14 (PAC 14) and uploaded to You Tube for future viewing. The City utilized an online resident's survey at the following address: <https://www.surveymonkey.com/r/SalisburyCDBG24-28> The City maintains a contact list for the CDBG program, and copies of the public hearing notices, engagement opportunities, and surveys were sent to the list. All contacts on the list were offered individual and group invitations to participate in the plan consultation process.

A "Draft Plan" was placed on display on the City's website at <https://salisbury.md/departments/housing-community-development> under the Community Development section and hard copies of the plan were available for review at the following location: Finance Department, City of Salisbury, 125 N. Division Street, #103, Salisbury, MD 21801.

The "Draft Plan" was available from March 1, 2024 until April 2, 2024 for review and comment.

#### **5. Summary of public comments**

The City held a Needs Public Hearing on January 24, 2024; the following comments were received:

- There is a need for decent safe affordable housing.

The City held its Second Public Hearing on March 20, 2024; the following comments were received:

- There is a need for housing rehabilitation assistance.

The "Draft Plan" was on display from March 1, 2024 until April 2, 2024; the following comments were received:

- There is a need for housing rehabilitation assistance.

The Survey was live from January 4, 2024 until February 16, 2024. There was a total of 436 responses. The survey results included the greatest needs as the need for affordable housing; new updated playground equipment; street repairs; vacant and underutilized buildings; crime prevention; lack of job opportunities; and transportation.

## **6. Summary of comments or views not accepted and the reasons for not accepting them**

All comments and suggestions were incorporated into this plan.

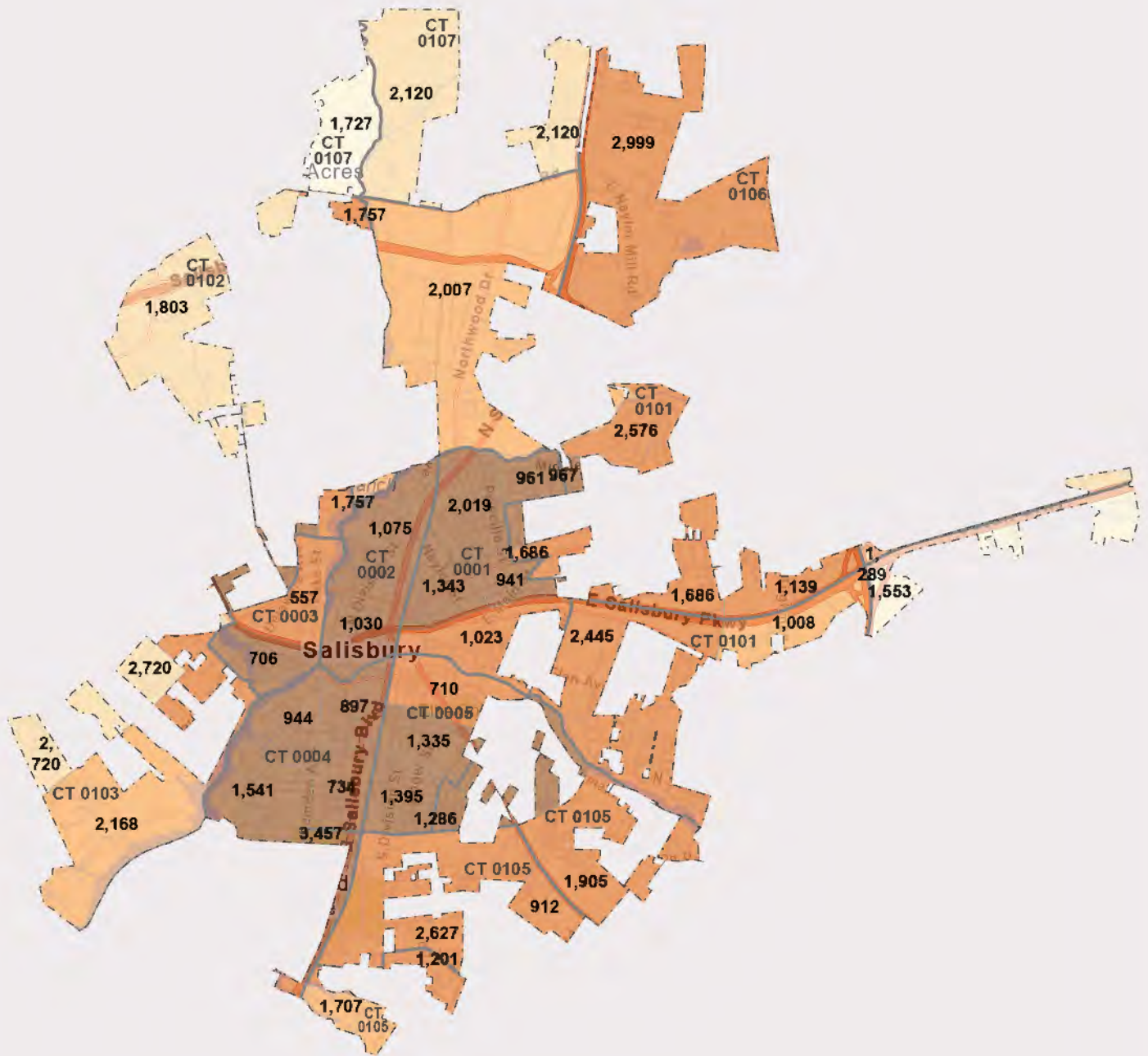
## **7. Summary**

The overall goal of the Five Year Consolidated Plan is to improve the living conditions for all residents in the City of Salisbury, to create a suitable and sustainable living environment, and to address the housing and community development needs of the City. The Five Year Consolidated Planning process obligates the City to state in a single document its strategy to pursue goals for all housing, community development, and planning programs specific to the City's low- and moderate-income residents. The City will use the Consolidated Plan's goals to allocate CDBG and other funds over the next five (5) years. HUD will evaluate the City's performance under the Five Year Consolidated Plan against these goals.

The following maps are attached that highlight the demographic, economic, and housing trends in the City:

- Population Density
- Percent White Population
- Percent Minority Population
- Percent Hispanic Population
- Diversity Index
- Percent Population Age 65+
- Total Housing Units
- Percent Owner Occupied Housing Units
- Percent Renter Occupied Housing Units
- Percent Vacant Housing Units
- Percent LMI Population
- Percent LMI and Minority Populations
- Commercial Hotspots

# Population Density by Block Group: Salisbury MD



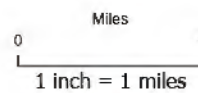
## Legend

**2023 Population Density (Per Sq Mi)**

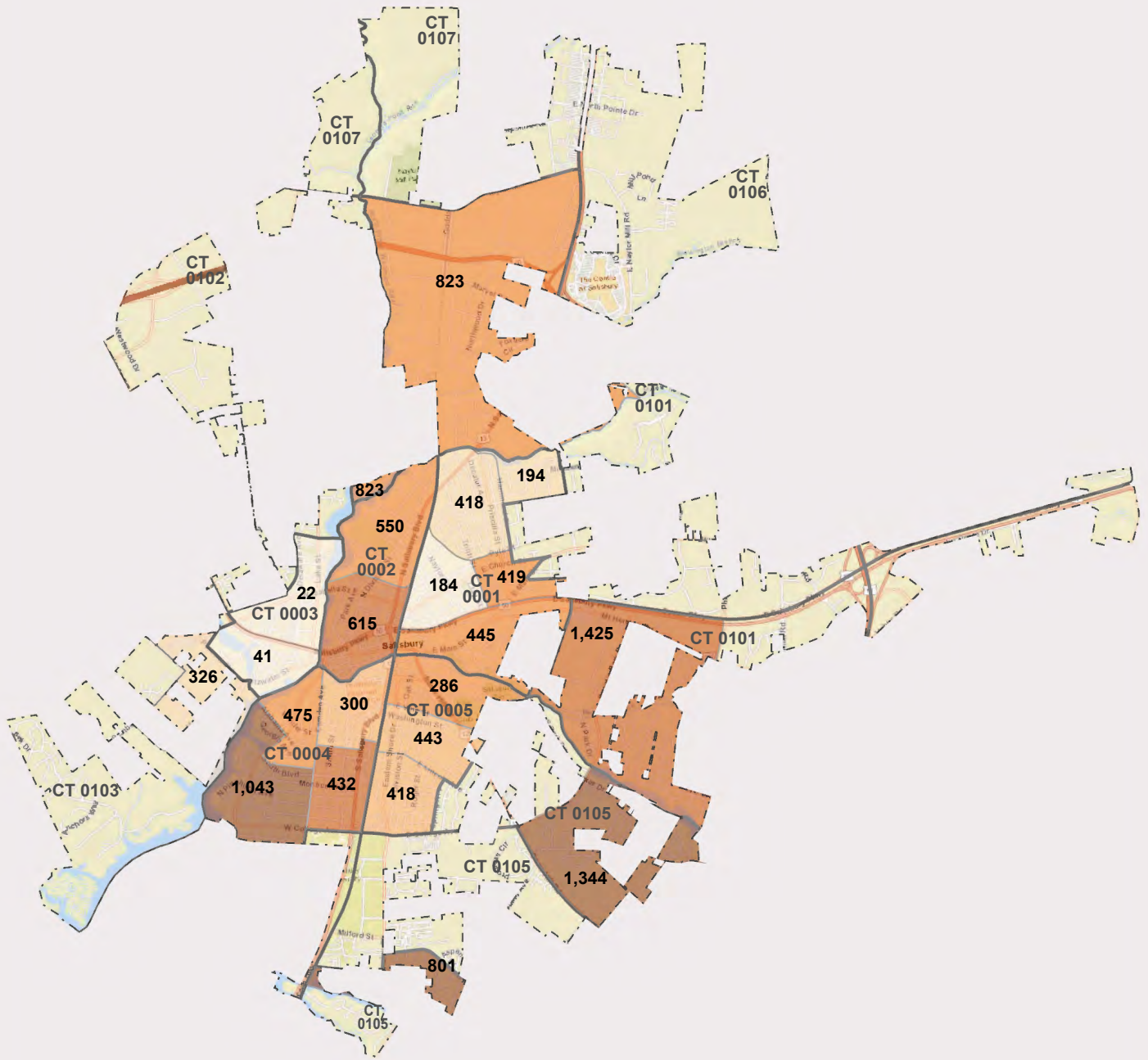
4 - 212	1,183 - 2,690
213 - 721	2,691 - 25,054
722 - 1,182	

- City Boundary
- Tracts Boundary
- CT 9719 = tract number

Census block group labels also show population 2023.

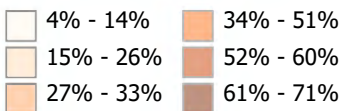


# Percent White Population by Census Block Group: Salisbury MD



## Legend

### Percent White Population 2023

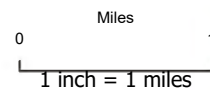


City Boundary

Tracts Boundary

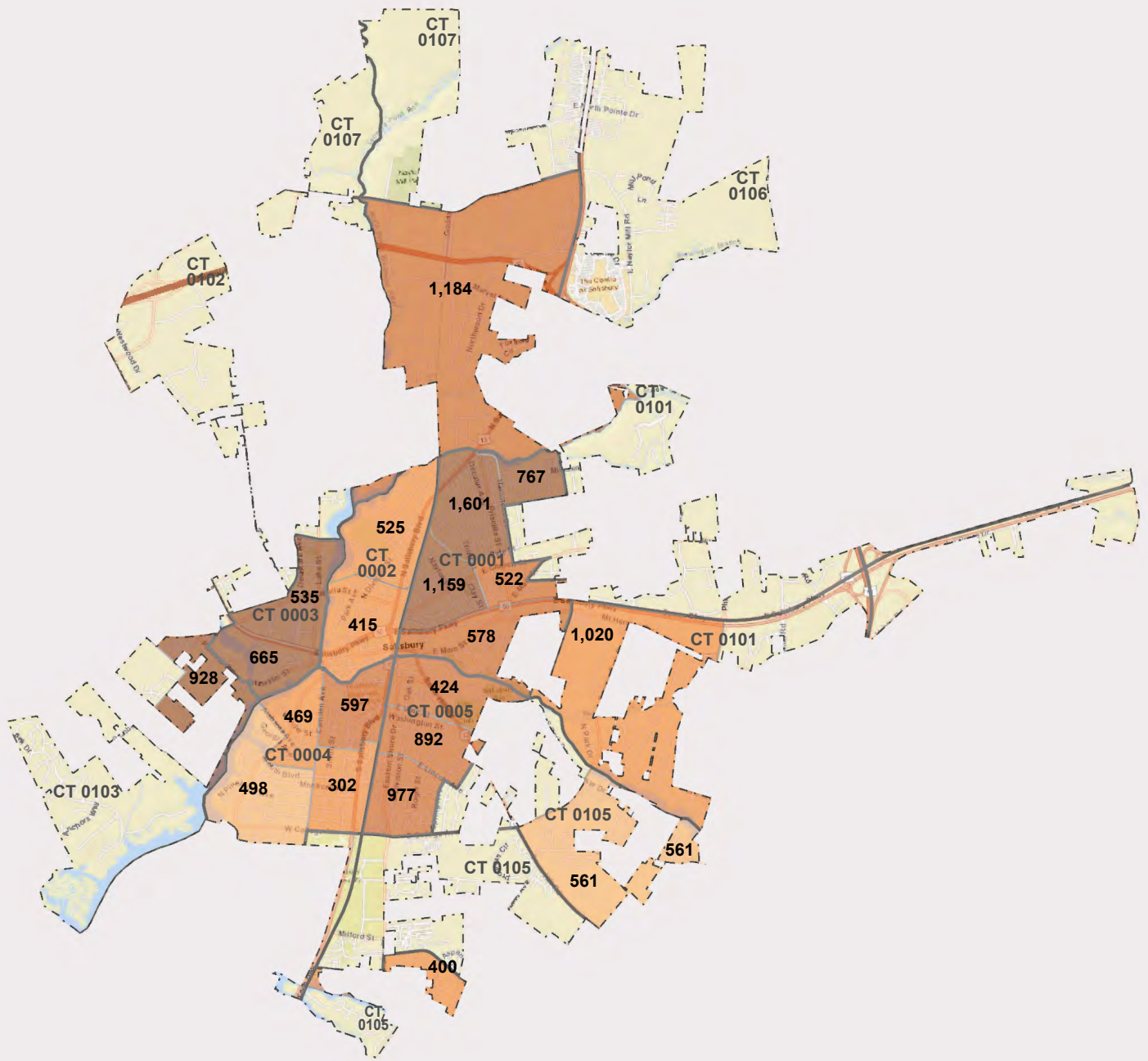
CT 9719 = tract number

Census block group labels also show total white population 2023.





# Percent Minority Population by Block Group: Salisbury MD



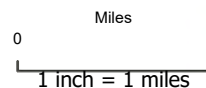
## Legend

- % Non-White Population 2023**
- 22% - 33%
  - 34% - 50%
  - 51% - 71%
  - 72% - 97%

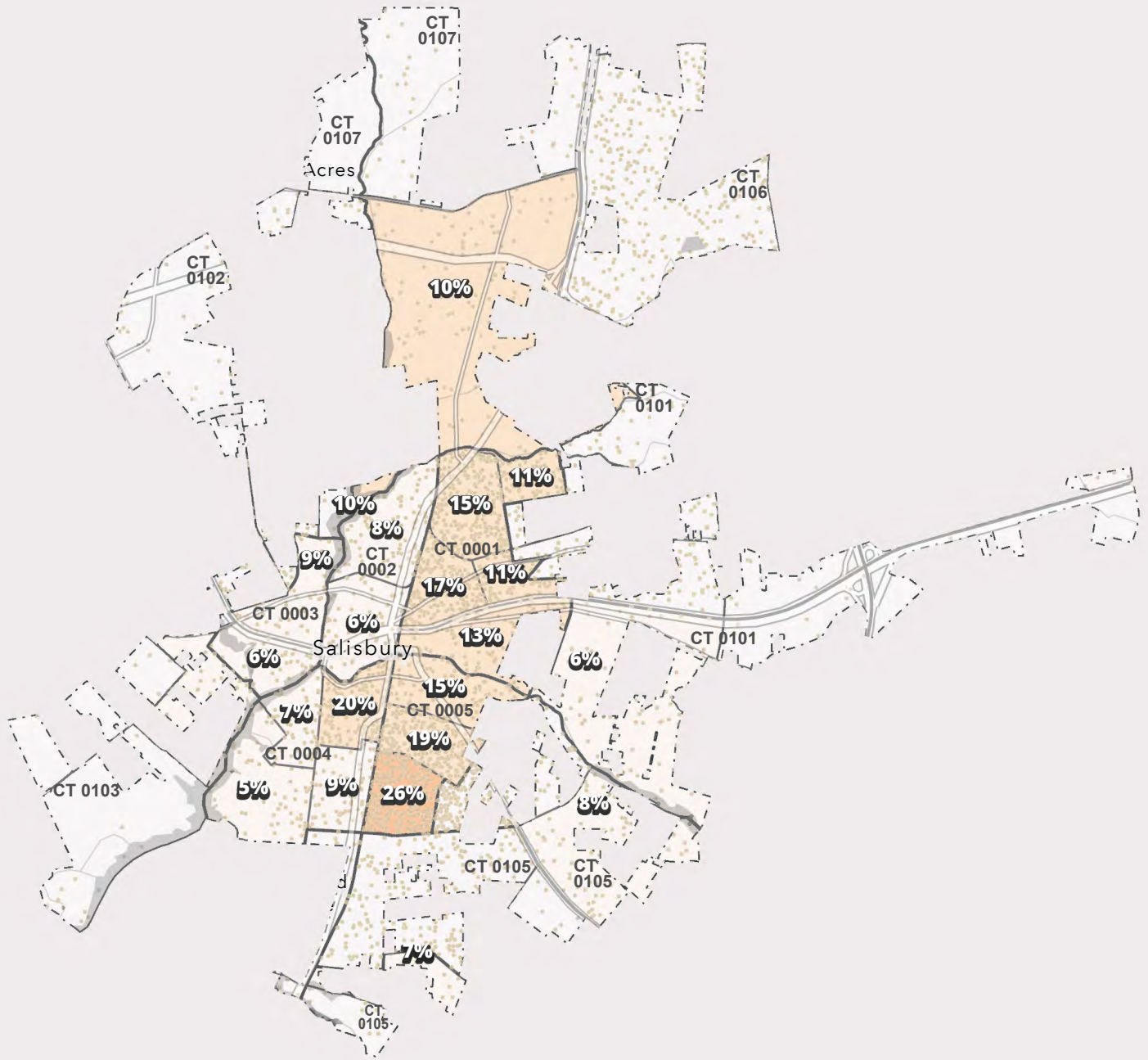
- City Boundary
- Tracts Boundary

CT 9719 = tract number

Census block group labels also show total minority population 2023.



# Percent Hispanic Population by Block Group: Salisbury MD



## Legend

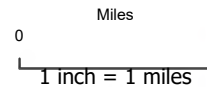
### Ethnicity Dot Density

1 Dot = 1 Person  
Hispanic

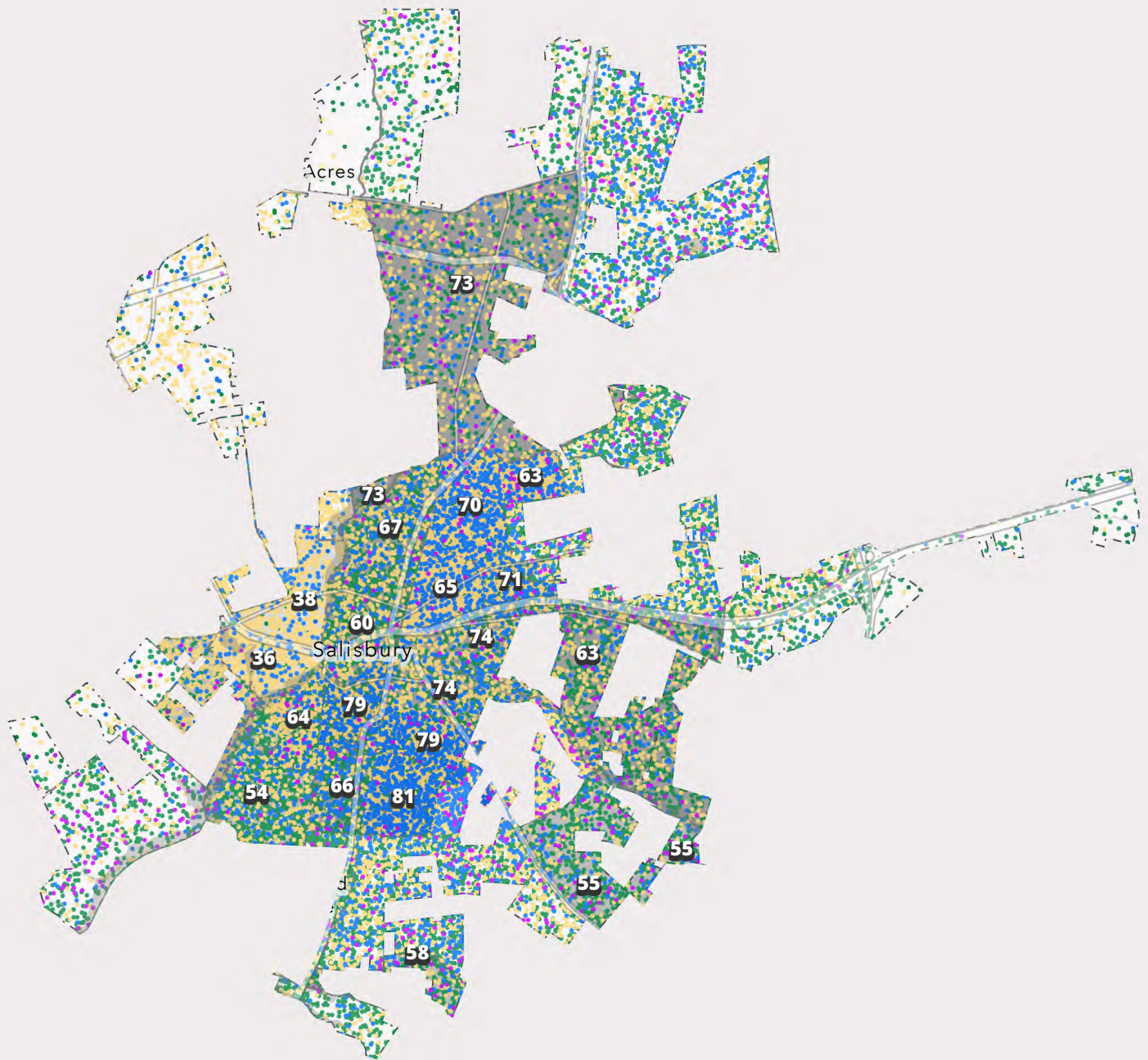
### % Hispanic Population

- 0.8% - 10.0%
- 10.1% - 22.5%
- 22.6% - 41.3%

Census block group labels also show the percent of all races with Hispanic ethnicity.



# Racial Diversity by Block Group: Salisbury MD



## Legend

### Racial Dot Density

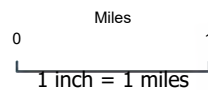
1 Dot = 1 Person

- Other Race
- Asian/Pacific Islander
- Black
- White

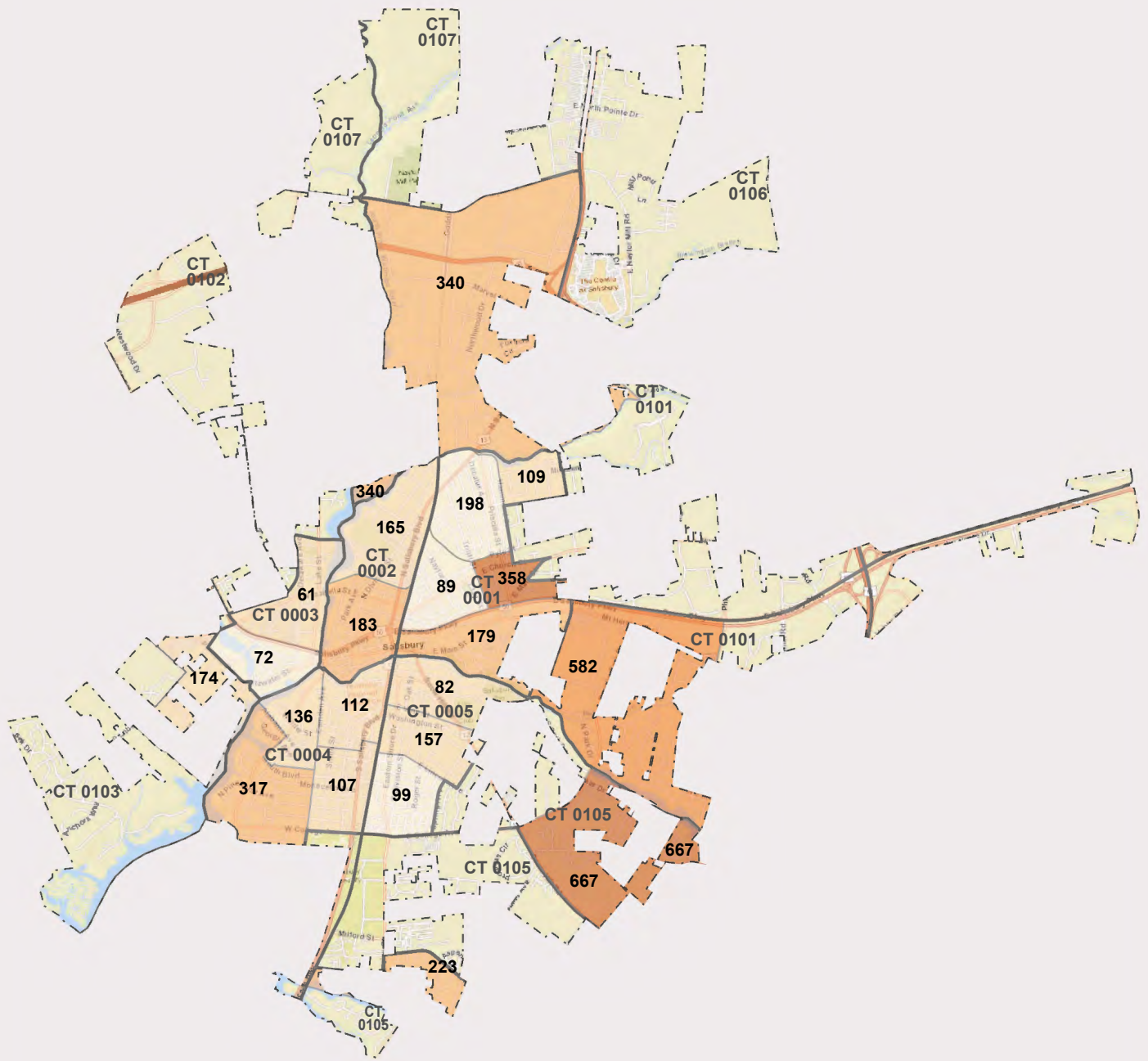
### Diversity Index

- |  |         |  |         |
|--|---------|--|---------|
|  | 32 - 46 |  | 61 - 74 |
|  | 47 - 60 |  | 75 - 88 |

Census block group labels also show the diversity index. The higher the index, the greater the diversity.



# Percent Population Age 65 and Over by Block Group: Salisbury MD



## Legend

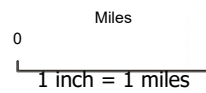
**% Population Age 65 and Over**

0% - 11%	23% - 28%
12% - 17%	29% - 39%
18% - 22%	

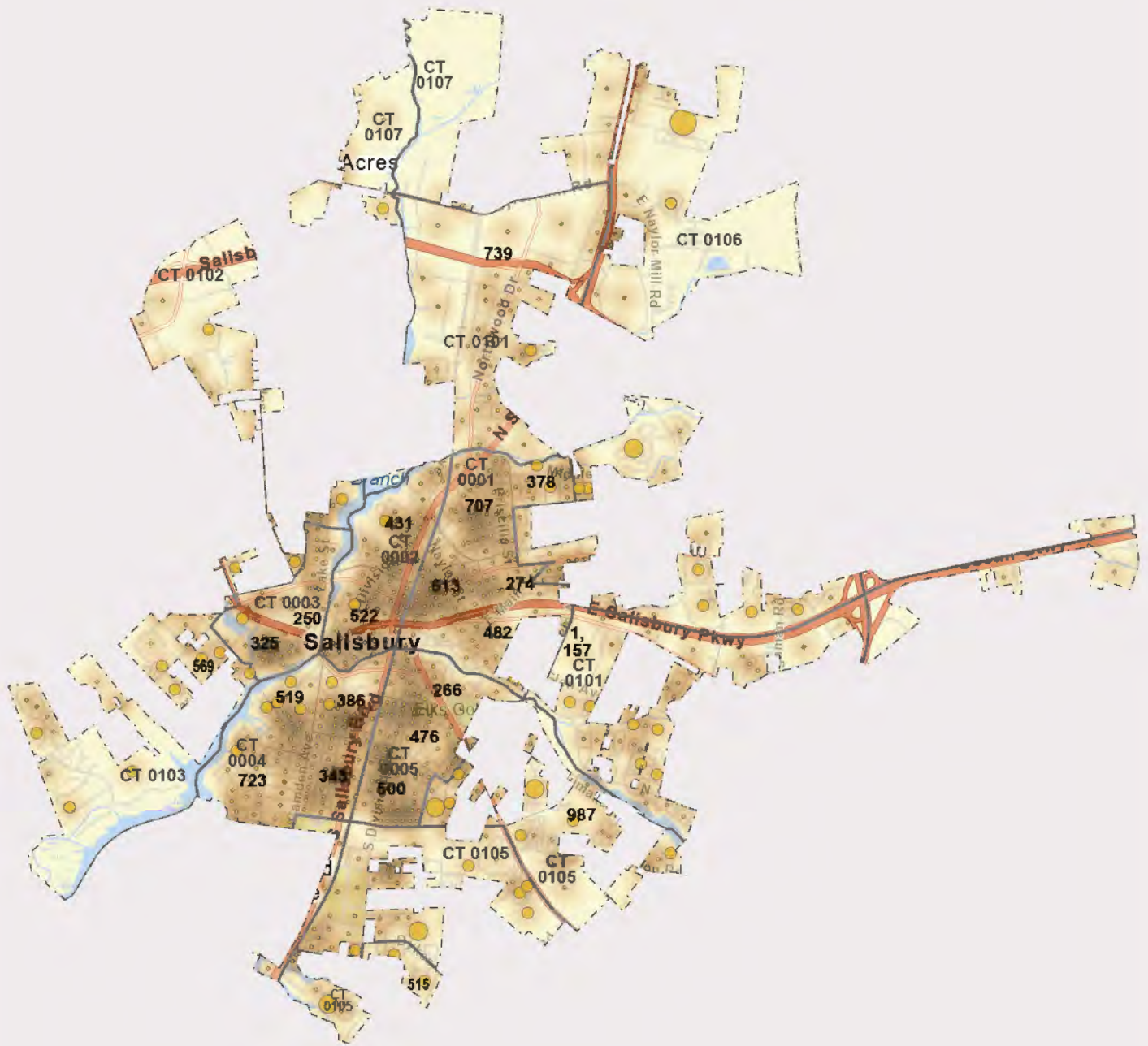
- City Boundary
- Tracts Boundary

CT 9719 = tract number

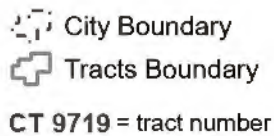
Census block group labels also show 2023 population Age 65 and over.



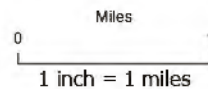
# Total Housing Units by Block Points: Salisbury MD



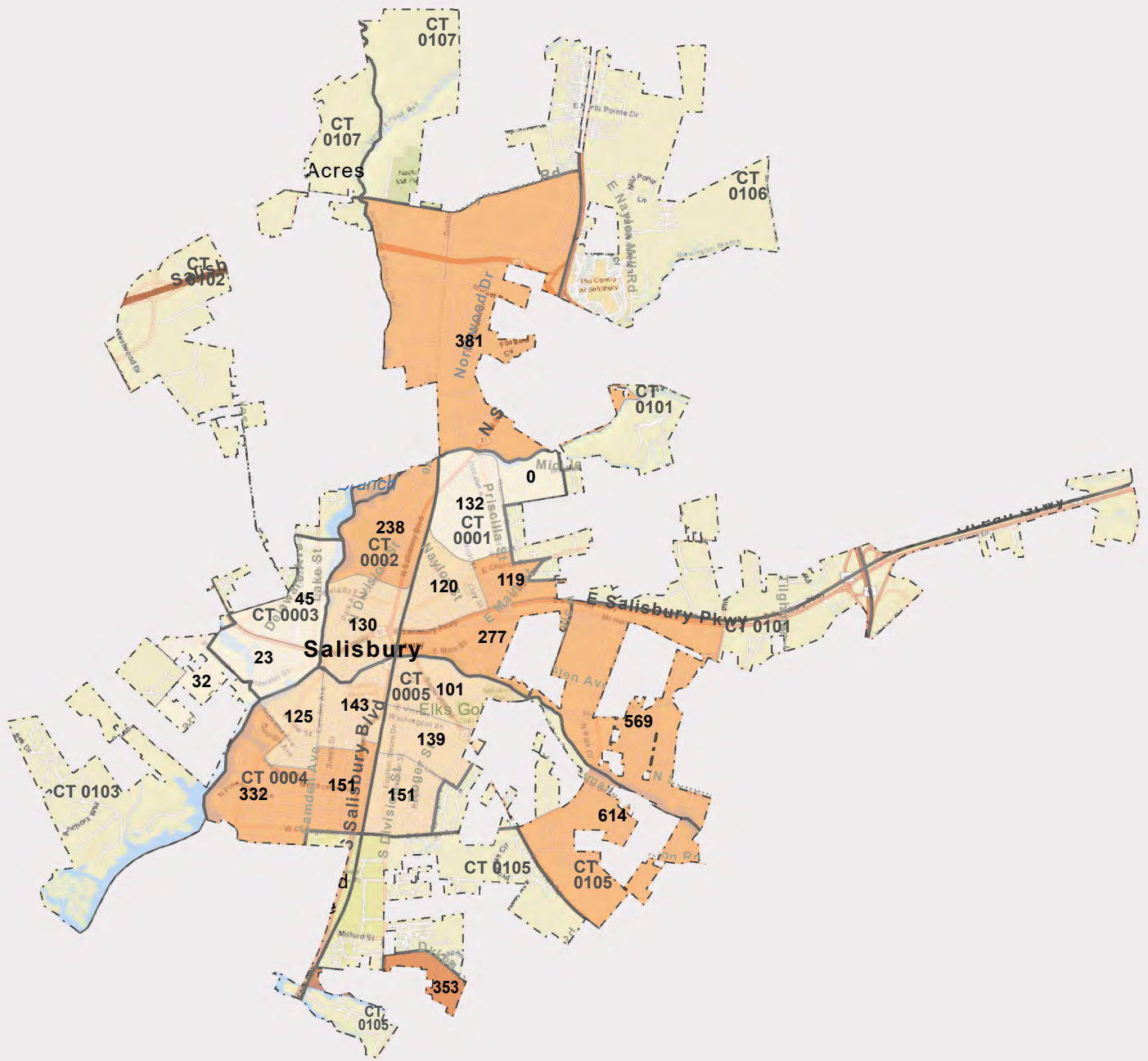
## Legend



Block group labels show 2023 total housing units.

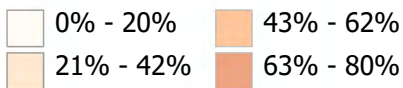


# Percent Owner Occupied Housing Units by Block Group: Salisbury MD



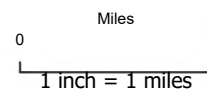
## Legend

### % Owner Occupied Housing Units

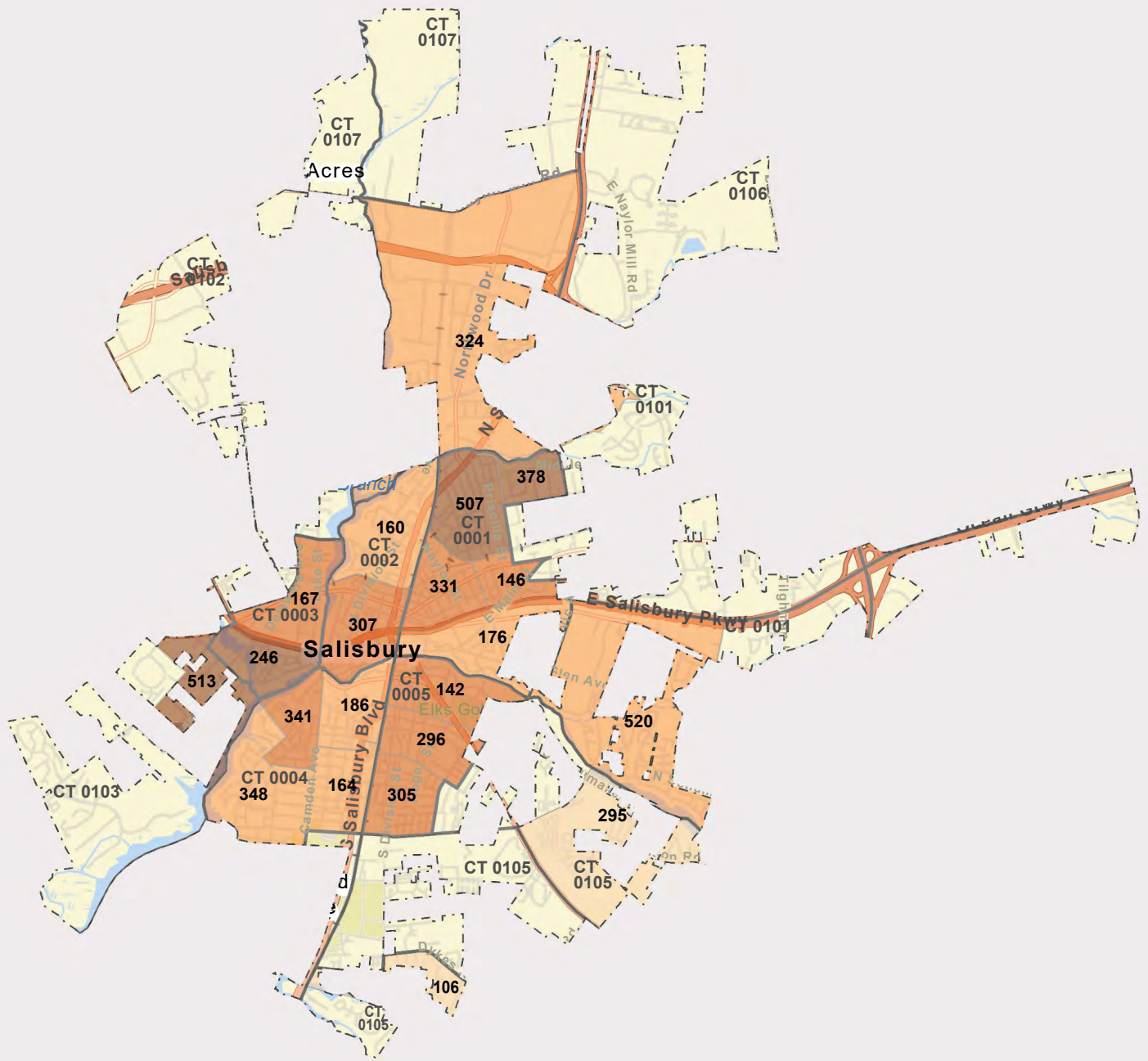


- City Boundary
- Tracts Boundary
- CT 9719 = tract number

Census block group labels also show owner occupied housing units.



# Percent Renter Occupied Housing Units by Block Group: Salisbury MD



## Legend

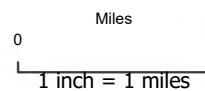
### % Renter Occupied Housing Units

- 19% - 34%
- 35% - 51%
- 52% - 69%
- 70% - 100%

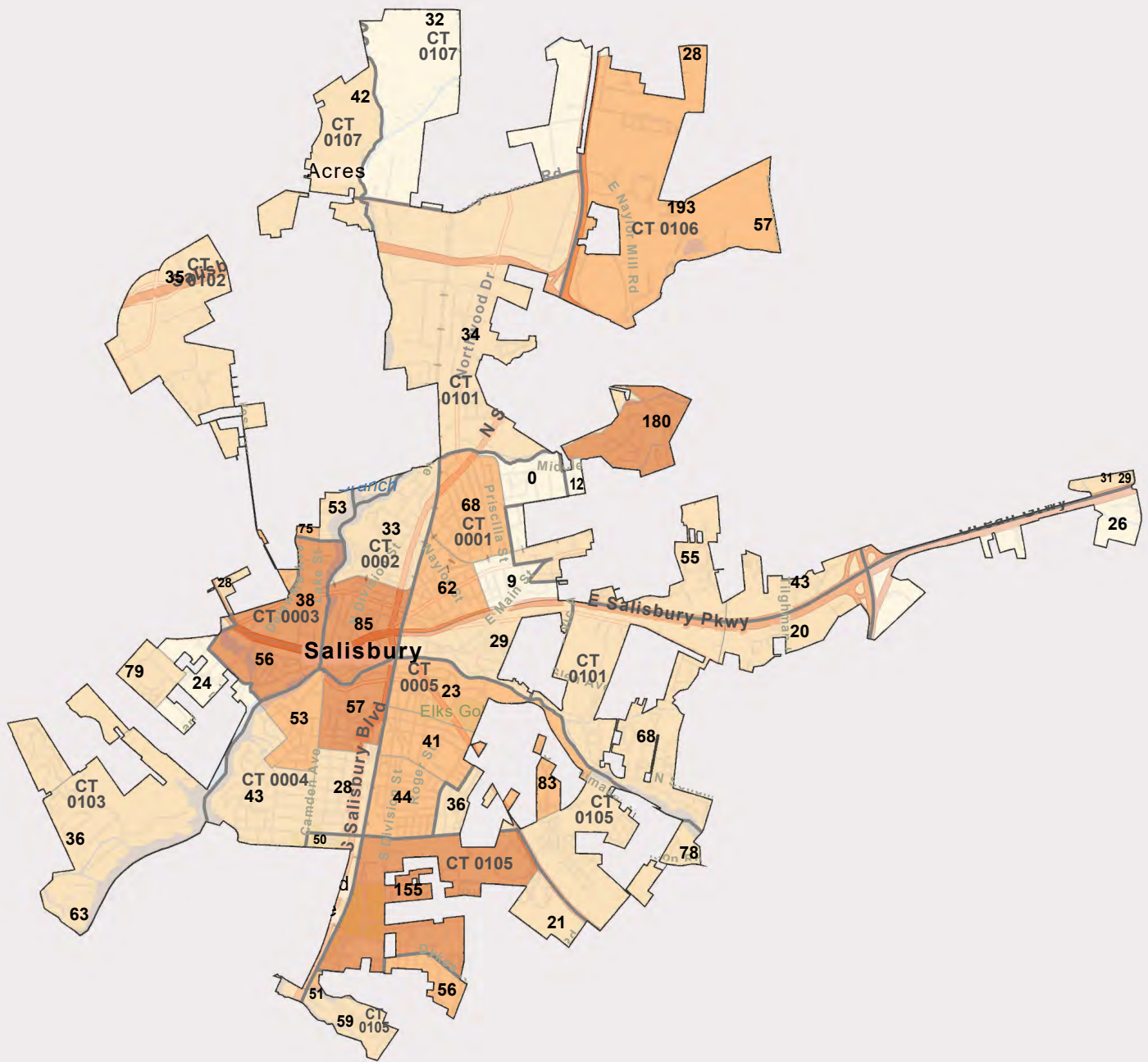
- City Boundary
- Tracts Boundary

CT 9719 = tract number

Block groups labels also show renter occupied housing units.





# Percent Vacant Housing Units by Block Group: Salisbury MD



## Legend

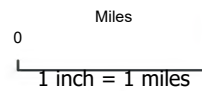
### Percent Vacant Housing Units



-  City Boundary
-  Tracts Boundary

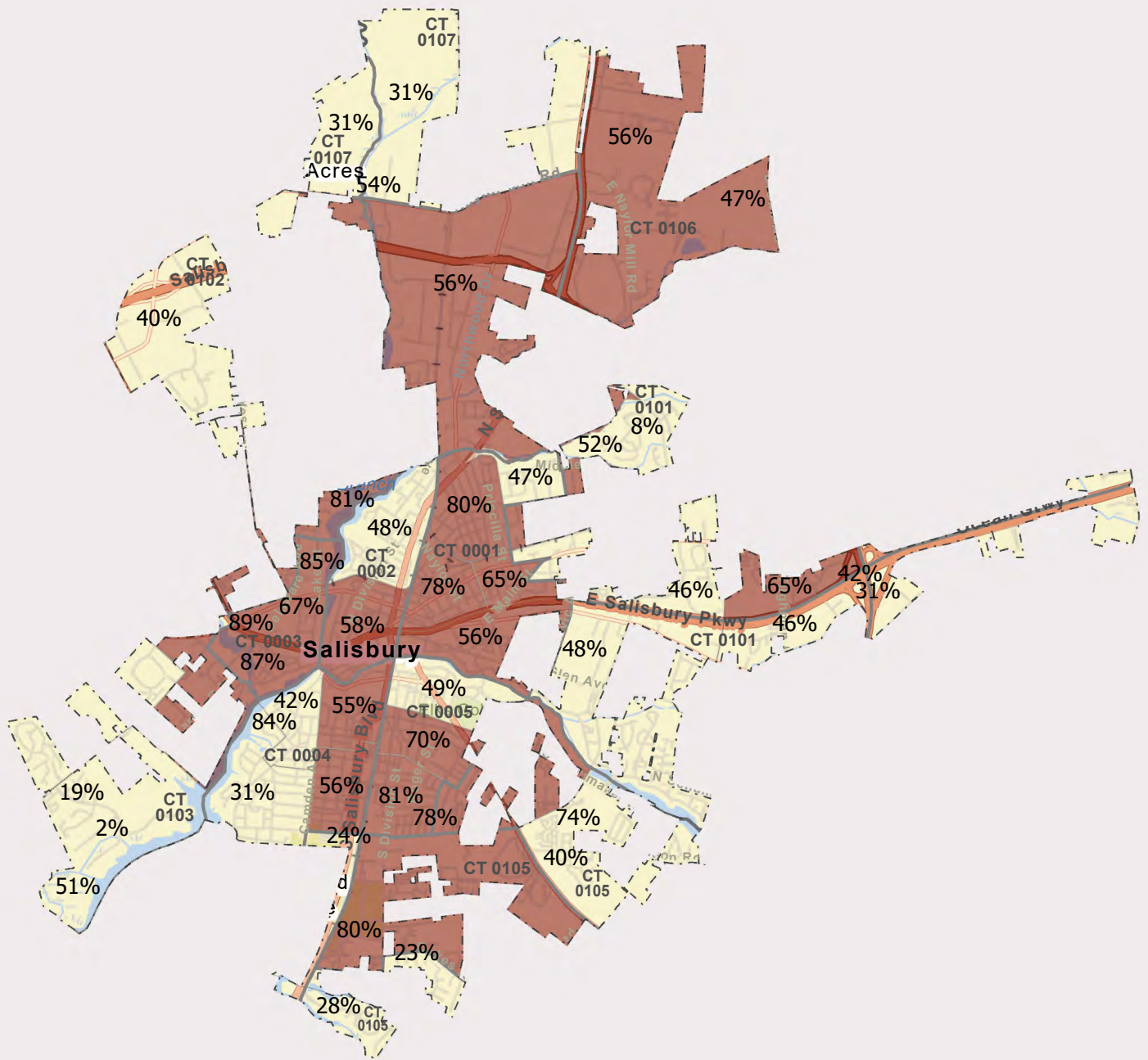
CT 9719 = tract number

Block group labels also show vacant housing units.





# Low/Moderate Income Percentage by Block Group: Salisbury MD



## Legend

### 2015 Low/Moderate Income

Less than 51%

51% or More

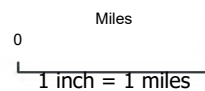
\* Based on ACS 2011-2015

City Boundary

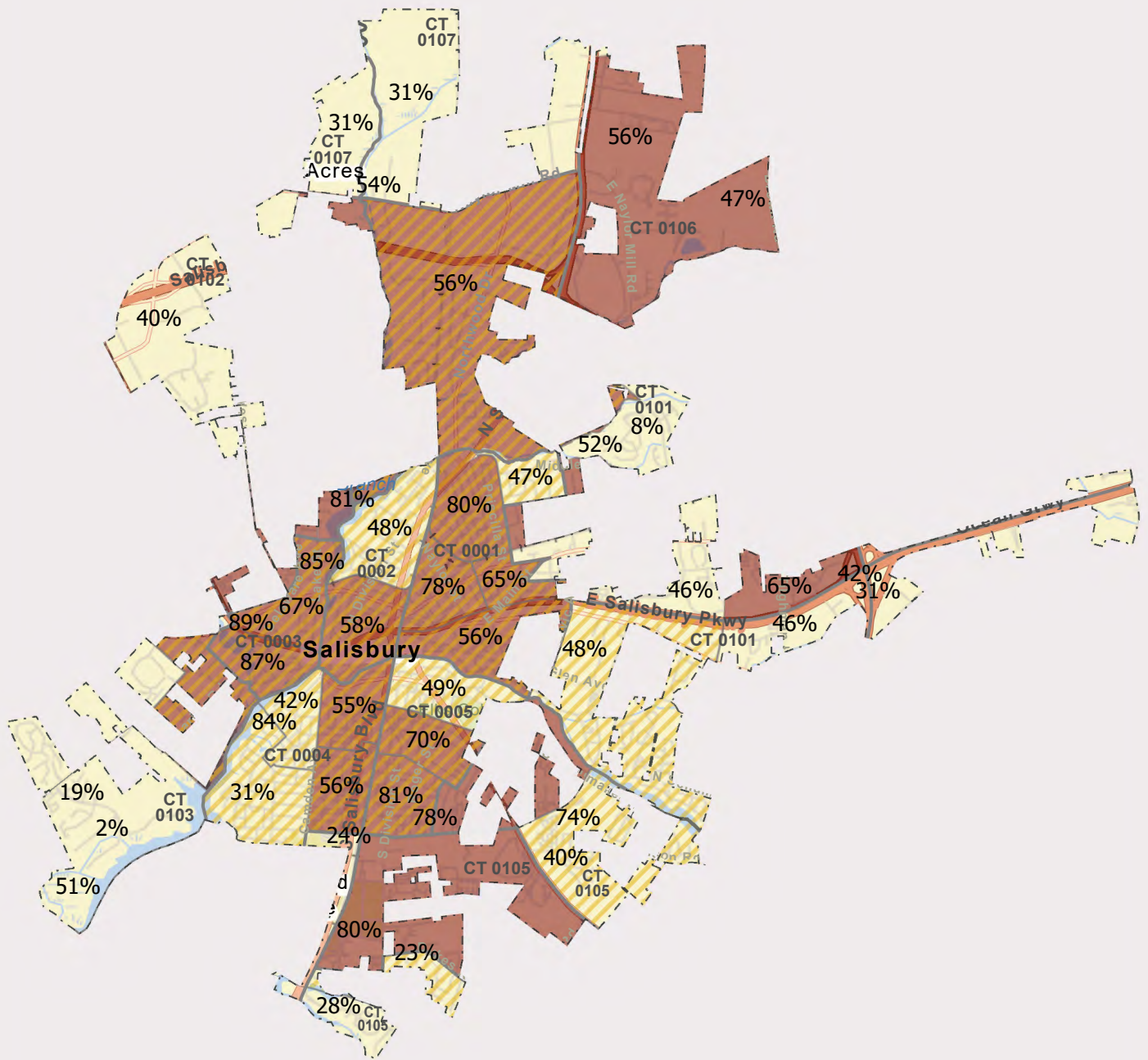
Tracts

CT 9719 = tract number

Block group labels show the low/moderate income percentage.



# Low/Moderate Income with Minority Percentage by Block Group: Salisbury MD



## Legend

### Low/Moderate Income

- Less than 51%
- 51% or More

\* Based on ACS 2011-2015

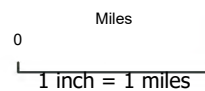
Minority >= 19%

City Boundary

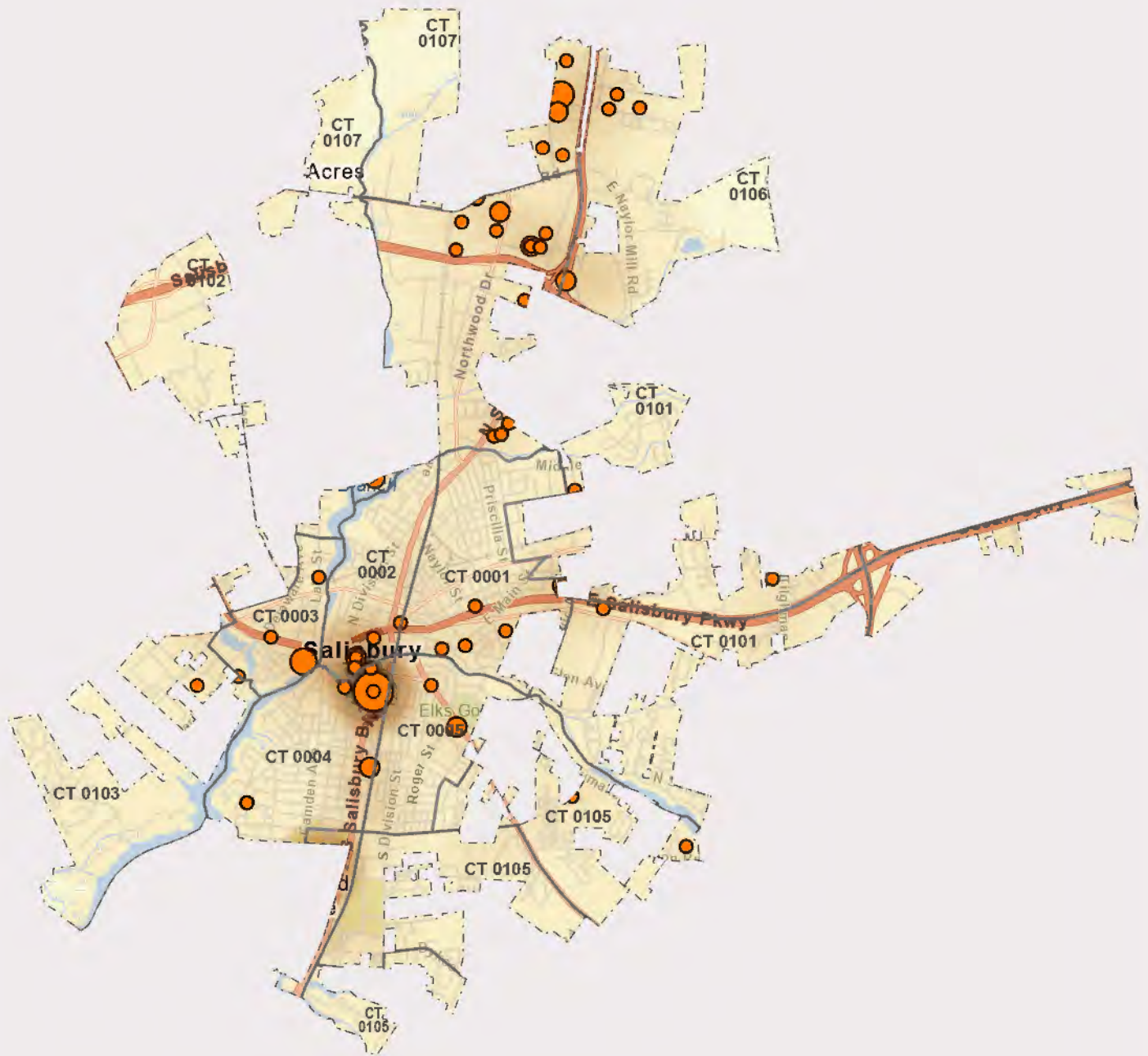
Tracts

CT 9719 = tract number

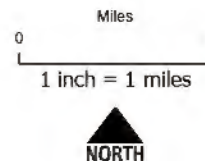
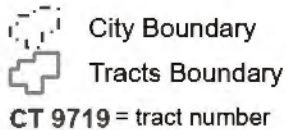
Block group labels show the low/moderate income percentage.



# Commercial Hot Spots: Salisbury MD



## Legend



# The Process

## PR-05 Lead & Responsible Agencies 24 CFR 91.200(b)

### 1. Describe agency/entity responsible for preparing the Consolidated Plan and those responsible for administration of each grant program and funding source

The following are the agencies/entities responsible for preparing the Consolidated Plan and those responsible for administration of each grant program and funding source.

Agency Role	Name	Department/Agency
CDBG Administrator	Salisbury	Finance Department

Table 1 – Responsible Agencies

### Narrative

The City of Salisbury's Department of Housing and Community Development is the administrating agency for the CDBG Program. The CDBG Program is managed by the Grants Manager, who reports to the Assistant Director of Finance - Operations. The Department is responsible for the preparation of the Five Year Consolidated Plans, Annual Action Plans, Environmental Review Records (ERRs), Consolidated Annual Performance Evaluation Reports (CAPERs), as well as monitoring, processing pay requests, sub-recipient contracting, and oversight of the programs on a day to day basis.

### Consolidated Plan Public Contact Information

Jo Ellen Bynum  
Grants Manager  
Finance Department  
City of Salisbury  
125 N. Division Street, #103  
Salisbury, MD 21801  
410-548-3110, ext. 1125  
jbynum@salisbury.md

## **PR-10 Consultation – 91.100, 91.110, 91.200(b), 91.300(b), 91.215(I) and 91.315(I)**

### **1. Introduction**

To develop the Five Year Consolidated Plan, the City of Salisbury consulted with public and private stakeholders that serve the low- and moderate-income residents of Salisbury. Input from the consultations was used to establish the priority needs and goals to be addressed with CDBG and other funds during the PY 2024 to PY 2028 five year period.

### **Provide a concise summary of the jurisdiction’s activities to enhance coordination between public and assisted housing providers and private and governmental health, mental health and service agencies (91.215(I)).**

The City’s Department of Housing and Community Development provides coordination between public and assisted housing providers, as well as private and governmental health, mental health, and social service agencies. The Housing and Community Development Department works closely with the Community Development Grants and Finance segments of the City to address the needs of the City’s LMI population. The following partners collaborate through funding and planning efforts to address the housing and community development needs of the City:

- Salisbury Department of Housing and Community Development - is composed of three divisions: Code Enforcement that enforces the City property maintenance and zoning codes; Community Relation that identifies and cultivates relationships with neighborhood leaders, community partners, and stakeholder groups; and Housing First that provides housing and support services to the homeless.
- Salisbury Finance Department - administers the CDBG grant program.
- Wicomico County Housing Authority - manages the Housing Choice Voucher Program and Public Housing Units in the City.
- Homeless Alliance for the Lower Shore Continuum of Care Committee (HALS CoC) - coordinates the Continuum of Care (CoC) network, including the City.
- Social Services Agencies - provide supportive services to address the needs of low- and moderate-income persons.
- Housing Providers - rehabilitate and develop affordable housing units for low- and moderate-income households.

### **Describe coordination with the Continuum of Care and efforts to address the needs of homeless persons (particularly chronically homeless individuals and families, families with children, veterans, and unaccompanied youth) and persons at risk of homelessness.**

The Homeless Alliance for the Lower Shore Continuum of Care Committee (HALS CoC) is the Continuum of Care for Salisbury. The HALS CoC was formed to provide supportive services and housing for the

homeless individuals and families in Wicomico, Somerset, and Worcester Counties. Members include representatives from local housing programs, county homeless boards, area shelters, non-profits, service organizations, state, federal and county agencies, faith community, law enforcement, universities, Board of Education representatives of the three school districts, mental health agencies, hospitals, employment agencies, permanent supportive housing providers, landlords, local providers, foundations, the business community, local residents and formerly homeless individuals.

Subrecipient CoC and ESG funded projects address the needs of homeless persons through the Continuum of Care Lead Agency's direction to prevent and end homelessness in the area. Various organizations and individuals participate in an assortment of ways through joint collaboration to end homelessness. These organizations accomplish this goal by addressing the immediate and ongoing needs of homeless persons (chronically homeless individuals and families, families with children, veterans, and unaccompanied youth) and persons at risk of homelessness. The City through various departments, regularly meet with CoC representatives to discuss efforts to address the needs of homeless persons and persons at risk of homelessness. Additionally, CDBG funds are used to financially support and leverage efforts of the CoC, including but not limited to shelter/housing support, supportive service activities, administrative support and eviction prevention assistance.

**Describe consultation with the Continuum(s) of Care that serves the jurisdiction's area in determining how to allocate ESG funds, develop performance standards and evaluate outcomes, and develop funding, policies and procedures for the administration of HMIS.**

The CoC manages ESG funds and consults with the state agency that awards ESG funds for the balance of the state to the three (3) local jurisdictions to fund sub-recipients for ESG services. The Homelessness Solutions Program (HSP) serves as a statewide response to address the issue of homelessness in Maryland, providing technical support and funding to Continuums of Care (CoCs) and Local Homeless Coalitions (LHCs), which coordinate funding and resources for service providers across the state. All of the ESG program sub-recipients are active participants of the CoC and serve on the CoC's governing board. Annually, the CoC submits an application to the State for agencies providing ESG funded services for: Street Outreach; Emergency Shelter; Rapid Rehousing; Homeless Prevention; PSH Case Management; HMIS; and Administrative Costs based on recommendations from the CoC Ranking Committee and approval by the CoC Lead.

The CoC uses HMIS reports and the State Data Warehouse to monitor program progress by accessing data quality, number of clients served, bed utilization, length of stay, returns to homelessness, and exits to permanent housing. HMIS data is also used for PIT, HIC, AHAR/LSA, SSVF, and numerous HMIS reports that assures HMIS data can be used to prevent and end homelessness in the local CoC.

For ESG funded projects, the HMIS administrator sends reports to agencies to document data quality. While the data quality standard is 90%, the CoC routinely exceeds this threshold. Should reports show data quality issues, the HMIS system administrator provides additional applicable training to staff. For projects submitting data into the State Data Warehouse, the HMIS administrator provides technical

assistance and additional training to ensure that ESG programs meet the performance and data quality standards. The HMIS administrator goes over report results with program management staff and trains management and agency staff in how to ensure data quality. On a monthly basis, the HMIS administrator runs data quality reports and provides comprehensive HMIS data to the CoC on all projects on a quarterly basis.

**2. Describe Agencies, groups, organizations and others who participated in the process and describe the jurisdictions consultations with housing, social service agencies and other entities**

The following agencies, groups, and organizations were consulted for the Five Year Consolidated Plan:

Salisbury Neighborhood Housing Services  
Shore Up!  
Department of Social Services  
Christian Shelter, Inc.  
Salisbury Urban Ministries  
Life Crisis Center  
Hudson Health Services, Inc.  
HALO  
Joseph House Crisis Center  
Little Sisters of Jesus and Mary  
Joseph House Workshop  
Wicomico County Housing Authority  
Homeless Alliance of the Lower Shore (HALS)  
Salisbury-Wicomico Economic Development  
Greater Salisbury Committee  
Salvation Army  
MAC, Inc.  
Village of Hope, Inc.  
Wicomico Co. Health Dept.  
Bay Area Center for Independent Living  
Deaf Independent Living  
Lower Shore Workforce Alliance  
Wicomico Co. Health Dept.

Hands & Hearts Healing Homelessness  
 United Needs & Abilities  
 Habitat for Humanity of Wicomico County  
 Pemberton manor Apartments  
 Help & Outreach Point of Entry (HOPE, Inc.)  
 Infrastructure & Development Department  
 Salisbury Police Department  
 Housing and Community Development Department  
 Haitian Development Center of Delmarva

**Identify any Agency Types not consulted and provide rationale for not consulting.**

The City of Salisbury maintains a CDBG contact list and regularly communicates with members providing updates on the City’s program. All stakeholders were contacted multiple times to consult on the Consolidated Plan, as well as being notified of the survey, public hearings, and draft plan display period. Some stakeholders did not provide direct responses.

**Other local/regional/state/federal planning efforts considered when preparing the Plan.**

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
Continuum of Care	Somerset County Health Department	Homeless Alliance for the Lower Shore (HALS) is the primary provider of housing and supportive services for the City of Salisbury's homeless persons and persons at risk of being homeless. The goals of the City and CoC are complementary.
Annual and Five Year Capital Plans	Wicomico County Housing Authority	The Wicomico County Housing Authority is the lead agency providing Public Housing and Housing Choice Vouchers in the City. The goals of the City and the PHA are complementary.

**Table 2 – Other local / regional / federal planning efforts**

**Describe cooperation and coordination with other public entities, including the State and any adjacent units of general local government, in the implementation of the Consolidated Plan (91.215(l))**

The City of Salisbury is the county seat for Wicomico County. Close consultation is maintained between City and County departments to ensure the needs of the area are adequately addressed. Wicomico County and the City of Salisbury have conducted joint planning activities since 1943 through the joint Planning and Zoning Commission, a joint planning office to provide assistance to both the City and the County, and the Salisbury/Wicomico Metropolitan Planning Organization (MPO). Development policies are determined by the Mayor and Council for the City of Salisbury. The Planning and Zoning Commission and the MPO Council have policy roles as designated by the governing bodies. The Planning Division of the



Infrastructure & Development Department is an agency of the City government and follows the City administrative policies and procedures. It is funded by the City.

**Narrative (optional):**

Consultations for the Five Year Consolidated Plan included stakeholders covering the following sectors:

- Housing Services and Assisted Housing
- Health Services
- Social and Fair Housing Services
- Continuum of Care
- Public and Private Agencies that address housing, health, social service, victim services, employment, and education needs
- Publicly Funded Institutions and Systems of Care that may discharge persons into homelessness
- Corrections Institutions
- Business and Civic Leaders
- Child Welfare Agencies concerned with lead poisoning
- Adjacent Units of general Local Government and Regional Government Agencies
- Broadband Internet Service Providers
- Natural Hazard Risk Assessors

**Consultation with persons, especially low-income persons, living in areas designated by the local jurisdiction as a revitalization area, areas designated by either a local jurisdiction or as a slum and blighted area and areas where CDBG funds are proposed to be used.**

The City prioritizes CDBG projects located in LMI Census Tracts and Block Groups. The City has identified five (5) CDBG Target Neighborhoods: North Camden; Newtown/North Division Street; Church Street/Doverdale; Presidents/Princeton Area; and the Westside. Meetings, communications, and announcements are directed to these areas of the City and organizations serving these areas. The City uses outreach efforts to consult and educate the residents of these areas concerning their housing and community development needs.

## **PR-15 Citizen Participation – 91.105, 91.115, 91.200(c) and 91.300(c)**

### **1. Summary of citizen participation process/Efforts made to broaden citizen participation Summarize citizen participation process and how it impacted goal-setting.**

The City of Salisbury prepared the Consolidated Plan and Annual Action Plan in compliance with the City's Citizen Participation Plan. The City held two (2) public hearings on the needs of the City of Salisbury that provided residents with the opportunity to discuss the City's CDBG Program and to offer their suggestions on future CDBG program priorities and activities. The hearings were held on: January 24, 2024 and March 20, 2024. The public hearings were broadcast live on Cable Channel 14 (PAC 14) and were rebroadcast three (3) times after the original broadcast. The City utilized an online resident's survey at the following address: <https://www.surveymonkey.com/r/SalisburyCDBG24-28> The City maintains a contact list for the CDBG program, and copies of the public hearing notices, engagement opportunities, and surveys were sent to the list. All contacts on the list were offered individual and group invitations to participate in the plan consultation process.

A "Draft Plan" was placed on display on the City's website at <https://salisbury.md/departments/housing-community-development> under the Community Development section and hard copies of the plan were available for review at the following location: Finance Department, City of Salisbury, 125 N. Division Street, #103, Salisbury, MD 21801.

The "Draft Plan" was available from March 1, 2024 until April 2, 2024 for review and comment.

The City developed the Consolidated Plan based on the input received at the public hearings, stakeholder and staff interviews, draft plan review comments, and the resident's survey.

Public hearing notes, stakeholder interviews, and survey results can be found in the "Citizen Participation" attachment.

## Citizen Participation Outreach

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
1	Internet Outreach	Non-targeted/ broad community	There were 436 responses to the survey.	The following comments were received: - There is a need for decent safe affordable housing.	All comments were accepted.	<a href="https://www.surveymonkey.com/r/SalisburyCDBG24-28">https://www.surveymonkey.com/r/SalisburyCDBG24-28</a>
2	Public Hearing	Non-targeted/ broad community	A public hearing was held on January 24, 2024. There were 14 attendees.	The following comments were received: - There is a need for decent safe affordable housing.	All comments were accepted.	N/A
3	Public Hearing	Non-targeted/ broad community	A public hearing was held on March 20, 2024. There were 8 attendees.	The following comments were received: - There is a need for housing rehabilitation assistance.	All comments were accepted.	N/A

**Table 3 – Citizen Participation Outreach**

# Needs Assessment

## NA-05 Overview

### Needs Assessment Overview

The City of Salisbury identified the following priority needs to be addressed in the Five Year Consolidated Plan:

1. Affordable Housing Needs
2. Homeless Needs
3. Other Special Needs
4. Community Development Needs
5. Economic Development Needs
6. Administration, Planning, and Management Needs

The City determined these needs based on consultations with various community stakeholders, area service agencies, municipal staff, community residents, as well as an analysis of demographic, economic and housing statistics.

The following section presents the priority needs identified as it pertains to:

- Housing Needs Assessment
- Homeless Needs Assessment
- Non-Homeless Special Needs Assessment
- Non-Housing Community Development Needs

## NA-10 Housing Needs Assessment - 24 CFR 91.205 (a,b,c)

### Summary of Housing Needs

To determine the City's housing needs the City of Salisbury assessed the supply of and demand for affordable housing. The City analyzed data provided by the U.S. Census Department, HUD, and input provided through consultations.

Demographics	Base Year: 2009	Most Recent Year: 2017	% Change
Population	31,880	32,850	3%
Households	12,095	12,705	5%
Median Income	\$37,705.00	\$44,474.00	18%

**Table 4 - Housing Needs Assessment Demographics**

Data Source: 2000 Census (Base Year), 2013-2017 ACS (Most Recent Year)

### Number of Households Table

	0-30% HAMFI	>30-50% HAMFI	>50-80% HAMFI	>80-100% HAMFI	>100% HAMFI
Total Households	2,575	2,410	2,350	1,185	4,190
Small Family Households	674	845	1,095	540	1,815
Large Family Households	134	75	130	34	140
Household contains at least one person 62-74 years of age	420	355	310	168	1,044
Household contains at least one person age 75 or older	410	404	335	59	239
Households with one or more children 6 years old or younger	464	408	504	249	383

**Table 5 - Total Households Table**

Data Source: 2013-2017 CHAS

## Housing Needs Summary Tables

### 1. Housing Problems (Households with one of the listed needs)

	Renter					Owner				
	0-30% AMI	>30-50% AMI	>50-80% AMI	>80-100% AMI	Total	0-30% AMI	>30-50% AMI	>50-80% AMI	>80-100% AMI	Total
<b>NUMBER OF HOUSEHOLDS</b>										
Substandard Housing - Lacking complete plumbing or kitchen facilities	115	40	35	15	205	0	0	20	0	20
Severely Overcrowded - With >1.51 people per room (and complete kitchen and plumbing)	130	10	4	40	184	0	0	10	0	10
Overcrowded - With 1.01-1.5 people per room (and none of the above problems)	55	20	25	30	130	0	0	0	0	0
Housing cost burden greater than 50% of income (and none of the above problems)	1,345	800	140	15	2,300	305	55	34	4	398

	Renter					Owner				
	0-30% AMI	>30-50% AMI	>50-80% AMI	>80-100% AMI	Total	0-30% AMI	>30-50% AMI	>50-80% AMI	>80-100% AMI	Total
Housing cost burden greater than 30% of income (and none of the above problems)	194	920	654	170	1,938	59	94	109	65	327
Zero/negative Income (and none of the above problems)	50	0	0	0	50	80	0	0	0	80

**Table 6 – Housing Problems Table**

Data 2013-2017 CHAS  
Source:

2. Housing Problems 2 (Households with one or more Severe Housing Problems: Lacks kitchen or complete plumbing, severe overcrowding, severe cost burden)

	Renter					Owner				
	0-30% AMI	>30-50% AMI	>50-80% AMI	>80-100% AMI	Total	0-30% AMI	>30-50% AMI	>50-80% AMI	>80-100% AMI	Total
<b>NUMBER OF HOUSEHOLDS</b>										
Having 1 or more of four housing problems	1,650	875	210	100	2,835	305	55	65	4	429
Having none of four housing problems	460	1,280	1,590	790	4,120	164	215	485	285	1,149
Household has negative income, but none of the other housing problems	0	0	0	0	0	0	0	0	0	0

**Table 7 – Housing Problems 2**

Data 2013-2017 CHAS  
Source:

### 3. Cost Burden > 30%

	Renter				Owner			
	0-30% AMI	>30-50% AMI	>50-80% AMI	Total	0-30% AMI	>30-50% AMI	>50-80% AMI	Total
NUMBER OF HOUSEHOLDS								
Small Related	595	690	349	1,634	28	45	50	123
Large Related	125	15	0	140	4	0	0	4
Elderly	320	360	159	839	175	84	83	342
Other	729	715	315	1,759	155	20	14	189
Total need by income	1,769	1,780	823	4,372	362	149	147	658

**Table 8 – Cost Burden > 30%**

Data 2013-2017 CHAS  
Source:

### 4. Cost Burden > 50%

	Renter				Owner			
	0-30% AMI	>30-50% AMI	>50-80% AMI	Total	0-30% AMI	>30-50% AMI	>50-80% AMI	Total
NUMBER OF HOUSEHOLDS								
Small Related	0	0	285	285	24	25	0	49
Large Related	0	0	0	0	4	0	0	4
Elderly	170	35	50	255	120	10	30	160
Other	0	700	475	1,175	155	0	0	155
Total need by income	170	735	810	1,715	303	35	30	368

**Table 9 – Cost Burden > 50%**

Data 2013-2017 CHAS  
Source:

### 5. Crowding (More than one person per room)

	Renter					Owner				
	0-30% AMI	>30-50% AMI	>50-80% AMI	>80-100% AMI	Total	0-30% AMI	>30-50% AMI	>50-80% AMI	>80-100% AMI	Total
NUMBER OF HOUSEHOLDS										
Single family households	135	30	29	70	264	0	0	10	0	10



	Renter					Owner				
	0-30% AMI	>30-50% AMI	>50-80% AMI	>80-100% AMI	Total	0-30% AMI	>30-50% AMI	>50-80% AMI	>80-100% AMI	Total
Multiple, unrelated family households	0	0	0	0	0	0	0	0	0	0
Other, non-family households	50	0	0	0	50	0	0	0	0	0
Total need by income	185	30	29	70	314	0	0	10	0	10

Table 10 – Crowding Information – 1/2

Data 2013-2017 CHAS  
Source:

	Renter				Owner			
	0-30% AMI	>30-50% AMI	>50-80% AMI	Total	0-30% AMI	>30-50% AMI	>50-80% AMI	Total
Households with Children Present	No data	No data	No data	No data	No data	No data	No data	No data

Table 11 – Crowding Information – 2/2

**Describe the number and type of single person households in need of housing assistance.**

According to the 2018-2022 American Community Survey, there were 13,335 households in the City of Salisbury. Of those households, 4,134 (31.0%) live alone and 1,947 (14.6%) are age 65 and older living alone. Based on estimates, at least two out five Salisbury residents age 65 or older are living alone and are in need of housing assistance beyond the needs of the average single person household.

**Estimate the number and type of families in need of housing assistance who are disabled or victims of domestic violence, dating violence, sexual assault, and stalking.**

Disabled

It is estimated that three out of four disabled renters have a housing problem, including cost overburden by 30% or another type of housing problem. It is estimated that one out of two disabled homeowners have a housing problem, including cost overburden by 30% or another type of housing problem. From these estimates, it can be expected that approximately 600 disabled renters have a housing problem and approximately 200 disabled homeowners have a housing problem and are in need of housing assistance in combination with supportive services. According to the 2018-2022 American Community Survey, 13.0% of the population have a disability. Of the Under 18 Population, 4.5% have a disability. Of the 18-64 Population, 10.4% have a disability. Of the 65 plus Population, 40.2% have a disability. For the City of

Salisbury, 2.8% have a hearing difficulty, 2.7% have a vision difficulty, 6.7% have a cognitive difficulty, 6.8% have an ambulatory difficulty, 2.7% have a self-care difficulty, and 5.3% have an independent living difficulty.

### Victims of Domestic Violence, Dating Violence, Sexual Assault and Stalking

Based on crime statistics and social service agency responses, it is estimated that 150 households are victims of domestic violence, dating violence, sexual assault and stalking are in need of housing assistance.

### **What are the most common housing problems?**

In Salisbury, low- and moderate-income households may face various housing problems. While specific challenges can vary depending on factors such as neighborhood, housing market conditions, and individual circumstances, some common housing problems for low- and moderate-income households include:

1. **Affordability:** One of the primary challenges for low- and moderate-income households is finding affordable housing. Rising housing costs relative to incomes can make it difficult for these households to secure safe and stable housing without experiencing a significant cost burden.
2. **Limited Availability of Affordable Housing Units:** Low- and moderate-income households may face limited options when it comes to affordable rental or homeownership opportunities. There may be a shortage of subsidized housing units or affordable housing developments in Salisbury, leading to high demand and long waiting lists.
3. **Substandard Housing Conditions:** Some low- and moderate-income households may live in substandard housing conditions, including properties with issues such as poor maintenance, inadequate heating or plumbing, pest infestations, or structural deficiencies. These conditions can negatively impact residents' health, safety, and overall well-being.
4. **Housing Discrimination:** Discriminatory practices in the housing market, such as landlord discrimination based on race, ethnicity, gender, disability, or source of income, can limit housing options for low- and moderate-income households. This can lead to housing instability and barriers to accessing safe and affordable housing.
5. **Limited Access to Support Services:** Low- and moderate-income households may have limited access to support services such as rental assistance, housing counseling, financial education, or social services. Without access to these resources, households may struggle to address housing-related challenges and maintain housing stability.
6. **Eviction Risk:** Many low- and moderate-income households in Salisbury may be at risk of eviction due to factors such as inability to pay rent, lease violations, or other issues. Eviction can lead to housing instability, homelessness, and other negative outcomes for affected households and communities.
7. **Gentrification and Displacement:** Gentrification and rising property values in certain neighborhoods may lead to displacement of low- and moderate-income households as housing

becomes less affordable or as properties are renovated or redeveloped for higher-income residents.

Addressing these housing problems for low- and moderate-income households in the City requires a multifaceted approach that includes increasing the availability of affordable housing, addressing substandard housing conditions, combating housing discrimination, providing access to supportive services, and implementing policies to prevent displacement and eviction. Collaboration among policymakers, housing agencies, community organizations, and other stakeholders is essential to effectively address these challenges and promote housing stability for vulnerable households in Salisbury.

**Are any populations/household types more affected than others by these problems?**

Based on the information provided by the U.S. Census data, lower income renter and owner households, elderly persons, single person households, large families, victims of domestic violence, dating violence, sexual assault and stalking, and persons with disabilities are more affected by these housing problems.

**Describe the characteristics and needs of Low-income individuals and families with children (especially extremely low-income) who are currently housed but are at imminent risk of either residing in shelters or becoming unsheltered 91.205(c)/91.305(c)). Also discuss the needs of formerly homeless families and individuals who are receiving rapid re-housing assistance and are nearing the termination of that assistance.**

Low-income individuals and families with children who are currently housed but are at imminent risk of residing in shelters or becoming unsheltered often face a range of challenges that put their housing stability in jeopardy. These challenges can vary depending on factors such as location, available resources, and individual circumstances. Here are some common characteristics and needs of this population:

1. **Income Instability:** Many low-income families experience irregular or insufficient income, making it difficult to cover basic living expenses, including rent and utilities. Fluctuating income levels can lead to difficulty in maintaining stable housing and increase the risk of homelessness.
2. **High Housing Cost Burden:** A significant portion of the household income is often dedicated to housing costs, leaving little room for savings or unexpected expenses. This high housing cost burden can make it challenging to afford other necessities such as food, healthcare, and childcare.
3. **Limited Access to Affordable Housing:** Extremely low-income families often struggle to find affordable housing options that meet their needs. Affordable housing units may be scarce or have long waiting lists, leaving families with few options and vulnerable to housing instability.
4. **Inadequate Housing Conditions:** Even when housed, low-income families may live in substandard or overcrowded conditions due to affordability constraints. Issues such as inadequate heating, plumbing problems, pest infestations, or safety hazards can negatively impact the health and well-being of household members.
5. **Lack of Support Services:** Many low-income families require additional support services to address various needs, including childcare, healthcare, mental health services, substance abuse

treatment, and employment assistance. However, access to these services may be limited due to financial constraints or lack of availability in their community.

6. **Limited Social Support Network:** Low-income families may lack a strong social support network to provide assistance during times of crisis. Without access to friends, family, or community resources, they may struggle to navigate challenges related to housing instability and financial insecurity.
7. **Vulnerability to Eviction:** Low-income families are often at risk of eviction due to inability to pay rent, lease violations, or other factors. Eviction can lead to homelessness or displacement, especially if families do not have alternative housing options or support systems in place.
8. **Health and Educational Needs of Children:** Children in low-income families may face additional challenges related to health, education, and overall well-being. Access to quality healthcare, nutritious food, stable housing, and educational opportunities is essential for their development and future success.

Addressing the needs of low-income individuals and families at imminent risk of homelessness requires a comprehensive approach that includes affordable housing solutions, access to support services, eviction prevention programs, and efforts to address underlying issues such as poverty and income inequality. By providing resources and assistance tailored to their needs, policymakers and service providers can help prevent homelessness and promote housing stability for vulnerable families.

**If a jurisdiction provides estimates of the at-risk population(s), it should also include a description of the operational definition of the at-risk group and the methodology used to generate the estimates:**

The HALS CoC prepares a yearly gap analysis that looks at HMIS data including shelter utilization, PIT data, prevention and rapid rehousing to determine gaps in services. Within this data, a determination of changes in client demographics was made which identifies at-risk population groups. Preliminary PIT data was recently presented to the CoC which identified a growing number of shelter stays for young adults (18-24). Prior gap analysis identified the need to focus on veterans and victims of domestic violence based on an increase of those populations.

**Specify particular housing characteristics that have been linked with instability and an increased risk of homelessness.**

Several housing characteristics have been linked with instability and an increased risk of homelessness. These include:

1. **High Rent Burden:** When a household spends a significant portion of its income on rent, it leaves little room for savings or unexpected expenses, increasing the risk of homelessness if financial stability is compromised.

2. **Lack of Affordable Housing:** Limited availability of affordable housing options can force individuals and families into unstable living situations, such as overcrowded or substandard housing, or frequent moves.
3. **Eviction:** Being evicted from a rental property can lead to homelessness, especially if the individual or family does not have a stable support network or financial resources to secure alternative housing.
4. **Lack of Legal Tenure:** People living in informal settlements or with insecure tenure arrangements, such as squatting or living in temporary structures, are at higher risk of homelessness due to the lack of legal protection and stability.
5. **Housing Discrimination:** Discriminatory practices in housing, such as denial of rental applications based on race, ethnicity, gender, or other factors, can limit access to stable housing and contribute to homelessness.
6. **Housing Quality:** Poor housing conditions, including issues such as lack of heating, plumbing problems, or structural deficiencies, can lead to health problems and make housing unstable or uninhabitable, increasing the risk of homelessness.
7. **Limited Support Services:** Lack of access to support services such as mental health care, substance abuse treatment, or employment assistance can exacerbate housing instability, especially for individuals or families facing additional challenges.
8. **Lack of Social Support:** Individuals without a strong social support network, including friends, family, or community resources, may be more vulnerable to homelessness during times of crisis or instability.

Addressing these housing characteristics requires a comprehensive approach that includes increasing the availability of affordable housing, implementing tenant protections, providing support services, and addressing systemic issues such as housing discrimination and income inequality.

## **Discussion**

The City has determined the following Housing Priority Need: There is a need for decent, safe, accessible, and affordable housing. The City will continue to address the housing needs of the City's residents by: supporting the development of new affordable housing units; assisting in the maintenance of existing affordable housing units; assisting renters and owners to obtain affordable housing; providing housing rehabilitation assistance; and providing housing and supportive service assistance to the homeless and those at risk of being homeless.

## NA-15 Disproportionately Greater Need: Housing Problems – 91.205 (b)(2)

Assess the need of any racial or ethnic group that has disproportionately greater need in comparison to the needs of that category of need as a whole.

### Introduction

Housing problems disaggregated by income, racial and ethnic cohorts were analyzed to determine if a cohort disproportionately experienced a housing problem as compared to the other cohorts. Disproportionality was identified when a racial or ethnic cohort experienced a 10 percentage points or higher occurrence rate of housing problems. A housing problem is defined as one of the four following housing problems: 1. housing lacks complete kitchen facilities; 2. housing lacks complete plumbing facilities; 3. housing has more than 1 person per room; and 4. housing cost burden is over 30%.

### 0%-30% of Area Median Income

Housing Problems	Has one or more of four housing problems	Has none of the four housing problems	Household has no/negative income, but none of the other housing problems
Jurisdiction as a whole	1,689	85	110
White	794	15	70
Black / African American	825	75	30
Asian	24	0	0
American Indian, Alaska Native	0	0	0
Pacific Islander	0	0	0
Hispanic	35	0	10

**Table 12 - Disproportionally Greater Need 0 - 30% AMI**

Data 2013-2017 CHAS  
Source:

\*The four housing problems are:

1. Lacks complete kitchen facilities,
2. Lacks complete plumbing facilities,
3. More than one person per room,
4. Cost Burden greater than 30%

### 30%-50% of Area Median Income

Housing Problems	Has one or more of four housing problems	Has none of the four housing problems	Household has no/negative income, but none of the other housing problems
Jurisdiction as a whole	2,045	365	0
White	1,085	175	0
Black / African American	820	135	0
Asian	20	10	0
American Indian, Alaska Native	0	0	0
Pacific Islander	0	0	0
Hispanic	44	45	0

**Table 13 - Disproportionally Greater Need 30 - 50% AMI**

Data 2013-2017 CHAS  
Source:

\*The four housing problems are:

1. Lacks complete kitchen facilities,
2. Lacks complete plumbing facilities,
3. More than one person per room,
4. Cost Burden greater than 30%

### 50%-80% of Area Median Income

Housing Problems	Has one or more of four housing problems	Has none of the four housing problems	Household has no/negative income, but none of the other housing problems
Jurisdiction as a whole	1,765	750	0
White	875	270	0
Black / African American	765	330	0
Asian	55	0	0
American Indian, Alaska Native	0	0	0
Pacific Islander	0	25	0
Hispanic	60	115	0

**Table 14 - Disproportionally Greater Need 50 - 80% AMI**

Data 2013-2017 CHAS  
Source:

\*The four housing problems are:

1. Lacks complete kitchen facilities,
2. Lacks complete plumbing facilities,
3. More than one person per room,
4. Cost Burden greater than 30%

**80%-100% of Area Median Income**

Housing Problems	Has one or more of four housing problems	Has none of the four housing problems	Household has no/negative income, but none of the other housing problems
Jurisdiction as a whole	525	660	0
White	195	375	0
Black / African American	290	230	0
Asian	0	4	0
American Indian, Alaska Native	0	45	0
Pacific Islander	0	0	0
Hispanic	39	4	0

**Table 15 - Disproportionally Greater Need 80 - 100% AMI**

Data 2013-2017 CHAS  
Source:

\*The four housing problems are:

1. Lacks complete kitchen facilities,
2. Lacks complete plumbing facilities,
3. More than one person per room,
4. Cost Burden greater than 30%

**Discussion**

There was one (1) disproportionately impacted cohort for housing problems; the 80%-100% of Area Median Income Black/African American cohort experienced 55% of the housing problems but represented 44% of the cohort.



## NA-20 Disproportionately Greater Need: Severe Housing Problems – 91.205 (b)(2)

Assess the need of any racial or ethnic group that has disproportionately greater need in comparison to the needs of that category of need as a whole.

### Introduction

Severe housing problems disaggregated by income, racial and ethnic groups were analyzed to determine if a cohort disproportionately experienced a severe housing problem as compared to the other cohorts. Disproportionality was identified when a racial or ethnic cohort experienced a 10 percentage points or higher occurrence rate of severe housing problems. A severe housing problem is defined as one of the four following housing problems: 1. housing lacks complete kitchen facilities; 2. housing lacks complete plumbing facilities; 3. housing has more than 1.5 persons per room; and 4. housing cost burden is over 50%.

### 0%-30% of Area Median Income

Severe Housing Problems*	Has one or more of four housing problems	Has none of the four housing problems	Household has no/negative income, but none of the other housing problems
Jurisdiction as a whole	1,554	219	110
White	759	50	70
Black / African American	725	169	30
Asian	24	0	0
American Indian, Alaska Native	0	0	0
Pacific Islander	0	0	0
Hispanic	35	0	10

**Table 16 – Severe Housing Problems 0 - 30% AMI**

Data 2013-2017 CHAS  
Source:

\*The four severe housing problems are:

1. Lacks complete kitchen facilities,
2. Lacks complete plumbing facilities,
3. More than 1.5 persons per room,
4. Cost Burden over 50%

### 30%-50% of Area Median Income

Severe Housing Problems*	Has one or more of four housing problems	Has none of the four housing problems	Household has no/negative income, but none of the other housing problems
Jurisdiction as a whole	1,395	1,004	0
White	830	414	0
Black / African American	480	489	0
Asian	0	30	0
American Indian, Alaska Native	0	0	0
Pacific Islander	0	0	0
Hispanic	40	49	0

**Table 17 – Severe Housing Problems 30 - 50% AMI**

Data 2013-2017 CHAS  
Source:

\*The four severe housing problems are:

1. Lacks complete kitchen facilities, 2. Lacks complete plumbing facilities, 3. More than 1.5 persons per room, 4. Cost Burden over 50%

### 50%-80% of Area Median Income

Severe Housing Problems*	Has one or more of four housing problems	Has none of the four housing problems	Household has no/negative income, but none of the other housing problems
Jurisdiction as a whole	615	1,895	0
White	270	885	0
Black / African American	285	810	0
Asian	35	20	0
American Indian, Alaska Native	0	0	0
Pacific Islander	0	25	0
Hispanic	20	155	0

**Table 18 – Severe Housing Problems 50 - 80% AMI**

Data 2013-2017 CHAS  
Source:

\*The four severe housing problems are:

1. Lacks complete kitchen facilities, 2. Lacks complete plumbing facilities, 3. More than 1.5 persons per room, 4. Cost Burden over 50%

## 80%-100% of Area Median Income

Severe Housing Problems*	Has one or more of four housing problems	Has none of the four housing problems	Household has no/negative income, but none of the other housing problems
Jurisdiction as a whole	185	985	0
White	80	480	0
Black / African American	80	430	0
Asian	0	4	0
American Indian, Alaska Native	0	45	0
Pacific Islander	0	0	0
Hispanic	29	14	0

**Table 19 – Severe Housing Problems 80 - 100% AMI**

Data 2013-2017 CHAS  
Source:

\*The four severe housing problems are:

1. Lacks complete kitchen facilities,
2. Lacks complete plumbing facilities,
3. More than 1.5 persons per room,
4. Cost Burden over 50%

## Discussion

There was one (1) disproportionately impacted cohort for severe housing problems; the 80%-100% of Area Median Income Hispanic cohort experienced 16% of the housing problems but represented 4% of the cohort.

## NA-25 Disproportionately Greater Need: Housing Cost Burdens – 91.205 (b)(2)

Assess the need of any racial or ethnic group that has disproportionately greater need in comparison to the needs of that category of need as a whole.

### Introduction:

Housing cost burdens disaggregated by income, racial and ethnic groups were analyzed to determine if a cohort disproportionately experienced a housing cost burden as compared to the other cohorts. Disproportionality was identified when a racial or ethnic cohort experienced a 10 percentage points or higher occurrence rate of housing cost burdens. A housing cost burden is defined as a household paying over 30% of household AMI on housing costs and a severe housing cost burden is defined as a household paying over 50% of household AMI on housing costs.

### Housing Cost Burden

Housing Cost Burden	<=30%	30-50%	>50%	No / negative income (not computed)
Jurisdiction as a whole	6,185	2,750	3,220	110
White	3,410	1,415	1,724	70
Black / African American	1,960	1,135	1,350	30
Asian	240	40	28	0
American Indian, Alaska Native	45	0	0	0
Pacific Islander	50	0	0	0
Hispanic	380	120	45	10

**Table 20 – Greater Need: Housing Cost Burdens AMI**

Data Source: 2013-2017 CHAS

### Discussion:

There were no cohorts that were disproportionately affected by housing cost burdens or severe housing cost burdens.

## **NA-30 Disproportionately Greater Need: Discussion – 91.205(b)(2)**

### **Are there any income categories in which a racial or ethnic group has disproportionately greater need than the needs of that income category as a whole?**

There was one (1) disproportionately impacted cohort for housing problems; the 80%-100% of Area Median Income Black/African American cohort experienced 55% of the housing problems but represented 44% of the cohort.

There was one (1) disproportionately impacted cohort for severe housing problems; the 80%-100% of Area Median Income Hispanic cohort experienced 16% of the housing problems but represented 4% of the cohort.

### **If they have needs not identified above, what are those needs?**

The City recognizes that limited English proficiency is integrated into housing problems as it relates to racial/ethnic groups. According to the 2018-2022 ACS data, there were 925, or 6.9%, households identified as “Limited English-Speaking Households.” Households that speak French, Haitian, or Cajun numbered 807 and 536 of those households are Limited English Speaking households. Households that speak Spanish numbered 622 and 94 of those households are Limited English Speaking households. Limited English proficiency can make it challenging for households to understand housing-related information, such as lease agreements, housing applications, and tenant rights.

### **Are any of those racial or ethnic groups located in specific areas or neighborhoods in your community?**

The City of Salisbury defines an Area of Minority Concentration as a Census Tract where at least 60% of the population residing within the Census Tract are identified as minority households. According to the 2017-2021 American Community Survey, there are four (4) Census Tracts within the City of Salisbury which meet this definition: Census Tract 1, Census Tract 3, Census Tract 5, and Census Tract 102.

Census Tract 1 includes the Church Street/Doverdale CDBG Target Neighborhood. The percentage of minority residents residing in Census Tract 1 is 76.6%.

Census Tract 3 encompasses the Westside CDBG Target Neighborhood. The percentage of minority residents residing in Census Tract 3 is 89.8%.

Census Tract 5 encompasses the Presidents/Princeton CDBG Target Neighborhood. The percentage of minority residents residing in Census Tract 5 is 63.8%.

Census Tract 102 is located north of the Westside and Newtown/North Division CDBG Target Neighborhoods. The percentage of minority residents residing in Census Tract 102 is 87.3%.

## NA-35 Public Housing – 91.205(b)

### Introduction

The Wicomico County Housing Authority (WCHA) serves the City of Salisbury and Wicomico County by promoting adequate and affordable housing, economic opportunity, and a suitable living environment free from discrimination. WCHA owns and manages 177 public housing units, 51 LIHTC units, 67 affordable rental homes, and administers 223 leased Housing Choice Vouchers, all of which are tenant based.

### Totals in Use

	Program Type								
	Certificate	Mod-Rehab	Public Housing	Vouchers			Special Purpose Voucher		
				Total	Project - based	Tenant - based	Veterans Affairs Supportive Housing	Family Unification Program	Disabled *
# of units vouchers in use	0	0	179	223	0	223	0	0	0

**Table 21 - Public Housing by Program Type**

\*includes Non-Elderly Disabled, Mainstream One-Year, Mainstream Five-year, and Nursing Home Transition

Data Source: PIC (PIH Information Center)

### Characteristics of Residents

	Program Type								
	Certificate	Mod-Rehab	Public Housing	Vouchers			Special Purpose Voucher		
				Total	Project - based	Tenant - based	Veterans Affairs Supportive Housing	Family Unification Program	
Average Annual Income	0	0	13,869	13,313	0	13,313	0	0	0

	Program Type							
	Certificate	Mod-Rehab	Public Housing	Vouchers			Special Purpose Voucher	
				Total	Project - based	Tenant - based	Veterans Affairs Supportive Housing	Family Unification Program
Average length of stay	0	0	7	7	0	7	0	0
Average Household size	0	0	2	2	0	2	0	0
# Homeless at admission	0	0	1	0	0	0	0	0
# of Elderly Program Participants (>62)	0	0	60	97	0	97	0	0
# of Disabled Families	0	0	44	24	0	24	0	0
# of Families requesting accessibility features	0	0	179	223	0	223	0	0
# of HIV/AIDS program participants	0	0	0	0	0	0	0	0
# of DV victims	0	0	0	0	0	0	0	0

**Table 22 – Characteristics of Public Housing Residents by Program Type**

Data Source: PIC (PIH Information Center)

### Race of Residents

Race	Program Type								
	Certificate	Mod-Rehab	Public Housing	Vouchers			Special Purpose Voucher		
				Total	Project - based	Tenant - based	Veterans Affairs Supportive Housing	Family Unification Program	Disabled *
White	0	0	35	70	0	70	0	0	0

Race	Certificate	Mod-Rehab	Public Housing	Program Type					
				Vouchers Total	Project - based	Tenant - based	Special Purpose Voucher		
							Veterans Affairs Supportive Housing	Family Unification Program	Disabled *
Black/African American	0	0	143	151	0	151	0	0	0
Asian	0	0	0	0	0	0	0	0	0
American Indian/Alaska Native	0	0	1	2	0	2	0	0	0
Pacific Islander	0	0	0	0	0	0	0	0	0
Other	0	0	0	0	0	0	0	0	0

\*includes Non-Elderly Disabled, Mainstream One-Year, Mainstream Five-year, and Nursing Home Transition

**Table 23 – Race of Public Housing Residents by Program Type**

Data Source: PIC (PIH Information Center)

### Ethnicity of Residents

Ethnicity	Certificate	Mod-Rehab	Public Housing	Program Type					
				Vouchers Total	Project - based	Tenant - based	Special Purpose Voucher		
							Veterans Affairs Supportive Housing	Family Unification Program	Disabled *
Hispanic	0	0	3	6	0	6	0	0	0
Not Hispanic	0	0	176	217	0	217	0	0	0

\*includes Non-Elderly Disabled, Mainstream One-Year, Mainstream Five-year, and Nursing Home Transition

**Table 24 – Ethnicity of Public Housing Residents by Program Type**

Data Source: PIC (PIH Information Center)



**Section 504 Needs Assessment: Describe the needs of public housing tenants and applicants on the waiting list for accessible units:**

The needs of public housing tenants and applicants on the waiting list are for accessible units and accommodations, such as first floor units, entrance ramps, and unit proximity to elevators. The Public Housing waiting list is comprised of 37% of individuals with a disability and the Housing Choice Voucher waiting list is comprised of 24% of individuals with a disability. The Housing Authority makes reasonable accommodations for residents of its public housing units to accommodate various disabilities. All new or improved units are designed for visitability and accessibility.

**Most immediate needs of residents of Public Housing and Housing Choice voucher holders**

As of January 2024, there were 520 individuals on the Public Housing Waiting List. Of those individuals, 80% were extremely low-income, 4% were very low-income, and 16% were low-income. Units requested are: 52% 1 BR, 38% 2 BR, 7% 3 BR, and 3% 4+ BR. The largest demand for affordable housing on the waiting list is for affordable housing for extremely low-income households. The waiting list is currently closed.

As of January 2024, there were 733 individuals on the Housing Choice Voucher Waiting List. Of those individuals, 75% were extremely low-income, 20% were very low-income, and 5% were low-income. Units requested are: 43% 1 BR, 31% 2 BR, 18% 3 BR, and 8% 4+ BR. The largest demand for affordable housing on the waiting list is for affordable housing for extremely low-income households. The waiting list is currently closed.

The most immediate needs of the families on the waiting list include decent, safe, sanitary and affordable housing; supportive services such as employment training; access to transportation for commuting to work, shopping, and medical services; and living wage job opportunities.

**How do these needs compare to the housing needs of the population at large**

The Housing Authority's waiting list is disproportionately representative of the extremely low-income households of the City. While there are some similarities, such as the need for decent, safe, sanitary and affordable housing; the needs of the lowest income residents of Salisbury are specific to the need for highly subsidized housing.

**Discussion**

The Wicomico County Housing Authority is an important part of the City of Salisbury's housing strategy, especially for extremely low-income households. The City of Salisbury recognizes the need for decent, safe, accessible, and affordable housing to address households affected by housing problems, severe housing problems and housing cost burdens. The City acknowledges that the important investment and redevelopment the Housing Authority continues throughout the Salisbury area to create attainable

housing that is located near transportation, services, and employment while not excessively concentrating housing in one particular area of the City.

## NA-40 Homeless Needs Assessment – 91.205(c)

### Introduction:

To determine the City's homeless needs the City of Salisbury assessed the nature and extent of unsheltered and sheltered homelessness in the area. The City analyzed data provided by the Continuum of Care and input provided through consultations.

Population	Estimate the # of persons experiencing homelessness on a given night		Estimate the # experiencing homelessness each year	Estimate the # becoming homeless each year	Estimate the # exiting homelessness each year	Estimate the # of days persons experience homelessness
	Sheltered	Unsheltered				
Persons in Households with Adult(s) and Child(ren)	5	93	228	140	60	75
Persons in Households with Only Children	0	0	0	0	0	0
Persons in Households with Only Adults	27	167	960	600	260	85
Chronically Homeless Individuals	10	33	165	35	20	300
Chronically Homeless Families	5	8	10	2	8	75
Veterans	2	21	110	30	70	75
Unaccompanied Child	0	10	85	25	22	75
Persons with HIV	1	3	3	3	3	85

**If data is not available for the categories "number of persons becoming and exiting homelessness each year," and "number of days that persons experience homelessness," describe these categories for each homeless population type (including chronically homeless**

**individuals and families, families with children, veterans and their families, and unaccompanied youth):**

Not applicable.

**Nature and Extent of Homelessness: (Optional)**

<b>Race:</b>	<b>Sheltered:</b>	<b>Unsheltered (optional)</b>
White	95	26
Black or African American	173	19
Asian	1	0
American Indian or Alaska Native	0	0
Pacific Islander	1	0
<b>Ethnicity:</b>	<b>Sheltered:</b>	<b>Unsheltered (optional)</b>
Hispanic	3	0
Not Hispanic	281	45

**Data Source:**

**Comments:**

Data provided by the Homeless Alliance for the Lower Shore (HALS CoC) 2020/2023 PIT Survey and HMIS.

**Estimate the number and type of families in need of housing assistance for families with children and the families of veterans.**

Based on 2023 PIT data, there were 87 homeless people in families. Of those homeless families, 61 were under the age of 18, 6 were age 18 to 24, 10 were age 25 to 34, 5 were age 35 to 44, 3 were age 45 to 54, and 2 were age 55 to 64. The majority (86 out of 87) of homeless families are non-Hispanic and (71 out of 87) are Black, African American, or African. Of the homeless families, 9 were unsheltered, which included 7 under the age of 18 and 2 age 25 to 34.

Based on 2023 PIT data, there were 13 homeless veterans. Of those veterans, 1 was female and 12 were male; all 13 were non-Hispanic. There were 11 sheltered veterans and 2 unsheltered veterans.

**Describe the Nature and Extent of Homelessness by Racial and Ethnic Group.**

Based on 2023 PIT data, there were 329 overall homeless persons, comprised of 262 sheltered ES homeless, 22 sheltered TH homeless, and 45 unsheltered homeless.

Sheltered ES Homeless – 259 were non-Hispanic and 3 were Hispanic; 94 were White, 152 were Black, African American, or African, 1 was Asian or Asian American, 1 was Native Hawaiian or Other Pacific Islander, and 14 Multiple Races.

Sheltered TH Homeless – 22 were non-Hispanic and 0 were Hispanic; 1 was White and 21 were Black, African American.

Unsheltered Homeless – 45 were non-Hispanic and 0 were Hispanic; 26 were White and 19 were Black, African American, or African.

**Describe the Nature and Extent of Unsheltered and Sheltered Homelessness.**

After seeing a decrease in homelessness during 2021 and 2022, unsheltered and sheltered homelessness returned to the slightly increasing levels of homelessness that the CoC documented from 2016 to 2020. The number, type of families, racial and ethnic patterns have remained consistent and have increased slightly.

**Discussion:**

The CoC has a Coordinated Entry workgroup that follows HUD requirements, ensuring all CoC, ESG, PATH & SSVF funded programs follow a housing first model. Shelters admit clients with substance abuse and/or mental health issues, and criminal backgrounds. When clients that are noticeably intoxicated seek shelter for the night accommodations are made to limit the disruption to other shelter guests. The coordinated entry system has improved shelter access throughout the area and ensures available beds are utilized. An assessment of homeless data from 2023 indicated that shelters are near full capacity with a bed utilization rate of 95%. The CoC is actively coordinating with privately funded shelters to collect homeless data and to encourage utilization of the coordinated entry system and housing first model. The CoC relies on information from stakeholders to identify and target known locations of unsheltered homeless people to analyze the housing needs of unsheltered persons.

## **NA-45 Non-Homeless Special Needs Assessment - 91.205 (b,d)**

### **Introduction:**

To determine the City's non-homeless needs the City of Salisbury assessed the housing needs of residents who are not homeless but require supportive housing. The assessment includes the following groups:

- Elderly Persons (65 years and older)
- Frail Elderly
- Persons with mental, physical, and/or developmental disabilities
- Persons with Alcohol or other Drug Addiction
- Persons with HIV/AIDS and their families
- Victims of domestic violence, dating violence, sexual assault, and stalking

The needs of each one of these groups were determined by consultations with stakeholders and data provided by the U.S. Census Department and HUD.

### **Describe the characteristics of special needs populations in your community:**

Elderly Persons (65 years and older) - According to the 2018-2022 American Community Survey, there were 4,389 elderly persons living in the City which represented 13.3% of the total population.

Frail Elderly - The term "frail elderly" typically refers to older individuals who are in a state of physical or functional decline, often characterized by weakness, vulnerability, and increased susceptibility to adverse health outcomes. According to the 2018-2022 American Community Survey 23.1% of the City's 65 to 74 year population have a disability and 61.5% of the City's 75 plus population have a disability. Of the 65 and over population 14.0% have a hearing difficulty, 10.3% have a vision difficulty, 14.7% have a cognitive difficulty, 24.4% have an ambulatory difficulty, 9.0% have a self-care difficulty, and 17.6% have an independent living difficulty.

Persons with Mental, Physical, and/or Developmental Disabilities - According to the 2018-2022 American Community Survey, 13.0% of the population have a disability. Of the Under 18 Population, 4.5% have a disability. Of the 18-64 Population, 10.4% have a disability. For the 18-64 Age Group, 1.0% have a hearing difficulty, 2.1% have a vision difficulty, 5.4% have a cognitive difficulty, 4.5% have an ambulatory difficulty, 1.4% have a self-care difficulty, and 2.7% have an independent living difficulty.

Persons with Alcohol or other Drug Addiction - For Wicomico County the following alcohol and drug related deaths occurred: alcohol related intoxication deaths 4 in 2020, 1 in 2019, and 0 in 2018; cocaine related intoxication deaths 7 in 2020, 2 in 2019, and 6 in 2018; fentanyl related intoxication deaths 12 in 2020, 9 in 2019, and 8 in 2018; heroin related intoxication deaths 1 in 2020, 1 in 2019, and 5 in 2018; and total opioid related intoxication deaths 13 in 2020, 9 in 2019, and 8 in 2018.

Persons with HIV/AIDS and their families - In 2021, there were 9 people diagnosed with HIV in Wicomico County. At the end of 2021, there were 268 people living with diagnosed HIV in Wicomico County. Rates were two times as high in males as compared to females. Rates among people living with diagnosed HIV were 2 to 7 times higher among Non-Hispanic Black people as compared to Hispanic people and Non-Hispanic White people; 63.4% of people living with diagnosed HIV in Wicomico County were Non-Hispanic Black.

Victims of Domestic Violence, Dating Violence, Sexual Assault, and Stalking - Based on crime statistics and social service agency responses, it can be estimated that a total of 100 victims of domestic violence, dating violence, sexual assault, and stalking and are in need of housing assistance.

### **What are the housing and supportive service needs of these populations and how are these needs determined?**

Elderly Persons (65 years and older) - Their housing needs are: accessibility; safety/security; affordability; social support/community; healthcare access; adaptability; transportation; supportive services; and housing choice.

Frail Elderly - Their housing needs are: assisted living facilities; skilled nursing facilities; memory care facilities; home healthcare services; accessibility modifications; social support; end-of-life care; family support/caregiver resources; and financial assistance.

Persons with Mental, Physical, and/or Developmental Disabilities - Their housing needs are: accessibility; safety/security; supportive services; affordability; community inclusion; flexibility in design; social support networks; legal protections; transitional and permanent housing; and family support.

Persons with Alcohol or other Drug Addiction - Their housing needs are: safe and stable housing; supportive housing; access to treatment services; peer support networks; safe withdrawal management; harm reduction approaches; access to mental health services; continuum of care; and culturally competent services.

Persons with HIV/AIDS and their families - Their housing needs are: safe and stable housing; affordable housing; housing discrimination protections; access to healthcare services; supportive housing services; mental health support; substance abuse treatment; nutritional support; and peer support and community engagement.

Victims of Domestic Violence, Dating Violence, Sexual Assault, and Stalking - Their housing needs are: emergency shelter; transitional housing; safe and secure housing; confidentiality and privacy; access to supportive services; legal protections; financial assistance; culturally competent services; and child friendly housing.

**Discuss the size and characteristics of the population with HIV/AIDS and their families within the Eligible Metropolitan Statistical Area:**

At the end of 2021, there were 25 (9.3%) 20-29 year old, 51 (19.0%) 30-39 year old, 50 (18.7%) 40-49 year old, 64 (23.9%) 50-59 year old, and 78 (29.1%) 60+ year old people living with diagnosed HIV in Wicomico County. Rates among people living with diagnosed HIV were 2 to 7 times higher among Non-Hispanic Black people as compared to Hispanic people and Non-Hispanic White people; 63.4% of people living with diagnosed HIV in Wicomico County were Non-Hispanic Black. The most common exposure category was male-to-male sexual contact (43.6%), followed by heterosexual contact (41.4%), and injection drug use (10.0%).

**If the PJ will establish a preference for a HOME TBRA activity for persons with a specific category of disabilities (e.g., persons with HIV/AIDS or chronic mental illness), describe their unmet need for housing and services needed to narrow the gap in benefits and services received by such persons. (See 24 CFR 92.209(c)(2) (ii))**

Not applicable; the City is not a HOME PJ.

**Discussion:**

Special needs populations include the elderly, frail elderly, persons with mental, physical, and/or developmental disabilities, persons with alcohol or other drug addiction, persons with HIV/AIDS and their families, and victims of domestic violence, dating violence, sexual assault, and stalking. While Salisbury serves as the nexus for supportive service providers, the special needs population is provided housing and supportive services through state, county and private non-profit housing and supportive service providers in the City. The primary providers of support services are the Maryland Department of Health and Mental Hygiene (DHMH) and the County Health Department. The Wicomico Health and Social Services Department provides funding and oversight for community residential programs for persons with mental and physical illness and service to all special needs populations in the City of Salisbury. The Wicomico Health Department also refers persons with HIV/AIDS and persons with alcohol or other drug addiction problems to local non-profit service organizations.



## **NA-50 Non-Housing Community Development Needs – 91.215 (f)**

### **Describe the jurisdiction's need for Public Facilities:**

The following public facility needs were identified by the City of Salisbury in the City's 2010 Comprehensive Plan:

- Provide community facilities that will ensure an adequate level of public services to all residents of the City of Salisbury.
- Maintain and make efficient use of the existing community facilities.
- Expand the existing community facilities to meet the needs of the expected growth in population.

The following objectives were identified by the City of Salisbury in the City's 2010 Comprehensive Plan:

- Maintain and provide adequate sewer and drainage systems to protect the health, safety, and welfare of all City residents.
- Ensure that the costs associated with providing public water and sewer facilities are equitably distributed between public and private sectors.
- Provide management and disposal of all non-hazardous waste materials generated within the City of Salisbury in an efficient and environmentally sound manner.
- Encourage the preservation of land and cultural resources.
- Increase the availability of recreational areas to improve the quality of life within the City.
- Provide an array of recreational facilities and programs throughout the City that are available to all City residents.
- Provide an open space network along rivers and waterways, which will establish an interconnected open space network.
- Provide connectivity to community spaces, schools, fire stations, libraries, and parks for pedestrians, bicyclists, and automobile drivers.

### **How were these needs determined?**

These needs were determined from public input, interviews with City staff, and from the City of Salisbury's Comprehensive Plan. The City is updating its Comprehensive Plan which was last updated in 2010.

### **Describe the jurisdiction's need for Public Improvements:**

The following public improvement needs were identified by the City of Salisbury in the City's 2010 Comprehensive Plan:

- Implement the strategies contained in the City Water – Sewer Allocation Management Plan.
- Update and implement the City's Stormwater Management Ordinance to reflect recent and future revisions to the State's stormwater regulations.

- Obtain an expanded groundwater appropriation permit to meet future demand.
- Research, identify, and implement best management practices of Stormwater Management in an effort to reduce floatables and other undesired debris from entering the water bodies.
- Map key community facilities with respect to their location on roadways, bikeways and pedestrian networks.
- Identify capital projects to create necessary linkages throughout the City.
- Explore and identify possible locations for a separate City Hall in the Downtown area.
- Continue to coordinate with the Wicomico County Board of Education to improve educational facilities to meet future enrollment.
- Preserve open spaces and provide a system of green corridors along the riverbanks throughout the City.

### **How were these needs determined?**

These needs were determined from public input, interviews with City staff, and from the City of Salisbury's Comprehensive Plan. The City is updating its Comprehensive Plan which was last updated in 2010.

### **Describe the jurisdiction's need for Public Services:**

The following public service needs were identified by the City of Salisbury in the City's 2010 Comprehensive Plan:

- Police - The Salisbury Police Department (SPD) is an accredited full service police department employing 88 police officers and 28 civilians. The Police Department consists of three divisions that offer the following services: Community Action Team; Criminal Investigation; Narcotics Task Force; Accident Investigation; Victims Assistance; Citizens and Youth Police Academies; Fingerprinting of Children; Graffiti Elimination; and Animal Control. There is a need for additional funding to enable the SPD to continue to provide the current level of public safety for enforcement and crime prevention programs. Additionally, with an increasing population in the City, the SPD will need to expand the size of its department and the services offered. There is a need for beat patrolmen and new police vehicles and equipment.
- Fire, Rescue and EMS - The Salisbury Fire Department (SFD) ensures the health, safety and wellbeing of the City by providing prevention and mitigation of fire and life safety hazards in an effective and efficient manner. The SFD operates three fire stations (Headquarters located at 325 Cypress Street, Station 1 located at 1100 Beaglin Park Drive, and Station 2 located at 801 Brown Street) and is a combination of volunteer and paid firefighters. The Salisbury Fire District is approximately 54 square miles, which includes the City and all incorporated areas outside of the City limits. The SFD provides fire, emergency medical and special operations services including: Emergency Medical Services and Advanced Life Support; heavy rescue and extrication; hazardous materials response and mitigation; confined space entry and rescue; marine surface and sub-surface firefighting and rescue; trench collapse entry and rescue; high angle rescue; hazardous devices; protection from acts of terrorism; and public education and fire prevention services. The

Fire Department is staffed by 64 paid employees, 120 active volunteer firefighters, and two civilians. The SFD's capital apparatus inventory includes the following: four engines; one tower ladder/aerial; two ladder trucks; one heavy rescue; five advanced life support state certified ambulances; one brush unit; one Dive Rescue Unit; one HAZMAT/CBRNE vehicle; one spill response trailer; two marine vessels; and one command unit. There is a need for additional funding to enable the Salisbury Fire Department to continue to provide the current level of fire safety, rescue services, and emergency medical services. Additionally, with an increasing population in the City, the SFD will need to expand the size of its department, equipment, and services.

- Education - There are 15 public schools serving City of Salisbury students: nine elementary schools, three middle schools, and three high schools. The Wicomico County Board of Education (WCBOE) operates and maintains the schools that serve the entire County including the City. Additionally, there are 13 State certified private schools located in the County, Salisbury University and Wor-Wic Community College. There is a need to continue to coordinate with the WCBOE to ensure educational facilities are adequate in size to accommodate the anticipated enrollment in their service areas and a need for the City/University/Community College to collaborate on meeting community business initiatives and focus on retaining graduates in the community after graduation.
- Transportation - the City's goal is to provide a comprehensive multi-modal network to ensure the safe, convenient and efficient movement of people and goods among places of residence, employment, shopping, service, education and recreation throughout the region in a manner as least disruptive as possible to residents.

### **How were these needs determined?**

These needs were determined from public input, interviews with City staff, and from the City of Salisbury's Comprehensive Plan. The City is updating its Comprehensive Plan which was last updated in 2010.

# Housing Market Analysis

## MA-05 Overview

### Housing Market Analysis Overview:

The City determined the funding priorities for its Strategic Plan by assessing the following areas:

- Housing Market
- Facilities, Housing, and Services for Homeless Persons
- Special Needs Facilities and Services
- Community and Economic Conditions

## MA-10 Number of Housing Units – 91.210(a)&(b)(2)

### Introduction

Per the 2013-2017 ACS data, there were 14,312 total residential housing units in the City of Salisbury. Of these units, there were 7,735 single family housing units (5%), 1,275 two to four family housing units (9%), and 5,283 multi-family housing units (37%). The ratio of renter-occupied housing units (72.5%) to owner-occupied housing units (27.5%) is almost 3 to 1. The majority of rental units are 2 or more bedrooms, and the vast majority of owner units are 3 or more bedrooms.

### All residential properties by number of units

Property Type	Number	%
1-unit detached structure	5,895	41%
1-unit, attached structure	1,840	13%
2-4 units	1,275	9%
5-19 units	3,653	26%
20 or more units	1,630	11%
Mobile Home, boat, RV, van, etc.	19	0%
<b>Total</b>	<b>14,312</b>	<b>100%</b>

**Table 25 – Residential Properties by Unit Number**

Data Source: 2013-2017 ACS

### Unit Size by Tenure

	Owners		Renters	
	Number	%	Number	%
No bedroom	10	0%	510	6%
1 bedroom	44	1%	1,510	16%
2 bedrooms	595	17%	3,150	34%
3 or more bedrooms	2,850	82%	4,035	44%
<b>Total</b>	<b>3,499</b>	<b>100%</b>	<b>9,205</b>	<b>100%</b>

**Table 26 – Unit Size by Tenure**

Data Source: 2013-2017 ACS

### Describe the number and targeting (income level/type of family served) of units assisted with federal, state, and local programs.

There are a number of affordable housing options in the City of Salisbury. The City has public housing units, housing choice voucher units, Low-Income Housing Tax Credit units, supportive housing units, transitional housing units, and subsidized housing for seniors and person with disabilities. A complete list of affordable housing resources, last updated as of 12/20/2023, is attached in the appendix.

**Provide an assessment of units expected to be lost from the affordable housing inventory for any reason, such as expiration of Section 8 contracts.**

There are no units expected to be lost from the affordable housing inventory.

**Does the availability of housing units meet the needs of the population?**

The number of housing units in the City of Salisbury is very close to the number of households in the City. The population of the City has remained constant so the supply, ignoring condition, is in general equilibrium with the number of households. Should the population grow, there will be a housing supply issue. Rental and owner housing costs are high, and the availability of affordable housing is an issue for all income levels in the City, but especially affects those at lower incomes. Almost half of the housing stock is over 50 years old and in need of substantial renovations, contributing to the lack of affordable housing in the City. The burden of housing maintenance disproportionately affects lower-income households.

**Describe the need for specific types of housing:**

The greatest need for housing in the City of Salisbury is decent, safe, and affordable housing. Specifically challenging to low-income large families is the availability of affordable rental units with 3 or more bedrooms. Additionally, households with mobility limitations and frail seniors have limited housing options that are accessible.

**Discussion**

According to the 2018-2022 American Community Survey almost half (46.3%) of the City's housing stock was built prior to 1979, which is almost 50 years old. Since 2010, there has been an estimated 1,271 (9.5%) housing units built. The top three housing unit structures were single-family detached (38.0%), 10 or more apartments (29.3%) and single-family attached (13.5%). The construction of new housing units in the City has mostly been multi-family housing units. The City's ratio of owner-occupied housing units to renter-occupied housing units of approximately 1 to 3. The City is prioritizing the development and maintenance of owner occupied housing units.

## MA-15 Housing Market Analysis: Cost of Housing - 91.210(a)

### Introduction

According to Realtor.com as of January 2024, there are 301 homes for sale in Salisbury ranging in price from \$13,500 to \$4,400,000. The median listing price for a home was \$262,500 (\$166 per square foot), the median sales price of a home was \$248,500 and on average was on the market for 50 days. Additionally, there were 49 rentals listed as available ranging in price from \$600 to \$2,700. According to Rentometer.com as of February 2024, the average rent for a 1 bedroom apartment was \$1,164, the average rent for a 2 bedroom apartment was \$1,581, and the average rent for a 3 bedroom apartment was \$1,617.

### Cost of Housing

	Base Year: 2009	Most Recent Year: 2017	% Change
Median Home Value	149,000	167,800	13%
Median Contract Rent	809	868	7%

**Table 27 – Cost of Housing**

Data Source: 2000 Census (Base Year), 2013-2017 ACS (Most Recent Year)

Rent Paid	Number	%
Less than \$500	1,670	18.2%
\$500-999	4,524	49.2%
\$1,000-1,499	2,374	25.8%
\$1,500-1,999	330	3.6%
\$2,000 or more	300	3.3%
<b>Total</b>	<b>9,198</b>	<b>100.0%</b>

**Table 28 - Rent Paid**

Data Source: 2013-2017 ACS

### Housing Affordability

Number of Units affordable to Households earning	Renter	Owner
30% HAMFI	505	No Data
50% HAMFI	2,280	409
80% HAMFI	5,673	1,158
100% HAMFI	No Data	1,570
<b>Total</b>	<b>8,458</b>	<b>3,137</b>

**Table 29 – Housing Affordability**

Data Source: 2013-2017 CHAS

## Monthly Rent

Monthly Rent (\$)	Efficiency (no bedroom)	1 Bedroom	2 Bedroom	3 Bedroom	4 Bedroom
Fair Market Rent	\$856	\$861	\$1,134	\$1,506	\$1,635
High HOME Rent	\$746	\$799	\$958	\$1,108	\$1,236
Low HOME Rent	\$856	\$861	\$1,134	\$1,407	\$1,550

**Table 30 – Monthly Rent**

Data Source: HUD FMR and HOME Rents FY 2023

## Is there sufficient housing for households at all income levels?

There is a need for affordable housing at all income levels below median HAMFI. The demand is proportionately greatest at lower income levels. Based on the 2018-2022 ACS data, the following housing affordability (as defined as a household paying less than 30% of their household income) applies to City residents:

- Household Income < \$20,000 – 9.3% of households live in affordable housing
- Household Income \$20,000 to \$34,999 – 14.0% of households live in affordable housing
- Household Income \$35,000 to \$49,999 – 33.9% of households live in affordable housing
- Household Income \$50,000 to \$74,999 – 69.3% of households live in affordable housing
- Household Income > \$75,000 – 98.5% of households live in affordable housing

## How is affordability of housing likely to change considering changes to home values and/or rents?

Changes in home values and rents can directly impact the affordability of housing for residents. As home values in Salisbury rise it is becoming more challenging for residents to afford purchasing a home. This can lead to an increased demand for rental properties as buying a home becomes less feasible. The ratio of renter occupied housing compared to owner occupied housing during the previous five year period was around 2 to 1; this year the ratio is 3 to 1. As rents increase it becomes more difficult for residents to afford housing, especially for those with lower incomes. This leads to a higher demand for affordable housing options or an increase in the percentage of income spent on housing costs for renters. Census data suggests that the percentage of households paying 30% or more of their household income continues to increase in the City.

## How do HOME rents / Fair Market Rent compare to Area Median Rent? How might this impact your strategy to produce or preserve affordable housing?

The City of Salisbury is part of the Salisbury, MD HUD Metro FMR Area, which consists of the following counties: Wicomico County, MD. The area median rent calculated by the 2018-2022 ACS data is \$1,189 which exceeds the high HOME rent limit and FMR for the City. The average rents posted commercially



also exceed the high HOME rent limit and FMR for the City. The difference between market rate rentals and subsidized HUD limits discourages development of affordable housing in the City.

### **Discussion**

The housing market in the City of Salisbury remains strong. Home values and rents continue to increase at rates that exceed the growth of household incomes. This situation continues to exacerbate the City's affordable housing problem; especially affecting households at the lowest income levels.

## MA-20 Housing Market Analysis: Condition of Housing – 91.210(a)

### Introduction

According to the 2018-2022 ACS, there were 14,615 housing units in the City of Salisbury. Almost half (47.4%) of those units were built prior to 1970 and are now over fifty years old. There was a building boom from 2000 to 2009 that added 2,951 housing units and represented 20.2% of the City's housing stock. Of the total housing units in the City, 5,450 (or 43.0%) housing units have at least one "selected condition." Additionally, 8,965 (or 61.3%) housing units were built before 1980 and potentially contain lead-based paint hazards.

### Definitions

The following definitions are used in the table below:

"Selected Housing Condition" - Over-crowding (1.01 or more persons per room), lacking a complete kitchen, lack of plumbing facilities, and/or other utilities, and cost over-burden.

"Substandard condition" - Does not meet code standards or contains one of the selected housing conditions.

"Suitable for Rehabilitation" - The amount of work required to bring the unit up to minimum code standard, and the existing debt on the property, together are less than the fair market value of the property.

"Not Suitable for Rehabilitation" - The amount of work required to bring the unit up to minimum code standard exceeds the fair market value of the property after rehabilitation work is complete.

### Condition of Units

Condition of Units	Owner-Occupied		Renter-Occupied	
	Number	%	Number	%
With one selected Condition	820	23%	4,630	50%
With two selected Conditions	25	1%	290	3%
With three selected Conditions	0	0%	4	0%
With four selected Conditions	0	0%	0	0%
No selected Conditions	2,650	76%	4,280	47%
<b>Total</b>	<b>3,495</b>	<b>100%</b>	<b>9,204</b>	<b>100%</b>

Table 31 - Condition of Units

Data Source: 2013-2017 ACS

## Year Unit Built

Year Unit Built	Owner-Occupied		Renter-Occupied	
	Number	%	Number	%
2000 or later	1,125	32%	2,220	24%
1980-1999	715	20%	2,660	29%
1950-1979	694	20%	2,964	32%
Before 1950	969	28%	1,355	15%
<b>Total</b>	<b>3,503</b>	<b>100%</b>	<b>9,199</b>	<b>100%</b>

**Table 32 – Year Unit Built**

Data Source: 2013-2017 CHAS

## Risk of Lead-Based Paint Hazard

Risk of Lead-Based Paint Hazard	Owner-Occupied		Renter-Occupied	
	Number	%	Number	%
Total Number of Units Built Before 1980	1,663	47%	4,319	47%
Housing Units build before 1980 with children present	1,074	31%	110	1%

**Table 33 – Risk of Lead-Based Paint**

Data Source: 2013-2017 ACS (Total Units) 2013-2017 CHAS (Units with Children present)

## Vacant Units

	Suitable for Rehabilitation	Not Suitable for Rehabilitation	Total
Vacant Units	1,200	80	1,280
Abandoned Vacant Units	330	80	410
REO Properties	25	5	30
Abandoned REO Properties	5	5	10

**Table 34 - Vacant Units**

## Need for Owner and Rental Rehabilitation

Per the 2018-2022 ACS data, 1982 was the median year all housing units were built, 1975 was the median year owner-occupied housing units were built and 1982 was the median year renter-occupied housing units were built. The majority of the City's housing units are over 40 years old and in need of housing rehabilitation. Additionally, rental units outnumber owner units by a factor of 3.

The cost of rehabilitation exceeds the incomes and assets of many low- and moderate-income persons, as well as the market value after rehabilitation may exceed the cost of rehabilitation. To offset this disparity, there is a need for increased federal and state funding to provide financial rehabilitation assistance to owner-occupied and renter-occupied housing units to sustain and increase the supply of affordable housing.

## **Estimated Number of Housing Units Occupied by Low or Moderate Income Families with LBP Hazards**

Lead based paint is one of the most significant environmental factors that affects residential housing units. Lead-based paint in residential housing can cause severe health risks for children. In 1978, lead was banned from use in residential paint. It is estimated that 20 million housing units in the United States contain lead based paint hazards, which includes flaking or peeling of lead based paint and excessive levels of tiny lead particles in household dust. HUD estimates that 3.8 million homes containing such immediate lead hazards are occupied by families with young children who are at immediate risk of lead poisoning.

Per ACS and CHAS data, it is estimated that there are 1,136 (or 47% of) owner-occupied housing units and 4,319 (or 47% of) renter-occupied housing units built before 1980 and may contain a lead-based paint hazard. It is estimated that there are 1,074 (or 31% of) owner-occupied housing units and 110 (or 1% of) renter-occupied housing units built before 1980 that may contain a lead-based paint hazard with children present located in the City.

### **Discussion**

For the housing vacancy data, the U.S. Census uses the following definitions:

**For Rent:** Housing units that are intended for occupancy by renters but are currently being marketed for occupancy.

**Rented, Not Occupied:** Housing units that are currently rented or leased but are not currently occupied by the renter. This could occur, for example, when a tenant has signed a lease but has not yet moved in or has temporarily vacated the unit.

**For Sale Only:** Housing units that are currently available for sale but are not occupied by the owner or a renter. These units are exclusively on the market for sale.

**Sold, Not Occupied:** Housing units that have been sold but are not currently occupied by the new owner or a renter. This could occur, for example, when a property is sold but the new owner has not yet moved in.

**For Seasonal, Recreational, or Occasional Use:** Housing units that are intended for temporary, seasonal, recreational, or occasional use rather than year-round occupancy. These units may include vacation homes, cabins, or other similar properties.

**For Migrant Workers:** Housing units that are specifically intended for occupancy by migrant workers, typically for temporary or seasonal agricultural work.

Other Vacant: Housing units that are vacant for reasons other than those mentioned above. This category may include units that are undergoing renovation or construction, units that are awaiting demolition, or units that are vacant for other unspecified reasons.

## MA-25 Public and Assisted Housing – 91.210(b)

### Introduction

Salisbury, like many other cities across the United States, faces the challenge of providing adequate and affordable housing for its residents, particularly households with low to moderate incomes. As part of addressing this ongoing need, the supply of public housing units plays a crucial role in ensuring access to decent, safe, accessible, and affordable housing for vulnerable populations in the City. Public housing serves as a vital component of Salisbury's housing supply, providing a stable housing option for households who may otherwise struggle to secure housing in the private rental market.

### Totals Number of Units

	Program Type								
	Certificate	Mod-Rehab	Public Housing	Total	Project-based	Tenant-based	Vouchers		
							Veterans Affairs Supportive Housing	Special Purpose Voucher Family Unification Program	Disabled *
# of units vouchers available	0	0	277	383	0	383	0	0	0
# of accessible units	0	0	14	20	0	20	0	0	0

**\*includes Non-Elderly Disabled, Mainstream One-Year, Mainstream Five-year, and Nursing Home Transition**

**Table 35 – Total Number of Units by Program Type**

Data Source: PIC (PIH Information Center)

### Describe the number and physical condition of public housing units in the jurisdiction, including those that are participating in an approved Public Housing Agency Plan:

The Housing Authority is in the progress of revitalizing its vacant, obsolete, and uninhabitable public housing units. Prior to redevelopment that started in 2015, the public housing units consisted of:

- Booth Street, 911 Booth Street, Salisbury, Maryland 21801 - 112 units general occupancy
- Riverside Homes, 521 Alabama Ave, Salisbury, Maryland 21801 - 75 units general occupancy
- Scattered Sites - 90 units general occupancy

In partnership with Pennrose Properties LLC, the WCHA started revitalizing its public housing in January 2016 with the demolition of Booth Street and a \$37.4 million, two-phase redevelopment plan that replaced 100 low-income townhome units with 159 new modern, energy-efficient, affordable apartments financed through a combination of private mortgage, 9% LIHTC, RAD Capital, Deferred Developer Fee, and State of Maryland funding. Phase I was the construction of Stone Grove Crossing at the Booth Street Site.

Fifty (50) of the new units were one-for-one replacement public housing, and an additional thirty-four (34) units funded using the Low-Income Housing Tax Credit (LIHTC) funds. These one-, two-, and three-bedroom units for families, seniors, and individuals met National Green Building Standards and Energy Star Certification. Phase II began in December 2018 with the construction of Square at Merritt Mill a seventy-five (75) unit apartment building comprised of fifty (50) one-for-one replacement units, seventeen (17) LIHTC units, and eight (8) new market units. These one-, two-, and three-bedroom units for families, seniors, and individuals also met National Green Building Standards and Energy Star Certification.

**Public Housing Condition**

Public Housing Development	Average Inspection Score
Booth Street	52
Riverside Homes	79
Scattered Sites	59

**Table 36 - Public Housing Condition**

**Describe the restoration and revitalization needs of public housing units in the jurisdiction:**

The WCHA continues its comprehensive redevelopment plan to address the vacancies and poor living conditions of some of its public housing units. Some uninhabitable units in Booth Street still need to be demolished. Rehabilitation work for the Scattered site homes, continues with RAD financing and the redevelopment of Riverside Homes will be completed within the next five years.

**Describe the public housing agency's strategy for improving the living environment of low- and moderate-income families residing in public housing:**

The Housing Authority has the following goals and objectives:

- Applied for and was awarded RAD funding for 100 public housing units located at Booth Street
- Applied for and was awarded RAD funding for 90 scattered site public housing units
- Applied for and was awarded LIHTC funding for the construction of 82 units at Stone Grove Crossing
- Continue to reduce public housing vacancies
- Continue to improve PHAS scores
- Continue to improve voucher management
- Continue to improve customer satisfaction
- Continue to renovate public housing units
- Conduct outreach efforts to potential voucher landlords
- Increase voucher payment standards

- Implement measures to deconcentrate poverty by integrating higher income residents into lower income developments
- Continue to increase public housing security improvements
- Continue to increase the number and percentage of employed persons in assisted families
- Continue to attract supportive services to offer a means to improve the marketability of participating residents
- Undertake affirmative measures to ensure access to assisted housing regardless of race, color, religion, national origin, familial status, and disability
- Leverage the Authority's ability to further its mission through partnering with other entities (such as banking institutions, local, state and federal agencies, landlords, private developers, and law enforcement agencies)

**Discussion:**

The Housing Authority has undertaken and accomplished a number of actions to increase the supply of decent, safe, accessible, and affordable housing. The Housing Authority continues to aggressively address the previous failures of the Housing Authority and has greatly contributed to the City's goal of providing attainable housing for all income levels.



## **MA-30 Homeless Facilities and Services – 91.210(c)**

### **Introduction**

The Homeless Alliance for the Lower Shore Continuum of Care Committee (HALS CoC) is a group of individuals from Somerset, Wicomico and Worcester counties that was formed around the common concern of homelessness and serves as the CoC lead for the City of Salisbury. Members include representatives from local housing programs, area shelters, non-profits, service organizations, federal, state and county agencies, faith community, local providers, foundations, business community, local residents and formerly homeless individuals.

The CoC was formed in early 2002 when the Somerset County Health Department applied for a HUD funded permanent supportive housing program to increase housing programs for disabled and homeless individuals and families. The CoC supports 198 emergency shelter beds and 30 transitional housing beds. Currently, the Somerset County Health Department has numerous HUD funded permanent supportive housing programs to provide 72 units of housing for disabled, homeless individuals and families through the Tri County Alliance for the Homeless Permanent Supportive Housing Program. These units are scattered rental apartments and houses in the tri-county region of Wicomico, Somerset and Worcester Counties. In addition, the 3 county health departments have 29 additional units of housing for disabled, homeless individuals and families through the State funded Shelter Plus Care Program, bringing the total units of CoC funded housing to 101.

In PY 2016, the City of Salisbury, in partnership with the Wicomico County Health Department (WiCHD) and Help and Outreach Point of Entry, Inc. (HOPE), began running a pilot permanent supportive housing (PSH) program for 12 chronically homeless persons. This program adheres to a 'Housing First' philosophy, stressing a relatively low barrier for access to the program and high bar for ejection from the program. In PY 2017, the City of Salisbury placed 9 additional households in the PSH program, consisting of 9 adults and 6 children. Four households exited the program – one as a result of death, two for non-compliance and one was a voluntary exit. Currently the City's PSH has 11 active households, with 19 total people, consisting of 12 adults and 7 children.

Participants are housed in private, scattered-site rentals, with the majority of the cost of housing (rent and utilities) covered by the City. Participants are required to contribute 30% of their income to the payment of their rent. The WiCHD provides targeted case management (TCM) to participants of the program, reimbursable through Medicaid. The case managers meet with the program participants approximately once a week. As needed, the Homeless Alliance of the Lower Shore provides ongoing support and advice to the City on operating the program.

Services are provided to disabled homeless individuals and families through a case management system. Case managers work directly with the participants in the program to identify the specific challenges they may be facing and refer them to supportive services. Services may include security deposit, ongoing monthly rental assistance, case management services, information and referral and service planning.

## Facilities and Housing Targeted to Homeless Households

	Emergency Shelter Beds		Transitional Housing Beds	Permanent Supportive Housing Beds	
	Year-Round Beds (Current & New)	Voucher / Seasonal / Overflow Beds	Current & New	Current & New	Under Development
Households with Adult(s) and Child(ren)	43	0	23	43	0
Households with Only Adults	72	65	7	38	0
Chronically Homeless Households	0	65	0	12	0
Veterans	10	0	0	3	0
Unaccompanied Youth	0	0	0	0	0

**Table 37 - Facilities and Housing Targeted to Homeless Households**

Data provided by the Homeless Alliance for the Lower Shore (HALS CoC) 2023 PIT Survey and HMIS.

**Data Source**  
**Comments:**

### Describe mainstream services, such as health, mental health, and employment services to the extent those services are used to complement services targeted to homeless persons.

In general, the CoC provides: Street Outreach; Emergency Shelter; Homelessness Prevention; Rapid Re-Housing Assistance; HMIS documentation; and Administrative/Supportive Activities. The CoC uses its coordinated entry system to determine the housing and supportive service needs of clients.

The CoC provides the following housing: Local Shelters; Transitional Housing; and Permanent Supportive Housing Programs.

The Tri-County Area provides the following services: Education and job training; Low cost medical providers; Services for veterans; Mental health and addiction providers; Community assistance services; Assistance with disability claims; Government programs for free cell phones; Food pantries and soup kitchens.

### List and describe services and facilities that meet the needs of homeless persons, particularly chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth. If the services and facilities are listed on screen SP-40 Institutional Delivery Structure or screen MA-35 Special Needs Facilities and Services, describe how these facilities and services specifically address the needs of these populations.

The following is a list of CoC member supported facilities:

**Christian Shelter** – 334 Barclay Street, Salisbury, MD 21804 Christian Shelter provides emergency short term shelter for homeless men, women and children including breakfast and dinner and practical and spiritual guidance for a maximum of 30 days.

**Samaritan Ministries** – 814 Fourth St, P.O. Box 661, Pocomoke City, MD 21851 Samaritan Ministries provides emergency housing, food, resources, support and clothing for families and individuals. Staff is available to help each individual work toward developing a plan of action to become self-sufficient and move to permanent housing or other housing to meet their needs.

**Diakonia, Inc.** – 12747 Old Bridge Road, Ocean City, MD 21842 Diakonia provides an emergency housing program for families and individuals to meet the needs and address the root causes of homelessness. Each individual or family works with a case manager and develops a plan to resolve the issues that brought them to Diakonia and works through their plan in order to move to permanent sustainable housing. In order to be eligible for intake, the individual (must be 18 years or older) or family must have lived in Worcester, Wicomico or Somerset County for at least 30 days.

**Cold Weather Shelter for Men** – Location changes weekly, only available during cold months January thru March.

**HALO Women and Children Shelter and Men's Shelter** – 119 South Boulevard, Salisbury, MD 21804 Women and Men's shelter are separate. No family rooms available. Individuals or families may stay up to 90 days at a time in the shelter; however, must be out for 60 days before returning.

**Life Crisis Center** – Available 24 hours a day, 7 days a week Life Crisis offers emergency shelter for domestic violence victims and their families.

**Lower Shore Shelter** – 12518 Somerset Avenue, Princess Anne, MD 21853

**Ocean City Cold Weather Shelter** – Open only when temperatures are below 25 degrees.

**Village of Hope** – 1001 Lake Street, Salisbury, MD 21801 Provides transitional housing for women with children.

**Joseph House Workshop** – 816 Boundary Street, P.O. Box 1755, Salisbury, MD 21802-1755 Provides transitional housing for men.

## **MA-35 Special Needs Facilities and Services – 91.210(d)**

### **Introduction**

The City of Salisbury has identified the priorities for services and facilities for the City's special needs population. This includes the elderly, frail elderly, persons with disabilities, persons with alcohol or other drug addictions, persons with HIV/AIDS and their families, and public housing residents.

**Including the elderly, frail elderly, persons with disabilities (mental, physical, developmental), persons with alcohol or other drug addictions, persons with HIV/AIDS and their families, public housing residents and any other categories the jurisdiction may specify, and describe their supportive housing needs.**

Supportive housing needs for various vulnerable populations, including the elderly, frail elderly, persons with disabilities (mental, physical, developmental), persons with alcohol or other drug addictions, persons with HIV/AIDS and their families, and public housing residents, vary based on their specific circumstances and challenges. However, there are some common supportive housing needs that apply to all of these populations:

**Accessibility:** Supportive housing units should be designed to be accessible for individuals with mobility impairments, including features such as wheelchair ramps, grab bars, and widened doorways. Additionally, units should be adaptable to accommodate the changing needs of residents as they age or their disabilities progress.

**On-Site Support Services:** Many vulnerable populations require access to on-site support services to help them maintain stable housing and address their specific needs. These services may include case management, healthcare coordination, mental health services, substance abuse treatment, and assistance with activities of daily living.

**Affordability:** Supportive housing should be affordable for residents, taking into account their often-limited incomes and financial resources. This may involve subsidies or rental assistance programs to ensure that housing costs are manageable and do not exceed a certain percentage of residents' income.

**Social Support Networks:** Many vulnerable populations benefit from opportunities for socialization and community engagement within their housing environment. Supportive housing developments can include communal spaces, social activities, and programs that foster a sense of community and belonging among residents.

**Safety and Security:** Supportive housing should prioritize the safety and security of residents, particularly for populations such as persons with disabilities or those recovering from substance abuse. This may involve security measures such as secure entry systems, on-site security personnel, and partnerships with local law enforcement.

**Healthcare Access:** Access to healthcare services is crucial for many vulnerable populations, particularly those with chronic health conditions or complex medical needs. Supportive housing developments can provide on-site healthcare facilities or coordinate transportation to off-site healthcare providers.

**Case Management and Supportive Services Coordination:** Many residents of supportive housing require ongoing assistance in navigating various support systems and accessing the services they need. Case management services can help coordinate these efforts, ensuring that residents receive comprehensive support tailored to their individual needs.

**Culturally Competent Services:** Supportive housing providers should be sensitive to the cultural and linguistic needs of residents, particularly for populations with diverse backgrounds and experiences. Services should be delivered in a culturally competent manner, taking into account residents' cultural preferences and practices.

By addressing these supportive housing needs, communities can create environments that promote stability, independence, and overall well-being for vulnerable populations, allowing them to thrive and maintain their housing stability over the long term.

### **Describe programs for ensuring that persons returning from mental and physical health institutions receive appropriate supportive housing.**

Ensuring that persons returning from mental and physical health institutions receive appropriate supportive housing is crucial for their successful transition back into the community and for promoting their recovery and well-being. Several programs and initiatives are designed to address the housing needs of individuals leaving institutional settings:

**Transitional Housing Programs:** Transitional housing programs provide temporary housing and supportive services to individuals who are transitioning from institutional settings, such as psychiatric hospitals or rehabilitation centers, to community living. These programs typically offer a structured and supportive environment where individuals can stabilize, receive necessary services, and prepare for more permanent housing options.

**Permanent Supportive Housing (PSH) Programs:** Permanent supportive housing programs offer long-term housing solutions combined with supportive services for individuals with disabilities, including mental illness or physical health conditions. PSH programs provide individuals with a stable and permanent place to live, along with access to case management, healthcare services, and other supportive services tailored to their needs.

**Housing First Initiatives:** Housing First is an evidence-based approach that prioritizes providing immediate access to permanent housing for individuals experiencing homelessness, including those with mental and physical health challenges. Housing First programs focus on securing stable housing as the first step, with

supportive services provided as needed to help individuals maintain their housing stability and address other needs.

**Wraparound Services:** Wraparound services are comprehensive, individualized services designed to support individuals with complex needs, including those transitioning from mental and physical health institutions. These services may include case management, mental health treatment, substance abuse counseling, medical care, vocational support, and assistance with daily living activities. Wraparound services are often provided in conjunction with housing programs to address the multiple needs of individuals.

**Peer Support Programs:** Peer support programs involve individuals with lived experience of mental illness or recovery from physical health conditions providing support, guidance, and mentorship to others facing similar challenges. Peer support programs can be integrated into housing programs to offer individuals returning from institutions a sense of community, connection, and encouragement from others who have been through similar experiences.

**Housing Vouchers and Rental Assistance Programs:** Housing vouchers and rental assistance programs, such as the Housing Choice Voucher Program (Section 8) or Shelter Plus Care, help individuals with limited incomes afford housing in the private rental market. These programs can be instrumental in ensuring that individuals leaving mental and physical health institutions have access to safe and affordable housing options in the community.

**Collaborative Partnerships:** Collaboration among housing providers, healthcare organizations, government agencies, community-based organizations, and advocacy groups is essential for effectively addressing the housing needs of individuals returning from mental and physical health institutions. By working together, these stakeholders can coordinate services, leverage resources, and develop innovative approaches to support successful transitions to community living.

**Specify the activities that the jurisdiction plans to undertake during the next year to address the housing and supportive services needs identified in accordance with 91.215(e) with respect to persons who are not homeless but have other special needs. Link to one-year goals. 91.315(e)**

The City of Salisbury is funding the following activities with PY 2024 CDBG funds:

- Project SBY-2024-01: Habitat for Humanity of Wicomico County – Critical Home Repairs will provide critical home repairs for low- and moderate-income owner-occupied housing units throughout the City. It is estimated that seventeen (17) LMI households will receive assistance.
- Project SBY-2024-02: Salisbury Neighborhood Housing Services – Owner-Occupied Housing Rehabilitation will provide critical home repairs for low- and moderate-income owner-occupied housing units throughout the City. It is estimated that seven (7) LMI households will receive

assistance.

These activities address the City’s Housing Priority Need Goal, “HS-3 Housing Rehabilitation – Conserve and rehabilitate existing affordable housing units for owners and renters in the City by addressing maintenance issues, code violations, emergency repairs, and handicap accessibility.”

**For entitlement/consortia grantees: Specify the activities that the jurisdiction plans to undertake during the next year to address the housing and supportive services needs identified in accordance with 91.215(e) with respect to persons who are not homeless but have other special needs. Link to one-year goals. (91.220(2))**

The City of Salisbury is funding the following activities with PY 2024 CDBG funds:

- Project SBY-2024-01: Habitat for Humanity of Wicomico County – Critical Home Repairs will provide critical home repairs for low- and moderate-income owner-occupied housing units throughout the City. It is estimated that seventeen (17) LMI households will receive assistance.
- Project SBY-2024-02: Salisbury Neighborhood Housing Services – Owner-Occupied Housing Rehabilitation will provide critical home repairs for low- and moderate-income owner-occupied housing units throughout the City. It is estimated that seven (7) LMI households will receive assistance.

These activities address the City’s Housing Priority Need Goal, “HS-3 Housing Rehabilitation – Conserve and rehabilitate existing affordable housing units for owners and renters in the City by addressing maintenance issues, code violations, emergency repairs, and handicap accessibility.” The households that will receive assistance through these activities may include the elderly, frail elderly, persons with disabilities (mental, physical, developmental), persons with alcohol or other drug addictions, and persons with HIV/AIDS and their families. Beneficiary data will be collected by the subrecipient and will be reported in the PY 2024 CAPER.

## **MA-40 Barriers to Affordable Housing – 91.210(e)**

### **Negative Effects of Public Policies on Affordable Housing and Residential Investment**

Public policies can unintentionally have negative effects on affordable housing and residential investment. Some of these effects include:

**Reduced Housing Supply:** Stringent land use controls, zoning ordinances, and growth limitations can restrict the development of new housing units, leading to a limited supply of housing. This scarcity can drive up housing prices and rents, making it more difficult for low- and moderate-income individuals and families to afford housing.

**Increased Housing Costs:** Tax policies affecting land, such as property taxes, can contribute to higher housing costs for homeowners and renters. Additionally, building codes and regulations aimed at ensuring safety and quality can increase construction costs, which are often passed on to consumers in the form of higher housing prices and rents.

**Barriers to Entry for Developers:** High fees and charges associated with permitting, impact fees, and other development costs can act as barriers to entry for developers, particularly small-scale developers and non-profit organizations focused on affordable housing. These barriers can reduce the overall supply of housing and limit the availability of affordable housing options.

**Displacement and Gentrification:** Public policies that incentivize residential investment in certain neighborhoods can contribute to gentrification and displacement of existing residents, particularly low-income and minority communities. As property values increase and neighborhoods undergo revitalization, long-time residents may be priced out of their homes and communities.

**Inequitable Distribution of Housing Benefits:** Public policies that prioritize residential investment in affluent neighborhoods or areas with high property values can exacerbate socioeconomic disparities and perpetuate segregation. This can result in an inequitable distribution of housing benefits, with low-income and minority communities bearing the brunt of negative housing market dynamics.

**Loss of Affordable Housing Stock:** Policies affecting the return on residential investment, such as rent control or strict rent stabilization measures, can disincentivize landlords from maintaining or investing in affordable housing properties. This can lead to a decline in the quality and availability of affordable housing stock over time.

**Financial Instability for Homeowners and Renters:** Fluctuations in property taxes, mortgage interest rates, and other housing-related costs driven by public policies can contribute to financial instability for homeowners and renters. This instability can lead to housing insecurity and increase the risk of foreclosure, eviction, and homelessness.

The City of Salisbury is in the process of updating its Comprehensive Plan. A component of the Comprehensive Plan is to analyze the City's public policies on affordable housing and residential investment as it relates to the effects listed above.



## MA-45 Non-Housing Community Development Assets – 91.215 (f)

### Introduction

The City analyzed its economic development needs that are eligible for assistance. The following local economic data was evaluated:

- Business by Sector
- Labor Force
- Occupations by Sector
- Travel Time to Work
- Educational Attainment
- Median Earnings in the Past 12 Months

### Economic Development Market Analysis

#### Business Activity

Business by Sector	Number of Workers	Number of Jobs	Share of Workers %	Share of Jobs %	Jobs less workers %
Agriculture, Mining, Oil & Gas Extraction	103	2	1	0	-1
Arts, Entertainment, Accommodations	1,712	2,849	15	13	-2
Construction	644	996	6	4	-1
Education and Health Care Services	2,293	6,689	20	29	10
Finance, Insurance, and Real Estate	450	1,043	4	5	1
Information	123	399	1	2	1
Manufacturing	2,035	2,671	18	12	-6
Other Services	480	1,038	4	5	0
Professional, Scientific, Management Services	671	1,104	6	5	-1
Public Administration	0	0	0	0	0
Retail Trade	1,561	3,156	13	14	0
Transportation and Warehousing	417	213	4	1	-3
Wholesale Trade	345	950	3	4	1
Total	10,834	21,110	--	--	--

**Table 38 - Business Activity**

Data: 2013-2017 ACS (Workers), 2017 Longitudinal Employer-Household Dynamics (Jobs)  
Source:

#### Labor Force

Total Population in the Civilian Labor Force	17,535
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Civilian Employed Population 16 years and over	15,850
Unemployment Rate	9.62
Unemployment Rate for Ages 16-24	22.24
Unemployment Rate for Ages 25-65	7.41

**Table 39 - Labor Force**

Data Source: 2013-2017 ACS

Occupations by Sector	Number of People
Management, business and financial	3,159
Farming, fisheries and forestry occupations	430
Service	2,679
Sales and office	3,039
Construction, extraction, maintenance and repair	985
Production, transportation and material moving	1,219

**Table 40 – Occupations by Sector**

Data Source: 2013-2017 ACS

## Travel Time

Travel Time	Number	Percentage
< 30 Minutes	10,967	72%
30-59 Minutes	3,275	22%
60 or More Minutes	986	6%
<b>Total</b>	<b>15,228</b>	<b>100%</b>

**Table 41 - Travel Time**

Data Source: 2013-2017 ACS

## Education:

### Educational Attainment by Employment Status (Population 16 and Older)

Educational Attainment	In Labor Force		
	Civilian Employed	Unemployed	Not in Labor Force
Less than high school graduate	1,130	185	834
High school graduate (includes equivalency)	2,795	485	1,044
Some college or Associate's degree	3,310	260	775

Educational Attainment	In Labor Force		Not in Labor Force
	Civilian Employed	Unemployed	
Bachelor's degree or higher	3,525	164	319

**Table 42 - Educational Attainment by Employment Status**

Data Source: 2013-2017 ACS

### Educational Attainment by Age

	Age				
	18–24 yrs.	25–34 yrs.	35–44 yrs.	45–65 yrs.	65+ yrs.
Less than 9th grade	85	230	195	300	184
9th to 12th grade, no diploma	329	400	390	625	385
High school graduate, GED, or alternative	1,265	1,575	875	1,869	1,355
Some college, no degree	4,355	1,095	670	1,169	700
Associate's degree	265	430	465	510	135
Bachelor's degree	580	1,094	325	905	625
Graduate or professional degree	8	405	370	929	634

**Table 43 - Educational Attainment by Age**

Data Source: 2013-2017 ACS

### Educational Attainment – Median Earnings in the Past 12 Months

Educational Attainment	Median Earnings in the Past 12 Months
Less than high school graduate	76,475
High school graduate (includes equivalency)	114,171
Some college or Associate's degree	135,369
Bachelor's degree	185,366
Graduate or professional degree	218,501

**Table 44 – Median Earnings in the Past 12 Months**

Data Source: 2013-2017 ACS

### Based on the Business Activity table above, what are the major employment sectors within your jurisdiction?

According to the Maryland Department of Commerce Brief Economic Facts for Wicomico County updated 2023, " With its strategic location along the East Coast and situated at the crossroads of Maryland's Lower Eastern Shore, Wicomico County serves as a hub for commerce, industry, health care, education and transportation. Situated halfway between the Atlantic Ocean and the Chesapeake Bay, cultural, recreational and civic amenities add to the lure of Wicomico, offering citizens a lifestyle second to none.

Wicomico is the number one agricultural producing county in Maryland and ranks fourth in broiler chicken production. Popular crops include corn, soybeans, wheat and vegetables. In addition to agriculture and poultry, health care, educational sectors, and a diverse industrial base offer stability and a firm foundation for Wicomico's economy. Chesapeake Shipbuilding recently announced the addition of 100 new jobs associated with the expansion of its Salisbury shipyard.

Wicomico County's private sector industries generate \$5.6 billion in economic output. Major employers are Chesapeake Shipbuilding, Delmarva Power, Jubilant Cadista Pharmaceuticals, K&L Microwave, Tidal Health, Perdue Farms, Salisbury University and Tishcon."

(Source: <https://commerce.maryland.gov/Documents/ResearchDocument/WicomicoBef.pdf>)

**Describe the workforce and infrastructure needs of the business community:**

The following are the workforce and infrastructure needs of the City of Salisbury economy:

- Encourage future development that bolsters the downtown's role as the City center and home of government, retail business, arts and entertainment, and the waterfront.
- Creation of new jobs and encourage people to reside in the City.
- Encourage a commercial redevelopment or revitalization concept which will make appropriate use of the Wicomico River waterfront for private redevelopment, while encouraging maximum public use of the river front.
- Maintain the City of Salisbury as the center of retail trade and health services for the Lower Eastern Shore and much of the Delmarva Peninsula.
- Support the revitalization of existing neighborhoods.
- Improve public safety throughout the City.
- Maintain the status of the Port of Salisbury as an essential element of regional commerce.
- Prioritize transportation solutions for residents, commuters, and businesses.

**Describe any major changes that may have an economic impact, such as planned local or regional public or private sector investments or initiatives that have affected or may affect job and business growth opportunities during the planning period. Describe any needs for workforce development, business support or infrastructure these changes may create.**

From the City's Comprehensive Plan, the City has identified the following goals:

- To use open space, pedestrian and street corridors to strengthen connections between residential neighborhoods, the downtown and employment areas.
- To provide for the appropriate use of limited land resources in the City of Salisbury in an orderly and controlled manner to grow and develop according to the specific needs of the City.

- To promote a compact development pattern and to grow in an orderly and controlled manner that enhances sustainability and provides a livable community.
- To pursue infill annexation opportunities while assuring that future growth does not outpace available public facilities.

The objectives to achieve an orderly and efficient growth while balancing the welfare of its residents are:

- Provide a clear direction for growth in the City, as well as the associated infrastructure and facilities necessary to support future growth and development.
- Redevelop underutilized areas in the City in an appropriate manner for the benefit of existing and future residents, while encouraging responsible and sustainable new development in appropriate areas.
- Provide a comprehensive, balanced transportation system for the safe, convenient, and efficient movement of people, goods, and services among places of residence, employment, shopping and recreation throughout the City.
- Strengthen Main Street and the Downtown Corridor to encourage continued commercial growth while also utilizing valuable resources outside of the Downtown.
- Promote Salisbury as the urban center of the Delmarva Peninsula by creating opportunities to expand into new tourism markets and enhancing existing tourism markets, such as interconnecting the existing hiking and biking trails through the City.
- Provide a variety of public-accessible open space areas and recreational facilities.
- Protect and restore historically- and culturally-significant places throughout Salisbury.
- Improve the quality of housing while offering a variety of housing types in the City to meet different income needs.
- Streamline the annexation process to reduce conflict between the City and Wicomico County, establish clear boundaries between Salisbury and the surrounding jurisdictions and to update annexation plans as necessary.
- Preserve and conserve the valuable natural resource lands and other sensitive areas in the City to improve the quality of the resource.

### **How do the skills and education of the current workforce correspond to employment opportunities in the jurisdiction?**

According to the 2013-2017 ACS, the largest employment sectors in the City are Education/Health Care Services (20%), Manufacturing (18%), and Arts, Entertainment, Accommodations. All three sectors have more job openings than the number of workers. In total there are 21,110 jobs estimated and 10,834 workers in the City filling those positions. Almost half of the workforce in the City is not a City resident.

According to the 2013-2017 ACS, 53.4% of the population is currently in the labor force. As of that time the overall unemployment rate was 9.62%, the unemployment rate for 16 to 24 year olds was significantly higher at 22.24%, and the unemployment rate for workers 18-64 was 7.4%.

According to the 2013-2017 ACS, 10.5% of the population do not have a high school diploma, 26.0% have a high school diploma or equivalent, 30.8% have some college or an associate's degree, and 32.8% have a bachelor's degree or higher.

**Describe any current workforce training initiatives, including those supported by Workforce Investment Boards, community colleges and other organizations. Describe how these efforts will support the jurisdiction's Consolidated Plan.**

The City of Salisbury is located in the Lower Shore designated Local Workforce Investment Area (LWIA) under the Workforce Investment Act (WIA) of 1998. The Lower Shore Workforce Alliance (LSWA), a division of the Tri-County Council for the Lower Eastern Shore of Maryland, provides workforce training and placement for the City of Salisbury. The organization provides policy and oversight for Workforce Investment Act (WIA) funds and programs. WIA services are primarily delivered at the One-Stop Job Market located at 31901 Tri-County Way in Salisbury, Maryland. The training and employment services currently offered by LSWA include skill and career assessment, occupational skills training, job search assistance, work experience, employability development counseling, supportive services and referral services which enable eligible participants to become economically self-sufficient and productive members of the community.

To better serve the local economy, the Lower Shore Workforce Alliance is partnering with other community agencies in a strategic shift towards the utilization of industry cluster advisory groups. This involves coordinating with existing organizations to ensure that workforce issues are brought to the forefront. Using an industry cluster model will allow staff to better focus on specific workforce issues. This strategy will assist in the transition from a supply-side (randomly trained individuals) approach to a demand-side (employer) approach to workforce development. For example, a healthcare industry advisory group (demand-side) identifies the need for nursing assistants, and then LSWA will broker relevant training, producing a skilled workforce (supply-side).

Wor-Wic Community College offers a number of credit programs for residents to earn college credits towards a certificate or associate degree and non-credit courses for residents to expand their continuing education needs, prepare for a new a career, or improve their existing skills. Wor-Wic offers programs and courses in Business & Hospitality, Education & Human Services, Health Care, Humanities & Social Sciences, Public Safety, STEM (Science, Technology, Engineering, Math) and Skilled Trades & Transportation.

**Does your jurisdiction participate in a Comprehensive Economic Development Strategy (CEDS)?**

Yes.

**If so, what economic development initiatives are you undertaking that may be coordinated with the Consolidated Plan? If not, describe other local/regional plans or initiatives that impact economic growth.**

Since 2010 the Tri-County Council for the Lower Eastern Shore of Maryland has been designated a federally recognized Economic Development District (EDD) composed of Somerset, Worcester and Wicomico counties. In 2018 the Tri-County Council created its Comprehensive Economic Development Strategy (CEDS) Plan. The following goals were identified in the CEDS Plan to create a pathway to opportunities for all residents of the Lower Eastern Shore of Maryland:

**GOAL 1: HEALTHY ECONOMY** - Grow a strong and healthy economy through helping resident businesses increase their competitiveness, supporting the growth of the entrepreneurial base, and attracting new industry sectors that are compatible with our socio-economic environment.

**GOAL 2: COMPETITIVE WORKFORCE** - Ensure that workers and job seekers of all ages have awareness of and access to the education and training opportunities needed to succeed in both our existing and emerging industries.

**GOAL 3: INFRASTRUCTURE** - Ensure the stable and growing infrastructure needed for economic diversification and growth, while adhering to guidelines that coincide with the goals of the region to help protect our environment, quantity of open spaces, and quality of life.

**GOAL 4: VIBRANT COMMUNITIES** - Implement flexible and resilient development practices that ensure the protection of the natural environment while fostering diverse cultural and recreational opportunities to ensure residents and visitors alike enjoy vibrant communities throughout the region.

## **Discussion**

Identifying the economic development needs of low- and moderate-income individuals in Salisbury, MD, involves understanding the specific challenges they face and tailoring interventions to address those challenges. The following are economic development needs for the low- and moderate-income individuals in Salisbury:

**Job Creation and Training Programs:** Low- and moderate-income individuals may benefit from job creation programs that focus on expanding employment opportunities in sectors that offer livable wages. Additionally, training and skill development programs can help individuals acquire the skills needed to access higher-paying jobs and advance in their careers.

**Affordable Housing:** Access to affordable housing is crucial for low- and moderate-income individuals to maintain financial stability and improve their quality of life. Economic development efforts should include initiatives to increase the supply of affordable housing options and address issues related to housing affordability and homelessness.

**Small Business Support:** Many low- and moderate-income individuals may aspire to start or expand their own businesses as a pathway to economic self-sufficiency. Economic development programs can provide support for entrepreneurship and small business development through access to financing, technical assistance, and mentorship programs.

**Financial Education and Asset Building:** Financial literacy and asset-building programs can empower low- and moderate-income individuals to make informed financial decisions, build savings, and access affordable financial services. These programs can help individuals build assets, increase their financial stability, and improve their long-term economic prospects.

**Access to Affordable Healthcare and Childcare:** Access to affordable healthcare and childcare services is essential for low- and moderate-income individuals to maintain their health and well-being while participating in the workforce. Economic development efforts should consider strategies to improve access to healthcare and childcare services, such as supporting community health clinics and expanding childcare subsidy programs.

**Transportation Access:** Reliable and affordable transportation options are critical for low- and moderate-income individuals to access employment opportunities, healthcare services, education, and other essential resources. Economic development initiatives should address transportation barriers and improve access to public transportation options for underserved communities.

**Community Development and Revitalization:** Investing in community development and neighborhood revitalization efforts can create opportunities for economic growth and improve the overall quality of life for low- and moderate-income residents. These efforts may include infrastructure improvements, affordable housing development, and the creation of community amenities and recreational facilities.



## **MA-50 Needs and Market Analysis Discussion**

### **Are there areas where households with multiple housing problems are concentrated? (include a definition of "concentration")**

The City has identified the following five residential neighborhoods as areas that have a concentration of houses with multiple housing problems: North Camden; Newtown/North Division; Church Street/Doverdale; Presidents/Princeton; and West Side. These areas have been labeled as CDBG Target Areas.

Concentration is defined as the percentage of households with multiple housing problems are at least 20 percentage points higher than the percentage of households with multiple housing problems as a whole.

### **Are there any areas in the jurisdiction where racial or ethnic minorities or low-income families are concentrated? (include a definition of "concentration")**

The City of Salisbury defines an Area of Minority Concentration as a Census Tract where at least 60% of the population residing within the Census Tract are identified as minority households. According to the 2017-2021 American Community Survey, there are four (4) Census Tracts within the City of Salisbury which meet this definition: Census Tract 1, Census Tract 3, Census Tract 5, and Census Tract 102.

Census Tract 1 includes the Church Street/Doverdale CDBG Target Neighborhood. The percentage of minority residents residing in Census Tract 1 is 76.6%.

Census Tract 3 encompasses the Westside CDBG Target Neighborhood. The percentage of minority residents residing in Census Tract 3 is 89.8%.

Census Tract 5 encompasses the Presidents/Princeton CDBG Target Neighborhood. The percentage of minority residents residing in Census Tract 5 is 63.8%.

Census Tract 102 is located north of the Westside and Newtown/North Division CDBG Target Neighborhoods. The percentage of minority residents residing in Census Tract 102 is 87.3%.

### **What are the characteristics of the market in these areas/neighborhoods?**

Census Tract 1 includes the Church Street/Doverdale CDBG Target Neighborhood. The median home value is \$132,500 and the median rent is \$715. There are 69.74% renter-occupied housing units and 30.26% owner-occupied housing units. Median household income is \$44,935, the poverty rate is 9.07% and the unemployment rate is 9.07%.

Census Tract 3 encompasses the Westside CDBG Target Neighborhood. The median home value is \$97,600 and the median rent is \$606. There are 91.00% renter-occupied housing units and 9.00% owner-occupied

housing units. Median household income is \$30,682, the poverty rate is 34.48% and the unemployment rate is 4.75%.

Census Tract 5 encompasses the Presidents/Princeton CDBG Target Neighborhood. The median home value is \$84,000 and the median rent is \$917. There are 69.39% renter-occupied housing units and 30.61% owner-occupied housing units. Median household income is \$31,940, the poverty rate is 28.07% and the unemployment rate is 14.73%.

Census Tract 102 is located north of the Westside and Newtown/North Division CDBG Target Neighborhoods. The median home value is \$153,700 and the median rent is \$614. There are 68.94% renter-occupied housing units and 31.06% owner-occupied housing units. Median household income is \$36,387, the poverty rate is 2084% and the unemployment rate is 14.61%.

### **Are there any community assets in these areas/neighborhoods?**

The CDBG Target Areas have the following community assets:

**Human Capital:** Low-income communities often possess a wealth of human capital in the form of skilled residents, community leaders, volunteers, and activists. These individuals can contribute valuable expertise, knowledge, and social networks to community development efforts.

**Social Networks and Relationships:** Strong social networks and relationships within low-income communities can foster social cohesion, mutual support, and collective action. These networks can be harnessed to address community challenges, build resilience, and promote social inclusion.

**Cultural and Ethnic Diversity:** Low-income communities often exhibit rich cultural and ethnic diversity, which can be a source of strength, creativity, and resilience. Cultural assets such as traditions, languages, cuisines, and arts contribute to community identity and vitality.

**Community Organizations and Nonprofits:** Many low-income communities are home to grassroots organizations, nonprofits, faith-based groups, and community-based organizations that provide essential services, advocacy, and support to residents. These organizations play a critical role in addressing community needs and promoting community well-being.

**Local Businesses and Entrepreneurs:** Low-income communities may have a range of local businesses, entrepreneurs, and micro-enterprises that contribute to the local economy, provide employment opportunities, and offer goods and services to residents. Supporting these businesses can stimulate economic growth and build community wealth.

**Community Facilities and Infrastructure:** Community assets may include facilities such as schools, libraries, community centers, parks, and healthcare clinics that provide essential services and serve as hubs for community engagement and social activities. Accessible and well-maintained infrastructure supports community well-being and quality of life.

Community Pride and Resilience: Despite challenges, many low-income communities exhibit a strong sense of pride, resilience, and determination. Residents' commitment to their neighborhoods, histories of overcoming adversity, and collective efforts to create positive change are valuable community assets.

Civic Engagement and Advocacy: Low-income communities may have active residents who engage in civic activities, advocate for social justice, and work to improve their neighborhoods. Civic engagement assets include resident associations, advocacy groups, community organizing efforts, and participation in local decision-making processes.

Educational Institutions and Learning Opportunities: Schools, colleges, adult education centers, and other educational institutions in low-income communities provide opportunities for learning, skill development, and personal growth. Access to quality education is a critical asset for community development and economic mobility.

### **Are there other strategic opportunities in any of these areas?**

Strategic opportunities for low-income census tracts involve identifying and leveraging assets, resources, and potential interventions to promote economic development, improve quality of life, and address disparities within these communities.

Targeted Investment and Development: Low-income census tracts may offer opportunities for targeted investment and development initiatives aimed at revitalizing neighborhoods, creating jobs, and stimulating economic growth. This could include investment in affordable housing, mixed-use developments, commercial corridors, and infrastructure improvements.

Small Business Support and Entrepreneurship: Supporting small businesses and entrepreneurship within low-income census tracts can create economic opportunities, generate local employment, and contribute to community development. This could involve providing access to financing, technical assistance, and business development programs tailored to the needs of local entrepreneurs.

Workforce Development and Training Programs: Investing in workforce development and training programs within low-income census tracts can help residents acquire the skills and credentials needed to access higher-paying jobs and advance in their careers. This could include partnerships with local employers, educational institutions, and training providers to offer job training, apprenticeship programs, and career pathways.

Affordable Housing Development and Preservation: Increasing the supply of affordable housing within low-income census tracts is essential for addressing housing affordability challenges and promoting housing stability for residents. This could involve incentivizing affordable housing development, preserving existing affordable housing stock, and implementing inclusionary zoning policies.

Community Health and Wellness Initiatives: Promoting community health and wellness initiatives within low-income census tracts can improve residents' health outcomes, reduce healthcare disparities, and enhance overall quality of life. This could include investing in healthcare facilities, promoting access to healthy food options, and supporting recreational and green space development.

**Financial Inclusion and Economic Empowerment:** Increasing financial inclusion and economic empowerment within low-income census tracts can help residents build assets, improve financial stability, and create pathways out of poverty. This could involve providing access to financial services, financial education programs, and asset-building initiatives such as matched savings accounts or microfinance programs.

**Cultural and Community Development:** Celebrating and preserving the cultural heritage and diversity of low-income census tracts can contribute to community identity, pride, and cohesion. This could involve supporting cultural events, festivals, and community-led initiatives that highlight local arts, traditions, and history.

**Transit and Transportation Access:** Improving transit and transportation access within low-income census tracts can increase mobility, connect residents to employment opportunities and essential services, and reduce transportation barriers. This could include investing in public transit infrastructure, expanding transportation options, and implementing transit-oriented development strategies.

## **MA-60 Broadband Needs of Housing occupied by Low- and Moderate-Income Households - 91.210(a)(4), 91.310(a)(2)**

### **Describe the need for broadband wiring and connections for households, including low- and moderate-income households and neighborhoods.**

The need for broadband wiring and connections for low- and moderate-income households and neighborhoods is essential infrastructure for education, health care, supportive services, and economic development in Wicomico County. In today's digital age, access to reliable broadband internet is crucial for students of all ages to participate in remote learning, access educational resources, and complete homework assignments. Without broadband connectivity, students from low- and moderate-income households may face significant barriers to academic success, exacerbating educational disparities. Telehealth services have become increasingly important, especially in underserved rural and urban areas where access to healthcare facilities may be limited. Broadband internet enables individuals to access remote medical consultations, monitor chronic conditions, and access health information and resources online, improving healthcare access for low- and moderate-income households. Broadband internet access is essential for accessing job opportunities, online job training programs, and remote work opportunities. For low- and moderate-income households, broadband connectivity can open doors to employment options that may not be available locally, helping to bridge the digital divide and improve economic mobility. Many supportive services and resources are now accessible online, from applying for benefits and accessing tax information to registering to vote and accessing government assistance programs. Broadband internet access is essential for low- and moderate-income households to access these services efficiently and effectively, ensuring equal access to essential government resources and support.

### **Describe the need for increased competition by having more than one broadband Internet service provider serve the jurisdiction.**

There are a number of internet providers in the City of Salisbury. They include: T-Mobile Home Internet 5G; Xfinity Cable; Verizon Home Internet 5G; HughesNet Satellite; Viasat Satellite; and Delmarva WiFi LLC.

The Emergency Broadband Benefit Program, through the Federal Communications Commission (FCC), provides a discount of up to \$50 per month towards broadband service for eligible households. Eligible households can also receive a one-time discount of up to \$100 to purchase a laptop, desktop computer, or tablet from participating providers if they contribute more than \$10 and less than \$50 toward the purchase price. The State of Maryland is in the initial planning stages of the Broadband Equity, Access, and Deployment ("BEAD") program which will use federal funding to expand high-speed internet access by funding planning, infrastructure deployment and adoption programs.

## **MA-65 Hazard Mitigation - 91.210(a)(5), 91.310(a)(3)**

### **Describe the jurisdiction's increased natural hazard risks associated with climate change.**

Salisbury, Maryland, like many coastal cities, faces increased natural hazard risks associated with climate change, which include:

**Sea Level Rise:** Salisbury is located near the Chesapeake Bay, and rising sea levels due to climate change threaten the city's low-lying areas. Higher sea levels increase the likelihood of coastal flooding during storms and high tides, leading to property damage, infrastructure disruption, and potential displacement of residents.

**Storm Intensity:** Climate change is expected to lead to more intense and frequent storms, including hurricanes and nor'easters, which can cause significant damage to Salisbury and its surrounding areas. These storms bring strong winds, heavy rainfall, and storm surges, exacerbating flooding and erosion along the coast.

**Heatwaves:** Increasing temperatures associated with climate change contribute to more frequent and severe heatwaves in Salisbury. Heatwaves can pose health risks, especially for vulnerable populations, and strain infrastructure such as power grids as demand for cooling increases.

**Precipitation Changes:** Climate change can alter precipitation patterns in Salisbury, leading to more intense rainfall events and periods of drought. Heavy rainfall can cause flash flooding, while drought conditions can impact agriculture, water resources, and ecosystems.

**Erosion and Coastal Vulnerability:** Rising sea levels and increased storm activity contribute to coastal erosion in Salisbury, threatening beaches, coastal infrastructure, and habitats. Erosion not only impacts the natural environment but also poses risks to property and public safety.

### **Describe the vulnerability to these risks of housing occupied by low- and moderate-income households based on an analysis of data, findings, and methods.**

Low- and moderate-income households are particularly vulnerable to the increased natural hazard risks associated with climate change for several reasons:

**Limited Resources:** Low- and moderate-income households often have limited financial resources, making it difficult for them to afford insurance premiums or invest in mitigation measures to protect their homes from natural hazards such as flooding, hurricanes, or wildfires. This lack of resources can leave them more exposed to the impacts of extreme weather events.

**Housing Quality:** Many low- and moderate-income households live in older housing stock that may not be built to withstand the increasing intensity of natural hazards associated with climate change. These homes may have inadequate insulation, roofing, or structural integrity, making them more susceptible to damage from storms, floods, or extreme heat.

**Geographic Location:** Low-income households are more likely to live in areas prone to natural hazards, such as floodplains, coastal zones, or areas at high risk of wildfires, due to the lower cost of housing in these locations. This places them at greater risk of experiencing the direct impacts of climate-related disasters.

**Limited Mobility:** Low- and moderate-income households may have limited mobility or lack access to transportation, making it difficult for them to evacuate in the event of an approaching hurricane or wildfire. This increases their vulnerability to harm and displacement during extreme weather events.

**Health Impacts:** Low-income households may also be more susceptible to the health impacts of climate change, such as heat-related illnesses during heatwaves or respiratory issues exacerbated by poor air quality from wildfires. Limited access to healthcare services or inability to afford medications further compounds these health risks.

**Employment Disruptions:** Natural disasters can disrupt local economies, leading to job loss or reduced work hours, which disproportionately affects low-income workers who may rely on hourly wages or have less job security. This economic instability can exacerbate financial strain and make recovery more challenging for low- and moderate-income households.

Addressing the vulnerability of low- and moderate-income households to increased natural hazard risks associated with climate change requires targeted policies and interventions aimed at improving housing quality, increasing access to affordable insurance and financial assistance for mitigation measures, enhancing community resilience and emergency preparedness efforts, and addressing underlying socioeconomic inequalities that contribute to disparities in vulnerability. Efforts to build more equitable and resilient communities must prioritize the needs of the most vulnerable populations to ensure that they are not disproportionately burdened by the impacts of climate change.

Wicomico County has a Hazard Mitigation and Resilience Plan that forms the foundation of the County's long-term strategy to reduce disaster losses and break the cycle of disaster damage, reconstruction, and repeated damage. The purpose of this plan, that was last updated in 2022, is to identify, plan, and implement cost-effective hazard mitigation measures through a comprehensive approach known as hazard mitigation planning.

# Strategic Plan

## SP-05 Overview

### Strategic Plan Overview

The Strategic Plan is a guide for the City of Salisbury to establish its housing, homeless, other special needs, community development, economic development, and anti-poverty priorities, objectives, and strategies that it anticipates will be completed during the next five years. The PY 2024-2028 Strategic Plan has been developed based on evaluating the needs and problems experienced by the City of Salisbury and its residents. This strategy is the result of the City's needs assessment and market analysis, which has determined the City's priorities based on this examination.

The goals, objectives, and activities are designed to assist those households with incomes less than 80% of the area median income (AMI). This group is referred to as the "target income" group. Areas in the City with 51% or more of households with incomes less than 80% AMI are designated as CDBG Target Areas. According to HUD's 2011-2015 ACS Low and Moderate Income Summary Data for FY 2023, the City of Salisbury has an overall low- and moderate-income population of 60.65%.

The City of Salisbury based its goals and objectives for the PY 2024-2028 Consolidated Plan on the following guiding principles, which provided a framework for the development of the Five Year Consolidated Plan:

- Assist - Develop comprehensive strategies to support and assist those in need in the City of Salisbury.
- Involve - Involve the community and provide opportunities for public input and involvement in the Five Year Consolidated Plan process and the preparation of the report.
- Collaborate - Encourage collaboration between public, private, and non-profit agencies in order to ensure the most efficient and effective services.
- Leverage - Leverage CDBG funds and other local resources to maximize the effectiveness of programs and services.
- Promote - Encourage and support outside agencies and organizations to undertake specific projects and programs to assist low- and moderate-income persons.

The City of Salisbury's priority needs were determined based on:

- existing data on the needs of the community
- through consultation with City Department staff
- stakeholder consultations
- public hearings
- surveys



The key factors affecting the determination of the five-year priorities include the following:

- The types of target income households with greatest need for assistance.
- The City's low- and moderate-income areas with the greatest need.
- Those activities that will best address the needs of the City residents.
- The limited amount of funding available to meet the needs.
- The ability to leverage additional resources.

## SP-10 Geographic Priorities – 91.215 (a)(1)

### Geographic Area

<b>1</b>	<b>Area Name:</b>	<b>Citywide Low-Mod</b>
	<b>Area Type:</b>	Local Target area
	<b>Other Target Area Description:</b>	-
	<b>HUD Approval Date:</b>	-
	<b>% of Low/ Mod:</b>	-
	<b>Revital Type:</b>	Comprehensive
	<b>Other Revital Description:</b>	-
	<b>Identify the neighborhood boundaries for this target area.</b>	The boundaries are the city limits.
	<b>Include specific housing and commercial characteristics of this target area.</b>	See sections NA and MA.
	<b>How did your consultation and citizen participation process help you to identify this neighborhood as a target area?</b>	See PR-10 and PR-15.
	<b>Identify the needs in this target area.</b>	See section NA.
	<b>What are the opportunities for improvement in this target area?</b>	See section SP.
	<b>Are there barriers to improvement in this target area?</b>	See MA-40.
<b>2</b>	<b>Area Name:</b>	<b>Church Street/Doverdale CDBG Target Area</b>
	<b>Area Type:</b>	Local Target area
	<b>Other Target Area Description:</b>	-
	<b>HUD Approval Date:</b>	-
	<b>% of Low/ Mod:</b>	-
	<b>Revital Type:</b>	Comprehensive
	<b>Other Revital Description:</b>	-
	<b>Identify the neighborhood boundaries for this target area.</b>	The boundaries are the city limits.
	<b>Include specific housing and commercial characteristics of this target area.</b>	See sections NA and MA.

How did your consultation and citizen participation process help you to identify this neighborhood as a target area?	See PR-10 and PR-15.
Identify the needs in this target area.	See section NA.
What are the opportunities for improvement in this target area?	See section SP.
Are there barriers to improvement in this target area?	See MA-40.
<b>3</b>	
<b>Area Name:</b>	<b>Newtown/North Division CDBG Target Area</b>
<b>Area Type:</b>	Local Target area
<b>Other Target Area Description:</b>	-
<b>HUD Approval Date:</b>	-
<b>% of Low/ Mod:</b>	-
<b>Revital Type:</b>	Comprehensive
<b>Other Revital Description:</b>	-
Identify the neighborhood boundaries for this target area.	The boundaries are the city limits.
Include specific housing and commercial characteristics of this target area.	See sections NA and MA.
How did your consultation and citizen participation process help you to identify this neighborhood as a target area?	See PR-10 and PR-15.
Identify the needs in this target area.	See section NA.
What are the opportunities for improvement in this target area?	See section SP.
Are there barriers to improvement in this target area?	See MA-40.
<b>4</b>	
<b>Area Name:</b>	<b>North Camden CDBG Target Area</b>
<b>Area Type:</b>	Local Target area
<b>Other Target Area Description:</b>	-
<b>HUD Approval Date:</b>	-
<b>% of Low/ Mod:</b>	-
<b>Revital Type:</b>	Comprehensive
<b>Other Revital Description:</b>	-

Identify the neighborhood boundaries for this target area.	The boundaries are the city limits.
Include specific housing and commercial characteristics of this target area.	See sections NA and MA.
How did your consultation and citizen participation process help you to identify this neighborhood as a target area?	See PR-10 and PR-15.
Identify the needs in this target area.	See section NA.
What are the opportunities for improvement in this target area?	See section SP.
Are there barriers to improvement in this target area?	See MA-40.
<b>5</b>	
<b>Area Name:</b>	<b>Presidents/Princeton CDBG Target Area</b>
<b>Area Type:</b>	Local Target area
<b>Other Target Area Description:</b>	-
<b>HUD Approval Date:</b>	-
<b>% of Low/ Mod:</b>	-
<b>Revital Type:</b>	Comprehensive
<b>Other Revital Description:</b>	-
Identify the neighborhood boundaries for this target area.	The boundaries are the city limits.
Include specific housing and commercial characteristics of this target area.	See sections NA and MA.
How did your consultation and citizen participation process help you to identify this neighborhood as a target area?	See PR-10 and PR-15.
Identify the needs in this target area.	See section NA.
What are the opportunities for improvement in this target area?	See section SP.
Are there barriers to improvement in this target area?	See MA-40.
<b>6</b>	
<b>Area Name:</b>	<b>West Side CDBG Target Area</b>
<b>Area Type:</b>	Local Target area
<b>Other Target Area Description:</b>	-
<b>HUD Approval Date:</b>	-
<b>% of Low/ Mod:</b>	-

<b>Revital Type:</b>	Comprehensive
<b>Other Revital Description:</b>	-
<b>Identify the neighborhood boundaries for this target area.</b>	The boundaries are the city limits.
<b>Include specific housing and commercial characteristics of this target area.</b>	See sections NA and MA.
<b>How did your consultation and citizen participation process help you to identify this neighborhood as a target area?</b>	See PR-10 and PR-15.
<b>Identify the needs in this target area.</b>	See section NA.
<b>What are the opportunities for improvement in this target area?</b>	See section SP.
<b>Are there barriers to improvement in this target area?</b>	See MA-40.

**Table 45 - Geographic Priority Areas**

### **General Allocation Priorities**

Describe the basis for allocating investments geographically within the jurisdiction (or within the EMSA for HOPWA)

The City of Salisbury has identified the City's urban core as a priority area for revitalization that includes the rehabilitation of the housing stock, reduction in crime in the adjacent five neighborhoods, and creating connectivity between the urban core neighborhoods and business district. In addition to the City's Downtown, the City identified five neighborhoods as CDBG Target Areas; they are: North Camden; Newtown/North Division Street; Church Street/Doverdale; Presidents/Princeton Area; and the Westside. The City has been focusing on the revitalization of these target neighborhoods for several years, utilizing a number of different funding programs. The City has determined that CDBG funds for program years 2024 to 2028 be directed to all of the CDBG target areas. Priority will be given to projects located in the CDBG Target Areas.

## SP-25 Priority Needs - 91.215(a)(2)

### Priority Needs

1 Priority Need Name	Housing Need
Priority Level	High
Population	Extremely Low Low Moderate Middle Large Families Families with Children Elderly Public Housing Residents Rural Chronic Homelessness Individuals Families with Children Mentally Ill Chronic Substance Abuse veterans Persons with HIV/AIDS Victims of Domestic Violence Unaccompanied Youth Elderly Frail Elderly Persons with Mental Disabilities Persons with Physical Disabilities Persons with Developmental Disabilities Persons with Alcohol or Other Addictions Persons with HIV/AIDS and their Families Victims of Domestic Violence Non-housing Community Development
Geographic Areas Affected	Citywide Low-Mod North Camden CDBG Target Area Presidents/Princeton CDBG Target Area Church Street/Doverdale CDBG Target Area Newtown/North Division CDBG Target Area West Side CDBG Target Area

<b>Associated Goals</b>	HS-1 Homeownership HS-2 Housing Construction HS-3 Housing Rehabilitation
<b>Description</b>	There is a need for additional decent, safe, and affordable housing for homebuyers, homeowners, and renters.
<b>Basis for Relative Priority</b>	This priority was determined through consultation with public, nonprofit, and private entities.
<b>2 Priority Need Name</b>	<b>Homeless Need</b>
<b>Priority Level</b>	High
<b>Population</b>	Extremely Low Low Moderate Middle Large Families Families with Children Elderly Public Housing Residents Rural Chronic Homelessness Individuals Families with Children Mentally Ill Chronic Substance Abuse veterans Persons with HIV/AIDS Victims of Domestic Violence Unaccompanied Youth
<b>Geographic Areas Affected</b>	Citywide Low-Mod North Camden CDBG Target Area Presidents/Princeton CDBG Target Area Church Street/Doverdale CDBG Target Area Newtown/North Division CDBG Target Area West Side CDBG Target Area
<b>Associated Goals</b>	HO-1 Housing HO-2 Operation/Support
<b>Description</b>	There is a need for housing access for homeless persons and persons at-risk of becoming homeless.

<b>Basis for Relative Priority</b>	This priority was determined through consultation with public, nonprofit, and private entities.
<b>3</b>	
<b>Priority Need Name</b>	<b>Other Special Needs</b>
<b>Priority Level</b>	High
<b>Population</b>	Extremely Low Low Moderate Middle Large Families Families with Children Elderly Public Housing Residents Elderly Frail Elderly Persons with Mental Disabilities Persons with Physical Disabilities Persons with Developmental Disabilities Persons with Alcohol or Other Addictions Persons with HIV/AIDS and their Families Victims of Domestic Violence Non-housing Community Development
<b>Geographic Areas Affected</b>	Citywide Low-Mod North Camden CDBG Target Area Presidents/Princeton CDBG Target Area Church Street/Doverdale CDBG Target Area Newtown/North Division CDBG Target Area West Side CDBG Target Area
<b>Associated Goals</b>	SN-1 Services/Facilities
<b>Description</b>	There is a need for housing access, services, and facilities for persons with special needs.
<b>Basis for Relative Priority</b>	This priority was determined through consultation with public, nonprofit, and private entities.
<b>4</b>	
<b>Priority Need Name</b>	<b>Community Development Need</b>
<b>Priority Level</b>	High



<p><b>Population</b></p>	<p>Extremely Low  Low  Moderate  Middle  Large Families  Families with Children  Elderly  Public Housing Residents  Rural  Chronic Homelessness  Individuals  Families with Children  Mentally Ill  Chronic Substance Abuse veterans  Persons with HIV/AIDS  Victims of Domestic Violence  Unaccompanied Youth  Elderly  Frail Elderly  Persons with Mental Disabilities  Persons with Physical Disabilities  Persons with Developmental Disabilities  Persons with Alcohol or Other Addictions  Persons with HIV/AIDS and their Families  Victims of Domestic Violence  Non-housing Community Development</p>
<p><b>Geographic Areas Affected</b></p>	<p>Citywide Low-Mod  North Camden CDBG Target Area  Presidents/Princeton CDBG Target Area  Church Street/Doverdale CDBG Target Area  Newtown/North Division CDBG Target Area  West Side CDBG Target Area</p>
<p><b>Associated Goals</b></p>	<p>CD-1 Community Facilities and Infrastructure  CD-2 Public Safety and Services  CD-3 Connectivity  CD-4 Clearance/Demolition</p>
<p><b>Description</b></p>	<p>There is a need to improve the community facilities, infrastructure, public services, and quality of life in the City of Salisbury.</p>

<b>Basis for Relative Priority</b>	This priority was determined through consultation with public, nonprofit, and private entities.
<b>5 Priority Need Name</b>	<b>Economic Development Need</b>
<b>Priority Level</b>	Low
<b>Population</b>	Extremely Low Low Moderate Middle Large Families Families with Children Elderly Public Housing Residents Rural Chronic Homelessness Individuals Families with Children Mentally Ill Chronic Substance Abuse veterans Persons with HIV/AIDS Victims of Domestic Violence Unaccompanied Youth Elderly Frail Elderly Persons with Mental Disabilities Persons with Physical Disabilities Persons with Developmental Disabilities Persons with Alcohol or Other Addictions Persons with HIV/AIDS and their Families Victims of Domestic Violence Non-housing Community Development
<b>Geographic Areas Affected</b>	Citywide Low-Mod North Camden CDBG Target Area Presidents/Princeton CDBG Target Area Church Street/Doverdale CDBG Target Area Newtown/North Division CDBG Target Area West Side CDBG Target Area

<b>Associated Goals</b>	ED-1 Employment
	ED-2 Development
	ED-3 Redevelopment
<b>Description</b>	ED-4 Financial Assistance
	ED-5 Access to Transportation
	There is a need to encourage employment and economic opportunities in the City of Salisbury.
<b>Basis for Relative Priority</b>	This priority was determined through consultation with public, nonprofit, and private entities.
<b>6 Priority Need Name</b>	<b>Administration, Planning, and Management Need</b>
<b>Priority Level</b>	High
<b>Population</b>	Extremely Low
	Low
	Moderate
	Middle
	Large Families
	Families with Children
	Elderly
	Public Housing Residents
	Rural
	Chronic Homelessness
	Individuals
	Families with Children
	Mentally Ill
	Chronic Substance Abuse
	veterans
	Persons with HIV/AIDS
	Victims of Domestic Violence
	Unaccompanied Youth
	Elderly
Frail Elderly	
Persons with Mental Disabilities	
Persons with Physical Disabilities	
Persons with Developmental Disabilities	
Persons with Alcohol or Other Addictions	
Persons with HIV/AIDS and their Families	
Victims of Domestic Violence	
Non-housing Community Development	

<b>Geographic Areas Affected</b>	Citywide Low-Mod North Camden CDBG Target Area Presidents/Princeton CDBG Target Area Church Street/Doverdale CDBG Target Area Newtown/North Division CDBG Target Area West Side CDBG Target Area
<b>Associated Goals</b>	AM-1 Overall Coordination
<b>Description</b>	There is a need for planning, administration, management, and oversight of federal, state, and local funded programs.
<b>Basis for Relative Priority</b>	This priority was determined through consultation with public, nonprofit, and private entities.

**Table 46 – Priority Needs Summary**

**Narrative (Optional)**

The priority ranking of needs for the housing, homeless, other special needs, community development, economic development, and administration, planning, and management strategies are as follows:

- High Priority - Activities are assigned a high priority if the City expects to fund them during the Five Year Consolidated Plan period.
- Low Priority - Activities are assigned a low priority if the activity may not be funded by the City during the Five Year Consolidated Plan period. The City may support applications for other funding if those activities are consistent with the needs identified in the Five Year Consolidated Plan.

## SP-30 Influence of Market Conditions – 91.215 (b)

### Influence of Market Conditions

Affordable Housing Type	Market Characteristics that will influence the use of funds available for housing type
Tenant Based Rental Assistance (TBRA)	CDBG funds are limited for use within the City; housing assistance is limited to homeowners, as well as non-profit affordable housing providers. The City is not a HOME entitlement community. A state allocation of ESG funds is used locally for Rapid Re-housing activities.
TBRA for Non-Homeless Special Needs	CDBG funds are limited for use within the City; housing assistance is limited to homeowners, as well as non-profit affordable housing providers. The City is not a HOME entitlement community. A state allocation of ESG funds is used locally for Rapid Re-housing activities.
New Unit Production	The housing needs in the City are for accessible, decent, safe, and affordable housing units. The City will utilize various funding sources and stakeholders to support neighborhood revitalization activities throughout the City related to the creation and preservation of affordable housing.
Rehabilitation	The housing needs in the City are for accessible, decent, safe, and affordable housing units. The City will utilize various funding sources and stakeholders to support neighborhood revitalization activities throughout the City related to the creation and preservation of affordable housing.
Acquisition, including preservation	The housing needs in the City are for accessible, decent, safe, and affordable housing units. The City will utilize various funding sources and stakeholders to support neighborhood revitalization activities throughout the City related to the creation and preservation of affordable housing.
	There are three historic districts: Downtown, Newtown, and Camden. The City has developed guidelines for historic preservation.

**Table 47 – Influence of Market Conditions**

## SP-35 Anticipated Resources - 91.215(a)(4), 91.220(c)(1,2)

### Introduction

Salisbury will receive \$346,673 in CDBG funds for the PY 2024 program year. The City's PY 2024 CDBG program year starts on July 1, 2024 and concludes on June 30, 2025. The City projects its CDBG allocations will remain level over the five-year period.

The City is not a direct recipient of HUD's Emergency Solutions Grant (ESG), Housing Opportunities for People With AIDS (HOPWA), or HOME Partnership (HOME) funds. Entities within the City are encouraged to apply for funding under these programs through the Maryland Department of Housing and Community Development (DHCD). The City will support applications that are submitted to DHCD that address the needs and strategies identified in the Consolidated Plan.

### Anticipated Resources

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1			Expected Amount Available Remainder of Con Plan	Narrative Description	
			Annual Allocation:	Program Income:	Prior Year Resources:			Total:
CDBG	public - federal	Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services	\$346,673	\$0	\$0	\$346,673	\$1,400,000	The CDBG entitlement program allocates annual grants to larger cities and urban counties to develop viable communities by providing decent housing, a suitable living environment, and opportunities to expand economic opportunities, principally for low- and moderate-income persons. The City of Salisbury will fund three (3) projects with CDBG funds for PY 2023.

Table 48 - Anticipated Resources

**Explain how federal funds will leverage those additional resources (private, state and local funds), including a description of how matching requirements will be satisfied.**

The City will continue to utilize federal, state, local, and private resources currently available to develop and expand affordable rental opportunities, homeownership options for low- and moderate-income households, and to promote other critical community sustainability initiatives.

Other resources available to help the City address its housing and community development needs include funds from the Maryland Department of Housing and Community Development (DHCD), such as low interest mortgage finance (HOME funds), housing rehabilitation money (Maryland Housing Rehabilitation Program - MHRP funds), Special Targeted Area Rehabilitation (STAR) Program funds, lead-based paint reduction funds (Lead Hazard Reduction Program), first-time homebuyer settlement expenses, rental allowance funds (Rental Allowance Program), and neighborhood revitalization program (Community Legacy and Neighborhood Partnership) funds.

Salisbury has successfully obtained funding from the Environmental Protection Agency, the National Fish & Wildlife Foundation, the Maryland Department of Natural Resources, the Department of Transportation, and the State Highway Administration. To help with crime reduction and revitalization activities the City has received funds through the Law Enforcement Block Grant program, the Edward Byrne Memorial Justice Assistance Grant (JAG) program, the Bulletproof Vest Partnership Program (DOJ), as well as Wicomico Exile (gun control), the Gun Violence Reduction Initiative, and the Maryland Criminal Intelligence Network (MCIN) through the Governor's Office of Crime Control & Prevention (GOCCP).

**If appropriate, describe publicly owned land or property located within the jurisdiction that may be used to address the needs identified in the plan.**

The City does not intend to use, acquire or improve any publicly owned land or property using CDBG funds to address the needs identified in the City's Consolidated Plan.

**Discussion**

The City will utilize available federal, state, local, and private resources currently available to address the needs identified in the City's Consolidated Plan.

## SP-40 Institutional Delivery Structure – 91.215(k)

Explain the institutional structure through which the jurisdiction will carry out its consolidated plan including private industry, non-profit organizations, and public institutions.

Responsible Entity	Responsible Entity Type	Role	Geographic Area Served
City of Salisbury	Departments and agencies	Planning	Jurisdiction
Wicomico County Housing Authority	PHA	Public Housing	Region
Homeless Alliance for the Lower Shore Continuum of Care Committee	Continuum of care	Homelessness	Region

Table 49 - Institutional Delivery Structure

### Assess of Strengths and Gaps in the Institutional Delivery System

The City’s Housing & Community Development Department (HCDD) coordinates and consults with the multiple municipal departments and authorities, the Maryland Department of Housing and Community Development (DHCD), and local non-profit and for profit stakeholders to address its housing and community development priorities. The City coordinates and consults with the Wicomico Housing Authority on issues of affordable housing for extremely low-, very low-, and low-income residents. Additionally, the City coordinates and consults with the HALS CoC on issues concerning rapid rehousing, homeless prevention, emergency shelter housing, transitional housing, and permanent supportive housing for the City.

The largest barrier for the City to address its housing and community development needs is the lack of adequate funding for the City and stakeholders to undertake projects that will address the needs identified in this plan.

### Availability of services targeted to homeless persons and persons with HIV and mainstream services.

Homelessness Prevention Services	Available in the Community	Targeted to Homeless	Targeted to People with HIV
<b>Homelessness Prevention Services</b>			
Counseling/Advocacy	X	X	
Legal Assistance	X	X	
Mortgage Assistance	X	X	
Rental Assistance	X	X	



Homelessness Prevention Services	Available in the Community	Targeted to Homeless	Targeted to People with HIV
<b>Homelessness Prevention Services</b>			
Utilities Assistance	X	X	
<b>Street Outreach Services</b>			
Law Enforcement	X	X	
Mobile Clinics	X	X	
Other Street Outreach Services	X	X	
<b>Supportive Services</b>			
Alcohol & Drug Abuse	X	X	
Child Care	X	X	
Education	X	X	
Employment and Employment Training	X	X	
Healthcare	X	X	
HIV/AIDS	X	X	
Life Skills	X	X	
Mental Health Counseling	X	X	
Transportation	X	X	

Table 50 - Homeless Prevention Services Summary

**Describe how the service delivery system including, but not limited to, the services listed above meet the needs of homeless persons (particularly chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth)**

The Maryland Department of Health and Mental Hygiene (DHMH) provides referral services and case management for homeless persons to ensure that those persons receive the supportive services that they need. The HALS CoC provides a number of housing/shelter options, as well as supportive services for homeless persons. The City of Salisbury also provides referral services, shelter housing, and resources on affordable housing options in the City.

**Describe the strengths and gaps of the service delivery system for special needs population and persons experiencing homelessness, including, but not limited to, the services listed above.**

To adequately address the needs of the homeless, there is a need for increased cooperation and coordination among the many housing developers and social service providers. All of these actions, once coordinated and implemented, will greatly enhance the City's efforts to address the homeless population's needs.

**Provide a summary of the strategy for overcoming gaps in the institutional structure and service delivery system for carrying out a strategy to address priority needs.**

The HALS CoC performs an annual gap analysis to determine the unmet supportive service and housing needs for the homeless population. In the latest gap analysis, the CoC identified the need for additional housing options for veterans and homeless youth.

**SP-45 Goals Summary – 91.215(a)(4)**

**Goals Summary Information**

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed
1	HS-1 Homeownership	2024	2028	Affordable Housing	Citywide Low-Mod North Camden CDBG Target Area Presidents/Princeton CDBG Target Area Church Street/Doverdale CDBG Target Area Newtown/North Division CDBG Target Area West Side CDBG Target Area	Housing Need
2	HS-2 Housing Construction	2024	2028	Affordable Housing	Citywide Low-Mod North Camden CDBG Target Area Presidents/Princeton CDBG Target Area Church Street/Doverdale CDBG Target Area Newtown/North Division CDBG Target Area West Side CDBG Target Area	Housing Need
3	HS-3 Housing Rehabilitation	2024	2028	Affordable Housing	Citywide Low-Mod North Camden CDBG Target Area Presidents/Princeton CDBG Target Area Church Street/Doverdale CDBG Target Area Newtown/North Division CDBG Target Area West Side CDBG Target Area	Housing Need
4	HO-1 Housing	2024	2028	Homeless	Citywide Low-Mod North Camden CDBG Target Area Presidents/Princeton CDBG Target Area Church Street/Doverdale CDBG Target Area Newtown/North Division CDBG Target Area West Side CDBG Target Area	Homeless Need

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed
5	HO-2 Operation/Support	2024	2028	Homeless	Citywide Low-Mod North Camden CDBG Target Area Presidents/Princeton CDBG Target Area Church Street/Doverdale CDBG Target Area Newtown/North Division CDBG Target Area West Side CDBG Target Area	Homeless Need
6	SN-1 Services/Facilities	2024	2028	Non-Homeless Special Needs	Citywide Low-Mod North Camden CDBG Target Area Presidents/Princeton CDBG Target Area Church Street/Doverdale CDBG Target Area Newtown/North Division CDBG Target Area West Side CDBG Target Area	Other Special Needs
7	CD-1 Community Facilities and Infrastructure	2024	2028	Non-Housing Community Development	Citywide Low-Mod North Camden CDBG Target Area Presidents/Princeton CDBG Target Area Church Street/Doverdale CDBG Target Area Newtown/North Division CDBG Target Area West Side CDBG Target Area	Community Development Need
8	CD-2 Public Safety and Services	2024	2028	Non-Housing Community Development	Citywide Low-Mod North Camden CDBG Target Area Presidents/Princeton CDBG Target Area Church Street/Doverdale CDBG Target Area Newtown/North Division CDBG Target Area West Side CDBG Target Area	Community Development Need

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed
9	CD-3 Connectivity	2024	2028	Non-Housing Community Development	Citywide Low-Mod North Camden CDBG Target Area Presidents/Princeton CDBG Target Area Church Street/Doverdale CDBG Target Area Newtown/North Division CDBG Target Area West Side CDBG Target Area	Community Development Need
10	CD-4 Clearance/Demolition	2024	2028	Non-Housing Community Development	Citywide Low-Mod North Camden CDBG Target Area Presidents/Princeton CDBG Target Area Church Street/Doverdale CDBG Target Area Newtown/North Division CDBG Target Area West Side CDBG Target Area	Community Development Need
11	ED-1 Employment	2024	2028	Economic Development	Citywide Low-Mod North Camden CDBG Target Area Presidents/Princeton CDBG Target Area Church Street/Doverdale CDBG Target Area Newtown/North Division CDBG Target Area West Side CDBG Target Area	Economic Development Need
12	ED-2 Development	2024	2028	Economic Development	Citywide Low-Mod North Camden CDBG Target Area Presidents/Princeton CDBG Target Area Church Street/Doverdale CDBG Target Area Newtown/North Division CDBG Target Area West Side CDBG Target Area	Economic Development Need

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed
13	ED-3 Redevelopment	2024	2028	Economic Development	Citywide Low-Mod North Camden CDBG Target Area Presidents/Princeton CDBG Target Area Church Street/Doverdale CDBG Target Area Newtown/North Division CDBG Target Area West Side CDBG Target Area	Economic Development Need
14	ED-4 Financial Assistance	2024	2028	Economic Development	Citywide Low-Mod North Camden CDBG Target Area Presidents/Princeton CDBG Target Area Church Street/Doverdale CDBG Target Area Newtown/North Division CDBG Target Area West Side CDBG Target Area	Economic Development Need
15	ED-5 Access to Transportation	2024	2028	Economic Development	Citywide Low-Mod North Camden CDBG Target Area Presidents/Princeton CDBG Target Area Church Street/Doverdale CDBG Target Area Newtown/North Division CDBG Target Area West Side CDBG Target Area	Economic Development Need
16	AM-1 Overall Coordination	2024	2028	Planning	Citywide Low-Mod North Camden CDBG Target Area Presidents/Princeton CDBG Target Area Church Street/Doverdale CDBG Target Area Newtown/North Division CDBG Target Area West Side CDBG Target Area	Administration, Planning, and Management Need

Table 51 – Goals Summary

## Goal Descriptions

	<b>Goal Name</b>	<b>HS-1 Homeownership</b>
1	<b>Goal Description</b>	Increase the supply of owner-occupied housing units through housing counseling, down payment assistance, and closing cost assistance.
	<b>Goal Name</b>	<b>HS-2 Housing Construction</b>
2	<b>Goal Description</b>	Encourage the construction of new affordable housing units in the City for owners and renters.
	<b>Goal Name</b>	<b>HS-3 Housing Rehabilitation</b>
3	<b>Goal Description</b>	Conserve and rehabilitate existing affordable housing units occupied by owners and renters in the City by addressing code violations, emergency repairs and handicap accessibility.
	<b>Goal Name</b>	<b>HO-1 Housing</b>
4	<b>Goal Description</b>	Support the Continuum of Care's efforts to provide emergency shelter, transitional housing, permanent supportive housing, and other permanent housing opportunities.
	<b>Goal Name</b>	<b>HO-2 Operation/Support</b>
5	<b>Goal Description</b>	Assist providers operating housing or providing support services for the homeless and persons or families at-risk of becoming homeless.
	<b>Goal Name</b>	<b>SN-1 Services/Facilities</b>
6	<b>Goal Description</b>	Support supportive service programs and facilities for the elderly, persons with disabilities, persons with HIV/AIDS, persons with alcohol/drug dependency, and persons with other special needs.
	<b>Goal Name</b>	<b>CD-1 Community Facilities and Infrastructure</b>
7	<b>Goal Description</b>	Improve the City's public facilities and infrastructure through rehabilitation, reconstruction, and new construction.

	<b>Goal Name</b>	<b>CD-2 Public Safety and Services</b>
8	<b>Goal Description</b>	Improve and enhance public safety, public services, and public programs.
	<b>Goal Name</b>	<b>CD-3 Connectivity</b>
9	<b>Goal Description</b>	Improve connectivity within the City and to surrounding communities through physical, visual, transportation, and accessibility improvements.
	<b>Goal Name</b>	<b>CD-4 Clearance/Demolition</b>
10	<b>Goal Description</b>	Remove and eliminate slum and blighting conditions throughout the City.
	<b>Goal Name</b>	<b>ED-1 Employment</b>
11	<b>Goal Description</b>	Support and encourage job creation, job retention, and job training opportunities.
	<b>Goal Name</b>	<b>ED-2 Development</b>
12	<b>Goal Description</b>	Support business and commercial growth through expansion and new development.
	<b>Goal Name</b>	<b>ED-3 Redevelopment</b>
13	<b>Goal Description</b>	Plan and promote the development, redevelopment, and revitalization of vacant commercial and industrial sites.
	<b>Goal Name</b>	<b>ED-4 Financial Assistance</b>
14	<b>Goal Description</b>	Support and encourage new economic development through local, state, and federal tax incentives and programs such as Tax Incremental Financing (TIF), Tax Abatements (LERTA), Payment in Lieu of Taxes (Pilot), Enterprise Zones/Entitlement Communities, Section 108 Loan Guarantees, Economic Development Initiative (EDI) funds, etc.



	<b>Goal Name</b>	<b>ED-5 Access to Transportation</b>
<b>15</b>	<b>Goal Description</b>	Support the expansion of public transportation and access to bus and automobile service to assist residents' transportation needs for employment and job training opportunities.
	<b>Goal Name</b>	<b>AM-1 Overall Coordination</b>
<b>16</b>	<b>Goal Description</b>	Provide program management and oversight for the successful administration of federal, state, and local funded programs, including planning services for special studies, environmental clearance, fair housing activities, and compliance with all federal, state, and local laws and regulations.

**Estimate the number of extremely low-income, low-income, and moderate-income families to whom the jurisdiction will provide affordable housing as defined by HOME 91.315(b)(2)**

The City of Salisbury estimates twenty-four (24) low- and moderate-income owner-occupied households will receive housing rehabilitation assistance through PY 2024 CDBG funds. The City is not a HOME entitlement grantee.

## **SP-50 Public Housing Accessibility and Involvement – 91.215(c)**

### **Need to Increase the Number of Accessible Units (if Required by a Section 504 Voluntary Compliance Agreement)**

The Wicomico County Housing Authority was found to be in non-compliance with Section 504 of the Rehabilitation Act of 1973 based on a Compliance Review conducted by the Baltimore HUD Office in May 2003. The Housing Authority subsequently entered into a Voluntary Compliance Agreement with HUD. The Housing Authority is currently in compliance with its agreement. All new construction and rehabilitation units the Housing Authority has completed have met the requirement of 5% of units accessible for persons with mobility impairments and 2% of units accessible for persons with vision/hearing impairments.

### **Activities to Increase Resident Involvements**

The Housing Authority provides the following community amenities at its new affordable housing developments:

- Community building with meeting space and computer lab
- Supportive services on-site
- Fitness center
- On-site parking and access to public transportation
- On-site professional management team
- Partnerships with supportive service agencies to provide classes, programming, and case management

The WCHA encourages resident involvement through a number of resident focused activities that utilize the Authority's community facilities. Residents have participated in the following activities:

- Back-to-School Night; including donated school supplies
- Food drop-offs
- Community Crock Pot dinners
- Onsite parent/teacher conferences
- Collaborations with various community groups to provide onsite services such as cooking classes, budgeting classes, and after-school activities

The Housing Authority will continue to offer these programs, as well as expand offerings as more partnerships with the community are created.

### **Is the public housing agency designated as troubled under 24 CFR part 902?**

No.

**Plan to remove the 'troubled' designation.**

Not applicable.

## **SP-55 Barriers to Affordable Housing – 91.215(h)**

### **Barriers to Affordable Housing**

The City of Salisbury updated its Analysis of Impediments to Fair Housing Choice in conjunction with the development of the City's PY 2024-2028 Consolidated Five Year Plan. The City identified the following impediments, which directly and/or indirectly, affect housing affordability:

#### **Impediment 1 Need for Fair Housing Education and Outreach**

There is a need to improve the knowledge and understanding concerning the rights and responsibilities of individuals, families, members of the protected classes, landlords, real estate professionals, and public officials under the Fair Housing Act (FHA).

#### **Impediment 2 Need for Affordable Housing**

In the City of Salisbury, one out of every two (52%) renter households is paying over 30% of their monthly incomes on housing costs; one out of every four (24%) owner households with a mortgage is paying over 30% of their monthly income on housing costs; and one out of every six (16%) owner households without a mortgage is paying over 30% of their monthly income on housing costs. The number of households that are housing cost burdened significantly increases as household income decreases.

#### **Impediment 3 Need for Accessible Housing**

There is a lack of accessible housing units in the area as the supply of accessible housing has not kept pace with the demand of individuals desiring to live independently.

#### **Impediment 4 Public Policy**

The City's Zoning Ordinance needs additional definitions and provisions to affirmatively further fair housing.

#### **Impediment 5 Regional Approach to Fair Housing**

There is a need for a regional collaborative approach to affirmatively further fair housing in the area.

### **Strategy to Remove or Ameliorate the Barriers to Affordable Housing**

Cities have several options to address the negative effects of public policies that serve as barriers to affordable housing. Here are some actions they can take:

**Zoning Reform:** Cities can revise their zoning ordinances to allow for more diverse types of housing, including higher density developments, accessory dwelling units (ADUs), and mixed-use developments. This can increase the supply of affordable housing by allowing for more units to be built on available land.

**Inclusionary Zoning:** Implementing inclusionary zoning policies can require developers to include a certain percentage of affordable units in new residential developments. This ensures that new housing construction contributes to the overall supply of affordable housing in the city.

**Tax Incentives and Abatements:** Cities can offer tax incentives or abatements to developers who build affordable housing or who renovate existing housing to make it more affordable. These incentives can help offset the costs associated with affordable housing development.

**Impact Fee Reductions:** Impact fees are charges imposed on developers to offset the costs of providing public services and infrastructure. Cities can reduce or waive impact fees for affordable housing developments to make them more financially feasible.

**Streamlined Permitting Processes:** Simplifying and expediting the permitting process for affordable housing developments can reduce development costs and encourage more investment in affordable housing.

**Land Banking and Acquisition:** Cities can purchase land or properties for the purpose of developing affordable housing or preserving existing affordable housing stock. This can help ensure that affordable housing is available in desirable locations within the city.

**Housing Trust Funds:** Establishing dedicated housing trust funds can provide a consistent and reliable source of funding for affordable housing initiatives, such as down payment assistance programs, rental assistance programs, and housing development subsidies.

**Community Land Trusts:** Supporting the creation and expansion of community land trusts can help preserve affordable housing in perpetuity by taking land out of the speculative market and ensuring long-term affordability for residents.

**Tenant Protections:** Implementing or strengthening tenant protections, such as rent control, eviction protections, and tenant relocation assistance, can help prevent displacement and ensure housing stability for low-income renters.

**Public-Private Partnerships:** Collaborating with private developers, non-profit organizations, and community groups can leverage resources and expertise to develop affordable housing projects and address specific housing needs within the city.

## **SP-60 Homelessness Strategy – 91.215(d)**

### **Reaching out to homeless persons (especially unsheltered persons) and assessing their individual needs**

The CoC will continue to provide the following outreach to homeless persons and families:

- Wicomico County has a designated PATH staff person to conduct street outreach including encampments
- Two day facilities offer meals, services and bathroom facilities
- Community Resource Days are scheduled to provide outreach, information, and referrals for housing and services
- Faith based organizations provide outreach and referral for housing and services
- Veteran outreach through SSVF
- SOAR case manager conducts outreach
- Homeless ID Project
- Distribution of Resource Cards and Guides throughout the area
- Outreach provided at community events
- Annual PIT count
- Food pantries and soup kitchen outreach
- 24-hour general help hotline 211
- HALS CoC website

The CoC will provide additional funding for its street outreach workers which includes training on the assessment tool. The assessment tool determines the priority of needs and uses a self-sufficiency outcome matrix to determine rapid rehousing and permanent housing needs to ensure that homeless persons are prioritized by need and in a timely manner.

### **Addressing the emergency and transitional housing needs of homeless persons**

According to 2023 HIC data, the CoC had 294 emergency shelter beds and 29 transitional housing beds operating at 94.74% participation rate. During 2024, the CoC emergency shelter beds and transitional housing beds available will remain the same. The CoC will continue to operate two (2) day shelters that offer meals, services, and bathroom facilities: HALO, 119 South Boulevard, Salisbury, MD and Joseph House, 812 Boundary Street, Salisbury, MD. The following services will remain available:

- Wicomico County Department of Social Services
- Wicomico County Health Department
- Rapid rehousing and homeless prevention through Diakonia
- Catholic Charities - Seton Center
- Goodwill Industries
- HOPE

- Joseph House
- The Salvation Army
- Shore Transit
- Telemon Corporation
- Salisbury Urban Ministries

**Helping homeless persons (especially chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth) make the transition to permanent housing and independent living, including shortening the period of time that individuals and families experience homelessness, facilitating access for homeless individuals and families to affordable housing units, and preventing individuals and families who were recently homeless from becoming homeless again.**

The CoC works with its partners to resolve, reduce and remove barriers homeless persons' experience during their transition to permanent housing and independent living by:

- Establishing coordinated assessment process to reduce barriers to program entry
- Implementing the housing first model
- Connecting program participants to resources such as: income; utilities, rent, identification, case management, etc.) to sustain permanent housing
- Utilizing available housing resource lists to assist program participants to identify housing options
- Using HMIS data to analyze results

**Help low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families who are likely to become homeless after being discharged from a publicly funded institution or system of care, or who are receiving assistance from public and private agencies that address housing, health, social services, employment, education or youth needs.**

The CoC has created a network of outreach programs, intake and assessment options, housing opportunities, and service referrals to help low-income individual families avoid becoming homeless. This process is linked to the coordinated entry system and housing first model. Additionally, the Maryland Department of Health and Mental Hygiene (DHMH) provides referral services and case management to persons being discharged from publicly funded institutions and systems of care (such as health care facilities, mental health facilities, foster care and other youth facilities, and corrections programs and institutions) to ensure that those individuals receive the supportive services that match their needs.

While all of the publicly funded institutions and systems of care in the area have adopted discharge policies and procedures that are designed to not discharge clients into homelessness, CoC members have observed that the implementation of these plans is not flawless. The CoC has identified a lack of adequate

staffing levels to properly access post-discharge housing and services. The largest area of improvement the CoC has identified to address this issue is utilization of the CoC's coordinated entry system. The CoC will continue its efforts in collaboration with the City and tri-county members to improve knowledge and communication between publicly funded institutions and systems of care that could potentially discharge a client into homelessness and housing/service providers.

The City of Salisbury's Housing and Community Development Department has staff available to refer low-income individuals and families to available affordable housing options and supportive service programs in the City in order to help them avoid becoming homeless. Additionally, the Housing Authority has prioritized the waiting list status for seniors and persons with disabilities.



## **SP-65 Lead Based Paint Hazards – 91.215(i)**

### **Actions to address LBP hazards and increase access to housing without LBP hazards.**

The Maryland Department of the Environment manages a lead poisoning prevention program that forms the foundation of the lead reduction and elimination strategy in the City. The City has several ongoing efforts to reduce risk of children's lead exposure and to detect lead exposure as follows:

- Under Maryland State Law “Lead Risk Reduction in Housing” owners of rental property built before 1950 must register their units with the Maryland Department of the Environment (MDE), distribute materials from MDE informing tenants of the hazards of lead-based paint, and meet specific lead paint risk reduction standards, in return for liability protection. The Law also requires landlords to perform lead hazard reduction treatments at each turnover in rental housing built before 1950. The protection also is available for owners of rental units built after 1950, if they choose to meet the requirements.
- Grants and loans for lead hazard reduction
- Locally based outreach programs to parents, health care providers, and property owners
- Targeted intensive outreach for blood lead testing for early detection and early intervention in at-risk areas

Statewide, the following blood lead testing requirements are in effect:

- Mandatory blood lead testing at age one and two of children enrolled in Medicaid (Federal Early Prevention Screening and Detection Treatment or "EPSDT" requirements)
- Mandatory evidence of screening within 30 days of entry into daycare for newborn children to six years of age with either a blood-lead test or risk assessment questionnaire
- Mandatory testing of children by age 12 months and by age 24 months living in an at-risk area
- Recommendations for medical and public health follow-up based on the Centers for Disease Control and Prevention (CDC) guidance in "Screening Young Children for Lead Poisoning, Guidance for State and Local Public Health Officials" and “Managing Elevated Blood-Lead Levels Among Young Children: Recommendations from the Advisory Committee on Childhood Lead Poisoning Prevention"

### **How are the actions listed above related to the extent of lead poisoning and hazards?**

Lead based paint is one of the most significant environmental factors that affects residential housing units. Lead-based paint in residential housing can cause severe health risks for children. In 1978, lead was banned from use in residential paint. It is estimated that 20 million housing units in the United States contain lead based paint hazards, which includes flaking or peeling of lead based paint and excessive levels of tiny lead particles in household dust. HUD estimates that 3.8 million homes containing such immediate lead hazards are occupied by families with young children who are at immediate risk of lead poisoning.

Per ACS and CHAS data, it is estimated that there are 1,136 (or 47% of) owner-occupied housing units and 4,319 (or 47% of) renter-occupied housing units built before 1980 and may contain a lead-based paint hazard. It is estimated that there are 1,074 (or 31% of) owner-occupied housing units and 110 (or 1% of) renter-occupied housing units built before 1980 that may contain a lead-based paint hazard with children present located in the City.

According to the Childhood Blood Lead Surveillance in Maryland 2021 Annual Report, there were 112,466 children age 0-17 years tested for blood lead levels. There were 1,107 reported cases of blood lead levels of 5-9 µg/dL and 323 reported cases of blood lead levels > 10 µg/dL (0.3% of the population) for children 0-17 years.

### **How are the actions listed above integrated into housing policies and procedures?**

The reported cases of childhood lead poisoning in Wicomico County are low. The County ranks in the lowest quartile of state blood lead levels over 5 µg/dL. State Health Department estimates emphasize that the number of unreported/undetected cases of childhood lead poisoning is unknown, and the low number of reported cases should not be misconstrued as evidence that lead poisoning is not more widespread.

The revised Federal lead-based paint regulations published on September 15, 1999 (24 CFR Part 35) have had a significant impact on many activities, such as: rehabilitation; tenant based rental assistance; and property acquisition; supported by the CDBG program. The City of Salisbury administers a housing rehabilitation program and a homebuyer assistance program; both of which complies with Title 24 Part 35: Lead-Based Paint Poisoning Prevention in Certain Residential Structures (Current Rule).

Rehabilitation Programs - The City of Salisbury will continue to ensure that:

- Applicants for rehabilitation funding receive the required lead-based paint information and understand their responsibilities.
- Staff properly determines whether proposed projects are exempt from some or all lead-based paint requirements.
- The level of federal rehabilitation assistance is properly calculated and the applicable lead-based paint requirements determined.
- Properly qualified personnel perform risk management, paint testing, lead hazard reduction, and clearance services when required.
- Required lead hazard reduction work and protective measures are incorporated into project rehabilitation specifications.
- Risk assessment, paint testing, lead hazard reduction, and clearance work are performed in accordance with the applicable standards established in 24 CFR Part 35.
- Required notices regarding lead-based paint evaluation, presumption, and hazard reduction are provided to occupants and documented.
- Program documents establish the rental property owner's responsibility to perform and document ongoing lead-based paint maintenance activities, when applicable.

- Program staff monitors owner compliance with ongoing lead-based paint maintenance activities, when applicable.

Homeownership Programs - The City of Salisbury will continue to ensure that:

- Applicants for homeownership assistance receive adequate information about lead-based paint requirements.
- Staff properly determines whether proposed projects are exempt from some or all lead based paint requirements.
- A proper visual assessment is performed to identify deteriorated paint in the dwelling unit, any common areas servicing the unit, and exterior surfaces of the building or soil.
- Prior to occupancy, properly qualified personnel perform paint stabilization and the dwelling passes a clearance exam in accordance with the standards established in 24 CFR Part 35.
- The home purchaser receives the required lead-based paint pamphlet and notices.

## **SP-70 Anti-Poverty Strategy – 91.215(j)**

### **Jurisdiction Goals, Programs and Policies for reducing the number of Poverty-Level Families**

The City of Salisbury is committed to addressing the needs of its residents who live at or below the poverty level. During the five-year period from 2024-2028, the City, in conjunction with other public agencies and private non-profit organizations, will continue to pursue resources and innovative partnerships to support the development of affordable housing, rental assistance, homelessness prevention, emergency food and shelter, health care, family services, job training, and transportation. Partners with the City in these anti-poverty efforts include Wicomico County service agencies as well as: Salisbury Neighborhood Housing Services; Shore Up!; Wicomico County Department of Social Services; Christian Shelter, Inc.; Salisbury Urban Ministries; Life Crisis Center; Hudson Health Services, Inc.; HALO; Joseph House Crisis Center; Little Sisters of Jesus and Mary; Joseph House Workshop; Wicomico County Housing Authority; Homeless Alliance of the Lower Shore (HALS); Salisbury-Wicomico Economic Development; Greater Salisbury Committee; Salvation Army; MAC, Inc.; Village of Hope, Inc.; Wicomico County Health Dept.; Bay Area Center for Independent Living; Deaf Independent Living; Lower Shore Workforce Alliance; Hands & Hearts Healing Homelessness; United Needs & Abilities; Habitat for Humanity of Wicomico County; Help & Outreach Point of Entry (HOPE, Inc.); Haitian Development Center of Delmarva; Wor-Wic Community College; and Salisbury University.

### **How are the Jurisdiction poverty reducing goals, programs, and policies coordinated with this affordable housing plan?**

Poverty occurs when a household's basic needs for food, clothing, and shelter are not being met. Poverty is a function of income instability which is related to a number of factors such housing costs, health care costs, access to supportive services, education and training, employment opportunities, access to transportation, and unexpected crises. The City recognizes these linkages and in conjunction with other public and private agencies will fund and support activities that address the following strategies over the five-year period:

- Providing affordable housing
- Providing emergency and transitional housing
- Providing assistance to homeowners for housing maintenance
- Providing assistance to first time homebuyers
- Providing financial education and coaching to LMI persons
- Preventing homelessness by providing case management, budget counseling, and eviction prevention funds

## **SP-80 Monitoring – 91.230**

**Describe the standards and procedures that the jurisdiction will use to monitor activities carried out in furtherance of the plan and will use to ensure long-term compliance with requirements of the programs involved, including minority business outreach and the comprehensive planning requirements.**

The City of Salisbury's Finance Department will have the primary responsibility for monitoring the City's Consolidated Plan. The Finance Department will maintain records on the progress toward meeting the goals and statutory and regulatory compliance of each activity. The Department will be responsible for the ongoing monitoring of sub-recipients, as well.

The City of Salisbury's Finance Department has a "Monitoring Process" that is directed towards the following:

- Program Performance
- Financial Performance
- Regulatory Compliance

It is the City's responsibility to ensure that Federal funds are used in accordance with all program requirements; determining the adequacy of performance under sub-recipient agreements; and taking appropriate action when performance problems arise. It is also the City's responsibility to manage the day to day operation of grant and sub-recipient activities. Monitoring is performed for each program, function, and activity.

The City has developed a "monitoring checklist" that it utilizes when programs and activities are reviewed. This checklist, approved by the U.S. Department of Housing and Urban Development, was developed in accordance with Sub-Part J of 24 CFR, Part 85 "Uniform Administrative Requirement for Grants and Cooperative Agreements of State and Local Governments" and the HUD Community Planning and Development Monitoring Handbook (HUD 6509.2).

The monitoring process is not a "one-time" event. The process is an on-going system of planning, implementation, communication and follow-up.

In the planning stage, sub-recipients are required to submit "proposals for funding." These proposals are reviewed by the City Staff and the CDBG Review Committee for eligibility; recommendations are then forwarded to the City's administration for final funding approval. The scope of services and budget are finalized and the contract with each agency is executed.

During the time when the project or program is underway, the City's staff may conduct an "on-site" monitoring visit where technical assistance is provided, files are reviewed, and "corrective actions" are taken to resolve any potential deficiencies or problems.

The City of Salisbury provides the public with reasonable notice of, and the opportunity to comment on its Annual Action Plan, its performance under previously funded CDBG Program Years, and substantial amendments to the Five Year Consolidated Plan and Annual Action Plans. The City of Salisbury will respond within 15 days in writing to any written complaints or inquiries from the public in regard to the CDBG Program, its housing strategy, or its CAPER. This is enumerated in its Citizen Participation Plan.

The City monitors its performance with meeting its goals and objectives established in its Five Year Consolidated Plan. It reviews its goals on an annual basis in the preparation of its CAPER and makes adjustments to its goals as needed.

In the expenditure of CDBG funds for housing construction or project improvements, the City's inspectors make periodic on-site inspections to ensure compliance with the local housing code. The City also requires submittal of architectural drawings, site plans, and work specifications for this work. These are reviewed prior to issuance of building permits and the distribution of CDBG funds.

## Annual Action Plan

### AP-15 Expected Resources – 91.220(c)(1,2)

#### Introduction

Salisbury will receive \$346,673 in CDBG funds for the PY 2024 program year. The City’s PY 2024 CDBG program year starts on July 1, 2024 and concludes on June 30, 2025. The City projects its CDBG allocations will remain level over the five-year period.

The City is not a direct recipient of HUD’s Emergency Solutions Grant (ESG), Housing Opportunities for People With AIDS (HOPWA), or HOME Partnership (HOME) funds. Entities within the City are encouraged to apply for funding under these programs through the Maryland Department of Housing and Community Development (DHCD). The City will support applications that are submitted to DHCD that address the needs and strategies identified in the Consolidated Plan.

#### Anticipated Resources

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of Con Plan	Narrative Description
			Annual Allocation:	Program Income:	Prior Year Resources:	Total:		
CDBG	public - federal	Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services	\$346,673	\$0	\$0	\$346,673	\$1,400,000	The CDBG entitlement program allocates annual grants to larger cities and urban counties to develop viable communities by providing decent housing, a suitable living environment, and opportunities to expand economic opportunities, principally for low- and moderate-income persons. The City will fund three (3) projects with CDBG funds for PY 2023.

Table 52 - Expected Resources – Priority Table

**Explain how federal funds will leverage those additional resources (private, state and local funds), including a description of how matching requirements will be satisfied.**

The City will continue to utilize federal, state, local, and private resources currently available to develop and expand affordable rental opportunities, homeownership options for low- and moderate-income households, and to promote other critical community sustainability initiatives.

Other resources available to help the City address its housing and community development needs include funds from the Maryland Department of Housing and Community Development (DHCD), such as low interest mortgage finance (HOME funds), housing rehabilitation money (Maryland Housing Rehabilitation Program - MHRP funds), Special Targeted Area Rehabilitation (STAR) Program funds, lead-based paint reduction funds (Lead Hazard Reduction Program), first-time homebuyer settlement expenses, rental allowance funds (Rental Allowance Program), and neighborhood revitalization program (Community Legacy and Neighborhood Partnership) funds.

Salisbury has successfully obtained funding from the Environmental Protection Agency, the National Fish & Wildlife Foundation, the Maryland Department of Natural Resources, the Department of Transportation, and the State Highway Administration. To help with crime reduction and revitalization activities the City has received funds through the Law Enforcement Block Grant program, the Edward Byrne Memorial Justice Assistance Grant (JAG) program, the Bulletproof Vest Partnership Program (DOJ), as well as Wicomico Exile (gun control), the Gun Violence Reduction Initiative, and the Maryland Criminal Intelligence Network (MCIN) through the Governor's Office of Crime Control & Prevention (GOCCP).

**If appropriate, describe publicly owned land or property located within the jurisdiction that may be used to address the needs identified in the plan.**

The City does not intend to use, acquire or improve any publicly owned land or property using CDBG funds to address the needs identified in the City's Consolidated Plan.



## **Discussion**

The City will utilize available federal, state, local, and private resources currently available to address the needs identified in the City's Consolidated Plan.

## Annual Goals and Objectives

### AP-20 Annual Goals and Objectives

#### Goals Summary Information

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	HS-3 Housing Rehabilitation	2024	2028	Affordable Housing	Citywide Low-Mod	Housing Need	CDBG: \$277,340	Homeowner Housing Rehabilitated: 24 Household Housing Unit
2	AM-1 Overall Coordination	2024	2028	Planning	Citywide Low-Mod	Administration, Planning, and Management Need	CDBG: \$69,333	Other: 1 Other

Table 53 – Goals Summary

#### Goal Descriptions

1	Goal Name	HS-3 Housing Rehabilitation
	Goal Description	Conserve and rehabilitate existing affordable housing units for owners and renters in the City by addressing maintenance issues, code violations, emergency repairs, and handicap accessibility.
2	Goal Name	AM-1 Overall Coordination
	Goal Description	Provide program management and oversight for the successful administration of federal, state, and local funded programs, including planning services for special studies, environmental clearance, fair housing activities, and compliance with all federal, state, and local laws and regulations.

# Projects

## AP-35 Projects – 91.220(d)

### Introduction

The City of Salisbury's PY 2024 CDBG Program year begins July 1, 2024 and ends June 30, 2025. The following projects will be funded with the City's PY 2024 CDBG allocation:

1. Habitat for Humanity of Wicomico County – Critical Home Repairs \$138,670
2. Salisbury Neighborhood Housing Services – Owner-Occupied Housing Rehabilitation \$138,670
3. CDBG Program Administration \$69,333

### Projects

#	Project Name
1	Habitat for Humanity of Wicomico County – Critical Home Repairs
2	Salisbury Neighborhood Housing Services – Owner-Occupied Housing Rehabilitation
3	CDBG Program Administration

Table 54 – Project Information

### Describe the reasons for allocation priorities and any obstacles to addressing underserved needs.

The City allocated its CDBG funds to those geographic areas where the population exceeds 51% low- and moderate-income households. At least 70% of the City's CDBG funds are budgeted to activities that principally benefit low- and moderate-income persons. The following guidelines for allocating CDBG funds will be used for the PY 2024 Annual Action Plan:

- Housing rehabilitation activities will directly benefit LMI households and prioritize housing units located in a CDBG Target Area.

The allocation priorities were established through consultations with stakeholders, a resident survey, and public meetings. The most significant obstacle for the City to address the underserved community needs is access to additional funding opportunities to develop additional or enhanced housing and community development activities.

## AP-38 Project Summary

### Project Summary Information

<b>1</b>	<b>Project Name</b>	<b>Habitat for Humanity of Wicomico County – Critical Home Repairs</b>
	Target Area	Citywide Low-Mod
	Goals Supported	HS-3 Housing Rehabilitation
	Needs Addressed	Housing Need
	Funding	CDBG: \$138,670
	Description	Critical home repairs for low- and moderate-income owner-occupied housing units.
	Target Date	6/30/2025
	Estimate the number and type of families that will benefit from the proposed activities	Seventeen (17) LMI households
	Location Description	908 W. Isabella Street, Salisbury, MD 21801
	Planned Activities	Matrix Code: 14A Rehabilitation: Single-Unit Residential 24 CFR 570.202(a)(1) National Objective: LMH Low/mod housing benefit - activities that are carried out for the purpose of providing or improving permanent residential structures that will be occupied by low/mod income households. 570.208(a)(3)
<b>2</b>	<b>Project Name</b>	<b>Salisbury Neighborhood Housing Services – Owner-Occupied Housing Rehabilitation</b>
	Target Area	Citywide Low-Mod
	Goals Supported	HS-3 Housing Rehabilitation
	Needs Addressed	Housing Need
	Funding	CDBG: \$138,670

<b>Description</b>	Critical home repairs for low- and moderate-income owner-occupied housing units.
<b>Target Date</b>	6/30/2025
<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Seven (7) LMI households
<b>Location Description</b>	506 Riverside Drive, Suite A102, Salisbury, MD 21801
<b>Planned Activities</b>	Matrix Code: 14A Rehabilitation: Single-Unit Residential 24 CFR 570.202(a)(1) National Objective: LMH Low/mod housing benefit - activities that are carried out for the purpose of providing or improving permanent residential structures that will be occupied by low/mod income households. 570.208(a)(3)
<b>3 Project Name</b>	<b>CDBG Program Administration</b>
<b>Target Area</b>	Citywide Low-Mod
<b>Goals Supported</b>	AM-1 Overall Coordination
<b>Needs Addressed</b>	Administration, Planning, and Management Need
<b>Funding</b>	CDBG: \$69,333
<b>Description</b>	Provide program management and oversight of the City's CDBG program.
<b>Target Date</b>	6/30/2025
<b>Estimate the number and type of families that will benefit from the proposed activities</b>	30,570 persons (City of Salisbury population)
<b>Location Description</b>	Finance Department, City of Salisbury, 125 N. Division Street, #103, Salisbury, MD 21801
<b>Planned Activities</b>	Matrix Code: 21A General Program Administration

## AP-50 Geographic Distribution – 91.220(f)

**Description of the geographic areas of the entitlement (including areas of low-income and minority concentration) where assistance will be directed.**

The City of Salisbury will provide CDBG funds to activities principally benefitting low/mod income persons throughout the City. While specific target areas have been identified in the City, the majority of CDBG project funding is not directed to any specific geographic area, but based on income benefit. The City prioritizes CDBG projects located in LMI Census Tracts and Block Groups. The City has identified five (5) CDBG Target Neighborhoods: North Camden; Newtown/North Division Street; Church Street/Doverdale; Presidents/Princeton Area; and the Westside. Meetings, communications, and announcements are directed to these areas of the City and organizations serving these areas. The City uses outreach efforts to consult and educate the residents of these areas concerning their housing and community development needs.

### Geographic Distribution

Target Area	Percentage of Funds
Citywide Low-Mod	100%

Table 55 - Geographic Distribution

### Rationale for the priorities for allocating investments geographically.

The rationale for funding activities was based on the eligibility of the activity. The activity must meet a national objective and demonstrate evidence of need in the community. Consideration was based on the organization's capacity to compliantly expend CDBG funds and the organization's ability to leverage other resources to fund the activity. Additionally, a high priority was given to activities based on the organization's ability to complete the project in a timely manner. The City will provide CDBG funds to activities principally benefitting low/mod income persons in the City; priority is given to persons residing in the target areas of the City.

The City of Salisbury has utilized the following criteria when establishing priorities for CDBG projects:

- Meeting the statutory requirements of the CDBG program
- Meeting the needs of very-low and low- and moderate-income residents
- Focusing on low- and moderate-income areas or communities
- Coordinating and leveraging of resources
- Response to expressed needs
- Projects that would otherwise cause a special assessment to be levied against low- and moderate-

income households

- Ability to complete the project in a timely manner

Affordable housing was identified as the largest underserved need in the City's Five Year Consolidated Plan. The City of Salisbury is not a HUD entitlement jurisdiction under the HOME program. Therefore, resources for housing activities are limited. The primary obstacle to meeting the underserved needs is the limited resources available to address the identified priorities in the City.

## **Discussion**

The geographic locations and the public benefit for the PY 2024 CDBG Activities/Projects are as follows:

- Project SBY-2024-01: Habitat for Humanity of Wicomico County – Critical Home Repairs will provide critical home repairs for low- and moderate-income owner-occupied housing units throughout the City.
- Project SBY-2024-02: Salisbury Neighborhood Housing Services – Owner-Occupied Housing Rehabilitation will provide critical home repairs for low- and moderate-income owner-occupied housing units throughout the City.
- Project SBY-2024-03: Administration will provide program administration on a city-wide basis.

## Affordable Housing

### AP-55 Affordable Housing – 91.220(g)

#### Introduction

The City of Salisbury utilizes its CDBG funds to rehabilitate existing affordable housing units, support the construction of new affordable housing units, and to provide down payment/closing cost assistance to facilitate housing affordability. For PY 2024, the City will concentrate on owner-occupied housing rehabilitation.

One Year Goals for the Number of Households to be Supported	
Homeless	0
Non-Homeless	24
Special-Needs	0
<b>Total</b>	<b>24</b>

**Table 56 - One Year Goals for Affordable Housing by Support Requirement**

One Year Goals for the Number of Households Supported Through	
Rental Assistance	0
The Production of New Units	0
Rehab of Existing Units	24
Acquisition of Existing Units	0
<b>Total</b>	<b>24</b>

**Table 57 - One Year Goals for Affordable Housing by Support Type**

#### Discussion

For PY 2024, the City will fund the following affordable housing activity:

- Project SBY-2024-01: Habitat for Humanity of Wicomico County – Critical Home Repairs will provide critical home repairs for low- and moderate-income owner-occupied housing units throughout the City. It is estimated that seventeen (17) LMI households will receive assistance.
- Project SBY-2024-02: Salisbury Neighborhood Housing Services – Owner-Occupied Housing Rehabilitation will provide critical home repairs for low- and moderate-income owner-occupied housing units throughout the City. It is estimated that seven (7) LMI households will receive assistance.



## **AP-60 Public Housing – 91.220(h)**

### **Introduction**

Over the past ten years the Wicomico County Housing Authority (WCHA) has dynamically redeveloped its public housing units. In partnership with Pennrose Properties LLC, the WCHA started revitalizing its obsolete public housing in January 2016 with the demolition of Booth Street and a \$37.4 million, two-phase redevelopment plan that replaced 100 low-income townhome units with 159 new modern, energy-efficient, affordable apartments financed through a combination of private mortgage, 9% LIHTC, RAD Capital, Deferred Developer Fee, and State of Maryland funding. Phase I was the construction of Stone Grove Crossing at the Booth Street Site. Fifty (50) of the new units were one-for-one replacement public housing, and an additional thirty-four (34) units funded using the Low-Income Housing Tax Credit (LIHTC) funds. These one-, two-, and three-bedroom units for families, seniors, and individuals met National Green Building Standards and Energy Star Certification. Phase II began in December 2018 with the construction of Square at Merritt Mill a seventy-five (75) unit apartment building comprised of fifty (50) one-for-one replacement units, seventeen (17) LIHTC units, and eight (8) new market units. These one-, two-, and three-bedroom units for families, seniors, and individuals also met National Green Building Standards and Energy Star Certification.

### **Actions planned during the next year to address the needs to public housing.**

The Wicomico County Housing Authority budgeted its FY 2024 Public Housing Operating Fund allocation for the following uses:

- Physical Improvements: \$338,306
- Management Improvements: \$7,500
- Administration: \$48,989
- Operations: \$97,978

The WCHA has partnered with Green Street Housing, LLC for the redevelopment of Riverside Homes. The project will consist of the total renovation of the Riverside Homes complex and include the addition of the Mitchell Landing complex, an additional twenty-four (24) units of new affordable housing. WCHA will continue to renovate its Scattered Site public housing units with RAD funding.

### **Actions to encourage public housing residents to become more involved in management and participate in homeownership.**

The Wicomico County Housing Authority encourages residents of its public housing units to organize community groups to become more involved in housing management. Neighborhood crime watch groups have been formed and assist in ensuring the safety of residents is maintained. During the COVID-19 pandemic the WCHA held monthly virtual board meetings to communicate information to the public. The public and all program participants are encouraged to participate in these regular WCHA meetings. As the WCHA continues the phased Scattered Site renovations, they are encouraging the public

to attend any of the meetings that will be held to update the community on changes to the project schedules.

The Housing Authority offers residents the opportunity to participate in the Family Self-Sufficiency Program. The Housing Authority's Family Self-Sufficiency Program provides program participants an opportunity to develop plans with specific goals and objectives for self-sufficiency. The Program connects participants with case managers to assist participants to achieve their goals. Purchasing a home is one of the possible participant goals.

**If the PHA is designated as troubled, describe the manner in which financial assistance will be provided or other assistance.**

Not applicable; the Wicomico County Housing Authority (WCHA) is designated as a “standard” performer by HUD.

**Discussion**

The Wicomico County Housing Authority is an important part of the City of Salisbury’s housing strategy, especially for extremely low-income households. The City of Salisbury recognizes the need for decent, safe, accessible, and affordable housing to address households affected by housing problems, severe housing problems and housing cost burdens. The City acknowledges that the important investment and redevelopment the Housing Authority continues throughout the Salisbury area to create attainable housing that is located near transportation, services, and employment while not excessively concentrating housing in one particular area of the City.

## **AP-65 Homeless and Other Special Needs Activities – 91.220(i)**

### **Introduction**

The three lower shore counties of Wicomico, Worcester and Somerset comprise the Homeless Alliance for the Lower Shore Continuum of Care (HALS CoC) which includes representation from local health departments, governments, nonprofit organizations, businesses and interested residents both with and without lived experience of homelessness.

The CoC applies for Federal funding each year through the Department of Housing and Urban Development's (HUD) Notice of Funding Opportunity (NOFO) competition.

The most recent NOFO competition, covering PY 2022, provided a total award of \$1,323,314 that funded 7 permanent supportive housing (PSH) programs plus the CoC planning grant. These PSH programs are administered by either the Somerset County Health Department (SCHD) or the Maryland Department of Health (MDH) and operate in all three counties.

The SCHD programs account for 5 of the 7 total programs and that funding totaled \$950,765 which served 142 clients (103 designated as chronically homeless) in 84 households.

The MDH programs account for the remaining 2 programs, with a funding amount of \$331,294 that served 58 clients (27 chronically homeless) in 31 households.

In addition to HUD funded housing assistance, the US Department of Veterans Affairs provides HUD-VASH assistance for veterans and their families on the Lower Shore.

In addition, the City of Salisbury provides 10 units of PSH for unsheltered, chronically homeless clients at a cost of \$108,679.

### **Describe the jurisdictions one-year goals and actions for reducing and ending homelessness including:**

#### **Reaching out to homeless persons (especially unsheltered persons) and assessing their individual needs**

The CoC will continue to provide the following outreach to homeless persons and families:

- Wicomico County has contracted with City of Salisbury to provide a PATH staff person to conduct street outreach including encampments
- City of Salisbury receives ESG funds to provide street outreach
- Two day facilities offer meals, services and bathroom facilities
- Community Resource Days are scheduled to provide outreach, information, and referrals for

housing and services

- Faith based organizations provide outreach and referral for housing and services
- Veteran outreach through SSVF
- SOAR case manager conducts outreach
- Homeless ID Project
- Distribution of Resource Cards and Guides throughout the area
- Outreach provided at community events
- Annual PIT count
- Food pantries and soup kitchen outreach
- 24-hour general help hotline 211
- HALS CoC website

The CoC will provide additional funding for its street outreach workers which includes training on the assessment tool. The assessment tool determines the priority of needs and uses a self-sufficiency outcome matrix to determine rapid rehousing and permanent housing needs to ensure that homeless persons are prioritized by need and in a timely manner.

The City continues to participate in CoC meetings and applicable subcommittees.

### **Addressing the emergency shelter and transitional housing needs of homeless persons**

According to 2023 HIC data, the CoC had 294 emergency shelter beds and 29 transitional housing beds. Both operated at 94.74% participation rate. During 2024, the CoC emergency shelter beds and transitional housing beds available will remain the same. The CoC will continue to operate two (2) day shelters that offer meals, services, and bathroom facilities: HALO, 119 South Boulevard, Salisbury, MD and Joseph House, 812 Boundary Street, Salisbury, MD. The following services will remain available:

- Wicomico County Department of Social Services
- Wicomico County Health Department
- Rapid rehousing and homeless prevention through Diakonia, the Seton Center, and the City of Salisbury
- Catholic Charities - Seton Center
- Goodwill Industries
- HOPE
- Joseph House
- The Salvation Army
- Shore Transit
- Telemon Corporation
- Salisbury Urban Ministries

The CoC will continue to expand its permanent supportive housing programs that will result in additional

beds being made available at emergency shelter and transitional housing locations.

**Helping homeless persons (especially chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth) make the transition to permanent housing and independent living, including shortening the period of time that individuals and families experience homelessness, facilitating access for homeless individuals and families to affordable housing units, and preventing individuals and families who were recently homeless from becoming homeless again**

The CoC works with its partners to resolve, reduce and remove barriers homeless persons' experience during their transition to permanent housing and independent living by:

- Establishing coordinated assessment process to reduce barriers to program entry
- Implementing the housing first model
- Connecting program participants to resources such as: income; utilities, rent, identification, case management, etc.) to sustain permanent housing
- Utilizing available housing resource lists to assist program participants to identify housing options
- Using HMIS data to analyze results

**Helping low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families and those who are: being discharged from publicly funded institutions and systems of care (such as health care facilities, mental health facilities, foster care and other youth facilities, and corrections programs and institutions); or, receiving assistance from public or private agencies that address housing, health, social services, employment, education, or youth needs**

The CoC has created a network of outreach programs, intake and assessment options, housing opportunities, and service referrals to help low-income individuals and families avoid becoming homeless. This process is linked to the coordinated entry system and the 'housing first' model. Additionally, the Maryland Department of Health and Mental Hygiene (DHMH) provides referral services and case management to persons being discharged from publicly funded institutions and systems of care (such as health care facilities, mental health facilities, foster care and other youth facilities, and corrections programs and institutions) to ensure that those individuals receive the supportive services that match their needs.

While all of the publicly funded institutions and systems of care in the area have adopted discharge policies and procedures that are designed to not discharge clients into homelessness, CoC members have observed that the implementation of these plans is not flawless. The CoC has identified a lack of adequate staffing levels to properly access post-discharge housing and services. The largest area of improvement the CoC has identified to address this issue, is utilization of the CoC's coordinated entry system. The CoC will continue its efforts, in collaboration with the City and tri-county members, to improve knowledge and

communication between publicly funded institutions and systems of care that could potentially discharge a client into homelessness and the housing/service providers.

The City of Salisbury's Housing and Community Development Department has staff available to refer low-income individuals and families to available affordable housing options and supportive service programs in the City to help them avoid becoming homeless. Additionally, the Housing Authority has prioritized waiting list status for seniors and persons with disabilities.

## **Discussion**

The CoC has identified the following goals for PY 2024:

- Reduce the number of homeless individuals and families
- Reduce the number of chronically homeless individuals and families
- Reduce the number of first-time homeless individuals and families
- Reduce the length of time people experience homelessness
- Reduce the returns to homelessness
- Declare an end to veteran homelessness

The City of Salisbury does not intend to provide housing and supportive services for persons with HIV/AIDS and their families, we will rely on the local health service agencies who work with those individuals to provide those services.

The City does not intend to provide housing and supportive services to public housing residents, as those services are provided by the Wicomico County Housing Authority.

## **AP-75 Barriers to Affordable Housing – 91.220(j)**

### **Introduction:**

The City of Salisbury is in the process of updating its Comprehensive Plan. A component of the Comprehensive Plan will review public policies for housing availability discriminatory practices that either directly or disproportionately affect certain protected classes. The City completed an Analysis of Impediments to Fair Housing Choice concurrent with the preparation of the Five Year Consolidated Plan during this program year (PY 2024).

**Actions it planned to remove or ameliorate the negative effects of public policies that serve as barriers to affordable housing such as land use controls, tax policies affecting land, zoning ordinances, building codes, fees and charges, growth limitations, and policies affecting the return on residential investment.**

The City will continue to undertake the following actions to address the negative effects of public policies that serve as barriers to affordable housing:

- Review the City Zoning Ordinance for revisions
- Leverage its financial resources and apply for additional public and private housing funding

The City of Salisbury has allocated PY 2024 CDBG funds to the following activity to address barriers to affordable housing:

- Project SBY-2024-01: Habitat for Humanity of Wicomico County – Critical Home Repairs will provide critical home repairs for low- and moderate-income owner-occupied housing units throughout the City. It is estimated that seventeen (17) LMI households will receive assistance.
- Project SBY-2024-02: Salisbury Neighborhood Housing Services – Owner-Occupied Housing Rehabilitation will provide critical home repairs for low- and moderate-income owner-occupied housing units throughout the City. It is estimated that seven (7) LMI households will receive assistance.

### **Discussion:**

The City of Salisbury is committed to removing or reducing barriers to the development of affordable

housing throughout the City. To achieve this goal, the City of Salisbury plans to:

- Provide developers with incentives for the construction of affordable housing.
- Continue to waive single-family owner-occupied building permit fees for affordable housing.
- Assist in acquiring sites for affordable housing.
- Promote Federal and State financial assistance for affordable housing development.



## **AP-85 Other Actions – 91.220(k)**

### **Introduction:**

The City of Salisbury has developed the following actions to address obstacles to meeting underserved needs, foster and maintain affordable housing, reduce lead-based hazards, reduce the number of poverty-level families, develop institutional structures, and enhance coordination between public, private housing and social service agencies.

### **Actions planned to address obstacles to meeting underserved needs.**

The primary obstacle to meeting the underserved needs in the City of Salisbury is the limited financial resources available to address the priorities identified in the Five Year Consolidated Plan and the lack of affordable housing. The City of Salisbury is not a HUD entitlement jurisdiction under the HOME program. Therefore, resources from HUD for housing activities are limited to CDBG funding. Under the PY 2024 CDBG Program the City will take the following actions:

- Continue to leverage its financial resources and apply for additional public and private funds.
- Continue to provide funds for new affordable housing.
- Continue its support and cooperation with the Continuum of Care.
- Continue to promote economic development.
- Continue to provide public safety improvements.
- Continue to remove slum and blighting conditions in the City.

### **Actions planned to foster and maintain affordable housing.**

The City of Salisbury will fund the following affordable housing projects with PY 2024 CDBG funds:

- Project SBY-2024-01: Habitat for Humanity of Wicomico County – Critical Home Repairs will provide critical home repairs for low- and moderate-income owner-occupied housing units throughout the City. It is estimated that seventeen (17) LMI households will receive assistance.
- Project SBY-2024-02: Salisbury Neighborhood Housing Services – Owner-Occupied Housing Rehabilitation will provide critical home repairs for low- and moderate-income owner-occupied housing units throughout the City. It is estimated that seven (7) LMI households will receive assistance.

The Wicomico Housing Authority will continue to fund the following activities to foster and maintain

affordable housing in the City of Salisbury:

- Continue to provide Housing Choice Vouchers and public housing units
- Continue to rehabilitate, make 504 improvements, and develop new housing units

### **Actions planned to reduce lead-based paint hazards.**

Per ACS and CHAS data, it is estimated that there are 1,136 (or 47% of) owner-occupied housing units and 4,319 (or 47% of) renter-occupied housing units built before 1980 and may contain a lead-based paint hazard. It is estimated that there are 1,074 (or 31% of) owner-occupied housing units and 110 (or 1% of) renter-occupied housing units built before 1980 that may contain a lead-based paint hazard with children present located in the City.

The City of Salisbury will continue to comply with Title 24 Part 35: Lead-Based Paint Poisoning Prevention in Certain Residential Structures (Current Rule) for the housing rehabilitations activities that will be funded with PY 2024 CDBG funds.

### **Actions planned to reduce the number of poverty-level families.**

Based on the 2018-2022 ACS data an estimated 23.5% of the City of Salisbury's residents lived in poverty, which is greater than the State of Maryland where 9.6% of residents lived in poverty. Female-headed households with children are particularly affected by poverty at 37.6%, and 25.6% of all youth under the age of 18 were living in poverty.

The City of Salisbury will fund the following activities that will reduce the number of poverty-level families with PY 2024 CDBG funds:

- Project SBY-2024-01: Habitat for Humanity of Wicomico County – Critical Home Repairs will provide critical home repairs for low- and moderate-income owner-occupied housing units throughout the City. It is estimated that seventeen (17) LMI households will receive assistance.
- Project SBY-2024-02: Salisbury Neighborhood Housing Services – Owner-Occupied Housing Rehabilitation will provide critical home repairs for low- and moderate-income owner-occupied housing units throughout the City. It is estimated that seven (7) LMI households will receive assistance.

### **Actions planned to develop institutional structure.**

The City of Salisbury has a productive working relationship with many community partners in the implementation of the City's housing and community development projects. The Finance Department will coordinate activities among the public and private agencies and organizations in the City. This coordination will ensure that the goals and objectives stated in the PY 2024-2028 Five Year Consolidated Plan will be effectively addressed by more than one entity. The following entities will carry out the PY

2024 annual goals and objectives:

- City of Salisbury Finance Department – manages and administers the CDBG program.
- The Wicomico County Housing Authority – manages and administers Housing Choice Vouchers and public housing units.
- Homeless Alliance for the Lower Shore (HALS) Continuum of Care (CoC) Committee – coordinates homeless services and homeless prevention activities.
- Habitat for Humanity of Wicomico County – affordable housing provider.
- Salisbury Neighborhood Housing Services – affordable housing provider.

The City will continue to develop relationships that will assist the City to address its housing and community development needs especially collaborative relationships that provide additional financial resources and expertise that can be used to supplement existing services in the City.

**Actions planned to enhance coordination between public and private housing and social service agencies.**

The City of Salisbury is committed to continuing its participation and coordination with social service agencies, housing agencies, community and economic development agencies, county, federal, and state agencies, as well as with the private and non-profit sectors, to serve the needs of target income individuals and families in the City of Salisbury.

In those years when the City elects to hold an open funding round for the Community Development Block Grant (CDBG) program, it conducts a competitive application process to award funds to other public agencies and local 501(c)(3) non-profit organizations to undertake CDBG eligible activities. The applications are reviewed by the CDBG Review Committee and / or City Staff Members, the Mayor, and finally submitted to the City Council for approval. A percentage of the City's CDBG funds are then awarded on a competitive basis to non-profit applicants for eligible activities. However, in some years the City may choose to utilize the CDBG funds internally to conduct eligible activities that meet a national objective.

The City Finance Department staff provides help and assistance as needed to assist the public agencies that receive CDBG funding.

During the PY 2024 application period, the City received two (2) applications. One from Habitat for Humanity for critical home repairs and one from Salisbury Neighborhood Services for critical home repairs. Both applications were approved for funding.

**Discussion:**

The Finance Department has the primary responsibility for monitoring the City's Five Year Consolidated Plan and Annual Action Plan. The Department maintains records on the progress toward meeting the goals and the statutory and regulatory requirements of each activity. The Department has a monitoring process

that is focused on analyzing activities based on program performance, financial performance, and regulatory compliance. The accomplishments of the PY 2024 CDBG activities will be reported in the PY 2024 Consolidated Annual Performance and Evaluation Report (CAPER) and will be used as a basis for future funding decisions.

## Program Specific Requirements

### AP-90 Program Specific Requirements – 91.220(l)(1,2,4)

#### Introduction:

The City of Salisbury will receive an allocation of CDBG funds in the amount of \$346,673 for PY 2024. The following CDBG funds are expected to be available during the program year and program specific requirements will be met:

#### Community Development Block Grant Program (CDBG) Reference 24 CFR 91.220(l)(1)

Projects planned with all CDBG funds expected to be available during the year are identified in the Projects Table. The following identifies program income that is available for use that is included in projects to be carried out.

1. The total amount of program income that will have been received before the start of the next program year and that has not yet been reprogrammed	0
2. The amount of proceeds from section 108 loan guarantees that will be used during the year to address the priority needs and specific objectives identified in the grantee's strategic plan.	0
3. The amount of surplus funds from urban renewal settlements	0
4. The amount of any grant funds returned to the line of credit for which the planned use has not been included in a prior statement or plan	0
5. The amount of income from float-funded activities	0
<b>Total Program Income:</b>	<b>0</b>

#### Other CDBG Requirements

1. The amount of urgent need activities	0
2. The estimated percentage of CDBG funds that will be used for activities that benefit persons of low and moderate income. Overall Benefit - A consecutive period of one, two or three years may be used to determine that a minimum overall benefit of 70% of CDBG funds is used to benefit persons of low and moderate income. Specify the years covered that include this Annual Action Plan.	100.00%

**Discussion:**

Under the PY 2024 CDBG Program, the City will receive a grant in the amount of \$346,673 and anticipates \$0 in program income. The City budgeted \$69,333 for General Administration for a total planning and administration cost of \$69,333 (20.00%). The balance of funds (\$277,340) will be allocated to two (2) housing rehabilitation activities which will principally benefit low- and moderate-income households in the amount of \$277,340 (100.00%).



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GANNETT

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**PROOF OF PUBLICATION**

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City Of Salisbury  
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STATE OF MARYLAND, COUNTIES OF WICOMICO &  
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and that the fees charged are legal.  
Sworn to and subscribed before on 01/05/2024

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\_\_\_\_\_  
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**PUBLIC HEARING NOTICE**  
CITY OF SALISBURY, MARYLAND  
PY 2024 COMMUNITY DEVELOPMENT BLOCK GRANT  
(CDBG) PROGRAM

Notice is hereby given that the City of Salisbury, MD will hold a public hearing on Wednesday, January 24, 2024 at 5:30 p.m., in the Council Chambers, Salisbury Headquarters, 115 S. Division Street, Salisbury MD 21801. The 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. The hearing will additionally be broadcast live on PAC-14 and then uploaded to YouTube for viewing.

The purpose of this public hearing is to gather information for the City's Five-Year Consolidated Plan for PY 2024-2028, the Annual Action Plan for 2024, and to update the City's Analysis of Impediments to Fair Housing Choice (AI), which the City must submit to the U.S. Department of Housing and Urban Development (HUD) for the Community Development Block Grant (CDBG) Program Entitlement Funds.

This hearing will also provide the local non-profit agencies who have applied for CDBG funds the opportunity to make a presentation on their proposed project to the members of the CDBG Review Committee, and field questions from the committee members. Once the project presentations have been made, the Committee will open up the floor to the general public to allow residents to offer their views on the housing, community and economic development, and fair housing needs in the City of Salisbury.

Based on the PY 2023 CDBG allocation, the City of Salisbury anticipates that it will receive a CDBG entitlement grant of approximately \$363,857 for PY 2024. In order to receive those funds, the City of Salisbury must prepare a One Year Annual Action Plan for the use of the CDBG funds. At least 70% of the CDBG funds must benefit low- and moderate-income persons living in the City of Salisbury. In preparing its CDBG application, the City intends to afford residents, local agencies, and interested parties the opportunity to become involved in the planning process.

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 needs of the City of Salisbury and the use of CDBG funds to address those needs over the next five (5) years. 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.

Randolph J. Taylor, Mayor  
City of Salisbury, MD  
1/5/24





City of Salisbury, Maryland  
 PY 2024 Community Development Block Grant (CDBG) Program  
 5-Year Consolidated Plan (2024–2028), 2024 Action Plan, Analysis of Impediments to Fair Housing Choice  
 1<sup>st</sup> Public Hearing – Sign-In Sheet

Salisbury Headquarters Council Chambers  
 Wednesday, January 24, 2024 – 5:30 p.m.

Name	Mailing Address	Phone Number	Email Address
Molly Hilljoss	908 W. Isabella Salisbury 21801	443 5235399	molly@wicomicohabitat.org
Blondine Pierre Saint	908 W Isabella st Salisbury MD 21801	443 879 4903	blondine@wicomicohabitat.org
OK Hardin	428 Snow Hill Rd Salisbury, MD 21804	410.251.7123	<del>habitat for humanity wico</del> OKhardin@gmail.com
Kat Harting Scott Duncan	1006 E. Schumaker Mar Dr. Sby 21804	410-749-2088	
Cheryl Meadows Jane Hay	560 Riverside Dr. Suite A102 Salisbury MD 21801	410-543-4626	cherylm@salisburyncs.org
Sheri Ewing	908 W. Isabella St. Salisbury MD 21801	443-235-4255	sheri@wicomicohabitat.org



Name	Mailing Address	Phone Number	Email Address
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**City of Salisbury  
Finance Department  
CDBG Public Hearing #1  
2024-2028 Consolidated Plan, Analysis of Impediments to Fair Housing Choice, PY 2024  
Action Plan**

**Meeting Minutes  
1/24/2024**

Ms. Jo Ellen Bynum, Grants Manager, convened the first Public Hearing for the City of Salisbury's 2024-2028 Consolidated Plan, Analysis of Impediments to Fair Housing Choice (AI) and PY 2024 Community Development Block Grant (CDBG) Action Plan at 5:30 p.m. on January 24, 2024.

Ms. Bynum welcomed everyone to the first public hearing for the 2024 CDBG Program Year, and stated that this hearing would allow applicants during the open round for PY 2024 CDBG funding to present their projects to the CDBG Review Committee and the general public. Ms. Bynum then followed with an explanation of the Consolidated Plan and AI development purposes. She stated the PY 2024 program year includes the development of a new five-year consolidated plan, the 2024 action plan, and a new analysis of impediments to Fair Housing choice or AI, and advised that these documents are required of entitlement communities, according to the regulations of the US Department of Housing and Urban Development, in order to be eligible for CDBG funds.

Ms. Bynum further described the CDBG program as a provider of annual grants on a formula basis to entitlement cities and counties to develop viable urban communities by providing decent housing and a suitable living environment, and by expanding economic opportunities, principally for low- and moderate-income persons. She stated that in compliance with HUD regulations, the city must prepare a consolidated plan every five years. The needs and priorities identified in the consolidated plan are addressed annually through the annual action plan, which presents what specific activities the city will accomplish with CDBG and other funding sources to primarily benefit low- and moderate-income residents. She advised that in conjunction with the plan, the city is preparing an analysis of impediments to Fair Housing Choice, which identifies any impediments to Fair Housing Choice and what steps it will take to affirmatively further fair housing.

Ms. Bynum followed with a description of the resident survey underway and requested that attendees and those listening at home complete the confidential survey at [survey@wwwsurveymonkey.com](mailto:survey@wwwsurveymonkey.com). She also indicated the survey could be accessed via the city's website, [salisbury.md](http://salisbury.md) and that the survey would be live until Friday, February 16th, 2024.

Ms. Bynum followed with an outline of the draft Consolidated Plan, AI, and PY 2024 Action Plan schedule and indicated consultations with stakeholders would continue through Friday, March 1st, 2024. 2) Draft plans on public display March 1, 2024. 3) Second public hearing March 20, 2024 4) Draft plans will be off display April 2, 2024. 5) Draft plans presented to the City Council April 15, 2024. 6) Council approval April 22, 2024 7) May 15, 2024 Plans to be submitted to HUD via the IDIS platform. 8) July 1, 2024, the 2024 program start.

Ms. Bynum invited the representatives of the local nonprofit agencies who applied for 2024 CDBG funding to provide presentations on their respective projects and requested that they stay at the podium to field questions from the review committee members.

Ms. Bynum first invited Ms. Molly Hilligoss of Habitat for Humanity to come forward and begin her presentation

#### Habitat For Humanity Presentation: Molly Hilligoss and Sherry Ewing

Ms. Hilligoss began with the history and background of Habitat for Humanity's activities since 1987, explaining that the organization serves the community by building homes, communities, and hope. She described the need for their proposed housing rehabilitation project based upon the observation that more than half of the residents pay more than half their income on housing, many on fixed incomes. She expressed further concern that utility bills and insurance costs have increased, with cost of repairs skyrocketing. Historically they have completed over 105 critical home repairs; most of those happening, since 2013. Year to date, six months into the fiscal year, 22 have already been completed as compared to last year 17 completions for the entire fiscal year. She described an upswing in the number of applicants and indicated Habitat has a waiting list of over a hundred families in their service area.

Ms. Hilligoss identified the city of Salisbury with 18 families that have requested services. The families were referred to their agency by the Mac Center, by Tidal Health, nursing homes, and Chesapeake Housing Mission. She described their hard work in the Church Street neighborhood for families looking to become homeowners, and stated they have served 88 families with affordable home ownership.

Ms. Hilligoss listed other sources of funding for their critical home repair program as follows: USDA, DHCD community housing, the Maryland Department of Housing and Community Development with the community Investment tax credit program, local donations, and net sales from Habitat for Humanity Restore. She described typical repairs to include roofs repairs, and removing physical hazards for families to reduce health barriers and healthcare costs. Of particular focus is the agency's desire to help residents "age in place" and stated that for every family they serve with a critical home repair results in an \$80,000 a year savings in potential nursing home expenses.

On behalf of Habitat for Humanity, Ms. Hilligoss requested \$145,000 to serve up to 17 families and explained she will be working with a total budget of \$355,000 and stated that they raised the difference between the grant request and the needs through secured funding from the Tome Aging Well grant. The organization has additionally been awarded by DHCD Secretary Jake Day another \$50,000 in tax credits through the community investment tax credit program. These tax credits allow donors to receive 50% of their donation as a Maryland tax credit, providing one hundred thousand dollars to this project.

#### Q&A from Review Committee to Habitat for Humanity

Is mold remediation included? - Ms. Hilligoss stated this is one of the first concerns addressed particularly as 30% of their applicants require a new roof and the leaking has potentially caused

mold issues. She indicated they hire licenses contractors to address these situations as well as lead paint. To assist with unexpected costs, they build in a 10% overage to cover.

If an applicant has applied and qualifies but you run out of funds, do you maintain a waiting list or must families reapply? – Ms. Hilligoss stated they plan to leverage the CDBG grant funds with other monies in order to serve all of the qualified applicants.

How do you determine the order of assistance? By date of application or by the critical nature of the repair? – Ms. Ewing answered that typically assistance is offered by date of application but critical repairs are pushed to the top of the list

If one of the 17 currently identified recipients is ultimately unable to qualify due to a change in circumstances, do you have systems in place to acquire other qualified applicants? – Ms. Ewing indicated this will not be an issue as they all ready have a total of 100 applicants in various stages of the process

Do you have sufficient contractors to complete rehabilitations in a timely manner? Ms. Ewing answered that they have relationships with a number of contractors who requested to be put on their list for homeowners to contact to receive estimates

Who develops the scope of work for your projects? – Ms. Ewing answered the agency and the contractor develop the scope of work with some input from homeowner as well. If the list of repairs exceeds CDBG funds then they will utilize other sources mentioned above to supplement and/or refer to Salisbury Neighborhood Housing to process a Special Loan application.

What is the timeline for the matching funds you have indicated will be provided? Do the timeline of these grants and the CDBG program mesh well together? Ms. Hilligoss indicated the programs will blend together well with fund availability being during the same time period.

Are your contractors vetted? Ms. Hilligoss responded the contractors used are licensed and insured, as well as Federal and State debarment checks are performed

### Salisbury Neighborhood Housing Services (SNHS) Presentation – Cheryl Meadows and Jane Hoy

Ms. Meadows opened with a brief history of SNHS, explaining that they are a chartered member of Neighbor Works America founded in this area in 1994. The mission of SNHS is to increase home ownership and cultivate sustainable neighborhoods. This mission is accomplished through services such as HUD certified counseling, home buyer education, individual credit and budget counseling, foreclosure prevention, reverse mortgage counseling. Additionally lending programs are offered for down payment and closing cost assistance and housing rehabilitation. Sources include the agency's revolving loan fund and the State Special Loans Programs. Lastly, SNHS also acts as a developer within the City of Salisbury, focusing on acquisition rehab and a limited number of new housing construction through a partnership with Parkside High School.

Ms. Meadows explained SNHS is proposing a City-wide housing rehabilitation program focusing on ensuring safe, sanitary housing be made available to low- and moderate-income families, offering 100% low-mod direct benefit. She expressed that currently they envision serving seven households with seventeen individual beneficiaries utilizing the projected amount

of CDBG funding available. Average grant is expected to be \$20,000 per home to mitigate safety hazards and code violations. Grants will be recorded as a 5-year forgivable loan with a 20% payback step down per year. After year 5, the conditional grant is fully forgiven. When possible, the CDBG funds will be leveraged with the SNHS revolving loan funds, the Maryland Housing Rehabilitation loan funds, and the Lead Hazard Safety grant and loan program. Ms. Meadows requested \$150,000 for the project with \$135,000 allocated to direct assistance and 10% for program administration which includes inspections, work write-ups, progress reports and appraisals when needed, lien recording, wire transfer fees, and staff time.

Ms. Meadows turned the presentation over to Jane Hoy, the SNHS Grants and Loans Manager. Ms. Hoy explained the general application and rehab process, starting with the acceptance of referrals from other agencies. The applicants on the waiting list will come in for application assistance and document preparation, followed by a visit to the home to assess the condition and needs. The agency will then sit down with the homeowner to prioritize the list of needs. A contractor is next sent to the property to develop a work write-up which is covered with the homeowner. The homeowner is given a list of contractors to obtain quotes and then selects the contractor from one of at least 3 quotes that have been obtained; other contractors outside of the list may be solicited by the owner if desired. Following contractor selection, a contract is signed and the agency issues a proceed order. Draw inspections are performed by the SNHS contracted inspector to ensure work is performed to code. Ms. Hoy additionally visits the jobsite to follow up on quality of work and answer any questions from the homeowner. At the conclusion of the project a work completion certificate is signed by the homeowner prior to the contractor receiving the final draw.

Ms. Meadows and Ms. Hilligoss both expressed difficulties encountered in obtaining three bids for each project and asked if documenting effort will be sufficient as some of the State programs allow. Ms. Bynum explained that the HUD regulations are different but the City will be exploring ways to alleviate this concern, however, ultimately the City must comply with the HUD regulations.

Ms. Bynum opened the floor for questions.

#### Q&A from Review Committee to SNHS

Are all 7 applicants currently pre-qualified? – Five of the seven have provided all documents to verify qualification and the two remaining households are elderly on fixed income so anticipate no problem qualifying. Two households are currently obtaining estimates.

Have you ever had a situation where a family was displaced during the rehab work? – One relocation was required due to lead abatement and a lead hazards reduction grant was utilized for the work and the costs of relocation.

At what point in the process do you perform an inspection? – Initial inspection is done after the applicant has qualified and the final inspection is done at the end of the project.

Is the cost to obtain estimates included in your administration cost calculations? – No. We typically pay that upfront.

Are the current potential income qualified CDBG recipients also qualified to receive rehab loans from your revolving fund? One applicant is eligible although did not qualify for the State rehab loan program

If any of your waiting list applicants ultimately cannot qualify what is the plan to obtain a replacement? Clients are continuously applying and we have more applicants than funding; do not anticipate any issue with finding additional recipients. The State Special Loans program is always there but the process is cumbersome and the State ran into a personnel shortage and loan processing slowed.

Do homeowners in your program make the final contractor selection? – Yes.

Ms. Bynum concluded the Review Board Q&A and opened the floor to the attendees from the public to comment on anything concerning housing, community and economic development needs of the City, and barriers to Fair Housing.

#### Public Comments:

Molly Hilligoss from Habitat for Humanity stated she would like to add she had met with the new Mayor to brainstorm additional ways to fund replacement roofs throughout the City. Additionally, she advised she has started the process of obtaining more public input in preparation of accessing more programs such as the State of Maryland Uplift Program. She expressed that there are a lot of needs out there but people may not know how to access the help that is available.

Oak Hardin asked if additional funds could be allocated in case of cost overruns on the housing rehabs. Ms. Bynum advised that the funding available is limited to the HUD PY24 allocation which has not yet been announced. Mr. Hardin followed up asking if this might mean a reduction in the number of families assisted and Ms. Bynum answered affirmatively that the numbers given by the applicant agencies are estimates but rehab costs will ultimately determine the number of projects completed.

This was followed by an explanation of Federal vs. State fiscal years vs. City budget year.

Ms. Bynum thanked all attendees and listeners and requested comments be addressed to her either via mail to the office located in the City of Salisbury, Finance Dept., 125 N. Division Street, Suite 103, Salisbury, MD 21801, or be e-mailed to her, at [jbynum@salisbury.md](mailto:jbynum@salisbury.md).

Ms. Bynum stated this concluded the Public Hearing on the 2024-2025 Consolidated Plan, AI, and PY2024 Action Plan CDBG Action Plan. She adjourned the public hearing at 6:25 p.m.

**PROOF OF PUBLICATION**

CITY OF SALISBURY  
City Of Salisbury  
125 N Division ST  
Room 200  
Salisbury MD 21801-5030

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SBY Salisbury Daily Times 03/01/2024

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PUBLIC HEARING NOTICE

CITY OF SALISBURY, MARYLAND  
PY 2024 COMMUNITY DEVELOPMENT BLOCK GRANT  
(CDBG) PROGRAM  
DRAFT DISPLAY OF THE ANALYSIS OF IMPEDI-  
MENTS TO FAIR HOUSING CHOICE, PY 2023-2028  
CONSOLIDATED PLAN, AND PY 2024 ANNUAL ACTION  
PLAN

Notice is hereby given that the City of Salisbury, MD will hold a public hearing on Wednesday, March 20, 2024 at 5:30 PM, in the Council Chambers, Salisbury Headquarters, 125 S. Division Street, Salisbury, MD 21801. The 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.

The hearing will additionally be broadcast live on PAC-14 and then uploaded to You Tube for future viewing.

The purpose of this public hearing is to present the draft Analysis of Impediments to Fair Housing Choice, draft PY 2024-2028 Consolidated Plan, and draft PY 2024 Annual Action Plan. The City of Salisbury estimates that it will receive a Federal Community Development Block Grant (CDBG) allocation from the U.S. Department of Housing and Urban Development (HUD) in the amount of \$363,857 for PY 2024. The City proposes to fund the following activities: Habitat for Humanity of Wicomico County - Critical Home Repairs in the amount of \$145,543; Salisbury Neighborhood Housing Services - Owner-Occupied Housing Rehabilitation in the amount of \$145,543; and CDBG Program Administration in the amount of \$72,771. The City has not yet received its PY 2024 allocation from HUD. Once the City receives its allocation, the actual activity budgets will be proportionally increased or decreased from the estimated funding levels to match actual allocation amounts.

At the public hearing on March 20, 2024, the Grants Manager will discuss the development of the plans, as well as the needs and goals identified in the plan. It will also include a report on the status of the previously funded CDBG projects that are currently open. This hearing will provide residents with an opportunity to comment on all three documents and provide their views on the low- and moderate-income needs of the City of Salisbury. All interested parties are encouraged to attend and provide input.

In order to obtain the views of residents, public agencies and other interested parties, the City has placed the Analysis of Impediments to Fair Housing Choice, PY 2024-2028 Consolidated Plan, and PY 2024 Annual Action Plan on display for 30 days beginning Friday, March 1, 2024 and ending on Tuesday, April 2, 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 Tuesday, April 2, 2024, after which time the Analysis of Impediments to Fair Housing Choice, PY 2024-2028 Consolidated Plan, and PY 2024 Annual Action Plan will be submitted to City Council for approval.

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.

Randolph J. Taylor, Mayor  
City of Salisbury, MD  
03/01/2024



City of Salisbury, Maryland  
PY 2024 Community Development Block Grant (CDBG) Program  
5-Year Consolidated Plan (2024-2028), 2024 Action Plan, Analysis of Impediments to Fair Housing Choice  
2nd Public Hearing – Sign-In Sheet

Salisbury Headquarters Council Chambers  
Wednesday, March 20, 2024 – 5:30 p.m.

Name	Mailing Address	Phone Number	Email Address
Mary Hilligoss	141 N. Park Dr 21804	443-523-5599	mdh@wicomicalab.net.org
Sheri Ewing	<del>110</del> 908 W. Isabella St	440-546-1551	sheri@wicomicalab.net.org
Darryl L. Hilligoss	1009 E Church St	443-754-3012	Cibsonrod3@gmail.com
Cheryl Meadows	SNHS 560 Riverside Drive		
Jane Hay	SNHS 560 Riverside Drive		
Jane Yanakau/NAACP	604 Forest Drive		jane@yanakau.com



Name	Mailing Address	Phone Number	Email Address
Mary Ashanti	28684 Ocean Gateway Salisbury, MD 21801	410-430-1896	mary.ashanti1947@comcast.net
Olga Butar	125 N DIVISION ST	410 548 3110	obutar@salisbury.md

**City of Salisbury  
Finance Department  
CDBG Public Hearing #2  
2024-2028 Consolidated Plan, Analysis of Impediments to Fair Housing Choice, PY 2024  
Action Plan**

**Meeting Minutes  
3/20/2024**

Ms. Jo Ellen Bynum, Grants Manager, convened the second Public Hearing for the City of Salisbury's 2024-2028 Consolidated Plan, Analysis of Impediments to Fair Housing Choice (AI) and PY 2024 Community Development Block Grant (CDBG) Action Plan at 5:30 p.m. on March 20, 2024.

Ms. Bynum welcomed everyone to the second public hearing for the 2024 CDBG Program Year, and explained that the planning process includes the development of a new

5-year Consolidated Plan, the 2024 Action Plan, and a new

Analysis of Impediments to Fair Housing Choice (or AI).

She outlined that these are documents that all entitlement communities are required to

produce according to the regulations of the U.S. Dept. of Housing and

Urban Development in order to be eligible for CDBG funds.

Ms. Bynum informed attendees that Urban Design Ventures, a consultant group from Homestead, PA assisted with the development of the plans.

Ms. Bynum provided an overview of the goals and strategies

outlined in the new Consolidated Plan prepared for the

period of PY 2024, beginning July 1, 2024, through PY 2028, ending

June 30, 2028. She explained the Consolidated Plan is a strategic plan to implement federal programs for housing and community development activities

within the City of Salisbury that will principally benefit low- and

moderate-income individuals. She further stated that the Consolidated Plan is a requirement

of the U.S. Department of Housing and Urban Development (HUD)

under the Community Development Block Grant (CDBG) Program that

must be completed by the entitlement community every five years in

conjunction with an update to the City's Analysis of Impediments to Fair

Housing Choice (AI).

Ms. Bynum described the Consolidated Plan as establishing the current needs identified in the City of Salisbury, and proposing goals and specific initiatives the City may undertake to address these needs by encouraging the development of decent housing, promoting a suitable living environment, and expanding economic opportunities. She expressed the Consolidated Plan is a collaborative planning process between the City, the community at large, social service agencies, housing providers, community development groups, and economic development agencies. Ms. Bynum described the process as being implemented through a series of public and stake holder meetings, surveys, statistical data, and reviews of previous community development plans. The purpose was identified as designed to serve as a consolidated planning document, an application for CDBG funds, and a strategic plan for the City of Salisbury.

Ms. Bynum listed the following six (6) strategies and goals intended to address the priority needs in the City as proposed in the City of Salisbury's PY 2024-2028 Consolidated Plan:

1.Housing Strategy Priority Need: There is a need for decent, safe, accessible, and affordable housing.

Goals:

- HS-1 – Homeownership – Increase the supply of owner-occupied housing units through housing counseling and down payment/ closing cost assistance.
- HS-2 – Housing Construction – Encourage the construction of new accessible and affordable housing units in the City for owners and renters.
- HS-3 – Housing Rehabilitation – Conserve and rehabilitate existing affordable housing units for owners and renters in the City by addressing maintenance issues, code violations, emergency repairs and handicap accessibility.

2. Homeless Strategy - Priority Need: There is a need for housing and supportive services for the homeless, those at risk of homelessness, and victims of domestic violence.

Goals:

- HO-1 Housing – Support the Continuum of Care's efforts to provide emergency shelter, transitional housing, permanent supportive housing, and other permanent housing options.
- HO-2 Operation/Support – Assist partners operating housing or providing supportive services for the homeless and those at-risk of becoming homeless.

3. Other Special Needs Strategy – Priority Need: There is a need for services and facilities for persons with special needs.

Goals:

- SN-1 Services/Facilities – Support supportive service programs and facilities for the elderly, persons with disabilities, persons with HIV/AIDS, persons with alcohol/drug dependency, and persons with other special needs.

4. Community Development Strategy – Priority Need: There is a need to improve the community facilities, infrastructure, public services, and quality of life in the City of Salisbury.

Goals:

- CD-1 Community Facilities and Infrastructure – Improve the City's public facilities and infrastructure through rehabilitation, reconstruction, and new construction.
- CD-2 Public Safety and Services – Improve and enhance public safety, public services, and recreational programs.
- CD-3 Connectivity – Improve connectivity within the City and to surrounding communities through physical, visual, transportation, and accessibility improvements.
- CD-4 Clearance/Demolition – Address and eliminate slum and blighting conditions throughout the City.

5. Economic Development Strategy -

Priority Need: There is a need to encourage employment and economic opportunities in the City of Salisbury.

Goals:

- ED-1 Employment – Support and encourage job creation, job retention, and job training opportunities.

- ED-2 Development – Support business and commercial growth through expansion and new development.
- ED-3 Redevelopment – Plan and promote the development, redevelopment, and revitalization of vacant commercial and industrial sites.
- ED-4 Financial Assistance – Support and encourage new economic development through local, state, and federal tax incentives and programs such as Tax Incremental Financing (TIF), Tax Abatements (LERTA), Payment in Lieu of Taxes (Pilot), Enterprise Zones/Entitlement Communities, Section 108 Loan Guarantees, Economic Development Initiative (EDI) funds, etc.
- ED-5 Access to Transportation – Support the expansion of public transportation and access to bus and automobile service to assist residents’ transportation needs for employment and job training opportunities.

6. Administration, Planning, and Management Strategy - Priority Need: There is a need for planning, administration, management, and oversight of federal, state, and local funded programs.

Goals:

- AM-1 – Overall Coordination – Provide program management and oversight for the successful administration of federal, state, and local funded programs, including planning services for special studies, environmental clearance, fair housing activities, and compliance with all federal, state, and local laws and regulations.

The Consolidated Plan document for PY 2024–2028 includes the 2024 Action Plan, which outlines the projects which the City intends to fund with its 2024 CDBG allocation. The City estimates that its CDBG award amount for PY 2024 will be \$363,857.

Ms. Bynum provided the following information on the three projects to be funded with the 2024 CDBG allocation:

Project #1:

Project Name:

Habitat for Humanity of Wicomico County – Critical Home Repairs

Target Area: City-wide Low-Mod

Goal Supported: HS-3 – Housing Rehabilitation

Need Addressed: Housing Need

CDBG Funding Amount: \$145,543 \*estimate

Project Description: Critical home repairs for low- and moderate-income owner-occupied housing units

Target Completion Date: 6/30/2025

Location: City-Wide

Estimated Beneficiaries: Seventeen (17) Low-Mod Income Households

National Objective Met: LMH – Low/mod housing benefit.

Project #2:

Project Name: Salisbury Neighborhood Housing Services – Owner Occupied Housing Rehabilitation

Target Area: Citywide Low-Mod

Goal Supported: HS – 3 Housing Rehabilitation

Need Addressed: Housing Need

CDBG Funding Amount: \$145,543 \*estimate

Project Description: Critical Home Repairs for low- and moderate-income owner-occupied housing units

Target Completion Date: 6/30/2025

Location: City-wide

Estimated Beneficiaries: Seven (7) LMI Households

National Objective Met: LMA – Low/mod area benefit – the service area identified for the activity is primarily low/mod income (77.6% LMI).

Project #3:

Project Name: CDBG Program Administration

Target Area: Citywide

Goal Supported: AM-1 – Overall Coordination

Need Addressed: Administration, Planning, and Management Need

CDBG Funding Amount: \$72,771 \*estimate

Project Description: Provide management and oversight of the City's CDBG program.

Target Completion Date: 6/30/2025

Estimated Beneficiaries: 30,570 persons (City of Salisbury population)

Location:

Finance Department

City of Salisbury

125 N. Division Street #103

Salisbury, Maryland 21801

Ms. Bynum explained that as of the hearing date the City had not received notification from HUD as to the

amount of its allocation for PY 2024. She advised that the final allocations to the outlined

projects will be determined upon the City's notification by HUD of the

resources allotted for PY 2024. 20% of the official

allocation will be assigned to Program Administration and the

remaining 80% is to be split evenly between the two housing

rehabilitation programs.

Ms. Bynum next provided an overview of the second document that the City must complete every 5 years, which is the

Analysis of Impediments to Fair Housing Choice (or AI), which is updated in conjunction with the Consolidated Plan.

Following is Ms. Bynum's overview of the City's 2024 AI:

In accordance with the Housing and Community Development Act of

1974, as amended, each entitlement community must "affirmatively

further fair housing." In order to demonstrate that the entitlement

community is "affirmatively furthering fair housing," each community

must conduct a Fair Housing Analysis which identifies any impediments

to fair housing choice and what steps, it will take to address those impediments. The 2024 AI will be submitted in concurrence with the submission of the City's 2024-2028 Consolidated Plan 2024-2028 to bring the two planning documents into sequence.

This Fair Housing Analysis focuses on the status and interaction of six

(6) fundamental conditions within the City of Salisbury:

- The sale or rental of dwellings (public or private);
- The provision of housing brokerage services;
- The provision of financial assistance for dwellings;
- Public policies and actions affecting the approval of sites and other building requirements used in the approval process for the construction of publicly assisted housing;
  - The administrative policies concerning community development and housing activities, which affect opportunities of minority households to select housing inside or outside areas of minority concentration; and
  - Where there is a determination of unlawful segregation or other housing discrimination by a court or a finding of noncompliance by HUD regarding assisted housing in a recipient's jurisdiction, an analysis of the actions which could be taken by the recipient to remedy the discriminatory condition, including actions involving the expenditure of funds made available under 24 CFR Part 570.

The Fair Housing Act was originally passed in 1968 to protect buyers and renters from discrimination from sellers and landlords by making it unlawful to refuse the sale or rental of a property to persons included under the category of a protected class. The Fair Housing Act prohibits discrimination against persons based on their race, color, religion, sex, national origin, disability, or familial status in the sale, rental, and financing of housing.



Ms. Bynum listed the following impediments, and their assigned goals and strategies to address each impediment laid out in the City of Salisbury's PY 2024-2028 Analysis of Impediments to Fair

Housing Choice:

**Impediment 1: Fair Housing Education and Outreach**

There is a need to improve the knowledge and understanding concerning the rights and responsibilities of individuals, families, members of the protected classes, landlords, real estate professionals, and public officials under the Fair Housing Act (FHA).

**Goal:** Improve the public's knowledge and awareness of the Fair Housing Act, related laws, regulations, and requirements to affirmatively further fair housing in the community.

**Strategies:** In order to meet this goal, the following activities and strategies should be undertaken:

1-A: Educate residents, realtors, bankers, housing providers, other real estate professionals, policy makers, and municipal staff of their responsibilities under the fair housing and related statutes, regulations, and executive orders.

1-B: Support Fair Housing organizations and legal advocacy groups to assist persons who may be victims of housing discrimination.

1-C: Identify the language and communication needs of Limited English Proficiency (LEP) persons to provide the specific language assistance that is required.

**Impediment 2: Need for Affordable Housing**

In the City of Salisbury one out of every two (52%) renter households is paying over 30% of their monthly incomes on housing costs; one out of every four (24%) owner households with a mortgage is paying over 30% of their monthly income on housing costs; and one out of every six

(16%) owner households without a mortgage is spending over 30% of their monthly income on housing costs.

**Goal:** Increase the supply of decent, safe, and sanitary housing that is affordable and accessible through the new construction and rehabilitation of various types of housing, especially housing that is affordable to lower income households.

**Strategies:** In order to meet this goal, the following activities and strategies should be undertaken:

**2-A:** Support and encourage private developers and nonprofit housing providers to create, through construction or rehabilitation, affordable mixed-income housing.

**2-B:** Support and encourage the rehabilitation of existing renter-occupied and owner-occupied housing units in the City for households below 80% AMI.

**2-C:** Support homebuyer education, training programs, and closing cost/down payment assistance to increase the number of owner-occupied housing units; especially in response to HMDA data discrimination patterns to support higher loan to value ratios for minority homebuyers.

**2-D:** Support tenant education and maintenance training programs to encourage and support healthy rental units.

**2-E:** Encourage organizations serving the LMI community to develop relationships with landlords to expand the supply of affordable rental housing units.

**2-F:** Encourage affirmative marketing procedures to attract protected classes that are least likely to apply for new affordable housing opportunities.

### **Impediment 3: Need for Accessible Housing**

There is a lack of accessible housing units in the City of Salisbury as the

supply of accessible housing has not kept pace with the demand of individuals desiring to live independently.

**Goal:** Increase the supply of accessible housing by new construction and rehabilitation of accessible housing for persons who are disabled.

**Strategies:** In order to meet this goal, the following activities and strategies should be undertaken:

**3-A:** Promote the need for accessible and visitable housing by supporting and encouraging private developers and non-profits to develop, construct, and/or rehabilitate housing that is accessible to persons with disabilities.

**3-B:** Provide financial assistance for accessibility improvements to owner-occupied housing units to enable seniors and persons with disabilities to remain in their homes.

**3-C:** Promote and encourage the ADA and Fair Housing requirements for landlords to make “reasonable accommodations” to their rental properties so the units are accessible to tenants.

#### **Impediment 4: Public Policy**

The City Zoning Ordinance needs additional definitions and provisions to affirmatively further Fair Housing.

**Goal:** Revise the City Zoning Ordinance to promote the development of various types of affordable housing throughout the City.

**Strategies:** In order to meet this goal, the following activities and strategies should be undertaken:

**4-A:** Revise the City Zoning Ordinance to include additional definitions, statements, and revisions that adopt model fair housing zoning provisions including reasonable accommodations, transit-oriented development, and regional cooperation.

**4-B:** Develop incentives to encourage developers and housing providers to offer more affordable housing options in the City.

**4-C:** Encourage LMI, minority, and protected class resident participation in the various City Boards and Commissions.

### **Impediment 5: Regional Approach to Fair Housing**

There is a need for a regional collaborative approach to affirmatively further fair housing in the area.

Goal: Form a regional cooperative fair housing consortium to affirmatively further fair housing in the area.

Strategies: In order to meet this goal, the following actions should be undertaken:

5-A: Form a regional fair housing partnership with existing organizations to encourage fair housing choice throughout the area, fair housing activities, and projects.

5-B: Maintain a regional database of decent, safe, and sanitary housing that is affordable and accessible for households below 80% of AMI.

5-C: Work collaboratively with affordable housing developers and providers to ensure affirmative fair marketing plans and deconcentration policies are created and implemented.

5-D: Support the Wicomico County Housing Authority to affirmatively further fair housing.

Ms. Bynum concluded the overview of the City's Analysis of Impediments to Fair Housing Choice and explained the document is designed to act as a planning tool, providing the City of Salisbury with the necessary framework to strategically reduce any identified impediments to fair housing choice over the next five years, and may be used to make modifications based on events and activities in the community during that time period.

Ms. Bynum advised that both the Consolidated Plan and the Analysis of

Impediments to Fair Housing Choice have been posted on the City

website and may be viewed under the Housing and Community

Development Department page – Community Development section.

Ms. Bynum began the portion of the hearing dedicated to providing a status update on the open CDBG projects and those that concluded within the last year. Following is the summary provided:

In PY 2020, the City received COVID relief allocations under

the CDBG CV1 and CDBG CV3 programs

#### CDBG-CV1 Projects

City of Salisbury – Translation Services for Critical COVID-19 Information / Updates. Funding was provided for the translation and printing of COVID-

19 health and safety informational materials in other languages and/or sign language interpretation services for verbal public presentations as needed. Due to the slowdown of COVID related need this project has concluded.

City of Salisbury – COVID-19 Critical Need Supplies for Low-Mod Income Residents. Types of items provided included Food, PPE, Hand Sanitizer, and Antibacterial Soap. Due to the post-pandemic reduction in need for these supplies this project has concluded

### CDBG-CV3 Projects

Salisbury Neighborhood Housing Services – COVID-19 Rental / Mortgage Assistance Program. This project has ended as applicants are no longer able to document a COVID related loss of income now that we are post-pandemic. A total of 17 households were assisted through this program.

In PY 2021 the following projects were funded through CDBG:

Salisbury Neighborhood Housing Services – Homebuyer Assistance Grants.

This project is underway; 6 households have been assisted to date.

City of Salisbury –Truitt Street Community Center – Rehabilitation / Expansion. The exterior build of the Community Center was completed in

January 2023. The City is currently in process of completing the interior build-out and has executed contracts for the plumbing, electrical, HVAC, concrete flooring, insulation, drywall, and framing. The flooring and outdoor plumbing is complete, electrical and HVAC work scheduled to begin within the next two weeks.

In PY 2022 the following projects were funded through CDBG:

Waterside Park Improvements

Parking lot installation and stormwater improvements were completed in October 2023 utilizing 2019 Community Parks &

Playgrounds funding. The environmental review for the

installation of restrooms and a pavilion will be complete in 6 weeks. This project will enter the contractor procurement process upon release of funds.

In PY 2023 the following projects were funded through CDBG:

Low-Mod Sidewalk Construction and Pedestrian Improvements

This project will provide funds to continue the construction of sidewalks and/or ADA accessibility ramps, crosswalks, and signal lamps in low to moderate income neighborhoods where none currently exist. The environmental review for this project will be complete in 6 weeks and the project will enter into the procurement phase upon release of funds.

City of Salisbury Homeless Services Intensive Case Manager

The City's Department of Housing & Community Development secured other funding for homeless case management, eliminating the need for the CDBG allocation. An action plan amendment will be executed to reallocate this funding to another qualified project.

Anne Street Village Construction/Rehab

The City's Department of Housing & Community Development completed construction of the Anne Street facilities utilizing other funding sources, eliminating the need for the CDBG funding allocation. An action plan amendment will be executed to reallocate this funding to another qualified project.

Following the status report, Ms. Bynum opened the floor for comments from the public concerning the community development needs of the City of Salisbury.

Following is the list of speakers and comments received:

Molly Hilligoss, Habitat for Humanity

Ms. Hilligoss expressed the critical need for the home repair funding requested by Habitat for Humanity as her discussions of mortgage lenders has revealed that 117 Salisbury households applied for home improvement loans in 2022, with only 10 applicants being approved. Many of these were older adults on fixed income. Ms. Hilligoss stated she currently has 25 applicants needing assistance in the 21801 zip code. Ms. Hilligoss recommended the formation of a housing task force designed to address these as well as other housing needs and recommended the City apply to be a HOME entitlement jurisdiction. Ms. Hilligoss in closing asked the City to consider allocating additional monies to down payment and settlement cost assistance.

James Yanakawa, NAACP

Mr. Yanakawa presented a detailed outline of the uses of the HOME program and expressed support for the City exploring becoming an entitlement jurisdiction under this program as it can provide assistance with buying and rehabilitation affordable housing for rental or home ownership and provide direct rental assistance to low-income persons. Mr. Yanakawa outlined the disparity between the racial breakdown of home improvement loan approvals and presented statistics from the AI showing that only 40% of home loan applications submitted by black homeowners were approved, 45% of Hispanic applicants were approved, and Asians the smallest demographic had an 80% approval rate. He stated that FHA, RHS, and conventional loans show similar approval rates.

*Gurney York*

Mr. York expressed that he has sought assistance from Habitat for Humanity in the past for housing repairs as he is on a fixed income and his homeowner's insurance did not cover some damage to his home. He also expressed concern with the ability of seniors to perform maintenance on their homes to maintain code compliance, including lawn mowing. Mr. York also stated that there is a lack of parking on Church Street in his neighborhood.

Cheryl Meadows, SNHS

Ms. Meadows voiced the concern that some of the housing funding programs could be listed as impediments themselves due to regulatory restrictions from HUD and the State. She identified the need for 3 bids as one difficulty as well as the lack of funding to fully rehabilitate a home in need of major renovations.

Ms. Bynum concluded the meeting by thanking everyone for their attendance and participation and asked for additional comments to be submitted to her by calling 667-264-0915 or via email at [jbynum@salisbury.md](mailto:jbynum@salisbury.md). The meeting was subsequently adjourned at 6:13 p.m.

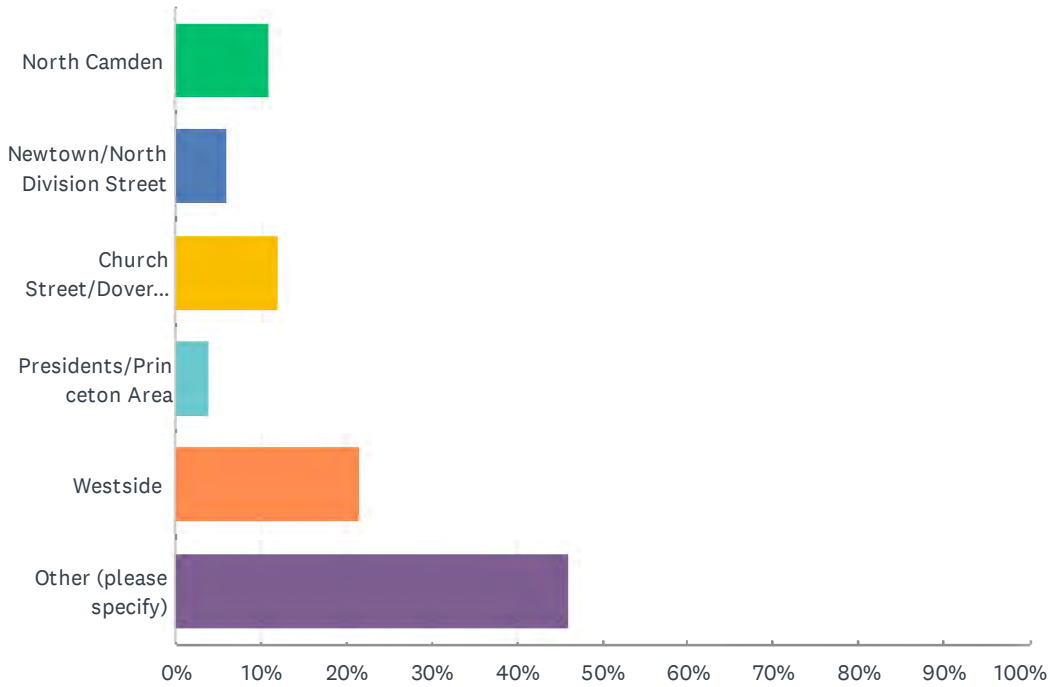
# Q1 What street do you live on in the City of Salisbury?

Answered: 415 Skipped: 24



## Q2 What neighborhood do you live in in Salisbury?

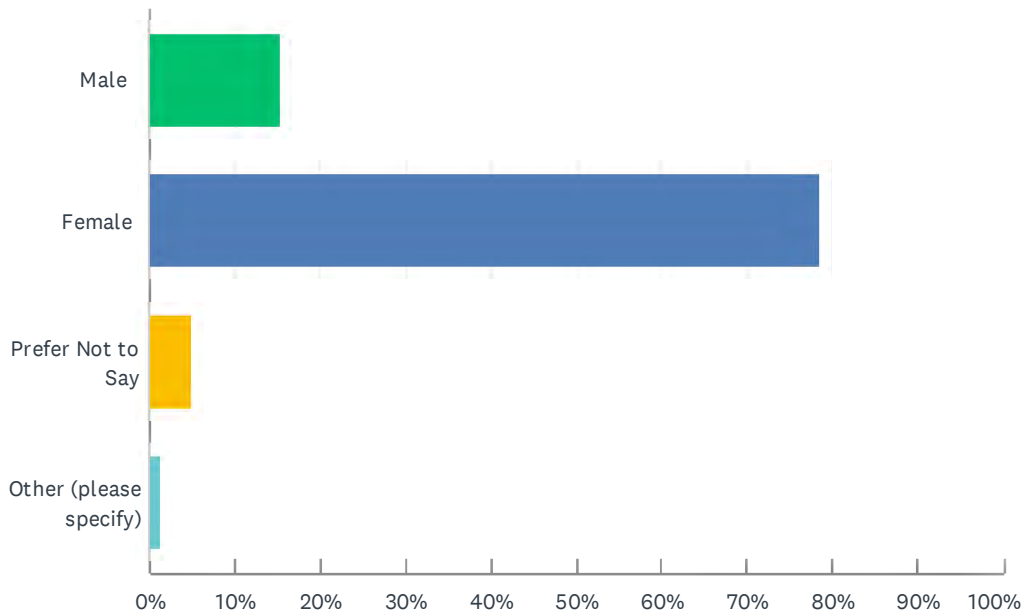
Answered: 424 Skipped: 15



ANSWER CHOICES	RESPONSES	
North Camden	10.85%	46
Newtown/North Division Street	5.90%	25
Church Street/Doverdale	12.03%	51
Presidents/Princeton Area	3.77%	16
Westside	21.46%	91
Other (please specify)	45.99%	195
<b>TOTAL</b>		<b>424</b>

### Q3 What is your gender?

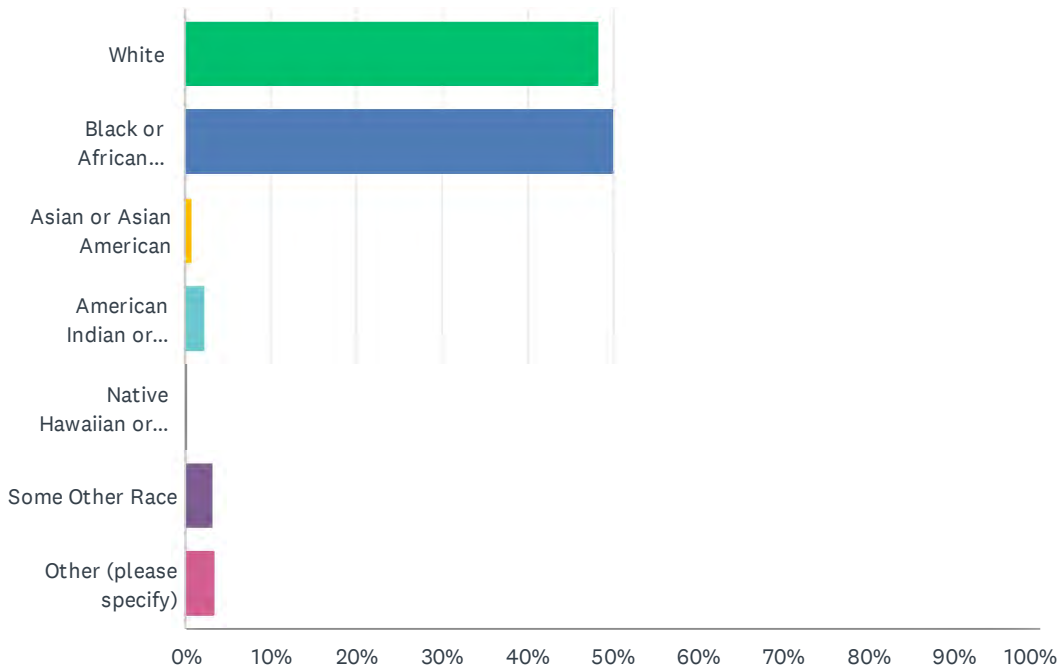
Answered: 435 Skipped: 4



ANSWER CHOICES	RESPONSES	
Male	15.40%	67
Female	78.39%	341
Prefer Not to Say	4.83%	21
Other (please specify)	1.38%	6
TOTAL		435

### Q4 What is your race? Please choose all that apply.

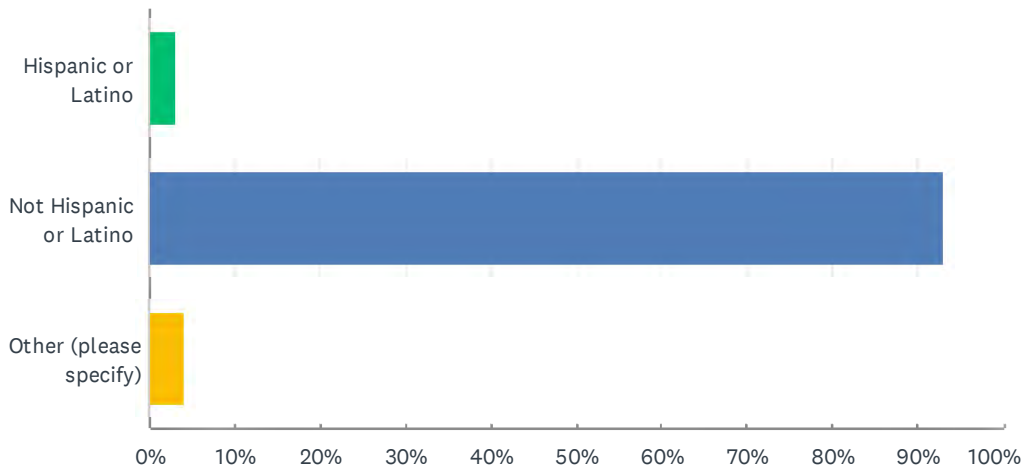
Answered: 433 Skipped: 6



ANSWER CHOICES	RESPONSES	
White	48.50%	210
Black or African American	50.12%	217
Asian or Asian American	0.92%	4
American Indian or Alaska Native	2.31%	10
Native Hawaiian or other Pacific Islander	0.00%	0
Some Other Race	3.23%	14
Other (please specify)	3.46%	15
Total Respondents: 433		

## Q5 What is your Ethnicity?

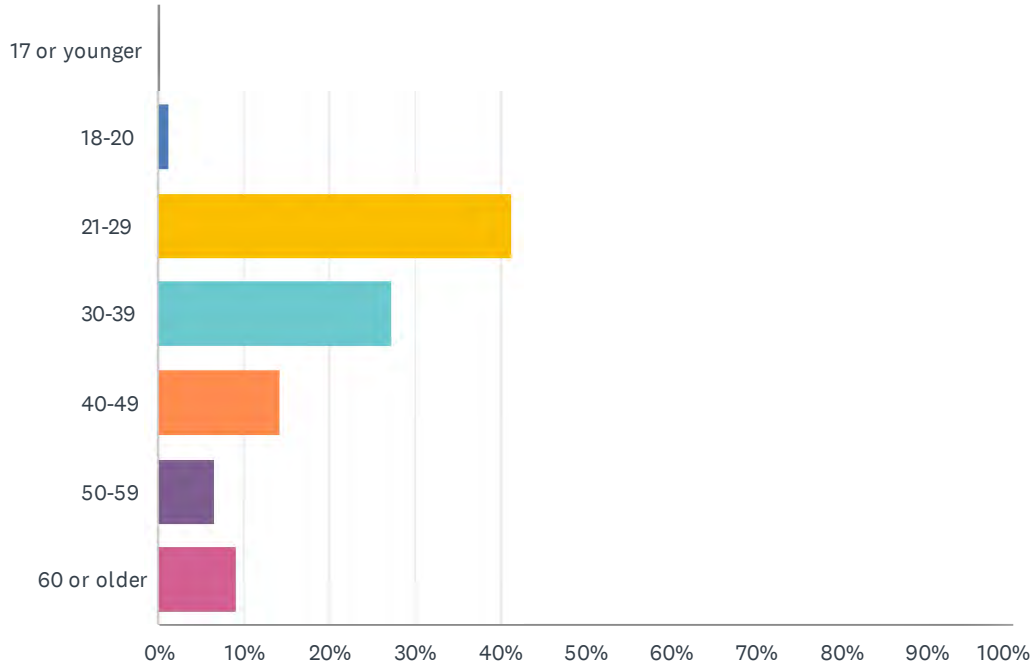
Answered: 427 Skipped: 12



ANSWER CHOICES	RESPONSES	
Hispanic or Latino	3.04%	13
Not Hispanic or Latino	92.97%	397
Other (please specify)	3.98%	17
<b>TOTAL</b>		<b>427</b>

## Q6 What is your age group?

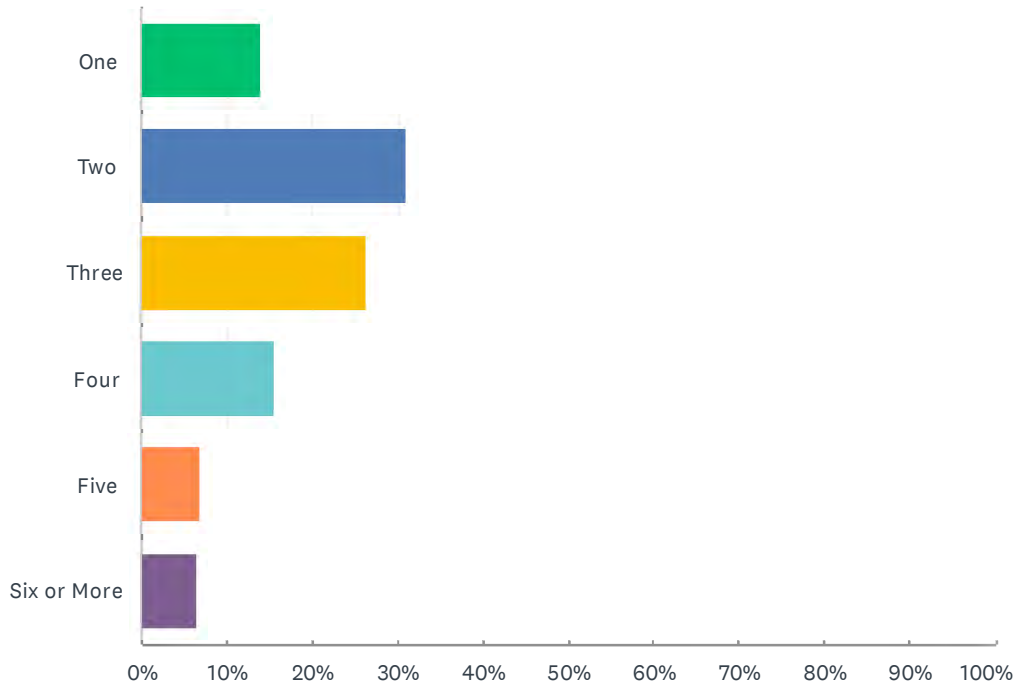
Answered: 436 Skipped: 3



ANSWER CHOICES	RESPONSES	
17 or younger	0.00%	0
18-20	1.38%	6
21-29	41.28%	180
30-39	27.29%	119
40-49	14.22%	62
50-59	6.65%	29
60 or older	9.17%	40
TOTAL		436

## Q7 How many people are living in your household?

Answered: 433 Skipped: 6

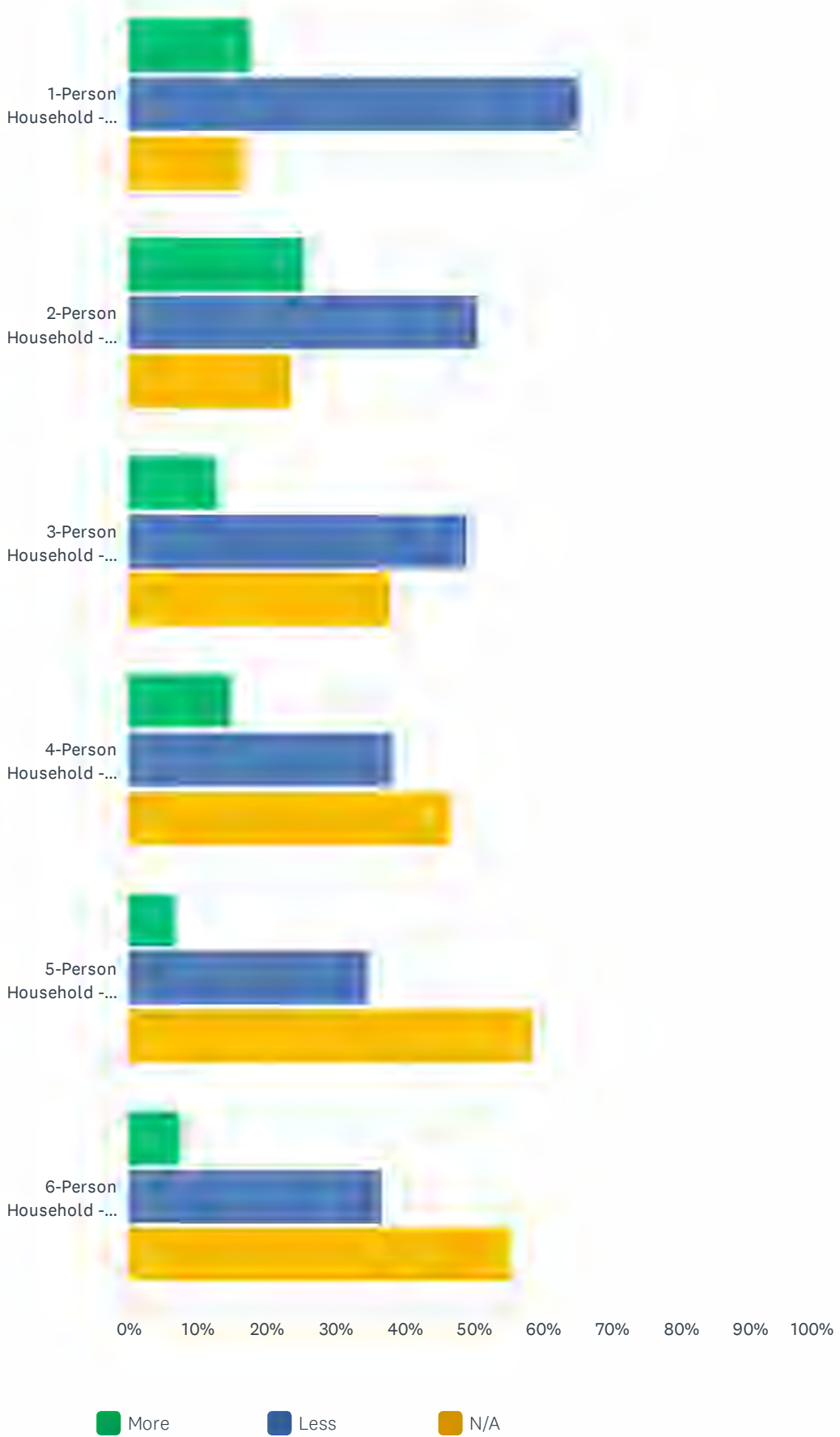


ANSWER CHOICES	RESPONSES	
One	13.86%	60
Two	30.95%	134
Three	26.33%	114
Four	15.47%	67
Five	6.93%	30
Six or More	6.47%	28
<b>TOTAL</b>		<b>433</b>

**Q8 Based on the number of persons living in your household, mark whether your household income is more or less than the listed income:**

Answered: 430 Skipped: 9

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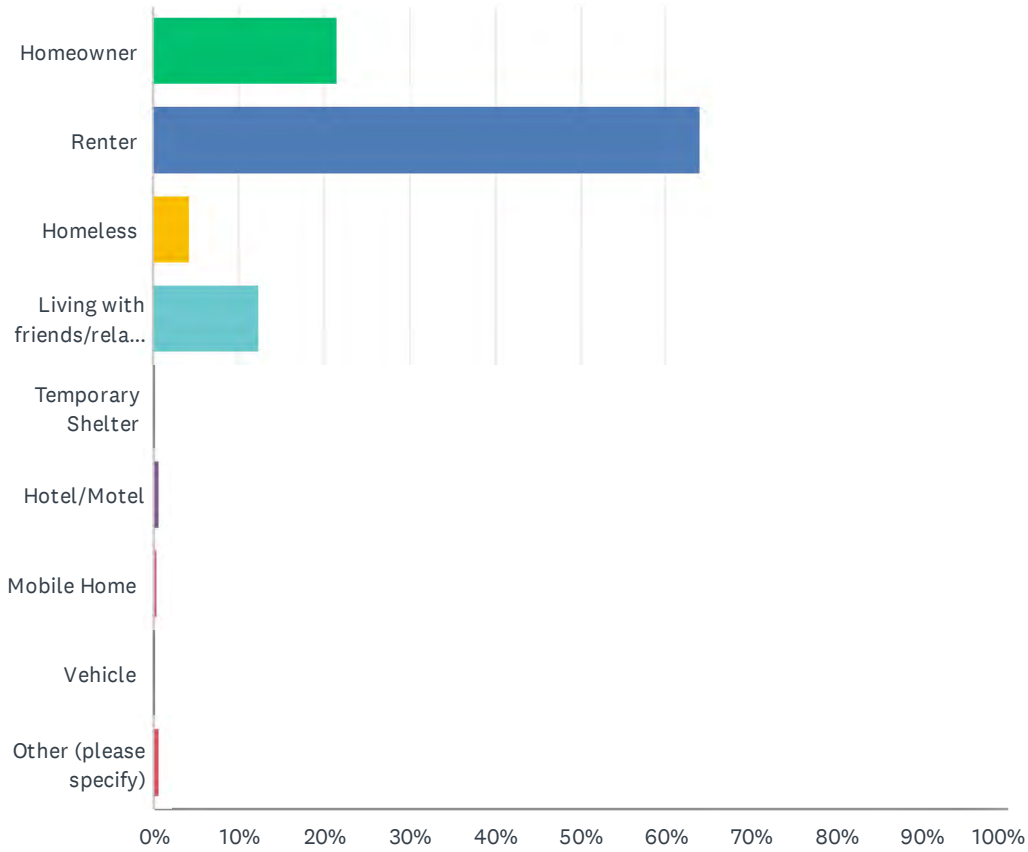
City of Salisbury, MD CONFIDENTIAL RESIDENT QUESTIONNAIRE PY 2024-2028 Five Year Consolidated Plan, PY 2024 Annual Action Plan, and Analysis of Impediments to Fair Housing

Choice

	<b>MORE</b>	<b>LESS</b>	<b>N/A</b>	<b>TOTAL</b>
1-Person Household - \$47,750	17.76% 38	65.42% 140	16.82% 36	214
2-Person Household - \$54,550	25.59% 65	50.79% 129	23.62% 60	254
3-Person Household - \$61,350	13.11% 27	49.03% 101	37.86% 78	206
4-Person Household - \$68,150	14.97% 25	38.32% 64	46.71% 78	167
5-Person Household - \$73,650	6.80% 10	34.69% 51	58.50% 86	147
6-Person Household - \$79,100	7.74% 12	36.77% 57	55.48% 86	155

## Q9 What is your current housing status?

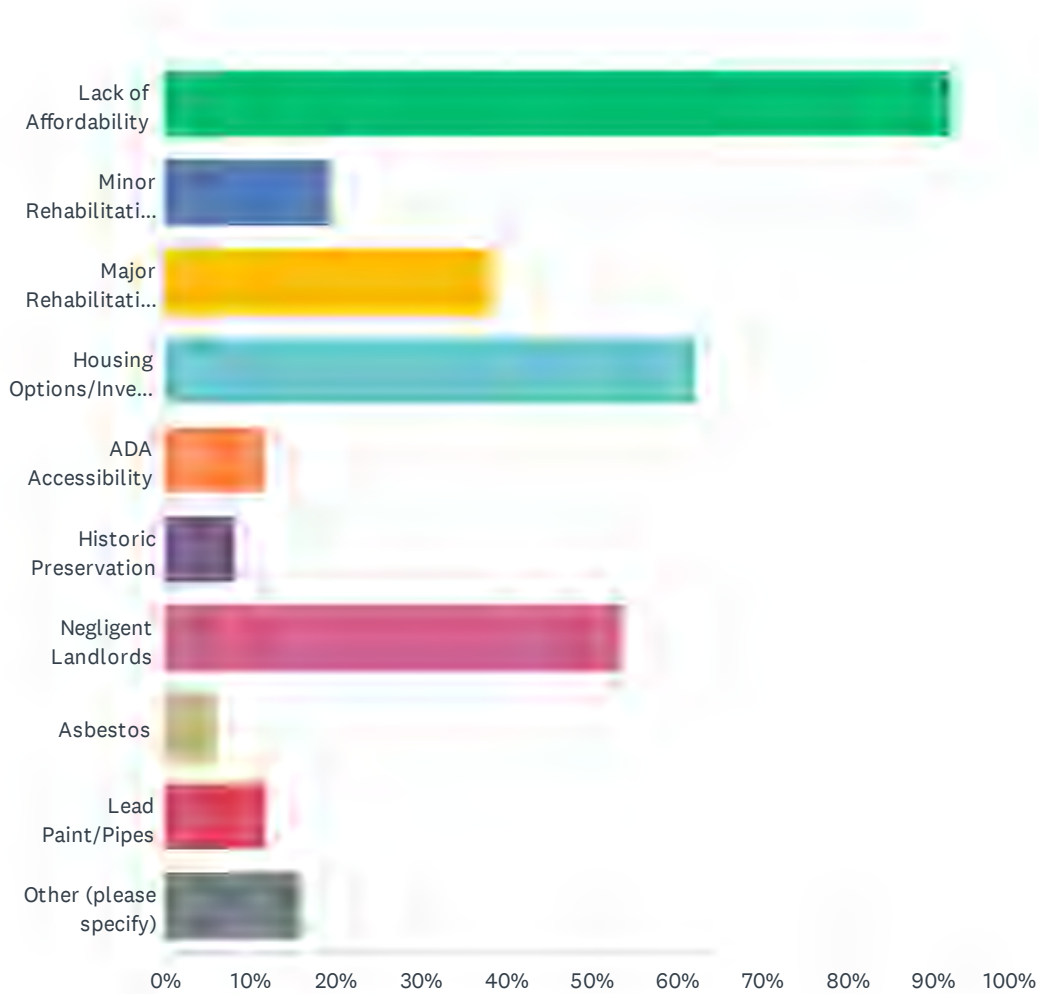
Answered: 436 Skipped: 3



ANSWER CHOICES	RESPONSES	
Homeowner	21.56%	94
Renter	63.99%	279
Homeless	4.36%	19
Living with friends/relatives	12.39%	54
Temporary Shelter	0.00%	0
Hotel/Motel	0.69%	3
Mobile Home	0.46%	2
Vehicle	0.23%	1
Other (please specify)	0.69%	3
Total Respondents: 436		

### Q10 Identify housing/rental issues you have observed in the City of Salisbury (Choose all that apply):

Answered: 430 Skipped: 9

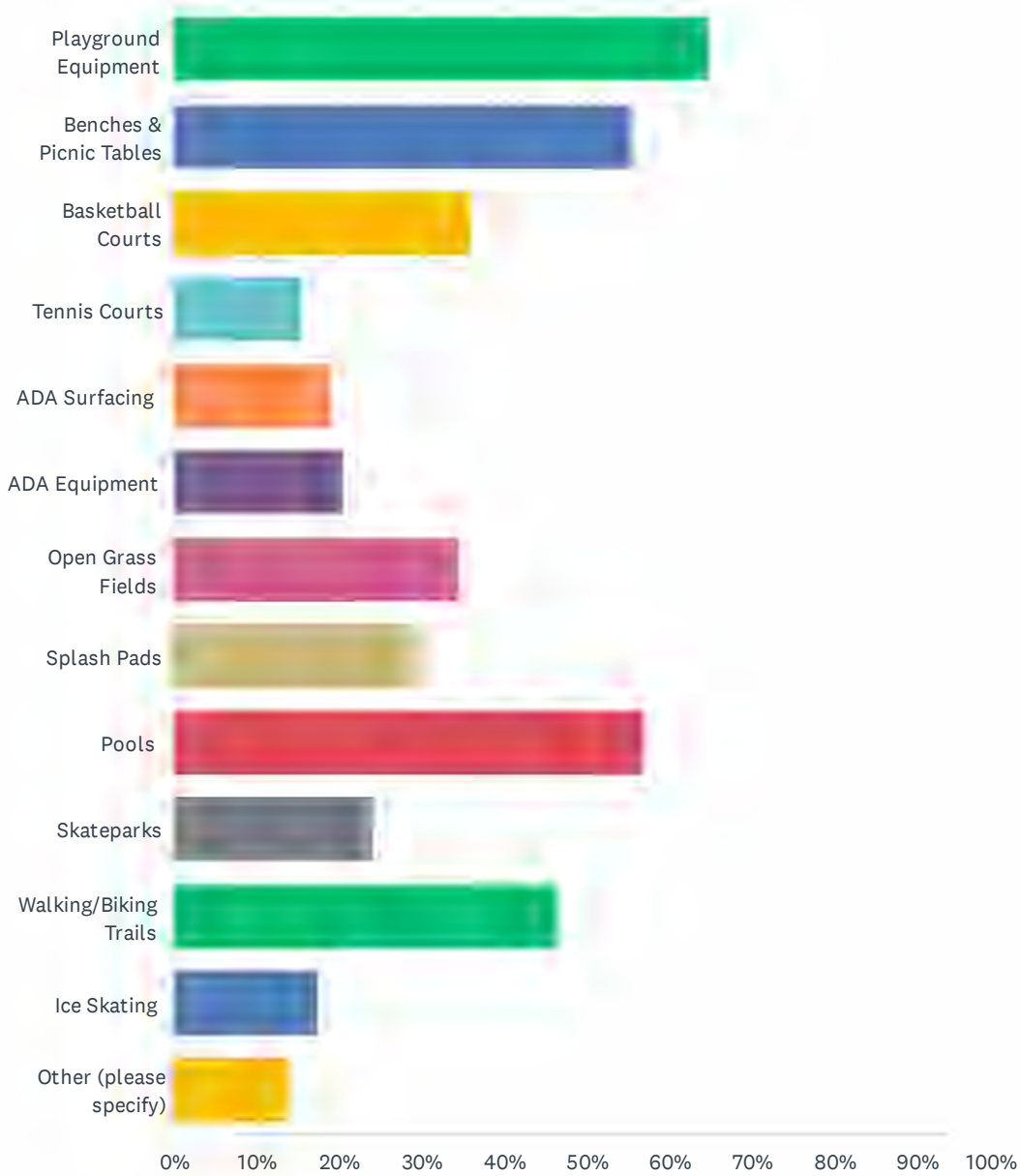


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Consolidated Plan, PY 2024 Annual Action Plan, and Analysis of Impediments to Fair Housing  
Choice

ANSWER CHOICES	RESPONSES	
Lack of Affordability	92.09%	396
Minor Rehabilitations Needed	19.30%	83
Major Rehabilitations Needed	38.37%	165
Housing Options/Inventory	62.33%	268
ADA Accessibility	11.63%	50
Historic Preservation	8.37%	36
Negligent Landlords	53.72%	231
Asbestos	6.28%	27
Lead Paint/Pipes	11.86%	51
Other (please specify)	16.05%	69
Total Respondents: 430		

### Q11 Identify any needs or improvements to parks/recreational facilities (Choose all that apply):

Answered: 327 Skipped: 112

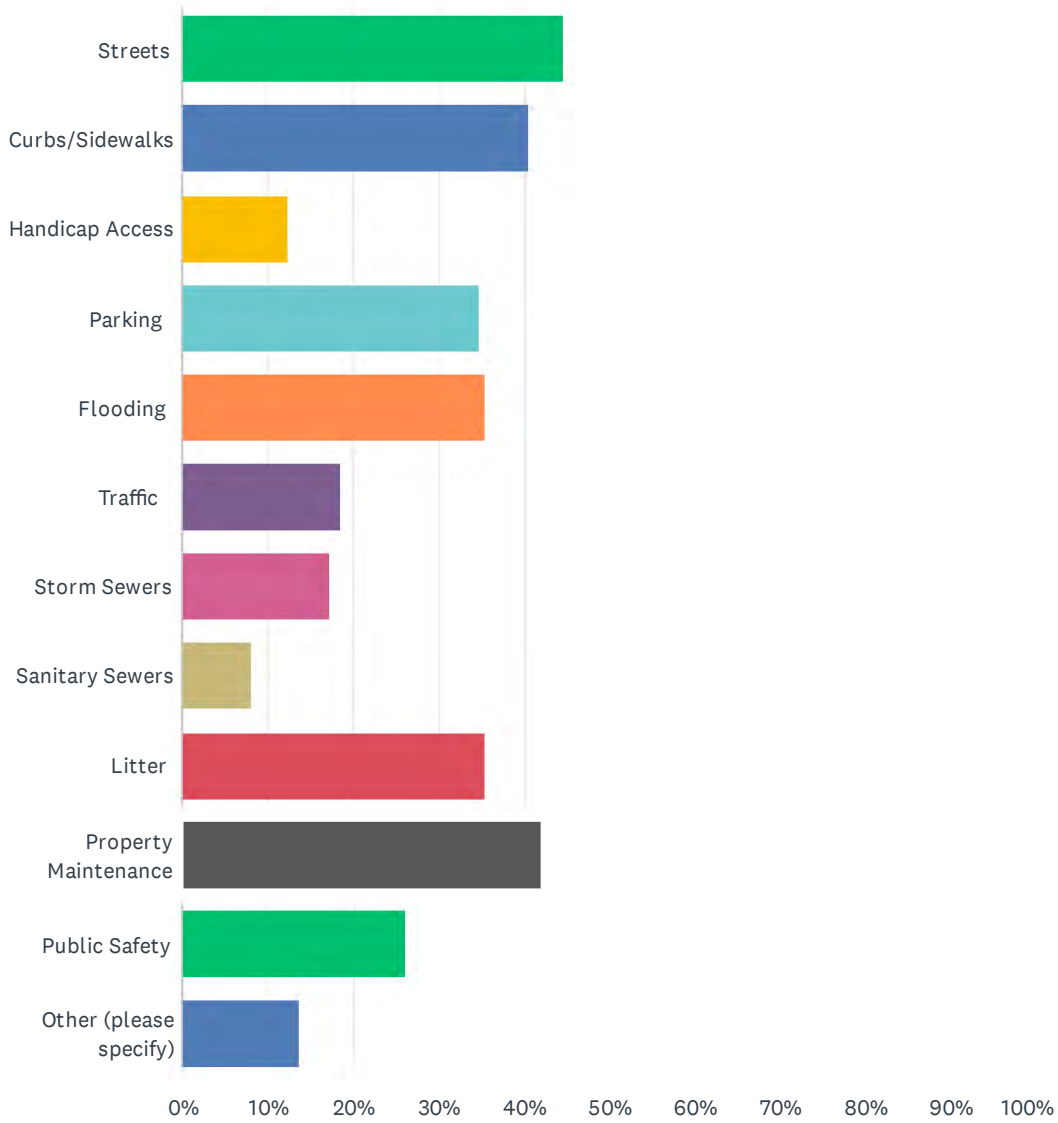


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Choice

ANSWER CHOICES	RESPONSES	
Playground Equipment	64.83%	212
Benches & Picnic Tables	55.35%	181
Basketball Courts	36.09%	118
Tennis Courts	15.60%	51
ADA Surfacing	18.96%	62
ADA Equipment	20.49%	67
Open Grass Fields	34.56%	113
Splash Pads	29.36%	96
Pools	56.88%	186
Skateparks	24.16%	79
Walking/Biking Trails	46.48%	152
Ice Skating	17.43%	57
Other (please specify)	13.76%	45
Total Respondents: 327		

## Q12 Are there any problems in your neighborhood with the following?

Answered: 323 Skipped: 116



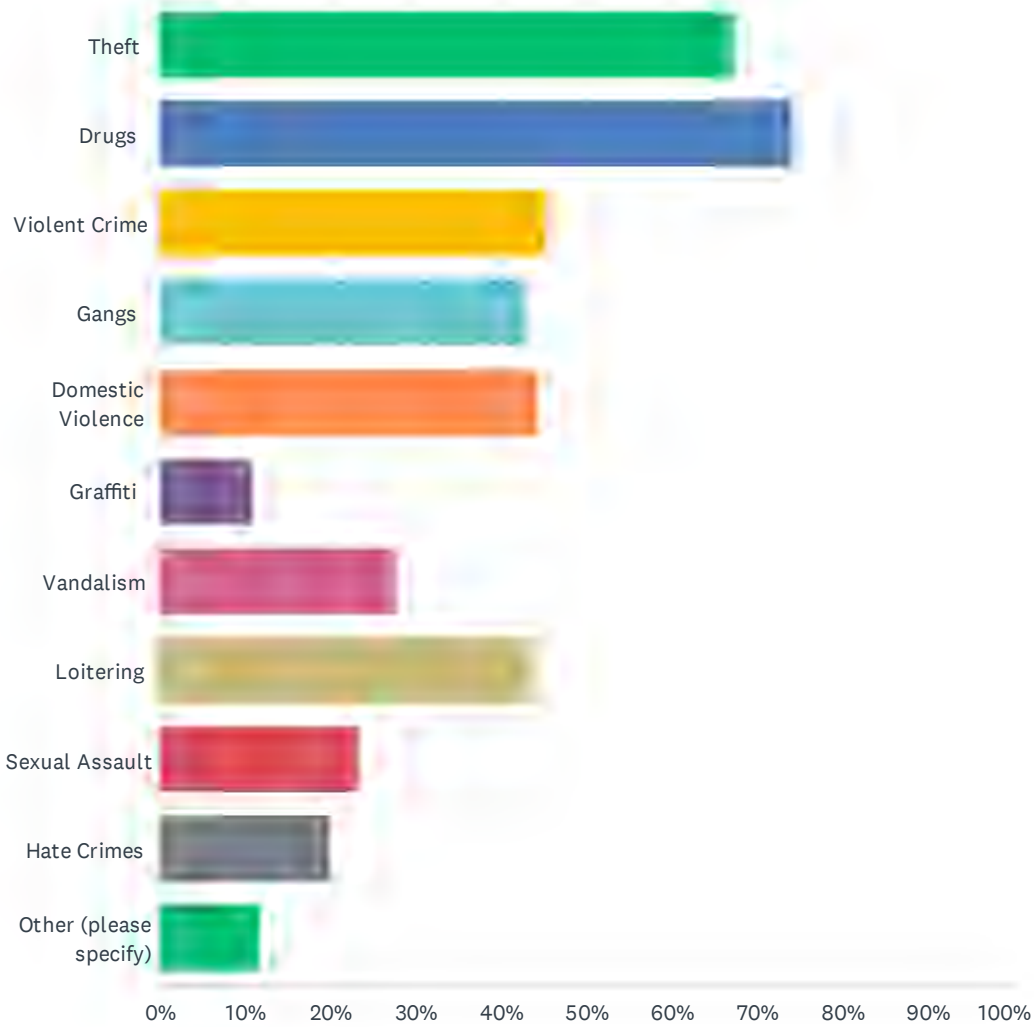
City of Salisbury, MD CONFIDENTIAL RESIDENT QUESTIONNAIRE PY 2024-2028 Five Year  
Consolidated Plan, PY 2024 Annual Action Plan, and Analysis of Impediments to Fair Housing  
Choice

ANSWER CHOICES	Choice	RESPONSES	
Streets		44.58%	144
Curbs/Sidewalks		40.56%	131
Handicap Access		12.38%	40
Parking		34.67%	112
Flooding		35.29%	114
Traffic		18.58%	60
Storm Sewers		17.34%	56
Sanitary Sewers		8.05%	26
Litter		35.29%	114
Property Maintenance		42.11%	136
Public Safety		26.01%	84
Other (please specify)		13.62%	44
Total Respondents: 323			



### Q13 Identify any crime issues within the City of Salisbury (Choose all that apply):

Answered: 315 Skipped: 124



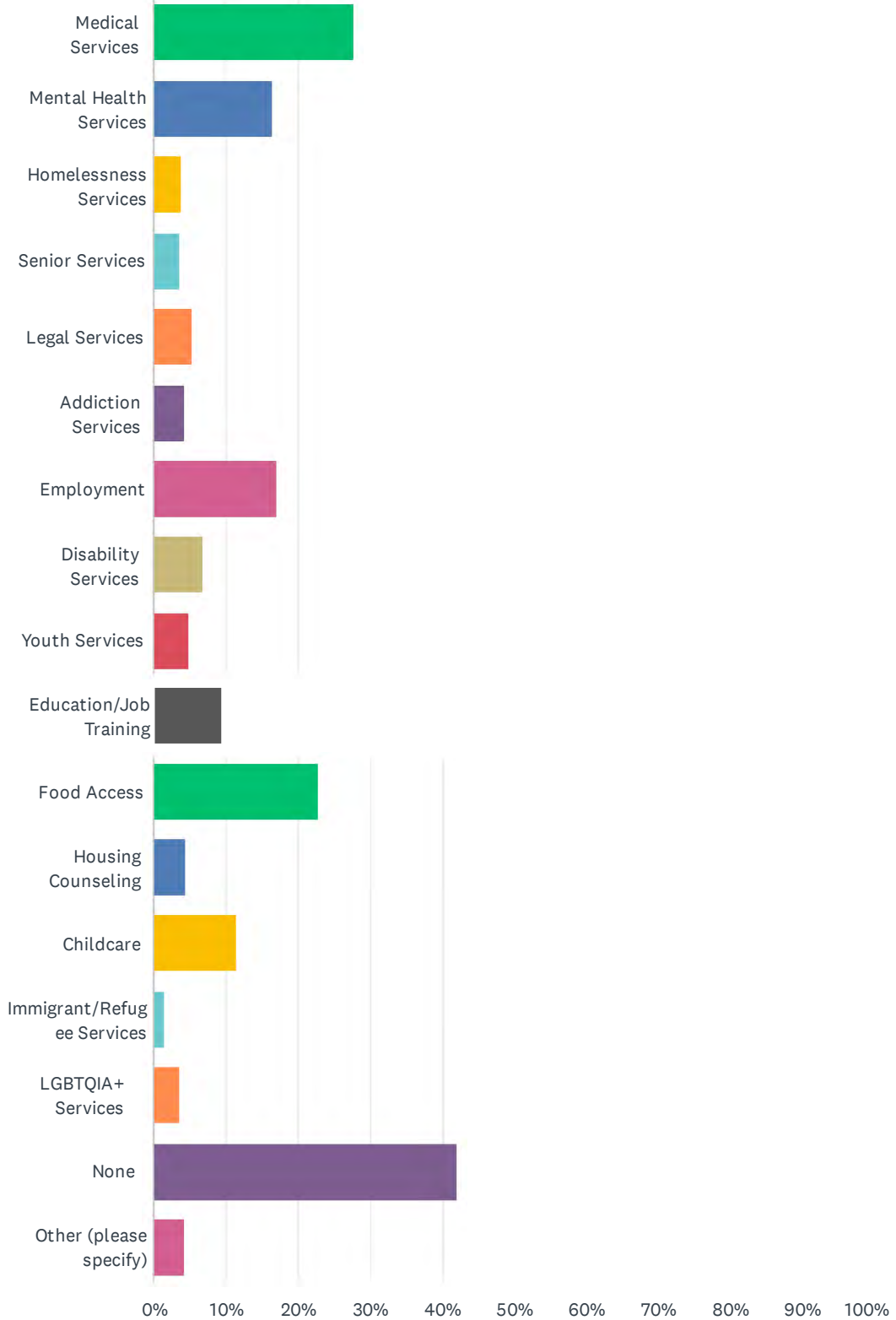
City of Salisbury, MD CONFIDENTIAL RESIDENT QUESTIONNAIRE PY 2024-2028 Five Year  
Consolidated Plan, PY 2024 Annual Action Plan, and Analysis of Impediments to Fair Housing  
Choice

ANSWER CHOICES	Choice	RESPONSES	
Theft		67.30%	212
Drugs		74.29%	234
Violent Crime		45.40%	143
Gangs		43.17%	136
Domestic Violence		44.44%	140
Graffiti		10.79%	34
Vandalism		27.62%	87
Loitering		43.81%	138
Sexual Assault		23.17%	73
Hate Crimes		20.00%	63
Other (please specify)		11.75%	37
Total Respondents: 315			

**Q14 Do you use any of the social service programs available in the City?  
(Choose all that apply)**

Answered: 333 Skipped: 106

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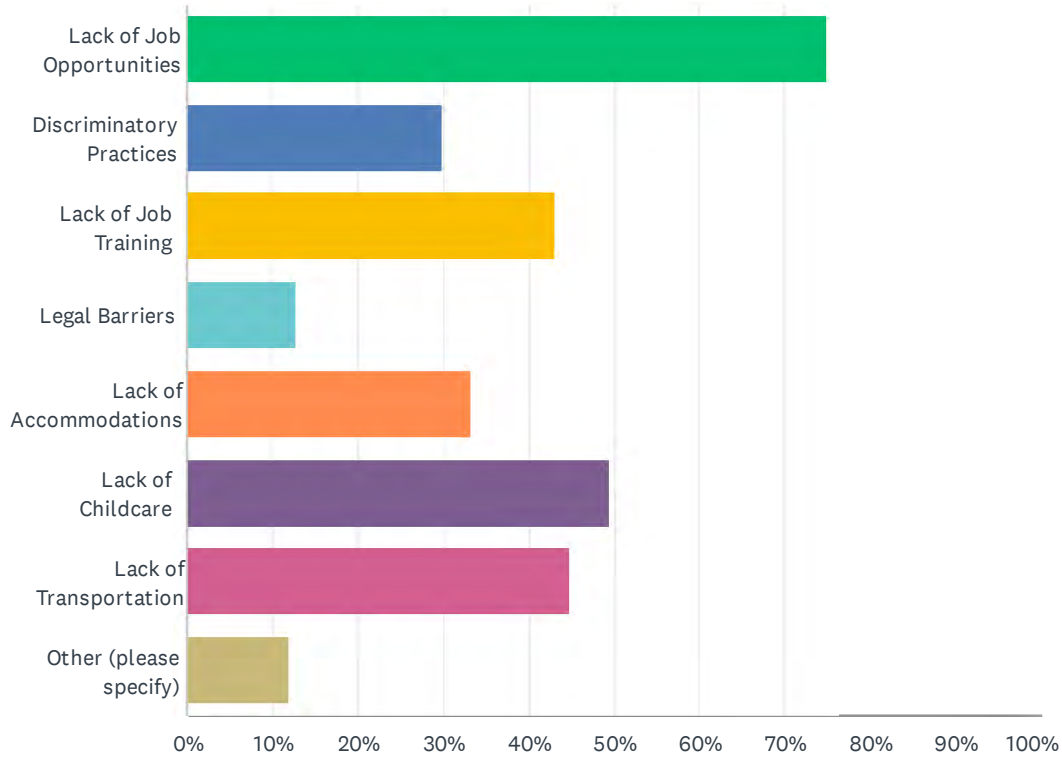


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Consolidated Plan, PY 2024 Annual Action Plan, and Analysis of Impediments to Fair Housing  
Choice

ANSWER CHOICES	RESPONSES	
Medical Services	27.63%	92
Mental Health Services	16.52%	55
Homelessness Services	3.90%	13
Senior Services	3.60%	12
Legal Services	5.41%	18
Addiction Services	4.20%	14
Employment	17.12%	57
Disability Services	6.91%	23
Youth Services	4.80%	16
Education/Job Training	9.31%	31
Food Access	22.82%	76
Housing Counseling	4.50%	15
Childcare	11.41%	38
Immigrant/Refugee Services	1.50%	5
LGBTQIA+ Services	3.60%	12
None	42.04%	140
Other (please specify)	4.20%	14
Total Respondents: 333		

### Q15 Identify any employment issues in the City of Salisbury (Choose all that apply):

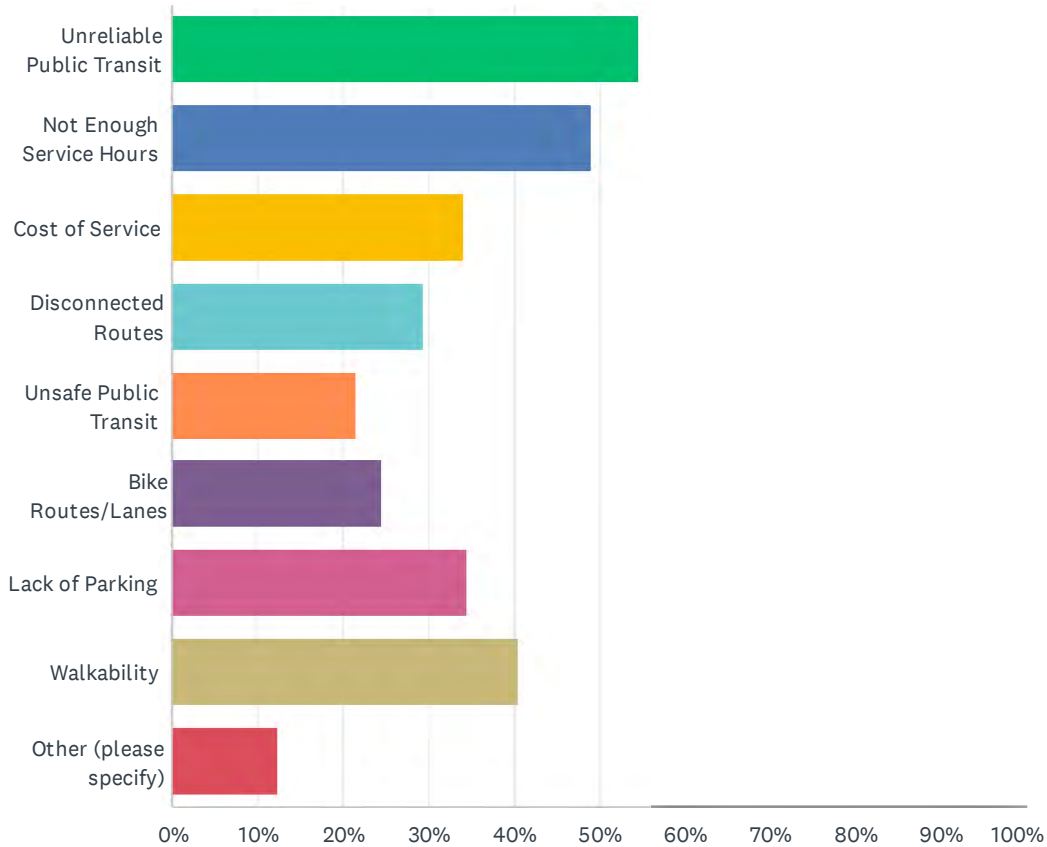
Answered: 342 Skipped: 97



ANSWER CHOICES	RESPONSES	
Lack of Job Opportunities	74.85%	256
Discriminatory Practices	29.82%	102
Lack of Job Training	42.98%	147
Legal Barriers	12.87%	44
Lack of Accommodations	33.33%	114
Lack of Childcare	49.42%	169
Lack of Transportation	44.74%	153
Other (please specify)	11.99%	41
Total Respondents: 342		

## Q16 Identify transportation issues in the City of Salisbury (Choose all that apply):

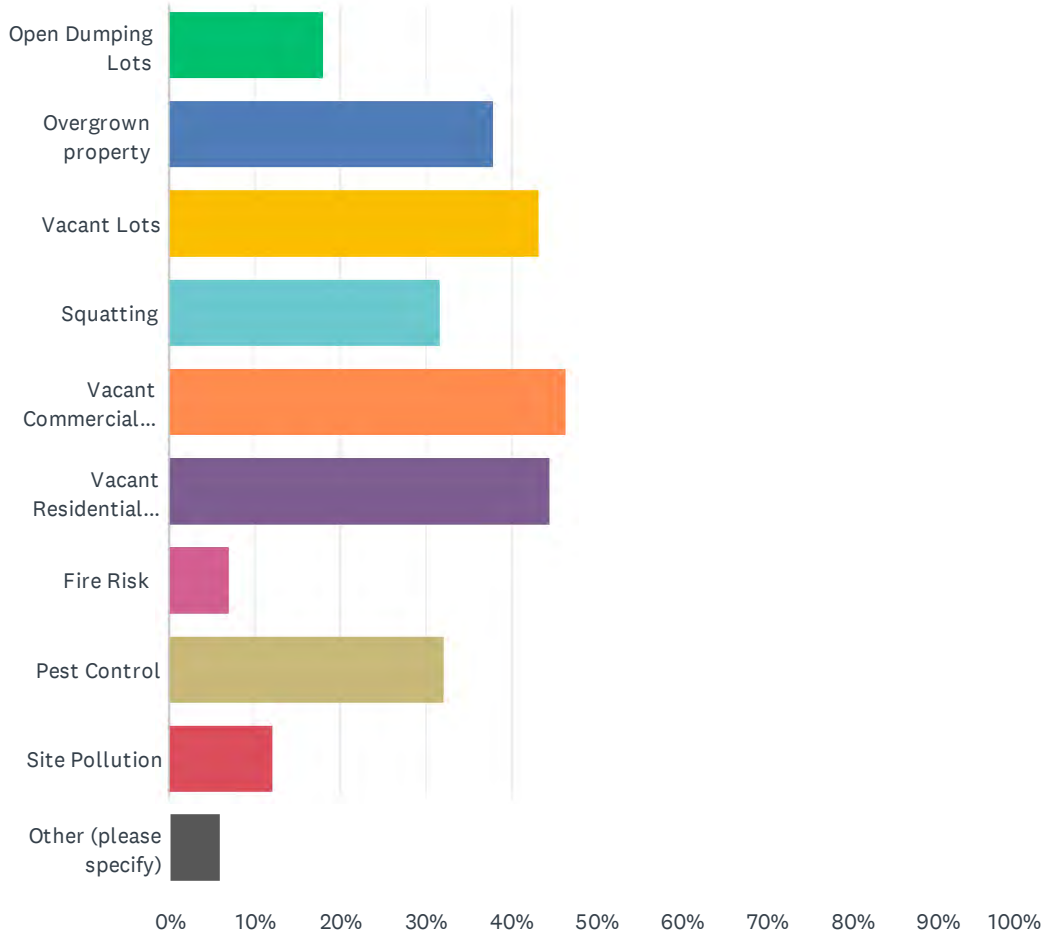
Answered: 293 Skipped: 146



ANSWER CHOICES	RESPONSES	
Unreliable Public Transit	54.61%	160
Not Enough Service Hours	49.15%	144
Cost of Service	34.13%	100
Disconnected Routes	29.35%	86
Unsafe Public Transit	21.50%	63
Bike Routes/Lanes	24.57%	72
Lack of Parking	34.47%	101
Walkability	40.61%	119
Other (please specify)	12.29%	36
Total Respondents: 293		

### Q17 Identify any blight (clearance/demolitions) issues in the City of Salisbury (Choose all that apply):

Answered: 280 Skipped: 159





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Consolidated Plan, PY 2024 Annual Action Plan, and Analysis of Impediments to Fair Housing  
Choice

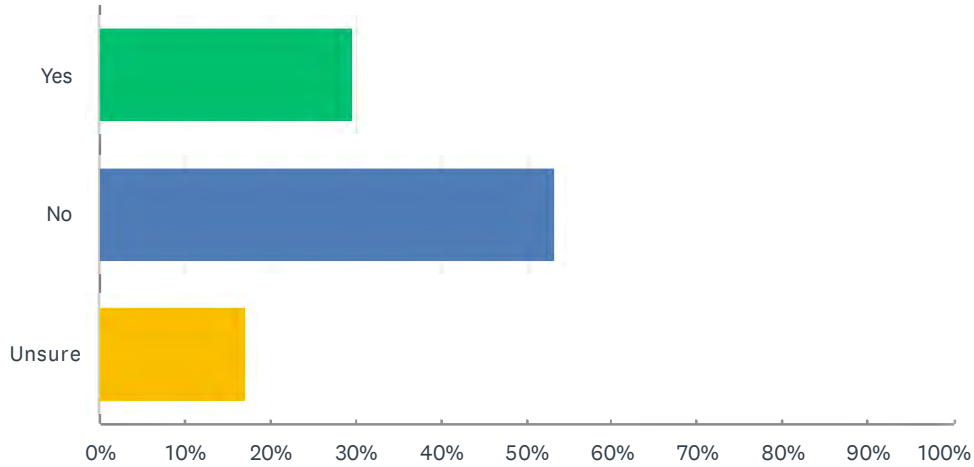
ANSWER CHOICES	Choice	RESPONSES	
Open Dumping Lots		18.21%	51
Overgrown property		37.86%	106
Vacant Lots		43.21%	121
Squatting		31.79%	89
Vacant Commercial Structures		46.43%	130
Vacant Residential Buildings		44.64%	125
Fire Risk		7.14%	20
Pest Control		32.14%	90
Site Pollution		12.14%	34
Other (please specify)		6.07%	17
Total Respondents: 280			

**Q18 Are there any programs or services that are missing or under-funded in the City? Please list:**

Answered: 124 Skipped: 315

## Q19 Are you aware of how to report fair housing violations in the City of Salisbury?

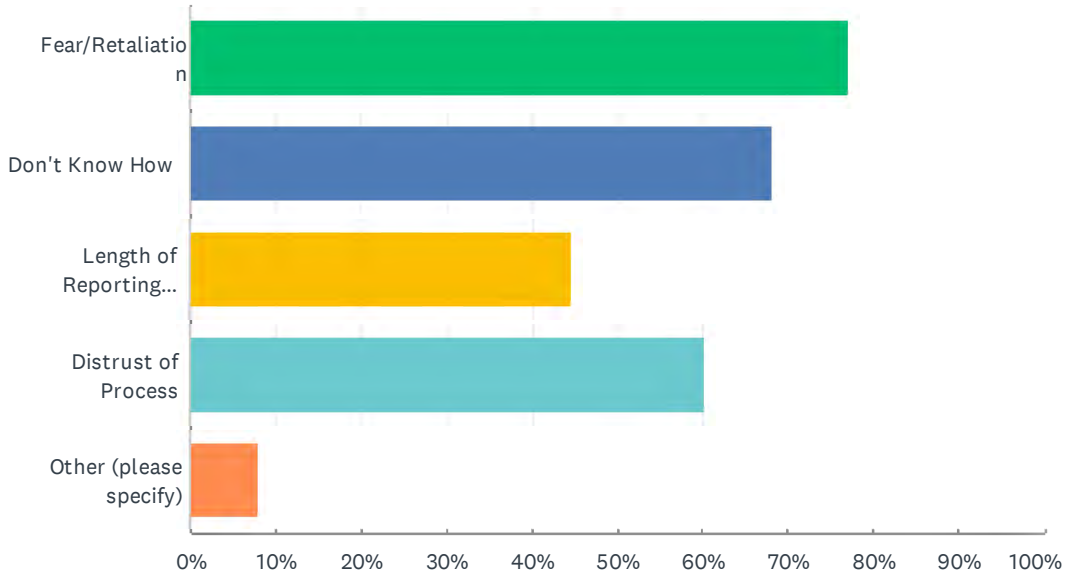
Answered: 338 Skipped: 101



ANSWER CHOICES	RESPONSES	
Yes	29.59%	100
No	53.25%	180
Unsure	17.16%	58
TOTAL		338

## Q20 Identify the reasons why fair housing complaints may not be reported? (Choose all that apply):

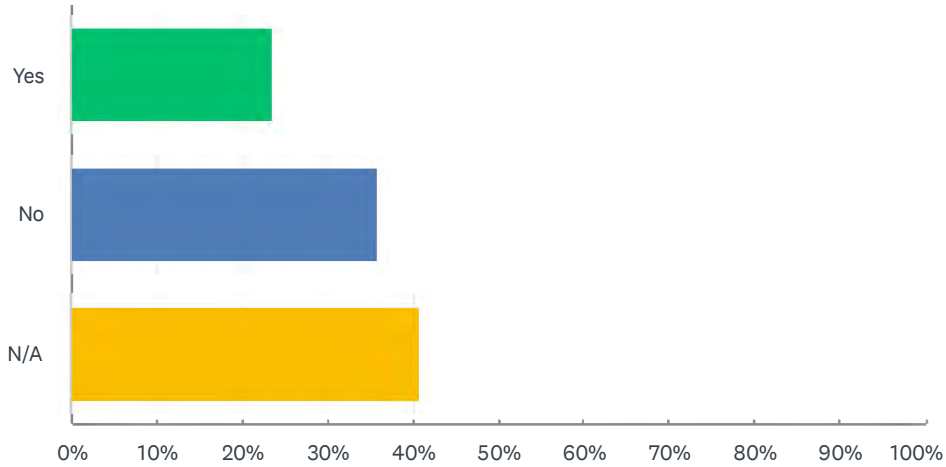
Answered: 321 Skipped: 118



ANSWER CHOICES	RESPONSES	
Fear/Retaliation	76.95%	247
Don't Know How	67.91%	218
Length of Reporting Process	44.55%	143
Distrust of Process	60.12%	193
Other (please specify)	7.79%	25
Total Respondents: 321		

## Q21 If you are a renter, has your landlord refused to make a reasonable accommodation?

Answered: 327 Skipped: 112



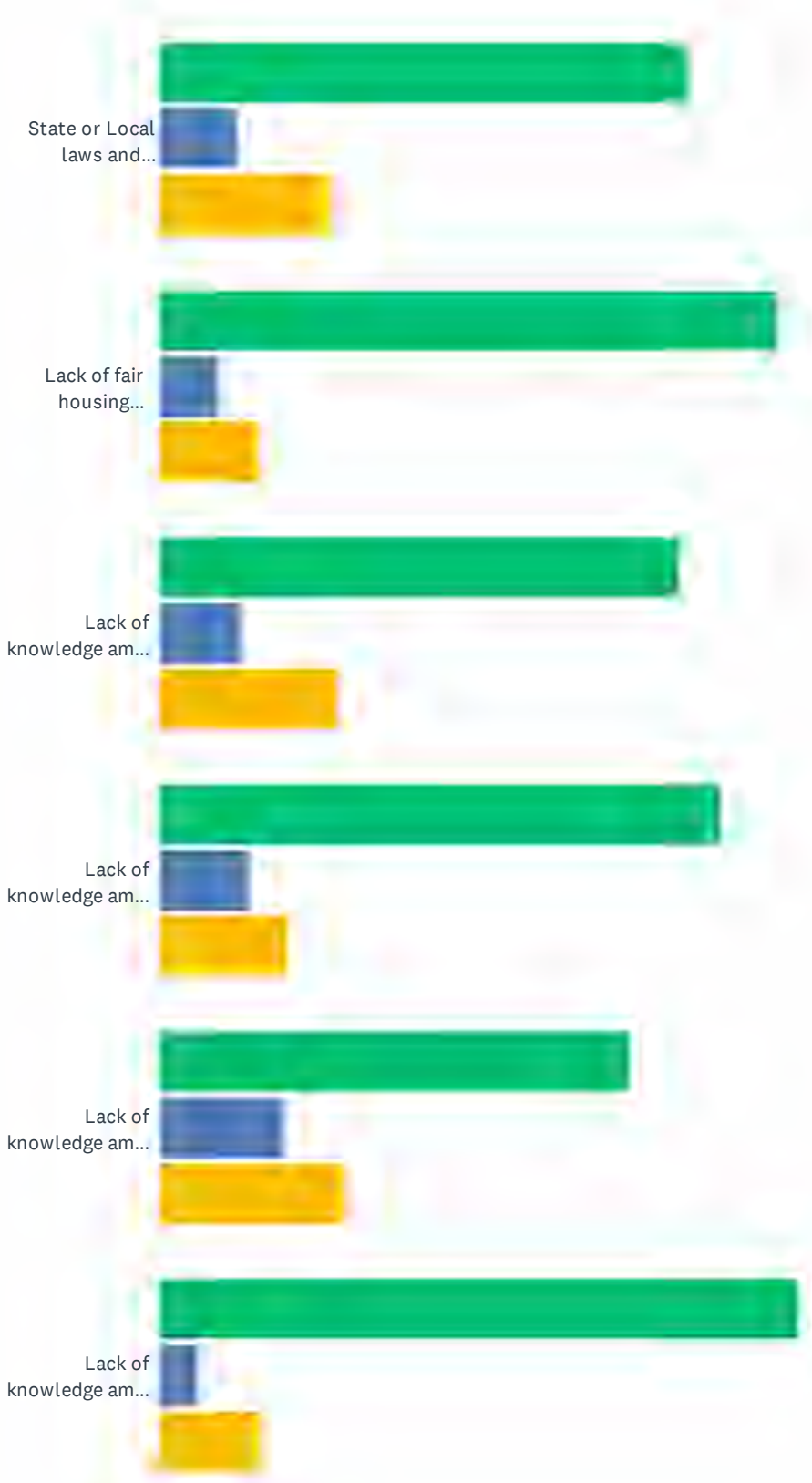
ANSWER CHOICES	RESPONSES	
Yes	23.55%	77
No	35.78%	117
N/A	40.67%	133
TOTAL		327

## Q22 If 'Yes,' what was the request?

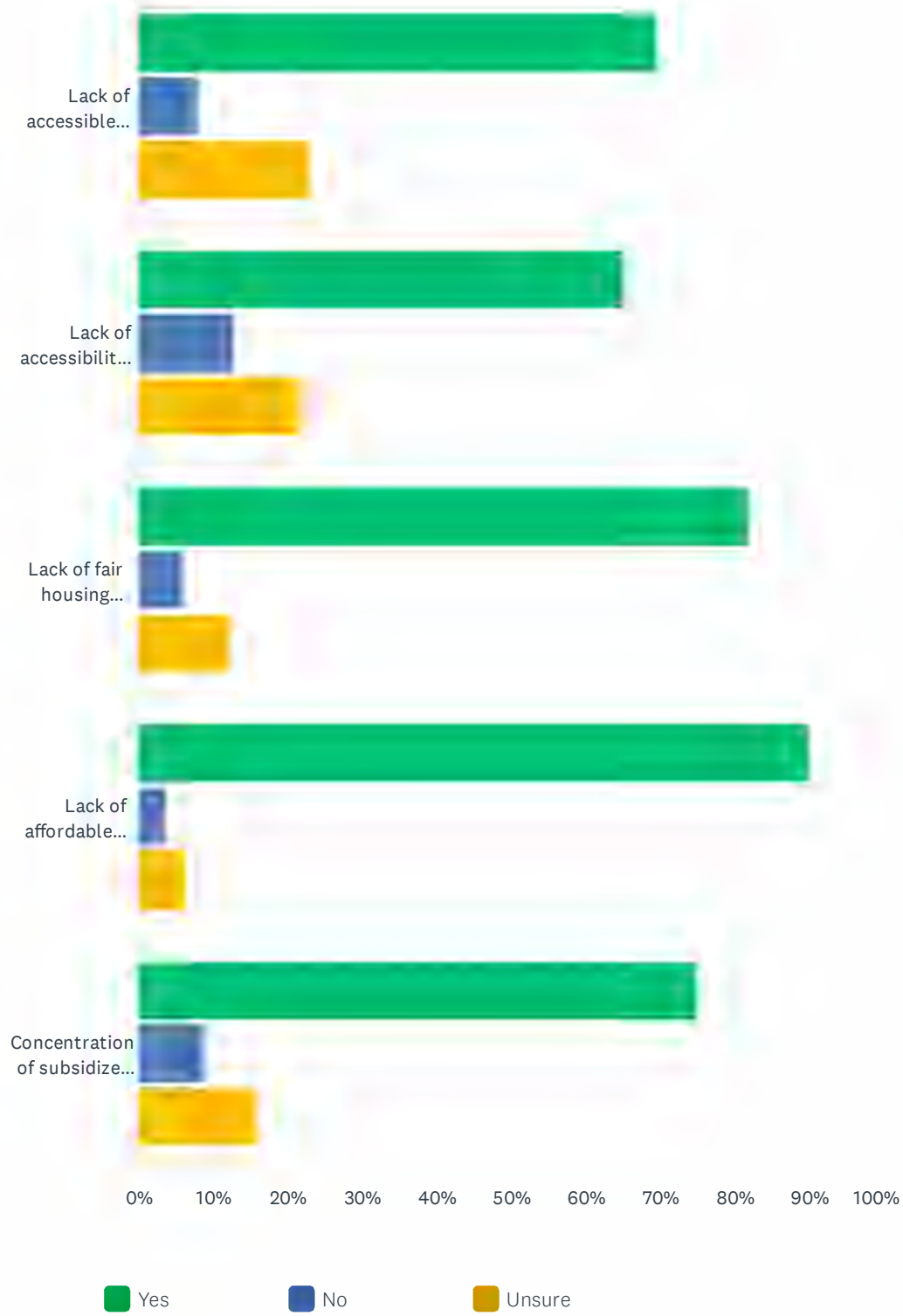
Answered: 73 Skipped: 366

### Q23 Do you believe that the following situations result in further discriminations and/or barriers to fair housing in the City of Salisbury?

Answered: 332 Skipped: 107



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City of Salisbury, MD CONFIDENTIAL RESIDENT QUESTIONNAIRE PY 2024-2028 Five Year  
Consolidated Plan, PY 2024 Annual Action Plan, and Analysis of Impediments to Fair Housing  
Choice

	YES	NO	UNSURE	TOTAL
State or Local laws and policies that limit housing choice	67.90% 220	9.88% 32	22.22% 72	324
Lack of fair housing organizations in the City	79.45% 259	7.67% 25	12.88% 42	326
Lack of knowledge among bankers/lenders regarding fair housing	66.77% 217	10.46% 34	22.77% 74	325
Lack of knowledge among landlords and property managers regarding fair housing	72.22% 234	11.42% 37	16.36% 53	324
Lack of knowledge among real estate agents regarding fair housing	60.31% 193	15.94% 51	23.75% 76	320
Lack of knowledge among residents regarding fair housing	82.15% 267	4.92% 16	12.92% 42	325
Lack of accessible housing for persons with disabilities	69.47% 223	7.79% 25	22.74% 73	321
Lack of accessibility in neighborhoods (i.e. curb cuts)	65.22% 210	12.73% 41	22.05% 71	322
Lack of fair housing education	81.82% 261	5.96% 19	12.23% 39	319
Lack of affordable housing in certain areas	89.97% 296	3.65% 12	6.38% 21	329
Concentration of subsidized housing in certain neighborhoods	75.16% 242	9.01% 29	15.84% 51	322

**Q24 Are there any additional comments or concerns that you wish to share?**

Answered: 104 Skipped: 335

# City of Salisbury



## 2024 Analysis of Impediments to Fair Housing Choice

**CDBG PY 2024-2028**  
(7/1/2024 – 6/30/2028)

Prepared By:  
City of Salisbury  
Finance Department  
125 North Division Street #103  
Salisbury, Maryland 21801

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## Executive Summary

The City of Salisbury, Maryland is an entitlement community under the U.S. Department of Housing and Urban Development's (HUD) Community Development Block Grant Program (CDBG). In accordance with the Housing and Community Development Act of 1974, as amended, each entitlement community must "affirmatively further fair housing." In order to demonstrate that an entitlement community is "affirmatively furthering fair housing," each community must conduct a Fair Housing Analysis which identifies any impediments to fair housing choice and what steps it will take to address those impediments. HUD advises communities that the Analysis of Impediments to Fair Housing Choice should address the Fair Housing Act, Title VI of the Civil Rights Act of 1964, Section 504 of the Rehabilitation Act of 1973, Section 109 of Title I of the Housing and Community Development Act of 1974, Title II of the Americans with Disabilities Act of 1990, Architectural Barriers Act of 1968, Age Discrimination Act of 1975, Title IX of the Education Amendments Act of 1972, Executive Order 11063, Executive Order 11246, Executive Order 12892, Executive Order 12898, Executive Order 13166, and Executive Order 13217.

The HUD Fair Housing and Equal Opportunity (FHEO) Office advises federal entitlement communities to update their Analysis of Impediments (AI) to Fair Housing Choice to coincide with their Five Year Consolidated Plan, and then every five (5) years thereafter. In addition, each year the entitlement community, as part of its Annual Action Plan, must sign certifications that the jurisdiction will affirmatively further fair housing. This means that the entitlement community will conduct an Analysis of Impediments to Fair Housing Choice (AI), take appropriate actions to overcome the effects of any impediments identified through the AI, and maintain records reflecting what analysis and corrective actions were taken.

The City previously prepared an Analysis of Impediments to Fair Housing Choice in May 2019. On July 16, 2015, the U.S. Department of Housing and Urban Development (HUD) published its final rule on Affirmatively Furthering Fair Housing. This rule attempted to establish a standardized process for fair housing planning. On May 23, 2018, due to deficiencies in the requirements, information available, and public participation HUD announced the withdrawal of the AFFH Rule, eliminating the AFH Tool, and requiring communities to revert back to the preparation of an Analysis of Impediments to Fair Housing Choice (AI). This plan was prepared according to HUD's Office of Fair Housing and Equal Opportunity's Fair Housing Planning Guide.

This analysis focuses on the status and interaction of six (6) fundamental conditions within the area:

- The sale or rental of dwellings (public or private);
- The provision of housing brokerage services;
- The provision of financial assistance for dwellings;

- Public policies and actions affecting the approval of sites and other building requirements used in the approval process for the construction of publicly assisted housing;
- The administrative policies concerning community development and housing activities, which affect opportunities of minority households to select housing inside or outside areas of minority concentration; and
- Where there is a determination of unlawful segregation or other housing discrimination by a court or a finding of noncompliance by HUD regarding assisted housing in a recipient's jurisdiction, an analysis of the actions which could be taken by the recipient to remedy the discriminatory condition, including actions involving the expenditure of funds made available under 24 CFR Part 570.

The Fair Housing Act was originally passed in 1968 to protect buyers and renters from discrimination from sellers and landlords by making it unlawful to refuse the sale or rental of a property to persons included under the category of a protected class. The Fair Housing Act prohibits discrimination against persons based on their **race, color, religion, sex, national origin, disability, or familial status** in the sale, rental, and financing of housing.

The methodology employed to undertake this Analysis of Impediments included:

- **Research**

- Review of the 2019 Analysis of Impediments to Fair Housing Choice, Zoning Ordinances, Comprehensive Plan, Five Year Consolidated Plan, Annual Action Plans, and Consolidated Annual Performance Evaluation Reports.
- Review of the Housing Authority's Five Year and Annual PHA Plans.
- Review of the most recent demographic data for the area from the U.S. Census, which included general, demographic, housing, economic, social, and disability characteristics.
- Review of the U.S. Department of Housing and Urban Development Comprehensive Housing Affordability Strategy (HUD-CHAS) data.
- Review of the residential segregation data.
- Review of financial lending institutions through the Home Mortgage Disclosure Act (HMDA) database.
- A review of the real estate and mortgage practices.
- Home mortgage foreclosure data.

- **Interviews & Meetings**

- Meetings and interviews were conducted with various City and County Departments; the Wicomico County Housing Authority; community, social service, and advocacy agencies, as well as public meetings.

- Follow up phone calls were made when an organization neither returned a survey nor attended a meeting.
- **Analysis of Data**
  - Low- and moderate-income areas were identified and mapped.
  - Concentrations of minority populations were identified and mapped.
  - Concentrations of owner-occupied and renter-occupied housing units were identified and mapped.
  - Fair housing awareness in the community was evaluated.
  - Distribution by location of public and assisted housing units were analyzed and mapped.
  - The location of CDBG expenditures throughout the area was analyzed.
  - Five Year Consolidated Plan Goals and Objectives were reviewed.
- **Potential Impediments**
  - Public sector policies that may be viewed as impediments were analyzed.
  - Private sector policies that may be viewed as impediments were analyzed.
  - The status of previously identified impediments was analyzed.
- **Citizen Participation**
  - A public survey was publicized, public meetings were held, and copies of the draft AI were placed on public display to encourage citizen input.
  - The public survey was available at the following link <https://www.surveymonkey.com/r/SalisburyCDBG24-28> from January 4, 2024 until February 16, 2024.
- **Key Findings**
  - There is a lack of affordable housing for all income levels in the City of Salisbury.
  - There is a lack of new housing construction to meet housing demand, especially owner-occupied housing units.
  - The housing stock in the City is older and in need of rehabilitation.
  - There are areas of minority housing concentration that correspond to areas of lower income concentration.

- There are substantially more renter-occupied housing units than owner-occupied housing units.
- Household incomes have increased at slower rates than housing costs.
- There is a lack of zoning provisions that encourage fair housing choice.
- Communication issues exist for Limited English Proficiency (LEP) persons.

In the updated Analysis of Impediments, the City identified the following goals and strategies to address impediments identified:

**Impediment 1 Need for Fair Housing Education and Outreach**

There is a need to improve the knowledge and understanding concerning the rights and responsibilities of individuals, families, members of the protected classes, landlords, real estate professionals, and public officials under the Fair Housing Act (FHA).

Goal: Improve the public’s knowledge and awareness of the Fair Housing Act, related laws, regulations, and requirements to affirmatively further fair housing in the community.

Strategies: In order to meet this goal, the following actions should be undertaken:

- 1-A: Educate residents, realtors, bankers, housing providers, other real estate professionals, policy makers and municipal staff of their responsibilities under the fair housing and related statutes, regulations, and executive orders.
- 1-B: Support fair housing organizations and legal advocacy groups to assist persons who may be victims of housing discrimination.
- 1-C: Identify the language and communication needs of LEP persons to provide the specific language assistance that is required.

**Impediment 2 Need for Affordable Housing**

In the City of Salisbury, one out of every two (52%) renter households is paying over 30% of their monthly incomes on housing costs; one out of every four (24%) owner households with a mortgage is paying over 30% of their monthly income on housing costs; and one out of every six (16%) owner households without a mortgage is paying over 30% of their monthly income on housing costs. The number of households that are housing cost burdened significantly increases as household income decreases.

Goal: Increase the supply of decent, safe, and sanitary housing that is affordable and accessible through the new construction and rehabilitation of various types of housing, especially housing that is affordable to lower income households.



Strategies: In order to meet this goal, the following actions should be undertaken:

- 2-A: Support and encourage private developers and non-profit housing providers to create, through construction or rehabilitation, affordable mixed-income housing.
- 2-B: Support and encourage the rehabilitation of existing renter-occupied and owner-occupied housing units in the area for households below 80% AMI.
- 2-C: Support homebuyer education, training programs, and closing cost/down payment assistance to increase the number of owner-occupied housing units; especially in response to HMDA data discrimination patterns to support higher loan to value ratios for minority homebuyers.
- 2-D: Support tenant education and maintenance training programs to encourage and support healthy rental housing units.
- 2-E: Encourage organizations serving the LMI community to develop relationships with landlords to expand the supply of affordable rental housing units.
- 2-F: Encourage affirmative marketing procedures to attract protected classes that are least likely to apply for new affordable housing opportunities.
- 2-G: Support community led affordable housing task force initiatives that create decent, safe, and sanitary housing that is affordable and accessible for households below 80% AMI.

### **Impediment 3 Need for Accessible Housing**

There is a lack of accessible housing units in the area as the supply of accessible housing has not kept pace with the demand of individuals desiring to live independently.

Goal: Increase the supply of accessible housing through new construction and rehabilitation of accessible housing for persons with disabilities.

Strategies: In order to meet this goal, the following actions should be undertaken:

- 3-A: Promote the need for accessible and visitable housing by supporting and encouraging private developers and non-profits to develop, construct, or rehabilitate housing that is accessible to persons with disabilities.
- 3-B: Provide financial assistance for accessibility improvements to housing units to enable seniors and persons with disabilities to remain in their homes.

- 3-C: Promote and encourage the ADA and Fair Housing requirements for landlords to make “reasonable accommodations” to their rental properties so the units are accessible to tenants.

#### **Impediment 4 Public Policy**

The City’s Zoning Ordinance needs additional definitions and provisions to affirmatively further fair housing.

Goal: Revise the Zoning Ordinance to promote the development of various types of affordable housing throughout the City.

Strategies: In order to meet this goal, the following actions should be undertaken:

- 4-A Revise the City Zoning Ordinance to include additional definitions, statements, and revisions that adopt model fair housing zoning provisions including reasonable accommodations, transit-oriented development, and regional cooperation.
- 4-B Develop incentives to encourage developers and housing providers to offer more affordable housing options in the City.
- 4-C Encourage LMI, minority, and protected class resident participation in the various City Boards and Commissions.

#### **Impediment 5 Regional Approach to Fair Housing**

There is a need for a regional collaborative approach to affirmatively further fair housing in the area.

Goal: Form a regional cooperative fair housing consortium to affirmatively further fair housing in the area.

Strategies: In order to meet this goal, the following actions should be undertaken:

- 5-A: Form a regional fair housing partnership with existing organizations to encourage fair housing choice throughout the area, fair housing activities, and projects.
- 5-B: Maintain a regional database of decent, safe, and sanitary housing that is affordable and accessible for households below 80% AMI.
- 5-C: Work collaboratively with affordable housing developers and providers to ensure affirmative fair marketing plans and deconcentration policies are created and implemented.

- 5-D: Support the Wicomico County Housing Authority to affirmatively further fair housing.

Fair housing is a right. The City is committed to promoting housing choice, which entails increasing free and equal access to residential housing throughout the City of Salisbury. The City will direct federal funds to address impediments to housing choice that inhibit an individual's pursuit of personal, educational, and employment goals. If you have any questions or comments, please send them to the City's Fair Housing Designated Officer:

Muir Boda, Director  
Housing and Community Development Department  
City of Salisbury  
207 W. Main St.  
Salisbury, MD 21801  
(410) 341-9550

## I. Introduction

HUD defines “fair housing choice” as:

***“The ability of persons, regardless of race, color, religion, sex, national origin, familial status, or handicap, of similar income levels to have available to them the same housing choices”***

A Fair Housing Analysis consists of the following six (6) conditions:

- The sale or rental of dwellings (public or private);
- The provision of housing brokerage services;
- The provision of financial assistance for dwellings;
- Public policies and actions affecting the approval of sites and other building requirements used in the approval process for the construction of publicly assisted housing;
- The administrative policies concerning community development and housing activities, which affect opportunities of minority households to select housing inside or outside areas of minority concentration; and
- Where there is a determination of unlawful segregation or other housing discrimination by a court or a finding of noncompliance by HUD regarding assisted housing in a recipient’s jurisdiction, an analysis of the actions which could be taken by the recipient to remedy the discriminatory condition, including actions involving the expenditure of funds made available under 24 CFR Part 570.

HUD-FHEO suggests that communities conducting a fair housing analysis consider the policies surrounding “visitability,” the Section 504 Rehabilitation Act, the Americans with Disabilities Act, and the Fair Housing Act. Housing that is “visitable” has the most basic level of accessibility that enables persons with disabilities to visit the home of a friend, family member, or neighbor. “Visitable” housing has at least one accessible means of ingress/egress, and all interior and bathroom doorways have as a minimum a 32-inch clear opening. Section 504 of the Rehabilitation Act (24 CFR Part 8), known as “Section 504” prohibits discrimination against persons with disabilities in any program receiving Federal funds. The Americans with Disabilities Act (42 U.S.C. 12131; 47 U.S.C. 155, 201, 218, and 225) (ADA) prohibits discrimination against persons with disabilities in all programs and activities sponsored by state and local governments. The Fair Housing Act requires property owners to make reasonable modifications to units and/or public areas in order to allow a disabled tenant to make full use of the unit. Additionally, property owners are required to make reasonable accommodations to rules or procedures to afford a disabled tenant full use of the unit. In regard to local zoning ordinances, the Fair

Housing Act prohibits local government from making zoning or land use decisions, or implementing land use policies that exclude or discriminate against persons of a protected class.

This Analysis of Impediments to Fair Housing Choice will outline progress that has been made since the previous Analysis of Impediments, explore the continuation of these impediments where necessary, and identify any new impediments to fair housing choice. Furthermore, this Analysis of Impediments will bring the City of Salisbury into sequence with their PY 2024-2028 Five Year Consolidated Plan. The document is designed to act as a planning tool, providing the City with the necessary framework to strategically reduce any identified impediments to fair housing choice over the next five (5) years, and continue to make modifications based on events and activities in the community during this time period.

In order to affirmatively further fair housing in the City of Salisbury, the City must look beyond its boundaries and coordinate fair housing with Wicomico County and the surrounding region. Fair housing choice is the goal of the AI, and the opportunity should be made available to low-income residents and the members of the protected classes to live anywhere in Wicomico County and the eastern shore of Maryland.

## II. Background Data

The City of Salisbury, Maryland, is located in the southeastern portion of Maryland and is the County Seat of Wicomico County, Maryland. It is the largest City in Maryland's Eastern Shore. Salisbury is the commercial hub of the Delmarva Peninsula and is referred to as "the Crossroads of Delmarva". The City is located about two hours south of Baltimore, and a half hour west of Ocean City, Maryland. Salisbury sits at the head of the Wicomico River, which flows into the Chesapeake Bay. The Port of Salisbury Marina is the second largest marina of the Chesapeake Bay.

"Salisbury serves as the capital of the Eastern Shore, combining vibrant economic opportunity, quality public education, world-class healthcare, reinvigorated environmental stewardship, globally known corporations, and an energetic and inspiring team of community leaders, to chart its own course, and craft a sound plan for its future." (Source: SBY Brand Statement)

Demographic, housing, economic, and other data was analyzed, including data from the 2000 and 2010 U.S. Census, 2013-2017 American Community Survey (ACS), 2018-2022 American Community Survey (ACS), Comprehensive Housing Affordability Strategy (CHAS), Association of Religious Data, U.S. Department of Housing and Urban Development (HUD), HUD CPD Maps, HUD AFFH Tool, RealtyTrac, and the City of Salisbury. To maintain consistency with the Five Year Consolidated Plan, the 2013-2017 American Community Survey (ACS) was used in most instances in place of the most recent 2018-2022 American Community Survey (ACS) data. All data sets used in the analysis are documented in the section the data is presented. This data was used to evaluate the City of Salisbury's demographic, housing and socio-economic characteristics as a basis for determining and identifying any existing impediments to fair housing choice.

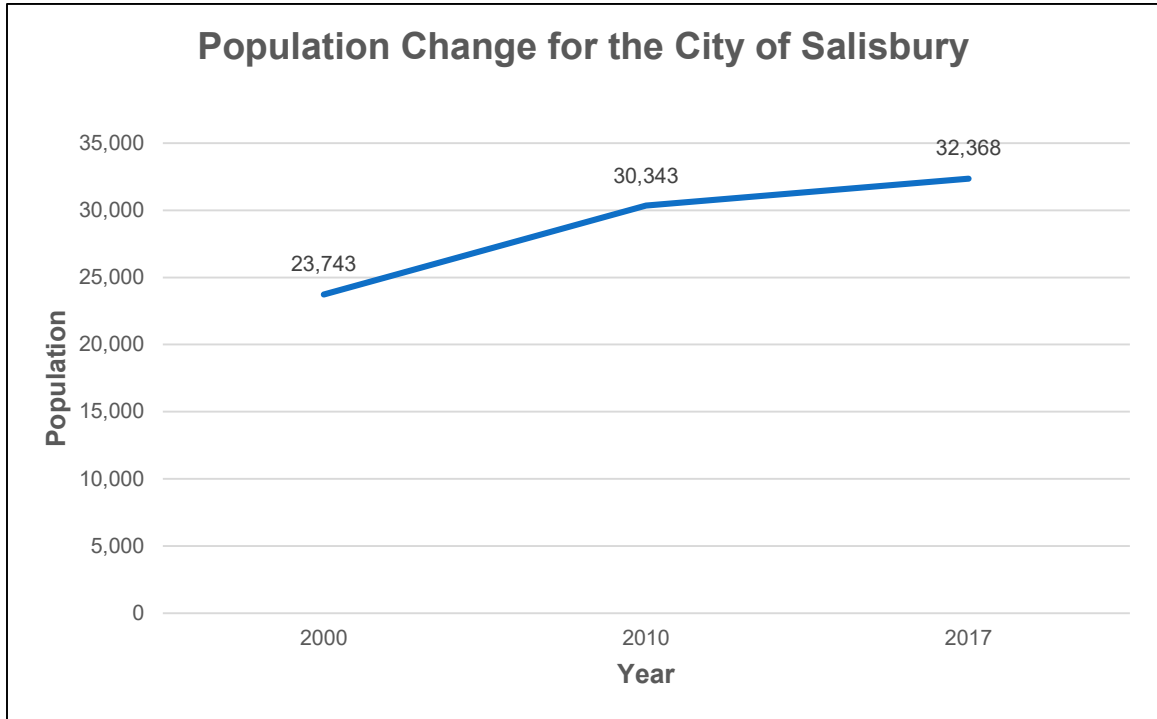
### A. Population, Race, Ethnicity, and Religion

#### Population

The City of Salisbury's population increased from 23,743 people in 2000 to 30,343 in 2010 and increased to 33,368 people in 2017; an increase of 36.3%. The City's population increased at a greater rate than both the County's and State's rate.

Wicomico County's population increased from 84,644 people in 2000 to 98,733 in 2010 and increased to 102,014 people in 2017; an increase of 20.5%.

The State of Maryland's population increased from 5,296,486 people in 2000 to 5,773,552 in 2010 and increased to 5,996,079 people in 2017; an increase of 13.2%.



Source: U.S. Census Data (2000, 2010 and 2013 – 2017 ACS)

## Race

The following table highlights the racial composition of the City of Salisbury as shown in the 2010 U.S. Census and in 2017.

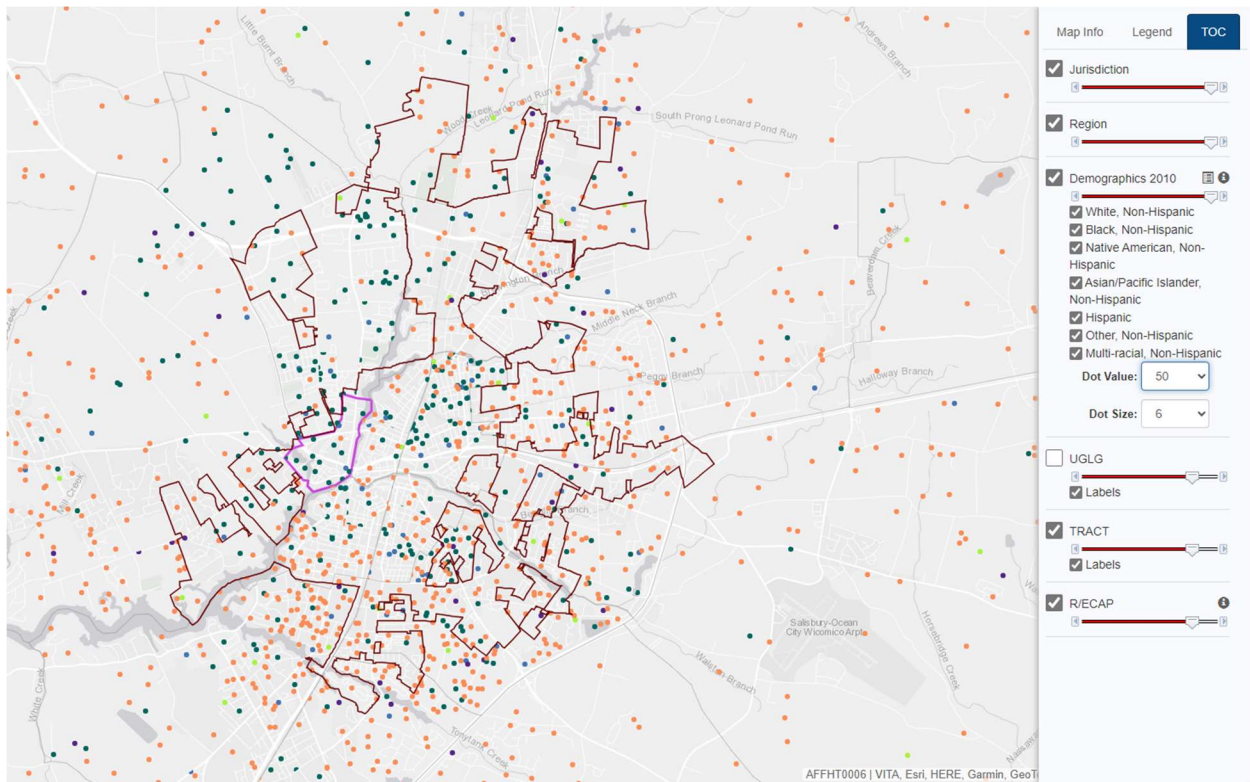
### Race and Hispanic or Latino Population in the City of Salisbury

Race and Hispanic or Latino	2010 U.S. Census		2013-2017 ACS	
	#	%	#	%
Total	30,343	100.00%	32,368	100.00%
One race	29,361	96.76%	31,557	97.50%
White alone	16,911	55.73%	17,089	52.80%
Black or African American alone	10,441	34.41%	12,720	39.30%
American Indian and Alaska Native alone	81	0.27%	132	0.40%

Asian alone	964	3.18%	1,089	3.40%
Native Hawaiian and Other Pacific Islander alone	21	0.07%	74	0.20%
Some other race alone	943	3.11%	520	1.60%
Hispanic or Latino	2,128	7.01%	2,069	6.40%

Source: 2010 U.S. Census and 2013-2017 ACS

During this time period, the City experienced a decrease in the percentage of people identifying themselves as White Alone, Some Other Race Alone, and Hispanic or Latino. The Black or African American Alone, American Indian and Alaska Native Alone, Asian Alone, and Native Hawaiian and Other Pacific Islander Alone populations increased during this time period. During this same time period, Wicomico County and the State of Maryland experienced a decrease in the White Alone population and an increase in minority populations. The majority of minorities are located in the northwestern section and eastern central sections of the City. The following race/ethnicity dot density map based on the 2010 U.S. Census shows the concentration and location of various racial and ethnic cohorts in the City.



Source: <https://egis.hud.gov/affht>



## Ethnicity

The following table highlights the ethnicities of Salisbury residents at the time of the 2010 U.S. Census and in 2017.

**Ethnicity and Ancestry in the City of Salisbury**

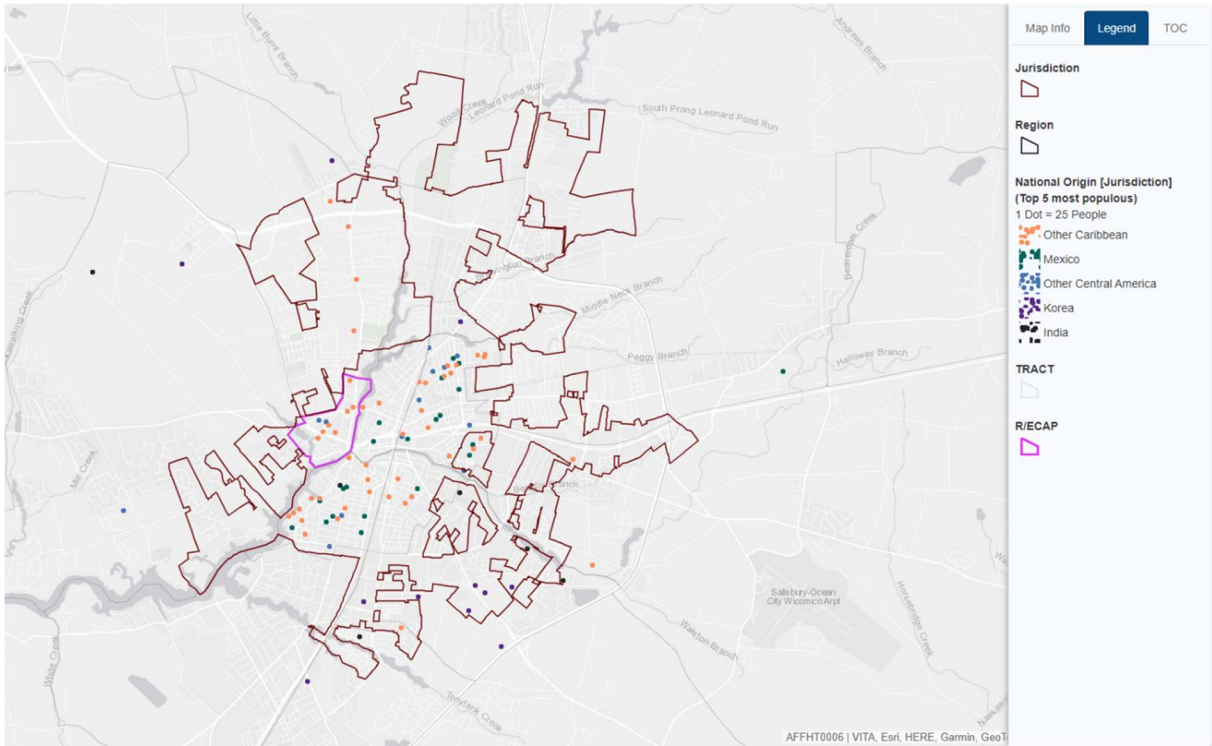
Ancestry	2010 U.S. Census		2013-2017 ACS	
	#	%	#	%
<b>Total population</b>	<b>30,343</b>	<b>-</b>	<b>32,368</b>	<b>-</b>
Albanian	61	0.21%	0	0.00%
American	1,133	3.86%	1,133	3.86%
Arab	81	0.28%	128	0.28%
Australian	18	0.06%	17	0.05%
Austrian	30	0.10%	130	0.40%
Belgian	31	0.11%	10	0.03%
Brazilian	121	0.41%	11	0.03%
British	184	0.63%	57	0.18%
Cajun	13	0.04%	0	0.00%
Canadian	50	0.17%	20	0.06%
Celtic	23	0.08%	0	0.00%
Czech	147	0.50%	75	0.23%
Czechoslovakian	23	0.08%	49	0.15%
Danish	48	0.16%	24	0.07%
Dutch	252	0.86%	114	0.35%
Eastern European	10	0.03%	9	0.03%
English	3,261	11.11%	2,635	8.14%
Estonian	0	0.00%	9	0.03%
European	68	0.23%	203	0.63%
French (except Basque)	425	1.45%	368	1.14%

French Canadian	98	0.33%	35	0.11%
German	4,156	14.16%	3,572	11.04%
Greek	168	0.57%	46	0.14%
Guyanese	0	0.00%	47	0.15%
Hungarian	154	0.52%	63	0.19%
Iranian	17	0.06%	0	0.00%
Irish	3,288	11.21%	3,780	11.68%
Italian	1,530	5.21%	1,561	4.82%
Lithuanian	80	0.27%	88	0.27%
Northern European	48	0.16%	20	0.06%
Norwegian	209	0.71%	135	0.42%
Pennsylvania German	18	0.06%	8	0.02%
Polish	647	2.20%	571	1.76%
Portuguese	16	0.05%	14	0.04%
Romanian	31	0.11%	11	0.03%
Russian	200	0.68%	108	0.33%
Scandinavian	17	0.06%	46	0.14%
Scotch-Irish	425	1.45%	275	0.85%
Scottish	665	2.27%	491	1.52%
Slovak	24	0.08%	57	0.18%
Ethiopian	22	0.07%	0	0.00%
Ghanaian	0	0.00%	18	0.06%
Liberian	0	0.00%	8	0.02%
Nigerian	0	0.00%	65	0.20%
Sierra Leonean	0	0.00%	32	0.10%
South African	35	0.12%	0	0.00%
African	131	0.45%	531	1.64%
Other Sub-Saharan African	17	0.06%	38	0.12%

Swedish	154	0.52%	185	0.57%
Swiss	105	0.36%	56	0.17%
Ukrainian	72	0.25%	45	0.14%
Welsh	199	0.68%	135	0.42%
Bermudan	24	0.08%	0	0.00%
Haitian	963	3.28%	1,967	6.08%
Jamaican	189	0.64%	145	0.45%
Trinidadian and Tobagonian	129	0.44%	0	0.00%
West Indian	0	0.00%	17	0.05%
Yugoslavian	0	0.00%	35	0.11%
Other Groups	11,796	40.20%	13,119	40.53%
Unclassified or Not Reported	3,652	12.45%	5,353	16.54%

Source: 2010 U.S. Census and 2013-2017 ACS

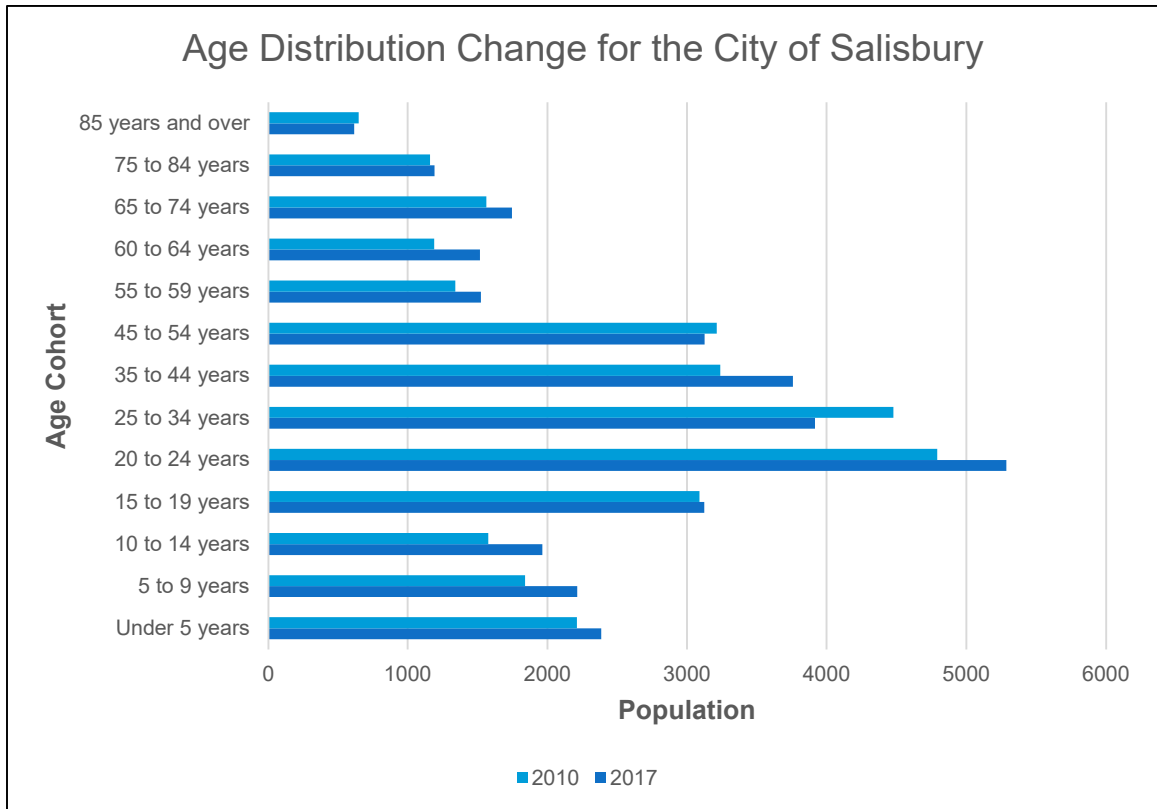
The most common ancestries identified in the City of Salisbury were Other Groups, English, German, and Irish. Between 2010 and 2017, the City of Salisbury noted slight fluctuations in ancestry breakdowns. It is of note the increase in the Haitian and Sub-Saharan populations in the City. The following national origin dot density map based on the 2010 U.S. Census shows the concentration and location of various origin cohorts in the City.



Source: <https://egis.hud.gov/affht>

### Age

The following chart illustrates age distribution in the City at the time of the 2010 U.S. Census and 2013-2017 ACS. The Census shows that currently, children under 20 years of age represent 29.9% of the population; 40.0% of the City’s population is between 20 and 45 years of age; 19.1% of the population is 45 to 65; and 11.0% of the population is 65 years of age and older.



Source: 2010 U.S. Census and 2013-2017 ACS

The median age in the City of Salisbury as of 2017 was 27.8 years. The median age in the City decreased from 28.1 years at the time of the 2010 U.S. Census. During this same time period, the median age in Wicomico County increased from 35.7 to 35.8 years and the median age for the State of Maryland increased from 37.6 to 38.5 years. The highest concentration of persons age 65 and over is in the eastern and western sections of the City.

## Religion

The U.S. Census does not collect data on the religious affiliations of the population in the United States. In an effort to better understand the religious affiliations of the residents of Salisbury, the City used the data made available by The Association of Religion Data Archives (ARDA). ARDA surveys the congregation members, their children, and other people who regularly attend church services within counties across the country. Although this data appears to be the most comprehensive data that is available, it is unfortunately not entirely complete as it does not accurately include traditional African American denominations. The total number of regular attendees was adjusted in 2010 (the most recent year for which data is available) to represent the population including historic African American denominations. However, the total value

cannot be disaggregated to determine the distribution across denominational groups.

The table below shows the distribution of residents of Wicomico County across various denominational groups, as a percentage of the population which reported affiliation with a church.

### Religious Affiliation in Wicomico County

	1980		1990		2000		2010	
	#	%	#	%	#	%	#	%
Evangelical Protestant	5,591	21.2%	12,128	35.5%	16,869	41.6%	16,168	43.3%
Black Protestant	2,203	8.4%	1,203	3.5%	0	0.0%	956	2.6%
Mainline Protestant	15,587	59.1%	16,191	47.5%	16,479	40.6%	13,834	37.0%
Catholic	3,480	13.2%	3,731	10.9%	5,675	14.0%	4,656	12.5%
Orthodox	0	0.0%	0	0.0%	0	0.0%	0	0.0%
Other	504	1.9%	869	2.6%	1,557	3.8%	1,749	4.7%
<b>Total Adherents:</b>	<b>26,365</b>	<b>40.9%</b>	<b>34,122</b>	<b>45.9%</b>	<b>40,580</b>	<b>47.9%</b>	<b>37,363</b>	<b>37.8%</b>
Unclaimed (% of total population)	38,175	59.2%	40,217	54.1%	44,064	52.1%	61,370	62.2%
<b>Total Population:</b>	<b>64,540</b>	<b>100%</b>	<b>74,339</b>	<b>100%</b>	<b>84,644</b>	<b>100%</b>	<b>98,733</b>	<b>100%</b>

Source: The Association of Religion Data

Between 1980 and 2010, Wicomico County saw a substantial increase in the number of people identifying themselves without a religious affiliation. In addition, there was an increase in the population of people identifying themselves as Evangelical Protestants.

## B. Households

The following table highlights the changes in the number of households and population in the area over the past seventeen (17) years.

Year	HOUSEHOLDS		POPULATION	
	#	Change	#	Change
2000	9,233	-	24,159	-
2010	11,019	16.2%	29,343	17.7%
2017	12,246	10.0%	32,368	9.3%

Source: 2000 U.S. Census, 2010 U.S. Census, and 2013-2017 ACS

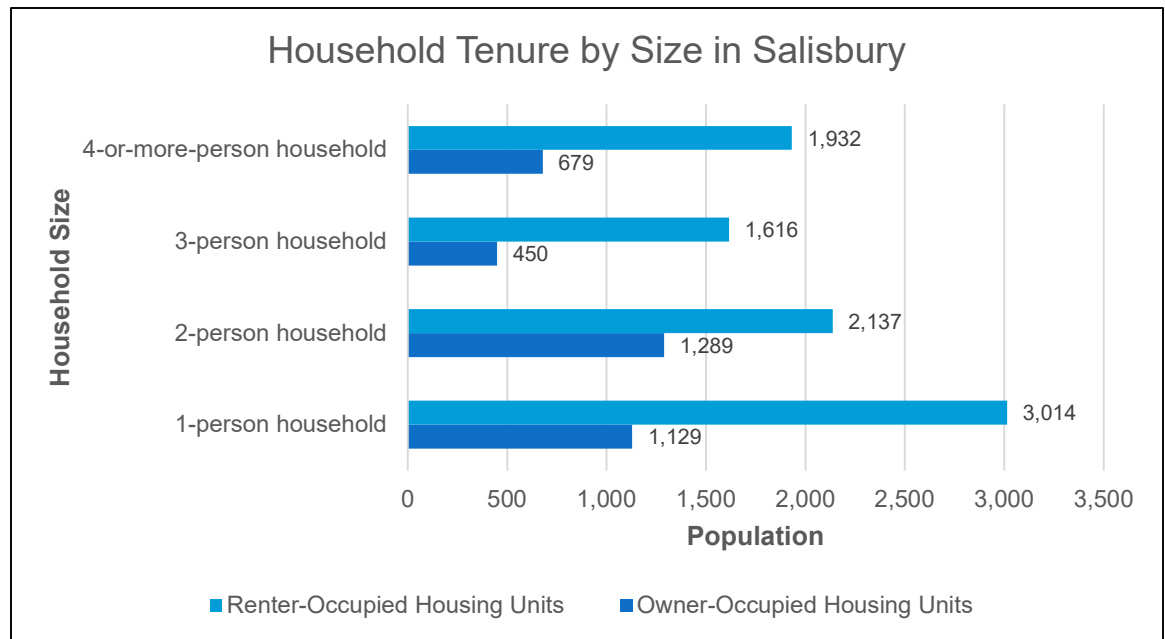
## Household Tenure

According to the U.S. Census for 2000, there were 9,769 housing units in the City of Salisbury. Of these housing units, 94.4% were occupied and 5.6% were vacant. Of the occupied housing units, 33.3% were owner-occupied and 66.7% were renter-occupied. According to the 2010 U.S. Census, the total number of housing units increased to 13,401; 89.4% of which were occupied and 10.6% of which were vacant. Of the occupied housing units in 2010, 33.2% were owner-occupied and 66.8% were renter-occupied. There was a noticeable increase in the total number of housing units from 2000 to 2010. Additionally, the ratio of owner-occupied to renter-occupied housing units is about 1:3. Based on this housing unit type disparity, special consideration should be made by the City concerning housing related policy and development decisions. For the housing vacancy data, the U.S. Census uses the following definitions:

- For Rent: Housing units that are intended for occupancy by renters but are currently being marketed for occupancy.
- Rented, Not Occupied: Housing units that are currently rented or leased but are not currently occupied by the renter. This could occur, for example, when a tenant has signed a lease but has not yet moved in or has temporarily vacated the unit.
- For Sale Only: Housing units that are currently available for sale but are not occupied by the owner or a renter. These units are exclusively on the market for sale.
- Sold, Not Occupied: Housing units that have been sold but are not currently occupied by the new owner or a renter. This could occur, for example, when a property is sold but the new owner has not yet moved in.
- For Seasonal, Recreational, or Occasional Use: Housing units that are intended for temporary, seasonal, recreational, or occasional use rather than year-round occupancy. These units may include vacation homes, cabins, or other similar properties.
- For Migrant Workers: Housing units that are specifically intended for occupancy by migrant workers, typically for temporary or seasonal agricultural work.

- Other Vacant: Housing units that are vacant for reasons other than those mentioned above. This category may include units that are undergoing renovation or construction, units that are awaiting demolition, or units that are vacant for other unspecified reasons.

In 2000, the average household size was 2.36 persons and the average family size was 3.00 persons. In 2010, the average household size was 2.42 persons and the average family size was 3.04 persons. The following chart illustrates the breakdown by household size for owner and renter households according to the 2010 U.S. Census.



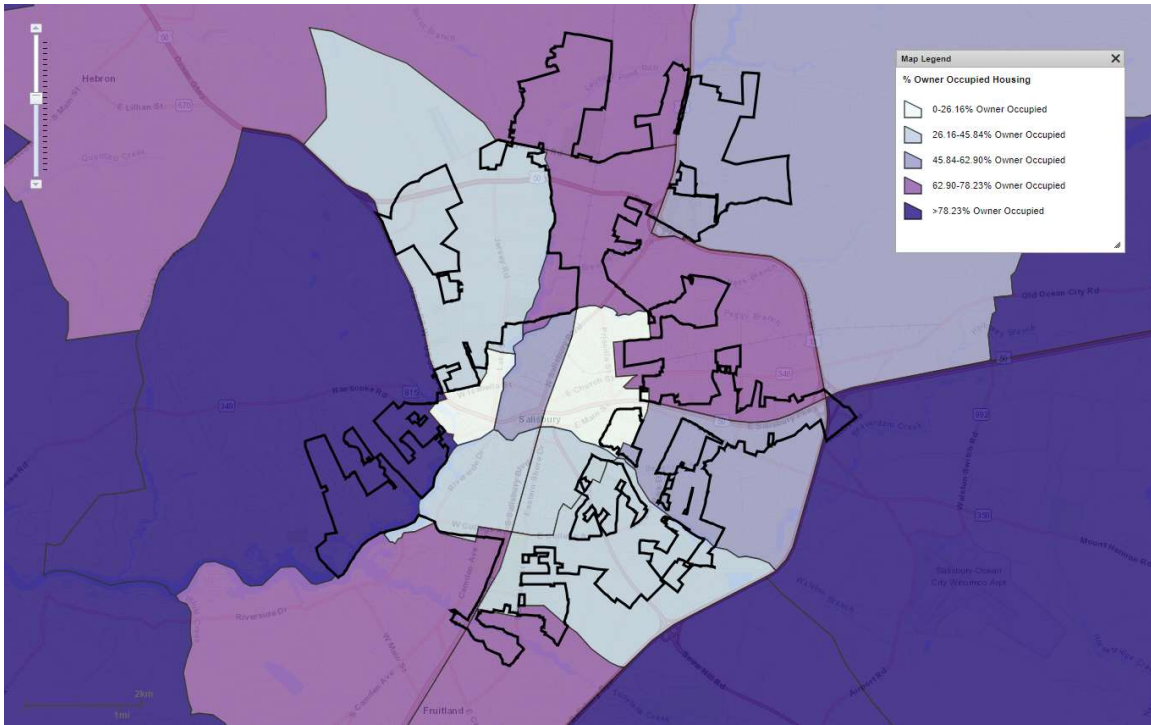
Source: 2013-2017 ACS

Renter-occupied households outnumber owner-occupied households by a factor of almost 2.5. One-person renter-occupied households are the most common household types; followed by two-person renter-occupied households.

The following maps illustrate that owner-occupied units are scattered across the City, with the highest concentrations being located in the outskirts of the City. The highest concentrations of renter-occupied units are more centrally located in the City. Higher concentrations of a particular housing type are accentuated by a darker color.

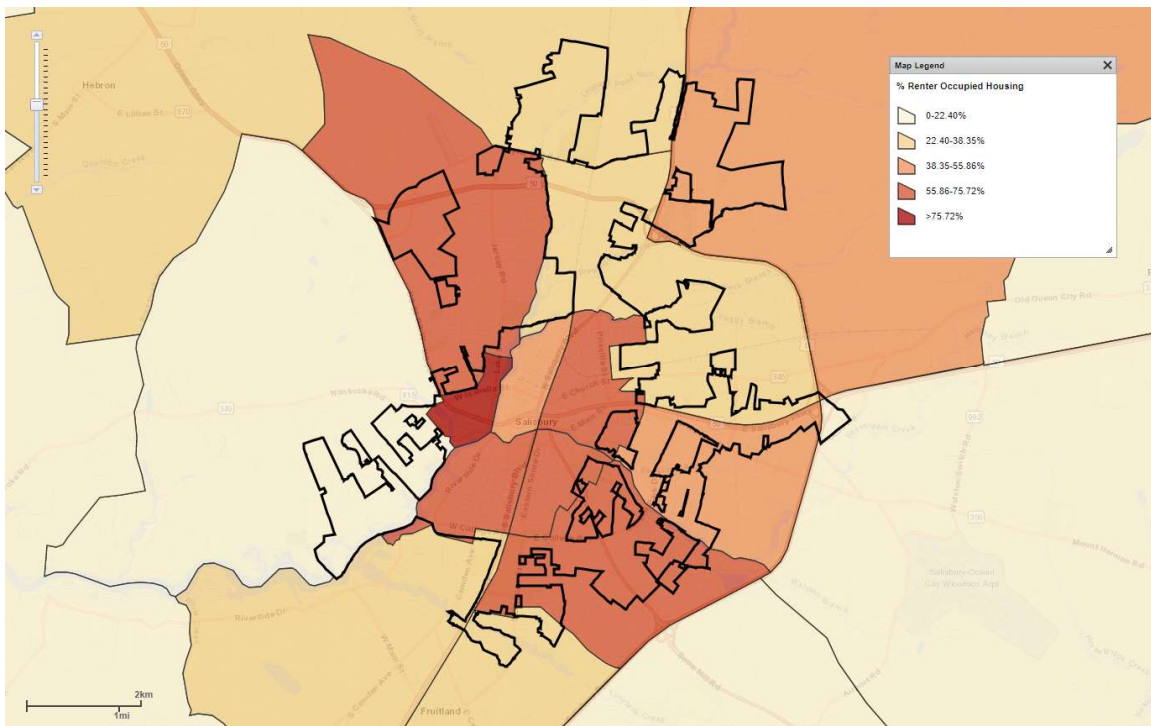


## Percentage Owner-Occupied Housing



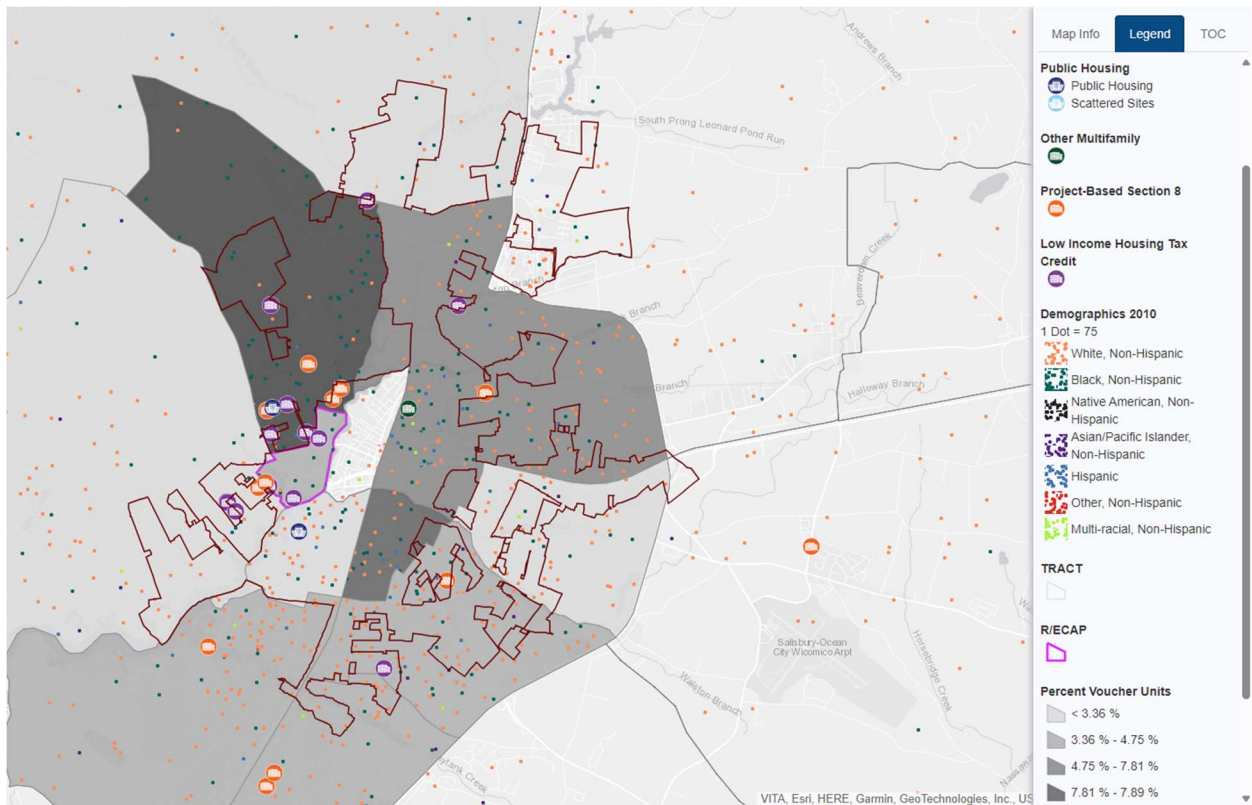
Source: HUD CPD Maps

## Percentage Renter-Occupied Housing



Source: HUD CPD Maps

Housing Choice Voucher usage, Public Housing developments, and Low Income Housing Tax Credit (LIHTC) developments are distributed throughout the City. Illustrated in the map below, there are no distinct patterns of concentration of HUD assisted housing units. The City, as well as the Housing Authority, is aware of the concerns of concentrating low-income housing units within close proximity of each other. Both entities encourage new affordable housing developments outside of areas of existing HUD assisted housing but are also providing financial investments into the existing HUD assisted affordable housing units.



Source: <https://egis.hud.gov/affht>

### Household Tenure by Race and Ethnicity

The table below compares homeowners and renters by race and ethnicity. White households represent 57.50% of all households, 80.50% of homeowners and 48.10% of renters. Black or African American households represent 36.70% of all households, 13.30% of homeowners and 46.20% of renters. Hispanic or Latino households represent 4.60% of all households and 5.10% of homeowners, 4.40% of renters.

### Household Tenure by Race and Ethnicity in the City of Salisbury

Cohort	2010 U.S. Census		2013-2017 ACS	
	Owner	Renter	Owner	Renter
Householder who is White alone	81.98%	54.43%	80.50%	48.10%
Householder who is Black or African American alone	13.46%	41.48%	13.30%	46.20%
Householder who is American Indian and Alaska Native alone	0.23%	0.29%	0.00%	0.50%
Householder who is Asian alone	3.14%	2.10%	4.10%	1.90%
Householder who is Native Hawaiian and Other Pacific Islander alone	0.03%	0.05%	0.60%	0.30%
Householder who is some other race alone	0.13%	0.19%	0.60%	1.40%
Householder who is two or more races	1.03%	1.46%	0.90%	1.60%
Householder who is Hispanic or Latino	2.31%	5.42%	5.10%	4.40%

Source: 2010 U.S. Census and 2013-2017 ACS

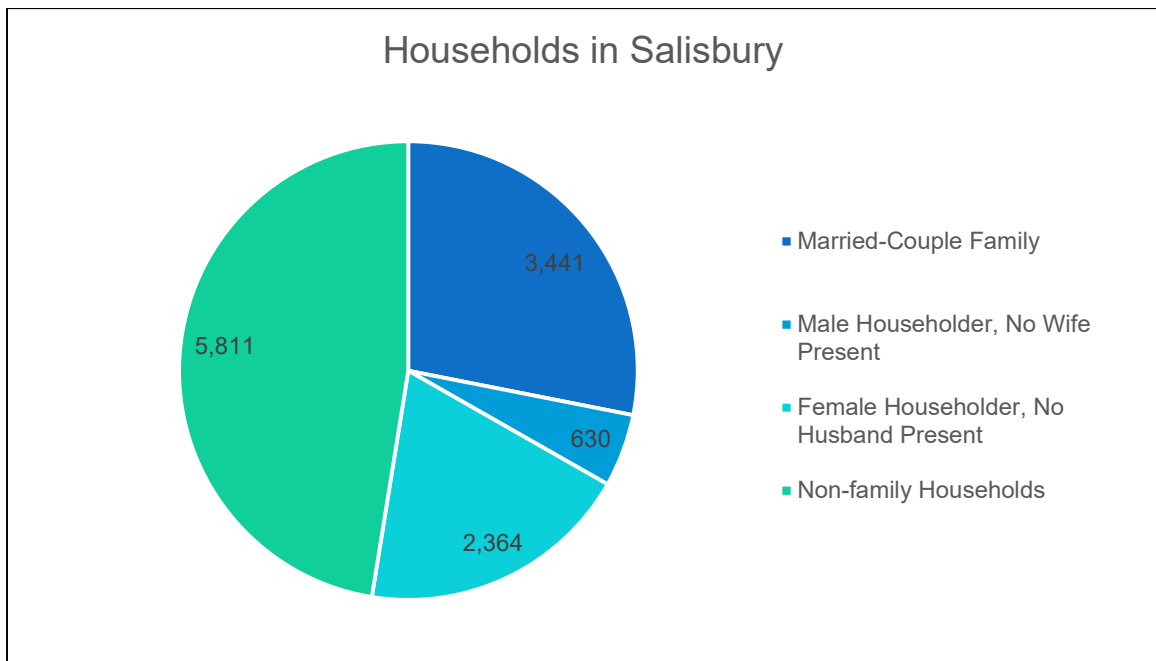
Homeownership rates continue to decline in the City. Homeowners represented 37.8% (3,427 households) of all households in 2000, 33.2% (3,981 households) of all households in 2010, and 28.9% (3,547 households) of all households in 2017. In response, rental rates increased in the City. Renters represented 62.2% (5,634 households) of all households in 2000, 66.8% (8,002 households) of all households in 2010, and 70.7% (8,669 households) of all households in 2017.

Ownership and rental rates have remained relatively constant during the time period of 2010 to 2017 with the exception of Hispanic or Latino homeownership rates increasing by a factor of over two.

### Families

In 2000, non-families comprised 47.0% of all households and families comprised 53.0% of all households in the City. In 2010 the percentage of non-families had increased to 49.6% of all households and in 2017 non-families had decreased back to 2000 levels at 47.5% of all households. A non-family household is defined as a householder living alone or with others not related by family.

In 2017, non-families comprised 47.5% of all households, married couples comprised 28.1% of all households, female only head of household comprised 19.3% of all households, and male only head of household comprised 5.1% of all households in the City. The chart below illustrates the breakdown of households by type in the City of Salisbury at the time of the 2013-2017 ACS.



Source: 2013-2017 ACS

## C. Income and Poverty

### Household Income

The median household income for the City of Salisbury has decreased over the time period of 2010 to 2017 from \$38,423 in 2010 to \$37,416 in 2017. This

decrease is different than the increase in median income for the County and State. The median household income for Wicomico County increased over the time period from \$50,752 in 2010 to \$54,493 in 2017. The median household income for the State of Maryland increased over the time period from \$70,647 in 2010 to \$78,916 in 2017. The table below compares the distribution of household income according to the 2000 U.S. Census and the 2006-2010 American Community Survey. There was an increase in the number and percentage of all income groups above \$35,000 per year.

### Household Income in Salisbury, MD

Items	2006-2010 ACS		2013-2017 ACS	
	Number of Households	Percentage	Number of Households	Percentage
Total Households	11,019	100.00%	12,246	100.00%
Less than \$10,000	1,000	9.08%	1,065	8.70%
\$10,000 to \$14,999	801	7.27%	723	5.90%
\$15,000 to \$24,999	1,609	14.60%	2,192	17.90%
\$25,000 to \$34,999	1,389	12.61%	1,543	12.60%
\$35,000 to \$49,999	2,352	21.34%	1,972	16.10%
\$50,000 to \$74,999	1,855	16.83%	2,217	18.10%
\$75,000 to \$99,999	934	8.48%	1,102	9.00%
\$100,000 to \$149,999	796	7.22%	1,029	8.40%
\$150,000 to \$199,999	155	1.41%	159	1.30%
\$200,000 or more	128	1.16%	233	1.90%
<b>Median Household Income</b>	\$38,423	-	\$37,416	-

2006-2010 and 2013-2017 ACS

The Department of Housing and Urban Development (HUD) sets income limits that determine eligibility for assisted housing programs including the Public Housing, Section 8 project-based, Section 8 Housing Choice Voucher, Section 202 housing for the elderly, and Section 811 housing for persons with disabilities programs. HUD develops income limits based on Median Family Income estimates and Fair Market Rent area definitions for each metropolitan area, parts of some metropolitan areas, and each non-metropolitan county. The table below identifies the FY 2023 HUD Income Limits applicable to the City of Salisbury. The City is part of the Salisbury, MD HUD Metro FMR Area. The Median Income for a family of four (4) in Salisbury was \$93,200 for 2023.

### FY 2023 Income Limits Salisbury, MD MSA HUD Metro FMR Area

Income Category	1 Person	2 Person	3 Person	4 Person	5 Person	6 Person	7 Person	8 Person
Extremely Low (30%) Income Limits	\$17,900	\$20,450	\$24,860	\$30,000	\$35,140	\$40,280	\$45,420	\$50,560
Very Low (50%) Income Limits	\$29,850	\$34,100	\$38,350	\$42,600	\$46,050	\$49,450	\$52,850	\$56,560
Low (80%) Income Limits	\$47,750	\$54,550	\$61,350	\$68,150	\$73,650	\$79,100	\$84,550	\$90,000

Source: U.S. Department of Housing and Urban Development

On February 14, 2019, HUD CPD-19-02 Notice that updated the Department’s Low- and Moderate-Income Summary Data (LMISD) based on the American Community Survey 2011-2015 5-year estimates (2015 ACS). These data will replace the prior LMISD based on the American Community Survey 2006-2010 5-year estimates (2010 ACS) for the purposes of demonstrating compliance with the CDBG National Objective of providing benefit to low- and moderate-income persons on an area basis (“Area Benefit” or LMA). The table below highlights the current low- and moderate-income population in the City of Salisbury. The block groups that have a population of more than 51% low- and moderate-income are **highlighted and bold**. The City of Salisbury has an overall low- and moderate-income population of 60.65%.

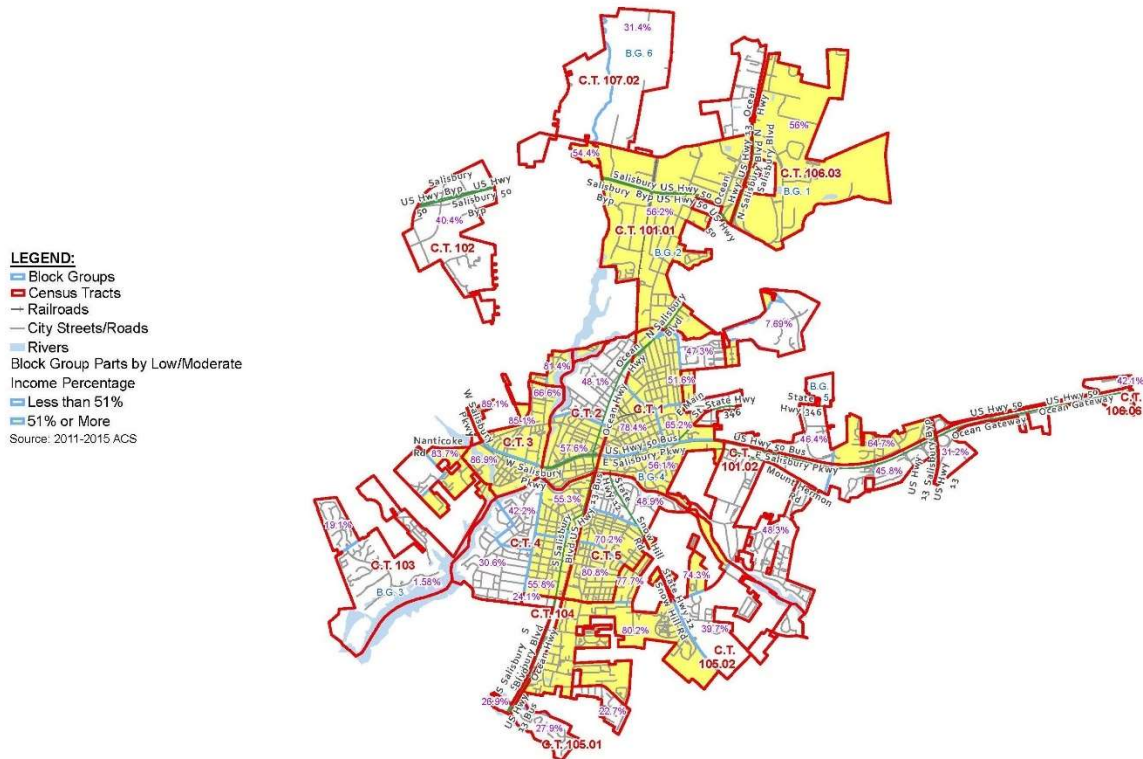
#### Low- and Moderate-Income Population FY 2023 for the City of Salisbury

PLACE	CT	BG	LMI	TOT POP	PRCT
Salisbury	000100	1	405	855	47.37%
<b>Salisbury</b>	<b>000100</b>	<b>2</b>	<b>2,335</b>	<b>2,910</b>	<b>80.24%</b>
<b>Salisbury</b>	<b>000100</b>	<b>3</b>	<b>470</b>	<b>720</b>	<b>65.28%</b>
<b>Salisbury</b>	<b>000100</b>	<b>4</b>	<b>320</b>	<b>570</b>	<b>56.14%</b>
<b>Salisbury</b>	<b>000100</b>	<b>5</b>	<b>800</b>	<b>1,020</b>	<b>78.43%</b>
Salisbury	000200	1	570	1,185	48.10%
<b>Salisbury</b>	<b>000200</b>	<b>2</b>	<b>375</b>	<b>650</b>	<b>57.69%</b>
<b>Salisbury</b>	<b>000300</b>	<b>1</b>	<b>440</b>	<b>660</b>	<b>66.67%</b>
<b>Salisbury</b>	<b>000300</b>	<b>2</b>	<b>665</b>	<b>765</b>	<b>86.93%</b>
<b>Salisbury</b>	<b>000400</b>	<b>1</b>	<b>720</b>	<b>1,300</b>	<b>55.38%</b>
<b>Salisbury</b>	<b>000400</b>	<b>2</b>	<b>335</b>	<b>600</b>	<b>55.83%</b>
Salisbury	000400	3	420	1,370	30.66%

Salisbury	000400	4	355	840	42.26%
Salisbury	000500	1	560	1,145	48.91%
<b>Salisbury</b>	<b>000500</b>	<b>2</b>	<b>825</b>	<b>1,175</b>	<b>70.21%</b>
<b>Salisbury</b>	<b>000500</b>	<b>3</b>	<b>550</b>	<b>680</b>	<b>80.88%</b>
<b>Salisbury</b>	<b>010101</b>	<b>1</b>	<b>545</b>	<b>1,055</b>	<b>51.66%</b>
<b>Salisbury</b>	<b>010101</b>	<b>2</b>	<b>785</b>	<b>1,395</b>	<b>56.27%</b>
Salisbury	010101	3	130	1,690	7.69%
<b>Salisbury</b>	<b>010101</b>	<b>4</b>	<b>570</b>	<b>880</b>	<b>64.77%</b>
Salisbury	010101	5	420	905	46.41%
Salisbury	010102	1	1,055	2,180	48.39%
Salisbury	010102	2	520	1,135	45.81%
Salisbury	010200	1	715	1,770	40.40%
<b>Salisbury</b>	<b>010200</b>	<b>2</b>	<b>615</b>	<b>1,130</b>	<b>54.42%</b>
<b>Salisbury</b>	<b>010200</b>	<b>3</b>	<b>920</b>	<b>1,080</b>	<b>85.19%</b>
<b>Salisbury</b>	<b>010200</b>	<b>4</b>	<b>725</b>	<b>890</b>	<b>81.46%</b>
<b>Salisbury</b>	<b>010200</b>	<b>5</b>	<b>865</b>	<b>970</b>	<b>89.18%</b>
Salisbury	010300	1	615	3,205	19.19%
<b>Salisbury</b>	<b>010300</b>	<b>2</b>	<b>310</b>	<b>370</b>	<b>83.78%</b>
Salisbury	010300	3	35	2,215	1.58%
Salisbury	010400	2	335	1,385	24.19%
Salisbury	010400	3	425	1,575	26.98%
Salisbury	010501	1	880	3,150	27.94%
Salisbury	010501	2	235	1,035	22.71%
Salisbury	010502	1	680	1,710	39.77%
<b>Salisbury</b>	<b>010502</b>	<b>2</b>	<b>3,125</b>	<b>3,895</b>	<b>80.23%</b>
<b>Salisbury</b>	<b>010502</b>	<b>3</b>	<b>940</b>	<b>1,265</b>	<b>74.31%</b>
<b>Salisbury</b>	<b>010502</b>	<b>4</b>	<b>995</b>	<b>1,280</b>	<b>77.73%</b>
<b>Salisbury</b>	<b>010603</b>	<b>1</b>	<b>1,260</b>	<b>2,250</b>	<b>56.00%</b>
Salisbury	010603	2	315	1,275	24.71%
Salisbury	010603	4	590	1,400	42.14%
Salisbury	010606	1	460	1,470	31.29%
Salisbury	010702	3	630	2,055	30.66%
Salisbury	010702	6	445	1,415	31.45%

Source: U.S. Department of Housing and Urban Development

## Low- and Moderate-Income Population for the City of Salisbury



Source: U.S. Department of Housing and Urban Development

The low- and moderate-income census tracts are generally located in the central and southern sections of the City. There is some overlap of higher minority concentrations in the low- and moderate income census tracts in the south-central and western sections of the City. It should be noted that the borders of the Census Tracts and Block Groups do not correspond to the boundaries of the City given the non-contiguous nature of the City's boundaries.

### Family and Household Poverty

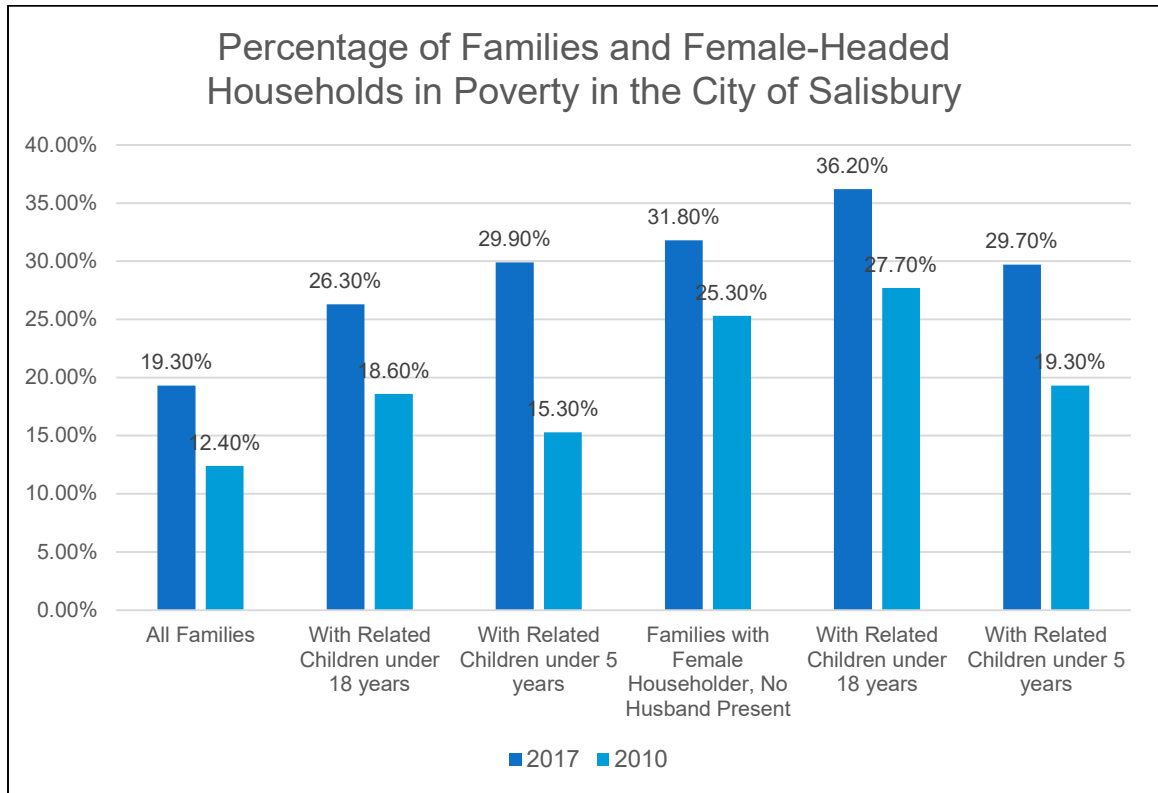
The percentage of families living in poverty experienced a decrease from 16.5% in 2000 to 12.4% in 2010 and then an increase to 19.3% in 2017, according to U.S. Census and ACS data. Female head of household, no husband present, families with related children under the age of 18 whose income was below poverty level was 39.2% in 2000, 27.7% in 2010 and 36.2% in 2017, according to U.S. Census and ACS data.

There was an increase in all people whose income level was below poverty level from 23.8% in 2000 to 26.1% in 2010 and then an additional increase to 27.5% in 2017, according to U.S. Census and ACS data. Individuals under the



age of 18 whose income was below the poverty level was 22.0% in 2000, 28.6% in 2010 and 29.6% in 2017, according to U.S. Census and ACS data.

The City’s poverty statistics for families with children are highlighted in the chart below.



Source: 2006-2010 and 2013-2017 ACS

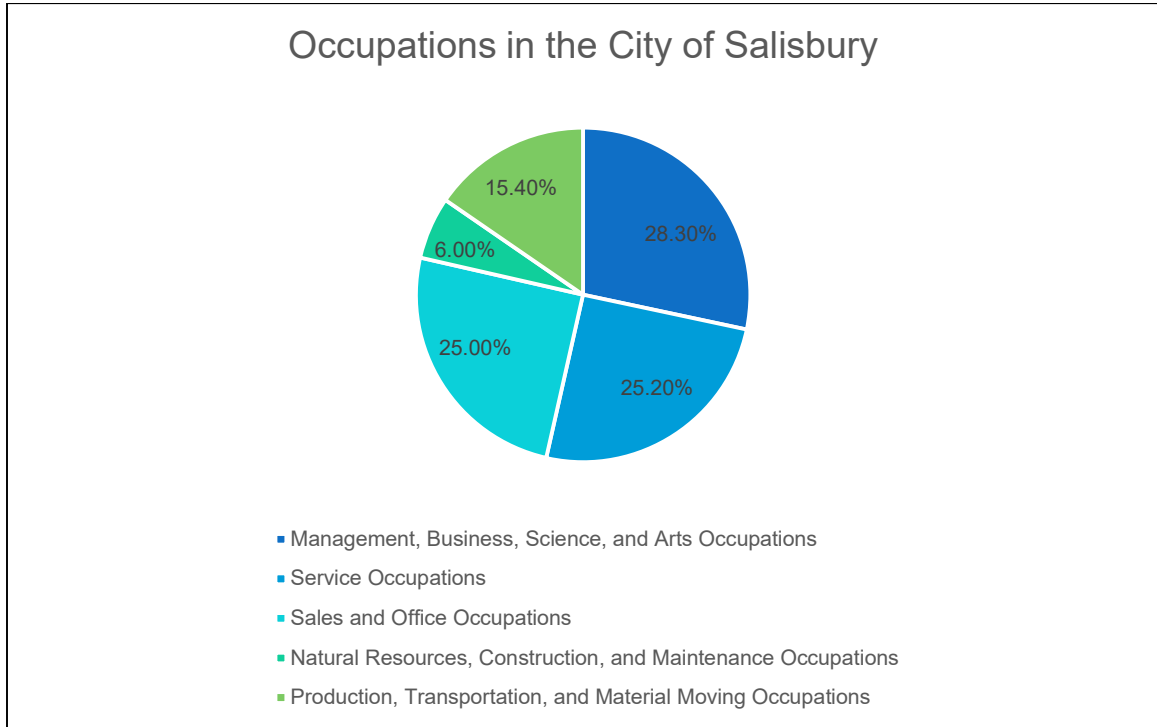
## D. Employment

### Occupation

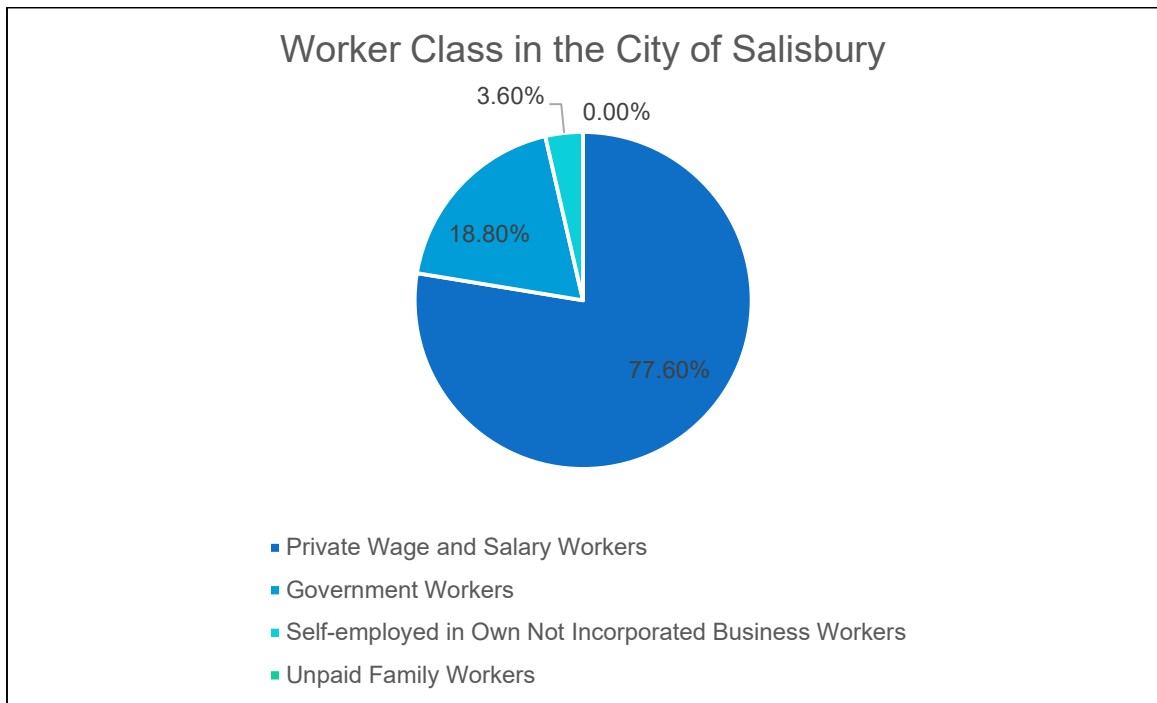
In 2010, 63.8% of the City’s residents 16 years of age and over were part of the labor force. In 2017, 65.9% of the City’s residents 16 years of age and over were part of the labor force; according to the 2006-2010 and 2013-2017 ACS. The following charts illustrate the categories of workers and their occupations.

The largest portion of Salisbury workers are in management, business, science, and arts occupations. One quarter of all workers are in “service occupations,” and one quarter are in “sales and office occupations.”

According to the 2013-2017 American Community Survey, an estimated 26.1% of households in the City of Salisbury receive income from Social Security. The mean Social Security Income for 2017 was \$16,170.



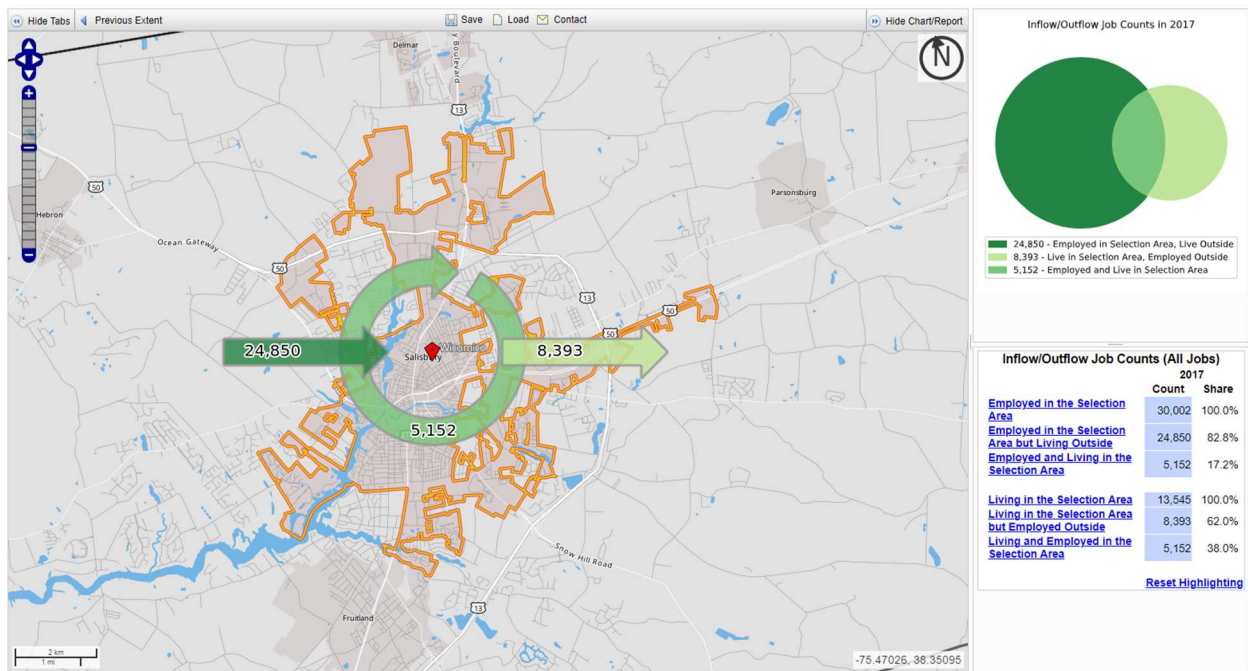
Source: 2013-2017 ACS



Source: 2013-2017 ACS

The vast majority of workers (77.6%) in the City of Salisbury were classified as Private Wage and Salary workers as of 2017.

Workers in 2017 had a mean travel time to work of 20 minutes. The following labor market resident inflow/outflow data as of 2017 applied to the City. There was a total of 30,002 jobs in the City and 24,850 (82.8%) of those jobs were held by residents of the City. There were 5,152 (38.0%) residents living in Salisbury and working in Salisbury. There were 8,393 (62.0%) residents living in Salisbury and working outside of Salisbury.

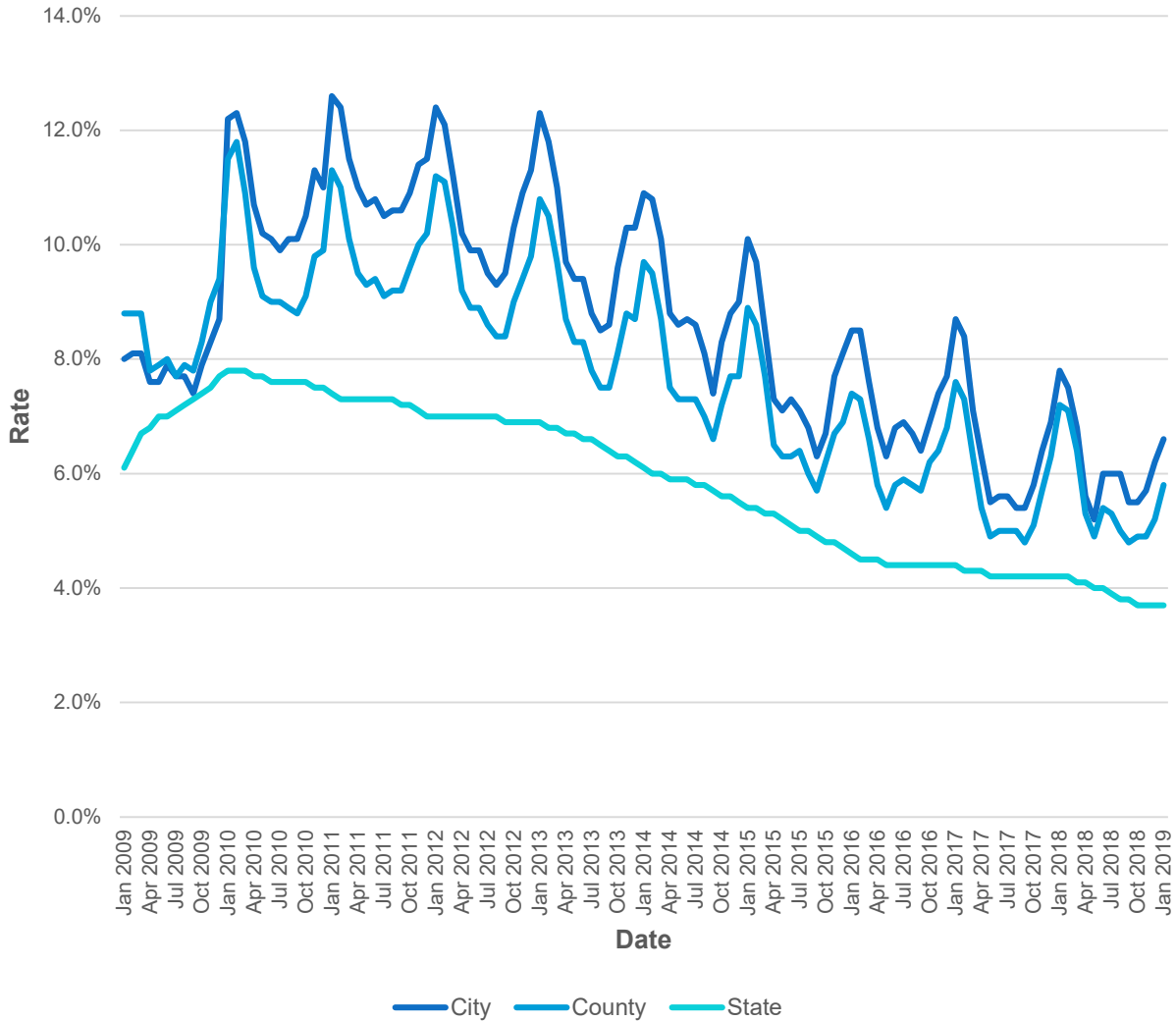


Source: <https://onthemap.ces.census.gov/>

## Unemployment Rate

The following chart illustrates unemployment rates (seasonally adjusted) for the City of Salisbury, Wicomico County, and the State of Maryland from January 2009 through January 2019 as reported by the Bureau of Labor Statistics ([www.bls.gov](http://www.bls.gov)). In January of 2009, the unemployment rate was 8.0%, peaked at 12.6% in January 2011 and decreased to 6.6% as of January 2019.

## City of Salisbury Unemployment Rate



Source: <http://data.bls.gov>

The unemployment rate in the City of Salisbury has been steadily declining since the aftereffects of the Stock Market Crash of 2008. The City has a higher rate of unemployment compared to the County and the State. As of January 2019, the City's unemployment rate was 6.6%, the County's unemployment rate was 5.8%, and the State's unemployment rate was 3.7%.

### E. Housing Profile

Over a third (36.9%) of the City's housing stock was built prior to 1970, which is now over 50 years old. The majority (22.8%) of the housing units were built between 2000 and 2009. The median year housing structures were built in the

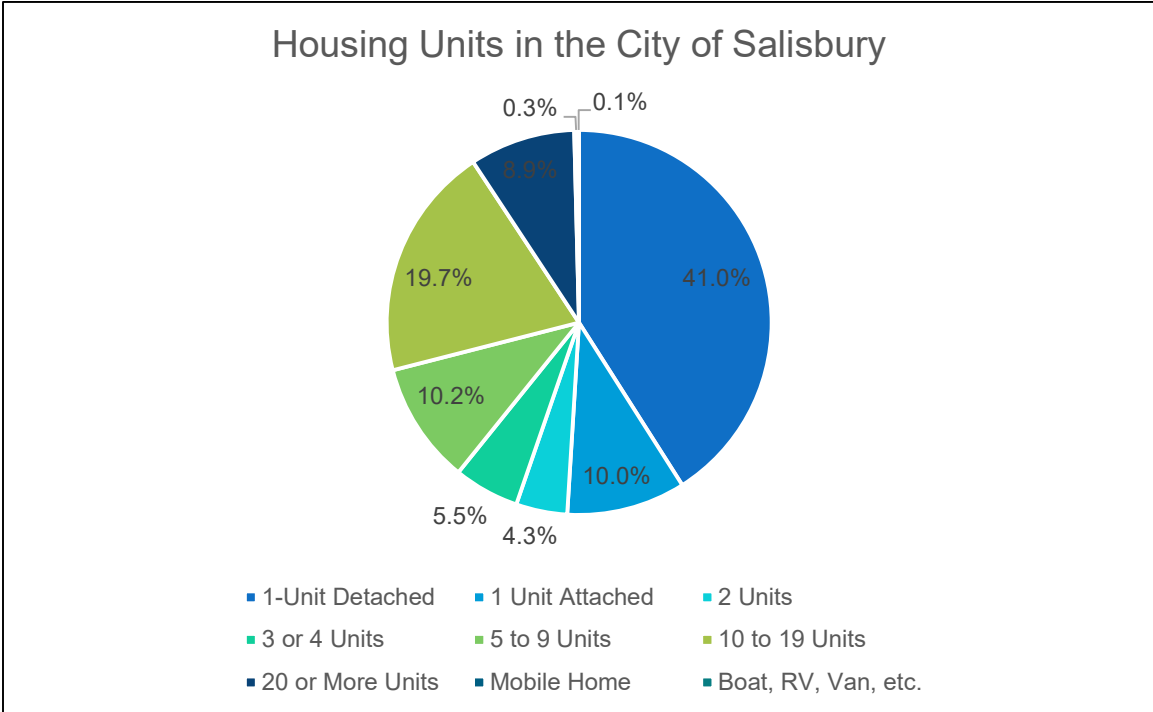
City was 1983. The following table chart details the year that housing structures were built in the City of Salisbury as of 2017.

### Year Structure Built in the City of Salisbury

Year Structure Built	Number	Percentage
Built 2014 or Later	91	0.6%
Built 2010 to 2013	519	3.6%
Built 2000 to 2009	3,302	22.8%
Built 1990 to 1999	1,929	13.3%
Built 1980 to 1989	2,006	13.9%
Built 1970 to 1979	1,271	8.8%
Built 1960 to 1969	991	6.9%
Built 1950 to 1959	1,468	10.2%
Built 1940 to 1949	1,131	7.8%
Built 1939 or Earlier	1,743	12.1%
<b>Total</b>	<b>14,451</b>	<b>100%</b>

Source: 2013-2017 ACS

The following graph lists the composition of the housing stock in the City of Salisbury as of 2017.



Source: 2013-2017 ACS

The majority of the housing structures in Salisbury are 1-unit detached housing units comprising 41.0% of the units. Multifamily residential structures of 10 or more units represent 28.6% of the housing units.

The table below contains data on the number of permits for residential construction issued by jurisdictions in the Salisbury Core Based Statistical Area (CBSA) which includes Somerset, Sussex, Wicomico, and Worcester Counties. The Area has seen an overall increase in the total number of new units constructed most notably for single family homes. Multi-family units have remained level over the past five years and there have been some fluctuations for multi-family 5+ units. In general, the area has recovered from the 2008-2009 market collapse.

#### Units Authorized by Building Permits – Salisbury, MD

Year	Total	Single Family	Multi-Family	5+ Units
2023	78	59	19	11
2022	95	35	60	0
2021	27	0	0	0
2020	92	43	49	39

<b>2019</b>	72	32	40	40
<b>2018</b>	41	25	16	12
<b>2017</b>	19	15	4	0

Source: <https://socds.huduser.gov/permits>

The cost of housing in the City has fluctuated over the past two decades. The median owner-occupied housing value was \$153,700 in 2017. The median value of owner-occupied homes in the City of Salisbury in 2000 was \$81,700; compared to \$94,500 for Wicomico County. And the median value of owner-occupied homes in the City in 2010 was \$173,000; compared to \$195,100 for Wicomico County.

## F. Housing Costs

### Owner Costs

The median Selected Monthly Owner Costs (SMOC) for households with a mortgage in the City was \$1,312 in 2017. The median SMOC for 2000 was \$845 and for 2010 it was \$1,392. Monthly owner costs increased by 55.3% from 2000 to 2017.

The following table illustrates mortgage status and selected monthly owner costs in 2010 and 2017.

### Mortgage Status and Selected Monthly Owner Costs in Salisbury

Monthly Owner Cost	2006-2010 ACS		2013-2017 ACS	
	Number of Housing Units	Percentage	Number of Housing Units	Percentage
Houses with a mortgage	3,046	69.2%	2,495	70.3%
Less than \$300	0	0.0%	NC	NC
\$300 to \$499	48	1.6%	69*	2.8%
\$500 to \$699	244	8.0%	NC	NC
\$700 to \$999	469	15.4%	505*	20.2%
\$1,000 to \$1,499	984	32.3%	1,034	41.4%
\$1,500 to \$1,999	738	24.2%	545	21.8%
\$2,000 or more	563	18.5%	342	13.8%
Median	\$1,392	(X)	\$1,312	(X)
Houses without a mortgage	1,353	30.8%	1,052	29.7%

Median	\$483	(X)	\$526	(X)
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Source: 2006-2010 and 2013-2017 American Community Survey

\*For 2017, the U.S. Census changed the cost ranges for mortgage costs to, “Less than \$500” and “\$500 to \$999.”

In real dollars (adjusted for inflation) the monthly housing cost for households with a mortgage and households without a mortgage has slightly declined.

The following table illustrates housing costs for owner-households according to the 2006-2010 and 2013-2017 American Community Survey.

### Selected Monthly Owner Costs as a Percentage of Household Income

Owner Costs as a % of Income	2006-2010 ACS		2013-2017 ACS	
	Number of Housing Units	Percentage	Number of Housing Units	Percentage
Housing units with a mortgage	3,046	69.2%	2,495	70.3%
< than 20 percent	640	21.0%	980	39.3%
20 to 24.9 percent	583	19.1%	410	16.4%
25 to 29.9 percent	291	9.6%	329	13.2%
30 to 34.9 percent	432	14.2%	240	9.6%
35 percent or more	1,100	36.1%	536	21.5%
Not computed	0	0.0%	0	0.0%
Housing units without a mortgage	1,353	30.8%	1,052	29.7%
< than 20 percent	925	68.4%	658	62.5%
20 to 24.9 percent	80	5.9%	82	7.8%
25 to 29.9 percent	47	3.5%	69	6.6%
30 to 34.9 percent	28	2.1%	54	5.1%
35 percent or more	273	20.2%	189	18.0%
Not computed	0	0.0%	0	0.0%

Source: 2006-2010 and 2013-2017 American Community Survey

HUD defines a housing cost burden as a household that pays over 30% or more of its monthly income on housing costs. In 2010, 50.3% of households with a mortgage were cost burdened and 31.1% of households in 2017 were cost burdened. In 2010, 22.3% of households without a mortgage were cost



burdened and 23.1% of households in 2017 were cost burdened. Housing cost changes between 2010 and 2017 were the largest for the less than 20% cohort and the 35% or more cohort. Housing cost burdens for households without a mortgage have remained level since 2010, while housing cost burdens for households with a mortgage have decreased.

### Foreclosures

According to RealtyTrac as of February 2022, “there have been 1,037 transactions over the past year in Salisbury. The median value for residential home transactions that occurred over the previous year was \$233,948.44. The number of current listings in Salisbury is 129. Salisbury, MD currently has 18 properties in foreclosure, 4 bank owned properties, 5 properties headed for auction, and 129 properties for sale.”

### Renter Costs

The supply of rentals has increased between 2010 and 2017 by almost 2,000 units. There were 6,620 occupied units paying rent in 2010 and 8,584 occupied units paying rent in 2017. The median monthly rent in 2010 was \$930 and increased to \$1,035 per month in 2017. The following table estimates rental rates within the City according to the 2006-2010 and 2013-2017 ACS data.

**Gross Monthly Rent in the City of Salisbury**

Rental Rates	2006-2010 ACS		2013-2017 ACS	
	Number of Housing Units	Percentage	Number of Housing Units	Percentage
Less than \$200	195	3.0%	NC	NC
\$200 to \$299	134	2.1%	NC	NC
\$300 to \$499	556	8.5%	670*	7.8%
\$500 to \$749	1,098	16.8%	NC	NC
\$750 to \$999	1,915	29.4%	3,266*	38.0%
\$1,000 to \$1,499	2,094	32.1%	3,827	44.6%
\$1,500 or more	529	8.1%	821	9.6%
No cash rent	99	1.5%	115	1.3%
Median	\$930	(X)	\$1,035	(X)

Source: 2006-2010 and 2013-2017 American Community Survey

\*For 2017, the U.S. Census changed the cost ranges for rental rates to, “Less than \$500” and “\$500 to \$999.”

In real dollars (adjusted for inflation) the monthly rental rates have remained almost level.

The following table illustrates the housing costs for renter-households according to the 2006-2010 and 2013-2017 American Community Survey.

### Gross Rent as a Percentage of Household Income in the City of Salisbury

Rental Cost as a % of Income	2006-2010 ACS		2013-2017 ACS	
	Number of Housing Units	Percentage	Number of Housing Units	Percentage
Less than 15 percent	789	12.4%	870	10.3%
15 to 19 percent	711	11.1%	711	10.8%
20 to 24 percent	572	9.0%	572	8.2%
25 to 29 percent	765	12.0%	765	10.5%
30 to 34 percent	435	6.8%	435	9.8%
35 percent or more	3,119	48.8%	3,119	50.5%
Not computed	229	3.6%	223	2.6%

Source: 2006-2010 and 2013-2017 American Community Survey

HUD defines a housing cost burden as a household that pays over 30% or more of its monthly income on housing costs. In 2010, 55.6% of renter households were cost burdened and 60.3% of renter households in 2017 were cost burdened. While rents in real dollars remained stable, renter housing costs burdens increased as renter household incomes decreased.

The 2023 HUD Fair Market Rents and HOME Rent Limits for the Salisbury, MD HUD MSA are shown in the table below.

### FY 2023 Fair Market Rents (FMR) and HOME Rent Limits for the Salisbury, MD MSA

Rent	Efficiency	One-Bedroom	Two-Bedroom	Three-Bedroom	Four-Bedroom
Fair Market Rent	\$856	\$861	\$1,134	\$1,506	\$1,635
High HOME Rent	\$746	\$799	\$958	\$1,108	\$1,236
Low HOME Rent	\$856	\$861	\$1,134	\$1,407	\$1,550

Source: U.S. Department of Housing and Urban Development

Fair Market Rents (FMRs) are primarily used to determine payment standard amounts for HUD assisted housing. The High HOME Rent Limit for an area is the lesser of the Section 8 Fair Market Rent (FMR) for the area or a rent equal to 30% of the annual income of a family whose income equals 65% of the area median income, as determined by HUD. The Low HOME Rent Limit for an area is 30% of the annual income of a family whose income equals 50% of the area median income, as determined by HUD, capped by the High HOME Rent Limit. HUD’s Economic and Market Analysis Division calculates the HOME rents each year using the FMRs and the Section 8 Income Limits.

The area median rent is estimated to be \$1,035 according to the 2013-2017 ACS data, which is approximately the cost of a two-bedroom rental and within market expectations. The average rents posted commercially exceed the area median rent and fair market rents but only by a small factor. The rental market in Salisbury is competitive and assisted rental housing units do not disproportionately impact the market forces dictating rents in the City.

## G. Household Housing Problems

### Summary of Housing Needs

In the timeframe from 2010 until 2017, the population of Salisbury increased by 6.7% and households grew by 2.2% but household income decreased by 2.6%. According to the Bureau of Labor Statistics Consumer Price Index (CPI), prices in 2017 are 12.41% higher than average prices as compared to prices in 2010. The dollar experienced an average inflation rate of 1.69% per year during this period. This relationship equated to a decrease in housing unit supply and an increase in housing demand. Unfortunately, with the decrease in median household incomes, housing became more expensive in terms of real dollars for the average household in the City.

### General Demographics for the City of Salisbury

Demographics	2010	2017	% Change
Population	30,343	32,368	6.7%
Households	11,983	12,246	2.2%
Median Income	\$38,423	\$37,416	(2.6%)

Source: 2010 U.S. Census and 2013-2017 American Community Survey

The following data was provided by the U.S. Department of Housing and Urban Development (HUD) based on the 2013-2017 ACS data. The tables disaggregate households and housing problems based on the area’s median household income (HAMFI).

### Household Types

	0-30% HAMFI	>30- 50% HAMFI	>50- 80% HAMFI	>80- 100% HAMFI	>100% HAMFI
<b>Total Households</b>	2,575	2,410	2,350	1,185	4,190
<b>Small Family Households</b>	674	845	1,095	540	1,815
<b>Large Family Households</b>	134	75	130	34	140
<b>Household contains at least one person 62-74 years of age</b>	420	355	310	168	1,044
<b>Household contains at least one person age 75 or older</b>	410	404	335	59	239
<b>Households with one or more children 6 years old or younger</b>	464	408	504	249	383

Source: 2013-2017 American Community Survey

### Housing Problems (Households with one of the listed needs)

	Renter					Owner				
	0-30% AMI	>30- 50% AMI	>50- 80% AMI	>80- 100% AMI	Total	0- 30% AMI	>30- 50% AMI	>50- 80% AMI	>80- 100% AMI	Total
Substandard Housing - Lacking complete plumbing or kitchen facilities	115	40	35	15	205	0	0	20	0	20
Severely Overcrowded - With >1.51 people per room (and complete kitchen and plumbing)	130	10	4	40	184	0	0	10	0	10
Overcrowded - With 1.01-1.5 people per room (and none of the above problems)	55	20	25	30	130	0	0	0	0	0
Housing cost burden greater than 50% of income (and none of the above problems)	1,345	800	140	15	2,300	305	55	34	4	398

	Renter					Owner				
	0-30% AMI	>30-50% AMI	>50-80% AMI	>80-100% AMI	Total	0-30% AMI	>30-50% AMI	>50-80% AMI	>80-100% AMI	Total
Housing cost burden greater than 30% of income (and none of the above problems)	194	920	654	170	1,938	59	94	109	65	327
Zero/negative Income (and none of the above problems)	50	0	0	0	50	80	0	0	0	80

Source: 2013-2017 American Community Survey

**Housing Problems (Households with one or more Severe Housing Problems: Lacks kitchen or complete plumbing, severe overcrowding, severe cost burden)**

	Renter					Owner				
	0-30% AMI	>30-50% AMI	>50-80% AMI	>80-100% AMI	Total	0-30% AMI	>30-50% AMI	>50-80% AMI	>80-100% AMI	Total
Having 1 or more of four housing problems	1,650	875	210	100	2,835	305	55	65	4	429
Having none of four housing problems	460	1,280	1,590	790	4,120	164	215	485	285	1,149
Household has negative income, but none of the other housing problems	0	0	0	0	0	0	0	0	0	0

Source: 2013-2017 American Community Survey

**Cost Burden Greater Than 30%**

	Renter				Owner			
	0-30% AMI	>30-50% AMI	>50-80% AMI	Total	0-30% AMI	>30-50% AMI	>50-80% AMI	Total
Small Related	595	690	349	1,634	28	45	50	123
Large Related	125	15	0	140	4	0	0	4
Elderly	320	360	159	839	175	84	83	342
Other	729	715	315	1,759	155	20	14	189
Total need by income	1,769	1,780	823	4,372	362	149	147	658

Source: 2013-2017 American Community Survey

## Cost Burden Greater Than 50%

	Renter				Owner			
	0-30% AMI	>30-50% AMI	>50-80% AMI	Total	0-30% AMI	>30-50% AMI	>50-80% AMI	Total
Small Related	0	0	285	285	24	25	0	49
Large Related	0	0	0	0	4	0	0	4
Elderly	170	35	50	255	120	10	30	160
Other	0	700	475	1,175	155	0	0	155
Total need by income	170	735	810	1,715	303	35	30	368

Source: 2013-2017 American Community Survey

## Crowding (More than one person per room)

	Renter					Owner				
	0-30% AMI	>30-50% AMI	>50-80% AMI	>80-100% AMI	Total	0-30% AMI	>30-50% AMI	>50-80% AMI	>80-100% AMI	Total
Single family households	135	30	29	70	264	0	0	10	0	10
Multiple, unrelated family households	0	0	0	0	0	0	0	0	0	0
Other, non-family households	50	0	0	0	50	0	0	0	0	0
Total need by income	185	30	29	70	314	0	0	10	0	10

Source: 2013-2017 American Community Survey

The largest housing problem in the City of Salisbury is housing affordability. According to the 2013-2017 ACS, 60.3% of all renter households are cost burdened by 30% or more and 31.1% of owner households with a mortgage are cost burdened by 30% or more. Cost burdens are especially affecting the 0-30% AMI households.

Additional housing problems that were recorded in consultations and citizen comments included handicap accessible housing, availability of senior housing, availability of group homes or communal living arrangement housing, housing density issues, and code compliance for housing. Lower income households and renter households are more likely to be affected by these housing problems.

## H. Racial and Ethnic Housing Problems

Housing problems disaggregated by income, racial and ethnic cohorts were analyzed to determine if a cohort disproportionately experienced a housing problem as compared to the other cohorts. Disproportionality was identified when a racial or ethnic cohort experienced a 10 percentage points or higher

occurrence rate of housing problems. A housing problem is defined as one of the four following housing problems: 1. housing lacks complete kitchen facilities; 2. housing lacks complete plumbing facilities; 3. housing has more than 1 person per room; and 4. housing cost burden is over 30%.

### 0%-30% of Area Median Income

Housing Problems	Has one or more of four housing problems	Has none of the four housing problems	Household has no/negative income, but none of the other housing problems
Jurisdiction as a whole	1,689	85	110
White	794	15	70
Black / African American	825	75	30
Asian	24	0	0
American Indian, Alaska Native	0	0	0
Pacific Islander	0	0	0
Hispanic	35	0	10

Source: 2013-2017 American Community Survey

### 30%-50% of Area Median Income

Housing Problems	Has one or more of four housing problems	Has none of the four housing problems	Household has no/negative income, but none of the other housing problems
Jurisdiction as a whole	2,045	365	0
White	1,085	175	0
Black / African American	820	135	0
Asian	20	10	0
American Indian, Alaska Native	0	0	0
Pacific Islander	0	0	0
Hispanic	44	45	0

Source: 2013-2017 American Community Survey

### 50%-80% of Area Median Income

Housing Problems	Has one or more of four housing problems	Has none of the four housing problems	Household has no/negative income, but none of the other housing problems
Jurisdiction as a whole	1,765	750	0
White	875	270	0
Black / African American	765	330	0
Asian	55	0	0
American Indian, Alaska Native	0	0	0
Pacific Islander	0	25	0
Hispanic	60	115	0

Source: 2013-2017 American Community Survey

### 80%-100% of Area Median Income

Housing Problems	Has one or more of four housing problems	Has none of the four housing problems	Household has no/negative income, but none of the other housing problems
Jurisdiction as a whole	525	660	0
White	195	375	0
Black / African American	290	230	0
Asian	0	4	0
American Indian, Alaska Native	0	45	0
Pacific Islander	0	0	0
Hispanic	39	4	0

Source: 2013-2017 American Community Survey



There was one (1) disproportionately impacted cohort for housing problems; the 80%-100% of Area Median Income Black/African American cohort experienced 55% of the housing problems but represented 44% of the cohort.

Severe housing problems disaggregated by income, racial and ethnic groups were analyzed to determine if a cohort disproportionately experienced a severe housing problem as compared to the other cohorts. Disproportionality was identified when a racial or ethnic cohort experienced a 10 percentage points or higher occurrence rate of severe housing problems. A severe housing problem is defined as one of the four following housing problems: 1. housing lacks complete kitchen facilities; 2. housing lacks complete plumbing facilities; 3. housing has more than 1.5 persons per room; and 4. housing cost burden is over 50%.

### 0%-30% of Area Median Income

Severe Housing Problems*	Has one or more of four housing problems	Has none of the four housing problems	Household has no/negative income, but none of the other housing problems
Jurisdiction as a whole	1,554	219	110
White	759	50	70
Black / African American	725	169	30
Asian	24	0	0
American Indian, Alaska Native	0	0	0
Pacific Islander	0	0	0
Hispanic	35	0	10

Source: 2013-2017 American Community Survey

### 30%-50% of Area Median Income

Severe Housing Problems*	Has one or more of four housing problems	Has none of the four housing problems	Household has no/negative income, but none of the other housing problems
Jurisdiction as a whole	1,395	1,004	0
White	830	414	0
Black / African American	480	489	0
Asian	0	30	0
American Indian, Alaska Native	0	0	0
Pacific Islander	0	0	0
Hispanic	40	49	0

Source: 2013-2017 American Community Survey

### 50%-80% of Area Median Income

Severe Housing Problems*	Has one or more of four housing problems	Has none of the four housing problems	Household has no/negative income, but none of the other housing problems
Jurisdiction as a whole	615	1,895	0
White	270	885	0
Black / African American	285	810	0
Asian	35	20	0
American Indian, Alaska Native	0	0	0
Pacific Islander	0	25	0
Hispanic	20	155	0

Source: 2013-2017 American Community Survey

### 80%-100% of Area Median Income

Severe Housing Problems*	Has one or more of four housing problems	Has none of the four housing problems	Household has no/negative income, but none of the other housing problems
Jurisdiction as a whole	185	985	0
White	80	480	0
Black / African American	80	430	0
Asian	0	4	0
American Indian, Alaska Native	0	45	0
Pacific Islander	0	0	0
Hispanic	29	14	0

Source: 2013-2017 American Community Survey

There was one (1) disproportionately impacted cohort for severe housing problems; the 80%-100% of Area Median Income Hispanic cohort experienced 16% of the housing problems but represented 4% of the cohort.

## I. Racial and Ethnic Housing Cost Burden

Housing cost burdens disaggregated by income, racial and ethnic groups were analyzed to determine if a cohort disproportionately experienced a housing cost burden as compared to the other cohorts. Disproportionality was identified when a racial or ethnic cohort experienced a 10 percentage points or higher occurrence rate of housing cost burdens. A housing cost burden is defined as a household paying over 30% of household AMI on housing costs and a severe housing cost burden is defined as a household paying over 50% of household

AMI on housing costs.

### Housing Cost Burden

Housing Cost Burden	<=30%	30-50%	>50%	No / negative income (not computed)
Jurisdiction as a whole	6,185	2,750	3,220	110
White	3,410	1,415	1,724	70
Black / African American	1,960	1,135	1,350	30
Asian	240	40	28	0
American Indian, Alaska Native	45	0	0	0
Pacific Islander	50	0	0	0
Hispanic	380	120	45	10

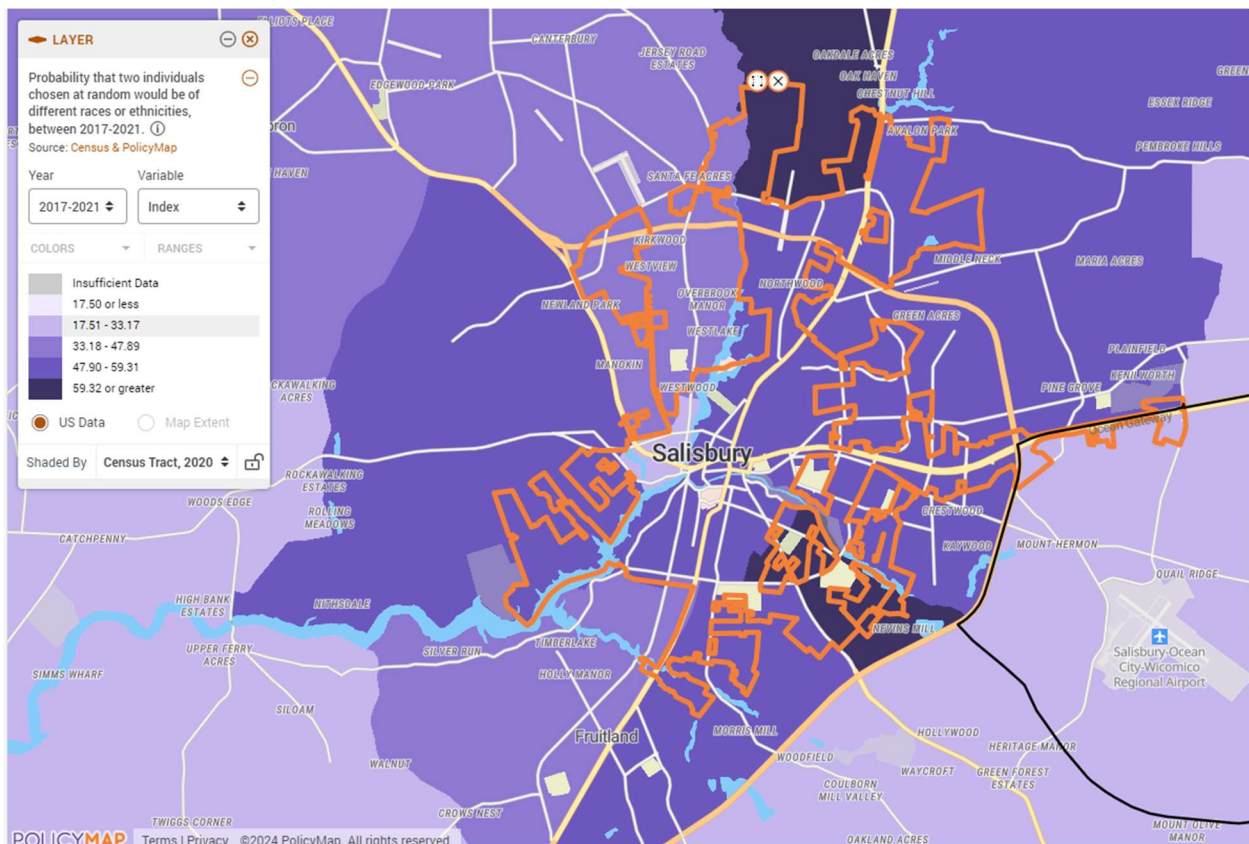
Source: 2013-2017 American Community Survey

There were no cohorts that were disproportionately affected by housing cost burdens or severe housing cost burdens.

## J. Segregation

The following map calculates the diversity index per Census Tract in the City of Salisbury. “The diversity index is an index ranging from 0 to 87.5 that represents the probability that two individuals, chosen at random in the given geography, would be of different races or ethnicities between 2013-2017. Lower index values between 0 and 20 suggest more homogeneity and higher index values above 50 suggest more heterogeneity. Racial and ethnic diversity can be indicative of economic and behavioral patterns. For example, racially and ethnically homogenous areas are sometimes representative of concentrated poverty or concentrated wealth. They could also be indicative of discriminatory housing policies or other related barriers. Data were obtained from the Census’ American Community Survey 2013-2017 estimates and calculated by PolicyMap.” (Source: PolicyMap.com)

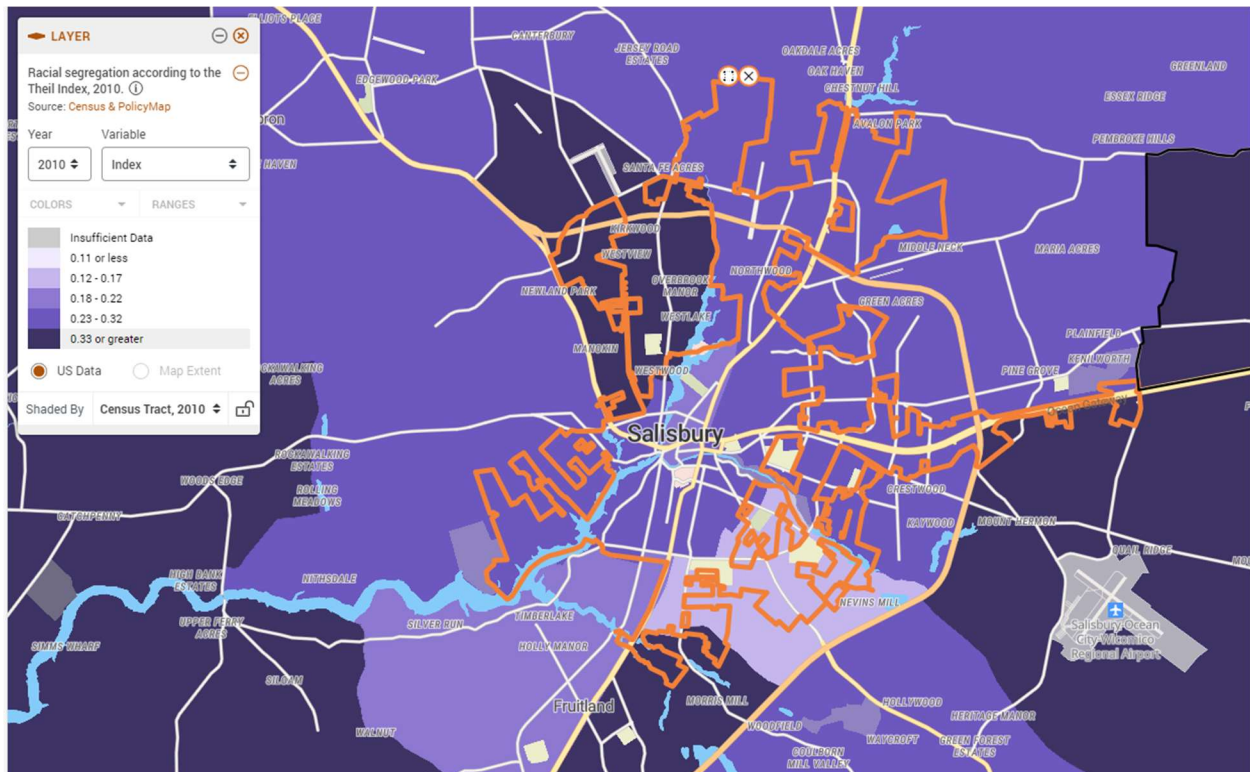
## Diversity Index



Source: [www.policymap.com/maps](http://www.policymap.com/maps)

The following map provides the Theil Index calculations per Census Tract in the City of Salisbury. "The Theil Index is an index ranging from 0 to 1 that displays information about racial segregation. Lower index values below .20 suggest less segregation and higher index values above .40 suggest more segregation. The Theil Index is a measure of how evenly members of racial and ethnic groups are distributed within a region, calculated by comparing the diversity of all sub-regions (Census Blocks) to the region as a whole. Patterns of racial segregation can emerge as a result of systemic barriers and opportunities or localized individual preferences. For example, highly segregated areas may be indicative of discriminatory housing practices or other related barriers. Data used in the calculation of this index were derived from the U.S. Census Bureau's 2010 Decennial Census." (Source: PolicyMap.com)

## Theil Index



Source: [www.policymap.com/maps](http://www.policymap.com/maps)

HUD defines a racially/ethnically concentrated area of poverty (R/ECAP) as a census tract where the number of families in poverty is equal to or greater than 40% percent of all families, or an overall family poverty rate equal to or greater than three times the metropolitan poverty rate, and a non-white population, measured at greater than 50 percent of the population. The following CTs are identified by HUD as R/ECAP:

- CT 000300 Salisbury

## K. Persons with Disabilities

The following table includes the 2013-2017 ACS estimates for the number of disabled individuals in the City of Salisbury. The total population of disabled persons in the City of Salisbury is estimated to be 3,245 persons which represents 10.1% of the total population of the City. The two largest disability types are cognitive and ambulatory difficulties.

## Persons with Disabilities in the City of Salisbury

Disability Status of the Civilian Non-Institutional Population	Total Population	Population with a Disability	Percent with a Disability
Total	32,163	3,245	10.1%
Population under 5 years	2,386	9	0.4%
With a hearing difficulty	(X)	9	0.4%
With a vision difficulty	(X)	0	0.0%
Population 5 to 17 years	5,480	207	3.8%
With a hearing difficulty	(X)	9	0.1%
With a vision difficulty	(X)	16	0.3%
With a cognitive difficulty	(X)	154	2.3%
With an ambulatory difficulty	(X)	27	0.5%
With a self-care difficulty	(X)	0	0.0%
Population 18 to 64 years	20,841	1,847	8.9%
With a hearing difficulty	(X)	218	1.0%
With a vision difficulty	(X)	401	1.9%
With a cognitive difficulty	(X)	832	4.0%
With an ambulatory difficulty	(X)	778	3.7%
With a self-care difficulty	(X)	286	1.4%
With an independent living difficulty	(X)	555	2.7%
Population 65 years and over	3,456	1,181	34.2%
With a hearing difficulty	(X)	506	14.6%
With a vision difficulty	(X)	186	5.4%
With a cognitive difficulty	(X)	384	11.1%
With an ambulatory difficulty	(X)	672	19.4%
With a self-care difficulty	(X)	323	9.3%
With an independent living difficulty	(X)	508	14.7%
<b>SEX</b>			
Male	15,008	1,549	10.3%
Female	17,155	1,696	9.9%
<b>HISPANIC/LATINO ORIGIN</b>			
White alone	16,936	2,228	13.2%
Black or African American alone	12,669	853	6.7%
American Indian and Alaska Native alone	132	0	0.0%
Asian alone	1,089	48	4.4%

Native Hawaiian and Other Pacific Islander alone	74	0	0.0%
Some other race alone	453	28	6.2%
Two or more races	810	88	9.0%
White alone, not Hispanic or Latino	15,419	2,132	13.8%
Hispanic or Latino (of any race)	2,069	187	9.0%

Source: 2013 – 2017 American Community Survey

The CHAS Data has not been updated since 2000 but does provides insight as to the number of households living with a disability and/or mobility issue. The CHAS Data identifies the following prevalence of housing problems for households with mobility and self-care limitations:

- 42.0% of all households report having any housing problem, including 56.4% of renters and 22.1% of homeowners
- 75.6% of all households earning less than or equal to 30% MFI report having any housing problem, including 78.9% of renters and 64.6% of homeowners
- 55.4% of all households earning between 30% and 50% MFI report any housing problems, including 62.5% of renters and 39.8% of homeowners
- 30.9% of all households earning between 50% and 80% MFI report any housing problems, including 46.3% of renters and 9.5% of homeowners

Renter households with mobility and self-care limitations are disproportionately affected by housing problems in the City of Salisbury.

### III. Review/Update to Original Plan

The current “Analysis of Impediments to Fair Housing Choice” was certified in May 2019. The City reviews its progress in addressing the goals of the AI twice a year during the City’s preparation of the Annual Action Plan and the Consolidated Annual Performance Evaluation Reports (CAPER). The City of Salisbury’s PY 2019-2023 Analysis of Impediments to Fair Housing Choice identified the following impediments, as well as created goals and strategies to address each impediment.

#### A. Summary of Impediments and Accomplishments

##### **Impediment 1: Fair Housing Education and Outreach**

There is a need to improve the knowledge and understanding concerning the rights of individuals, families, and members of the protected classes in regard to the Fair Housing Act (FHA) and awareness of discriminatory practices.

**Goal:** Improve the knowledge and awareness of both the public and the local officials of the Fair Housing Act, related laws, regulations, and requirements to affirmatively further fair housing in the community.

**Strategies:** In order to meet this goal, the following activities and strategies should be undertaken:

- **1-A:** Continue to educate and make residents aware of their rights under the Fair Housing Act (FHA) and the Americans with Disabilities Act (ADA).
- **1-B:** Continue to educate and make realtors, bankers, and housing providers aware of their responsibilities under the Fair Housing Act (FHA) and the Americans with Disabilities Act (ADA).
- **1-C:** Continue to support Fair Housing organizations and legal advocacy groups to assist persons who may be victims of housing discrimination and/or not aware of how to file a housing complaint.
- **1-D:** Continue to identify LEP persons to provide the specific language assistance that is needed.
- **1-E:** Continue to partner with regional jurisdictions and housing providers to encourage fair housing choice throughout the eastern shore.



## **ACCOMPLISHMENTS FOR 2019-2023:**

The City continues to promote public awareness of Fair Housing rights and responsibilities in the local community by issuing a proclamation in support of Fair Housing Month in April 8/23/21 The City published its City Welcome Guide in the identified primary languages of English, Spanish, and Creole. The guide includes information as to what constitutes housing discrimination and the recourses for citizens who have been discriminated against, provides information on tenants' rights, and lists partner agencies who provide City residents with housing assistance. The Welcome Guide is additionally available on the City's website.

The City of Salisbury's Code Enforcement Department partnered with Mid Shore pro bono to offer fair housing seminars to local landlords, property managers, and residents.

Maintain links on the Salisbury Housing & Community Department website to [people-law.org](http://people-law.org) for residents with legal issues regarding housing and links to HUD for fair housing discrimination complaints.

### **Impediment 2: Continuing Need for Affordable Housing**

Two out of every three renter households in the City are paying over 30% of their monthly incomes on housing costs. One out of every three owner households with a mortgage is paying over 30% of their monthly income on housing costs.

**Goal:** Increase the supply of affordable housing by new construction and rehabilitation of various types of housing that is affordable to lower income households.

**Strategies:** In order to meet this goal, the following activities and strategies should be undertaken:

- **2-A:** Continue to support and encourage private developers and non-profit housing providers to create, through construction or rehabilitation, affordable and mixed-income housing located outside of areas of lower income and minority concentrations.
- **2-B:** Continue to support and encourage the rehabilitation of existing housing units in the City to become decent, safe, sound and affordable housing for households below 80% AMI.
- **2-C:** Continue to support homebuyer education and training programs to improve homebuyer awareness.

- **2-D:** Provide federal, state and local funding in response to HMDA data discrimination patterns to support a higher loan to value ratio for minority homebuyers.
- **2-E:** Continue to update the information available on the Affordable Housing Resources database located on the City of Salisbury website.

### **ACCOMPLISHMENTS FOR 2019-2023:**

1. In September 2020 Salisbury was ranked by LendEDU as the number one fastest growing city in Maryland that is affordable for homebuyers.
2. The Affordable Housing Resources database maintained on the City of Salisbury website was most recently updated in December 2023.
3. In 2021 the City awarded funding to Salisbury Neighborhood Housing Services for down payment and settlement assistance to enable the purchase of homes affordable for prospective LMI borrowers. Housing counseling is offered as part of this service.
4. In 2021, the City sought and obtained \$50,000 in funding from the Maryland State Revitalization Program for the Salisbury Neighborhood Intervention Program. One facet of this program provided for the removal of safety hazards in homes that were in danger of becoming inhabitable.
5. In 2023, the City sought and obtained \$500,000 in Maryland State Revitalization Funding to support the development of the Salisbury Market Center. The Market Center will be a mixed - use development providing affordable housing for 40 households. 4 of the 40 unit total will be handicapped accessible.
6. The HORIZON Program was instituted in 2021 and offers tax credits to developers constructing new multi-family residential project or rehabilitating or expanding an existing multi-family residential project with an assessed value of over \$10 million dollars in the Central Business Development and Riverfront Redevelopment Zoning Districts.

### **Impediment 3: Continuing Need for Accessible Housing**

There is a lack of accessible housing units in the City of Salisbury as the supply of accessible housing has not kept pace with the demand of individuals desiring to live independently.

**Goal:** Increase the supply of accessible housing by new construction and rehabilitation of accessible housing for persons who are disabled.

**Strategies:** In order to meet this goal, the following activities and strategies should be undertaken:

- **3-A:** Continue to promote the need for accessible housing by supporting and encouraging private developers and non-profits to develop, construct, and/or rehabilitate housing that is accessible to persons who are disabled.
- **3-B:** Continue to provide financial assistance for accessibility improvements to owner-occupied housing units to enable the elderly and/or disabled to remain in their existing homes.
- **3-C:** Continue to enforce the ADA and Fair Housing requirements for landlords to make “reasonable accommodations” to their rental properties so they become accessible to tenants who are disabled.
- **3-D:** Continue to update the information, including accessibility and visitability, available on the Affordable Housing Resources database located on the City of Salisbury website.

#### **ACCOMPLISHMENTS FOR 2019-2023:**

1. The Affordable Housing Resources database maintained on the City of Salisbury website was most recently updated in December 2023 and offers information on accessibility.
2. Housing developments constructed over the past 5 years have included at minimum, 5% accessible units.
3. The City instituted the “Here Is Home” initiative in 2021. This initiative provided fee waivers to developers which resulted in a total of 327 multi-family dwelling units permitted and under construction; a minimum of 5% of the total to be constructed will be accessible.
4. The City authorized property tax credits to Habitat for Humanity for the acquisition and rehabilitation of homes to be re-sold to private owner.
5. In 2023, the City sought and obtained \$500,000 in Maryland State Revitalization Funding to support the development of the Salisbury Market Center. The Market Center will be a mixed - use development providing affordable housing for 40 households. 4 of the 40 unit total will be handicapped accessible.

#### **Impediment 4: Public Policy**

The City Zoning Ordinance needs additional definitions and provisions concerning Fair Housing.

**Goal:** Revise the City Zoning Ordinance to promote the development of various types of affordable housing throughout the City.

**Strategies:** In order to meet this goal, the following activities and strategies should be undertaken:

- **4-A:** Revise the City Zoning Ordinance to include additional definitions, statements, and revisions.
- **4-B:** Adopt a written Reasonable Accommodation Policy for housing developers and the Planning/Zoning Commission to follow when reasonable accommodation requests are made concerning zoning and land use as it applies to protected classes under the Fair Housing Act.
- **4-C:** Develop financial incentives to encourage developers and housing providers to offer more affordable housing options in the City.
- **4-D:** Appoint City residents to the City's CDBG Committee.

**ACCOMPLISHMENTS FOR 2019-2023:**

Salisbury completed a draft Zoning and Form Based Codes plan in 2022 which includes the goal of promoting housing diversity in the interest of offering opportunities for seniors, students, middle-income, and affordable housing.

The City is in the process of updating the 2010 Consolidated Plan and projects to complete the revised Comprehensive Plan by the end of 2024. The Comprehensive Plan will encompass Zoning, Land Use, and Housing.

In 2021 the City adopted a Nonconforming Use Zoning Exception Program which allowed for vacant properties to be rehabilitated to provide additional rental housing stock. Rental units must be rehabilitated and available for occupancy within 12 months of entrance into the program. To date, 9 applications have been submitted and approved, 1 unit complete.

## IV. Impediments to Fair Housing 2024

Impediments to fair housing choice are defined as:

- Any actions, omissions, or decisions taken because of race, color, religion, sex, disability, familial status, or national origin that restrict housing choices or the availability of housing choice.
- Any actions, omissions, or decisions that have this effect. In order to determine if any impediments to fair housing choice exist, interviews and meetings were conducted, surveys were distributed, Census data was reviewed, and an analysis of the fair housing complaints in the area was undertaken.

The following section will identify impediments to fair housing choice in the City of Salisbury.

### A. Fair Housing Complaints

#### 1. Maryland Commission on Civil Rights

The State of Maryland Commission on Civil Rights (MCCR) enforces Maryland's anti-discrimination laws and promotes equal opportunity in education, employment, housing and commercial property, as well as public accommodations.

The mission statement of the MCCR is as follows: It is the mission of the Maryland Commission on Civil Rights to ensure opportunity for all through the enforcement of Maryland's laws against discrimination in employment, housing, public accommodations, and state contracts; to provide educational outreach services related to provisions of this law; and to promote and improve civil rights in Maryland.

The following is a summary of the housing services offered through MCCR:

"Pursuant to State Government Article, §20-702, Annotated Code of Maryland, it is the policy of the State of Maryland to provide for fair housing throughout the State, to all its citizens, regardless of race, color, religion or creed, sex, age, ancestry or national origin, marital status, physical or mental disability, sexual orientation, gender identity, and familial status.

Housing discrimination laws make it illegal to:

- Refuse to rent a dwelling to any qualified buyer or renter;
- Use discriminatory terms and conditions in selling or renting;
- Set terms and conditions of home loans in such a way as to discriminate;

- Use discriminatory notices or advertisements indicating a preference or discriminatory limitations;
- Say that a dwelling is not available for inspection, sale, or rent when, in fact, it is available;
- Attempt to steer persons into or away from neighborhoods or apartment complexes due to being members of a protected class;
- Treat a person differently from everyone else because of race, disability, familial status (parent or legal custodian with children, pregnant), religion, sex, marital status, national origin or sexual orientation;
- Request information about birth control and/or family planning practices;
- Refuse to consider both applicants' incomes when seeking to buy or rent;
- Commit acts of prejudice, violence, harassment, intimidation, or abuse directed against families or individuals or their residential property.

If you have a disability, you are protected under the law. It is against the law to:

- Refuse to permit, or at the expense of the renter, reasonable house modifications that are necessary for the daily life of a person with a mental or physical disability;
- Refuse to reasonably accommodate or adjust rules, policies, services or practices that hamper the use of an apartment, condominium, or house by a person with a physical or mental disability;
- Have multi-family housing that is not accessible to people with disabilities. Multi-family housing is required to have accessible units and access routes (wide doors and hallways), accessible public and common areas, and management must provide for effective communication as needed by a disabled person.

Harassment on the basis of a protected class (above, such as sexual harassment), and retaliation for filing a complaint or being involved in the investigation are both prohibited under law and enforced by MCCR.

If you have been denied your housing rights, you may have experienced unlawful discrimination. If you believe that actions have been taken against you based on a discriminatory animus, it is imperative that you contact our agency immediately to initiate an inquiry, so that we can assist you in determining if you have been a victim of housing discrimination. Our trained Intake Staff will guide you through the intake process and, through a series of questions and interviews, help you analyze your situation to determine if

the actions taken against you meet the threshold of being considered discriminatory.

The MCCR has its main office in Baltimore, as well as a regional office in Salisbury. There are two eastern shore offices:

MCCR  
Salisbury District Court Multi-Purpose Center  
201 Baptist Street, Suite 33  
Salisbury, Maryland 21801  
Phone: (410) 713-3611  
Fax: (410) 713-3614

MCCR  
301 Bay Street, Suite 301  
Easton, Maryland 21601  
Phone: (410) 822-3030 x345  
Fax: (410) 820-9966

In addition to its staff members, the MCCR has nine (9) Commissioners appointed by the Governor and confirmed by the State Senate.

The 2023 Annual Summary Report published by the MCCR reported 14 cases in Wicomico County. The cases were 12 employment cases, 1 public accommodation case, and 1 hate crime case. There were no housing cases reported from 2020 to 2023 and 2 housing cases reported in 2019.

## **2. Fair Housing Assistance Program (FHAP) Agencies**

The Fair Housing Assistance Program offers grants to state and local agencies that have sufficiently demonstrated to HUD that they support or enforce a fair housing law that is substantially equivalent to the Fair Housing Act. Thirty-nine (39) states and the District of Columbia all have at least one state or local agency serving as a FHAP. These funded FHAP agencies carry out fair housing activities such as enforcement and education in order to protect families and individuals who believe that they have been the victims of housing discrimination.

Maryland has one (1) FHAP agency; it is the Maryland Commission on Civil Rights (MCCR).

## **3. Fair Housing & Equal Opportunity (FHEO-HUD)**

The U.S. Department of Housing and Urban Development's (HUD's) Office of Fair Housing & Equal Opportunity (FHEO) receives complaints regarding alleged violations of the Fair Housing Act. According to the HUD FHEO

complaint tracking system the following complaints were filed from January 1, 2009 until December 31, 2023:

### HUD REPORTED FAIR HOUSING COMPLAINTS 2019 - 2023

January 1, 2019 – December 31, 2023						
Violation City	Violation State and County	Filing Date	Closure Date	Closure Reason	Basis	Issues
Salisbury	Maryland - Wicomico	08/08/18	04/24/19	Complaint withdrawn by complainant after resolution	Race	Discriminatory refusal to rent; Discriminatory terms, conditions, privileges, or services and facilities; Discriminatory acts under Section 818 (coercion, Etc.)
Salisbury	Maryland – Wicomico	03/25/19	06/17/19	No cause determination	Disability	Otherwise deny or make housing unavailable; Discriminatory acts under Section 818 (coercion, Etc.); Failure to make reasonable accommodation
Salisbury	Maryland – Wicomico	04/29/20	11/25/20	No cause determination	Race, Disability	Discriminatory refusal to rent
Salisbury	Maryland – Wicomico	02/25/22	TBD	-	Race, Disability, Retaliation	-
Salisbury	Maryland – Wicomico	06/22/22	06/01/23	No cause determination	Disability	Discriminatory terms, conditions, privileges, or services and facilities; Otherwise deny or make housing unavailable; Failure to make reasonable accommodation
Salisbury	Maryland – Wicomico	04/21/23	TBD	-	Disability	Otherwise deny or make housing unavailable
Salisbury	Maryland – Wicomico	05/01/23	11/14/23	No cause determination	Disability, Retaliation	Discrimination in terms/conditions/privileges relating to rental; Discriminatory acts under Section 818 (coercion, Etc.); Failure to make reasonable accommodation
Salisbury	Maryland - Wicomico	04/26/23	08/02/23	Conciliation/settlement successful	Race, Disability	Discriminatory refusal to rent

The majority of fair housing complaints over the past five years were for disability and race. This is consistent with the previous ten years' of cases reported in Salisbury. The majority of reported issues specific to disability were the "failure to make reasonable accommodations." The majority of reported issues specific to race were "discrimination in terms/conditions/privileges relating to rental."

#### **National Trends**

The U.S. Department of Housing and Urban Development (HUD) funds the Office of Fair Housing and Equal Opportunity (FHEO), whose mission is to eliminate discrimination, promote economic opportunity, and achieve



diversity. FHEO leads the nation in the enforcement, administration, development, and public understanding of Federal fair housing policies and laws. FHEO enforces laws that protect people from discrimination on the basis of race, color, religion, sex, national origin, disability, and familial status. FHEO releases annual reports to Congress, which provide information regarding complaints received during the particular year. The following table highlights the frequency of such housing complaints for the years of 2014, 2015, 2016, and 2017 (most recent year available) organized by basis of complaint. Note, the percentages for each year do not equal 100% and the number of complaints each year do not equal the total complaints across all areas. This is because there is often more than one basis for the filing of a fair housing complaint.

### HUD and FHAP Housing Complaints Nationwide

Basis	FY 2019		FY 2020		FY 2021		FY 2022	
	Number of Complaints	% of Total	Number of Complaints	% of Total	Number of Complaints	% of Total	Number of Complaints	% of Total
Disability	4,767	45%	4,612	45%	4,791	42%	5,069	43%
Race	2,002	19%	1,996	19%	2,480	22%	2,457	21%
Sex	853	8%	854	8%	1,072	9%	1,107	9%
Retaliation	979	9%	921	9%	1,022	9%	1,065	9%
National Origin	743	7%	767	7%	835	7%	765	7%
Familial Status	756	7%	674	7%	778	7%	741	6%
Color	313	3%	256	3%	359	3%	354	3%
Religion	202	2%	157	2%	185	2%	183	2%
<b>Number of Complaints filed</b>	<b>10,615</b>		<b>10,237</b>		<b>11,522</b>		<b>11,741</b>	

Source: [https://www.hud.gov/program\\_offices/fair\\_housing\\_equal\\_opp/annualreport](https://www.hud.gov/program_offices/fair_housing_equal_opp/annualreport)

The majority of the HUD complaints filed nationwide were on the basis of disability, making up 44% of all complaints received. Race was next, making up 21% of all complaints, followed by sex at 9%.

The housing complaints filed in the area were consistent with the most common causes for complaints across the nation.

#### **4. City of Salisbury Disability Advisory Committee**

The Disability Advisory Committee was established to ensure that citizens with disabilities in the City of Salisbury have equitable opportunities to participate in, benefit from, and relish the opportunities the community provides, such as housing, employment, transportation, communications, education, and entertainment.

The Disability Advisory Committee's charge is as follows:

- To advise and assist the Mayor with developing, implementing, and maintaining an Americans with Disabilities Act (ADA) Compliance Plan for the City of Salisbury.
- To serve as a resource for the Mayor and the City of Salisbury relative to issues involving the City's compliance and/or concerns expressed by its citizens.
- To establish a means by which the people with disabilities of Salisbury can formally and efficiently express concerns relative to accessibility and accommodations.
- To advise and assist with developing and maintaining a depository of related information for all concerned citizens.
- To assist the Mayor, through advocacy, education, and referral, with developing a broader appreciation and understanding of the attributes of the people with disabilities.

#### **5. City of Salisbury Human Rights Advisory Committee**

The Salisbury Human Rights Advisory Committee seeks to both recognize and celebrate the growing diversity of the Salisbury community and to advise the Mayor on topics pertaining to human rights. HRAC believes that all community members have the right to be treated with respect, impartiality, and dignity, with equal consideration for race, color, national origin, immigration status, ancestry, gender, sexual orientation, age, religion or disability.

The HRAC will promote and encourage respect for the human and civil rights of all Salisbury residents, as well as work to prevent prejudice and discrimination on any basis. It will do so by:

- Identifying perceived problems of discrimination or human relations conflicts within the City and then advising the Mayor and City Council of the issue.
- Acting as resource and a safe place where individuals or groups may air their concerns of any existence, potential existence, or perception of discrimination within the City or community at large.

- Providing a forum for the promotion of dialogue, education, healing and celebration of our diversity.
- Sponsoring outreach efforts, educational programs, and celebrations to foster a greater understanding and appreciation for diversity. Such outreach will target groups which may have suffered from or been the object of discrimination or who may perceive themselves to have been the object of the same.

## **6. Housing and Human Services Agencies**

The City of Salisbury interviewed agencies offering housing and human services within the City in order to obtain their input and gain insight into potential impediments to fair housing. The following agencies participated in the information gathering through roundtable discussions, individual meetings, or through surveys:

- Bay Area Center for Independent Living (BACIL)
- Christian Shelter, Inc.
- City Staff
- Community Emergency Shelter Project (CESP)
- Deaf Independent Living Association, Inc. (DILA)
- Greater Salisbury Committee
- Habitat for Humanity of Wicomico County
- Help & Outreach Point of Entry (HOPE, Inc.)
- Homeless Alliance of the Lower Shore (HALS) CoC
- Lower Shore Workforce Alliance
- Maintaining Active Citizens, Inc. (MAC)
- MD Department of Social Services
- MD Department of the Environment
- NAACP
- Pennrose
- Salisbury Neighborhood Housing
- Salisbury Urban Ministries
- Salisbury-Wicomico Economic Development
- Salvation Army
- Village of Hope, Inc.
- Wicomico County Health Department
- Wicomico County Housing Authority

Each of these agencies provided feedback on their and their clients' experiences concerning housing-related issues in the City of Salisbury. Below is a list of key points from each of the meetings.

- Need for affordable housing
- Need for supportive services

- Need for employment opportunities
- Need for employment training

Many agencies also provided suggestions of how to address the identified areas of inequality or discrimination in the City. Commonly suggested strategies to further fair housing in the City are included below:

- Provide more affordable housing
- Provide financial assistance to make housing more affordable
- Provide education and outreach on fair housing

## **B. Public Sector**

The Analysis of Impediments examines public policies of the jurisdiction and the impact of those policies on fair housing choice. The City government controls land use and development through its comprehensive plan, zoning regulations, subdivision regulations, and other laws and ordinances passed by the City Council. These regulations and ordinances govern the types of housing that may be constructed, the density of housing, and the various residential uses in a community. Local officials and policies determine the community's commitment to housing goals and objectives; therefore, determining if fair housing is to be promoted or passively tolerated.

This section of the Analysis of Impediments evaluates the City's policies to determine if there is a commitment to affirmatively further fair housing.

### **1. CDBG Program**

The City of Salisbury receives Community Development Block Grant (CDBG) funds from HUD as an entitlement city under the CDBG program. The City receives approximately \$350,000 in CDBG funds each year. This funding level has seen notable decreases since the City has been an entitlement community. The City anticipates that CDBG funding levels will remain in flux for the foreseeable future.

The City annually allocates its CDBG funds to a number of eligible projects such as: public facility/infrastructure improvements, public services, the removal of slum and blight, and housing activities. For PY 2024, the City has proposed to allocate its estimated CDBG funds to the projects listed in the table below.

**PY 2024 Estimated CDBG Allocation for the City of Salisbury**

<b>COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) PROGRAM</b>	
Habitat for Humanity of Wicomico County – Critical Home Repairs	\$ 138,670
Salisbury Neighborhood Housing Services – Owner-Occupied Housing Rehabilitation	\$ 138,670
Program Administration	\$ 69,333

The majority of the activities listed above are undertaken in low/mod income areas of the City, as this is a high priority for the City. The Direct Homeownership Assistance Grants are available to qualified low-mod income clientele city-wide. Additionally, each activity meets the National Objectives of serving a low/mod area, low/mod people, job creation, or reducing slum/blight. Many activities in each funding category specifically work to increase the supply of quality affordable housing units, as well as promote fair housing choice in the City.

The City of Salisbury’s PY 2024-2028 Five Year Consolidated Plan identified the following six (6) strategies to address the priority needs in the City:

**Housing Strategy Priority Need:** There is a need for additional decent, safe, sanitary, and affordable housing for homebuyers, homeowners, and renters.

**Goals:**

- HS-1 Homeownership – Increase the supply of owner-occupied housing units through housing counseling, down payment assistance, and closing cost assistance.
- HS-2 Housing Construction – Encourage the construction of new affordable housing units in the City for owners and renters.
- HS-3 Housing Rehabilitation – Conserve and rehabilitate existing affordable housing units occupied by owners and renters in the City by addressing code violations, emergency repairs and handicap accessibility.

**Homeless Strategy Priority Need:** There is a need for housing access for homeless persons and persons at-risk of becoming homeless.

**Goals:**

- HO-1 Housing – Support the Continuum of Care's efforts to provide emergency shelter, transitional housing, permanent supportive housing, and other permanent housing opportunities.

- HO-2 Operation/Support – Assist providers operating housing or providing support services for the homeless and persons or families at-risk of becoming homeless.

**Other Special Needs Strategy Priority Need:** There is a need for housing access, services, and facilities for persons with special needs.

**Goals:**

- SN-1 Facilities/Services – Support supportive service programs and facilities for the elderly, persons with disabilities, persons with HIV/AIDS, persons with alcohol/drug dependency, and persons with other special needs.

**Community Development Strategy Priority Need:** There is a need to improve the community facilities, infrastructure, public services, and quality of life in the City of Salisbury.

**Goals:**

- CD-1 Community Facilities and Infrastructure – Improve the City’s public facilities and infrastructure through rehabilitation, reconstruction, and new construction.
- CD-2 Public Safety and Services – Improve and enhance public safety, public services, and public programs.
- CD-3 Connectivity – Improve connectivity within the City and to surrounding communities through physical, visual, transportation, and accessibility improvements.
- CD-4 Clearance/Demolition – Remove and eliminate slum and blighting conditions throughout the City.

**Economic Development Strategy Priority Need:** There is a need to encourage employment and economic opportunities in the City of Salisbury.

**Goals:**

- ED-1 Employment – Support and encourage job creation, job retention, and job training opportunities.
- ED-2 Development – Support business and commercial growth through expansion and new development.
- ED-3 Redevelopment – Plan and promote the development, redevelopment, and revitalization of vacant commercial and industrial sites.
- ED-4 Financial Assistance – Support and encourage new economic development through local, state, and federal tax incentives and programs such as Tax Incremental Financing (TIF), Tax Abatements (LERTA), Payment in Lieu of Taxes (Pilot), Enterprise

Zones/Entitlement Communities, Section 108 Loan Guarantees, Economic Development Initiative (EDI) funds, etc.

- ED-5 Access to Transportation – Support the expansion of public transportation and access to bus and automobile service to assist residents' transportation needs for employment and job training opportunities.

**Administration, Planning, and Management Strategy Priority Need:**

There is a need for planning, administration, management, and oversight of federal, state, and local funded programs.

**Goals:**

- AM-1 Overall Coordination – Provide program management and oversight for the successful administration of federal, state, and local funded programs, including planning services for special studies, environmental clearance, fair housing activities, and compliance with all federal, state, and local laws and regulations.

## **2. HOME Program**

The City of Salisbury is not a HOME entitlement city. The City may apply for HOME funds on a competitive basis through Maryland Department of Housing and Community Development (DHCD).

## **3. Emergency Solutions Grant (ESG) Funds**

The City of Salisbury applies each year on a competitive basis to the Maryland Department of Housing and Community Development (DHCD) for Emergency Solutions Grant (ESG) Funds to assist local agencies that participate in the Homeless Alliance of the Lower Shore (HALS), the local Continuum of Care agency. HALS (previously known as TCAH) was formed in 2001 by the lead agency, the Somerset County Health Department. The ESG funds received by the City are awarded to homeless service provider agencies that serve the Salisbury area. In FY 2022, the HUD NOFA awarded the CoC a total of \$1,286,378 in CoC funds (not including planning funds), an increase of \$69,684 than originally requested. The increase was the result of an increase in the increased fair market rents used by HUD. The CoC NOFA provided the funding levels shown to the following renewal projects:

- MHA S+C Lower Shore (Somerset & Wicomico) - \$254,723
- MHA S+C Lower Shore (Worcester) - \$68,255
- Project 23 - \$538,056
- Wicomico Chronic 2 - \$19,773
- Project 1 - \$298,539

- Somerset Chronic - \$20,255
- Wicomico Chronic - \$19,834
- Bonus Project - \$63,943
- CoC Planning Application - \$36,411

#### **4. Housing Opportunity for Persons with AIDS (HOPWA) Funds**

The City of Salisbury does not receive HOPWA funds.

#### **5. Other Funds**

Other resources available to help Salisbury address its housing and community development needs include funds from the Maryland Department of Housing and Community Development (DHCD), such as low interest mortgage finance (HOME funds), housing rehabilitation money (Maryland Housing Rehabilitation Program - MHRP funds), Special Targeted Area Rehabilitation (STAR) Program funds, lead-based paint reduction funds (Lead Hazard Reduction Program), first-time homebuyer settlement expenses, rental allowance funds (Rental Allowance Program), and neighborhood revitalization program (Community Legacy and Neighborhood Partnership) funds.

Salisbury has successfully obtained funding from the Environmental Protection Agency, the National Fish & Wildlife Foundation, the Maryland Department of Natural Resources, the Department of Transportation, and the State Highway Administration. To help with crime reduction and revitalization activities the City has received funds through the Law Enforcement Block Grant program, the Edward Byrne Memorial Justice Assistance Grant (JAG) program, the Bulletproof Vest Partnership Program (DOJ), as well as Wicomico Exile (gun control), the Gun Violence Reduction Initiative, and the Maryland Criminal Intelligence Network (MCIN) through the Governor's Office of Crime Control & Prevention (GOCCP).

#### **6. Public Housing, HUD Assisted Housing, and Low Income Housing Tax Credits**

The City of Salisbury has a variety of affordable housing options, including public housing managed by the Wicomico County Housing Authority. There are also several privately managed HUD-assisted developments throughout the City. These affordable housing developments and Section 8 Vouchers are located across the City in areas of varying income, demographics, and housing tenure.



## **Housing Authority**

The Wicomico County Housing Authority (WCHA) is the Public Housing Authority serving the City of Salisbury and Wicomico County. WCHA owns and manages 277 units of public housing of which 179 units are in the City of Salisbury. Additionally, the WCHA administers 383 Housing Choice Vouchers, all of which are tenant based, and 215 are currently issued.

The Housing Authority administers the following programs:

- Low Income Public Housing Program
- Rental Assistance Demonstration (RAD) Program
- Capital Fund Program
- Housing Choice Vouchers Program

The Housing Authority owns and manages the following Public Housing Units:

- Booth Street, 911 Booth Street, Salisbury, Maryland 21801 - 112 units general occupancy
- Riverside Homes, 521 Alabama Ave, Salisbury, Maryland 21801 - 75 units general occupancy
- Scattered Sites - 90 units general occupancy

According to WCHA's Five-Year Plan covering 2020-2024, the mission of the Housing Authority is to promote adequate and affordable housing, economic opportunity and a suitable environment free from discrimination.

The Wicomico County Housing Authority was found to be in non-compliance with Section 504 of the Rehabilitation Act of 1973 based on a Compliance Review conducted by the Baltimore HUD Office on May 2003. The Housing Authority subsequently entered into a Voluntary Compliance Agreement with the Department. The Housing Authority is currently in compliance with its agreement.

According to the Housing Authority's waiting lists as of January 2023, there are 173 (43%) individuals with a disability on the public housing waiting list and 110 (27%) individuals with a disability on the housing choice voucher waiting list.

As of January 2023, there were 403 families on the Wicomico County Housing Authority's Public Housing Waiting List. Of those families on the waiting list: 269 (67%) were extremely low-income; 72 (18%) were very low-income; and 8 (2%) were low-income. The largest demand for affordable housing on the waiting list is for affordable housing for extremely low-income households.

As of January 2023, there were 401 families on the Wicomico County Housing Authority's Housing Choice Voucher Waiting List. Of those families on the waiting list: 267 (64%) were extremely low-income; 77 (19%) were very low-income; and 15 (4%) were low-income. The largest demand for affordable housing on the waiting list is for affordable housing for extremely low-income households.

The most immediate needs of the families on the waiting list include: decent, safe, sanitary and affordable housing; supportive services such as employment training; access to transportation for commuting to work, shopping, and medical services; and living wage job opportunities.

The WCHA is in the midst of a comprehensive redevelopment plan to address the vacancies and poor living conditions at the Booth Street and Scattered Site public housing units.

Stone Grove Crossing was the first phase of the Booth Street Redevelopment Plan and started in 2014. Completed in 2018, the Housing Authority razed 50 units at Booth Street and replaced the units with 82 new housing units utilizing LIHTC and RAD funding in the amount of \$22 million. The Square at Merritt Mill is the second phase of the Booth Street Redevelopment Plan. Originally planned to complete the demolition of the remaining 50 units at Booth Street the project was relocated to Merritt Mill. The project is underway and will include 75 units of new housing construction expected to be completed in the beginning of 2020.

The 50 units at Booth Street still need to be demolished. The Housing Authority has received a grant for demolition and replacement of 3 of 5 of the buildings at Booth Street. The Housing Authority is applying for additional funding to demolish and replace the final 2 buildings at Booth Street.

Additionally, the Housing Authority is using RAD funding to renovate its 90 Scattered Site public housing units. To date, 15 units have been completed.

### **Homeless Facilities**

The following is a list of CoC member supported facilities:

Christian Shelter – 334 Barclay Street, Salisbury, MD 21804

Christian Shelter provides emergency short term shelter for homeless men, women and children including breakfast and dinner and practical and spiritual guidance for a maximum of 30 days.

Samaritan Ministries – 814 Fourth St, P.O. Box 661, Pocomoke City, MD 21851

Samaritan Ministries provides emergency housing, food, resources, support and clothing for families and individuals. Staff is available to help each individual work toward developing a plan of action to become self-sufficient and move to permanent housing or other housing to meet their needs.

Diakonia, Inc. – 12747 Old Bridge Road, Ocean City, MD 21842  
Diakonia provides an emergency housing program for families and individuals to meet the needs and address the root causes of homelessness. Each individual or family works with a case manager and develops a plan to resolve the issues that brought them to Diakonia and works through their plan in order to move to permanent sustainable housing. In order to be eligible for intake, the individual (must be 18 years or older) or family must have lived in Worcester, Wicomico or Somerset County for at least 30 days.

Cold Weather Shelter for Men – Location changes weekly, only available during cold months January thru March.

HALO Women and Children Shelter and Men's Shelter – 119 South Boulevard, Salisbury, MD 21804

Women and Men's shelter are separate. No family rooms available. Individuals or families may stay up to 90 days at a time in the shelter; however, must be out for 60 days before returning.

Life Crisis Center – Available 24 hours a day, 7 days a week  
Life Crisis offers emergency shelter for domestic violence victims and their families.

Lower Shore Shelter – 12518 Somerset Avenue, Princess Anne, MD 21853  
Ocean City Cold Weather Shelter  
Open only when temperatures are below 25 degrees.

Village of Hope – 1001 Lake Street, Salisbury, MD 21801  
Provides transitional housing for women with children.

Joseph House Workshop – 816 Boundary Street, P.O. Box 1755, Salisbury, MD 21802-1755  
Provides transitional housing for men.

### **Low Income Housing Tax Credit (LIHTC) Housing**

The following is a list of Low Income Housing Tax Credit housing in the City of Salisbury:

## LIHTC PROJECTS IN SALISBURY, MD

HUD ID Number	Project Name	Project Address	Project City	Project State	Project ZIP Code	Total Number of Units	Total Low-Income Units
MDA00000057	RIVERS EDGE	670 FITZWATER ST	SALISBURY	MD	21801	90	-
MDA00000076	WESTBROOK COMMONS	555 W RD	SALISBURY	MD	21801	96	-
MDA19920075	SCHUMAKER PLACE	816 S SCHUMAKER DR	SALISBURY	MD	21804	96	96
MDA20070070	LODGES AT NAYLOR MILL	29339 NAYLOR MILL RD	SALISBURY	MD	21801	65	65
MDA19950075	EASTGATE VILLAGE	1700 EASTGATE DR	SALISBURY	MD	21804	60	60
MDA19970050	GATEWAY VILLAGE PHASE I	500 508EVEN GATEWAY ST	SALISBURY	MD	21801	58	58
MDA19990055	GATEWAY VILLAGE PHASE II	939 GATEWAY ST	SALISBURY	MD	21801	62	62
MDA20030012	COTTAGES AT RIVER HOUSE I	1000 RIVERHOUSE DR	SALISBURY	MD	21801	29	29
MDA20040050	HOMES AT FOXFIELD	128 FOXFIELD CIR	SALISBURY	MD	21801	112	112
MDA20070133	WESTBROOK APT HOMES	500 DELAWARE AVE	SALISBURY	MD	21801	96	95
MDA20060022	COTTAGES AT RIVER HOUSE II	1002 RIVERHOUSE DR	SALISBURY	MD	21801	52	52
MDA20090025	COTTAGES AT RIVER HOUSE III	1022 RIVERHOUSE DR	SALISBURY	MD	21801	32	32
MDA20160013	THE LODGES AT NAYLOR MILL PHASE II	29339 Naylor Mill Road	Salisbury	MD	21802	45	45
MDA20040075	PEMBERTON MANOR APTS	1020 FAIRGROUND DR	SALISBURY	MD	21801	209	209
MDA20040100	SALISBURY COMMONS	105 WINTERBORN LN	SALISBURY	MD	21804	96	96

MDA20050065	GATEWAY VILLAGE PHASE III	610 SENIOR WAY	SALISBURY	MD	21801	36	36
MDA20050130	VILLAGE AT MITCHELL POND	1101 PARSONS RD	SALISBURY	MD	21801	68	68
MDA20090110	VICTORIA PARK AT SASSAFRAS	875 VICTORIA PARK DR	SALISBURY	MD	21801	80	80
MDA20140724	LEONARD APTS	800 BOOTH ST	SALISBURY	MD	21801	66	66

Source: <https://lihtc.huduser.gov/>

There are nineteen (19) LIHTC projects with 1,448 units of affordable rental housing in the City.

### Multifamily Housing

The following is a list of HUD Multifamily housing in the City of Salisbury:

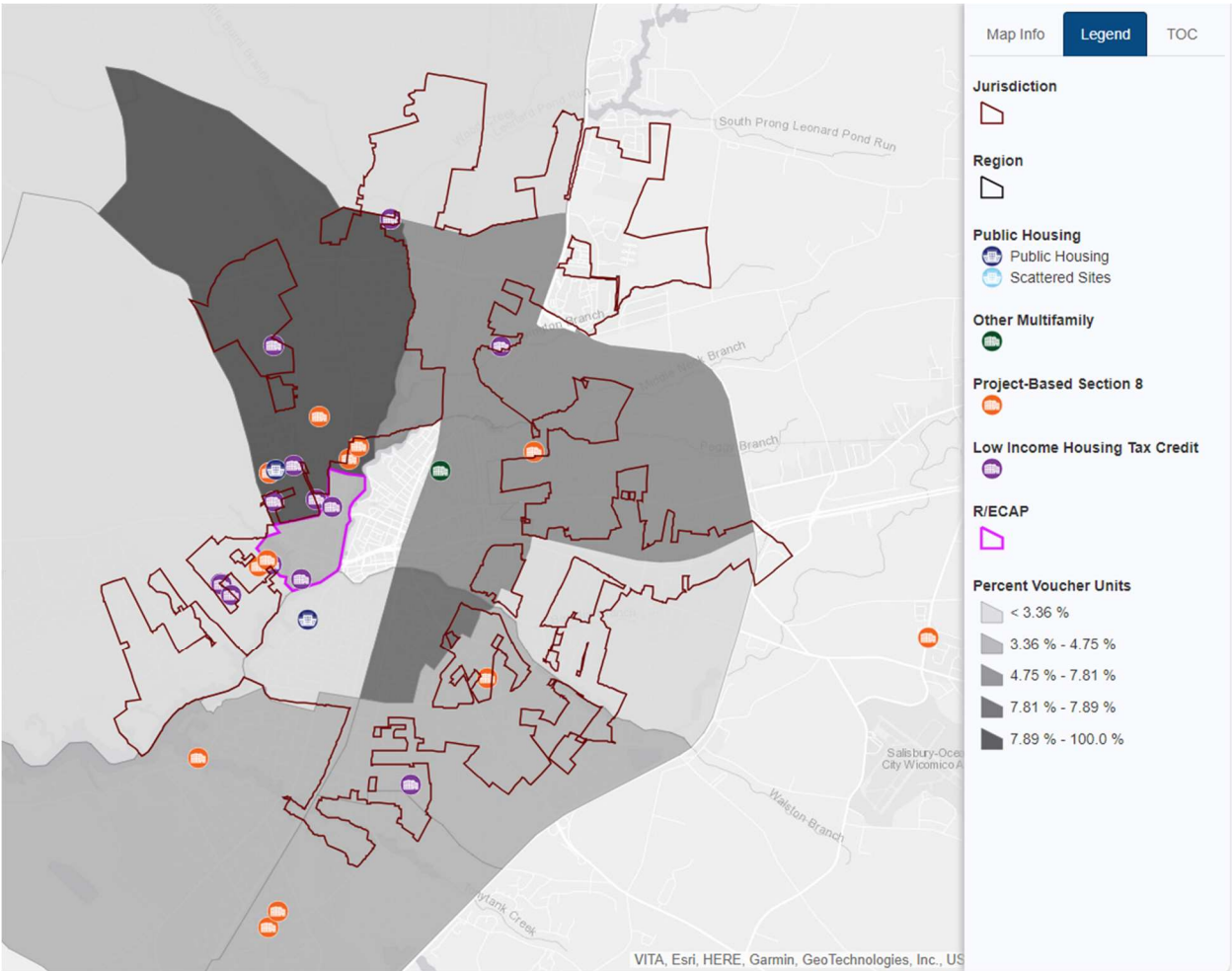
HUD ID	PROPERTY NAME	ADDRESS	CITY	STATE	ZIP	TOTAL ASSISTED UNITS	TOTAL UNITS	ASSISTANCE
800009190	DEAF INDEPENDENT RESIDENCE I	5989 Walston Switch Rd	Salisbury	MD	21804	9	9	202/811
800009191	DEAF INDEPENDENT RESIDENCE II	725 Buckingham Circle	Salisbury	MD	21801	12	12	202/811
800009313	Lakeview Apartments	406 TRINITY DR	Salisbury	MD	21801	37	37	202/811
800009363	MOSS HILL TOWNHOUSES	407 Moss Hill Lane	Salisbury	MD	21801	160	200	Insured-Subsidized
800009384	PEMBERTON MANOR APARTMENTS	1020 Fairground Dr	Salisbury	MD	21801	143	209	Subsidized - Previously Insured
800009401	PINE BLUFF VILLAGE	1514 RIVERSIDE DR	Salisbury	MD	21801	150	150	Subsidized, No HUD Financing
800009520	WEST ROAD APARTMENTS	1008 East Road	Salisbury	MD	21801	56	56	Subsidized - Previously Insured
800009540	Village at Mitchell Pond	1115 PARSONS RD	Salisbury	MD	21801	120	68	Insured-Subsidized
800215298	Calloway Street	600 Calloway Street	Salisbury	MD	21804	10	10	202/811
800225171	Victoria Park at Sassafras Meadows	875 Victoria Park Drive	Salisbury	MD	21801	0	80	Insured-Unsubsidized

Source: [https://www.hud.gov/program\\_offices/housing/mfh/presrv/mfhpreservation](https://www.hud.gov/program_offices/housing/mfh/presrv/mfhpreservation)

There are ten (10) active HUD Multifamily Housing projects with 697 units of affordable rental housing in the City.

Housing Choice Voucher usage, Public Housing developments, and Low Income Housing Tax Credit (LIHTC) developments are distributed throughout the City. Illustrated in the maps below, there are no distinct patterns of concentration of HUD assisted housing units. The City, as well as the Housing Authority, is aware of the concerns of concentrating low-income housing units within close proximity of each other. Both entities encourage new affordable housing developments outside of areas of existing HUD assisted housing but are also providing financial investments into the existing HUD assisted affordable housing units.

### Location of Assisted Housing



Source: <https://egis.hud.gov/affht>

## **7. Planning, Zoning, and Building Codes**

The City of Salisbury, Maryland has codified its ordinances. The City last amended its zoning code on November 11, 2018 with the passage of Ordinance No. 2507. The Zoning Ordinance is listed as Title 17, Zoning, under the City's Code of Ordinances.

The City's Comprehensive Plan appears to be in compliance with the federal regulations governing fair housing. There was previously a need to update the City's Zoning Ordinance to bring it into compliance with the City's Comprehensive Plan.

The City uses provisions in their Annexation Agreements that require Owners/Developers to pay development assessments to the City on a per lot basis for re-investments in existing neighborhoods and contributions to housing affordability. The development assessments are used by the City in its sole discretion for beautification, restoration, and revitalization improvements to existing neighborhoods and for the promotion of addressing the City's workforce/affordable housing needs and implementation of a workforce housing program.

In reviewing the City's Zoning Ordinance, it is recommended that there is a need to add information, definitions and provisions concerning Fair Housing.

It is recommended that the City include language in the Zoning Ordinance stating the City's commitment to affirmatively further fair housing through its land use regulations and public policies, such as zoning, to promote fair housing choice for all residents in the City of Salisbury. The statement should include mention of the Fair Housing Act of 1968, the Americans with Disabilities Act of 1990, as well as identification of the federal protected classes.

The City's Zoning Ordinance does not appear to contain any specific discriminatory language; however, the definitions under "17.04.120 – Definitions" should be reviewed and consideration should be given to revising the definition of family, as well as including additional definitions.

The City should consider including the following definitions: "Fair Housing Act", "Americans with Disabilities Act", "Handicap", and "Reasonable Accommodation."

The Zoning Ordinance defines "Family" as, "Up to a maximum of four persons who are not so related." Definitions that have a limit of four or fewer unrelated adults may be considered discriminatory as the limitation may have an adverse impact on minorities or people with disabilities.

The Federal Courts have ruled that four to six persons with a disability living together in a single-family residence, should be considered a “family” and thereby be permitted to live together as a family in any zoning district that permits residential uses.

The City should consider adopting a written reasonable accommodation policy that allows for changes in rules and procedures to afford persons with disabilities equal opportunity to housing, as required by the Fair Housing Act. A reasonable accommodation policy would allow the City flexibility in the application of zoning and land use, as well as providing housing developers guidance in requesting reasonable accommodations.

### ***City of Salisbury Building Codes***

The City of Salisbury uses the following building codes:

- International Building Code 2019 Edition
- International Residential Code 2019 Edition
- International Mechanical Code, 2019 Edition
- International Energy Conservation Code 2019 Edition
- International Plumbing Code 2019 Edition
- International Fuel Gas Code 2019 Edition
- International Existing Building Code 2019 Edition
- ADA Standards for Accessible Design 2019 ICC/ANSI A117.1
- Electrical Code via Wicomico County
- State of Maryland Fire Prevention Code

The International Building Code (new construction) and the International Existing Building Code (renovation/rehabilitation) are model codes and are in compliance with the federal laws and regulations governing fair housing and accessibility.

Building inspections are administered by the Department of Building, Permitting and Inspections. The Building Codes are enforced through plan review and inspections. Interviews with the Department of Inspections staff indicated that developers and contractors are abiding by the State and Federal accessibility regulations and there does not appear to be any blatant violations.

### ***Accessibility Regulations***

HUD encourages its grantees to incorporate “visitability” principles into their designs. Housing that is “visitable” includes the most basic level of accessibility that enables persons with disabilities to visit the home of a friend, family member, or neighbor. “Visitable” homes have at least one accessible means of egress/ingress for each unit, and all interior and



bathroom doorways have at least a 32-inch clear opening. As a minimum, HUD grantees are required to abide by all Federal laws governing accessibility for disabled persons. The City of Salisbury appears to be in full compliance with the HUD visitability standards.

Federal laws governing accessibility requirements include Section 504 of the Rehabilitation Act, the Americans with Disabilities Act, and the Fair Housing Act.

Section 504 of the Rehabilitation Act (24 CFR Part 8), known as “Section 504” prohibits discrimination against persons with disabilities in any program receiving Federal funds. Specifically, Section 504 concerns the design and construction of housing to ensure that a portion of all housing developed with Federal funds is accessible to those with mobility, visual, and hearing impairments.

The Americans with Disabilities Act (42 U.S.C. 12131; 47 U.S.C. 155, 201, 218, and 225) (ADA) prohibits discrimination against persons with disabilities in all programs and activities sponsored by state and local governments. Specifically, ADA gives HUD jurisdiction over housing discrimination against persons with disabilities.

The Fair Housing Act prohibits discrimination in the sale or rental of housing. It also requires that landlords must make reasonable modifications dwellings and common use areas to accommodate persons who have a disability. For all new residential buildings of four or more units built after March 13, 1991: public and common areas must be accessible to persons with disabilities; doors and hallways must be wide enough for wheelchairs; all housing units must have accessible routes into and through the unit; there must be accessible light switches, outlets, thermostats; bathroom walls must be reinforced to allow for the installation of grab bars; and kitchens and baths must be accessible so they can be used by persons in wheelchairs.

## **8. Limited English Proficiency (LEP) Persons**

Section 601 of Title VI the Civil Rights Act of 1964 is the federal law that protects individuals from discrimination on the basis of their race, color, or national origin in programs or activities that receive federal financial assistance. One type of national origin discrimination is discrimination based on a person’s inability to speak, read, write, or understand English. In certain situations, failure to ensure that persons who are LEP can effectively participate in, or benefit from, federally assisted programs may violate the Civil Rights Act.

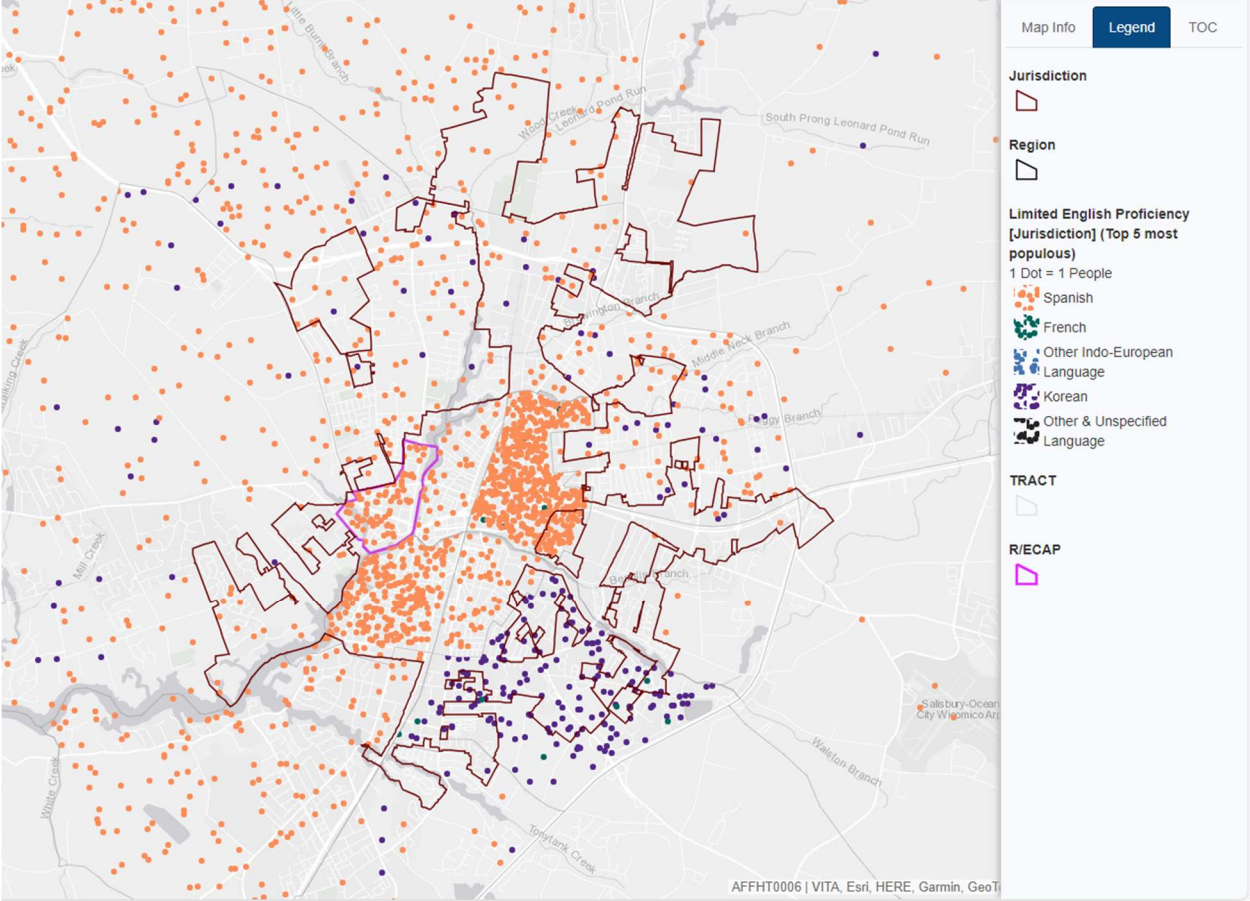
According to the 2013-2017 American Community Survey for the City of Salisbury, 16.7% of residents speak a language other than English at home. Of those residents, 55.6% report that they speak English less than “very well.” The following languages are spoken at home:

English	83.3%
Spanish	6.2%
Other Indo-European languages	7.8%
Asian and Pacific Island languages	1.4%
Other languages	1.2%

The two largest non-English speaking populations in the City are Haitian Creole and Spanish speakers.

The following map highlights areas of LEP populations.

**Limited English Proficiency (LEP)**



Source: <https://egis.hud.gov/affht>

## 9. Taxes

While real estate tax rates may not be an impediment to fair housing choice, the amount and method of calculation of taxes impacts the affordability of housing especially as it relates to housing in the surrounding area. The following table shows the millage rates for Wicomico County:

### 2023-2024 Tax Rates in Wicomico County

JURISDICTION	REAL PROPERTY TAX		
	Municipal	County	State
Salisbury	1.0332	0.8855	0.1120
Mardela Springs	0.2300	0.8855	0.1120
Pittsville	0.2875	0.8855	0.1120
Sharptown	0.6000	0.8855	0.1120
Delmar	0.6900	0.8855	0.1120
Willards	0.5100	0.8855	0.1120
Hebron	0.4450	0.8855	0.1120
Fruitland	0.8762	0.8855	0.1120

Source: <https://dat.maryland.gov/Documents/statistics/Tax%20Rates%202023-2024%20-%20Tax%20Table%20July%202023%20for%20Website.pdf>

Real estate tax rates are the highest in the City as compared to the County. Studies have shown that property values tend to appreciate slower in areas of higher effective property tax rates as compared to areas of lower effective property tax rates. This is of course contingent on the real tax rate as it relates to assessed home values.

## 10. Comprehensive Plan

In 2010, the City of Salisbury last updated its Comprehensive Plan. The City began the process of updating its Comprehensive Plan in 2023. The 2010 goals and outcomes identified for the City are:

### Goals –

For the purpose of this Comprehensive Plan, goals articulate the vision by setting the direction for the City of Salisbury as it changes over time. These goals will provide a balanced, sustainable, environmentally sound, and

financially secure City where existing and new residents can continue to thrive.

- To use open space, pedestrian and street corridors to strengthen connections between residential neighborhoods, the downtown and employment areas.
- To provide for the appropriate use of limited land resources in the City of Salisbury in an orderly and controlled manner to grow and develop according to the specific needs of the City.
- To promote a compact development pattern and to grow in an orderly and controlled manner that enhances sustainability and provides a livable community.
- To pursue infill annexation opportunities while assuring that future growth does not outpace available public facilities.

#### Objectives –

Objectives provide the framework to reach the City of Salisbury's goals. For Salisbury, the objectives work to ensure orderly and efficient growth while balancing the welfare of its residents.

- Provide a clear direction for growth in the City, as well as the associated infrastructure and facilities necessary to support future growth and development.
- Redevelop underutilized areas in the City in an appropriate manner for the benefit of existing and future residents, while encouraging responsible and sustainable new development in appropriate areas.
- Provide a comprehensive, balanced transportation system for the safe, convenient, and efficient movement of people, goods, and services among places of residence, employment, shopping and recreation throughout the City.
- Strengthen Main Street and the Downtown Corridor to encourage continued commercial growth while also utilizing valuable resources outside of the Downtown.
- Promote Salisbury as the urban center of the Delmarva Peninsula by creating opportunities to expand into new tourism markets and enhancing existing tourism markets, such as interconnecting the existing hiking and biking trails through the City.

- Provide a variety of public-accessible open space areas and recreational facilities.
- Protect and restore historically- and culturally-significant places throughout Salisbury.
- Improve the quality of housing while offering a variety of housing types in the City to meet different income needs.
- Streamline the annexation process to reduce conflict between the City and Wicomico County, establish clear boundaries between Salisbury and the surrounding jurisdictions and to update annexation plans as necessary.
- Preserve and conserve the valuable natural resource lands and other sensitive areas in the City to improve the quality of the resource.

The City's Comprehensive Plan does not contain any policy that would impede fair housing choice.

### **11. Section 3**

HUD's definition of Section 3 is:

*Section 3 is a provision of the Housing and Urban Development Act of 1968. The purpose of Section 3 to ensure that employment and other economic opportunities generated by certain HUD financial assistance shall, to the greatest extent feasible, and consistent with existing Federal, State and local laws and regulations, be directed to low- and very low-income persons, particularly those who are recipients of government assistance for housing, and to business concerns which provide economic opportunities to low- and very low-income persons.*

All Section 3 covered contracts for the City of Salisbury include the following clause (referred to as the Section 3 clause):

A. The work to be performed under this contract is subject to the requirements of Section 3 of the Housing and Urban Development Act of 1968, as amended, 12 U.S.C. 1701u (Section 3). The purpose of Section 3 is to ensure that employment and other economic opportunities generated by HUD assistance or HUD-assisted projects covered by Section 3, shall, to the greatest extent feasible, be directed to low- and very low-income persons, particularly persons who are recipients of HUD assistance for housing.

B. The parties to this contract agree to comply with HUD's regulations in 24 CFR part 135, which implement Section 3. As evidenced by their execution of this contract, the parties to this contract certify that they are under no contractual or other impediment that would prevent them from complying with the part 135 regulations.

C. The contractor agrees to send to each labor organization or representative of workers with which the contractor has a collective bargaining agreement or other understanding, if any, a notice advising the labor organization or workers' representative of the contractor's commitments under this Section 3 clause, and will post copies of the notice in conspicuous places at the work site where both employees and applicants for training and employment positions can see the notice. The notice shall describe the Section 3 preference, shall set forth minimum number and job titles subject to hire, availability of apprenticeship and training positions, the qualifications for each; and the name and location of the person(s) taking applications for each of the positions; and the anticipated date the work shall begin.

D. The contractor agrees to include this Section 3 clause in every subcontract subject to compliance with regulations in 24 CFR part 135, and agrees to take appropriate action, as provided in an applicable provision of the subcontract or in this Section 3 clause, upon a finding that the subcontractor is in violation of the regulations in 24 CFR part 135. The contractor will not subcontract with any subcontractor where the contractor has notice or knowledge that the subcontractor has been found in violation of the regulations in 24 CFR part 135.

E. The contractor will certify that any vacant employment positions, including training positions, that are filled (1) after the contractor is selected but before the contract is executed, and (2) with persons other than those to whom the regulations of 24 CFR part 135 require employment opportunities to be directed, were not filled to circumvent the contractor's obligations under 24 CFR part 135.

F. Noncompliance with HUD's regulations in 24 CFR part 135 may result in sanctions, termination of this contract for default, and debarment or suspension from future HUD assisted contracts.

G. With respect to work performed in connection with Section 3 covered Indian housing assistance, Section 7(b) of the Indian Self-Determination and Education Assistance Act (25 U.S.C. 450e) also applies to the work to be performed under this contract. Section 7(b) requires that to the greatest extent feasible (i) preference and opportunities for training and employment shall be given to Indians, and (ii) preference in the award of contracts and subcontracts shall be given to Indian organizations and Indian-owned

Economic Enterprises. Parties to this contract that are subject to the provisions of Section 3 and Section 7(b) agree to comply with Section 3 to the maximum extent feasible, but not in derogation of compliance with Section 7(b).

The City has identified the following Section 3 Goals:

All CDBG-funded construction contracts that are subject to Section 3 will include the following documents in the attachments to the bid package –

- CDBG Entitlement Program – Salisbury, MD – Special Conditions (for applicable Program Year funding)
- Employee Section 3 Self-Certification Form
- Section 3 Employer Certification of Worker Status
- Map of Project Targeted Worker Radius

During this Analysis of Impediments study, no impediments or complaints were mentioned or filed based on Section 3 Requirements.

## **12. Transportation**

Renting or owning an affordable home is not the only factor in a resident's quality of life and access to fair housing. Having access to transportation, whether it is a private vehicle or a public bus, is just as important as the price of a rent or mortgage. Mobility determines whether a resident can access work, education, services, or healthcare.

Shore Transit, a division of the Tri-County Council for the Lower Eastern Shore of Maryland, is the public transit agency for the Maryland lower eastern shore counties of Somerset, Wicomico and Worcester. Shore Transit offers public transportation via fixed route and origin-to-destination services. The Shore Transit staff meets regularly with the Shore Transit Advisory Board to discuss issues relating to the efficient and effective operating of the transit agency. The Advisory Board is composed of representatives from public agencies, private businesses, education, and consumer advocates. The mission of Shore Transit is to provide safe, reliable, friendly, and efficient community transportation services to the residents and businesses of Somerset, Wicomico, and Worcester counties in Maryland, on clean, well-maintained vehicles, operated by trained, licensed, professionals, with a focus on excellent customer service. Shore Transit operates a safe, efficient, and effective community public transportation system.

The base single-ride fare for most local trips is \$3.00. Shore Transit offers Senior and Disabled discounts and Unlimited Weekly Bus Rides for \$25 for seven (7) days of unlimited fixed route bus rides, \$50 for fourteen (14)

days, \$75 for twenty-one (21) days, \$100 for thirty (30) days. Schedule and routes are available at <http://www.shoretransit.org/> and uses Google to translate to over 100 languages.

Shore Transit coordinates with the following agencies by providing transportation services to the Somerset DSS, Wicomico DSS, and Worcester DSS.

Guide dogs and other service animals are permitted on Shore Transit vehicles; no permit is required. All Shore Transit vehicles and facilities are handicap accessible and Shore Transit accepts portable oxygen, respirators and concentrators on all vehicles. If a disability/medical condition or public transportation system accessibility/environmental barriers, prevents the rider from utilizing the fixed route public transportation services, they may be eligible for curb-to-curb service through Paratransit Service.

### **13. Education**

Wicomico County Public Schools educate approximately 15,000 students every day, from PreK through Grade 12. Wicomico Schools offers a wide range of academically challenging programs including NexGen STEM Academy, Career and Technology Education, intermediate Magnet Program, elementary and middle school Thinking and Doing (TAD) gifted program, and more. There are four high schools with grades 9-12, one middle/high school with grades 6-12, three middle schools with grades 6-8, one elementary/middle school with grades 4-8, 16 elementary schools, as well as an Early Learning Center, an Evening High School, Choices Academy, and the Online Learning Lab. WCPS has nearly 1,300 classroom teachers and employs close to 2,400 full-time staff members. The FY 2024 Operating Budget is \$249 million; 74% of the Operating Budget is dedicated to direct instruction and the cost per pupil is \$15,921. The latest graduation rate was 84%.

According to niche.com, “Wicomico County Public Schools is an above average, public school district located in Salisbury, MD. It has 14,664 students in grades PreK through 12 with a student-teacher ratio of 12 to 1. According to state test scores, 16% of students are at least proficient in math and 26% in reading.”

### **14. Food Access**

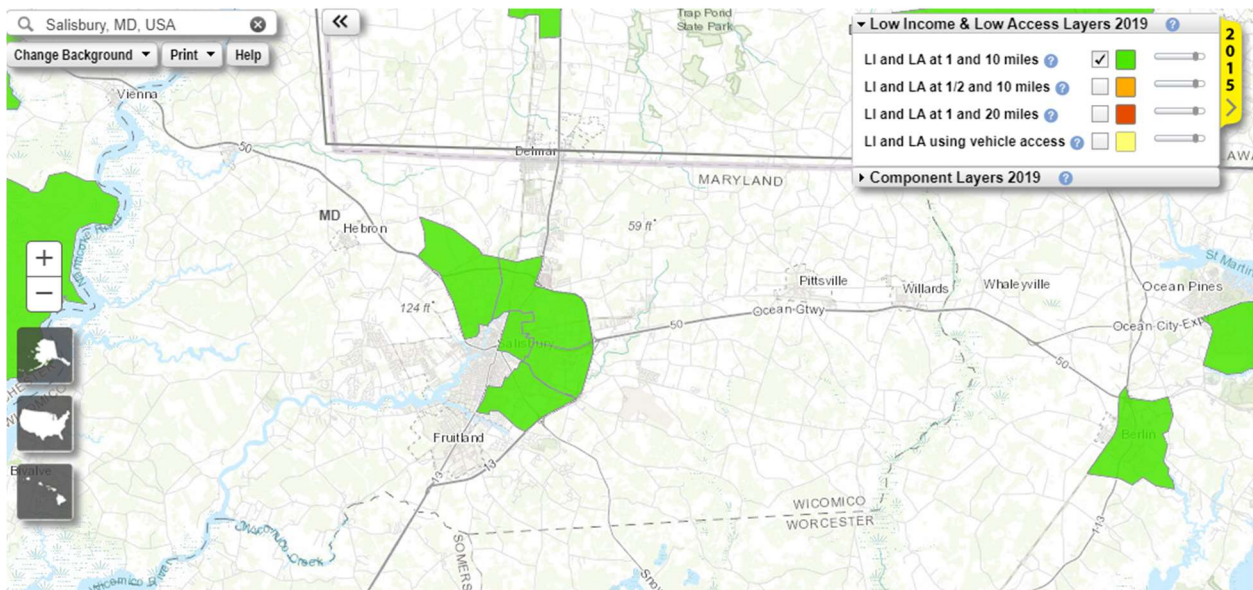
Limited access to supermarkets, supercenters, grocery stores, or other sources of healthy and affordable food may make it harder for some



Americans to eat a healthy diet. There are many ways to measure food store access for individuals and for neighborhoods, and many ways to define which areas are food deserts - neighborhoods that lack healthy food sources. Most measures and definitions take into account at least some of the following indicators of access:

- Accessibility to sources of healthy food, as measured by distance to a store or by the number of stores in an area.
- Individual-level resources that may affect accessibility, such as family income or vehicle availability.
- Neighborhood-level indicators of resources, such as the average income of the neighborhood and the availability of public transportation.

### Food Access Map



Source: [www.ers.usda.gov/data-products/food-access-research-atlas/go-to-the-atlas](http://www.ers.usda.gov/data-products/food-access-research-atlas/go-to-the-atlas)

In the map above, low access to healthy food is defined as being far from a supermarket, supercenter, or large grocery store. A census tract is considered to have low access if a significant number or share of individuals in the tract do not have vehicles and are over a mile from a fresh food source. There are five (5) census tracts located in the City that are defined as having low access to healthy food.

## C. Private Sector

The private sector has traditionally generated the most easily recognized impediments to fair housing choice in regard to discrimination in the sale, rental

or advertising of dwellings; the provision of brokerage services; or in the availability of financing for real estate purchases. The Fair Housing Act and local laws prohibits such practices as the failure to give the same terms, privileges, or information; charging different fees; steering prospective buyers or renters toward a certain area or neighborhood; or using advertising that discourages prospective buyers or renters because of race, color, religion, sex, handicap, familial status, and national origin.

### **1. Real Estate Practices**

The Coastal Association of REALTORS is the local organization of real estate brokers operating in Somerset, Wicomico, and Worcester Counties. The Realtors Association has an open membership policy and does not discriminate. Members are bound by the Code of Ethics of the National Association of Realtors (NAR). This Code of Ethics obligates its members to maintain professional standards including efforts to affirmatively furthering fair housing. Realtors are required to complete annual continuing education on topics that focus on protecting the rights of persons covered under the Fair Housing Act, the Civil Rights Act, and ADA laws.

### **2. Real Estate Advertising**

Under Federal Law, no advertisement with respect to the sale or rental of a dwelling unit may indicate any preference, limitation, or discrimination because of race, color, religion, sex, handicap, familial status, or national origin. Under the Fair Housing Act Amendments, descriptions are listed in regard to the use of words, photographs, symbols or other approaches that are considered discriminatory.

Real estate advertisements were reviewed from several electronic sources such as: Facebook, Craigslist, Realtor.com, Rent.com, RentDelMarVa.com Wicomico Real Estate Now, including The Daily Times and Salisbury Independent. Some of the sources included a disclaimer from the publisher indicating that each advertisement is subject to the Federal Fair Housing Act and that all dwellings advertised are available on an equal opportunity basis. Most of the sources included the Fair Housing logo. None of the publications appeared to contain discriminatory language nor prohibited occupancy by any protected class.

### **3. Private Financing**

The Financial Institutions Reform, Recovery, and Enforcement Act of 1989 (F.I.R.R.E.A.) requires any commercial institution that makes five (5) or more home mortgage loans, to report all home loan activity to the Federal Reserve Bank under the Home Mortgage Disclosure Act (HMDA). The

annual HMDA data can be found online at [www.ffiec.gov/hmda/](http://www.ffiec.gov/hmda/). The most recent HMDA Data is that of 2022, which is the data that was used for this analysis. The following tables provide an analysis of the HMDA data in the Salisbury, MD Metropolitan Statistical Area (MSA). The MSA includes Somerset County, Sussex County, Wicomico County and Worcester County. The boundaries between the City and the County are noncontiguous and Census Tracts can include both City and County residents. The following Census Tracts are specific to the County and were removed from City calculations: 0106.04; 0106.05; 0107.01; and 0108.00. The home loans included in this report represent loans on 1- to 4-family and manufactured homes from the following loan types: 1) FHA, FSA/RHS and VA; 2) Conventional; 3) Refinancings; and 4) Home Improvement.

The table below lists the lending activity that occurred during 2022 in the area.

Home Loans Purchased by Location of Property and Type of Loan								
Area	FHA, FSA/RHS & VA		Conventional		Refinancing		Home Improvement Loans	
	#	Amount	#	Amount	#	Amount	#	Amount
City of Salisbury	313	50,096	90	16,832	94	17,477	10	691
Wicomico County	354	57,029	104	19,493	120	22,020	13	778
MSA	1292	246,075	1653	431,369	709	160,983	59	8,970
City Loans as a % of County Loans	88.42%	87.84%	86.54%	86.35%	78.33%	79.37%	76.92%	88.82%
City Loans as a % of MSA Loans	24.23%	20.36%	5.44%	3.90%	13.26%	10.86%	16.95%	7.70%

Source: <https://ffiec.cfbp.gov/data-publication/aggregate-reports/2022/MD/41540>

The table below lists the lending activity that occurred during 2022 in the area.

Home Loans Purchased by Location of Property and Type of Loan						
Loan		Loans Originated	Approved, Not Accepted	Applications Denied	Applications Withdrawn	File Closed for Incompleteness
FHA, FSA/RHS & VA	Salisbury	388	6	76	71	11
	Wicomico	472	9	95	86	15
	MSA	1,867	49	334	323	86
Conventional	Salisbury	461	16	79	57	12
	Wicomico	600	25	110	73	15
	MSA	6,565	245	1,030	921	250
Refinancings	Salisbury	380	43	224	165	92
	Wicomico	520	59	322	223	116
	MSA	3,482	352	1,629	1,384	583
Home Improvement Loans	Salisbury	117	3	96	16	5
	Wicomico	161	5	123	24	7
	MSA	797	33	619	118	60

Source: <https://ffiec.cfpb.gov/data-publication/aggregate-reports/2022/MD/41540>

The table below lists the lending activity by income group to establish a baseline for lending activity per income.

Disposition of Loan Applications by Income of Applicant												
Loan	Income	Total Apps	Loans Originated		Approved But Not Accepted		Applications Denied		Applications Withdrawn		Files Closed for Incompleteness	
		#	#	%	#	%	#	%	#	%	#	%
FHA, FSA/RHS, and VA	Less than 50% of MSA/MD median	243	129	53.1%	8	3.3%	72	29.6%	24	9.9%	10	4.1%
	50-79% of MSA/MD median	798	554	69.4%	19	2.4%	108	13.5%	91	11.4%	26	3.3%

	80-99% of MSA/MD median	549	407	74.1%	10	1.8%	53	9.7%	56	10.2%	23	4.2%
	100-119% of MSA/MD median	340	254	74.7%	3	0.9%	30	8.8%	43	12.6%	10	2.9%
	120% or more of MSA/MD median	716	517	72.2%	9	1.3%	65	9.1%	108	15.1%	17	2.4%
Conventional	Less than 50% of MSA/MD median	438	144	32.9%	13	3.0%	208	47.5%	38	8.7%	35	8.0%
	50-79% of MSA/MD median	921	545	59.2%	27	2.9%	196	21.3%	87	9.4%	66	7.2%
	80-99% of MSA/MD median	678	456	67.3%	22	3.2%	101	14.9%	70	10.3%	29	4.3%
	100-119% of MSA/MD median	560	409	73.0%	7	1.3%	77	13.8%	46	8.2%	21	3.8%
	120% or more of MSA/MD median	6,107	4,773	78.2%	152	2.5%	423	6.9%	665	10.9%	94	1.5%
Refinance	Less than 50% of MSA/MD median	633	209	33.0%	26	4.1%	205	32.4%	146	23.1%	47	7.4%
	50-79% of MSA/MD median	1,149	456	39.7%	63	5.5%	307	26.7%	232	20.2%	91	7.9%
	80-99% of MSA/MD median	819	339	41.4%	55	6.7%	215	26.3%	154	18.8%	56	6.8%
	100-119% of MSA/MD median	662	319	48.2%	26	3.9%	145	21.9%	109	16.5%	63	9.5%
	120% or more of MSA/MD median	3,375	1,752	51.9%	145	4.3%	663	19.6%	583	17.3%	232	6.9%
Home Imprvt	Less than 50% of MSA/MD median	235	76	32.3%	2	0.9%	144	61.3%	4	1.7%	9	3.8%
	50-79% of MSA/MD median	309	125	40.5%	6	1.9%	142	46.0%	24	7.8%	12	3.9%

	80-99% of MSA/MD median	212	105	49.5%	5	2.4%	82	38.7%	13	6.1%	7	3.3%
	100-119% of MSA/MD median	165	74	44.8%	5	3.0%	65	39.4%	13	7.9%	8	4.8%
	120% or more of MSA/MD median	648	381	58.8%	14	2.2%	167	25.8%	63	9.7%	23	3.5%
Total	Less than 50% of MSA/MD median	1,549	558	36.0%	49	3.2%	629	40.6%	212	13.7%	101	6.5%
	50-79% of MSA/MD median	3,177	1,680	52.9%	115	3.6%	753	23.7%	434	13.7%	195	6.1%
	80-99% of MSA/MD median	2,258	1,307	57.9%	92	4.1%	451	20.0%	293	13.0%	115	5.1%
	100-119% of MSA/MD median	1,727	1,056	61.1%	41	2.4%	317	18.4%	211	12.2%	102	5.9%
	120% or more of MSA/MD median	10,846	7,423	68.4%	320	3.0%	1,318	12.2%	1,419	13.1%	366	3.4%
	TOTAL	19,557	12,024	61.5%	617	3.2%	3,468	17.7%	2,569	13.1%	879	4.5%

Source: <https://ffiec.cfbp.gov/data-publication/aggregate-reports/202217/MD/41540>

The table below lists the lending activity by racial/ethnic group.

Disposition of Loan Applications by Race/Ethnicity of Applicant												
Loan	Cohort	Total Apps	Loans Originated		Approved But Not Accepted		Applications Denied		Applications Withdrawn		Files Closed for Incompleteness	
		#	#	%	#	%	#	%	#	%	#	%
FHA, FSA/RHS, and VA	American Indian/Alaska Native	13	10	76.9%	1	7.7%	1	7.7%	1	7.7%	0	0.0%
	Asian	20	17	85.0%	0	0.0%	1	5.0%	2	10.0%	0	0.0%
	Black or African American	322	207	64.3%	7	2.2%	49	15.2%	43	13.4%	16	5.0%

	Native Hawaiian or Other Pacific Islander	2	2	100.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%
	White	1,970	1,435	72.8%	39	2.0%	217	11.0%	221	11.2%	58	2.9%
	2 or more minority races	3	0	0.0%	0	0.0%	2	66.7%	1	33.3%	0	0.0%
	Joint (White/Minority Race)	30	22	73.3%	1	3.3%	3	10.0%	1	3.3%	3	10.0%
	Race Not Available	284	168	59.2%	1	0.4%	54	19.0%	52	18.3%	9	3.2%
	Hispanic or Latino	107	76	71.0%	1	0.9%	13	12.1%	11	10.3%	6	5.6%
Conventional	American Indian/Alaska Native	15	11	73.3%	0	0.0%	3	20.0%	0	0.0%	1	6.7%
	Asian	170	113	66.5%	3	1.8%	22	12.9%	24	14.1%	8	4.7%
	Black or African American	337	133	39.5%	3	0.9%	142	42.1%	19	5.6%	40	11.9%
	Native Hawaiian or Other Pacific Islander	13	7	53.8%	1	7.7%	3	23.1%	1	7.7%	1	7.7%
	White	6,976	5,281	75.7%	186	2.7%	663	9.5%	689	9.9%	157	2.3%
	2 or more minority races	8	2	25.0%	0	0.0%	1	12.5%	4	50.0%	1	12.5%
	Joint (White/Minority Race)	101	69	68.3%	2	2.0%	12	11.9%	12	11.9%	6	5.9%
	Race Not Available	1,078	709	65.8%	26	2.4%	157	14.6%	156	14.5%	30	2.8%
	Hispanic or Latino	196	101	51.5%	6	3.1%	50	25.5%	19	9.7%	20	10.2%
Refi	American Indian/Alaska Native	19	6	31.6%	0	0.0%	10	52.6%	1	5.3%	2	10.5%
	Asian	55	17	30.9%	6	10.9%	8	14.5%	17	30.9%	7	12.7%

	Black or African American	431	140	32.5%	24	5.6%	138	32.0%	78	18.1%	51	11.8%
	Native Hawaiian or Other Pacific Islander	6	1	16.7%	0	0.0%	2	33.3%	2	33.3%	1	16.7%
	White	4,972	2,453	49.3%	245	4.9%	1,010	20.3%	919	18.5%	345	6.9%
	2 or more minority races	7	1	14.3%	0	0.0%	4	57.1%	2	28.6%	0	0.0%
	Joint (White/Minority Race)	67	26	38.8%	3	4.5%	21	31.3%	10	14.9%	7	10.4%
	Race Not Available	1,072	427	39.8%	37	3.5%	340	31.7%	193	18.0%	75	7.0%
	Hispanic or Latino	133	55	41.4%	7	5.3%	34	25.6%	21	15.8%	16	12.0%
Home Improvement	American Indian/Alaska Native	21	5	23.8%	0	0.0%	14	66.7%	1	4.8%	1	4.8%
	Asian	10	6	60.0%	1	10.0%	2	20.0%	1	10.0%	0	0.0%
	Black or African American	157	53	33.8%	1	0.6%	94	59.9%	7	4.5%	2	1.3%
	Native Hawaiian or Other Pacific Islander	3	1	33.3%	0	0.0%	2	66.7%	0	0.0%	0	0.0%
	White	1,218	633	52.0%	27	2.2%	422	34.6%	90	7.4%	46	3.8%
	2 or more minority races	1	0	0.0%	0	0.0%	0	0.0%	0	0.0%	1	100.0%
	Joint (White/Minority Race)	17	9	52.9%	0	0.0%	6	35.3%	2	11.8%	0	0.0%
	Race Not Available	139	54	38.8%	3	2.2%	58	41.7%	16	11.5%	8	5.8%
	Hispanic or Latino	40	10	25.0%	2	5.0%	22	55.0%	2	5.0%	4	10.0%
Total	American Indian/Alaska Native	68	32	47.1%	1	1.5%	28	41.2%	3	4.4%	4	5.9%



	Asian	255	153	60.0%	10	3.9%	33	12.9%	44	17.3%	15	5.9%
	Black or African American	1,247	533	42.7%	35	2.8%	423	33.9%	147	11.8%	109	8.7%
	Native Hawaiian or Other Pacific Islander	24	11	45.8%	1	4.2%	7	29.2%	3	12.5%	2	8.3%
	White	15,136	9,802	64.8%	497	3.3%	2,312	15.3%	1,919	12.7%	606	4.0%
	2 or more minority races	19	3	15.8%	0	0.0%	7	36.8%	7	36.8%	2	10.5%
	Joint (White/Minority Race)	215	126	58.6%	6	2.8%	42	19.5%	25	11.6%	16	7.4%
	Race Not Available	2,573	1,358	52.8%	67	2.6%	609	23.7%	417	16.2%	122	4.7%
	Hispanic or Latino	476	242	50.8%	16	3.4%	119	25.0%	53	11.1%	46	9.7%
	Total	20,013	12,260	61.3%	633	3.2%	3,580	17.9%	2,618	13.1%	922	4.6%

Source: <https://ffiec.cfbp.gov/data-publication/aggregate-reports/2022/MD/41540>

The following tables will compare denial rates per racial/ethnic group and income to identify any group that may have higher denial rates than another. Higher denial rates are highlighted.

Disposition of Loan Applications by Race/Ethnicity and Income of Applicant												
Less than 50% of MSA/MD Median												
Loan	Cohort	Total Apps	Loans Originated		Approved But Not Accepted		Applications Denied		Applications Withdrawn		Files Closed for Incompleteness	
		#	#	%	#	%	#	%	#	%	#	%
FHA, FSA/RHS, and VA	American Indian/Alaska Native	2	2	100.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%
	Asian	1	1	100.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%
	Black or African American	49	25	51.0%	1	2.0%	17	34.7%	5	10.2%	1	2.0%

	Native Hawaiian or Other Pacific Islander	0	0	-	0	-	0	-	0	-	0	-
	White	152	86	56.6%	7	4.6%	36	23.7%	16	10.5%	7	4.6%
	2 or more minority races	1	0	0.0%	0	0.0%	1	100.0%	0	0.0%	0	0.0%
	Joint (White/Minority Race)	0	0	-	0	-	0	-	0	-	0	-
	Race Not Available	38	15	39.5%	0	0.0%	18	47.4%	3	7.9%	2	5.3%
	Hispanic or Latino	23	14	60.9%	0	0.0%	5	21.7%	2	8.7%	2	8.7%
Conventional	American Indian/Alaska Native	0	0	-	0	-	0	-	0	-	0	-
	Asian	9	3	33.3%	0	0.0%	6	66.7%	0	0.0%	0	0.0%
	Black or African American	79	6	7.6%	0	0.0%	58	73.4%	2	2.5%	13	16.5%
	Native Hawaiian or Other Pacific Islander	1	0	0.0%	0	0.0%	0	0.0%	1	100.0%	0	0.0%
	White	276	117	42.4%	13	4.7%	101	36.6%	28	10.1%	17	6.2%
	2 or more minority races	0	0	-	0	-	0	-	0	-	0	-
	Joint (White/Minority Race)	2	0	0.0%	0	0.0%	1	50.0%	0	0.0%	1	50.0%
	Race Not Available	68	18	26.5%	0	0.0%	40	58.8%	7	10.3%	3	4.4%
	Hispanic or Latino	42	13	31.0%	0	0.0%	22	52.4%	2	4.8%	5	11.9%
Refinance	American Indian/Alaska Native	4	0	0.0%	0	0.0%	3	75.0%	0	0.0%	1	25.0%
	Asian	3	0	0.0%	1	33.3%	0	0.0%	2	66.7%	0	0.0%
	Black or African American	79	29	36.7%	2	2.5%	25	31.6%	16	20.3%	7	8.9%

	Native Hawaiian or Other Pacific Islander	2	0	0.0%	0	0.0%	0	0.0%	1	50.0%	1	50.0%
	White	442	152	34.4%	22	5.0%	125	28.3%	113	25.6%	30	6.8%
	2 or more minority races	0	0	-	0	-	0	-	0	-	0	-
	Joint (White/Minority Race)	0	0	-	0	-	0	-	0	-	0	-
	Race Not Available	101	26	25.7%	1	1.0%	52	51.5%	14	13.9%	8	7.9%
	Hispanic or Latino	13	2	15.4%	1	7.7%	1	7.7%	6	46.2%	3	23.1%
Home Improvement	American Indian/Alaska Native	8	0	0.0%	0	0.0%	6	75.0%	1	12.5%	1	12.5%
	Asian	1	0	0.0%	0	0.0%	1	100.0%	0	0.0%	0	0.0%
	Black or African American	46	10	21.7%	0	0.0%	34	73.9%	1	2.2%	2	4.3%
	Native Hawaiian or Other Pacific Islander	0	0	-	0	-	0	-	0	-	0	-
	White	161	62	38.5%	2	1.2%	91	56.5%	1	0.6%	46	28.6%
	2 or more minority races	0	0	-	0	-	0	-	0	-	1	-
	Joint (White/Minority Race)	0	0	-	0	-	0	-	0	-	0	-
	Race Not Available	18	4	22.2%	0	0.0%	12	66.7%	1	5.6%	8	44.4%
	Hispanic or Latino	11	1	9.1%	0	0.0%	8	72.7%	0	0.0%	4	36.4%
Total	American Indian/Alaska Native	14	2	14.3%	0	0.0%	9	64.3%	1	7.1%	2	14.3%
	Asian	14	4	28.6%	1	7.1%	7	50.0%	2	14.3%	0	0.0%
	Black or African American	253	70	27.7%	3	1.2%	134	53.0%	24	9.5%	23	9.1%

	Native Hawaiian or Other Pacific Islander	3	0	0.0%	0	0.0%	0	0.0%	2	66.7%	1	33.3%
	White	1,031	417	40.4%	44	4.3%	353	34.2%	158	15.3%	100	9.7%
	2 or more minority races	1	0	0.0%	0	0.0%	1	100.0%	0	0.0%	1	100.0%
	Joint (White/Minority Race)	2	0	0.0%	0	0.0%	1	50.0%	0	0.0%	1	50.0%
	Race Not Available	225	63	28.0%	1	0.4%	122	54.2%	25	11.1%	21	9.3%
	Hispanic or Latino	89	30	33.7%	1	1.1%	36	40.4%	10	11.2%	14	15.7%
	Total	1,632	586	35.9%	50	3.1%	663	40.6%	222	13.6%	163	10.0%

Source: <https://ffiec.cfpb.gov/data-publication/aggregate-reports/2022/MD/41540>

For loan applicants under 50% of MSA/MD Median income the following groups had denial rates that were 10% higher than the average denial rate:

- Asian conventional loan denial rate of 66.7% (47.5% Average)
- Black or African American conventional loan denial rate of 73.4% (47.5% Average)
- American Indian/Alaska Native refinance loan denial rate of 75.0% (32.4% Average)
- American Indian/Alaska Native home improvement loan denial rate of 75.0% (61.3% Average)
- Asian home improvement loan denial rate of 100.0% (61.3% Average)
- Black or African American home improvement loan denial rate of 73.9% (61.3% Average)
- Hispanic or Latino home improvement loan denial rate of 72.7% (61.3% Average)

Disposition of Loan Applications by Race/Ethnicity and Income of Applicant												
50-79% of MSA/MD Median												
Loan	Cohort	Total Apps	Loans Originated		Approved But Not Accepted		Applications Denied		Applications Withdrawn		Files Closed for Incompleteness	
		#	#	%	#	%	#	%	#	%	#	%

FHA, FSA/RHS, and VA	American Indian/Alaska Native	6	3	50.0%	1	16.7%	1	16.7%	1	16.7%	0	0.0%
	Asian	5	5	100.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%
	Black or African American	100	63	63.0%	3	3.0%	17	17.0%	11	11.0%	6	6.0%
	Native Hawaiian or Other Pacific Islander	0	0	-	0	-	0	-	0	-	0	-
	White	600	430	71.7%	14	2.3%	77	12.8%	61	10.2%	18	3.0%
	2 or more minority races	1	0	0.0%	0	0.0%	0	0.0%	1	100.0%	0	0.0%
	Joint (White/Minority Race)	4	2	50.0%	0	0.0%	0	0.0%	1	25.0%	1	25.0%
	Race Not Available	81	51	63.0%	1	1.2%	12	14.8%	16	19.8%	1	1.2%
	Hispanic or Latino	45	35	77.8%	1	2.2%	3	6.7%	3	6.7%	3	6.7%
Conventional	American Indian/Alaska Native	5	2	40.0%	0	0.0%	2	40.0%	0	0.0%	1	20.0%
	Asian	20	13	65.0%	0	0.0%	2	10.0%	5	25.0%	0	0.0%
	Black or African American	72	22	30.6%	0	0.0%	37	51.4%	0	0.0%	13	18.1%
	Native Hawaiian or Other Pacific Islander	2	1	50.0%	0	0.0%	1	50.0%	0	0.0%	0	0.0%
	White	723	454	62.8%	21	2.9%	131	18.1%	77	10.7%	40	5.5%
	2 or more minority races	1	0	0.0%	0	0.0%	1	100.0%	0	0.0%	0	0.0%
	Joint (White/Minority Race)	6	2	33.3%	0	0.0%	2	33.3%	0	0.0%	2	33.3%
	Race Not Available	92	51	55.4%	6	6.5%	20	21.7%	5	5.4%	10	10.9%
	Hispanic or Latino	41	18	43.9%	1	2.4%	9	22.0%	5	12.2%	8	19.5%

Refinance	American Indian/Alaska Native	5	1	20.0%	0	0.0%	4	80.0%	0	0.0%	0	0.0%
	Asian	4	1	25.0%	2	50.0%	1	25.0%	0	0.0%	0	0.0%
	Black or African American	117	29	24.8%	8	6.8%	43	36.8%	23	19.7%	14	12.0%
	Native Hawaiian or Other Pacific Islander	0	0	-	0	-	0	-	0	-	0	-
	White	801	342	42.7%	41	5.1%	184	23.0%	171	21.3%	63	7.9%
	2 or more minority races	3	1	33.3%	0	0.0%	1	33.3%	1	33.3%	0	0.0%
	Joint (White/Minority Race)	12	3	25.0%	2	16.7%	4	33.3%	1	8.3%	2	16.7%
	Race Not Available	205	79	38.5%	10	4.9%	70	34.1%	35	17.1%	11	5.4%
	Hispanic or Latino	36	10	27.8%	4	11.1%	13	36.1%	5	13.9%	4	11.1%
Home Improvement	American Indian/Alaska Native	4	0	0.0%	0	0.0%	4	100.0%	0	0.0%	0	0.0%
	Asian	1	1	100.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%
	Black or African American	39	12	30.8%	0	0.0%	24	61.5%	3	7.7%	0	0.0%
	Native Hawaiian or Other Pacific Islander	0	0	-	0	-	0	-	0	-	0	-
	White	232	107	46.1%	5	2.2%	94	40.5%	18	7.8%	8	3.4%
	2 or more minority races	1	0	0.0%	0	0.0%	0	0.0%	0	0.0%	1	100.0%
	Joint (White/Minority Race)	1	1	100.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%
	Race Not Available	30	4	13.3%	1	3.3%	19	63.3%	3	10.0%	3	10.0%
	Hispanic or Latino	7	1	14.3%	1	14.3%	4	57.1%	0	0.0%	1	14.3%

Total	American Indian/Alaska Native	20	6	30.0%	1	5.0%	11	55.0%	1	5.0%	1	5.0%
	Asian	30	20	66.7%	2	6.7%	3	10.0%	5	16.7%	0	0.0%
	Black or African American	328	126	38.4%	11	3.4%	121	36.9%	37	11.3%	33	10.1%
	Native Hawaiian or Other Pacific Islander	2	1	50.0%	0	0.0%	1	50.0%	0	0.0%	0	0.0%
	White	2,356	1,333	56.6%	81	3.4%	486	20.6%	327	13.9%	129	5.5%
	2 or more minority races	6	1	16.7%	0	0.0%	2	33.3%	2	33.3%	1	16.7%
	Joint (White/Minority Race)	23	8	34.8%	2	8.7%	6	26.1%	2	8.7%	5	21.7%
	Race Not Available	408	185	45.3%	18	4.4%	121	29.7%	59	14.5%	25	6.1%
	Hispanic or Latino	129	64	49.6%	7	5.4%	29	22.5%	13	10.1%	16	12.4%
	Total	3,302	1,744	52.8%	122	3.7%	780	23.6%	446	13.5%	210	6.4%

Source: <https://ffiec.cfpb.gov/data-publication/aggregate-reports/2022/MD/41540>

For loan applicants 50-79% of MSA/MD Median income the following groups had denial rates that were 10% higher than the average denial rate:

- American Indian/Alaska Native conventional loan denial rate of 40.0% (21.3% Average)
- Black or African American conventional loan denial rate of 51.4% (21.3% Average)
- Native Hawaiian or Other Pacific Islander conventional loan denial rate of 50.0% (21.3% Average)
- Two or More Minority Races conventional loan denial rate of 100.0% (21.3% Average)
- Joint conventional loan denial rate of 33.0% (21.3% Average)
- Black or African American refinance loan denial rate of 36.8% (26.7% Average)
- American Indian/Alaska Native home improvement loan denial rate of 75.0% (61.3% Average)
- Black or African American home improvement loan denial rate of 61.5% (46.0% Average)
- Hispanic or Latino home improvement loan denial rate of 57.1% (46.0% Average)

Disposition of Loan Applications by Race/Ethnicity and Income of Applicant												
80-99% of MSA/MD Median												
Loan	Cohort	Total Apps	Loans Originated		Approved But Not Accepted		Applications Denied		Applications Withdrawn		Files Closed for Incompleteness	
		#	#	%	#	%	#	%	#	%	#	%
FHA, FSA/RHS, and VA	American Indian/Alaska Native	1	1	100.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%
	Asian	4	4	100.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%
	Black or African American	71	47	66.2%	1	1.4%	6	8.5%	12	16.9%	5	7.0%
	Native Hawaiian or Other Pacific Islander	0	0	-	0	-	0	-	0	-	0	-
	White	414	315	76.1%	8	1.9%	40	9.7%	38	9.2%	13	3.1%
	2 or more minority races	0	0	-	0	-	0	-	0	-	0	-
	Joint (White/Minority Race)	12	7	58.3%	1	8.3%	2	16.7%	0	0.0%	2	16.7%
	Race Not Available	47	33	70.2%	0	0.0%	5	10.6%	6	12.8%	3	6.4%
	Hispanic or Latino	18	13	72.2%	0	0.0%	2	11.1%	2	11.1%	1	5.6%
Conventional	American Indian/Alaska Native	2	1	50.0%	0	0.0%	1	50.0%	0	0.0%	0	0.0%
	Asian	15	9	60.0%	1	6.7%	2	13.3%	2	13.3%	1	6.7%
	Black or African American	36	11	30.6%	0	0.0%	17	47.2%	4	11.1%	4	11.1%
	Native Hawaiian or Other Pacific Islander	1	1	100.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%
	White	539	385	71.4%	19	3.5%	67	12.4%	50	9.3%	18	3.3%
	2 or more minority races	0	0	-	0	-	0	-	0	-	0	-
	Joint (White/Minority Race)	6	4	66.7%	0	0.0%	1	16.7%	0	0.0%	1	16.7%
	Race Not Available	78	44	56.4%	2	2.6%	13	16.7%	14	17.9%	5	6.4%
	Hispanic or Latino	25	12	48.0%	2	8.0%	5	20.0%	5	20.0%	1	4.0%
Refinance	American Indian/Alaska Native	2	1	50.0%	0	0.0%	1	50.0%	0	0.0%	0	0.0%
	Asian	7	3	42.9%	1	14.3%	1	14.3%	1	14.3%	1	14.3%



	Black or African American	76	18	23.7%	5	6.6%	32	42.1%	14	18.4%	7	9.2%
	Native Hawaiian or Other Pacific Islander	1	0	0.0%	0	0.0%	0	0.0%	1	100.0%	0	0.0%
	White	592	281	47.5%	43	7.3%	125	21.1%	102	17.2%	41	6.9%
	2 or more minority races	1	0	0.0%	0	0.0%	1	100.0%	0	0.0%	0	0.0%
	Joint (White/Minority Race)	10	1	10.0%	0	0.0%	7	70.0%	2	20.0%	0	0.0%
	Race Not Available	130	35	26.9%	6	4.6%	48	36.9%	34	26.2%	7	5.4%
	Hispanic or Latino	19	8	42.1%	0	0.0%	7	36.8%	2	10.5%	2	10.5%
Home Improvement	American Indian/Alaska Native	1	1	100.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%
	Asian	1	0	0.0%	1	100.0%	0	0.0%	0	0.0%	0	0.0%
	Black or African American	23	8	34.8%	0	0.0%	15	65.2%	0	0.0%	0	0.0%
	Native Hawaiian or Other Pacific Islander	0	0	-	0	-	0	-	0	-	0	-
	White	168	87	51.8%	3	1.8%	59	35.1%	12	7.1%	7	4.2%
	2 or more minority races	0	0	-	0	-	0	-	0	-	0	-
	Joint (White/Minority Race)	3	1	33.3%	0	0.0%	2	66.7%	0	0.0%	0	0.0%
	Race Not Available	16	8	50.0%	1	6.3%	6	37.5%	1	6.3%	0	0.0%
	Hispanic or Latino	3	2	66.7%	0	0.0%	1	33.3%	0	0.0%	0	0.0%
Total	American Indian/Alaska Native	6	4	66.7%	0	0.0%	2	33.3%	0	0.0%	0	0.0%
	Asian	27	16	59.3%	3	11.1%	3	11.1%	3	11.1%	2	7.4%
	Black or African American	206	84	40.8%	6	2.9%	70	34.0%	30	14.6%	16	7.8%
	Native Hawaiian or Other Pacific Islander	2	1	50.0%	0	0.0%	0	0.0%	1	50.0%	0	0.0%
	White	1,713	1,068	62.3%	73	4.3%	291	17.0%	202	11.8%	79	4.6%
	2 or more minority races	1	0	0.0%	0	0.0%	1	100.0%	0	0.0%	0	0.0%
	Joint (White/Minority Race)	31	13	41.9%	1	3.2%	12	38.7%	2	6.5%	3	9.7%
	Race Not Available	271	120	44.3%	9	3.3%	72	26.6%	55	20.3%	15	5.5%

	Hispanic or Latino	65	35	53.8%	2	3.1%	15	23.1%	9	13.8%	4	6.2%
	Total	2,322	1,341	57.8%	94	4.0%	466	20.1%	302	13.0%	119	5.1%

Source: <https://ffiec.cfpb.gov/data-publication/aggregate-reports/2022/MD/41540>

For loan applicants 80-99% of MSA/MD Median income the following groups had denial rates that were 10% higher than the average denial rate:

- American Indian/Alaska Native conventional loan denial rate of 50.0% (14.9% Average)
- Black or African American conventional loan denial rate of 47.2% (14.9% Average)
- American Indian/Alaska Native refinance loan denial rate of 50.0% (26.3% Average)
- Black or African American refinance loan denial rate of 42.1% (26.3% Average)
- Two or More Minority Races refinance loan denial rate of 100.0% (26.3% Average)
- Joint refinance loan denial rate of 70.0% (26.3% Average)
- Hispanic or Latino refinance loan denial rate of 36.8% (26.3% Average)
- Black or African American home improvement loan denial rate of 65.2% (38.7% Average)
- Joint home improvement loan denial rate of 66.7% (38.7% Average)

Disposition of Loan Applications by Race/Ethnicity and Income of Applicant												
100-119% of MSA/MD Median												
Loan	Cohort	Total Apps	Loans Originated		Approved But Not Accepted		Applications Denied		Applications Withdrawn		Files Closed for Incompleteness	
		#	#	%	#	%	#	%	#	%	#	%
FHA, FSA/RHS, and VA	American Indian/Alaska Native	1	1	100.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%
	Asian	2	2	100.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%
	Black or African American	39	29	74.4%	2	5.1%	2	5.1%	5	12.8%	1	2.6%
	Native Hawaiian or Other Pacific Islander	0	0	-	0	-	0	-	0	-	0	-
	White	250	193	77.2%	1	0.4%	21	8.4%	27	10.8%	8	3.2%
	2 or more minority races	0	0	-	0	-	0	-	0	-	0	-

	Joint (White/Minority Race)	4	4	100.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%
	Race Not Available	44	25	56.8%	0	0.0%	7	15.9%	11	25.0%	1	2.3%
	Hispanic or Latino	7	6	85.7%	0	0.0%	0	0.0%	1	14.3%	0	0.0%
Conventional	American Indian/Alaska Native	0	0	-	0	-	0	-	0	-	0	-
	Asian	13	10	76.9%	0	0.0%	1	7.7%	0	0.0%	2	15.4%
	Black or African American	18	7	38.9%	0	0.0%	6	33.3%	1	5.6%	4	22.2%
	Native Hawaiian or Other Pacific Islander	1	0	0.0%	0	0.0%	1	100.0%	0	0.0%	0	0.0%
	White	462	356	77.1%	6	1.3%	53	11.5%	37	8.0%	10	2.2%
	2 or more minority races	0	0	-	0	-	0	-	0	-	0	-
	Joint (White/Minority Race)	7	1	14.3%	0	0.0%	3	42.9%	1	14.3%	2	28.6%
	Race Not Available	59	35	59.3%	1	1.7%	13	22.0%	7	11.9%	3	5.1%
	Hispanic or Latino	15	9	60.0%	0	0.0%	4	26.7%	1	6.7%	1	6.7%
Refinance	American Indian/Alaska Native	0	0	-	0	-	0	-	0	-	0	-
	Asian	3	1	33.3%	0	0.0%	0	0.0%	2	66.7%	0	0.0%
	Black or African American	41	16	39.0%	1	2.4%	7	17.1%	9	22.0%	8	19.5%
	Native Hawaiian or Other Pacific Islander	1	1	100.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%
	White	511	258	50.5%	20	3.9%	104	20.4%	80	15.7%	49	9.6%
	2 or more minority races	1	0	0.0%	0	0.0%	1	100.0%	0	0.0%	0	0.0%
	Joint (White/Minority Race)	4	2	50.0%	0	0.0%	1	25.0%	0	0.0%	1	25.0%
	Race Not Available	101	41	40.6%	5	5.0%	32	31.7%	18	17.8%	5	5.0%
	Hispanic or Latino	19	7	36.8%	1	5.3%	5	26.3%	2	10.5%	4	21.1%
Home Improvement	American Indian/Alaska Native	2	0	0.0%	0	0.0%	2	100.0%	0	0.0%	0	0.0%
	Asian	2	2	100.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%
	Black or African American	17	7	41.2%	0	0.0%	7	41.2%	3	17.6%	0	0.0%

	Native Hawaiian or Other Pacific Islander	3	1	33.3%	0	0.0%	2	66.7%	0	0.0%	0	0.0%
	White	122	57	46.7%	5	4.1%	46	37.7%	6	4.9%	8	6.6%
	2 or more minority races	0	0	-	0	-	0	-	0	-	0	-
	Joint (White/Minority Race)	0	0	-	0	-	0	-	0	-	0	-
	Race Not Available	19	7	36.8%	0	0.0%	8	42.1%	4	21.1%	0	0.0%
	Hispanic or Latino	6	1	16.7%	0	0.0%	4	66.7%	1	16.7%	0	0.0%
Total	American Indian/Alaska Native	3	1	33.3%	0	0.0%	2	66.7%	0	0.0%	0	0.0%
	Asian	20	15	75.0%	0	0.0%	1	5.0%	2	10.0%	2	10.0%
	Black or African American	115	59	51.3%	3	2.6%	22	19.1%	18	15.7%	13	11.3%
	Native Hawaiian or Other Pacific Islander	5	2	40.0%	0	0.0%	3	60.0%	0	0.0%	0	0.0%
	White	1,345	864	64.2%	32	2.4%	224	16.7%	150	11.2%	75	5.6%
	2 or more minority races	1	0	0.0%	0	0.0%	1	100.0%	0	0.0%	0	0.0%
	Joint (White/Minority Race)	15	7	46.7%	0	0.0%	4	26.7%	1	6.7%	3	20.0%
	Race Not Available	223	108	48.4%	6	2.7%	60	26.9%	40	17.9%	9	4.0%
	Hispanic or Latino	47	23	48.9%	1	2.1%	13	27.7%	5	10.6%	5	10.6%
	Total	1,774	1,079	60.8%	42	2.4%	330	18.6%	216	12.2%	107	6.0%

Source: <https://ffiec.cfbp.gov/data-publication/aggregate-reports/2022/MD/41540>

For loan applicants 100-119% of MSA/MD Median income the following groups had denial rates that were 10% higher than the average denial rate:

- Black or African American conventional loan denial rate of 33.3% (13.8% Average)
- Native Hawaiian or Other Pacific Islander conventional loan denial rate of 100.0% (13.8% Average)
- Joint conventional loan denial rate of 42.9% (13.8% Average)
- Hispanic or Latino conventional loan denial rate of 26.7% (13.8% Average)
- Two or More Minority Races refinance loan denial rate of 100.0% (21.9% Average)
- American Indian/Alaska Native home improvement loan denial rate of 100.0% (39.4% Average)

- Native Hawaiian or Other Pacific Islander home improvement loan denial rate of 66.7% (39.4% Average)
- Hispanic or Latino home improvement loan denial rate of 66.7% (39.4% Average)

Disposition of Loan Applications by Race/Ethnicity and Income of Applicant												
120% or More of MSA/MD Median												
Loan	Cohort	Total Apps	Loans Originated		Approved But Not Accepted		Applications Denied		Applications Withdrawn		Files Closed for Incompleteness	
		#	#	%	#	%	#	%	#	%	#	%
FHA, FSA/RHS, and VA	American Indian/Alaska Native	3	3	100.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%
	Asian	8	5	62.5%	0	0.0%	1	12.5%	2	25.0%	0	0.0%
	Black or African American	63	43	68.3%	0	0.0%	7	11.1%	10	15.9%	3	4.8%
	Native Hawaiian or Other Pacific Islander	2	2	100.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%
	White	554	411	74.2%	9	1.6%	43	7.8%	79	14.3%	12	2.2%
	2 or more minority races	1	0	0.0%	0	0.0%	1	100.0%	0	0.0%	0	0.0%
	Joint (White/Minority Race)	10	9	90.0%	0	0.0%	1	10.0%	0	0.0%	0	0.0%
	Race Not Available	74	44	59.5%	0	0.0%	12	16.2%	16	21.6%	2	2.7%
	Hispanic or Latino	14	8	57.1%	0	0.0%	3	21.4%	3	21.4%	0	0.0%
Conventional	American Indian/Alaska Native	8	8	100.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%
	Asian	113	78	69.0%	2	1.8%	11	9.7%	17	15.0%	5	4.4%
	Black or African American	132	87	65.9%	3	2.3%	24	18.2%	12	9.1%	6	4.5%

	Native Hawaiian or Other Pacific Islander	8	5	62.5%	1	12.5%	1	12.5%	0	0.0%	1	12.5%
	White	4,976	3,969	79.8%	127	2.6%	311	6.3%	497	10.0%	72	1.4%
	2 or more minority races	7	2	28.6%	0	0.0%	0	0.0%	4	57.1%	1	14.3%
	Joint (White/Minority Race)	80	62	77.5%	2	2.5%	5	6.3%	11	13.8%	0	0.0%
	Race Not Available	781	561	71.8%	17	2.2%	71	9.1%	123	15.7%	9	1.2%
	Hispanic or Latino	73	49	67.1%	3	4.1%	10	13.7%	6	8.2%	5	6.8%
Refinance	American Indian/Alaska Native	8	4	50.0%	0	0.0%	2	25.0%	1	12.5%	1	12.5%
	Asian	38	12	31.6%	2	5.3%	6	15.8%	12	31.6%	6	15.8%
	Black or African American	118	48	40.7%	8	6.8%	31	26.3%	16	13.6%	15	12.7%
	Native Hawaiian or Other Pacific Islander	2	0	0.0%	0	0.0%	2	100.0%	0	0.0%	0	0.0%
	White	2,626	1,420	54.1%	119	4.5%	472	18.0%	453	17.3%	162	6.2%
	2 or more minority races	2	0	0.0%	0	0.0%	1	50.0%	1	50.0%	0	0.0%
	Joint (White/Minority Race)	41	20	48.8%	1	2.4%	9	22.0%	7	17.1%	4	9.8%
	Race Not Available	535	246	46.0%	15	2.8%	138	25.8%	92	17.2%	44	8.2%
	Hispanic or Latino	46	28	60.9%	1	2.2%	8	17.4%	6	13.0%	3	6.5%
Home Improvement	American Indian/Alaska Native	6	4	66.7%	0	0.0%	2	33.3%	0	0.0%	0	0.0%
	Asian	5	3	60.0%	0	0.0%	1	20.0%	1	20.0%	0	0.0%
	Black or African American	32	16	50.0%	1	3.1%	14	43.8%	0	0.0%	1	3.1%

	Native Hawaiian or Other Pacific Islander	0	0	-	0	-	0	-	0	-	0	-
	White	535	320	59.8%	12	2.2%	132	24.7%	53	9.9%	18	3.4%
	2 or more minority races	0	0	-	0	-	0	-	0	-	0	-
	Joint (White/Minority Race)	13	7	53.8%	0	0.0%	4	30.8%	2	15.4%	0	0.0%
	Race Not Available	56	31	55.4%	1	1.8%	13	23.2%	7	12.5%	4	7.1%
	Hispanic or Latino	13	5	38.5%	1	7.7%	5	38.5%	1	7.7%	1	7.7%
Total	American Indian/Alaska Native	25	19	76.0%	0	0.0%	4	16.0%	1	4.0%	1	4.0%
	Asian	164	98	59.8%	4	2.4%	19	11.6%	32	19.5%	11	6.7%
	Black or African American	345	194	56.2%	12	3.5%	76	22.0%	38	11.0%	25	7.2%
	Native Hawaiian or Other Pacific Islander	12	7	58.3%	1	8.3%	3	25.0%	0	0.0%	1	8.3%
	White	8,691	6,120	70.4%	267	3.1%	958	11.0%	1,082	12.4%	264	3.0%
	2 or more minority races	10	2	20.0%	0	0.0%	2	20.0%	5	50.0%	1	10.0%
	Joint (White/Minority Race)	144	98	68.1%	3	2.1%	19	13.2%	20	13.9%	4	2.8%
	Race Not Available	1,446	882	61.0%	33	2.3%	234	16.2%	238	16.5%	59	4.1%
	Hispanic or Latino	146	90	61.6%	5	3.4%	26	17.8%	16	11.0%	9	6.2%
	Total	10,983	7,510	68.4%	325	3.0%	1,341	12.2%	1,432	13.0%	375	3.4%

Source: <https://ffiec.cfpb.gov/data-publication/aggregate-reports/2022/MD/41540>

For loan applicants 120% and over MSA/MD Median income the following groups had denial rates that were 10% higher than the average denial rate:

- Two or More Minority Races FHA, FSA/RHS and VA loan denial rate of 100.0% (9.1% Average)

- Hispanic or Latino FHA, FSA/RHS and VA loan denial rate of 21.4% (9.1% Average)
- Black or African American conventional loan denial rate of 18.2% (6.9% Average)
- Native Hawaiian or Other Pacific Islander refinance loan denial rate of 100.0% (19.6% Average)
- Two or More Minority Races refinance loan denial rate of 50.0% (19.6% Average)
- Black or African American home improvement loan denial rate of 43.8% (25.8% Average)
- Hispanic or Latino home improvement loan denial rate of 38.5% (25.8% Average)

#### **4. Insurance**

There was not suitable data available to determine if discrepancies existed in the rates and amounts of insurance coverage available to minority households in the City of Salisbury. Further investigation and assessment are needed to determine if there is a barrier to fair housing choice.



## V. Actions and Recommendations

The following impediments to fair housing choice and recommendations are presented to assist the City of Salisbury to affirmatively further fair housing in the community. The previously identified impediments to fair housing choice were discussed in Section III and progress was reported for each impediment. New and carried over impediments to Fair Housing Choice are presented in chart format on the pages that follow.

The City of Salisbury's PY 2024-2028 Analysis of Impediments to Fair Housing Choice has identified the following impediments, as well as defined specific goals and strategies to address each impediment.

### **Impediment 1 Need for Fair Housing Education and Outreach**

There is a need to improve the knowledge and understanding concerning the rights and responsibilities of individuals, families, members of the protected classes, landlords, real estate professionals, and public officials under the Fair Housing Act (FHA).

Goal: Improve the public's knowledge and awareness of the Fair Housing Act, related laws, regulations, and requirements to affirmatively further fair housing in the community.

Strategies: In order to meet this goal, the following actions should be undertaken:

- 1-A: Educate residents, realtors, bankers, housing providers, other real estate professionals, policy makers and municipal staff of their responsibilities under the fair housing and related statutes, regulations, and executive orders.
- 1-B: Support fair housing organizations and legal advocacy groups to assist persons who may be victims of housing discrimination.
- 1-C: Identify the language and communication needs of LEP persons to provide the specific language assistance that is required.

### **Impediment 2 Need for Affordable Housing**

In the City of Salisbury, one out of every two (52%) renter households is paying over 30% of their monthly incomes on housing costs; one out of every four (24%) owner households with a mortgage is paying over 30% of their monthly income on housing costs; and one out of every six (16%) owner households without a mortgage is paying over 30% of their monthly income on housing costs. The

number of households that are housing cost burdened significantly increases as household income decreases.

Goal: Increase the supply of decent, safe, and sanitary housing that is affordable and accessible through the new construction and rehabilitation of various types of housing, especially housing that is affordable to lower income households.

Strategies: In order to meet this goal, the following actions should be undertaken:

- 2-A: Support and encourage private developers and non-profit housing providers to create, through construction or rehabilitation, affordable mixed-income housing.
- 2-B: Support and encourage the rehabilitation of existing renter-occupied and owner-occupied housing units in the area for households below 80% AMI.
- 2-C: Support homebuyer education, training programs, and closing cost/down payment assistance to increase the number of owner-occupied housing units; especially in response to HMDA data discrimination patterns to support higher loan to value ratios for minority homebuyers.
- 2-D: Support tenant education and maintenance training programs to encourage and support healthy rental housing units.
- 2-E: Encourage organizations serving the LMI community to develop relationships with landlords to expand the supply of affordable rental housing units.
- 2-F: Encourage affirmative marketing procedures to attract protected classes that are least likely to apply for new affordable housing opportunities.
- 2-G: Support community led affordable housing task force initiatives that create decent, safe, and sanitary housing that is affordable and accessible for households below 80% AMI.

### **Impediment 3 Need for Accessible Housing**

There is a lack of accessible housing units in the area as the supply of accessible housing has not kept pace with the demand of individuals desiring to live independently.

Goal: Increase the supply of accessible housing through new construction and rehabilitation of accessible housing for persons with disabilities.

Strategies: In order to meet this goal, the following actions should be undertaken:

- 3-A: Promote the need for accessible and visitable housing by supporting and encouraging private developers and non-profits to develop, construct, or rehabilitate housing that is accessible to persons with disabilities.
- 3-B: Provide financial assistance for accessibility improvements to housing units to enable seniors and persons with disabilities to remain in their homes.
- 3-C: Promote and encourage the ADA and Fair Housing requirements for landlords to make “reasonable accommodations” to their rental properties so the units are accessible to tenants.

#### **Impediment 4 Public Policy**

The City’s Zoning Ordinance needs additional definitions and provisions to affirmatively further fair housing.

Goal: Revise the Zoning Ordinance to promote the development of various types of affordable housing throughout the City.

Strategies: In order to meet this goal, the following actions should be undertaken:

- 4-A Revise the City Zoning Ordinance to include additional definitions, statements, and revisions that adopt model fair housing zoning provisions including reasonable accommodations, transit-oriented development, and regional cooperation.
- 4-B Develop incentives to encourage developers and housing providers to offer more affordable housing options in the City.
- 4-C Encourage LMI, minority, and protected class resident participation in the various City Boards and Commissions.

#### **Impediment 5 Regional Approach to Fair Housing**

There is a need for a regional collaborative approach to affirmatively further fair housing in the area.

Goal: Form a regional cooperative fair housing consortium to affirmatively further fair housing in the area.

Strategies: In order to meet this goal, the following actions should be undertaken:

- 5-A: Form a regional fair housing partnership with existing organizations to encourage fair housing choice throughout the area, fair housing activities, and projects.
- 5-B: Maintain a regional database of decent, safe, and sanitary housing that is affordable and accessible for households below 80% AMI.
- 5-C: Work collaboratively with affordable housing developers and providers to ensure affirmative fair marketing plans and deconcentration policies are created and implemented.
- 5-D: Support the Wicomico County Housing Authority to affirmatively further fair housing.

## CERTIFICATIONS

In accordance with the applicable statutes and the regulations governing the consolidated plan regulations, the jurisdiction certifies that:

**Affirmatively Further Fair Housing** --The jurisdiction will affirmatively further fair housing.

**Uniform Relocation Act and Anti-displacement and Relocation Plan** -- It will comply with the acquisition and relocation requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended, (42 U.S.C. 4601-4655) and implementing regulations at 49 CFR Part 24. It has in effect and is following a residential anti-displacement and relocation assistance plan required under 24 CFR Part 42 in connection with any activity assisted with funding under the Community Development Block Grant or HOME programs.

**Anti-Lobbying** --To the best of the jurisdiction's knowledge and belief:

1. No Federal appropriated funds have been paid or will be paid, by or on behalf of it, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement;
2. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, it will complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions; and
3. It will require that the language of paragraph 1 and 2 of this anti-lobbying certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

**Authority of Jurisdiction** --The consolidated plan is authorized under State and local law (as applicable) and the jurisdiction possesses the legal authority to carry out the programs for which it is seeking funding, in accordance with applicable HUD regulations.

**Consistency with plan** --The housing activities to be undertaken with Community Development Block Grant, HOME, Emergency Solutions Grant, and Housing Opportunities for Persons With AIDS funds are consistent with the strategic plan in the jurisdiction's consolidated plan.

**Section 3** -- It will comply with section 3 of the Housing and Urban Development Act of 1968 (12 U.S.C. 1701u) and implementing regulations at 24 CFR Part 75.

6/10/2024

\_\_\_\_\_  
Signature of Authorized Official

\_\_\_\_\_  
Date

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Title

## Specific Community Development Block Grant Certifications

The Entitlement Community certifies that:

**Citizen Participation** -- It is in full compliance and following a detailed citizen participation plan that satisfies the requirements of 24 CFR 91.105.

**Community Development Plan** -- Its consolidated plan identifies community development and housing needs and specifies both short-term and long-term community development objectives that have been developed in accordance with the primary objective of the CDBG program (i.e., the development of viable urban communities, by providing decent housing and expanding economic opportunities, primarily for persons of low and moderate income) and requirements of 24 CFR Parts 91 and 570.

**Following a Plan** -- It is following a current consolidated plan that has been approved by HUD.

**Use of Funds** -- It has complied with the following criteria:

1. Maximum Feasible Priority. With respect to activities expected to be assisted with CDBG funds, it has developed its Action Plan so as to give maximum feasible priority to activities which benefit low- and moderate-income families or aid in the prevention or elimination of slums or blight. The Action Plan may also include CDBG-assisted activities which the grantee certifies are designed to meet other community development needs having particular urgency because existing conditions pose a serious and immediate threat to the health or welfare of the community, and other financial resources are not available (see Optional CDBG Certification).

2. Overall Benefit. The aggregate use of CDBG funds, including Section 108 guaranteed loans, during program year(s) 2024 [a period specified by the grantee of one, two, or three specific consecutive program years], shall principally benefit persons of low and moderate income in a manner that ensures that at least 70 percent of the amount is expended for activities that benefit such persons during the designated period.

3. Special Assessments. It will not attempt to recover any capital costs of public improvements assisted with CDBG funds, including Section 108 loan guaranteed funds, by assessing any amount against properties owned and occupied by persons of low and moderate income, including any fee charged or assessment made as a condition of obtaining access to such public improvements.

However, if CDBG funds are used to pay the proportion of a fee or assessment that relates to the capital costs of public improvements (assisted in part with CDBG funds) financed from other revenue sources, an assessment or charge may be made against the property with respect to the public improvements financed by a source other than CDBG funds.

In addition, in the case of properties owned and occupied by moderate-income (not low-income) families, an assessment or charge may be made against the property for public improvements financed by a source other than CDBG funds if the jurisdiction certifies that it lacks CDBG funds to cover the assessment.

**Excessive Force** -- It has adopted and is enforcing:

1. A policy prohibiting the use of excessive force by law enforcement agencies within its jurisdiction against any individuals engaged in non-violent civil rights demonstrations; and
2. A policy of enforcing applicable State and local laws against physically barring entrance to or exit from a facility or location which is the subject of such non-violent civil rights demonstrations within its jurisdiction.

**Compliance with Anti-discrimination laws** -- The grant will be conducted and administered in conformity with title VI of the Civil Rights Act of 1964 (42 U.S.C. 2000d) and the Fair Housing Act (42 U.S.C. 3601-3619) and implementing regulations.

**Lead-Based Paint** -- Its activities concerning lead-based paint will comply with the requirements of 24 CFR Part 35, Subparts A, B, J, K and R.

**Compliance with Laws** -- It will comply with applicable laws.

6/10/2024

\_\_\_\_\_  
Signature of Authorized Official

\_\_\_\_\_  
Date

Mayor

\_\_\_\_\_  
Title

**OPTIONAL Community Development Block Grant Certification**

Submit the following certification only when one or more of the activities in the action plan are designed to meet other community development needs having particular urgency as specified in 24 CFR 570.208(c):

The grantee hereby certifies that the Annual Plan includes one or more specifically identified CDBG-assisted activities which are designed to meet other community development needs having particular urgency because existing conditions pose a serious and immediate threat to the health or welfare of the community and other financial resources are not available to meet such needs.

n/a

\_\_\_\_\_  
Signature of Authorized Official

\_\_\_\_\_  
Date

\_\_\_\_\_  
Title



**Specific HOME Certifications**

The HOME participating jurisdiction certifies that:

**Tenant Based Rental Assistance** -- If it plans to provide tenant-based rental assistance, the tenant-based rental assistance is an essential element of its consolidated plan.

**Eligible Activities and Costs** -- It is using and will use HOME funds for eligible activities and costs, as described in 24 CFR §§92.205 through 92.209 and that it is not using and will not use HOME funds for prohibited activities, as described in §92.214.

**Subsidy layering** -- Before committing any funds to a project, it will evaluate the project in accordance with the guidelines that it adopts for this purpose and will not invest any more HOME funds in combination with other Federal assistance than is necessary to provide affordable housing;

n/a

\_\_\_\_\_  
Signature of Authorized Official

\_\_\_\_\_  
Date

\_\_\_\_\_  
Title

## **Emergency Solutions Grants Certifications**

The Emergency Solutions Grants Program recipient certifies that:

**Major rehabilitation/conversion/renovation** – If an emergency shelter’s rehabilitation costs exceed 75 percent of the value of the building before rehabilitation, the recipient will maintain the building as a shelter for homeless individuals and families for a minimum of 10 years after the date the building is first occupied by a homeless individual or family after the completed rehabilitation.

If the cost to convert a building into an emergency shelter exceeds 75 percent of the value of the building after conversion, the recipient will maintain the building as a shelter for homeless individuals and families for a minimum of 10 years after the date the building is first occupied by a homeless individual or family after the completed conversion.

In all other cases where ESG funds are used for renovation, the recipient will maintain the building as a shelter for homeless individuals and families for a minimum of 3 years after the date the building is first occupied by a homeless individual or family after the completed renovation.

**Essential Services and Operating Costs** – In the case of assistance involving shelter operations or essential services related to street outreach or emergency shelter, the recipient will provide services or shelter to homeless individuals and families for the period during which the ESG assistance is provided, without regard to a particular site or structure, so long the recipient serves the same type of persons (e.g., families with children, unaccompanied youth, disabled individuals, or victims of domestic violence) or persons in the same geographic area.

**Renovation** – Any renovation carried out with ESG assistance shall be sufficient to ensure that the building involved is safe and sanitary.

**Supportive Services** – The recipient will assist homeless individuals in obtaining permanent housing, appropriate supportive services (including medical and mental health treatment, victim services, counseling, supervision, and other services essential for achieving independent living), and other Federal, State, local, and private assistance available for these individuals.

**Matching Funds** – The recipient will obtain matching amounts required under 24 CFR 576.201.

**Confidentiality** – The recipient has established and is implementing procedures to ensure the confidentiality of records pertaining to any individual provided family violence prevention or treatment services under any project assisted under the ESG program, including protection against the release of the address or location of any family violence shelter project, except with the written authorization of the person responsible for the operation of that shelter.

**Homeless Persons Involvement** – To the maximum extent practicable, the recipient will involve, through employment, volunteer services, or otherwise, homeless individuals and families in constructing, renovating, maintaining, and operating facilities assisted under the ESG program, in providing services assisted under the ESG program, and in providing services for occupants of facilities assisted under the program.

**Consolidated Plan** – All activities the recipient undertakes with assistance under ESG are consistent with its consolidated plan.

**Discharge Policy** – The recipient will establish and implement, to the maximum extent practicable and where appropriate, policies and protocols for the discharge of persons from publicly funded institutions or systems of care (such as health care facilities, mental health facilities, foster care or other youth facilities, or correction programs and institutions) in order to prevent this discharge from immediately resulting in homelessness for these persons.

n/a

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Signature of Authorized Official

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Date

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Title

**Housing Opportunities for Persons With AIDS Certifications**

The HOPWA grantee certifies that:

**Activities** -- Activities funded under the program will meet urgent needs that are not being met by available public and private sources.

**Building** -- Any building or structure assisted under that program shall be operated for the purpose specified in the consolidated plan:

- 1. For a period of not less than 10 years in the case of assistance involving new construction, substantial rehabilitation, or acquisition of a facility,
- 2. For a period of not less than 3 years in the case of assistance involving non-substantial rehabilitation or repair of a building or structure.

n/a

\_\_\_\_\_  
Signature of Authorized Official

\_\_\_\_\_  
Date

\_\_\_\_\_  
Title

## **APPENDIX TO CERTIFICATIONS**

### **INSTRUCTIONS CONCERNING LOBBYING CERTIFICATION:**

#### **Lobbying Certification**

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

Public reporting burden for this collection of information is estimated to average 15 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0042), Washington, DC 20503.

**PLEASE DO NOT RETURN YOUR COMPLETED FORM TO THE OFFICE OF MANAGEMENT AND BUDGET. SEND IT TO THE ADDRESS PROVIDED BY THE SPONSORING AGENCY.**

**NOTE:** Certain of these assurances may not be applicable to your project or program. If you have questions, please contact the Awarding Agency. Further, certain Federal assistance awarding agencies may require applicants to certify to additional assurances. If such is the case, you will be notified.

As the duly authorized representative of the applicant, I certify that the applicant:

1. Has the legal authority to apply for Federal assistance, and the institutional, managerial and financial capability (including funds sufficient to pay the non-Federal share of project costs) to ensure proper planning, management and completion of project described in this application.
2. Will give the awarding agency, the Comptroller General of the United States and, if appropriate, the State, the right to examine all records, books, papers, or documents related to the assistance; and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives.
3. Will not dispose of, modify the use of, or change the terms of the real property title or other interest in the site and facilities without permission and instructions from the awarding agency. Will record the Federal awarding agency directives and will include a covenant in the title of real property acquired in whole or in part with Federal assistance funds to assure non-discrimination during the useful life of the project.
4. Will comply with the requirements of the assistance awarding agency with regard to the drafting, review and approval of construction plans and specifications.
5. Will provide and maintain competent and adequate engineering supervision at the construction site to ensure that the complete work conforms with the approved plans and specifications and will furnish progressive reports and such other information as may be required by the assistance awarding agency or State.
6. Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency.
7. Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.
8. Will comply with the Intergovernmental Personnel Act of 1970 (42 U.S.C. §§4728-4763) relating to prescribed standards of merit systems for programs funded under one of the 19 statutes or regulations specified in Appendix A of OPM's Standards for a Merit System of Personnel Administration (5 C.F.R. 900, Subpart F).
9. Will comply with the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. §§4801 et seq.) which prohibits the use of lead-based paint in construction or rehabilitation of residence structures.
10. Will comply with all Federal statutes relating to non-discrimination. These include but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of race, color or national origin; (b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. §§1681 1683, and 1685-1686), which prohibits discrimination on the basis of sex; (c) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. §794), which prohibits discrimination on the basis of handicaps; (d) the Age Discrimination Act of 1975, as amended (42 U.S.C. §§6101-6107), which prohibits discrimination on the basis of age; (e) the Drug Abuse Office and Treatment Act of 1972 (P.L. 92-255), as amended relating to nondiscrimination on the basis of drug abuse; (f) the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91-616), as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism; (g) §§523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. §§290 dd-3 and 290 ee 3), as amended, relating to confidentiality of alcohol and drug abuse patient records; (h) Title VIII of the Civil Rights Act of 1968 (42 U.S.C. §§3601 et seq.), as amended, relating to nondiscrimination in the sale, rental or financing of housing; (i) any other nondiscrimination provisions in the specific statute(s) under which application for Federal assistance is being made; and (j) the requirements of any other nondiscrimination statute(s) which may apply to the application.

11. Will comply, or has already complied, with the requirements of Titles II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (P.L. 91-646) which provide for fair and equitable treatment of persons displaced or whose property is acquired as a result of Federal and federally-assisted programs. These requirements apply to all interests in real property acquired for project purposes regardless of Federal participation in purchases.
12. Will comply with the provisions of the Hatch Act (5 U.S.C. §§1501-1508 and 7324-7328) which limit the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds.
13. Will comply, as applicable, with the provisions of the Davis-Bacon Act (40 U.S.C. §§276a to 276a-7), the Copeland Act (40 U.S.C. §276c and 18 U.S.C. §874), and the Contract Work Hours and Safety Standards Act (40 U.S.C. §§327-333) regarding labor standards for federally-assisted construction subagreements.
14. Will comply with flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973 (P.L. 93-234) which requires recipients in a special flood hazard area to participate in the program and to purchase flood insurance if the total cost of insurable construction and acquisition is \$10,000 or more.
15. Will comply with environmental standards which may be prescribed pursuant to the following: (a) institution of environmental quality control measures under the National Environmental Policy Act of 1969 (P.L. 91-190) and Executive Order (EO) 11514; (b) notification of violating facilities pursuant to EO 11738; (c) protection of wetlands pursuant to EO 11990; (d) evaluation of flood hazards in floodplains in accordance with EO 11988; (e) assurance of project consistency with the approved State management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C. §§1451 et seq.); (f) conformity of Federal actions to State (Clean Air) implementation Plans under Section 176(c) of the Clean Air Act of 1955, as amended (42 U.S.C. §§7401 et seq.); (g) protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended (P.L. 93-523); and, (h) protection of endangered species under the Endangered Species Act of 1973, as amended (P.L. 93-205).
16. Will comply with the Wild and Scenic Rivers Act of 1968 (16 U.S.C. §§1271 et seq.) related to protecting components or potential components of the national wild and scenic rivers system.
17. Will assist the awarding agency in assuring compliance with Section 106 of the National Historic Preservation Act of 1966, as amended (16 U.S.C. §470), EO 11593 (identification and protection of historic properties), and the Archaeological and Historic Preservation Act of 1974 (16 U.S.C. §§469a-1 et seq).
18. Will cause to be performed the required financial and compliance audits in accordance with the Single Audit Act Amendments of 1996 and OMB Circular No. A-133, "Audits of States, Local Governments, and Non-Profit Organizations."
19. Will comply with all applicable requirements of all other Federal laws, executive orders, regulations, and policies governing this program.
20. Will comply with the requirements of Section 106(g) of the Trafficking Victims Protection Act (TVPA) of 2000, as amended (22 U.S.C. 7104) which prohibits grant award recipients or a sub-recipient from (1) Engaging in severe forms of trafficking in persons during the period of time that the award is in effect (2) Procuring a commercial sex act during the period of time that the award is in effect or (3) Using forced labor in the performance of the award or subawards under the award.

SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL  	TITLE Mayor
APPLICANT ORGANIZATION City of Salisbury, MD	DATE SUBMITTED 6/10/24

Application for Federal Assistance SF-424		
<b>* 1. Type of Submission:</b> <input type="checkbox"/> Preapplication <input checked="" type="checkbox"/> Application <input type="checkbox"/> Changed/Corrected Application		
<b>* 2. Type of Application:</b> <input checked="" type="checkbox"/> New <input type="checkbox"/> Continuation <input type="checkbox"/> Revision		
<b>* If Revision, select appropriate letter(s):</b> _____ <b>* Other (Specify):</b> _____		
<b>* 3. Date Received:</b> 05/08/2024		<b>4. Applicant Identifier:</b> _____
<b>5a. Federal Entity Identifier:</b> _____		<b>5b. Federal Award Identifier:</b> B-24-MC-24-0015
<b>State Use Only:</b>		
<b>6. Date Received by State:</b> _____		<b>7. State Application Identifier:</b> _____
<b>8. APPLICANT INFORMATION:</b>		
<b>* a. Legal Name:</b> City of Salisbury, Maryland		
<b>* b. Employer/Taxpayer Identification Number (EIN/TIN):</b> 52-6000806		<b>* c. UEI:</b> M2VTEB7MH7V9
<b>d. Address:</b>		
<b>* Street1:</b> 125 N. Division Street		
<b>Street2:</b> _____		
<b>* City:</b> Salisbury		
<b>County/Parish:</b> _____		
<b>* State:</b> MD: Maryland		
<b>Province:</b> _____		
<b>* Country:</b> USA: UNITED STATES		
<b>* Zip / Postal Code:</b> 21801-5030		
<b>e. Organizational Unit:</b>		
<b>Department Name:</b> Finance Department		<b>Division Name:</b> _____
<b>f. Name and contact information of person to be contacted on matters involving this application:</b>		
<b>Prefix:</b> Ms.		<b>* First Name:</b> Jo Ellen
<b>Middle Name:</b> _____		
<b>* Last Name:</b> Bynum		
<b>Suffix:</b> _____		
<b>Title:</b> Grants Manager		
<b>Organizational Affiliation:</b> City of Salisbury		
<b>* Telephone Number:</b> 410-548-3110 x1125		<b>Fax Number:</b> _____
<b>* Email:</b> jbynum@salsibury.md		



**Application for Federal Assistance SF-424**

**\* 9. Type of Applicant 1: Select Applicant Type:**

C: City or Township Government

Type of Applicant 2: Select Applicant Type:

Type of Applicant 3: Select Applicant Type:

\* Other (specify):

**\* 10. Name of Federal Agency:**

U.S. Department of Housing and Urban Development (HUD)

**11. Catalog of Federal Domestic Assistance Number:**

14.218

CFDA Title:

Community Development Block Grant (CDBG)

**\* 12. Funding Opportunity Number:**

CPD-24-01

\* Title:

Guidance on Submitting Consolidated Plans and Annual Action Plans for Fiscal Year (FY) 2024

**13. Competition Identification Number:**

Title:

**14. Areas Affected by Project (Cities, Counties, States, etc.):**

Add Attachment

Delete Attachment

View Attachment

**\* 15. Descriptive Title of Applicant's Project:**

City of Salisbury PY 2024 Annual Action Plan for the Community Development Block Grant (CDBG) Program

Attach supporting documents as specified in agency instructions.

Add Attachments

Delete Attachments

View Attachments

**Application for Federal Assistance SF-424**

**16. Congressional Districts Of:**

\* a. Applicant

\* b. Program/Project

Attach an additional list of Program/Project Congressional Districts if needed.

Add Attachment

Delete Attachment

View Attachment

**17. Proposed Project:**

\* a. Start Date:

\* b. End Date:

**18. Estimated Funding (\$):**

* a. Federal	<input type="text" value="346,673.00"/>
* b. Applicant	<input type="text"/>
* c. State	<input type="text"/>
* d. Local	<input type="text"/>
* e. Other	<input type="text"/>
* f. Program Income	<input type="text"/>
* g. TOTAL	<input type="text" value="346,673.00"/>

**\* 19. Is Application Subject to Review By State Under Executive Order 12372 Process?**

- a. This application was made available to the State under the Executive Order 12372 Process for review on
- b. Program is subject to E.O. 12372 but has not been selected by the State for review.
- c. Program is not covered by E.O. 12372.

**\* 20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes," provide explanation in attachment.)**

- Yes  No

If "Yes", provide explanation and attach

Add Attachment

Delete Attachment

View Attachment

**21. \*By signing this application, I certify (1) to the statements contained in the list of certifications\*\* and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances\*\* and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 18, Section 1001)**

\*\* I AGREE

\*\* The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions.

**Authorized Representative:**

Prefix:  \* First Name:   
Middle Name:   
\* Last Name:   
Suffix:

\* Title:

\* Telephone Number:  Fax Number:

\* Email:

\* Signature of Authorized Representative:

\* Date Signed:

## ASSURANCES - NON-CONSTRUCTION PROGRAMS

Public reporting burden for this collection of information is estimated to average 15 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0040), Washington, DC 20503.


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As the duly authorized representative of the applicant, I certify that the applicant:

1. Has the legal authority to apply for Federal assistance and the institutional, managerial and financial capability (including funds sufficient to pay the non-Federal share of project cost) to ensure proper planning, management and completion of the project described in this application.
2. Will give the awarding agency, the Comptroller General of the United States and, if appropriate, the State, through any authorized representative, access to and the right to examine all records, books, papers, or documents related to the award; and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives.
3. Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.
4. Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency.
5. Will comply with the Intergovernmental Personnel Act of 1970 (42 U.S.C. §§4728-4763) relating to prescribed standards for merit systems for programs funded under one of the 19 statutes or regulations specified in Appendix A of OPM's Standards for a Merit System of Personnel Administration (5 C.F.R. 900, Subpart F).
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7. Will comply, or has already complied, with the requirements of Titles II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (P.L. 91-646) which provide for fair and equitable treatment of persons displaced or whose property is acquired as a result of Federal or federally-assisted programs. These requirements apply to all interests in real property acquired for project purposes regardless of Federal participation in purchases.
8. Will comply, as applicable, with provisions of the Hatch Act (5 U.S.C. §§1501-1508 and 7324-7328) which limit the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds.

9. Will comply, as applicable, with the provisions of the Davis-Bacon Act (40 U.S.C. §§276a to 276a-7), the Copeland Act (40 U.S.C. §276c and 18 U.S.C. §874), and the Contract Work Hours and Safety Standards Act (40 U.S.C. §§327-333), regarding labor standards for federally-assisted construction subagreements.
10. Will comply, if applicable, with flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973 (P.L. 93-234) which requires recipients in a special flood hazard area to participate in the program and to purchase flood insurance if the total cost of insurable construction and acquisition is \$10,000 or more.
11. Will comply with environmental standards which may be prescribed pursuant to the following: (a) institution of environmental quality control measures under the National Environmental Policy Act of 1969 (P.L. 91-190) and Executive Order (EO) 11514; (b) notification of violating facilities pursuant to EO 11738; (c) protection of wetlands pursuant to EO 11990; (d) evaluation of flood hazards in floodplains in accordance with EO 11988; (e) assurance of project consistency with the approved State management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C. §§1451 et seq.); (f) conformity of Federal actions to State (Clean Air) Implementation Plans under Section 176(c) of the Clean Air Act of 1955, as amended (42 U.S.C. §§7401 et seq.); (g) protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended (P.L. 93-523); and, (h) protection of endangered species under the Endangered Species Act of 1973, as amended (P.L. 93-205).
12. Will comply with the Wild and Scenic Rivers Act of 1968 (16 U.S.C. §§1271 et seq.) related to protecting components or potential components of the national wild and scenic rivers system.
13. Will assist the awarding agency in assuring compliance with Section 106 of the National Historic Preservation Act of 1966, as amended (16 U.S.C. §470), EO 11593 (identification and protection of historic properties), and the Archaeological and Historic Preservation Act of 1974 (16 U.S.C. §§469a-1 et seq.).
14. Will comply with P.L. 93-348 regarding the protection of human subjects involved in research, development, and related activities supported by this award of assistance.
15. Will comply with the Laboratory Animal Welfare Act of 1966 (P.L. 89-544, as amended, 7 U.S.C. §§2131 et seq.) pertaining to the care, handling, and treatment of warm blooded animals held for research, teaching, or other activities supported by this award of assistance.
16. Will comply with the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. §§4801 et seq.) which prohibits the use of lead-based paint in construction or rehabilitation of residence structures.
17. Will cause to be performed the required financial and compliance audits in accordance with the Single Audit Act Amendments of 1996 and OMB Circular No. A-133, "Audits of States, Local Governments, and Non-Profit Organizations."
18. Will comply with all applicable requirements of all other Federal laws, executive orders, regulations, and policies governing this program.
19. Will comply with the requirements of Section 106(g) of the Trafficking Victims Protection Act (TVPA) of 2000, as amended (22 U.S.C. 7104) which prohibits grant award recipients or a sub-recipient from (1) Engaging in severe forms of trafficking in persons during the period of time that the award is in effect (2) Procuring a commercial sex act during the period of time that the award is in effect or (3) Using forced labor in the performance of the award or subawards under the award.

SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL 	TITLE Mayor
APPLICANT ORGANIZATION City of Salisbury, MD	DATE SUBMITTED 06/10/2024



# City of Salisbury

To: Andy Kitzrow, City Administrator  
From: Amanda Rodriguez, City Planner *AR*  
Date: May 1, 2024  
Re: 900, 902, 904 West Road Annexation

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Attached is the referenced annexation package for Public Hearing at the May 6, 2024 City Council meeting. The properties are located on the west side of West Road and north of Booth Street. The combined area of the three parcels totals 34,664.69 sq. ft. (0.80 acres). The annexation area is fairly rectangular in shape and adjoins the existing City boundaries along West Road. The abutting properties to the rear along Mohawk Avenue are improved with single family dwellings. The properties requesting annexation are currently unimproved. The developer intends to construct a small-scale apartment building.

The adopted Salisbury Comprehensive Plan designates this area and nearby areas as Commercial. The proposed use of the site for an apartment complex is an appropriate use within the requested zoning classification, as apartments are an inherently permitted use within this district. Impacts on the surrounding neighborhood, as well as the City's infrastructure will be minimal, as only twelve (12) apartment units are proposed for this project.

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

Attachments:

- 1 – Annexation Certification
- 2 – Annexation Agreement Resolution
- 3 – Annexation Plan Resolution
- 4 – Annexation Plan
- 5 – Annexation Agreement
- 6 -- Petition for Annexation
- 7 – Property Description
- 8 – Annexation Plat

1  
2  
3 **RESOLUTION NO. 3346**

4 **A RESOLUTION** of the Council of the City of Salisbury proposing the  
5 annexation to the City of Salisbury of a certain area of land contiguous to  
6 and binding upon the Corporate Limits of the City of Salisbury to be  
7 known as “**Diya Patel Properties, XII, LLC – West Road Annexation**”,  
8 beginning for the same at a point being South three degrees ten minutes  
9 fifty-eight seconds East (S 3° 10' 58; E) a distance of one hundred ninety-  
10 one decimal six, two (191.62) feet from a corner of the existing Corporate  
11 Limits Line of the City of Salisbury, MD (X 1,198,104.67 Y 202,392.01),  
12 being on the said Corporate Limits Line at a point being 1.48 feet easterly  
13 of the corner of Lot 11 of the "Manokin" subdivision. X 1,198,115.31 Y  
14 202,200.68 (1) Thence by and with the northerly line of the said Lot 11, in  
15 part, South eighty-six degrees fifty-three minutes eight seconds West (S  
16 86° 53' 08" W) one hundred thirty-five decimal one, five (135.15) feet to  
17 a point at the northwesterly corner of the said Lot 11. X 1,197,980.36 Y  
18 202,193.34 (2) Thence by and with the said line Lot 11, in part, South three  
19 degrees thirty minutes fifty-two seconds East (S 3° 30' 52" E) two hundred  
20 eighty-one decimal five, zero (281.50) feet to a point at the southwesterly  
21 corner of Lo13. X 1,197,997.62 Y 201,912.37 (3) Thence by and with the  
22 southerly line of the said Lot 13, in part, North sixty-seven degrees twenty-  
23 five minutes eight seconds East (N 67° 25' 08" E) one hundred forty-one  
24 decimal five, six (141.56) feet to a point being 1.87 feet beyond the  
25 southeasterly corner of the said Lot 13 also being near the westerly line of  
26 West Road on the existing aforesaid Corporate Limits Line. X  
27 1,198,128.32 Y 201,966.73 (4) Thence by and with the said Corporate  
28 Limits Line North three degrees ten minutes fifty-eight seconds West (N  
29 03° 10' 58" W) two hundred thirty-four decimal three, two (234.32) feet to  
30 the point of beginning (containing 0.80 acres, more or less to be annexed).

31 **RECITALS**

32 **WHEREAS**, the City of Salisbury has received a Petition for Annexation, dated July 29, 2022,  
33 attached hereto as **Exhibit 1** and incorporated by reference as if fully set forth herein, signed by at least  
34 twenty-five percent (25%) of the persons who are resident registered voters and of the persons who are  
35 owners of at least twenty-five percent (25%) of the assessed valuation of the real property in the area sought  
36 to be annexed binding upon the Corporate Limits of the City of Salisbury to be known as “**Diya Patel**  
37 **Properties, XII, LLC – West Road Annexation**” beginning at a point contiguous to and binding upon the  
38 existing corporate limits line of the City of Salisbury, MD, being at the southernmost point of the affected  
39 property on the westerly right of way line of West Road at the western corporate limits of the City of  
40 Salisbury, continuing around the perimeter of the affected property to the point of beginning, being all that  
41 real property identified as map 0038, Grid 0001, Parcel 0346, block A, Lot 11, Lot 12 and Lot 13, and  
42 further being the same real property more particularly described in the property description attached hereto  
43 as **Exhibit 2** and incorporated as if fully set forth herein (the aforesaid real property is hereinafter referred  
44 to as the “**Property**”); and

45           **WHEREAS**, the City of Salisbury has caused to be made a certification of the signatures on the  
46 said petition for annexation and the City of Salisbury has verified that the persons signing the petition  
47 represent at least twenty-five percent (25%) of the persons who are eligible voters and property owners  
48 owning twenty-five percent (25%) of the assessed valuation of real property in the area to be annexed, all  
49 as of January 6, 2023, as set forth in the certification by Leslie C. Sherrill, Surveyor, of the City of Salisbury,  
50 attached hereto as **Exhibit 3** and incorporated by reference as if fully set forth herein; and

51           **WHEREAS**, it appears that the aforesaid Petition for Annexation, dated July 29, 2022, meets all  
52 the requirements of applicable state and local law; and

53           **WHEREAS**, pursuant to MD Code, Local Government, § 4-406, a public hearing on this  
54 Resolution, providing for the City of Salisbury’s annexation of the Property as set forth herein, shall be and  
55 hereby is scheduled for June 10, 2024 at 6:00 p.m.

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

58           **Section 1.** It is proposed and recommended that that the municipal boundaries of the City of  
59 Salisbury be changed so as to annex to and include within the said municipal boundaries of the City of  
60 Salisbury all that certain real property more particularly described in **Exhibit 2** attached hereto and  
61 incorporated by reference as if fully set forth herein (the real property to be annexed by the City of Salisbury  
62 as contemplated by this Resolution is hereinafter referred to as the “**Property**”).

63           **Section 2.** The annexation of the Property be and hereby is approved by the Council of the City of  
64 Salisbury subject to all terms, conditions and agreements contained in the aforementioned property  
65 description, the proposed Annexation Agreement, and the Annexation Plan, attached as **Exhibits 2, 4 and**  
66 **5**, respectively, each of which is attached hereto and incorporated herein as if all such terms, conditions and  
67 agreements contained in such Exhibits were specifically set forth at length in this Resolution.

68           **Section 3.** The Zoning Map of the City of Salisbury shall be amended to include the Property  
69 within that certain Zoning District of the City of Salisbury identified as “**General Commercial**”, which  
70 said real property newly annexed into Corporate Limits of the City of Salisbury, as contemplated by this  
71 Resolution, is presently zoned “**C-2 General Commercial**” in accordance with the existing zoning laws of  
72 Wicomico County, Maryland.

73           **Section 4.** Pursuant to MD Code, Local Government, § 4-406, the Council of the City of Salisbury  
74 shall hold a public hearing on this Resolution on June 10, 2024 at 6:00 p.m. in the Council  
75 Chambers at the Salisbury Headquarters located at 115 S. Divisions St., and the City Administrator shall  
76 cause a public notice of time and place of the said public hearing to be published not fewer than two (2)  
77 times at not less than weekly intervals, in at least one (1) newspaper of general circulation in the City of  
78 Salisbury, which said public notice shall specify a time and place at which the Council of the City of

79 Salisbury will the hold the aforesaid public hearing, the date of which shall be no sooner than fifteen (15)  
80 days after the final required date of publication as specified hereinabove.

81 **AND, BE IT FURTHER RESOLVED BY THE COUNCIL OF THE CITY OF SALISBURY**  
82 **AS FOLLOWS:**

83 **Section 5.** It is the intention of the Council of the City of Salisbury that each provision this  
84 Resolution shall be deemed independent of all other provisions herein.

85 **Section 6.** It is further the intention of the Council of the City of Salisbury that if any section,  
86 paragraph, subsection, clause or provision of this Resolution shall be adjudged invalid, unconstitutional or  
87 otherwise unenforceable under applicable Maryland or federal law, such adjudication shall apply only to  
88 the section, paragraph, subsection, clause or provision so adjudged and all other provisions of this  
89 Resolution shall remain and shall be deemed valid and enforceable.

90 **Section 7.** The Recitals set forth hereinabove are incorporated into this section of this Resolution  
91 as if such recitals were specifically set forth at length in this Section 7.

92 **Section 8.** This Resolution and the annexation of the Property as contemplated herein, shall take  
93 effect upon the expiration of forty-five (45) days following its final passage, subject, however, to the right  
94 of referendum with respect to this Resolution as set forth in MD Code, Local Government, § 4-401, et seq.

95 **THIS RESOLUTION** was introduced, read and passed at the regular meeting of the Council of the  
96 City of Salisbury held on \_\_\_\_\_, 2024; having been duly published as required by law in  
97 the meantime, a public hearing was held on \_\_\_\_\_, 2024 at 6:00 p.m., and was finally passed  
98 by the Council at its regular meeting held on \_\_\_\_\_, 2024.

99  
100 \_\_\_\_\_  
101 Kimberly R. Nichols, D'Shawn Doughty,  
102 City Clerk Council President

103  
104 APPROVED BY ME this \_\_\_\_ day of \_\_\_\_\_, 2024.

105  
106  
107 \_\_\_\_\_  
108 Randolph J. Taylor, Mayor



# CITY OF SALISBURY

## PETITION FOR ANNEXATION

To the Mayor and Council of the City of Salisbury:

I/We request annexation of my/our land to the City of Salisbury.

Parcel(s) # 346

Lots 11, 12, 13

Map # 38

SIGNATURE (S)



7-29-22  
Date

Printed Rachelle Rauenzahn (agent)

Printed \_\_\_\_\_

\_\_\_\_\_  
Date

Printed \_\_\_\_\_

\_\_\_\_\_  
Date

Printed \_\_\_\_\_

\_\_\_\_\_  
Date



528 RIVERSIDE DRIVE  
SALISBURY, MD 21801  
PHONE: 410-749-1023  
FAX: 410-749-1012  
WWW.PARKERANDASSOCIATES.ORG

---

LAND SURVEYING • CIVIL ENGINEERING • LAND PLANNING • FORESTRY SERVICES

---

July 21, 2022

Les Sherrill, Prof. LS  
City surveyor  
Department of Infrastructure  
City of Salisbury  
125 N. Division St.  
Salisbury, MD 21801

**RE: Petition for Annexation  
West Road lots 11-13**

Dear Les,

On behalf of the developer/owner, I am seeking annexation of lots 11-13, located on West Road, just west of the city limits of Salisbury and containing a total annexation area of 0.80 acres more or less.

Said lots can be found on Tax Map 38, Parcel 346, and further described on the attached plat entitled, "Annexation Plat – 900, 902, 904 West Road Salisbury, MD, lots 11-13"; additionally on plat reference 157/345.

The present zoning of the property is C-2 General Commercial (Wicomico County). I am requesting said lots be annexed into the City of Salisbury and zoned R-8A Residential, a similar request as granted to CFE & Holdings, approximately 515 feet south of the property in question. The proposed use will be multi family, with access to city water & sewer, and private trash collection.

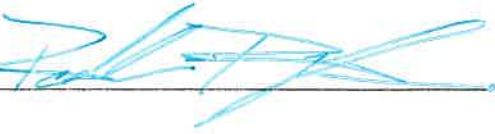
Available on the Plat attached and entitled, "Annexation Plat – 900, 902, 904 West Road Salisbury, MD, lots 11-13", you will find a legal description of the area to be annexed.

The project is currently in the preliminary design stage. If we are able to feasibly obtain annexation and water/sewer services, we will move forward diligently with this project. We strongly feel this project would have success in it's given location.

Please note for the record, that I have been authorized to make this petition on behalf of the developer/client, as his agent.

Thank you for your time and consideration with this project.

Sincerely,

x 

Rachelle Rauenzahn  
CAD Technician/Project Manager  
Parker and Associates



City of  
**Salisbury**  
Jacob R. Day, Mayor

CERTIFICATION

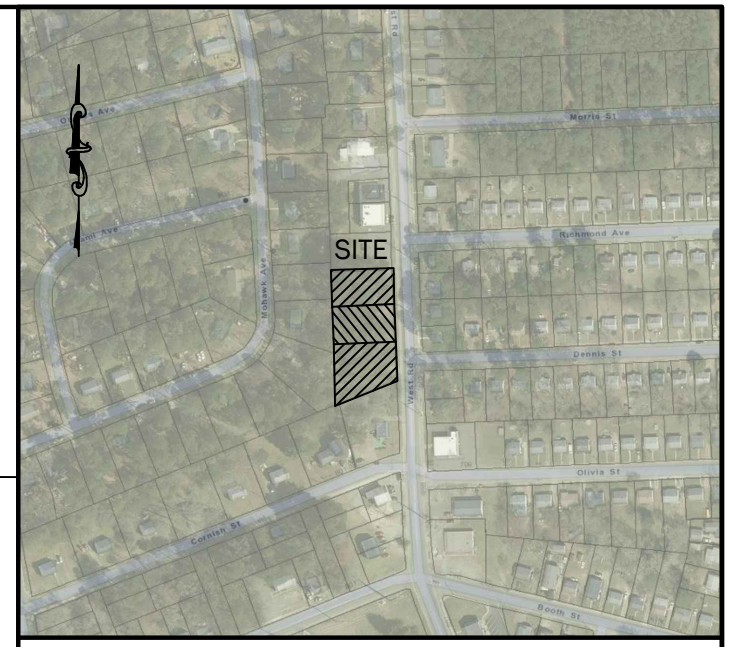
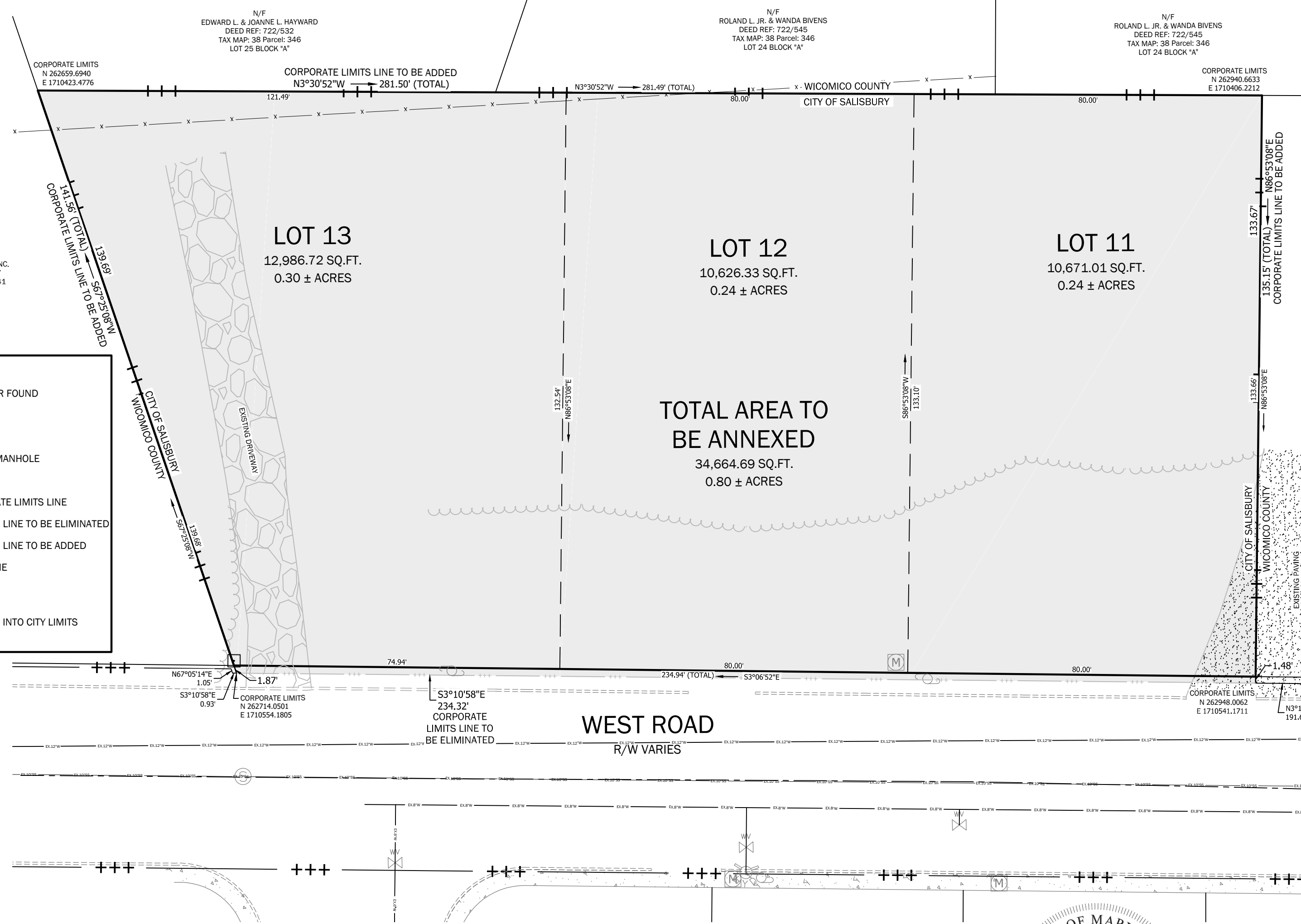
WEST ROAD – DIYA PATEL PROPERTIES XII, LLC ANNEXATION

This is to certify that I have verified the petitions for the annexation and that to the best of my knowledge the persons having signed the petition represent at least 25% of the registered voters residing in the area to be annexed and are the owners of at least 25% of the assessed valuation of real property located in the area to be annexed.

Leslie C. Sherrill  
Surveyor

Date: 1/6/2023

West Rd – Diya Patel Properties XII LLC – Certification – 01-6-2023.doc



VICINITY MAP  
SCALE: 1"=2000'

**LEGEND**

- CONCRETE MARKER FOUND
- WATER METER
- WATER VALVE
- SANITARY SEWER MANHOLE
- UTILITY POLE
- EXISTING CORPORATE LIMITS LINE
- CORPORATE LIMITS LINE TO BE ELIMINATED
- CORPORATE LIMITS LINE TO BE ADDED
- EXISTING FENCELINE
- TREE LINE
- AREA TO BE ADDED INTO CITY LIMITS

- GENERAL NOTES**
- THE PROPERTY SHOWN HEREON IS CURRENTLY OWNED BY:  
DIYA PATEL PROPERTIES XII LLC.  
9062 NEW BRIDGE RD  
DELMAR, MD 21875
  - DEED REFERENCE: 5313/437
  - PLAT REFERENCE: 157/345
  - TOTAL NUMBER OF LOTS = 3
  - TOTAL AREA OF LOTS = 34,282.00 ± SQ. FT. / 0.79 ± ACRES
  - THIS PROPERTY IS SHOWN ON F.I.R.M. COMMUNITY PANEL (114 OF 375),  
MAP NUMBER 24045C0113E, EFFECTIVE DATE AUGUST 17, 2015, AS BEING  
IN ZONE "X," AREAS DETERMINED TO BE MINIMAL FLOOD HAZARD.
  - THE PRESENT ZONING OF THIS PROPERTY IS: C-2 GENERAL COMMERCIAL  
(WICOMICO COUNTY).
  - THE PROPOSED ZONING OF THIS PROPERTY IS: R-8A RESIDENTIAL (CITY  
OF SALISBURY).
  - THIS PROPERTY ARE LOCATED WITHIN G.P.R. MANAGEMENT ZONE A.
  - THIS ANNEXATION PLAT WAS PREPARED WITHOUT THE  
BENEFIT OF A TITLE REPORT AND IS SUBJECT TO ANY ENCUMBRANCES,  
RESTRICTIONS, EASEMENTS AND/OR RIGHTS-OF-WAY THAT MIGHT BE  
REVEALED BY A THOROUGH TITLE SEARCH.
  - TOTAL AREA TO BE ANNEXED = 34,664.69 SQ.FT. / 0.80 ± ACRES

**LEGAL DESCRIPTION**

ALL THAT TRACT OR PARCEL OF LAND SITUATED AND BEING IN THE CITY OF SALISBURY, SALISBURY ELECTION DISTRICT, WICOMICO COUNTY AND THE STATE OF MARYLAND AND BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS: BEGINNING AT A POINT WITHIN THE WESTERLY SIDE OF WEST ROAD RIGHT-OF-WAY, AND BEING THE MOST SOUTHEASTERLY CORNER OF THE LANDS HEREIN DESCRIBED, THENCE SOUTH 67°25'08" WEST A DISTANCE OF 1.87 TO THE SOUTH EASTERLY PROPERTY CORNER OF LOT 13, THENCE FOLLOWING THE SAME COURSE A DISTANCE OF 139.69 FEET TO THE SOUTHWESTERLY CORNER OF LOT 13, THENCE RUNNING BY AND WITH THE WESTERLY PROPERTY LINE OF LOTS 11-13 NORTH 3°30'52" WEST A DISTANCE OF 281.50 FEET TO THE NORTH WESTERLY CORNER OF LOT 11, THENCE RUNNING BY AND WITH THE NORTHERLY PROPERTY LINE OF LOT 11 NORTH 86°53'08" EAST A DISTANCE OF 133.67 FEET TO THE NORTHEASTERLY PROPERTY CORNER OF LOT 11, AND THE WESTERLY RIGHT-OF-WAY OF WEST ROAD, THENCE CONTINUING THE SAME COURSE A DISTANCE OF 1.48 FEET, THENCE RUNNING WITHIN THE WEST ROAD RIGHT-OF-WAY SOUTH 3°10'58" EAST A DISTANCE OF 234.32 FEET TO THE PLACE OF BEGINNING CONTAINING 34,664.69 SQ.FT. / 0.80 ± ACRES.



PROFESSIONAL CERTIFICATION. I HEREBY CERTIFY THAT THESE DOCUMENTS WERE PREPARED OR APPROVED BY ME, AND THAT I AM A DULY LICENSED LAND SURVEYOR UNDER THE LAWS OF THE STATE OF MARYLAND LICENSE NUMBER 21193, RENEWAL DATE JANUARY 25, 2024.

BROCK E. PARKER

10/27/2023  
DATE

**REVISIONS**

DATE	INIT.
10/27/2023	RLPR

DWG. S2401-PS-ANNEXATION PLAT

**ANNEXATION PLAT**

900, 902, 904 WEST ROAD SALISBURY, MD, LOTS 11-13  
AS SHOWN ON "MANOKIN SUBDIVISION"

LOCATION: SALISBURY ELECTION DISTRICT, WICOMICO COUNTY, MARYLAND

SCALE: 1" = 20'	DATE: 6/28/2021	TAX MAP: 38
JOB NO.: S2401	DRAWN BY: RLPR	PARCEL: 346

SURVEYING FORESTRY

**PARKER**

ESTABLISHED 1977  
SALISBURY, MARYLAND  
410-749-1023

**ASSOCIATES**

CIVIL ENGINEERING INC. SITE PLANNING

## WEST ROAD – DIYA PATEL PROPERTIES XII, LLC

Beginning for the same at a point being South three degrees ten minutes fifty-eight seconds East (S 3° 10' 58" E) a distance of one hundred ninety-one decimal six, two (191.62) feet from a corner of the existing Corporate Limits Line of the City of Salisbury, MD (X 1,198,104.67 Y 202,392.01), being on the said Corporate Limits Line at a point being 1.48 feet easterly of the corner of Lot 11 of the "Manokin" subdivision. X 1,198,115.31 Y 202,200.68 (1) Thence by and with the northerly line of the said Lot 11, in part, South eighty-six degrees fifty-three minutes eight seconds West (S 86° 53' 08" W) one hundred thirty-five decimal one, five (135.15) feet to a point at the northwesterly corner of the said Lot 11. X 1,197,980.36 Y 202,193.34 (2) Thence by and with the said line Lot 11, in part, South three degrees thirty minutes fifty-two seconds East (S 3° 30' 52" E) two hundred eighty-one decimal five, zero (281.50) feet to a point at the southwesterly corner of Lot 13. X 1,197,997.62 Y 201,912.37 (3) Thence by and with the southerly line of the said Lot 13, in part, North sixty-seven degrees twenty-five minutes eight seconds East (N 67° 25' 08" E) one hundred forty-one decimal five, six (141.56) feet to a point being 1.87 feet beyond the southeasterly corner of the said Lot 13 also being near the westerly line of West Road on the existing aforesaid Corporate Limits Line. X 1,198,128.32 Y 201,966.73 (4) Thence by and with the said Corporate Limits Line North three degrees ten minutes fifty-eight seconds West (N 03° 10' 58" W) two hundred thirty-four decimal three, two (234.32) feet to the point of beginning.

Annexation containing 0.80 acres, more or less.

# PATEL PROPERTIES APARTMENTS

## ANNEXATION SITE PLAN

### WICOMICO COUNTY, MARYLAND



**GENERAL NOTES**

1. THE PROPERTY SHOWN HEREON IS CURRENTLY OWNED BY DVA PATEL PROPERTIES WJ LLC, 5024 NEW BRIDGE RD, BELLEVUE, MD 21157.
2. DEED REFERENCE: 4384/484
3. PLAT REFERENCE: 531/245
4. TOTAL AREA OF LOTS = 34,284.06 ± SQ. FT. / 0.79 ± ACRES. THIS PROPERTY IS SHOWN ON P.L. 88A COMMUNITY PANEL 114 OF 3713, MAP NUMBER 2006000000, EFFECTIVE DATE AUGUST 11, 2003, AS BEING IN ZONE "R" WHICH IS ZONED TO BE MEDIUM DENSITY HOUSING. THE PRESENT ZONING OF THIS PROPERTY IS C-2 GENERAL COMMERCIAL (WICOMICO COUNTY).
5. THE PROPOSED ZONING OF THIS PROPERTY IS RESIDENTIAL R-8A CITY OF SALISBURY.
6. THIS PROPERTY IS LOCATED WITHIN G.P.A. MANAGEMENT ZONE A. THIS EXISTING CONDITION SURVEY HAS BEEN PREPARED WITHOUT THE BENEFIT OF A TITLE REPORT AND IS SUBJECT TO ANY ENCUMBRANCES, RESTRICTIONS, EASEMENTS AND/OR RIGHTS OF ANY KIND THAT MIGHT BE REVEALED BY A THOROUGH TITLE SEARCH.
7. THIS PROJECT IS INTENDED TO BE SERVED BY PUBLIC SEWER, PUBLIC WATER, AND PRIVATE TRASH COLLECTION.

**SURFACE COVERAGE**

EXISTING:  
 TOTAL SITE AREA = 34,284 SF / 0.79 AC.  
 EXISTING IMPERVIOUS AREA = 0.58 F / 0.002 AC.

PROPOSED:  
 PROPOSED IMPERVIOUS AREA = 18,949 SF / 0.42 AC.  
 OPEN SPACE = 25,335 SF / 0.57 AC.

TOTAL PROPOSED OPEN SPACE IS 46.47%.

**DENSITY TABULATION**

ZONE	GENERAL RESIDENTIAL R-8A
USE:	APARTMENTS
TOTAL AREA OF PROJECT:	0.79 ACRES
UNITS ALLOWED:	55 UNITS PER ACRE
0.79 ACRES x 55:	43 UNITS (43 UNITS ALLOWED)
PROPOSED NUMBER OF UNITS:	12**

\*SPECIAL EXCEPTION REQUIRED FOR INCREASED DENSITY

**PARKING**

REQUIRED PARKING FOR APARTMENTS:  
 1.5 SPACES PER DWELLING  
 1.5 SPACES \* 12 DWELLINGS = 18 SPACES REQUIRED

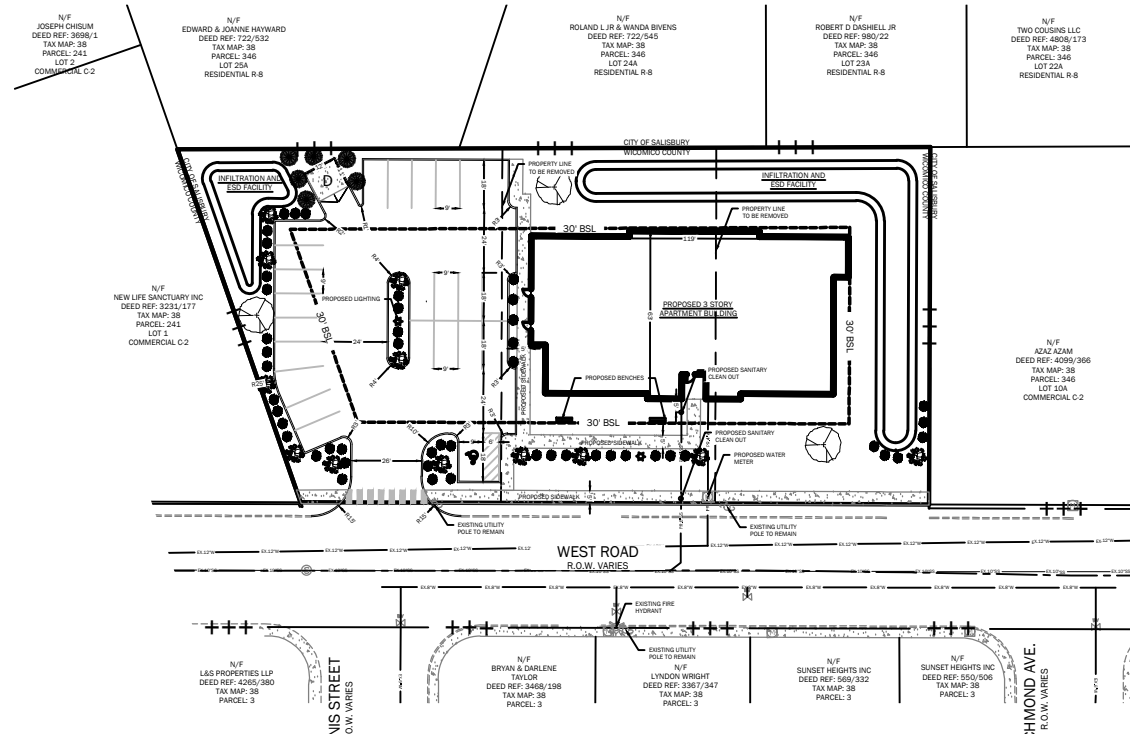
PROVIDED PARKING:  
 24 SPACES INCLUDING 1 VAN ACCESSIBLE

**ESTIMATED WATER & SEWER USAGE**

MULTI FAMILY RESIDENTIAL: 27.1 GPD PER UNIT \* 200 GPD  
 12 APARTMENTS x 1 = 12 EDU = 3,000 GPD  
 12 EDUS FOR PROJECT

**LEGEND**

- EXISTING FIRE HYDRANT
- EXISTING COVER MANHOLE
- PROPOSED SANITARY SEWER GEAFOUT
- EXISTING UTILITY POLE
- EXISTING OVERHEAD ELECTRIC
- PROPOSED PAVEMENT MARKING
- EXISTING PROPERTY BOUNDARY
- ADJACENT PROPERTY LINE
- PROPOSED EDGE OF PAVEMENT
- PROPOSED BUILDING
- EXISTING WATER MAIN
- EXISTING SEWER LINE
- PROPOSED SEWER LINE
- BUILDINGS SETBACK LINE
- EXISTING PAVING
- PROPOSED PAVING
- PROPOSED CONCRETE



**LANDSCAPE LEGEND**

- 3 CALIPER CANOPY TREE: TO CONSIST OF RED OAK (QUERCUS RUBRA) OR SIMILAR SPECIMEN TREE.
- 2 CALIPER SCREENING TREE: TO CONSIST OF LEYLAND CYPRESS (CYPRESSUS PAVENS LEXLANDII) OR SIMILAR SPECIMEN TREE.
- 2" SMALL DECIDUOUS FLOWERING ORNAMENTAL SPECIMEN TREE: PLANTING LOCATION TO CONSIST OF NORTHEAST CHERRY SPYRILE, TUSCARORA CRISP, WYVILE FLOWERING KIWANOHAN CHERRY, OR SIMILAR SPECIMEN TREE.
- SMALL SHRUB TO CONSIST OF INDICHOICE ROSE, PINK SUMMERSWEET, BURNING BUSH, HYPERICUM SPINOSA, AZALEA, JASMINE OR A MIXTURE OF GROUND COVER AND PERENNIALS (JANIPERS AND FLOWERS WITH ANNUAL COLOR TO BE SUPPLEMENTED WHERE APPROPRIATE).

**LANDSCAPE NOTES:**

1. ALL PLANT MATERIALS SHALL BE NURSERY GROWN AND SHALL COMPLY WITH THE AMERICAN STANDARD FOR NURSERY STOCK (ANSI Z60.1) LATEST EDITION, PUBLISHED BY THE AMERICAN ASSOCIATION OF NURSERYMEN.
2. CONTRACTOR SHALL CONTACT MISS UTILITY AND SHALL VERIFY THE LOCATION OF ALL UNDERGROUND UTILITIES WITHIN THE PROJECT AREA PRIOR TO INSTALLATION OF PLANT MATERIAL.
3. ALL AREAS DISTURBED BY PLANTING OPERATIONS SHALL BE REPAIRED BY THE CONTRACTOR TO THE SATISFACTION OF THE OWNER'S REPRESENTATIVE.
4. THE ROOT BALL OF ANY TREE SHALL NOT BE PLANTED WITHIN 10' OF ANY WALKER OR SEWER LINE. NO PLANTINGS SHALL BE PLANTED DIRECTLY ON TOP OF ANY UTILITY.

**OWNER'S CERTIFICATION**

I HEREBY CERTIFY THAT THE PROPOSED ANNEXATION SITE PLAN IS BEING SUBMITTED WITH MY FULL KNOWLEDGE AND CONSENT AND IS IN ACCORDANCE WITH ANY DEGREES AS AN OWNER OF THE SUBJECT PROPERTY.

DVA PATEL, PROPERTIES WJ LLC  
 5024 NEW BRIDGE RD  
 BELLEVUE, MD 21157  
 PHONE: 742-412-341

**PROFESSIONAL CERTIFICATION**

I HEREBY CERTIFY THAT I AM A LICENSED PROFESSIONAL ENGINEER BY STATE AND THAT I AM A DULY LICENSED CIVIL ENGINEER UNDER THE LAWS OF THE STATE OF MARYLAND LICENSE NO. 22224. EXPIRATION DATE: JULY 24, 2024 AND I AM A DULY LICENSED LAND SURVEYOR UNDER THE LAWS OF THE STATE OF MARYLAND LICENSE NO. 24444. EXPIRATION DATE: JANUARY 25, 2024.

BROCK E PARKER, P.E., R.S.  
 201 WINDSOR DRIVE  
 GREENSBORO, MARYLAND 22801  
 PHONE: (410) 749-2205 FAX: (410) 749-4012  
 EMAIL: BROCK@BROCKPARKERENGINEERS.COM

**SHEET 1**

**ANNEXATION SITE PLAN**  
**PATEL PROPERTIES APARTMENTS**

FOR CITY OF WILMICO, WICOMICO COUNTY, MARYLAND

SALES/RENT ELECTION DISTRICT: WICOMICO COUNTY, MARYLAND

DATE: 07/25/2024

SCALE: 1"=200'

CITY OF WILMICO, MARYLAND

WICOMICO COUNTY, MARYLAND

PROJECT NO: 2024-0001

DATE: 07/25/2024

SCALE: 1"=200'

Exhibit 3

# DIYA PATEL PROPERTIES XII, LLC – WEST ROAD ANNEXATION

## ANNEXATION AGREEMENT

**THIS ANNEXATION AGREEMENT (“Agreement”)** is made this \_\_\_\_ day of \_\_\_\_\_, 20\_\_ by and between the *City of Salisbury, Maryland*, a municipal corporation of the State of Maryland (the “**City**”), and *Diya Patel Properties XII, LLC*, a Maryland limited liability company (“**Patel**”), (the City and Patel are hereinafter referred to collectively as the “**Parties**”).

### RECITALS

**WHEREAS**, for purposes of this Agreement, the term “Patel” shall be deemed to include each and every subsidiary, successor-in-interest and/or assign of Patel, as the case may be, such that this Agreement, and all of the terms and conditions set forth herein, shall apply to, be binding in all respects upon and inure to the benefit of each and every successor-in-interest and/or assign of Patel, as the case may be;

**WHEREAS**, Patel is the owner of all that certain real property identified as Map 0038, Grid 0001, Parcel 0346, Block A, Lot 11 consisting of 10,640 square feet more or less, having a premises address of 904 West Road, Salisbury, Maryland 21801 (“**Lot 11**”), pursuant to a Deed, dated January 22, 2020, from Sunset Heights, Inc., to Patel, recorded among the Land Records of Wicomico County, Maryland in Liber 4584, folio 494;

**WHEREAS**, Patel is the owner of all that certain real property identified as Map 0038, Grid 0001, Parcel 0346, Block A, Lot 12 consisting of 10,640 square feet more or less, having a premises address of 902 West Road, Salisbury, Maryland 21801 (“**Lot 12**”), pursuant to a Confirmatory Deed, dated October 20, 2023, recorded among the Land Records of Wicomico County, Maryland in Liber 5313, folio 437;

**WHEREAS**, Patel is the owner of all that certain real property identified as Map 0038, Grid 0001, Parcel 0346, Block A, Lot 13 consisting of 12,012 square feet more or less, having a premises address of 900 West Road, Salisbury, Maryland 21801 (“**Lot 13**”), pursuant to a Confirmatory Deed, dated October 20, 2023, recorded among the Land Records of Wicomico County, Maryland in Liber 5313, folio 437;

**WHEREAS**, Lot 11, Lot 12 and Lot 13 are further described in the Annexation Plat attached hereto as *Exhibit 1* and incorporated herein. Lot 11, Lot 12 and Lot 13 are hereinafter referred to collectively as the “**Property**”). The Annexation Plat depicts all that same real property more particularly described by metes, bounds, courses and distances in that certain legal description attached hereto and incorporated herein as *Exhibit 2*; and

**WHEREAS**, Patel intends to re-subdivide the three (3) parcels of the Property into one (1) parcel, as described in the “Annexation Site Plan – Patel Properties Apartments,” a copy of which is attached hereto and incorporated herein as *Exhibit 3*;

**WHEREAS**, upon Patel’s subdivision of the Property into one (1) parcel as described in *Exhibit 3*, Patel intends to construct an apartment building upon the Property;

**WHEREAS**, all of the land which makes up the Property is located within Wicomico County, Maryland and outside the municipal boundaries of the City, and, therefore, the Property is ineligible to receive City services, including municipal water and sanitary sewer utility service, which Patel desires to obtain for its development of the Property as aforesaid;

**WHEREAS**, Patel, submitted a Petition for Annexation (the “**Petition**”), dated July 29, 2022, requesting the City annex each parcel of land which makes up the Property as contemplated herein;

**WHEREAS**, the City is willing to annex the Property, provided Patel agrees to adhere to all laws, ordinances and regulations of the City, and the provisions of this Agreement, regarding Patel’s use and development of the Property;

**WHEREAS**, appropriate and required public hearings on the proposed annexation of the Property have been held pursuant to all applicable state and local laws;



**WHEREAS**, pursuant to the authority contained in MD Code, Local Government, § 4-101, et seq., the City and Patel enter into this Agreement to set forth the terms and conditions of the proposed annexation of the Property and all annexation proceedings relating thereto.

**NOW, THEREFORE**, in consideration of the mutual covenants and agreements contained herein, and for other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged by the Parties hereto, the Parties hereby agree as follows:

**1. Effective Date.**

The effective date of this Agreement shall be the date upon which the Resolution approving the City's annexation of the Property becomes effective (said Resolution is hereinafter referred to as the "**Annexation Resolution**"). The annexation of the Property shall not become effective unless and until all applicable appeal and referendum periods have expired, and, if applicable, all appeals and referenda have been resolved in favor of the City's annexation of the Property.

**2. Warranties & Representations of the City.**

(a) The City, the Salisbury-Wicomico County Planning Commission, and associated staff shall be guided by this Agreement, throughout the review of any and all development plans submitted for or relating to the Property or any portion thereof to ensure the provisions of this Agreement are specifically implemented. Any approval granted to or for a development plan for the Property or any portion thereof by any commission, board, body or agent of the City shall be in substantial compliance with all of the terms and conditions of this Agreement.

(b) The Parties expressly acknowledge and agree the City's support for the annexation of the Property, as provided herein, is not intended, nor shall it be construed, to prohibit the City from enacting such future ordinances, charter provisions, engineering standards or any amendments thereto deemed necessary or appropriate to protect the public, health, safety and welfare of the residents of the City, nor from applying such ordinances or charter provisions to the development of the Property or any portion thereof, provided any such application does not operate to divest prior approvals, nor interfere with Patel's vested rights in and to the Property, or any portion thereof, to any extent greater than the impact of such ordinances and charter resolutions have upon other similarly-situated properties located within the municipal boundaries of the City.

**3. Warranties & Representations of Patel.**

(a) This Agreement shall constitute the written consent of Patel to annexation of the Property, as required by MD Code, Local Government, §§ 4-403(b)(1)-(2). Patel represents and warrants to the City that it has the full power and authority to sign this Agreement and that Patel is the sole owner of the Property more particularly described in *Exhibit 2* and, thus, constitutes the owner of one hundred percent (100%) of the assessed value of the Property. Patel further represents and warrants to the City that there is no action pending against, or otherwise involving, Patel that would affect, in any way, the right and authority of Patel to execute this Agreement.

(b) Patel expressly acknowledges and agrees that it will receive a benefit from and upon the City's annexation of the Property; accordingly, by Patel's execution of this Agreement, Patel agrees, as a bargained-for condition for the City's annexation of the Property, to waive and relinquish any and all right it has or may have to withdraw its consent to the City's annexation of the Property or any portion thereof. Patel shall not petition the Annexation Resolution to referendum and, in the event the Annexation Resolution is petitioned to referendum and Patel is permitted to vote in such referendum, Patel shall vote in favor of the Annexation Resolution.

**4. Application of City Code and Charter.**

From and after the effective date of the Annexation Resolution, all provisions of the City of Salisbury Charter (the “**Charter**”) and the Salisbury Municipal Code (the “**City Code**”) shall have full force and effect within the Property, except as otherwise expressly set forth herein.

**5. Municipal Zoning.**

Upon the effective date of the Annexation Resolution, the Property shall be zoned General Commercial.

**6. Municipal Services.**

(a) Subject to the obligations of Patel set forth in Section 9(f)(i)-(ii) hereof, the City agrees to provide all necessary municipal services required for Patel’s development of the Property, including, but not limited to, adequate water and sewer services, fire and police protection, and other municipal services as generally available to City residents.

(b) With regard to public water and sewer allocation for the Property or any portion thereof, any allocation of public water or wastewater capacity and/or services shall be made by the City according to adopted allocation plans in effect at the time Patel makes a request for such capacity and/or services.

**7. Standards & Criteria.**

Should any environmental, engineering, or other similar standard or criteria expressly provided in this Agreement be exceeded by any local, state or federal law, regulation, rule, standard or authorized criteria, which may be adopted subsequent to the execution of this Agreement, the newer stricter standard, criteria, law or regulation shall apply.

**8. City Boundary Markers.**

(a) Patel, at its sole cost and expense, shall install City Boundary Markers at the boundary lines representing the enlarged City boundaries resulting from the City’s annexation of the Property. Patel shall provide the City with receipt(s), or other written documentation acceptable to the City, evidencing the installation of the boundary lines, as aforesaid, within ninety (90) days of the expiration of the forty-five (45) day referendum period applicable to the Annexation Resolution.

(b) In the event Patel fails to comply with its obligations under Section 8(a) hereof, then, upon the expiration of the ninety (90) day period set forth in Section 8(a), Patel shall make payment to the City in the amount of either Ten Thousand Dollars and 00/100 (\$10,000.00) or the amount of the costs incurred by the City to perform the obligations of Patel under Section 8(a), whichever is greater.

**9. Development Considerations.**

(a) **Fees & Costs.** Patel expressly acknowledges and agrees that it shall make payment to the City for any and all fees, costs and/or expenses, including, but not limited to, legal fees, planning fees and/or consulting fees, incurred by the City in connection with the preparation of this Agreement, the preparation of the Annexation Resolution, the preparation of any other document(s) pertaining to the annexation of the Property, the publication of public notice(s) for the annexation of the Property, and any other matter relating to or arising from the annexation of the Property, as determined by the City in its sole discretion. The City shall invoice Patel for all costs to be paid by Patel under this Section 9(a) and Patel shall make payment to the City for all such amounts within fifteen (15) days of Patel’s receipt of any such invoice from the City.

**(b) Development of Property.** Patel shall develop the Property in a manner compliant with all laws and regulations governing the development of property located within the City's General Commercial zoning district.

**(c) Contribution to Area Improvement.** Upon commencement of construction of the development of the Property or within one year from the date of this Agreement, whichever is sooner, the portion of West Road abutting the Property shall be upgraded to meet all applicable City standards and specifications in such manner and to such extent as determined necessary and appropriate by the City's Department of Infrastructure and Development, including all applicable City standards, specifications and/or requirements for road width, sidewalk(s), streetlights, on-street parking and the provision of a bike lane thereon. All upgrades made to West Road, as aforesaid, shall be performed by the City at the sole cost and expense of Patel. The Director of the City's Department of Infrastructure and Development may extend this time frame for up to one additional year upon written request of Patel.

**(d) Contribution to the Re-Investment in Existing Neighborhoods.**

- (i)** Prior to Patel's submission or filing of any application or request for issuance of a permit for or relating to Patel's development of the Property, including an application for a building permit, or upon the expiration of one hundred twenty (120) days from the effective date of the Annexation Resolution, whichever occurs first, Patel shall pay to the City a non-refundable development assessment in the amount of Five Thousand Dollars and 00/100 (\$5,000) (the "**Development Assessment**"). Patel expressly acknowledges and agrees that its payment of the Development Assessment to the City under this Section 9(d)(i) is a material part of the consideration received by the City hereunder, without which the City would not enter into this Agreement.
- (ii)** In the event Patel fails to pay the Development Assessment to the City in accordance with the terms of Section 9(d)(i), the Development Assessment shall bear interest from the due date thereof to the date of payment at the rate of ten percent (10%) per annum. Notwithstanding any term to the contrary set forth herein, Patel shall make payment of the Development Assessment, including all late charges incurred thereon, if any, to the City, prior to the City's issuance of any permit for or relating to any development of the Property.
- (iii)** The Parties expressly acknowledge and agree the Development Assessment is intended for use by the City, in its sole discretion, for purposes of beautification, restoration and revitalization improvements to existing neighborhoods in the City. The Parties further acknowledge and agree the Development Assessment shall be in addition to, and otherwise independent of, any and all water and sewer comprehensive connection charges or fees assessed, levied or otherwise imposed by the City, any and all impact fees imposed by Wicomico County or the City, and/or any other charges or fees which the City may assess against Patel or the Property in accordance with the terms and conditions of this Agreement and/or pursuant to any law or regulation applicable to the Property and/or the development thereof.

**(e) Community & Environmental Design.** Patel expressly acknowledges and agrees that any development plan for the Property shall: feature strong pedestrian, functional and visual relationships from the street and sidewalk to the front entrance of each structure constructed at or upon the Property; include enhanced site landscaping which recognizes and otherwise displays the "gateway" character of the Property; and, provide buffer plantings and forest retention for purposes of establishing a buffer between the developed portion of the Property and the residentially zoned properties adjoining portions of the Property.

**(f) Public Utility Improvements & Extensions.**

- (i)** The Parties expressly acknowledge and agree that extensions of public water and sanitary sewer utilities will be necessary to meet the utility service requirements for and within the Property. Accordingly, the Parties expressly acknowledge and agree that Patel shall, at its sole cost and expense, design and construct, or cause to be designed and constructed, such public water and sanitary sewer utility extension(s), including water and sewer main(s), trunk line(s), fire hydrant(s) and appurtenant facilities, required or imposed to serve the development or redevelopment of, or any other site improvements to or for, the Property or any portion thereof, in accordance with the City's standards and specifications.
- (ii)** In addition to the provisions set forth in Section 9(f)(i) Patel's design and construction of all facilities necessary for the extension and service of public water and sanitary sewer utilities to the Property shall be governed by the terms and conditions of a Public Works Agreement, by and between Patel and the City (the "PWA"), which shall be executed by the Parties as soon as practicable after the Annexation Resolution becomes effective, with the express agreement that execution of the PWA by the Parties will not be unreasonably conditioned, withheld or delayed; provided, however, no permit may be issued to Patel, or any party acting on its behalf, for any work associated with Patel's development of the Property, or any portion thereof, until the PWA has been executed by the Parties.

**(g)** Patel's subdivision of the Property into one (1) parcel as described in *Exhibit 3* shall occur on or before one year from the date of this Agreement.

**10. RECORD PLAT.**

Patel shall provide the City with a copy of the final record plat for any development of, on or within the Property.

**11. NOTICES.**

All notices and other communication in connection with this Agreement shall be in writing and shall be deemed delivered to the addressee thereof: (1) when delivered in person on a business day at the address set forth below; (2) on the third (3<sup>rd</sup>) business day after being deposited in any main or branch United States post office, for delivery by properly addressed, postage prepaid certified or registered mail, return receipt requested, at the address set forth below; or, (3) when delivered by a nationally-recognized delivery service company at the address set forth below, with written proof of delivery.

All notices and other communications to Patel shall be addressed to, and delivered at, the following addresses:

Diya Patel Properties XII, LLC  
c/o Dipal Patel  
9062 Newbridge Drive  
Delmar, MD 21875

All notices and other communications to the City shall be addressed to, and delivered at, the following addresses:

City of Salisbury  
c/o Richard Baldwin, Director  
Department of Infrastructure and Development  
125 N. Division Street, Room 202  
Salisbury, Maryland 21801

*With a copy to:*  
Laura E. Ryan, Esquire  
Cockey, Brennan & Maloney, P.C.  
313 Lemmon Hill Lane  
Salisbury, Maryland 21801

**12. Future Uses of Annexed Property.**

Patel expressly acknowledges and agrees that, upon the effective date of the Annexation Resolution, any development of the Property must comply with all applicable laws, rules and regulations of the City, as may be amended from time to time, including, but not limited to, all applicable zoning laws of the City, and all applicable permitting and/or approval procedures established by the City governing the development and/or use of property located within the City's General Commercial zoning district. Development of the Property shall be subject to, and must comply with, any and all applicable capacity fees and/or impact fees established by the City and/or Wicomico County existing as of the effective date of the Annexation Resolution, subject to any amendments thereto as approved by the City and/or Wicomico County from time to time. The Parties expressly acknowledge and agree that this Agreement, or any of the terms set forth herein, shall not, in any way, constitute, or otherwise be construed as, an approval for any specific development on or within the Property or any portion thereof; nor shall this Agreement or any of its terms constitute or otherwise be construed as a waiver by the City of any fee(s) or charge(s) associated with or arising from Patel's development and/or use of the Property or any portion thereof.

**13. Miscellaneous Provisions.**

**(a) Applicable Law.** This Agreement shall be construed and enforced in accordance with the laws of the State of Maryland, without regard to its conflict of laws principles. The Parties, acting for themselves and for their respective successors and assigns, without regard to domicile, citizenship or residence, hereby expressly and irrevocably consent to and subject themselves to the jurisdiction of the Maryland courts and to venue in Wicomico County, Maryland with respect to any matter arising from or in connection with this Agreement.

**(b) Scope of Agreement.** This Agreement is not intended to limit the exercise of any police power(s) of the City, to limit the operation of the City government or to guarantee the outcome of any administrative process. Unless otherwise expressly set forth in this Agreement or in any other subsequent agreement entered into by the Parties, this Agreement shall be subject to all properly enacted laws, and properly adopted governmental regulations, now or hereafter existing and applicable. This Agreement shall not be rendered invalid by reason of the enactment or amendment of any law or the adoption or amendment of any regulation, which is: **(i)** enacted or adopted by the City in the exercise of a governmental power for a valid governmental purpose; **(ii)** enacted or adopted by the City as a result of a state or federal mandate; or, **(iii)** applicable to the Property and to similarly situated property located outside of the City in Wicomico County.

**(c) Entire Agreement.** This Agreement and all exhibits and/or addenda attached hereto constitutes the entire agreement and understanding of the Parties with respect to the transactions

contemplated herein, and all prior negotiations, writings and understandings relating to the subject matter of this Agreement are merged herein and are superseded and canceled by this Agreement.

**(d) Waiver.** None of the terms or conditions of this Agreement may be waived, except if set forth in a writing signed by the party entitled to the benefit of the term(s) or condition(s) so waived; and, such waiver shall be effective only in the specific instance and for the specific purpose for which it is given.

**(e) Project as a Private Undertaking.** The Parties expressly acknowledge and agree: **(i)** that the development or redevelopment of the Property, or any portion thereof, is a private undertaking; **(ii)** that neither the City nor Patel is acting as the agent of the other party in any respect hereunder; and, **(iii)** that each of the City and Patel is an independent contracting entity with respect to the provisions of this Agreement. No partnership, joint venture or other association of any kind is formed by this Agreement.

**(f) Modification.** Neither this Agreement nor any provision hereof may be waived, modified, amended, discharged or terminated except by an instrument in writing signed by the Parties.

**(g) Binding Effect.** The terms of this Agreement shall be binding upon and shall inure to the benefit of the Parties hereto, any successor municipal authority of the City and/or any successor owner(s) of record of the Property or any portion thereof.

**(h) Assignment of Agreement.** The Parties expressly acknowledge and agree this Agreement shall be assignable, in whole or in part, by Patel, without the consent of the City or any of its elected officials, employees or agents, to any purchaser of the Property or any portion thereof; provided, however, any transfer of all or a portion of the Property shall be subject to the terms of this Agreement. Notwithstanding any term to the contrary set forth in this Section 13(h), Patel shall not transfer, or pledge as security for any debt or obligation, any of its interest in or to all or any portion of the Property without first obtaining the acknowledgment of the transferee or pledgee to be bound by all of the terms and conditions set forth herein, as if such transferee or pledgee was a party to this Agreement. Patel shall provide the City with a copy of all documents, including all exhibits attached thereto (if any), evidencing any transfer or assignment by Patel of any of its interests in and to the Property or any portion thereof.

**(i) Express Condition.** The obligations of Patel under this Agreement shall be contingent upon the annexation of the Property becoming effective (as set forth in Section 1 hereof) and shall not constitute the personal obligations of Patel independent of its ownership of the Property or any portion thereof. Notwithstanding any term to the contrary set forth herein, the obligations of Patel under Section 9(a) hereof shall not be contingent or otherwise conditioned upon annexation of the Property and shall be binding upon and enforceable against Patel, its successors, representatives and assigns, to the fullest extent permitted by Maryland law.

**(j) No Third-Party Beneficiaries.** This Agreement shall not confer any rights or remedies upon any person or entity other than the Parties hereto and their respective successors and/or assigns.

**(k) Recording of Agreement.** This Agreement, including all exhibits, schedules and/or addenda attached hereto, each of which is incorporated in this Agreement by this reference, shall be recorded among the Land Records of Wicomico County, the costs of which shall be paid by Patel. This Agreement, and all of the terms contained herein, shall run with the Property and be binding upon and inure to the benefit of the Parties and their respective heirs, personal representatives, successors and/or assigns.

**(l) No Reliance.** Each party to this Agreement, for itself, expressly acknowledges and agrees that, in entering into this Agreement, such party has not been induced by, nor has relied upon, nor included as part of the basis of the bargain herein, any representation(s) or statement(s), whether express or implied, made by any agent, representative or employee of the other party to this Agreement, which is not expressly set forth herein.

**(m) Further Assurances.** The Parties covenant and agree to do, execute, acknowledge and deliver, or cause to be done, executed, acknowledged and delivered, all such further acts, deeds, documents,

assignments, transfers, conveyances, powers of attorney and assurances as may be reasonably necessary or desirable to give full effect to this Agreement.

**(n) Severability.** The Parties intend that should any provision, covenant, agreement, or portion of this Agreement or its application to any person, entity, or property be held invalid by a court of competent jurisdiction, the remaining provisions of this Agreement and the validity, enforceability, and application thereof to any person, entity, or property shall not be impaired thereby, but such remaining provisions shall be interpreted, applied and enforced so as to achieve, as near as may be, the purpose and intent of this Agreement to the greatest extent permitted by applicable law.

**(o) Waiver of Jury Trial.** **The Parties hereto shall and they hereby do waive trial by jury in any action, proceeding or counter-claim brought by any party against any other party on any matters whatsoever arising out of or in any way connected with this Agreement, the relationship of the Parties to one another, and/or any claim, injury or damage arising from or consequent upon this Agreement.**

**(p) Remedies.** In addition to each and every remedy now or hereafter existing at law or in equity, the Parties expressly agree that, provided the Annexation Resolution becomes effective, the Parties shall have the right to enforce this Agreement by an action for specific performance.

**(q) Survival.** The terms and conditions of this Agreement shall survive the effective date of the Annexation Resolution and shall not be merged or expunged by the City's annexation of the Property or any portion thereof.

**(r) Construction.** This Agreement and all of the terms and conditions set forth herein shall not be construed or enforced in favor of or against any party hereto by reason of the fact that party or that party's agent or attorney drafted all or any part of this Agreement. Section headings are for convenience of reference only and shall not limit or otherwise affect any of the provisions of this Agreement. As used herein, any reference to the masculine, feminine or neuter gender shall include all genders, the plural shall include the singular, and the singular shall include the plural.

**(s) Time.** Time is of the essence with respect to this Agreement and each and every provision hereof.

**(t) Cooperation.** The Parties hereto agree that each will cooperate with the other to the extent necessary to facilitate the issuance of any and all required permits from any non-party government agency for Patel's development of the Property.

**(u) Recitals.** The Recitals set forth hereinabove are incorporated by reference herein, and made a part hereof, as if fully set forth in this Agreement.

***[THE REMAINDER OF THIS PAGE IS INTENTIONALLY LEFT BLANK]  
[SIGNATURES APPEAR ON THE PAGE THAT FOLLOWS]***

**IN WITNESS WHEREOF**, the Parties hereto have set their hands and seals and acknowledged this Agreement as of the day and year first above written.

**ATTEST/WITNESS:**

**“Patel”:**

**Diya Patel Properties XII, LLC**

\_\_\_\_\_

By: \_\_\_\_\_ (Seal)  
\_\_\_\_\_ Authorized Representative

**THE “CITY”:**

**City of Salisbury, Maryland**

\_\_\_\_\_

By: \_\_\_\_\_ (Seal)  
Randolph J. Taylor, Mayor



STATE OF \_\_\_\_\_, \_\_\_\_\_ COUNTY, TO WIT:

I HEREBY CERTIFY, that on this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_ before me, the subscriber, a Notary Public in and for the State and County aforesaid, personally appeared \_\_\_\_\_, who acknowledged himself to be an Authorized Representative of Diya Patel Properties XII, LLC, and that he, as such Authorized Representative, being authorized so to do, executed the foregoing instrument on behalf of Diya Patel Properties XII, LLC for the purposes therein contained.

AS WITNESS my hand and Notarial Seal.

\_\_\_\_\_  
NOTARY PUBLIC

STATE OF MARYLAND, COUNTY OF \_\_\_\_\_, TO WIT:

I HEREBY CERTIFY that on this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_ before me, the subscriber, a Notary Public in and for the State and County aforesaid, personally appeared RANDOLPH J. TAYLOR, who acknowledged himself to be the MAYOR of THE CITY OF SALISBURY, MARYLAND, and that he, as such officer, being authorized to do so, executed the foregoing instrument on behalf of said municipal corporation for the purposes therein contained.

AS WITNESS my hand and Notarial Seal.

\_\_\_\_\_  
NOTARY PUBLIC

My Commission Expires: \_\_\_\_\_

**CERTIFICATION BY ATTORNEY**

I hereby certify that I am an attorney admitted to practice before the Court of Appeals of Maryland, and that the foregoing instrument was prepared under my supervision.

\_\_\_\_\_  
**Laura E. Ryan, Esq.**

**ANNEXATION PLAN  
FOR THE  
DIYA PATEL PROPERTIES XII, LLC– WEST ROAD  
ANNEXATION  
TO THE CITY OF SALISBURY**

April 2, 2024

This Annexation Plan is consistent with the Municipal Growth Element of the City of Salisbury’s adopted Comprehensive Plan. The following are milestones in the public review and consideration of the proposed Annexation which is the subject of this Annexation Plan:

- At a Work Session of the City of Salisbury Mayor and City Council, held on \_\_\_\_\_, the Salisbury City Council (the “**City Council**”) reviewed the Petition for Annexation (the “**Annexation Petition**”) submitted by **Diya Patel Properties XII, LLC** (“**Patel**”), dated July 29, 2022, which requested the City of Salisbury, Maryland (the “**City**”) annex the following parcels of land:
  - Map 0038, Grid 0001, Parcel 0346, block A, Lot 11, consisting of 10,640 square feet more or less, having a premises address of 904 West Road, Salisbury, Maryland 21801 (“**Lot 11**”)
  - Map 0038, Grid 0001, Parcel 0346, block A, Lot 12 consisting of 10,640 square feet more or less, having a premises address of 902 West Road, Salisbury, Maryland 21801 (“**Lot 12**”)
  - Map 0038, Grid 0001, Parcel 0346, block A, Lot 13 consisting of 12,012 square feet more or less, having a premises address of 900 West Road, Salisbury, Maryland 21801 (“**Lot 13**”);
  - Lot 11, Lot 12 and Lot 13 are further described in the Annexation Plat dated October 27, 2023 and prepared by Parker & Associates, Inc., which is intended to be recorded among the Plat Records of Wicomico County, Maryland following annexation (the “**Annexation Plat**”) attached hereto as *Exhibit 1* and incorporated herein. Lot 11, Lot 12 and Lot 13 are hereinafter referred to collectively as the “**Annexed Property**”.
- At the February 16, 2023 Meeting of the Salisbury-Wicomico County Planning Commission (the “**Planning Commission**”), the Planning Commission reviewed the proposed annexation of the Annexed Property and approved a favorable recommendation to the City for the proposed zoning of the Annexed Property.
- On \_\_\_\_\_, 20\_\_\_\_, a Regular Meeting of the City of Salisbury Mayor and City Council was convened, during which the City Council reviewed this Annexation Plan and a Resolution of the City Council to authorize and approve the City’s annexation of the Annexed Property (said Resolution is hereinafter referred to as the “**Annexation Resolution**”), and, in accordance with applicable state and local law, directed that a date for a Public Hearing be established to hear public comment on the City’s annexation of the Annexed Property, as requested by the Annexation Petition submitted by Patel. Furthermore, at the \_\_\_\_\_ 20\_\_\_\_, Regular Meeting of the City of Salisbury Mayor and City Council, the City Council directed that this Annexation Plan be submitted to the Maryland Department of Planning and the Wicomico County Council for comment, within thirty (30) days of the Public Hearing on the Annexation Resolution, as required by applicable Maryland law.

**1.0. GENERAL INFORMATION AND DESCRIPTION OF ANNEXED PROPERTY.**

**1.1. Petitioner for Annexation of the Annexed Property.**

- (a) **Lot 11.** Patel is the Petitioner for annexation of Lot 11. Lot 11 was conveyed unto Patel by Deed, dated January 22, 2020, from Sunset Heights, Inc., to Patel, recorded among the Land Records of Wicomico County, Maryland in Liber 4584, Folio 494.
- (b) **Lot 12.** Patel is the Petitioner for annexation of Lot 12. Lot 12 was conveyed unto Diya Patel Properties XIII, LLC via a Deed dated January 22, 2020 recorded among the Land Records of Wicomico County, Maryland in Liber 4585, Folio 1, which was thereafter followed by a Confirmatory Deed dated February 7, 2020 recorded among the Land Records of Wicomico County, Maryland in Liber 4595, Folio 257. Following the filing of Articles of Merger with the Maryland State Department of Assessments and Taxation, Diya Patel Properties XIII, LLC was merged into Patel and a Confirmatory Deed, dated October 20, 2023, was recorded among the Land Records of Wicomico County, Maryland in Liber 5313, folio 437 confirming Patel as the owner of Lot 12.
- (c) **Lot 13.** Patel is the Petitioner for annexation of Lot 13. Lot 13 was conveyed unto Diya Patel Properties XIV, LLC via a Deed dated January 22, 2020 recorded among the Land Records of Wicomico County, Maryland in Liber 4585, Folio 8, which was thereafter followed by a Confirmatory Deed dated February 7, 2020 recorded among the Land Records of Wicomico County, Maryland in Liber 4595, Folio 263. Following the filing of Articles of Merger with the Maryland State Department of Assessments and Taxation, Diya Patel Properties XIV, LLC was merged into Patel and a Confirmatory Deed, dated October 20, 2023, was recorded among the Land Records of Wicomico County, Maryland in Liber 5313, folio 437 confirming Patel as the owner of Lot 13.

**1.2. Location.**

- (a) **Lot 11.** Lot 11 is located on the westerly side of West Road, having a premise address of 904 West Road Salisbury, MD 21801 (Map 0038, Grid 0001, Parcel 0346, Lot 11).
- (b) **Lot 12.** Lot 12 is located on the westerly side of West Road, having a premise address of 902 West Road Salisbury, MD 21801 (Map 0038, Grid 0001, Parcel 0346, Lot 12).
- (c) **Lot 13.** Lot 13 is located on the westerly side of West Road, having a premise address of 900 West Road Salisbury, MD 21801 (Map 0038, Grid 0001, Parcel 0346, Lot 13).

**1.3. Property Description.** The Annexed Property consists of .80+/- acres of land more or less and is comprised of Lot 11, Lot 12 and Lot 13, as more particularly described hereinabove and depicted by a plat titled, "Annexation Plat," attached hereto and incorporated herein as **Exhibit 1**. The Annexation Plat depicts all that same real property more particularly described by metes, bounds, courses and distances in that certain legal description attached hereto and incorporated herein as **Exhibit 2**. Upon the annexation thereof, the portion of West Road abutting the Property shall be upgraded to meet all applicable City standards and specifications in such manner and to such extent as determined necessary and appropriate by the City's Department of Infrastructure and

Development, including all applicable City standards, specifications and/or requirements for road width, sidewalk(s), streetlights, on-street parking and the provision of a bike lane thereon. All upgrades made to West Road, as aforesaid, shall be performed by the City at the sole cost and expense of Patel as provided in the Annexation Agreement by and between the City and Patel of even date herewith.

**1.4. Existing Zoning.** All of the Annexed Property is now C-2 General Commercial under the Wicomico County Code. The properties to the north and south are in the County's C-2 General Commercial district. The properties to the east and west are in the County's R-8 Residential zoning district.

**2.0. LAND USE PATTERN PROPOSED FOR THE ANNEXED PROPERTY.**

**2.1. Comprehensive Plan.**

- (a) The City of Salisbury adopted the current Comprehensive Plan in 2010. The Annexed Property is located within the City of Salisbury's designated municipal growth area. The City's Comprehensive Plan and Future Land Use map designates the Annexed Property as commercial.
- (b) With respect to annexation of lands, the goal of the City of Salisbury's Comprehensive Plan is as follows: "To encourage the orderly growth and expansion of the City of Salisbury by annexing selected areas and by providing public services to newly developing areas without overburdening these facilities while continuing to maintain a high level of services to existing developments and residents of the City."

**2.2. Proposed Zoning for Annexed Property.** Upon annexation, the Annexed Property is proposed to be zoned as "General Commercial." Per Section 17.36.010 of the City of Salisbury Code, the purpose of the "General Commercial" zoning district is to "is to provide a wide range of functional and attractive regional retail, office, service, wholesale, storage, distributing and light manufacturing activities." In a letter to Patel, via its engineer/surveyor, dated February 27, 2023, from Brian Soper, City Planner for the City of Salisbury, informing Patel the Planning Commission had forwarded a favorable recommendation to the Mayor and Council for the Annexed Property to be zoned General Commercial upon annexation, Mr. Soper explained: the Planning Commission recommended the Property be zoned General Commercial subject to the condition that the lot be consolidated in one (1) lot.

**2.3. Proposed Land Use for Annexed Property.** Patel proposes to construct an apartment building upon the Property in accordance with the "Annexation Site Plan" (a copy of which is attached hereto and incorporated herein as *Exhibit 3*).

**3.0. THE PUBLIC FACILITIES AND SERVICES NEEDED BY THE DEVELOPMENT AND THE METHODS TO PROVIDE SUCH FACILITIES AND SERVICES TO THE ANNEXED PROPERTY.**

**3.1. Roads.**

- (a) Currently, the Annexed Property is undeveloped, with out defined access points (see *Exhibit 1*). Upon redevelopment of the Annexed Property, Patel's Site Plan indicates one access point from West Road (see *Exhibit 3*). The City of Salisbury Department of Infrastructure and Development will ultimately evaluate and make a determination about this proposed access configuration upon Patel's submittal of a final site development plan for the City's review and approval.

- (b) Sidewalks built to City standards would be located along the full road frontages of the Annexed Property and internally within the Annexed Property.

**3.2. Water and Wastewater Treatment.** In keeping with its Annexation Site Plan, Patel's redevelopment of the Annexed Property will create a demand of about 3,000 gallons per day. At its expense, Patel will connect to existing public water and sewerage facilities in the area at the direction of the City of Salisbury Department of Infrastructure and Development. The City has no concerns about the feasibility or capacity to serve the Annexed Property upon its redevelopment.

**3.3. Schools.** As shown on the Annexation Site Plan (*see Exhibit 3*), the Annexed Property will comprise an apartment building to be used for housing, with 12 units. Accordingly, at most, the Annexed Property adds 12 units to be used for housing within the City's municipal boundaries; therefore, the Annexed Property will generate minimal (if any) public school pupil enrollment and will have no or negligible impact on school capacity.

**3.4. Parks and Recreation.** The Annexed Property will have no impact on park and recreational facilities, nor will Patel's planned development of the Annexed Property generate a demand for park and recreational facilities.

**3.5. Fire, E.M., and Rescue Services.** The Salisbury Fire Department provides fire suppression, technical rescue, special operations and advanced life support emergency medical treatment and transport services to residents of the Salisbury Fire District. The Annexed Property is located within the Salisbury Fire District; accordingly, the Salisbury Fire Department will provide the aforesaid services to the Annexed Property.

**3.6. Police.** The City of Salisbury Police Department will provide police services to the Annexed Property.

**3.7. Stormwater Management.** Stormwater management is governed by the State of Maryland, and stormwater management regulations are administered locally.

**3.8. Waste Collection.** Commercial development in the City of Salisbury is served by independent waste haulers.

**4.0. HOW DEVELOPMENT OF THE ANNEXED PROPERTY WILL RELATE TO EXISTING/PLANNED LAND USE DEVELOPMENT, STREETS, PUBLIC FACILITIES AND SERVICES, OPEN SPACES AND NATURAL AREAS.**

- (a) The Annexed Property is located along West Road, just west of its intersections with Richmond Avenue and Dennis Street. The Annexed Property adjoins existing City boundaries along its east property line. Patel's proposed housing use is consistent with the overall plan for this geographic area of the City of Salisbury. The Annexed Property is located within the City of Salisbury's Municipal Growth Area and is eligible for annexation. Patel's proposed redevelopment of the Annexed Property would serve existing and future residents in this region of the City of Salisbury as it would provide additional housing alternatives.
- (b) Attempts have been made to secure a development scenario that would be accessible by walking and would promote greater accessibility overall. Sidewalks would be constructed along the road frontages within the Annexed Property
- (c) The thoughtful use of landscape design will enhance the quality of the streetscape in the area of the Annexed Property, which will improve it over existing conditions. For example: Patel will provide enhanced site landscaping at the site of the Annexed Property.

1 **RESOLUTION NO. 3347**

2  
3 **A RESOLUTION** of the Council of the City of Salisbury proposing the  
4 annexation to the City of Salisbury of a certain area of land contiguous to  
5 and binding upon the Corporate Limits of the City of Salisbury to be  
6 known as **“Diya Patel Properties, XII, LLC– West Road Annexation,”**  
7 beginning for the same at a point being South three degrees ten minutes  
8 fifty-eight seconds East (S 3° 10' 58; E) a distance of one hundred ninety-  
9 one decimal six, two (191.62) feet from a corner of the existing Corporate  
10 Limits Line of the City of Salisbury, MD (X 1,198,104.67 Y 202,392.01),  
11 being on the said Corporate Limits Line at a point being 1.48 feet easterly  
12 of the corner of Lot 11 of the "Manokin" subdivision. X 1,198,115.31 Y  
13 202,200.68 (1) Thence by and with the northerly line of the said Lot 11, in  
14 part, South eighty-six degrees fifty-three minutes eight seconds West (S  
15 86° 53' 08" W) one hundred thirty-five decimal one, five (135.15) feet to  
16 a point at the northwesterly corner of the said Lot 11. X 1,197,980.36 Y  
17 202,193.34 (2) Thence by and with the said line Lot 11, in part, South three  
18 degrees thirty minutes fifty-two seconds East (S 3° 30' 52" E) two hundred  
19 eighty-one decimal five, zero (281.50) feet to a point at the southwesterly  
20 corner of Lo13. X 1,197,997.62 Y 201,912.37 (3) Thence by and with the  
21 southerly line of the said Lot 13, in part, North sixty-seven degrees twenty-  
22 five minutes eight seconds East (N 67° 25' 08" E) one hundred forty-one  
23 decimal five, six (141.56) feet to a point being 1.87 feet beyond the  
24 southeasterly corner of the said Lot 13 also being near the westerly line of  
25 West Road on the existing aforesaid Corporate Limits Line. X  
26 1,198,128.32 Y 201,966.73 (4) Thence by and with the said Corporate  
27 Limits Line North three degrees ten minutes fifty-eight seconds West (N  
28 03° 10' 58" W) two hundred thirty-four decimal three, two (234.32) feet to  
29 the point of beginning (containing 0.80 acres, more or less to be annexed).

30 **WHEREAS**, pursuant to that certain Petition for Annexation, dated July 29, 2022, attached hereto  
31 as **Exhibit 1** and incorporated by reference as if fully set forth herein, the City of Salisbury proposes the  
32 annexation to the City of Salisbury of a certain area of land contiguous to and binding upon the Corporate  
33 Limits of the City of Salisbury to be known as **“Diya Patel Properties, XII, LLC– West Road**  
34 **Annexation”**, beginning at a point contiguous to and binding upon the existing corporate limits line of the  
35 City of Salisbury, MD, being at the southernmost point of the affected property on the westerly right of  
36 way line of West Road at the western corporate limits of the City of Salisbury, continuing around the  
37 perimeter of the affected property to the point of beginning, being all that real property identified as map  
38 0038, Grid 0001, Parcel 0346, block A, Lot 11, Lot 12 and Lot 13, and further being the same real property  
39 more particularly described in the property description attached hereto as **Exhibit 2** (the aforesaid real  
40 property is hereinafter referred to as the **“Property”**); and

41           **WHEREAS**, pursuant to MD Code, Local Government, § 4-415, the City of Salisbury is required  
42 to adopt an Annexation Plan for the proposed annexation of the Property; and,

43           **WHEREAS**, pursuant to MD Code, Local Government, § 4-406, a public hearing on this  
44 Resolution, providing for the Council of the City of Salisbury’s approval of the Annexation Plan (as defined  
45 hereinbelow) for the City of Salisbury’s annexation of the Property as set forth herein, shall be and hereby  
is 46 scheduled for June 10, 2024 at 6:00 p.m.

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

49           **Section 1.** The “Annexation Plan for the Diya Patel Properties, XII, LLC– West Road  
50 Annexation”, attached hereto as **Exhibit 3** and incorporated as if fully set forth herein (the “**Annexation**  
51 **Plan**”), be and hereby is adopted for the City of Salisbury’s annexation of the Property as contemplated by  
52 this Resolution.

53           **Section 2.** Pursuant to MD Code, Local Government, § 4-406, the Council of the City of Salisbury  
54 shall hold a public hearing on this Resolution on \_\_\_\_\_ at 6:00 p.m. in the Council  
55 Chambers at the Salisbury Headquarters located at 115 S. Divisions St., and the City Administrator shall  
56 cause a public notice of time and place of the said public hearing to be published not fewer than two (2)  
57 times at not less than weekly intervals, in at least one (1) newspaper of general circulation in the City of  
58 Salisbury, which said public notice shall specify a time and place at which the Council of the City of  
59 Salisbury will the hold the aforesaid public hearing, the date of which shall be no sooner than fifteen (15)  
60 days after the final required date of publication as specified hereinabove. **AND, BE IT FURTHER**  
61 **RESOLVED BY THE COUNCIL OF THE CITY OF SALISBURY AS FOLLOWS:**

62           **Section 3.** It is the intention of the Council of the City of Salisbury that each provision this  
63 Resolution shall be deemed independent of all other provisions herein.

64           **Section 4.** It is further the intention of the Council of the City of Salisbury that if any section,  
65 paragraph, subsection, clause or provision of this Resolution shall be adjudged invalid, unconstitutional or  
66 otherwise unenforceable under applicable Maryland or federal law, such adjudication shall apply only to  
67 the section, paragraph, subsection, clause or provision so adjudged and all other provisions of this  
68 Resolution shall remain and shall be deemed valid and enforceable.

69           **Section 5.** The Recitals set forth hereinabove are incorporated into this section of this Resolution  
70 as if such recitals were specifically set forth at length in this Section 5.

71           **Section 6.** This Resolution and the annexation of the Property as contemplated herein, shall take  
72 effect upon the expiration of forty-five (45) days following its final passage, subject, however, to the right  
73 of referendum with respect to this Resolution as set forth in MD Code, Local Government, § 4-401, et seq.

74           **THIS RESOLUTION** was introduced, read and passed at the regular meeting of the Council of the  
75 City of Salisbury held on \_\_\_\_\_, 2024; having been duly published as required by law in  
76 the meantime, a public hearing was held on \_\_\_\_\_, 2024 at 6:00 p.m., and was finally passed  
77 by the Council at its regular meeting held on \_\_\_\_\_, 2024.

78

79 _____	_____
80 Kimberly R. Nichols,	D'Shawn Doughty,
81 City Clerk	Council President

82

83

84 APPROVED BY ME this \_\_\_\_ day of \_\_\_\_\_, 2024.

85

86

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



# CITY OF SALISBURY

## PETITION FOR ANNEXATION

To the Mayor and Council of the City of Salisbury:

I/We request annexation of my/our land to the City of Salisbury.

Parcel(s) # 346

Lots 11, 12, 13

Map # 38

SIGNATURE (S)



7-29-22  
Date

Printed Rachelle Rauenzahn (agent)

\_\_\_\_\_  
Date

Printed \_\_\_\_\_

\_\_\_\_\_  
Date

Printed \_\_\_\_\_

\_\_\_\_\_  
Date

Printed \_\_\_\_\_



528 RIVERSIDE DRIVE  
SALISBURY, MD 21801  
PHONE: 410-749-1023  
FAX: 410-749-1012  
WWW.PARKERANDASSOCIATES.ORG

---

LAND SURVEYING • CIVIL ENGINEERING • LAND PLANNING • FORESTRY SERVICES

---

July 21, 2022

Les Sherrill, Prof. LS  
City surveyor  
Department of Infrastructure  
City of Salisbury  
125 N. Division St.  
Salisbury, MD 21801

**RE: Petition for Annexation  
West Road lots 11-13**

Dear Les,

On behalf of the developer/owner, I am seeking annexation of lots 11-13, located on West Road, just west of the city limits of Salisbury and containing a total annexation area of 0.80 acres more or less.

Said lots can be found on Tax Map 38, Parcel 346, and further described on the attached plat entitled, "Annexation Plat – 900, 902, 904 West Road Salisbury, MD, lots 11-13"; additionally on plat reference 157/345.

The present zoning of the property is C-2 General Commercial (Wicomico County). I am requesting said lots be annexed into the City of Salisbury and zoned R-8A Residential, a similar request as granted to CFE & Holdings, approximately 515 feet south of the property in question. The proposed use will be multi family, with access to city water & sewer, and private trash collection.

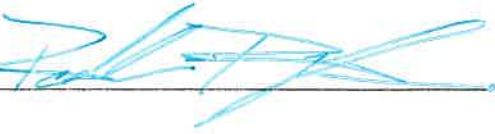
Available on the Plat attached and entitled, "Annexation Plat – 900, 902, 904 West Road Salisbury, MD, lots 11-13", you will find a legal description of the area to be annexed.

The project is currently in the preliminary design stage. If we are able to feasibly obtain annexation and water/sewer services, we will move forward diligently with this project. We strongly feel this project would have success in it's given location.

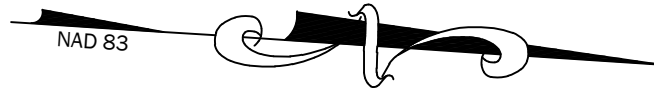
Please note for the record, that I have been authorized to make this petition on behalf of the developer/client, as his agent.

Thank you for your time and consideration with this project.

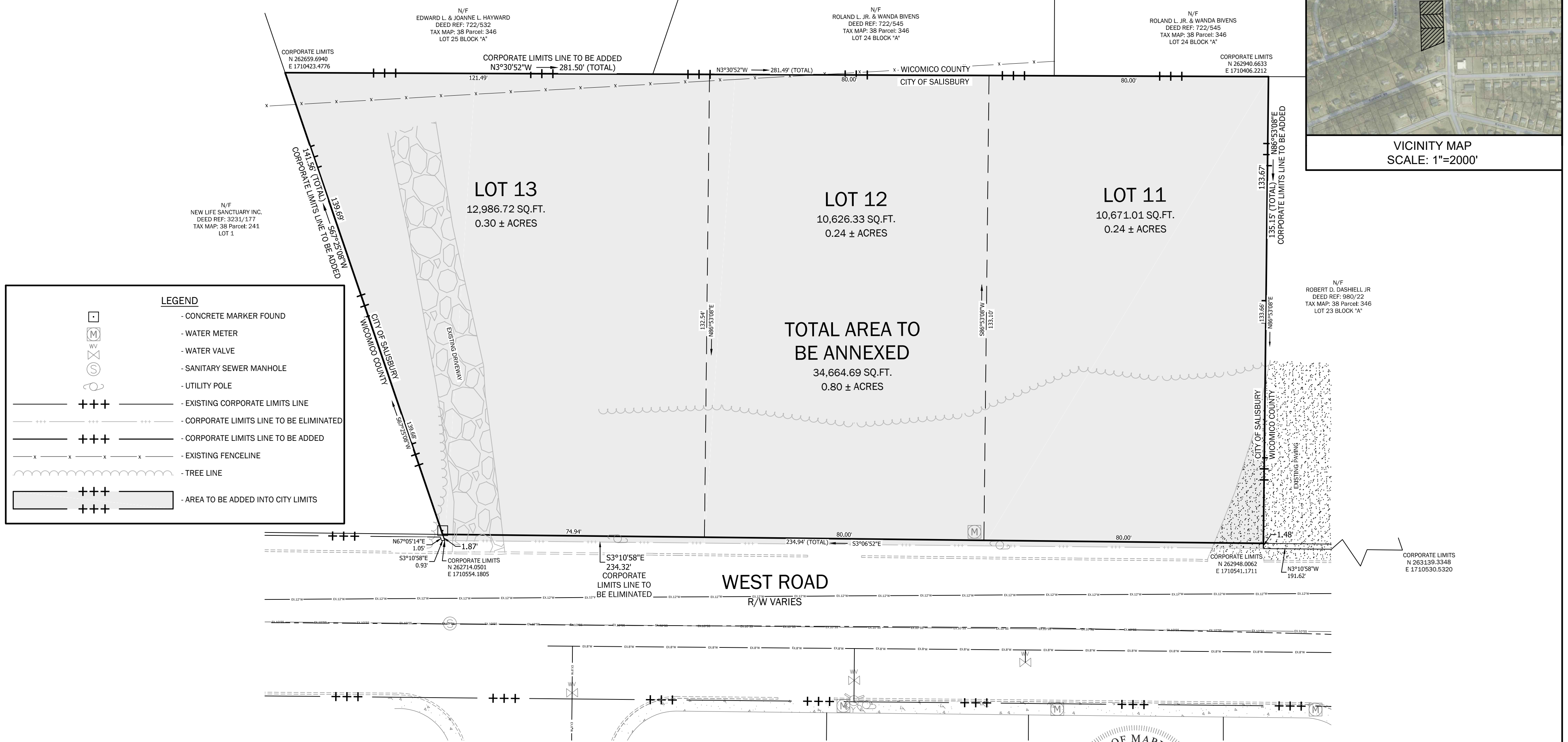
Sincerely,

x 

Rachelle Rauenzahn  
CAD Technician/Project Manager  
Parker and Associates



VICINITY MAP  
SCALE: 1"=2000'



**LEGEND**

- CONCRETE MARKER FOUND
- WATER METER
- WATER VALVE
- SANITARY SEWER MANHOLE
- UTILITY POLE
- EXISTING CORPORATE LIMITS LINE
- CORPORATE LIMITS LINE TO BE ELIMINATED
- CORPORATE LIMITS LINE TO BE ADDED
- EXISTING FENCELINE
- TREE LINE
- AREA TO BE ADDED INTO CITY LIMITS

- GENERAL NOTES**
- 1) THE PROPERTY SHOWN HEREON IS CURRENTLY OWNED BY:  
DIYA PATEL PROPERTIES XII LLC.  
9062 NEW BRIDGE RD  
DELMAR, MD 21875
  - 2) DEED REFERENCE: 5313/437
  - 3) PLAT REFERENCE: 157/345
  - 4) TOTAL NUMBER OF LOTS = 3
  - 5) TOTAL AREA OF LOTS = 34,282.00 ± SQ. FT. / 0.79 ± ACRES
  - 6) THIS PROPERTY IS SHOWN ON F.I.R.M. COMMUNITY PANEL (114 OF 375),  
MAP NUMBER 24045C0113E, EFFECTIVE DATE AUGUST 17, 2015, AS BEING  
IN ZONE "X," AREAS DETERMINED TO BE MINIMAL FLOOD HAZARD.
  - 7) THE PRESENT ZONING OF THIS PROPERTY IS: C-2 GENERAL COMMERCIAL  
(WICOMICO COUNTY).
  - 8) THE PROPOSED ZONING OF THIS PROPERTY IS: R-8A RESIDENTIAL (CITY  
OF SALISBURY).
  - 9) THIS PROPERTY ARE LOCATED WITHIN G.P.R. MANAGEMENT ZONE A.
  - 10) THIS ANNEXATION PLAT WAS PREPARED WITHOUT THE  
BENEFIT OF A TITLE REPORT AND IS SUBJECT TO ANY ENCUMBRANCES,  
RESTRICTIONS, EASEMENTS AND/OR RIGHTS-OF-WAY THAT MIGHT BE  
REVEALED BY A THOROUGH TITLE SEARCH.
  - 11) TOTAL AREA TO BE ANNEXED = 34,664.69 SQ.FT. / 0.80 ± ACRES

**LEGAL DESCRIPTION**

ALL THAT TRACT OR PARCEL OF LAND SITUATED AND BEING IN THE CITY OF SALISBURY, SALISBURY ELECTION DISTRICT, WICOMICO COUNTY AND THE STATE OF MARYLAND AND BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS: BEGINNING AT A POINT WITHIN THE WESTERLY SIDE OF WEST ROAD RIGHT-OF-WAY, AND BEING THE MOST SOUTHEASTERLY CORNER OF THE LANDS HEREIN DESCRIBED, THENCE SOUTH 67°25'08" WEST A DISTANCE OF 1.87 TO THE SOUTH EASTERLY PROPERTY CORNER OF LOT 13, THENCE FOLLOWING THE SAME COURSE A DISTANCE OF 139.69 FEET TO THE SOUTHWESTERLY CORNER OF LOT 13, THENCE RUNNING BY AND WITH THE WESTERLY PROPERTY LINE OF LOTS 11-13 NORTH 3°30'52" WEST A DISTANCE OF 281.50 FEET TO THE NORTH WESTERLY CORNER OF LOT 11, THENCE RUNNING BY AND WITH THE NORTHERLY PROPERTY LINE OF LOT 11 NORTH 86°53'08" EAST A DISTANCE OF 133.67 FEET TO THE NORTHEASTERLY PROPERTY CORNER OF LOT 11, AND THE WESTERLY RIGHT-OF-WAY OF WEST ROAD, THENCE CONTINUING THE SAME COURSE A DISTANCE OF 1.48 FEET, THENCE RUNNING WITHIN THE WEST ROAD RIGHT-OF-WAY SOUTH 3°10'58" EAST A DISTANCE OF 234.32 FEET TO THE PLACE OF BEGINNING CONTAINING 34,664.69 SQ.FT. / 0.80 ± ACRES.



PROFESSIONAL CERTIFICATION. I HEREBY CERTIFY THAT THESE DOCUMENTS WERE PREPARED OR APPROVED BY ME, AND THAT I AM A DULY LICENSED LAND SURVEYOR UNDER THE LAWS OF THE STATE OF MARYLAND LICENSE NUMBER 21193, RENEWAL DATE JANUARY 25, 2024.

*Brock E. Parker*  
BROCK E. PARKER  
10/27/2023  
DATE

REVISIONS		ANNEXATION PLAT	
DATE	INIT.		
10/27/2023	RLPR	900, 902, 904 WEST ROAD SALISBURY, MD, LOTS 11-13 AS SHOWN ON "MANOKIN SUBDIVISION"	
		LOCATION: SALISBURY ELECTION DISTRICT, WICOMICO COUNTY, MARYLAND	
DWG. S2401-PS-ANNEXATION PLAT		SCALE: 1" = 20'	DATE: 6/28/2021
		JOB NO. S2401	DRAWN BY: RLPR
			TAX MAP: 38
			PARCEL: 346



## WEST ROAD – DIYA PATEL PROPERTIES XII, LLC

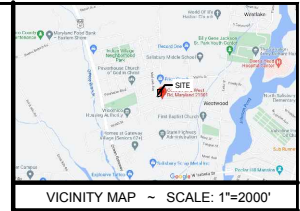
Beginning for the same at a point being South three degrees ten minutes fifty-eight seconds East (S 3° 10' 58" E) a distance of one hundred ninety-one decimal six, two (191.62) feet from a corner of the existing Corporate Limits Line of the City of Salisbury, MD (X 1,198,104.67 Y 202,392.01), being on the said Corporate Limits Line at a point being 1.48 feet easterly of the corner of Lot 11 of the "Manokin" subdivision. X 1,198,115.31 Y 202,200.68 (1) Thence by and with the northerly line of the said Lot 11, in part, South eighty-six degrees fifty-three minutes eight seconds West (S 86° 53' 08" W) one hundred thirty-five decimal one, five (135.15) feet to a point at the northwesterly corner of the said Lot 11. X 1,197,980.36 Y 202,193.34 (2) Thence by and with the said line Lot 11, in part, South three degrees thirty minutes fifty-two seconds East (S 3° 30' 52" E) two hundred eighty-one decimal five, zero (281.50) feet to a point at the southwesterly corner of Lot 13. X 1,197,997.62 Y 201,912.37 (3) Thence by and with the southerly line of the said Lot 13, in part, North sixty-seven degrees twenty-five minutes eight seconds East (N 67° 25' 08" E) one hundred forty-one decimal five, six (141.56) feet to a point being 1.87 feet beyond the southeasterly corner of the said Lot 13 also being near the westerly line of West Road on the existing aforesaid Corporate Limits Line. X 1,198,128.32 Y 201,966.73 (4) Thence by and with the said Corporate Limits Line North three degrees ten minutes fifty-eight seconds West (N 03° 10' 58" W) two hundred thirty-four decimal three, two (234.32) feet to the point of beginning.

Annexation containing 0.80 acres, more or less.

# PATEL PROPERTIES APARTMENTS

## ANNEXATION SITE PLAN

WICOMICO COUNTY, MARYLAND



**GENERAL NOTES**

- THE PROPERTY SHOWN HEREON IS CURRENTLY OWNED BY DVA WHEEL PROPERTIES III LLC, 5042 NEW BRIDGE RD, BELLEVUE, MD 21115.
- DEED REFERENCE: 4384/484
- PLAT REFERENCE: 531/245
- TOTAL AREA OF LOTS = 34,284.06 ± SQ. FT. / 0.79 ± ACRES
- THIS PROPERTY IS SHOWN ON P.L. 88A COMMUNITY PANEL 114 OF 3713, MAP NUMBER 240600000000, EFFECTIVE DATE AUGUST 11, 2024, AS BEING IN ZONE "X" WHICH IS DESIGNATED TO BE MIXED-USE PLANNED. HOWEVER, THE PRESENT ZONING OF THIS PROPERTY IS C-2 GENERAL COMMERCIAL (WICOMICO COUNTY).
- THE PROPOSED ZONING OF THIS PROPERTY IS RESIDENTIAL R-8A CITY OF SALISBURY.
- THIS PROPERTY IS LOCATED WITHIN G.P.A. MANAGEMENT ZONE A.
- THIS EXISTING CONDITION SURVEY HAS BEEN PREPARED WITHOUT THE BENEFIT OF A TITLE REPORT AND IS SUBJECT TO ANY ENCUMBRANCES, RESTRICTIONS, EASEMENTS AND/OR RIGHTS OF ANY KIND THAT MIGHT BE REVEALED BY A THOROUGH TITLE SEARCH.
- THIS PROJECT IS INTENDED TO BE SERVED BY PUBLIC SEWER, PUBLIC WATER, AND PRIVATE TRASH COLLECTION.

**SURFACE COVERAGE**

EXISTING:  
 TOTAL SITE AREA = 34,284 SF / 0.79 AC.  
 EXISTING IMPERVIOUS AREA = 5,519 SF / 0.12 AC.

PROPOSED:  
 PROPOSED IMPERVIOUS AREA = 18,949 SF / 0.42 AC.  
 OPEN SPACE = 25,335 SF / 0.57 AC.

TOTAL PROPOSED OPEN SPACE IS 46.47%.

**DENSITY TABULATION**

ZONE	GENERAL RESIDENTIAL R-8A
USE:	APARTMENTS
TOTAL AREA OF PROJECT:	0.79 ACRES
UNITS ALLOWED:	50 UNITS PER ACRE
0.79 ACRES x 50:	39.5 UNITS (40 UNITS ALLOWED)
PROPOSED NUMBER OF UNITS:	12**

\*SPECIAL EXCEPTION REQUIRED FOR INCREASED DENSITY

**PARKING**

REQUIRED PARKING FOR APARTMENTS:  
 1.5 SPACES PER DWELLING  
 1.5 SPACES \* 12 DWELLINGS = 18 SPACES REQUIRED

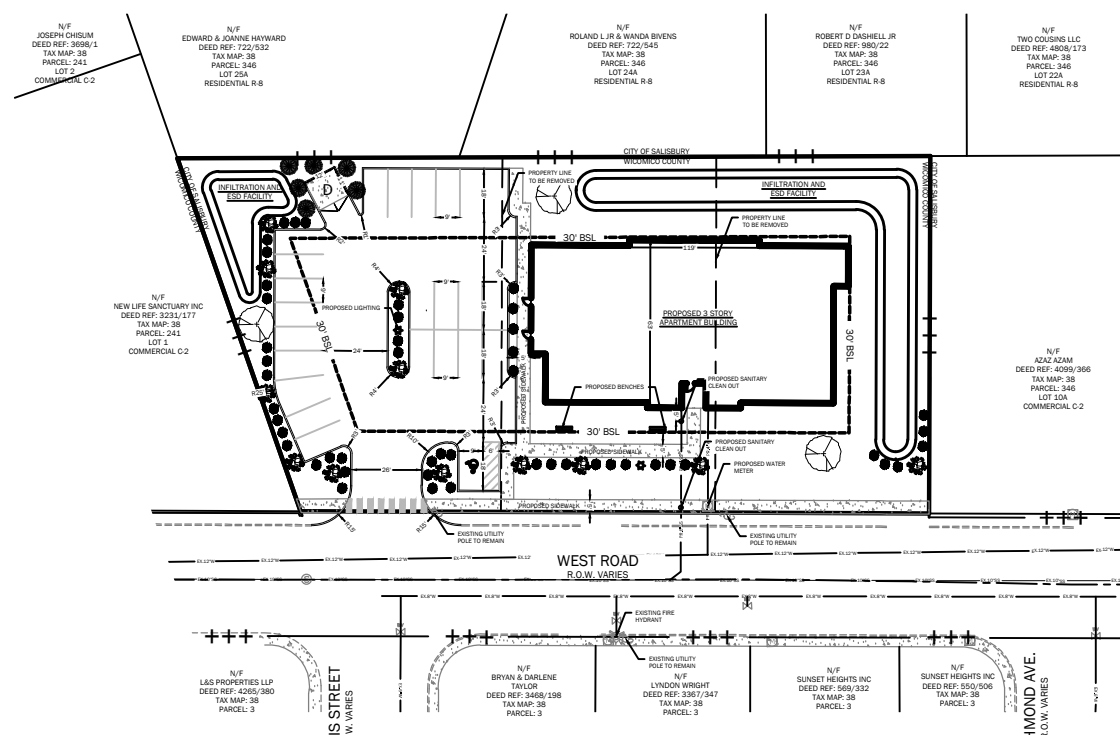
PROVIDED PARKING:  
 24 SPACES INCLUDING 1 VAN ACCESSIBLE

**ESTIMATED WATER & SEWER USAGE**

MULTI FAMILY RESIDENTIAL: 27.1 GPD PER UNIT = 292 GPD  
 12 APARTMENTS x 1 = 12 EDU = 3,000 GPD  
 12 EDUS FOR PROJECT

**LEGEND**

- EXISTING FIRE HYDRANT
- EXISTING COVER MANHOLE
- PROPOSED SANITARY SEWER GULFOUT
- EXISTING UTILITY POLE
- EXISTING OVERHEAD ELECTRIC
- PROPOSED PAVEMENT MARKING
- EXISTING PROPERTY BOUNDARY
- ADJACENT PROPERTY LINE
- PROPOSED EDGE OF PAVEMENT
- PROPOSED BUILDING
- EXISTING WATER MAIN
- EXISTING SCHEDULE LINE
- PROPOSED SEWER LINE
- PROPOSED SCHEDULE FACILITY
- BUILDING SETBACK LINE
- EXISTING PAVING
- PROPOSED PAVING
- PROPOSED CONCRETE



**LANDSCAPE LEGEND**

- 3 CALIPER CANOPY TREE: TO CONSIST OF RED OAK (QUERCUS RUBRA) OR SIMILAR SPECIMEN TREE.
- 2 CALIPER SCREENING TREE: TO CONSIST OF LEYLAND CYPRESS (CYPRESSOPHYLLIS LEYLANDII) OR SIMILAR SPECIMEN TREE.
- 2" SMALL DECIDUOUS FLOWERING ORNAMENTAL SPECIMEN TREE: PLANTING LOCATION TO CONSIST OF NUTMEG CHERRY, SPYRIDE, TUSCANY CRAPPE, WHITE FLOWERING KIWANOHIA CHERRY, OR SIMILAR SPECIMEN TREE.
- SMALL SHRUB TO CONSIST OF INDOOROUT ROSE, PINK SUMMERSWEET, BURNING BUSH, HYPERICUM SPIRAEA, AZALEA, JASMINE OR A MIXTURE OF GROUND COVER AND PERENNIALS (JASMINE AND FLOWERS WITH ANNUAL COLOR TO BE SUPPLEMENTED WHERE APPROPRIATE).

**LANDSCAPE NOTES:**

- ALL PLANT MATERIALS SHALL BE NURSERY GROWN AND SHALL COMPLY WITH THE AMERICAN STANDARD FOR NURSERY STOCK (ANSI Z60.1) LATEST EDITION, PUBLISHED BY THE AMERICAN ASSOCIATION OF NURSERYMEN.
- CONTRACTOR SHALL CONTACT MISS UTILITY AND SHALL VERIFY THE LOCATION OF ALL UNDERGROUND UTILITIES WITHIN THE PROJECT AREA PRIOR TO INSTALLATION OF PLANT MATERIALS.
- ALL AREAS DISTURBED BY PLANTING OPERATIONS SHALL BE REPAIRED BY THE CONTRACTOR TO THE SATISFACTION OF THE OWNER'S REPRESENTATIVE.
- THE ROOT BALL OF ANY TREE SHALL NOT BE PLANTED WITHIN 10' OF ANY WALKER OR SEWER LINE. NO PLANTINGS SHALL BE PLANTED DIRECTLY ON TOP OF ANY UTILITY.

**OWNER'S CERTIFICATION**  
 I HEREBY CERTIFY THAT THE PROPOSED ANNEXATION SITE PLAN IS BEING SUBMITTED WITH MY FULL KNOWLEDGE AND CONSENT AND IS IN ACCORDANCE WITH ANY DEEDS AS AN OWNER OF THE SUBJECT PROPERTY.

DATE: \_\_\_\_\_  
 DVA WHEEL PROPERTIES III LLC  
 5042 NEW BRIDGE RD  
 BELLEVUE, MD 21115  
 PHONE: 742-412-3421

**PROFESSIONAL CERTIFICATION**  
 I HEREBY CERTIFY THAT I AM A LICENSED PROFESSIONAL ENGINEER BY STATE AND THAT I AM A DULY LICENSED CIVIL ENGINEER UNDER THE LAWS OF THE STATE OF MARYLAND LICENSE NO. 22724. EXPIRATION DATE: JULY 24, 2026 AND I AM A DULY LICENSED LAND SURVEYOR UNDER THE LAWS OF THE STATE OF MARYLAND LICENSE NO. 24444. EXPIRATION DATE: JANUARY 25, 2026.

DATE: \_\_\_\_\_  
 BROCK E. PARKER, P.E., R.L.S.  
 200 WINDSOR DRIVE  
 GREENSBORO, MARYLAND 21888  
 PHONE: (410) 749-2255 FAX: (410) 749-4022  
 EMAIL: BOPARKER@BROCKENGINEERS.COM

**SHEET 1**

**ANNEXATION SITE PLAN**  
**PATEL PROPERTIES APARTMENTS**

FOR DVA WHEEL PROPERTIES III, LLC  
 SALISBURY ELECTION DISTRICT WICOMICO COUNTY, MARYLAND  
 PROJECT NO. 24-00000000000000000000  
 DATE: 08/29/2024

**BROCK ENGINEERS**

DATE: \_\_\_\_\_

Exhibit 3

1  
2  
3 **RESOLUTION NO. 3346**

4 **A RESOLUTION** of the Council of the City of Salisbury proposing the  
5 annexation to the City of Salisbury of a certain area of land contiguous to  
6 and binding upon the Corporate Limits of the City of Salisbury to be  
7 known as “**Diya Patel Properties, XII, LLC – West Road Annexation**”,  
8 beginning for the same at a point being South three degrees ten minutes  
9 fifty-eight seconds East (S 3° 10' 58; E) a distance of one hundred ninety-  
10 one decimal six, two (191.62) feet from a corner of the existing Corporate  
11 Limits Line of the City of Salisbury, MD (X 1,198,104.67 Y 202,392.01),  
12 being on the said Corporate Limits Line at a point being 1.48 feet easterly  
13 of the corner of Lot 11 of the "Manokin" subdivision. X 1,198,115.31 Y  
14 202,200.68 (1) Thence by and with the northerly line of the said Lot 11, in  
15 part, South eighty-six degrees fifty-three minutes eight seconds West (S  
16 86° 53' 08" W) one hundred thirty-five decimal one, five (135.15) feet to  
17 a point at the northwesterly corner of the said Lot 11. X 1,197,980.36 Y  
18 202,193.34 (2) Thence by and with the said line Lot 11, in part, South three  
19 degrees thirty minutes fifty-two seconds East (S 3° 30' 52" E) two hundred  
20 eighty-one decimal five, zero (281.50) feet to a point at the southwesterly  
21 corner of Lo13. X 1,197,997.62 Y 201,912.37 (3) Thence by and with the  
22 southerly line of the said Lot 13, in part, North sixty-seven degrees twenty-  
23 five minutes eight seconds East (N 67° 25' 08" E) one hundred forty-one  
24 decimal five, six (141.56) feet to a point being 1.87 feet beyond the  
25 southeasterly corner of the said Lot 13 also being near the westerly line of  
26 West Road on the existing aforesaid Corporate Limits Line. X  
27 1,198,128.32 Y 201,966.73 (4) Thence by and with the said Corporate  
28 Limits Line North three degrees ten minutes fifty-eight seconds West (N  
29 03° 10' 58" W) two hundred thirty-four decimal three, two (234.32) feet to  
30 the point of beginning (containing 0.80 acres, more or less to be annexed).

31 **RECITALS**

32 **WHEREAS**, the City of Salisbury has received a Petition for Annexation, dated July 29, 2022,  
33 attached hereto as **Exhibit 1** and incorporated by reference as if fully set forth herein, signed by at least  
34 twenty-five percent (25%) of the persons who are resident registered voters and of the persons who are  
35 owners of at least twenty-five percent (25%) of the assessed valuation of the real property in the area sought  
36 to be annexed binding upon the Corporate Limits of the City of Salisbury to be known as “**Diya Patel**  
37 **Properties, XII, LLC – West Road Annexation**” beginning at a point contiguous to and binding upon the  
38 existing corporate limits line of the City of Salisbury, MD, being at the southernmost point of the affected  
39 property on the westerly right of way line of West Road at the western corporate limits of the City of  
40 Salisbury, continuing around the perimeter of the affected property to the point of beginning, being all that  
41 real property identified as map 0038, Grid 0001, Parcel 0346, block A, Lot 11, Lot 12 and Lot 13, and  
42 further being the same real property more particularly described in the property description attached hereto  
43 as **Exhibit 2** and incorporated as if fully set forth herein (the aforesaid real property is hereinafter referred  
44 to as the “**Property**”); and

45           **WHEREAS**, the City of Salisbury has caused to be made a certification of the signatures on the  
46 said petition for annexation and the City of Salisbury has verified that the persons signing the petition  
47 represent at least twenty-five percent (25%) of the persons who are eligible voters and property owners  
48 owning twenty-five percent (25%) of the assessed valuation of real property in the area to be annexed, all  
49 as of January 6, 2023, as set forth in the certification by Leslie C. Sherrill, Surveyor, of the City of Salisbury,  
50 attached hereto as **Exhibit 3** and incorporated by reference as if fully set forth herein; and

51           **WHEREAS**, it appears that the aforesaid Petition for Annexation, dated July 29, 2022, meets all  
52 the requirements of applicable state and local law; and

53           **WHEREAS**, pursuant to MD Code, Local Government, § 4-406, a public hearing on this  
54 Resolution, providing for the City of Salisbury’s annexation of the Property as set forth herein, shall be and  
55 hereby is scheduled for \_\_\_\_\_, 2024 at 6:00 p.m.

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

58           **Section 1.** It is proposed and recommended that that the municipal boundaries of the City of  
59 Salisbury be changed so as to annex to and include within the said municipal boundaries of the City of  
60 Salisbury all that certain real property more particularly described in **Exhibit 2** attached hereto and  
61 incorporated by reference as if fully set forth herein (the real property to be annexed by the City of Salisbury  
62 as contemplated by this Resolution is hereinafter referred to as the “**Property**”).

63           **Section 2.** The annexation of the Property be and hereby is approved by the Council of the City of  
64 Salisbury subject to all terms, conditions and agreements contained in the aforementioned property  
65 description, the proposed Annexation Agreement, and the Annexation Plan, attached as **Exhibits 2, 4 and**  
66 **5**, respectively, each of which is attached hereto and incorporated herein as if all such terms, conditions and  
67 agreements contained in such Exhibits were specifically set forth at length in this Resolution.

68           **Section 3.** The Zoning Map of the City of Salisbury shall be amended to include the Property  
69 within that certain Zoning District of the City of Salisbury identified as “**General Commercial**”, which  
70 said real property newly annexed into Corporate Limits of the City of Salisbury, as contemplated by this  
71 Resolution, is presently zoned “**C-2 General Commercial**” in accordance with the existing zoning laws of  
72 Wicomico County, Maryland.

73           **Section 4.** Pursuant to MD Code, Local Government, § 4-406, the Council of the City of Salisbury  
74 shall hold a public hearing on this Resolution on \_\_\_\_\_ 2024 at 6:00 p.m. in the Council  
75 Chambers at the Salisbury Headquarters located at 115 S. Divisions St., and the City Administrator shall  
76 cause a public notice of time and place of the said public hearing to be published not fewer than two (2)  
77 times at not less than weekly intervals, in at least one (1) newspaper of general circulation in the City of  
78 Salisbury, which said public notice shall specify a time and place at which the Council of the City of



79 Salisbury will hold the aforesaid public hearing, the date of which shall be no sooner than fifteen (15)  
80 days after the final required date of publication as specified hereinabove.

81 **AND, BE IT FURTHER RESOLVED BY THE COUNCIL OF THE CITY OF SALISBURY**  
82 **AS FOLLOWS:**

83 **Section 5.** It is the intention of the Council of the City of Salisbury that each provision this  
84 Resolution shall be deemed independent of all other provisions herein.

85 **Section 6.** It is further the intention of the Council of the City of Salisbury that if any section,  
86 paragraph, subsection, clause or provision of this Resolution shall be adjudged invalid, unconstitutional or  
87 otherwise unenforceable under applicable Maryland or federal law, such adjudication shall apply only to  
88 the section, paragraph, subsection, clause or provision so adjudged and all other provisions of this  
89 Resolution shall remain and shall be deemed valid and enforceable.

90 **Section 7.** The Recitals set forth hereinabove are incorporated into this section of this Resolution  
91 as if such recitals were specifically set forth at length in this Section 7.

92 **Section 8.** This Resolution and the annexation of the Property as contemplated herein, shall take  
93 effect upon the expiration of forty-five (45) days following its final passage, subject, however, to the right  
94 of referendum with respect to this Resolution as set forth in MD Code, Local Government, § 4-401, et seq.

95 **THIS RESOLUTION** was introduced, read and passed at the regular meeting of the Council of the  
96 City of Salisbury held on \_\_\_\_\_, 2024; having been duly published as required by law in  
97 the meantime, a public hearing was held on \_\_\_\_\_, 2024 at 6:00 p.m., and was finally passed  
98 by the Council at its regular meeting held on \_\_\_\_\_, 2024.

99  
100 \_\_\_\_\_  
101 Kimberly R. Nichols, D'Shawn Doughty,  
102 City Clerk Council President

103  
104 APPROVED BY ME this \_\_\_\_ day of \_\_\_\_\_, 2024.

105  
106  
107 \_\_\_\_\_  
108 Randolph J. Taylor, Mayor



41           **WHEREAS**, pursuant to MD Code, Local Government, § 4-415, the City of Salisbury is required  
42 to adopt an Annexation Plan for the proposed annexation of the Property; and,

43           **WHEREAS**, pursuant to MD Code, Local Government, § 4-406, a public hearing on this  
44 Resolution, providing for the Council of the City of Salisbury’s approval of the Annexation Plan (as defined  
45 hereinbelow) for the City of Salisbury’s annexation of the Property as set forth herein, shall be and hereby is  
46 scheduled for \_\_\_\_\_ at 6:00 p.m.

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

49           **Section 1.** The “Annexation Plan for the Diya Patel Properties, XII, LLC– West Road  
50 Annexation”, attached hereto as **Exhibit 3** and incorporated as if fully set forth herein (the “**Annexation**  
51 **Plan**”), be and hereby is adopted for the City of Salisbury’s annexation of the Property as contemplated by  
52 this Resolution.

53           **Section 2.** Pursuant to MD Code, Local Government, § 4-406, the Council of the City of Salisbury  
54 shall hold a public hearing on this Resolution on \_\_\_\_\_ at 6:00 p.m. in the Council  
55 Chambers at the Salisbury Headquarters located at 115 S. Divisions St., and the City Administrator shall  
56 cause a public notice of time and place of the said public hearing to be published not fewer than two (2)  
57 times at not less than weekly intervals, in at least one (1) newspaper of general circulation in the City of  
58 Salisbury, which said public notice shall specify a time and place at which the Council of the City of  
59 Salisbury will the hold the aforesaid public hearing, the date of which shall be no sooner than fifteen (15)  
60 days after the final required date of publication as specified hereinabove. **AND, BE IT FURTHER**  
61 **RESOLVED BY THE COUNCIL OF THE CITY OF SALISBURY AS FOLLOWS:**

62           **Section 3.** It is the intention of the Council of the City of Salisbury that each provision this  
63 Resolution shall be deemed independent of all other provisions herein.

64           **Section 4.** It is further the intention of the Council of the City of Salisbury that if any section,  
65 paragraph, subsection, clause or provision of this Resolution shall be adjudged invalid, unconstitutional or  
66 otherwise unenforceable under applicable Maryland or federal law, such adjudication shall apply only to  
67 the section, paragraph, subsection, clause or provision so adjudged and all other provisions of this  
68 Resolution shall remain and shall be deemed valid and enforceable.

69           **Section 5.** The Recitals set forth hereinabove are incorporated into this section of this Resolution  
70 as if such recitals were specifically set forth at length in this Section 5.

71           **Section 6.** This Resolution and the annexation of the Property as contemplated herein, shall take  
72 effect upon the expiration of forty-five (45) days following its final passage, subject, however, to the right  
73 of referendum with respect to this Resolution as set forth in MD Code, Local Government, § 4-401, et seq.



**AN ORDINANCE APPROPRIATING THE NECESSARY FUNDS FOR THE OPERATION OF THE GOVERNMENT AND ADMINISTRATION OF THE CITY OF SALISBURY, MARYLAND FOR THE PERIOD JULY 1, 2024 TO JUNE 30, 2025, ESTABLISHING THE LEVY FOR THE GENERAL FUND FOR THE SAME FISCAL PERIOD AND ESTABLISHING THE APPROPRIATION FOR THE WATER AND SEWER, PARKING AUTHORITY, CITY MARINA, AND STORM WATER FUNDS.**

BE IT ORDAINED, by the City of Salisbury, Maryland that the amounts listed in Schedule A – Operating Budget Appropriations are hereby appropriated for the Fiscal Year beginning July 1, 2024 and ending June 30, 2025 to fund operations of the City of Salisbury, Maryland.

BE IT FURTHER ORDAINED, by the City of Salisbury, Maryland that the amounts listed in Schedule B – Capital Project Appropriations are hereby appropriated for Capital Projects.

BE IT FURTHER ORDAINED, by the City of Salisbury, Maryland that the amounts listed in Schedule C – Anticipated Grant Expenditures are hereby appropriated for the grants listed, and the Mayor is authorized to enter into any necessary agreements or memoranda in order to receive and expend these funds.

BE IT FURTHER ORDAINED that:

- 1) The tax levy be, and the same be hereby set, at \$1.0332 per \$100 of assessed valuation for all real property, at \$3.51 per \$100 of assessed valuation for all personal property categorized as utilities, and at \$2.40 per \$100 of assessed valuation for all other personal property subject to taxation by the City of Salisbury for General Fund purposes, including debt service purposes (exclusive of revenues derived from the Water and Sewer Fund for debt service purposes attributed to water and sewer activities); and
- 2) All taxes levied by this ordinance shall be liens from and after July 1, 2024 and shall be due and payable as specified in Title 14 of the Tax Property article of the Annotated Code of Maryland, as amended.

AND BE IT FURTHER ORDAINED by the Salisbury City Council that a public hearing on the proposed budget ordinance will be held at \_\_\_\_ PM on \_\_\_\_\_, 2024 in Room 301 of the City/County Government Office Building, 125 N. Division Street, Salisbury, Maryland.

AND BE IT FURTHER ORDAINED by the Salisbury City Council that this Ordinance shall take effect upon 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 \_\_\_\_\_, 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  
President**

\_\_\_\_\_  
**D'Shawn M. Doughty, City Council**

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

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

## Schedule A - Operating Budget Appropriations

1)	General Fund – for the general municipal purposes of the City of Salisbury:		
	City Council / City Clerk	<del>285,151</del>	302,425
	Mayor's Office/ Development Services	<del>1,399,851</del>	1,442,682
	Finance	<del>1,010,625</del>	1,032,021
	Procurement / Municipal Buildings	<del>847,134</del>	842,007
	City Attorney	<del>385,000</del>	355,000
	Information Technology	<del>930,360</del>	921,865
	Police	<del>17,528,732</del>	17,760,257
	Fire	<del>12,597,242</del>	13,107,024
	Housing and Community Development	<del>1,498,325</del>	1,548,042
	Infrastructure and Development	<del>2,372,425</del>	2,495,843
	Field Operations	<del>7,373,222</del>	7,447,326
	Arts, Business, and Culture Development	<del>2,661,835</del>	2,684,980
	Debt Service & Other Uses	<del>6,149,556</del>	6,202,587
	Total	<del>55,039,458</del>	56,142,059
2)	Parking Authority Fund – for the special assessment district known as the Parking Authority		
	Total	<del>594,394</del>	719,394
3)	Water Sewer Fund - for operations of the water and sewer departments		
	Total	<del>22,878,125</del>	23,185,608
4)	Marina Fund – for the operations of the enterprise known as the City Marina		
	Total	<del>101,471</del>	101,471
5)	Storm Water Fund – for the operations of the enterprise known as the Storm Water Fund		
	Total	<del>995,987</del>	695,988
	Grand Total		80,844,520

Schedule B – Capital Project Appropriations (1 of 2) General Capital Projects

Schedule B: General Capital Projects						
		Funding Source				FY26
Dept	Project Description	Approved Amount	PayGO Gen Fund	PayGO Storm Water	Grants	Bond DOOI
Field Ops	Schumaker Pond	20,000	20,000			
Field Ops	City Park Pedestrian Bridge Repair Reallocation	50,000	50,000			
Fire	Apparatus Replacement - Engine	1,344,121				1,344,121
	<b>General Fund &amp; Capital Projects</b>	<b>1,414,121</b>	<b>70,000</b>	<b>-</b>	<b>-</b>	<b>1,344,121</b>



**Schedule B – Capital Project Appropriations (2 of2)**

**Water Sewer Capital Projects**

Project	Approved Amount	Capital Projects - Funding Source				
		PayGO	Grants	Reallocation	Impact Revolving Funds	Bond*
<b>Water Sewer Fund:</b>						
Communications Network Redundancy	15,000	15,000				
Sanitary Sewer Lining	75,000	75,000				
Replace Distribution Piping & Valves	100,000	100,000				
Automated Metering Infrastructure	250,000	250,000				
Dump Truck	92,000	92,000				
Elevated Water Tank Maintenance	200,000	200,000				
Park Reservoir Discharge Pipe Replace	40,000	40,000				
PFAS Study and Treatment Park Plant	60,000	60,000				
Pump Station Improvements	110,000	110,000				
Effluent Filter Pump	130,000					130,000
Paleo WTP 30" PCCP Discharge Line Replac	585,000				585,000	
Filter Replacement Project	12,000,000					12,000,000
<b>Water Sewer Fund Total &gt;&gt;</b>	<b>13,657,000</b>	<b>942,000</b>	<b>0</b>	<b>0</b>	<b>585,000</b>	<b>12,130,000</b>
<i>* Bond to be issued in FY2026 with projects started via a DOOI.</i>						

## Schedule C City Fiscal Year 2025 Appropriations for Grant-Funded Expenditures

Grant Name	Appropriation					Grant Dates		Funding		
	Funding by Grant			Funding by Grant Match		Start Date	End Date	Source	CFDA #	Dept/Agency
	Total	Prior Yrs	FY 2025	Amount	Account					
<b>Comcast - Public, Educational &amp; Governmental (PEG) Fees</b>										
FY25 - PEG Fees from Comcast	60,000		60,000	-	N/A	7/1/2024	6/30/2025	Private	N/A	Comcast
<b>Housing &amp; Community Development</b>										
FY25 - Homeless Solutions Program (HSP)	35,000		35,000	-	N/A	7/1/2024	6/30/2025	State	N/A	DHCD
FY25 - Projects for Assistance in Transition from Homelessness (PATH)	30,000		30,000	-	N/A	7/1/2024	6/30/2025	Federal	93.150	SAMHSA
FY23 - Community Development Block Grant (CDBG)	390,000		390,000	-	N/A	7/1/2024	N/A	Federal	14.218	HUD
<b>Field Operations</b>										
FY24 - POS - Resurfacing of Existing Tennis Courts (DNR - Wic. Co.)	99,000		99,000	11,000	599120	7/1/2024	6/30/2025	State	N/A	DNR
FY24 CP&P - Playground Equip. Elizabeth W Woodcock Park/Playground	170,000		170,000	10,000	599120	7/1/2024	6/30/2025	State	N/A	DNR
FY24 CP7P - Playground Equipment Replacement at Doverdale Park (DNR)	240,000		240,000	15,000	599120	7/1/2024	6/30/2025	State	N/A	DNR
<b>Arts, Business &amp; Culture Department</b>										
Technical Assistance Grant	55,000		55,000	-	N/A	7/1/2024	6/30/2025	State	N/A	DHCD
Main Street Improvement Grant	50,000		50,000	-	N/A	7/1/2024	6/30/2025	State	N/A	DHCD
Project Restore	300,000		300,000	-	N/A	7/1/2024	6/30/2025	State	N/A	DHCD
A&E Operating Grant	18,000		18,000	-	N/A	7/1/2024	6/30/2025	State	N/A	MSAC
<b>Infrastructure &amp; Development Department</b>										
FY25 - MD Dept. of Transportation - State Aid Funds	41,570		41,570	-	N/A	7/1/2024	6/30/2025	State	N/A	MDOT
FY25 - Highway Safety Improvement (HSIP)	250,500		250,500	25,050	599131	7/1/2024	6/30/2027	Federal	20.205	MDOT/ FHWA
FY25 - Highway Safety Improvement (HSIP) - High Friction Surface	172,728		172,728	17,273	599131	7/1/2024	6/30/2027	Federal	20.205	MDOT/ FHWA
FY24 - Bikeways Program	720,000		720,000	24,000	599131	7/1/2024	6/30/2027	State	N/A	MDOT
FY25 - Bikeways Program	200,000		200,000	40,000	599131	7/1/2024	6/30/2027	State	N/A	MDOT
Safe Streets for All (SS4A) Vision Zero Program	11,753,587	11,753,587	-	-	599131	7/1/2024	6/30/2028	Federal	20.205	US DOT
FY25 - Chesapeake Bay Trust Carroll St Stormwater	175,000		175,000	-	N/A	7/1/2024	6/30/2025	Other	N/A	CBT

Schedule C City Fiscal Year 2025 Appropriations for Grant-Funded Expenditures (page 2 of 2)

Grant Name	Appropriation					Grant Dates		Funding		
	Funding by Grant			Funding by Grant Match		Start Date	End Date	Source	CFDA #	Dept/Agency
	Total	Prior Yrs	FY 2025	Amount	Account					
<b>Water Works Department</b>										
FY25 - ENR O&M Grant - MDE Bay Restoration Fund (BRF)	650,000		650,000	-	N/A	7/1/2024	6/30/2025	State	N/A	MDE / BRF
<b>Salisbury Fire Department</b>										
FY20- Staffing - Adequate Fire & Emergency Response (SAFER)	2,716,236	2,716,236	-	300,000	599124	7/1/2024	6/30/2025	Federal	97.083	DHS/FEMA
<b>Salisbury Police Department</b>										
FY25 - Bulletproof Vest Grant (GOCCP / DOJ-OJP)	5,000		5,000	5,000	91001-599121	7/1/2024	6/30/2025	Federal	16.607	OJP
FFY25 - Bulletproof Vest Grant ( DOJ-OJP)	20,000		20,000	20,000	91001-599121	7/1/2024	6/30/2025	Federal	16.607	OJP
FY25 - MD Criminal Intelligence Network (MCIN)	500,000		500,000	25,000	91001-599121	7/1/2024	6/30/2025	State	N/A	GOCCP
FY25 - Community Program Grant	50,000		50,000	\$ -	N/A	7/1/2024	6/30/2025	State	N/A	GOCCP
FY25- Local Warrant Apprehension and Absconding Grant	50,000		50,000	24,000	91001-599121	7/1/2024	6/30/2025	State	N/A	GOCCP
FFY24 - Edward Byrne Memorial JAG	35,000		35,000	-	N/A	7/1/2024	9/30/2025	Federal	16.738	Justice
FFY25 - MD Highway Safety Office - Impaired Driver (DUI)	3,000		3,000	2,000	91001-599121	7/1/2024	9/30/2025	Federal	20.616	MHSO
FFY25 - MD Highway Safety Office - Speed Enforcement	2,000		2,000	1,000	91001-599121	7/1/2024	9/30/2025	Federal	20.600	MHSO
FFY25 - MD Highway Safety Office - Distracted Driver	2,000		2,000	1,000	91001-599121	7/1/2024	9/30/2025	Federal	20.600	MHSO
FY25 - Expanded Development of Predictive Policing w/ Machine Learning	100,000		100,000	-	N/A	7/1/2024	9/30/2025	Federal	16.738	GOCCP / BJAG
FY25- Police Accountability, Community and Transparency Grant (PACT)	50,000		50,000	-	N/A	7/1/2024	6/30/2025	State	N/A	GOCCP
FY25 - Mental Health Co-Responder Project	90,000		90,000	-	N/A	7/1/2024	9/30/2025	Federal	16.738	Justice
FY25 - Police Recruitment & Retention Grant (PRAR / GOCCP)	50,000		50,000	-	N/A	7/1/2024	6/30/2025	State	N/A	GOCCP
FY25 Law Enforcement Training Scholarship	5,000		5,000	-	N/A	7/1/2024	6/30/2025	State	N/A	GOCCP
FY25 - State Aid Police Protection Fund	1,150,000		1,150,000	-	N/A	7/1/2024	6/30/2025	State	N/A	GOCCP
FY25- Drug Court - Home Visits	9,000		9,000	6,000	91001-599121	7/1/2024	6/30/2025	Local	N/A	Circuit Court
FFY25 - U.S. Marshals Program	7,000		7,000	4,000	91001-599121	7/1/2024	9/30/2025	Federal	16.111	US Marshals
<b>Total &gt;&gt;</b>	<b>\$20,254,621</b>	<b>\$ 14,469,823</b>	<b>\$ 5,784,798</b>	<b>\$ 530,323</b>						

The City's Housing First / Homeless Program will require a transfer from the General Fund in FY25 in the amount of \$67,600.00, which will be transferred from account number 91001-599200

*This schedule serves to appropriate funds up to the amount listed and authorize the Mayor to expend grant funds for these programs up to the appropriation amount. Accounts will only be budgeted up to the amount included in the award letter. Awards that exceed the appropriation amount will require further council action. This also serves to authorize the Mayor to enter into any necessary agreements, contracts, or memoranda.*

**ORDINANCE NO. \_\_\_\_\_**

**AN ORDINANCE OF THE CITY OF SALISBURY, MARYLAND TO AMEND WATER AND SEWER RATES TO INCREASE RATES BY 9% AND MAKING SAID CHANGES EFFECTIVE FOR ALL BILLS DATED OCTOBER 1, 2024 AND THEREAFTER UNLESS AND UNTIL SUBSEQUENTLY REVISED OR CHANGED.**

**RECITALS**

**WHEREAS**, the water and sewer rates must be revised in accordance with the proposed Fiscal Year 2025 Budget of the City of Salisbury and the appropriations thereby made and established for purposes of the Water and Sewer Departments.

**NOW, THEREFORE, BE IT ORDAINED AND ENACTED BY THE COUNCIL OF THE CITY OF SALISBURY THAT**, the water and sewer rate schedule set forth herein shall be adopted as follows:

**Section 1.**

A. Water and Sewer Rate Schedules:

Schedule I     Metered Water Changes – In City Rates

Residential and Small Commercial	
Minimum Charge	<del>\$28.27</del> <b>30.82</b> / quarter
Commodity Charge	<del>\$4.22</del> <b>4.60</b> / thousand gallons
Commercial	
Customer Charge	<del>\$529.00</del> <b>576.61</b> / quarter
Commodity Charge	<del>\$2.45</del> <b>2.67</b> / thousand gallons
Large Commercial/Industrial	
Customer Charge	<del>\$817.55</del> <b>891.13</b> / quarter
Commodity Charge	<del>\$1.96</del> <b>2.13</b> / thousand gallons

Schedule II     Metered Water Charges – Outside City Rates

Residential and Small Commercial	
Minimum Charge	<del>\$56.54</del> <b>61.63</b> / quarter
Commodity Charge	<del>\$8.44</del> <b>9.20</b> / thousand gallons
Commercial	
Customer Charge	<del>\$1,058.01</del> <b>1,153.23</b> / quarter
Commodity Charge	<del>\$4.91</del> <b>5.36</b> /thousand gallons
Large Commercial/Industrial	
Customer Charge	<del>\$1,635.12</del> <b>1,782.28</b> / quarter
Commodity Charge	<del>\$3.96</del> <b>4.31</b> /thousand gallons

Schedule III Metered Water Charges – Wor-Wic Community College and Urban Service District Rates

Residential and Small Commercial	
Minimum Charge	<del>\$42.39</del> <b>46.21</b> / quarter
Commodity Charge	<del>\$6.34</del> <b>6.91</b> / thousand gallons
Commercial	
Customer Charge	<del>\$793.51</del> <b>864.93</b> / quarter
Commodity Charge	<del>\$3.68</del> <b>4.01</b> / thousand gallons
Large Commercial/Industrial	
Customer Charge	<del>\$1,226.33</del> <b>1,336.70</b> / quarter
Commodity Charge	<del>\$2.96</del> <b>3.22</b> / thousand gallons

Schedule IV Sewer Charges – In City Rates

Residential and Small Commercial	
Minimum Charge	<del>\$69.82</del> <b>76.11</b> / quarter
Commodity Charge	<del>\$10.47</del> <b>11.41</b> / thousand gallons
Commercial	
Customer Charge	<del>\$1,318.99</del> <b>1,437.70</b> / quarter
Commodity Charge	<del>\$6.09</del> <b>6.64</b> / thousand gallons
Large Commercial/Industrial	
Customer Charge	<del>\$2,034.60</del> <b>2,217.72</b> / quarter
Commodity Charge	<del>\$4.87</del> <b>5.31</b> / thousand gallons

Schedule V Sewer Charges – Outside City Rates

Residential and Small Commercial	
Minimum Charge	<del>\$139.66</del> <b>152.23</b> / quarter
Commodity Charge	<del>\$20.95</del> <b>22.84</b> /thousand gallons
Commercial	
Customer Charge	<del>\$2,637.97</del> <b>2,875.39</b> / quarter
Commodity Charge	<del>\$12.15</del> <b>13.24</b> / thousand gallons
Large Commercial/Industrial	
Customer Charge	<del>\$4,069.22</del> <b>4,435.45</b> / quarter
Commodity Charge	<del>\$9.77</del> <b>10.65</b> / thousand gallons

Schedule VI Sewer Charges – Wor-Wic Community College and Urban Service District Rates

Residential and Small Commercial	
Minimum Charge	<del>\$104.75</del> <b>114.18</b> / quarter
Commodity Charge	<del>\$15.72</del> <b>17.13</b> / thousand gallons
Commercial	
Customer Charge	<del>\$1,978.48</del> <b>2,156.54</b> / quarter
Commodity Charge	<del>\$9.10</del> <b>9.92</b> / thousand gallons
Large Commercial/Industrial	
Customer Charge	<del>\$3,051.90</del> <b>3,326.57</b> / quarter
Commodity Charge	<del>\$7.34</del> <b>8.00</b> / thousand gallons

Schedule VII Sewer Charges – Sewer Only Customers

<u>Rate</u>	<u>Number of fixtures</u>	<u>Quarterly In City Rate</u>	<u>Quarterly Outside City Rate</u>	<u>Quarterly Urban Service District Rate</u>
1	One to two fixtures	<del>\$89.31</del> <b>97.34</b>	<del>\$178.61</del> <b>194.69</b>	<del>\$133.97</del> <b>146.03</b>
2	Three to five fixtures	<del>\$133.97</del> <b>146.03</b>	<del>\$267.94</del> <b>292.05</b>	<del>\$200.95</del> <b>219.03</b>
3	Six to twenty fixtures	<del>\$192.54</del> <b>209.87</b>	<del>\$385.07</del> <b>419.73</b>	<del>\$288.80</del> <b>314.79</b>
	For every five fixtures over twenty	<del>\$79.40</del> <b>86.55</b>	<del>\$158.79</del> <b>173.08</b>	<del>\$119.09</del> <b>129.80</b>

Schedule VIII Commercial and Industrial Activities

	<u>Annual In City Rate</u>	<u>Annual Outside City Rate</u>
1) For each fire service	\$373	\$746
2) For each standby operational service	\$373	\$746

B. Definitions:

Residential and Small Commercial Customers – These customers have average water utilization of less than 300,000 gallons in a quarter.

Commercial Customers – These customers have average water utilization of 300,000 gallons to 600,000 gallons per quarter.

Large Commercial/Industrial – These customers have average water utilization over 600,000 gallons per quarter.

Average Water Utilization Per Quarter – This will be based on annual consumption divided by 4 to get average quarterly water utilization.

**C. Calculation of Bills:**

For Residential and Small Commercial Customers – The minimum charge for both water and sewer will apply if water service is turned on at the water meter and usage is 0-6,000 gallons per quarter. Only the City can turn a meter on and off. For usage of 7,000 gallons and above, the commodity charge will be applied for each 1,000 gallons used and the minimum charge will not be applied.

For Commercial and Large Commercial/Industrial Customers – Every quarterly bill will receive a customer charge for both water and sewer. Then for each thousand gallons used the appropriate commodity charge will be applied.

**BE IT FURTHER ENACTED AND ORDAINED BY THE COUNCIL OF THE CITY OF SALISBURY, 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 become effective for all bills dated October 1, 2024 and thereafter.

**THIS ORDINANCE** was introduced and read at a Meeting of the Mayor and Council of the City of Salisbury held on the \_\_\_\_\_ day of \_\_\_\_\_, 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**





46 substance of the Ordinance having been published as required by law, in the meantime, was  
47 finally passed by the Council of the City of Salisbury on the \_\_\_ day of June, 2024.

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50 **ATTEST:**

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

53 \_\_\_\_\_  
54 D'Shawn M. Doughty,  
55 City Council President

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59 APPROVED BY ME THIS \_\_\_\_\_ day of \_\_\_\_\_, 2024.

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

## FY 2025 Fee Schedule

Licenses			
<b>Alarm Company</b>	80	Per year, Per Code 8.040.30	Police Dept
<b>Amusement</b>		Per Code 5.24.020	Finance
1-5 Machines	500	Per year	
6-10 machines	665	Per year	
11-15 machines	830	Per Year	
Greater than 15 machines	1,500	Per Year	
<b>Billboard License</b>	0.55	Per Year, per square foot	Finance
<b>Transient Merchants and Mobile Vendors</b>		Per Code 5.32.070	ABCD
New application	100		
Renewal	50	Per year	
<b>Hotel License</b>	50	Per Code 5.68.060	ABCD
<b>Fortune Telling License</b>	100		ABCD
<b>Door to Door Solicitors</b>	100	Plus \$40 background check performed, Per year, Per Code 5.34.070	City Clerk
<b>Pool Table</b>		Per Code 5.48.020	Finance
1	10	Each	
Additional tables over 1	5	Each	
<b>Restaurant</b>	80	Per year, Per Code 5.52.060	Finance
<b>Theatre</b>	75	Per year, Per Code 5.60.040	Police Dept
<b>Towing Company</b>			Police Dept
Application Fee	80		
License	80	Per Code 5.64.030	

Misc. Fees (by Business Development)			
<b>Food Truck Pad Rental</b>	50	Per month	
<b>Trolley Rental Fee</b>			
Hourly rate	150	Per hour, private event or for-profit business	
Hourly rate	125	Per hour, non-profit or government entity	

Misc. Fees (by Finance)			
<b>Return Check Fee</b>	40		

MPIA Request Fees (by All Departments)			
<b>First two hours processing request</b>	Waived		
<b>Work exceeding two hours, Departments will charge attorney hourly fee (if applicable) and hourly fee for department staff</b>	\$165 *	Attorney Hourly Fee Varies by Department	

## FY 2025 Fee Schedule

### Misc. Fees (by City Clerk)

<b>Sale of Code Book</b>		Each, Set by Resolution, Per Code 1.04.080
<b>Financial Disclosure Statement Late Fee</b>	20	Per day for 5 days, then \$10 per day up to max of \$250; Per Code 1.12.060
<b>Circus or Horsemanship Event Fee</b>	75	Per day, Per Code 5.44.010
<b>Other Exhibitions</b>	5	Per day, Per Code 5.44.010
<b>Commercial Sound Truck Operation Fee</b>	1	Per Code 8.20.080
<b>Filing Fee (Mayoral Candidates)</b>	25	SC-8
<b>Filing Fee (City Council Candidates)</b>	15	SC-8
<b>Bankrupt, Fire and Close-out sales</b>	5	Per month, Renewal – \$50/month, Per code 5.16.010

### Landlord Licenses and Other Misc. fees (by the HCDD Department)

<b>Landlord License Fee 1<sup>st</sup> Year</b>		Per Code 15.26.050
if paid within 60 days	120	
if paid by between 61-150 days	185	
if paid after 150 days	315	
<b>Landlord License Unit Registration 1<sup>st</sup> Year</b>		Per Code 15.26.040
if paid within 60 days	120	
if paid by between 61-150 days	185	
if paid after 150 days	315	
<b>Landlord License Fee Renewal</b>		Per Code 15.26.060
if paid by March 1st	75	
if paid 3/2 - 7/1	140	
if paid > 7/1	270	
<b>Landlord License Unit Registration Renewal</b>		Per Code 15.026.060
if paid by March 1st	75	per unit
if paid 3/2 - 7/1	140	For first unit plus <del>\$88</del> \$140 for each additional unit
if paid > 7/1	270	For first unit plus <del>\$96</del> \$270 for each additional unit
<b>Short-Term Landlord License Fee 1<sup>st</sup> Year</b>		Per Code (TBD)
if paid within 60 days	<u>120</u>	
if paid by between 61-150 days	<u>185</u>	
if paid after 150 days	<u>315</u>	
<b>Short-Term Rental Unit Registration</b>		Per Code (TBD)
if paid within 60 days	<u>250</u>	Per unit
if paid by between 61-150 days	<u>490</u>	Per Unit
if paid after 150 days	<u>970</u>	Per Unit
<b>Short-Term Landlord License Fee Renewal</b>		Per Code (TBD)
if paid by March 1st	<u>75</u>	
if paid 3/2 - 7/1	<u>140</u>	
if paid > 7/1	<u>270</u>	
<b>Short-Term Rental Unit Renewal</b>		Per Code (TBD)
if paid by March 1st	<u>250</u>	Per unit
if paid 3/2 - 7/1	<u>490</u>	Per Unit
if paid > 7/1	<u>970</u>	Per Unit

## FY 2025 Fee Schedule

<b>Administrative Fee for Fines</b>	100	
	<del>1,000</del>	
<b>Foreclosed Property Registration</b>	200	One-time fee, Per Code 15.21.040
<b>Re-inspection Fee</b>	100	On each citation, Per Code 15.27.030
<b>Appeal Procedure Fees (Enforced by HCDD)</b>		
Title - 8 Health and Safety Code Appeal	200	Per appeal, plus advertising costs if required
Title - 12 Streets, Sidewalks and Public Places Code Appeal	200	Per appeal, plus advertising costs if required
Title - 15.22 Vacant Buildings Code Appeal	250	Per appeal, plus advertising costs if required
Title - 15.26 Rental Registration	250	Per appeal, plus advertising costs if required
Title - 15.27 Chronic Nuisance Property	250	Per appeal, plus advertising costs if required
Title - 15.24.280 Condemnation	250	Per appeal, plus advertising costs if required
Title - 15.24.325 Plan for Rehabilitation	250	Per appeal, plus advertising costs if required
Title - 15.24.350 Failure to Comply with Demolition Order	250	Per appeal, plus advertising costs if required
Title - 15.24.950 Occupancy	250	Per appeal, plus advertising costs if required
Title - 15.24.1640 Order to Reduce Occupancy	250	Per appeal, plus advertising costs if required
Title – 17 All requests for variances, special exceptions and other zoning appeals	150	Per appeal/application, plus advertising costs if required
All other appeals/applications to the Board of Appeals	150	Per appeal/application, plus advertising costs if required

## FY 2025 Fee Schedule

Residential Vacant Building Registration	\$200	Per year, Per Code 15.22.040
Residential Vacant Building Annual Inspection Fee	\$100	Per year, after first fiscal year – Per Code 15.22.040
Residential Vacant Building Annual Fee	Variable, see chart below \$200	
<p><b>Number of Years Vacant</b> _____ <b>Annual Fee</b></p> <p>1 year _____ 200</p> <p>2 years: _____ 500</p> <p>3-4 years: _____ 750</p> <p>5-9 years: _____ 1,000</p> <p>10 years: _____ 1,500</p> <p>More than 10 years vacant: _____ 2,000, plus \$500 for _____ every year the property remains vacant</p>		
Nonresidential Vacant Building and Non-residential Vacant Lot Registration	\$500	
Nonresidential Vacant Building Annual Inspection Fee	\$150	Per year, after first fiscal year – Per Code 15.22.040
Nonresidential Vacant Building Annual Fee	Variable, See Chart Below \$500	Per year, Per Code 15.22.040
<p><b>Assessed Value between</b> _____ <b>Annual Fee</b></p> <p>\$0 – \$500,000 _____ \$500</p> <p>\$500,001 – \$5,000,000 _____ \$2,000</p> <p>\$5,000,001 and over _____ \$5,000</p>		
Nonresidential Vacant Lot Annual Fee	\$0.10 per sqft, or \$500, whichever is greater	

<b>Community Center Rental Fee</b>		
Truitt Community Center – Gymnasium	35	Per hour
Truitt Community Center – Multi-purpose Field	10	Per hour
Newton Community Center – Whole Building	40	Per hour

## FY 2025 Fee Schedule

Newton Community Center – Community Room	20	Per hour
Newton Community Center – Kitchen	20	Per hour
Newton Community Center – Resource Office	15	Per hour
Community Center – Supplies, per Item	Vary	Each
Community Center – Equipment, per Item	Vary	Each
Newton Community Center Room 1	<u>10</u>	Per Hour
Newton Community Center Room 2	<u>10</u>	Per Hour

### Misc. Fees (by Field Operations)

<b>Outdoor Rental Space – Small Family Functions, up to 20 people</b>		
Park Pavilion	25	Per day w/o RR
<b>Outdoor Rental Space – Large Private Function or Public Events</b>		
Park Pavilion (without restrooms)	<u>75</u>	Per Day W/O RR
Park Pavilion (with restrooms)	<del>75</del> -100	Per Day W RR
Rotary/Bandstand, Doverdale, Lake Street	100	Per Day W RR
Amphitheater or Riverwalk Games Park	175	Per day
Amphitheater Hourly Rental or Riverwalk Games Park	25	Per hour weekend (max 2-hour block), as is
Amphitheater Hourly Rental or Riverwalk Games Park	10	Per hour weekday (max 2-hour block), as is
Park Pavilion (no restrooms): Jeanette P. Chipman Boundless, Kiwanis, Marina Riverwalk, Market Street, Newton-Camden Tot Lot, Waterside	50	Per day
Streets /Parking Lots	100	Per day
Additional Street/Parking Lot	<u>50</u>	Per day
5K Race	150	Per day
City park, designated park area or amenity not listed	50	Per day
Ball field/ Basketball Court / Tennis Court	10 and 40 w/lights	Per hour
<b>Personnel</b>		
Site Supervisor <del>Suggest \$25.00/ Site Coordinator</del>	<del>25</del> 30	Per hour
Maintenance Labor	25	Per hour
Security/Police/EMS/FIRE (per person)	60	Per hour. 3 hours minimum or \$180
<b>Supplies &amp; Equipment</b>		
Maintenance Supplies (as required)	Vary	
Sports Equipment	Vary	
Additional Trash Cans - Events with over 200 people require additional trashcans, recycle or compost bin and a recycling plan.	<del>5</del> 10	Per Container
Barrier Fence (Snow Fence)	<del>1</del>	Per Linear Foot
<b>Traffic Control Devices</b>		
Hard Stop Dump truck/other	<del>50</del> 100	Per day
Digital Msg. Board	<del>50</del> 100	Per day
Street Barricades	10	Each per day
Cones	1	Each per day
Traffic Control Sign	10	Each per day
Jersey Barrier	600	Minimum 4, delivery, set up and remove

## FY 2025 Fee Schedule

<b>Ceremonial Street Renaming</b>		
Ceremonial Street Renaming – Materials & Labor Fee	250	

Waste Disposal Fees (by Field Operations)		
Trash Service	69 71	Per quarter, Per Code 8.16.090
Bulk Trash Pick up	30	For three items, additional amounts for specific items, Per Code 8.16.060
Trash Cans	80	Per can (plus \$4.80 tax), Per Code 8.16.060

Water/Sewer Misc. Fees (by Water Works)		
Water & Sewer Admin Fee (Late Charge)	50	Per occurrence, Per Code 13.08.040
Water Turn On Fee	80	For after hours, Per Code 13.08.040
Water Meter Reading Fee	25	Per request, Per Code 13.08.030
Water Turn On Fee	20	Per request, Per Code 13.08.040
Fire Service	746	Annually per property, Per Code 13.08.050
Meter Test		
In City Limits	40	Per request, Per Code 13.08.030
Out of City Limits	50	Per request, Per Code 13.08.030
Water and Sewer Services		See Water Sewer Rate Ordinance, Quarterly, Per Code 13.08.130-13.12.090

WWTP Pretreatment Program Fees (by Water Works)		
<b>Significant Industrial Users: (Per Code 13.12.110)</b>		
IA discharges flow $\geq$ 5% of WWTP flow	8,700	30 units
IB discharges flow $\geq$ 50,000 gpd	7,250	25 units
IC categorical user which discharges	5,800	20 units
ID discharges flow $\geq$ 25,000 gpd	4,350	15 units
IE categorical user which does not discharge	2,900	10 units
<b>Minor Industrial Users: (Per Code 13.12.110)</b>		
IIA-1 discharges flow <sup>3</sup> 5,000 gpd or hospitals, campus	2,030	7 units
IIA-2 discharges flow <sup>3</sup> 5,000 gpd or light industry, hotels	1,450	5 units
IIB discharges flow <sup>3</sup> 1,000 gpd or fast food, large restaurants, large garages	580	2 units
IIC discharges flow 500 - 1,000 gpd or small restaurants, small garages	435	1.5 units
IID discharges flow <sup>3</sup> 500 gpd or restaurants that are carry out only no fryer	290	1 unit
IIE photographic processor which discharges silver rich wastewater	290	1 unit
<i>Pretreatment fees are an annual fee, invoices are sent each January to cover the calendar year.</i>		

Towing Fees		
<b>Maximum Towing and Storage Fees (vehicles up to 10,000 GVW)</b>		
<u>Police Directed Accident Tow</u>	<u>425</u>	
Disabled Vehicle Tow	<del>100</del> 135	
Emergency Relocation Tow (up to 2 Miles)	<del>80</del> 100	Per Code 5.64.100
Impound Vehicle Tow	135	
Standby/Waiting Time - Billed in 15 minute increments only after 16 minute wait	75	Per hour



## FY 2025 Fee Schedule

Winching ( <u>Applies to vehicles that requires righting, or lifting, or returning to roadway from more than 20 feet off of roadway</u> Does not include pulling vehicle onto rollback type truck) - Billed in 15 minute increments	110	Per hour
Storage – Beginning at 12:01 am following the tow ( <u>includes vehicles stored at a facility under the control of and billed by The City of Salisbury</u> )	50	Per calendar day or portion thereof, Per Code 5.64.120
Administrative Fee – Impounds Only	50	
Snow Emergency Plan in Effect (in addition to other applicable towing fees)	50	
Release Fee (After hours only, at tower’s discretion) – Normal business hours defined as M-F, 9am-6pm	55	

### Building Fees (by the Department of Infrastructure and Development)

Building Plan Review Fees (Per Code 15.04.030)		Residential, Commercial, Accessory
<i>Fees based on cost of construction:</i>		
Up to \$ 3,000	50	
\$3,001 to \$100,000	90	
\$100,001 to \$500,000	250	
\$500,001 to \$1,000,000	300	
\$1,000,001 and Up	375	
Building Permit Fees (Per Code 15.04.030)		Residential, Commercial, Accessory, Fence
<i>Fees based on cost of construction:</i>		
Up to \$ 3000	50	
\$3001 and Up	60	Plus (.0175 * Cost of Construction)
\$100,001 to \$500,000	1,300	Plus (\$10 for each \$1,000 over \$100,000)
\$500,001 to \$1,000,000	4,900	Plus (\$9 for each \$1,000 over \$500,000)
\$1,000,001 and Up	8,500	Plus (\$7 for each \$1,000 over \$1,000,000)
Outdoor Advertising Structure Fee (Per Code 17.216.240)	.50	Per SF foot of sign surface per year
Other Building Fees:		
Historic District Commission Application	150	
Board of Zoning Appeals	150	Plus advertising costs
Demo - Residential	125	Per Code 15.04.030
Demo - Commercial	175	Per Code 15.04.030
Gas	30	Plus \$10 per fixture, Per Code 15.04.030b
Grading	200	Per Code 15.20.050
Maryland Home Builders Fund	50	Per new SFD
Mechanical	50	Per Code 15.04.030
Occupancy Inspection	75	Per Code 15.04.030
Plumbing	30	\$10 per fixture (may vary), Per Code 15.04.030b
Sidewalk Sign		Set by resolution, Per Code 12.40.020
Sidewalk Café Fee	50	Set by ordinance 2106, Per Code 12.36.020
Sign	50	Plus (\$1.50 per Sq Ft), Per Code 17.216.238
Temp Sign	25	Per month, Per Code 17.216.238
Temp Trailer	25	Per month, Per Code 15.36.030b
Tent	40	Per Code 15.04.030
Well	50	Per Code 13.20.020
Zoning Authorization Letter	50	Per Code 17.12.040
Re-inspection Fee	50	More than 2 insp of any required insp, Per Code 15.04.030

## FY 2025 Fee Schedule

Adult Entertainment Permit Application Fee	100	Per Code 17.166.020
Outdoor Advertising Structure Fee	.50	Per sq ft of sign surface area, Per Code 17.216.240
Notice of Appeal Fee; Sidewalk Sign Standards Violation	100	Per Code 12.40.040
Reconnection Fee; Public Water Connection; Refusal of Inspection	25	Per Code 13.08.100
Administrative Fee – renew temporary certificate of occupancy	100	
<b>Annexation Fees:</b>		
For the first partial or one (1) acre	\$5,000	Plus Legal, planning, consulting and other related administrative fees
Additional partial or full acre(s)	\$500	Per acre (no proration)
<b>Planning Commission</b>		
Comprehensive Development Plan Review – Non-Residential	<del>\$250</del> \$500	Plus \$10 per 1,000 sq. ft. Subsequent submittals, which generate additional comments, may be charged an additional \$250.
Comprehensive Development Plan Review – Residential	<del>\$250</del> \$500	Plus \$10 per unit. Subsequent submittals, which generate additional comments, may be charged an additional \$250.
Certificate of Design/Site Plan Review	\$250	Plus \$10 unit/acre. Subsequent submittals, which generate additional comments, may be charged an additional \$250.
Paleochannel/Wellhead Protection Site Plan Review	\$100	
Rezoning	\$500	Plus \$15 per acre and advertising cost
Text Amendment	\$500	Plus advertising cost
<b>Critical Area Program</b>		
		Ordinance No. 2578
<b>Certificate of Compliance (Per Code 12.20.110)</b>		
Building Permits	75	Activities per code 12.20.110.F. are exempt
Subdivision	200	In addition to standard fee
Site Plans/Certificate of Design/Comprehensive Development Plan	100	In addition to standard fee
Resubdivision	100	In addition to standard fee
<b>Fee-In-Lieu (Per Code 12.20.540)</b>		
		\$1.50 per square foot of mitigation area
<b>License to Encumber Program</b>		
Application – Installation of Service Line	75	\$25 per additional service line in project area, defined as ¼ mile radius from primary address
Application – Large Boring Project	125	Includes up to 500 linear feet. \$50 for additional 250 linear feet above the initial
Application – Large Open/Cut	250	Includes up to 500 linear feet. \$100 for additional 250 linear feet above the initial
Application – Micro-Trenching Project	125	Includes up to 500 linear feet. \$50 for additional 250 linear feet above the initial
Application – Installation of New Utility Pole (excluding Small Cell facilities)	500	
Application – Underground utility project replacing overhead utilities and removing utility poles	Waived	

## FY 2025 Fee Schedule

<b>License to Encumber Program - Small Wireless Facilities</b>		
		Ordinance No. 2580
Application	500	For up to five (5) small wireless facilities
Application – additional facilities	100	For each additional small wireless facility addressed in the application beyond five
Access to the Right of Way fee	1,000	Per each new small wireless facility pole
Annual fee for access to the Right of Way	270	Per year per small wireless facility after year 1
<b>Storm Water Utility (2306)</b>		
Fee to maintain City storm water facilities	30	Per year per Equivalent Residential Unit
<b>Stormwater Utility Credit Application (2306)</b>		
Fee to apply for credit to Stormwater Utility	150	Per application
<b>Street Break Permit (Per Code 12.12.020)</b>		
Permit for breaking City public streets and way	50	Per break location
Install new or replace existing sidewalk, residential	50	
Install new or replace existing sidewalk, commercial	100	
Install new driveway, residential	150	
Install new driveway, commercial	300	
Excavate street or sidewalk to conduct maintenance of underground facilities	150	\$50 per additional “break” in project area
Excavate street or sidewalk to replace existing utility pole	250	\$100 per additional pole replaced in project area
Excavate street or sidewalk to replace or remove utility pole permanently	Waived	
<b>Obstruction Permit (Per Code 12.12.020)</b>		
Permit for obstructing City public streets and ways	50	Per location
Dumpster – residential, obstruction permit	50	Renewal fee of \$25 after 30 days
Dumpster – commercial, obstruction permit	100	Renewal fee of \$50 after 30 days
Sidewalk closure	50	\$5 per day over 30 days
Lane closure (including bike lane)	100	\$10 per day over 30 days
Street closure	250	\$25 per day over 30 days
Street closure for Block Party or Community Event	Waived	Fee under Outdoor Rental Space Public Events - Streets
<b>Water and Sewer Connection Fee (Per Code 13.02.070)</b>		
Comprehensive Connection Charge of Connection fee for the Developer’s share in the equity of the existing utility system-	3,710	Per Equivalent Dwelling Unit (water \$1,925, sewer \$1,785)
<b>Water and Sewer Infrastructure Reimbursement Fee (Per Code 13.02.070)</b>		
Comprehensive Connection Charge for Infrastructure Reimbursement Fees is based on actual costs of water and sewer infrastructure installed by a Developer.	*	* Fee amount is project dependent. Infrastructure Reimbursement Fee is the prorated share of the cost of the water and sewer mains based on this project’s percentage of the capacity of the proposed infrastructure project.
<b>Infrastructure Reimbursement Administrative Fee (Per Code 13.02.090)</b>		
Administrative fee assessed on Infrastructure Reimbursement Fee for processing	*	0.1 percent of the Infrastructure Reimbursement Fee

## FY 2025 Fee Schedule

<b>Development Plan Review Fee (1536)</b>		
Development plans may consist of but not limited to the following: Stormwater Management, Grading, Landscaping, Lighting, Site Layout, Traffic Control, and Utilities.		
Fee for review of development plans	\$1,000-\$2,000	Plus \$50 per disturbed acre. Subsequent submittals, which generate additional comments, may be charged an additional \$500-\$1,000
<u>3<sup>rd</sup> Party Review Fee (Outsource)</u>	<u>\$160/hr</u>	<u>Subsequent submittals, which generate additional comments, may be charged an additional \$160/hr.</u>
Fee for review of development plans exempt from stormwater management under 13.28.040.B.3 of the code	400	
<b>Water and Sewer Inspection Fee (R 1341)</b>		
Fee for inspection of public water and sewer improvements		7.5 % of the approved cost estimate for construction of proposed public water and sewer improvements
<b>Public Works Agreement recording fee</b>		
Recording fee for Public Works Agreements		
For 9 pages or less	*	Per Circuit Court Fee Schedule
For 10 pages or more	*	Per Circuit Court Fee Schedule
<b>Stormwater Management As-Built recording fee</b>		
Recording fee for Stormwater Management As-Built.	*	Per Circuit Court Fee Schedule
<b>Subdivision review fee (1536)</b>		
Fee for Subdivision review	200.00	
<b>Resubdivision review fee (1536)</b>		
Fee for Resubdivision reviews	200.00	
<b>Administrative Fee for Connection Fee payment Plans (R 2029)</b>		
Administrative Fee for Connection Fee payment Plans	25.00	
<b>Maps and Copying Fees</b>		
City Street Map	5.00	Ea
Street Map Index	1.00	Ea
Property Maps	3.00	Ea
Sanitary Sewer Utility Maps (400 Scale)	3.00	Ea
Storm Water Utility Maps (400 Scale)	3.00	Ea
Water Main Utility Maps (400 Scale)	3.00	Ea
Sanitary Sewer Contract Drawings	1.00	Ea
Storm Water Contract Drawings	1.00	Ea
Water Main Contract Drawings	1	Ea
Black and White Photocopying (Small Format)	.25	Sq. ft
Black and White Photocopying (Large Format)	.50	Sq. ft
Color Photocopying (Small Format) \$1/sq.ft.	1	Sq. ft
Color Photocopying (Large Format) \$2/sq.ft.	2	Sq. ft

## FY 2025 Fee Schedule

<b>Transient</b>		
<i>Slip Fees based on size of vessel</i>	1.05	Per foot per day
Electric 30-amp service	6.00	Per day
Electric 50-amp service	12.00	Per day
<b>Slip Rental – Monthly</b>		
<i>Fees based on size of vessel</i>		
October through April	4.75	Per foot + electric
May through September	6.50	Per foot + electric
<b>Slip Rental – Annual*</b>		
*Annual rates are to be paid in full up front, electric can be billed monthly		
Boats up to and including 30 feet long	1,450	+ electric
Boats 31 feet and longer	56	Per foot + electric
<b>Fuel</b>		
	.50	Per gallon more than the cost per gallon purchase price by the City
<b>Electric Service</b>		
<i>Fees per meter</i>		
Electric 30-amp service	36	Per month
Electric 50-amp service	60	Per month

EMS Services			
	Resident	Non-Resident	
BLS Base Rate	950.00	1,050.00	
ALS1 Emergency Rate	1,100.00	1,200.00	
ALS2 Emergency Rate	1,300.00	1,400.00	
Mileage (per mile)	19.00	19.00	
Oxygen	Bundle	Bundle	
Spinal immobilization	Bundle	Bundle	
BLS On-scene Care	250.00	300.00	
ALS On –scene Care	550.00	650.00	

Water Works			
<b>Temporary connection to fire hydrant (Per Code 13.08.120)</b>			
Providing temporary meter on a fire hydrant for use of City water	64.50	Per linear foot based on the area of the property and is the square root of the lot area, in square feet	
In City	40.00	Plus charge for water used per current In City rate, \$10 minimum	
Out of City	50.00	Plus charge for water used per current Out of City rate, \$10 minimum	
<b>Hydrant flow test (Per Code 13.08.030)</b>			
To perform hydrant flow tests			
In City	125.00	Per request	
Out of City	160.00	Per request	
<b>Fire flush and Fire pump test (Per Code 13.08.030)</b>			
To perform hydrant flow tests To perform meter tests on ¾" and 1" meters.			

## FY 2025 Fee Schedule

In City	125.00	Per request
Out of City	160.00	Per request
<b>Meter tests (Per Code 13.08.030)</b>		
To perform meter tests on ¾" and 1" meters.		
In City	40.00	Per request
Out of City	50.00	Per request
<b>Water Meter/Tap Fee and Sewer Connection Fee (Per Code 13.02.070)</b>		
Water Meter/Tap Fee and Sewer Connection Fee if water and sewer services are installed by City forces.	*	The tap and connection fee amount is the actual cost of SPW labor and materials or per this schedule.
<b>Water Tapping Fees - In City:</b>		
¾ Water Meter	3,850	Per Connection
1" Water Meter	4,160	Per Connection
1 ½" Water Meter T-10 Meter	5,810	Per Connection
2" Water Meter - T-10 Meter	6,200	Per Connection
2" Water Meter - Tru Flo	7,320	Per Connection
<b>Water Tapping Fees - Out of City</b>		
¾ Water Meter	4,810	Per Connection
1" Water Meter	5,200	Per Connection
1 ½" Water Meter T-10 Meter	7,265	Per Connection
2" Water Meter - T-10 Meter	7,750	Per Connection
2" Water Meter - Tru Flo	9,155	Per Connection
<b>Sanitary Sewer Tapping Fees - In City:</b>		
6" Sewer Tap	3,320	Per Connection
8" Sewer Tap	3,380	Per Connection
6" or 8" Location & Drawing Fee	45	Per Connection
<b>Sanitary Sewer Tapping Fees – Out of City</b>		
6" Sewer Tap	4,150	Per Connection
8" Sewer Tap	4,225	Per Connection
6" or 8" Location & Drawing Fee	60	Per Connection
<b>Water Meter and Setting Fee (Per Code 13.02.070)</b>		
Water meter setting fee for installation of water meter when tap is done by a contractor. Water meter fee is the cost of the meter.		
<b>Meter Setting Fees - In City:</b>		
¾ Water Meter	125	Per Connection
1" Water Meter	125	Per Connection
1 ½" Water Meter	150	Per Connection
2" Water Meter	150	Per Connection
<u>Larger than 2"</u>	1,000	Per Connection
<b>Meter Setting Fees - Out of City</b>		
¾ Water Meter	175	Per Connection
1" Water Meter	175	Per Connection
1 ½" Water Meter	200	Per Connection
2" Water Meter	200	Per Connection
Larger than 2"	1,250	Per Connection
<b>Meter Fees</b>		
¾ Water Meter	400	
1" Water Meter	500	
1 ½" Water Meter	*	Determined by current market price of the meter

## FY 2025 Fee Schedule

2" Water Meter	1,200	
Larger than 2"	*	Determined by current market price of the meter

Parking Violations, False Alarms, Infractions, Scofflaw, MPIA Fees (by the Police & Fire Departments)			
<b>Animal Control</b>	50-100		Police Department
<b>MPIA Request Fees</b>			Police Department
First two hours processing request	Waived		
Work exceeding two hours, SPD will charge attorney hourly fee and hourly fee for Records Tech	<del>75</del> 165 <del>30</del> 40	Attorney hourly fee <del>Records Tech</del> Departmental Employee hourly fee	
Black and white copy of paper document and photographs	0.25	Per copy	
<del>DVD</del> Digital medium production	15.00	Per <del>DVD</del> unit produced	
<b>False Police Alarms (Per Code 8.040.050)</b>			Police Department
<i>based on number of incidents in calendar year</i>			
First 2 incidents	0		
3 <sup>rd</sup> incident	50		
4 <sup>th</sup> incident	90		
Greater than 4 each incident	130		
<b>False Fire Alarms (Per Code 8.040.050)</b>			Fire Department
<i>based on number of incidents in calendar year</i>			
First 2 incidents	0		
3 <sup>rd</sup> incident	45		
4 <sup>th</sup> incident	90		
Greater than 4 each incident	135		
<b>Scofflaw</b>			Police Department
Tow	135		
Storage	50		
Administrative Fee	35		
Business Administrative Fee	30		

### Parking Permits and Fees

	UOM	1-Jul-24 Rate	1-Jul-24 Non-Profit Rate
<b>Parking Permits (Per Code 10.04.010)</b>			
Lot #1 - lower lot by library	Monthly	55.00	41.25
Lot #4 - behind City Center	Monthly	55.00	41.25
Lot #5 - Market St. & Rt. 13	Monthly	<del>50.00</del> 55.00	<del>37.50</del> 41.25
Lot #7 & 13 - off Garrettson Pl.	Monthly	<del>25.00</del> 30.00	<del>18.75</del> 22.50
<del>Lot #9 - behind GOB</del>	<del>Monthly</del>	<del>55.00</del>	<del>41.25</del>
Lot #10 - near State bldg/SAO	Monthly	55.00	41.25
Lot #11 - behind library	Monthly	<del>50.00</del> 55.00	<del>37.50</del> 41.25
Lot #12 - beside Market St. Inn	Monthly	<del>50.00</del> 55.00	<del>37.50</del> 41.25
<del>Lot #15 - across from NAI Coastal</del>	<del>Monthly</del>	<del>55.00</del>	<del>41.25</del>
Lot #16 - by Avery Hall	Monthly	55.00	41.25

## FY 2025 Fee Schedule

Lot #30 - by drawbridge	Monthly	30.00	22.50
Lot #33 - east of Brew River	Monthly	30.00	22.50
Lot #35 - west of Brew River	Monthly	30.00	22.50
Lot SPS - St. Peters St.	Monthly	55.00	41.25
E. Church St.	Monthly	55.00	41.25
W. Church St.	Monthly	55.00	41.25
Parking Garage	Monthly	<del>70.00</del> 75.00	<del>52.50</del> 56.25
Student Housing Bulk Permits (30 or more)		35.00	
<b>Transient Parking Options</b>			
Parking Garage	Hourly	2.00	
<del>Parking Meters</del> Pay Stations	Hourly	2.00	
<b>Pay Stations</b>			
For hours 1-2	Hourly	2.00	
For hour 3 with a 3-hour Maximum Parking Limit	Hourly	3.00	
<b>Miscellaneous Charges (Per Code 10.04.010)</b>			
Replacement Parking Permit Hang Tags	Per Hang Tag	5.00	
Parking Permit Late Payment Fee (+15 days +5 days)	Per Occurrence	5.00	
New Parking Garage Access Card	Per Card	10.00	
Replacement Parking Garage Access Card	Per Card	10.00	

### Fire Prevention Fees (by the Fire Department)

<b>Plan review and Use &amp; Occupancy Inspection</b>			
<u>Basic Fee</u> – For all multi-family residential, commercial, industrial, and institutional occupancies. Including, but not limited to, new construction, tenant fit-out, remodeling, change in use and occupancy, and/or any other activity deemed appropriate by the City of Salisbury Department of Infrastructure and Development.		60% of the building permit fee; <del>\$75</del> \$125 minimum (Not included – plan review and related inspection of specialized fire protection equipment as listed in the following sections) <u>A 10% (\$75 minimum, \$250 maximum) deposit is due at the time of submittal. The balance is due prior to issuing the Building Permit.</u>	
<u>Expedited Fees</u> – If the requesting party wants the plan review and inspection to be expedited, to be done within three business days		<del>20</del> 25% of the basic fee; <del>\$500</del> 300 minimum (This is in addition to the basic fee)	
<u>After</u> – Hours Inspection Fees. If the requesting party wants an after-city-business-hours inspection.	<del>\$100</del> 125	Per hour/per inspector; 2 hours minimum	
<b>Site/Development Plan Review Fee</b>			
The review of site plans for all new commercial and industrial projects or new commercial, residential, or industrial developments. To ensure compliance with the Fire Prevention Code.	<del>\$100</del> 275	Per submittal	
<b>Fire Protection Permit Fees</b>			
<b>Fire Alarm &amp; Detection Systems</b> – Includes plan review and inspection of wiring, controls, alarm and detection equipment and related appurtenances needed to provide a complete system and the witnessing of one final acceptance test per system of the completed installation.			
• Fire Alarm System	\$100	Per system	
• Fire Alarm Control Panel	\$75	Per panel	
• Alarm Initiating Device	\$1.50	Per device	
• Alarm Notification Device	\$1.50	Per device	
• Fire Alarm Counter Permit	\$75	For additions and alterations to existing systems involving 4 or less notification/initiating devices.	
<b>Sprinkler, Water Spray and Combined Sprinkler &amp; Standpipe Systems</b> – Includes review of shop drawings, system inspection and witnessing of one hydrostatic test, and one final acceptance test per floor or system.			
• NFPA 13 & 13R	\$1.50	Per sprinkler head; 150 minimum	
• NFPA 13D	<del>100</del> 125	Per Dwelling	



## FY 2025 Fee Schedule

<ul style="list-style-type: none"> <li>Sprinkler Counter Permit</li> </ul>	\$75	For additions and alterations to existing systems involving less than 20 heads.
<p><b>Standpipe Systems</b> – The fee applies to separate standpipe and hose systems installed in accordance with NFPA 14 standard for the installation of standpipe and hose systems as incorporated by reference in the State Fire Prevention Code (combined sprinkler systems and standpipe systems are included in the fee schedule prescribed for sprinkler systems) and applies to all piping associated with the standpipe system, including connection to a water supply, piping risers, laterals, Fire Department connection(s), dry or draft fire hydrants or suction connections, hose connections, piping joints and connections, and other related piping and appurtenances; includes plan review and inspection of all piping, control valves, connections and other related equipment and appurtenances needed to provide a complete system and the witnessing of one hydrostatic test, and one final acceptance test of the completed system.</p>	\$50	Per 100 linear feet of piping or portion thereof; <del>\$100</del> 150 minimum
<p><b>Fire Pumps &amp; Water Storage Tanks</b> – The fees include plan review and inspection of pump and all associated valves, piping, controllers, driver and other related equipment and appurtenances needed to provide a complete system and the witnessing of one pump acceptance test of the completed installation. Limited service pumps for residential sprinkler systems as permitted for NFPA 13D systems and water storage tanks for NFPA 13D systems are exempt.</p>		
<ul style="list-style-type: none"> <li>Fire Pumps</li> </ul>	\$.50	Per gpm or rated pump capacity; <del>\$125</del> 150 minimum
<ul style="list-style-type: none"> <li>Fire Protection Water Tank</li> </ul>	\$75	Per tank
<p><b>Gaseous and Chemical Extinguishing Systems</b> – Applies to halon, carbon dioxide, dry chemical, wet chemical and other types of fixed automatic fire suppression systems which use a gas or chemical compound as the primary extinguishing agent. The fee includes plan review and inspection of all piping, controls, equipment and other appurtenances needed to provide a complete system in accordance with referenced NFPA standards and the witnessing of one performance or acceptance test per system of the completed installation.</p>	<del>\$1.00</del> 150	<del>Per pound of extinguishing agent; \$100-125 minimum; or \$150 per wet chemical extinguishing system – Per system</del>
<ul style="list-style-type: none"> <li>Gaseous and Chemical Extinguishing System Counter Permit</li> </ul>	\$75	To relocate system discharge heads
<p><b>Foam Systems</b> – The fee applies to fixed extinguishing systems which use a foaming agent to control or extinguish a fire in a flammable liquid installation, aircraft hangar and other recognized applications. The fee includes plan review and inspection of piping, controls, nozzles, equipment and other related appurtenances needed to provide a complete system and the witnessing of one hydrostatic test and one final acceptance test of the completed installation.</p>	\$75	Per nozzle or local applicator; plus \$1.50/ sprinkler head for combined sprinkler/foam system; <del>\$100</del> 150 minimum
<p><b>Smoke Control Systems</b> – The fee applies to smoke exhaust systems, stair pressurization systems, smoke control systems and other recognized air-handling systems which are specifically designed to exhaust or control smoke or create pressure zones to minimize the hazard of smoke spread due to fire. The fee includes plan review and inspection of system components and the witnessing of one performance acceptance test of the complete installation.</p>	\$100	Per 30,000 cubic feet of volume or portion thereof of protected or controlled space; \$200 minimum

## FY 2025 Fee Schedule

<b>Flammable and Combustible Liquid Storage Tanks –</b> This includes review and one inspection of the tank and associated hardware, including dispensing equipment. Tanks used to provide fuel or heat or other utility services to a building are exempt.	\$.01	Per gallon of the maximum tank capacity; <del>100</del> 150 minimum
<b>Emergency Generators –</b> Emergency generators that are a part of the fire/life safety system of a building or structure. Includes the review of the proposed use of the generator, fuel supply and witnessing one performance evaluation test.	<del>\$100</del> 150	
Permit Reinspection and Retest Fees		
• 1 <sup>st</sup> Reinspection and Retest Fees	\$75	
• 2 <sup>nd</sup> Reinspection and Retest Fees	\$150	
• 3 <sup>rd</sup> and Subsequent Reinspection and Retest Fees	\$200	
<b>Fire Pump or Hydrant Flow Test –</b> to perform any hydrant or fire pump flow test utilizing City water.		
In-City Fee	\$125	
Out-of-City Fee	\$160	
<b>Fire Service Water Mains and their Appurtenances –</b> The fee includes the plan review and witnessing one hydrostatic test and one flush of private fire service mains and their appurtenance installed in accordance with NFPA 24: Standard for the Installation of Private Fire Service Mains and Their Appurtenances	\$100	per 100 linear feet or portion thereof; plus \$50 per hydrant; \$150 minimum
<b>Consultation Fees –</b> Fees for consultation technical assistance.	\$75	Per hour
<b>Fire-safety Inspections.</b> The following fees are not intended to be applied to inspections conducted in response to a specific complaint of an alleged Fire Code violation by an individual or governmental agency		
Assembly Occupancies (including outdoor festivals):		
• Class A (>1000 persons)	<del>\$300</del> 350	
• Class B (301 – 1000 persons)	<del>\$200</del> 235	
• Class C (51 – 300 persons)	<del>\$100</del> 125	
• Fairgrounds (<= 9 buildings)	<del>\$200</del> 250	
• Fairgrounds (>= 10 buildings)	<del>\$400</del> 450	
• Recalculation of Occupant Load	<del>\$75</del> 100	
• Replacement or duplicate Certificate	\$25	
Education Occupancies:		
• Elementary School (includes kindergarten and Pre-K)	\$100	
• Middle, Junior, and Senior High Schools	\$150	
• Family and Group Day-Care Homes	\$75	
• Nursery or Day-Care Centers	\$100	
Health Care Occupancies:		
• Ambulatory Health Care Centers	<del>\$150</del> 175	Per 3,000 sq.ft. or portion thereof
• Hospitals, Nursing Homes, Limited-Care Facilities, Domiciliary Care Homes	<del>\$100</del> 150	Per building; plus \$2.00/patient bed
• Detention and Correctional Occupancies	<del>\$100</del> 150	Per building; plus \$2.00/bed
Residential:		
• Hotels and Motels	<del>\$75</del> 100	Per building; plus \$2.00/guest room
• Dormitories	\$2	Per bed; <del>\$75</del> 100 minimum
• Apartments	<del>\$2</del> 150	Per <del>apartment</del> building; plus \$2.00 per dwelling unit; <del>\$75</del> 200 minimum
• Lodging or Rooming House	<del>\$75</del> 125	Plus \$2.00/bed
• Board and Care Home	<del>\$100</del> 125	Per building; plus \$2.00/bed
Mercantile Occupancies:		

## FY 2025 Fee Schedule

• Class A (> 30,000 sq.ft.)	<del>\$200</del> 250	
• Class B (3,000 sq.ft. – 30,000 sq.ft.)	<del>\$100</del> 150	
• Class C (< 3,000 sq.ft.)	<del>\$75</del> 100	
Business Occupancies	<del>\$75</del> 100	Per 3,000 sq.ft. or portion thereof
Industrial or Storage Occupancies:		
• Low or Ordinary Hazard	<del>\$75</del> 100	Per 5,000 square feet or portion thereof
• High-Hazard	<del>\$100</del> 175	Per 5,000 square feet or portion thereof
Common Areas of Multitenant Occupancies (i.e., shopping centers, high-rises, etc.)	<del>\$45</del> 55	Per 10,000 sq.ft. or portion thereof
Outside Storage of Combustible Materials (scrap tires, tree stumps, lumber, etc.)	<del>\$100</del> 150	Per acre or portion thereof
Outside Storage of Flammable or Combustible Liquids (drums, tanks, etc.)	<del>\$100</del> 150	Per 5,000 sq.ft. or portion thereof
Marinas and Piers	<del>\$100</del> 150	Per facility; plus \$1.00/slip
Mobile Vendor	<del>\$35</del> 55	Plus \$.56/mile for inspections outside of the City of Salisbury
Sidewalk Café	<del>\$35</del> 55	If not part of an occupancy inspection
Unclassified Inspection	<del>\$75</del> 100	Per hour or portion thereof
<u>Fire Safety</u> Reinspection: If more than one reinspection is required to assure that a previously identified Fire Code violation is corrected		
• 2 <sup>nd</sup> Reinspection	<del>\$100</del> 125	
• 3 <sup>rd</sup> Reinspection	<del>\$250</del> 200	
• 4 <sup>th</sup> and Subsequent	<del>\$500</del> 275	
<b>Fire Protection Water Supply Fees</b>		
Witnessing Fire Main Flush	\$75	
Witness Underground Water Main Hydrostatic Tests	\$75	
<b>Fireworks Permit</b>		
<b>Firework Display</b> - Includes plan review and associated inspections for any firework display.	<del>\$250</del> 450	
<b>Sale of Consumer Fireworks</b>		
Stand-alone tent, stand or other commercial space predominately utilized for the sale of consumer fireworks	\$250	
Other commercial space predominately utilized for the sale of goods other than consumer fireworks	\$125	
<b>Fire Report Fees</b>		
Third Party Fire Protection Report Processing Fee	\$25	Per submittal – Collected by the third-party data collection agency/company
<u>Operational Fire Report</u>	<u>\$25</u>	<u>To provide hard or electronic copies of operational fire reports</u>

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**ORDINANCE NO. 2875**

**AN ORDINANCE OF THE CITY OF SALISBURY AUTHORIZING THE  
MAYOR TO APPROPRIATE FUNDS FOR VARIOUS CAPITAL  
PROJECTS.**

**WHEREAS**, the City of Salisbury has determined Capital Projects, to be funded from Bond Proceeds, would best be funded in the FY24 Bond Issue to consolidate planned bond issuances in order to save bond issuance expense; and

**WHEREAS**, Section 3 of Ordinance 2865 incorrectly included appropriations for projects previously approved in Ordinance 2802 and, consequently, must be stricken or removed; and

**WHEREAS**, those projects that will be stricken or removed are set forth in Section 2 below and the correct projects added are set forth in Section 3 below; and

**WHEREAS**, the appropriations necessary as set forth 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.** Mayor Randolph J. Taylor is hereby authorized to appropriate funds for the projects listed in Section 2 and Section 3 below.

**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:

<b>Account</b>	<b>Project Description</b>		<b>Amount</b>
96124-513026-TBD	Restore Park Well Field	Decrease	175,000
96124-513026-TBD	Restore Paleo Well Field	Decrease	217,000
96124-513026-TBD	WWTP Electric Upgrades	Decrease	1,060,493
96124-513026-TBD	Park Well Field Raw Water Main & Valve Rplc	Decrease	875,000
96124-513026-TBD	Glen Avenue Lift Station	Decrease	750,000
96124-513026-TBD	WWTP Outfall Inspection and Repairs	Decrease	500,000
96124-513026-TBD	Southside Pump Station Force Main	Decrease	495,000
961214-588900	Issuance Cost	Decrease	141,203

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**Section 3.** The City of Salisbury’s Water Sewer Capital Project Fund Budget be and hereby is amended as follows.

96124-513026-TBD	Park Well Field	Increase	550,000
96124-513026-TBD	Park Well 2	Increase	350,000
96124-513026-TBD	Solid Waste Disp	Increase	810,250
96124-513026-TBD	Southside Pump Station Force Main	Increase	295,000
961214-588900	Issuance Cost	Increase	141,203

**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 6.

**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 3<sup>rd</sup> day of June, 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**

**ORDINANCE NO. \_\_\_\_\_**

**AN ORDINANCE OF THE CITY OF SALISBURY AUTHORIZING A BUDGET AMENDMENT TO APPROPRIATE FUNDS FOR THE WTP FILTER PROJECT.**

**WHEREAS**, the Department of Water Works is preparing for the design of Granular Activated Carbon (GAC) filters at the Paleo Water Plant to remove PFAS from the City’s drinking water and to meet the upcoming PFAS regulations (the “**WTP Filter Replacement Project**”); and

**WHEREAS**, the City of Salisbury has determined an additional \$472,000 is needed to complete the GAC filter design; and

**WHEREAS**, the City of Salisbury has \$342,737 in Account No. 82075-546004 – Water Treatment Plant Chemicals and \$120,000 in project Account No.96124-513026-50049 Paleo Equalization Basin, both of which are immediately available to transfer to the Water Sewer Capital Project funds for the WTP Filter Replacement Project;

**WHEREAS**, the appropriations necessary to execute this budget amendment 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 Randolph J. Taylor is hereby authorized to appropriate the aforementioned additional funds for the WTP Filter Replacement Project 97010-513020-50043 in the cumulative amount of \$462,737.00.

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

**Section 2.** The City of Salisbury’s FY24 Water Sewer Fund Budget be and hereby is amended as follows:

<b>Increase Decrease</b>	<b>Account Type</b>	<b>Project Description</b>	<b>Account</b>	<b>Account Description</b>	<b>Amount</b>
Decrease	Expense		82075-546004	Water Treatment Plant Operating Chemicals	342,737
Increase	Expense		91002-599108	Transfer Water Sewer Capital Projects	342,737

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39 **Section 3.** The City of Salisbury’s Water Sewer Capital Project Fund Budget be and hereby is  
 40 amended as follows:  
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Increase Decrease	Account Type	Project Description	Account	Account Description	Amount
Decrease	Revenue	Paleo Equalization Basin	96024-469313- 50049	Transfer Water Sewer Capital Projects	120,000
Decrease	Expense	Paleo Equalization Basin	96124-513026- 50049	Construction	120,000
Increase	Expense	Filter Replacement Project	96024-469313- 50043	Transfer Water Sewer Capital Projects	462,737
Increase	Expense	Filter Replacement Project	96124-513020- 50043	Engineering	462,737

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 43 **BE IT FURTHER ENACTED AND ORDAINED BY THE COUNCIL OF THE CITY OF**  
 44 **SALISBURY, MARYLAND,** as follows:  
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46 **Section 4.** It is the intention of the Mayor and Council of the City of Salisbury that each provision  
 47 of this Ordinance shall be deemed independent of all other provisions herein.  
 48

49 **Section 5.** It is further the intention of the Mayor and Council of the City of Salisbury that if any  
 50 section, paragraph, subsection, clause or provision of this Ordinance shall be adjudged invalid,  
 51 unconstitutional or otherwise unenforceable under applicable Maryland or federal law, such adjudication  
 52 shall apply only to the section, paragraph, subsection, clause or provision so adjudged and all other  
 53 provisions of this Ordinance shall remain and shall be deemed valid and enforceable.  
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55 **Section 6.** The recitals set forth hereinabove are incorporated into this section of the Ordinance as  
 56 if such recitals were specifically set forth at length in this Section 6.  
 57

58 **Section 7.** This Ordinance shall take effect from and after the date of its final passage.  
 59

60 **THIS ORDINANCE** was introduced and read at a Meeting of the Mayor and Council of the City of  
 61 Salisbury held on the \_\_\_\_\_ day of \_\_\_\_\_, 2024 and thereafter, a statement of the substance  
 62 of the Ordinance having been published as required by law, in the meantime, was finally passed by the  
 63 Council of the City of Salisbury on the \_\_\_\_\_ day of \_\_\_\_\_, 2024.  
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65 **ATTEST:**  
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 70 **Kimberly R. Nichols, City Clerk**

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 69 \_\_\_\_\_  
 70 **D’Shawn M. Doughty, City Council President**

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 72 Approved by me, this \_\_\_\_\_ day of \_\_\_\_\_, 2024.  
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 77 **Randolph J. Taylor, Mayor**



City of  
**Salisbury**  
Jacob R. Day, Mayor

To: Andy Kitzrow, City Administrator  
From: Rachel Manning, Community Relations Manager, HCDD  
Date: May 6, 2024  
Re: Ordinance to Reduce Speed Limit in Village at Tony Tank Creek Neighborhood

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Salisbury Housing and Community Development Department and the Department of Infrastructure and Development support the reduction of speed limit.

Vehicle speed has been proven to be the single largest factor determining the severity of a crash;

- A pedestrian or cyclist has approximately a 10-15% chance of survival of a crash with an automobile traveling at 40 miles per hour (MPH), but a 90% chance of survival after being struck by an automobile moving at 25MPH
- Current speed limit is 30 MPH and lowering speed to a maximum of 25 MPH will increase reaction time and dramatically shorten the necessary stopping distance for a driver to brake in the event of an emergency
- It is recommended to set the speed limit based on the context of the street; local/residential, neighborhood principal, industrial or urban collector/arterial

The Housing and Community Development Department and the Department of Infrastructure & Development strongly recommends the speed limit be reduced in keeping with the adoption of Vision Zero. As speed is the primary factor in determining the severity of a crash, it is advisable to set a speed limit that increases survivability for all modes of transportation.





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

44

45

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



**To: City Council**

**CC: Kim Nichols, Julie English**

**From: Muir Boda, Director of Housing & Community Development**

**Subject: Abandoned Shopping Cart Ordinance**

**Date: 3/12/2024**

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Council,

As we discussed in the March 12, 2024 work session with regards to abandoned shopping carts, we have prepared a draft ordinance for your consideration. This ordinance will add a new chapter in section 8.36 – Health & Safety of the Salisbury Municipal Code. This allows for Code Compliance Officers to immediately abate an abandoned shopping cart when they encounter them and it defines the process of when we would return them to the business.

Key points that this legislation addresses:

- Businesses that provide shopping carts are required to post cart removal warning signs.
- Businesses that provide shopping carts are required to identification signing or branding on their carts.
- A cart owner (business) may provide a letter for a customer that uses the cart off premises with a return of 72 hours.
- Code Compliance Officer will immediately abate abandoned shopping cart.
- When the City has collected at least 10 carts they will be returned to the business and issues a citation with a fine of \$25.00 per cart.

We believe this legislation creates a manageable process for HCDD and will be effective in abating carts quicker. We hope that this would encourage businesses with shopping carts to either develop processes to reduce the number of carts leaving their property or become proactive in picking up their carts around the city.

Muir Boda  
Director HCDD



Housing & Community Development Department  
207 W. Main St, Suite 102 Salisbury, MD 21801



41 conditions that reduce property values and promote blight and  
42 neighborhood deteriorations within the City.

43 **B. The intent of this chapter is to ensure that cart owners take measures to**  
44 **prevent the removal of shopping carts from business premises, to make the**  
45 **removal of shopping carts a violation of this Code and to facilitate the**  
46 **retrieval and return of lost, stolen, or abandoned shopping carts in a**  
47 **manner that complements and supplements provisions of state law.**

48 **C. This chapter is not intended to duplicate state law or regulate any matters**  
49 **pertaining to shopping carts which are the subject of state law.**

50 **D. To the extent any provision of this chapter is determined to be preempted**  
51 **by state law, it shall be deemed severed from all other provisions of this**  
52 **chapter and such other provisions shall remain in full force and effect.**

### 53 **8.36.020 – Definitions**

54 **For purposes of this chapter, the following words have the following meanings:**

55 **“Abandoned cart” means any shopping cart that has been removed without**  
56 **written permission of the cart owner or on-duty manager from the premises of a**  
57 **business establishment, regardless of whether it has been left on either private or**  
58 **public property.**

59 **“Business establishment” means a location where a business is conducted, goods**  
60 **are made or stored or processed or where services are rendered.**

61 **“Business premises” means the entire area owned and utilized by a business**  
62 **establishment that provides shopping carts for use by customers, including any**  
63 **parking lot or other property provided by the cart owner for customer parking.**

64 **“Cart owner” means any person or entity, who:**

65 **(1) in connection with the conduct of a business establishment owns, leases,**  
66 **possesses, uses, or otherwise makes any shopping cart available to**  
67 **customers or the public; or**

68 **(2) is the on-site or designated agent of a person or entity described in (1) that**  
69 **provides the shopping carts for use by its customers.**

70 **“Director” means the Director of the Housing and Community Development**  
71 **Department.**

72 **“Enforcement official” means a Code Compliance Officer or other official as**  
73 **designated by the Director.**

74 **“Person” means an individual, corporation, partnership, limited liability**  
75 **company, or other legal entity.**

76 **“Public place” means every class of road, sidewalk, parking lot, and other areas**  
77 **publicly owned and operated, or privately owned and open to the public, or a**  
78 **segment thereof, excluding the interior or parking area of any establishment**  
79 **where shopping carts are made available.**

80 “Qualified cart retrieval service” means a City-approved commercial service  
81 operated by a third party and paid by a cart owner to retrieve and return  
82 shopping carts.

83 “Shopping cart” means a basket which is mounted on wheels or a similar device  
84 provided by a business establishment for use by a customer for the purpose of  
85 transporting goods of any kind, including, but not limited to, grocery store  
86 shopping carts.

87 8.36.030 – Enforcement Authority

88 The Director, and his or her designees, including designated code enforcement  
89 officers, shall have the authority and powers necessary to determine whether a  
90 violation of this chapter exists and to take appropriate action to gain compliance  
91 with the provisions of this chapter and applicable state codes. These powers  
92 include the authority to impound shopping carts, issue administrative citations,  
93 inspect public and private property, impose civil penalties for any violation of this  
94 chapter, or pursue criminal actions.

95 8.36.040 – Unauthorized Removal Unlawful

96 It shall be unlawful for any person, either temporarily or permanently, to remove  
97 a shopping cart from a business premises or be in possession of a lawfully marked  
98 shopping cart that has been removed from a business premises without written  
99 consent of the cart owner authorized by this chapter or for the purpose of repair,  
100 maintenance, or disposal.

101 8.36.050 – Abandonment Prohibited

102 It shall be unlawful for any person to cause or permit any shopping cart to be  
103 abandoned on or upon any private property sidewalk, street, or other public area,  
104 other than the business premises of the cart owner.

105 8.36.060 – Cart Identification Required

106 Each shopping cart made available for use by customers shall have identification  
107 signage permanently affixed to it that includes the name of the business  
108 establishment.

109 8.36.070 – Cart Removal Warning Signs

110 All cart owners shall display and maintain conspicuous signs on the business  
111 premises near all customer entrances and exits and throughout the premises,  
112 including the parking area, warning customers that removal of shopping carts  
113 from the premises is prohibited by City law.

114 8.36.080 – Written Permission Required for Off-premises Use of Cart

115 A cart owner may authorize a customer off-premises use of a shopping cart for  
116 transportation of purchased items so long as:

117 A. The authorization is in writing;

118 B. The writing includes the date and time the authorization was given; and

119 C. The shopping cart is returned to the cart owner’s premises within seventy-  
120 two (72) hours of the authorization.

121 **8.36.090 – Impoundment and Fines**

122 A. The City may retrieve and impound any abandoned cart, or any shopping  
123 cart observed in a location outside the cart owner’s premises.

124 B. The City may immediately impound:

125 1. Any lost, stolen, or abandoned cart on any public property within  
126 the City without prior notice to the cart owner; or

127 2. Any shopping cart within the City to which the required  
128 identification signage is not affixed.

129 C. For each lost, stolen, or abandoned shopping cart impounded by the City,  
130 the City shall issue a twenty-five dollar (\$25.00) fine to the cart owner.

131 **8.36.100 – Disposition of Carts**

132 A. Where the City has impounded and accumulated more than ten shopping  
133 carts belonging to a single cart owner, the City shall return the impounded  
134 shopping carts to the nearest location of the cart owner, at which time the  
135 cart owner will be fined for each shopping cart.

136 B. Any shopping cart that does not have the appropriate identification  
137 signage shall be held for thirty (30) days after which the City may dispose  
138 of the shopping cart.

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

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

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

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

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

152 **THIS ORDINANCE** was introduced and read at a Meeting of the Mayor and Council of  
153 the City of Salisbury held on the \_\_\_\_\_ day of \_\_\_\_\_, 2024 and thereafter, a statement of  
154 the substance of the Ordinance having been published as required by law, in the meantime, was  
155 finally passed by the Council of the City of Salisbury on the \_\_\_\_\_ day of \_\_\_\_\_, 2024

156 **ATTEST:**

158 \_\_\_\_\_  
159 Kimberly R. Nichols  
160 City Clerk

\_\_\_\_\_  
D'Shawn M. Doughty  
City Council President

161

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

163

164 \_\_\_\_\_  
165 Randolph J. Taylor  
166 Mayor