



## **CITY OF SALISBURY**

115 S. Division Street, Salisbury, MD, 21801

### **LEGISLATIVE SESSION**

Government Office Building

125 N. Division Street, Room 301, Salisbury, MD, 21801

Monday, November 25, 2024, 6:00 p.m.

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D'SHAWN M. DOUGHTY  
Council President

ANGELA M. BLAKE  
Council Vice President

APRIL R. JACKSON  
Councilwoman

MICHELE R. GREGORY  
Councilwoman

SHARON DASHIELL  
Councilwoman

### **CALL TO ORDER**

### **WELCOME/ANNOUNCEMENTS/PLEDGE**

### **INVOCATION – Rev. Dr. Vaughan Hayden, Trinity United Methodist Church**

### **PRESENTATION AND ADOPTION OF THE LEGISLATIVE AGENDA**

#### **CONSENT AGENDA – City Clerk Julie English**

- **Resolution No. 3373** – to appoint Debra Reynolds to the Youth Development Advisory Committee for term ending November 2027

#### **ORDINANCES – City Attorney Ashley Bosché**

- **Ordinance No. 2900** – 2<sup>nd</sup> reading – approving a budget amendment of the FY2025 General Fund Budget to appropriate funds to the Salisbury Fire Department's Operating Budget
- **Ordinance No. 2901** – 1<sup>st</sup> reading – authorizing the reallocation of Federal Recovery Funds from the Water Sewer Fund to the General Fund and to appropriate said funds for Service Centers, Share II and III, in the General Fund
- **Ordinance No. 2902** – 1<sup>st</sup> reading – to accept funds received from the Maryland Department of Housing and Community Development for the purchase and installation of cameras on the parking garage

#### **PUBLIC COMMENTS**

#### **ADMINISTRATION UPDATES AND COMMENTS**

#### **COUNCIL COMMENTS**

#### **ADJOURNMENT**

Join Zoom Meeting

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

**Meeting ID:** 881 6325 3286

**Passcode:** 812389

**Phone:** 1.301.715.8592

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.

*Posted 11/20/24*



# City of Salisbury

## **MEMORANDUM**

**TO:** Mayor Randy Taylor

**FROM:** Jessie Turner

**SUBJECT:** Appointment to YDAC

**DATE:** November 19, 2024

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

<u>Name</u>	<u>Term Ending</u>
Debra Reynolds	November 2027

Attached is the applicant's information and the resolution necessary for this appointment.

Attachments

1 **RESOLUTION NO. 3373**

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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.

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7 Name Term Ending  
8 Debra Reynolds November 2027  
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12 THE ABOVE RESOLUTION was introduced and duly passed at a meeting of the  
13 Council of the City of Salisbury, Maryland held on November 25, 2024.

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15 ATTEST:

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19 Julie A. English  
20 CITY CLERK

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D'Shawn M. Doughty  
PRESIDENT, City Council

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23 APPROVED BY ME THIS

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25 \_\_\_\_\_ day of \_\_\_\_\_, 2024  
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29 Randolph J. Taylor, Mayor



# City of Salisbury

**Date: October 3, 2024**

**To: Andy Kitzrow, City Administrator**

**From: Chris Twilley, Assistant Chief of Logistics**

**Re: Station 16 Water Leak**

The Fire Department is asking for the money received from the recent refund (\$20,712.20) pertaining to the March 2024 water leak at Station 16. The Fire Department is asking for these funds to be allocated back into the Fire Department Turnout Gear Account, which was used to pay for the damages. This will allow the Department to stay on pace of our annual gear replacement plan. The money that was used for the leak placed the Department behind with ordering and replacing expired fire gear.

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**ORDINANCE NO. 2900**

**AN ORDINANCE OF THE CITY OF SALISBURY APPROVING A BUDGET AMENDMENT OF THE FY2025 GENERAL FUND BUDGET TO APPROPRIATE FUNDS TO THE SALISBURY FIRE DEPARTMENT'S OPERATING BUDGET.**

**WHEREAS**, the City of Salisbury Fire Department Station 16 experienced a major water leak in March of 2024; and

**WHEREAS** the Salisbury Fire Department used funds from the FY24 Turnout Gear Account to help cover the cost of repairs caused by the water leak; and

**WHEREAS**, the City has received a total of \$20,712.20 from insurance proceeds and deposited the funds in the City Insurance Proceeds Account; and

**WHEREAS**, the Fire Department has use for those proceeds and requests that the \$20,712.20 be reallocated to the Fire Department Operating Budget for FY2025; and

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

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

**Section 1.** The City of Salisbury's Fiscal Year 2025 General Fund Budget be and is hereby amended as follows:

- (a) Increase the Sale of Insurance Proceeds Account (01000-456935) by \$20,712.20; and
- (b) Increase the Salisbury Fire Department's Turnout Gear Account (24035-546030) by \$20,712.20:

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

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

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

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

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

**THIS ORDINANCE** was introduced and read at a Meeting of the Mayor and Council of the City of Salisbury held on the 12 day of November, 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 25 day of November, 2024.

**ATTEST:**

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**Julie A. English, City Clerk**

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**D'Shawn M. Doughty, City Council President**

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

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**Randolph J. Taylor, Mayor**

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INTER

OFFICE

# MEMO

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## *Finance Department*

**To:** Andy Kitzrow, City Administrator  
**From:** Olga Butar, Assistant Director of Finance  
**Subject:** ARP Funds Reallocation  
**Date:** November 19, 2024

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The FY22 Budget Schedule B included an appropriation for a Water Sewer Share III Service Center Garage and Water Sewer Share II Service Center Administrative projects using American Recovery Program (ARP) funds.

After reviewing additional guidance release for the ARP funds, it was determined it would be more suitable to use City PayGO funds rather than ARP funds.

The funds from the Service Centers projects, Share II and III, are proposed to be reallocated to the General Fund to fund public safety expenditures, allowable ARP expenditures.

Please find attached a Budget Ordinance which replaces funding from the American Recovery Program (ARP) for the Service Centers projects, Share II and III, with funds in PayGO funds.



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**ORDINANCE NO. 2901**

**AN ORDINANCE OF THE CITY OF SALISBURY AUTHORIZING THE REALLOCATION OF FEDERAL RECOVERY FUNDS FROM THE WATER SEWER FUND TO THE GENERAL FUND AND TO APPROPRIATE SAID FUNDS FOR SERVICE CENTERS, SHARE II AND III, IN THE GENERAL FUND.**

**WHEREAS**, the City of Salisbury appropriated funds for Water Sewer Share III Service Center Garage and Water Sewer Share II Service Center Administrative projects using Federal Recovery (ARP) Funds in Ordinance 2660 regarding the FY22 Budget; and

**WHEREAS**, during the annual review of the ARP funding and projects' status, it was determined that PayGo funds would be a better source of funding for the Service Centers, Share II and III; and

**WHEREAS**, the City found \$1,061,109.17 in PayGo funds that are available for Service Centers, Share II and III, projects; and

**WHEREAS**, the funds from the Service Centers projects, Share II and III, are proposed to be reallocated to the General Fund to fund public safety expenditures, allowable ARP expenditures; and

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

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

**Section 1.** The City of Salisbury's Water Sewer Fund Budget and FY25 General Fund Budget be and is hereby amended as follows:

<b>Increase/ Decrease</b>	<b>Revenue/ Expense</b>	<b>Description</b>	<b>Account</b>	<b>Amount</b>
<b><i>Remove Projects from the Water Sewer fund – Service Centers, Share II and III:</i></b>				
Decrease	Revenue	Federal Recovery Funds	96022-456450-43007	\$500,000
Decrease	Expense	Construction Expense	96122-513026-43007	\$500,000
Decrease	Revenue	Federal Recovery Funds	96022-456450-43012	\$561,109.17
Decrease	Expense	Construction Expense	96122-513026-43012	\$561,109.17
<b><i>Increase FY25 General Fund Budget, PayGo:</i></b>				
Increase	Revenue	Federal Recovery Funds	01000-456450	\$1,061,109.17
Increase	Expense	Transfer to General Capital Projects	91001-599109	\$1,061,109.17
<b><i>Reallocate PayGo Funding to Projects - Service Centers, Share II and III:</i></b>				
Increase	Revenue	PayGo Funds	98022-469313-43007	\$500,000
Increase	Expense	Construction Expense	98122-513026-43007	\$500,000
Increase	Revenue	PayGo Funds	98022-469313-43012	\$561,109.17
Increase	Expense	Construction Expense	98122-513026-43012	\$561,109.17

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

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33 **Section 2.** It is the intention of the Mayor and Council of the City of Salisbury that each provision  
34 of this Ordinance shall be deemed independent of all other provisions herein.  
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36 **Section 3.** It is further the intention of the Mayor and Council of the City of Salisbury that if any  
37 section, paragraph, subsection, clause or provision of this Ordinance shall be adjudged invalid,  
38 unconstitutional or otherwise unenforceable under applicable Maryland or federal law, such adjudication  
39 shall apply only to the section, paragraph, subsection, clause or provision so adjudged and all other  
40 provisions of this Ordinance shall remain and shall be deemed valid and enforceable.  
41

42 **Section 4.** The recitals set forth hereinabove are incorporated into this section of the Ordinance as  
43 if such recitals were specifically set forth at length in this Section 4.  
44

45 **Section 5.** This Ordinance shall take effect from and after the date of its final passage.  
46

47 **THIS ORDINANCE** was introduced and read at a Meeting of the Mayor and Council of the City of  
48 Salisbury held on the 25 day of November, 2024 and thereafter, a statement of the substance of the  
49 Ordinance having been published as required by law, in the meantime, was finally passed by the Council  
50 of the City of Salisbury on the \_\_\_ day of December, 2024.  
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52 **ATTEST:**  
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**Julie A. English, City Clerk**

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**D'Shawn M. Doughty, City Council President**

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59 Approved by me, this \_\_\_\_\_ day of \_\_\_\_\_, 2024.  
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**Randolph J. Taylor, Mayor**  
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# City of Salisbury

## MEMORANDUM

**TO:** Andy Kitzrow

**FROM:** Colonel H. Drewer

**SUBJECT:** Ordinance- Purchase and Installation of Cameras in the Parking Garage

**DATE:** October 21, 2024

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Attached is an Ordinance requesting that the City Council approve the donation in the amount of \$80,000 to purchase and install cameras in the downtown parking garage.

The installation of these cameras will help improve safety and security in the downtown parking garage area.

Any further questions can be directed to me and if no further questions arise, please forward the Ordinance to the City Council.

A handwritten signature in black ink, appearing to read 'H. Drewer', with the date '10/21/24' written below it.

Colonel Howard Drewer  
Assist Chief of Police



47 **ATTEST:**

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**Julie A. English, City Clerk**

\_\_\_\_\_ **D'Shawn M. Doughty, City Council President**

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

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**Randolph J. Taylor, Mayor**