



## **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, March 24, 2025 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 C. DASHIELL  
Councilwoman

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### **CALL TO ORDER**

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

**INVOCATION** – Pastor Greg Morris, Parkway Church of God

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

### **CONSENT AGENDA**

- September 16, 2024 Work Session Minutes

### **AWARD OF BIDS**

- ITB 25-118 Salisbury Fire Department Pumper Engine \$1,283,886.00
- ITB 25-116 Salisbury Fire Department Station 1 Kitchen Remodel \$145,080.00

### **DECLARATION OF SURPLUS**

- Salisbury Fire Department – defibrillators, radios, and radio accessories \$0.00

### **RESOLUTION**

- **Resolution No. 3384** – to show support for the Bird City Maryland initiative

### **ORDINANCES**

- **Ordinance No. 2928** – 1<sup>st</sup> reading – approving a budget amendment to appropriate funds for the 2024 and 2025 Maryland Folk Festivals

### **PUBLIC COMMENTS**

### **ADMINISTRATION COMMENTS**

### **COUNCIL COMMENTS**

### **ADJOURNMENT**

**CLOSED SESSION #2** – motion to convene in Closed Session 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 by the State Government Article, § 3-305(b)(1). Council will discuss the current Election Board vacancy.

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 03/19/25*



**WORK SESSION  
MEETING MINUTES  
SEPTEMBER 16, 2024**

**PUBLIC OFFICIALS PRESENT**

Council President D'Shawn M. Doughty, Council Vice President Angela M. Blake, Councilwoman Michele R. Gregory, Councilwoman Sharon C. Dashiell, Mayor Randy Taylor

**PUBLIC OFFICIALS ABSENT**

Councilwoman April R. Jackson

**STAFF IN ATTENDANCE**

City Administrator Andy Kitzrow, Arts, Business, & Culture Director Allen Swiger, Arts, Business, & Culture Economic Development Director Derek Jarmon, City Clerk Julie English, City Attorney Ashley Bosché

**WELCOME/ANNOUNCEMENTS**

The City Council convened in a Work Session on September 16, 2024 at 4:30 p.m. in the Government Office Building Council Chambers, Room 301, located at 125 N. Division Street. After reviewing the emergency exit instructions, President Doughty turned the floor over to City Administrator Andy Kitzrow for a proposed Horizon modification.

**Horizon Program Update**

Mr. Kitzrow explained how the Horizon Program began and how it was designed to revitalize Downtown Salisbury by encouraging development. He stated that the program offered tax abatements for redevelopment projects within the Central Business District and riverfront area, and strived to increase property values by at least 10 million dollars. He explained the effects Covid had on the program. Mr. Kitzrow added that a successful program could generate \$790,000 in tax revenue over 20 years. Additionally, the development of The Ross only occurred because of this program. The proposed abatement schedule would be called "Horizon Light." The new proposal would increase the property value by at least \$5 million rather than \$10 million and cut the years from 20 to 10. He shared that the State had created a similar

incentivized program but included the affordable housing component. He concluded by stating the program could remain with the current schedules, or it could be modified by an ordinance.

President Doughty then asked Mayor Taylor to explain what his thoughts were on this modification. Mayor Taylor mentioned that his reasoning for reducing the abatement schedule was to allow people with the smaller end of the development to benefit from it.

In responding to a question by Ms. Blake, Mr. Kitzrow shared that there were seven bigger development projects in the pipeline but some may not participate due to incentives they received from the state. Ms. Blake asked how many applications they had in and Mr. Kitzrow responded with only one, being the Ross. They had been receiving the incentives since July of this year.

Ms. Gregory asked if any of the projects required the lower threshold. Mr. Kitzrow explained that after the initial applications were received and conversations were had with the developers, the projects would be above the \$10 million threshold.

Ms. Dashiell was concerned that the taxpayers were asking for affordable, attainable housing. If affordable housing was part of the incentive, another need would be met.

## **PUBLIC COMMENTS**

- Speaker #1 addressed the need for affordable housing.
- Speaker #2 felt this new proposed plan needed to have attainable housing included.
- Speaker #3 explained how the proposed Horizon modification would not be beneficial. He felt that the Salisbury Towne Center would not be considered without the Horizon Program.
- Speaker #4 was not in favor of reducing the abatement schedule for the Horizon Program, it would not benefit the developers.
- Speaker #5 believed incentivizing was crucial for developers and was not in favor of reducing the abatement schedule.
- Speaker #6 emailed her comment, which stated she was in favor of development in the CBD. The Horizon “lite” Program was great if developers would move forward with it. She agreed that affordable housing is critical.

## **Market Development Project**

Downtown business owner Lauren Gilmore explained that she lived downtown from 2014-2018 and bought her business downtown during the height of the pandemic. She shared a strategic initiative for business sustainability and growth and felt that a higher density downtown would attract more businesses and increase foot traffic. The Downtown Business Alliance believed the key to breaking the cycle of business closures and prolonged vacancies was to unite businesses and developers. The three phases they were working towards was investments and

endowments, revitalization programs and incentivizing new businesses. Nicole Rodgers, owner of Two Scoops Ice Cream, added that they were rebranding downtown to communicate clearly what downtown already was. They needed unity, support and collaboration to transform downtown and turn it into a vibrant destination.

President Doughty thanked them for investing in Downtown Salisbury. In responding to President Doughty's question for their vision for downtown, Nicole Blackwater responded that she would like to have more people employed downtown.

Ms. Gregory was glad to see them and appreciated the presentation to council. She was proud of them and encouraged them to keep moving forward.

Ms. Rodgers shared that the alliance was started after watching their friends close their businesses. They wanted "a seat at the table" and their voices heard. Ms. Gilmore added that the Ross helped grow the membership at her business. Ms. Gilmore decided to stay downtown when she saw more businesses opening. Ms. Rodgers explained that she wanted people to come downtown and stay all day. Ms. Blake thanked them for coming and added that she was blown away by the support and would like it to keep moving forward.

There were no public comments on this topic.

**Ordinance** authorizing the Mayor to enter into a contract with the Maryland State Arts Council for the purpose of accepting grant funds in the amount of \$41,002 and to approve a budget amendment to the grant fund to appropriate these funds for expenses associated with the Maryland Folk Festival.

Mr. Swiger confirmed that the funds were for expenses incurred from the Maryland Folk Festival.

With no public comments on the topic, council reached consensus to move the ordinance forward to legislative session.

### **Tow Fees Discussion**

Police Chief Meienschein and Command Staff spoke to council regarding tow fees. Chief Meienschein deferred to Captain Felts to provide an explanation for changes made to the tow fees on the fee schedule. A discussion took place between SPD and 24 out of 25 tow companies to get basic figures. The discussions were specific to emergency tows where the tow company had 30 minutes to arrive on scene. The recommended fee was \$425 for a basic police tow.

- Speaker #1 explained that they could not continue their business with the price of the current fees.
- Speaker #2 stated that they needed the extra fees to operate. He also requested the affidavit, prohibiting tow companies from assisting another company, be removed.

- Speaker #3 agreed with Speakers 1 and 2. He stated that the \$425 is a minimal pick up and they are not permitted to increase that charge unless it is approved by the towing supervisor. He added that he makes double when called by the state since they are permitted to charge the extra fees. President Doughty requested that the Maryland State Police be sent to him, however, the speaker responded that the state does not currently have a fee schedule for towing. He recommended looking into Ocean City's fee schedule and process.

President Doughty shared that he received concerns from constituents regarding outrageous tow bills, but understood that the tow companies need to stay in business.

Mayor Taylor added that he was not sure about the market rate for tow companies. One tow company representative explained that the \$425 was for emergency tows. Additionally, he explained that a normal tow was between \$125 and \$175. Tow companies were required by the City of Salisbury to show up in a 30-minute timeframe and were penalized if they chose not to go.

President Doughty concluded by requesting that the tow companies provide him with as much information as possible to the council so it could be reviewed.

Chief Meienschein added that they wanted good relationships with the tow companies and that they were needed.

#### **ADMINISTRATION UPDATES/COMMENTS**

Mayor Taylor hoped to see everyone at the Maryland Folk Festival.

#### **COUNCIL COMMENTS**

Ms. Gregory shared that they were still in need of volunteers for the festival and that it did not happen without volunteers.

Ms. Dashiell shared that the Eastern Shore Mission of Mercy took served around 1,108 patients for dental work with 930 volunteers assisting. She wanted to personally thank the Director of Infrastructure and Development for volunteering.

Ms. Blake thank everyone for their continued prayers and support as she dealt with her house fire. She hoped to see everyone at the Maryland Folk Festival and encouraged everyone to donate blood and plasma and become an organ donor.

President Doughty asked to keep Councilwoman Jackson in their thoughts as she had an upcoming procedure. He also wished his mom a happy birthday. President Doughty concluded by acknowledging that Ocean City was in our thoughts as they dealt with a tragedy.

Ms. English shared her excitement about having a Deputy City Clerk starting in the office next week.

**ADJOURNMENT**

With no further business to discuss, the Special Work Session adjourned at 6:10 p.m.

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

\_\_\_\_\_  
Council President



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

**March 24, 2025**

### **Award of Bid**

- |   |                |
|---|----------------|
| 1. ITB 25-118 Salisbury Fire Department Pumper Engine             | \$1,283,886.00 |
| 2. ITB 25-116 Salisbury Fire Department Station 1 Kitchen Remodel | \$ 145,080.00  |

### **Declaration of Surplus**

- |  |    |      |
|--|----|------|
| 1. Salisbury Fire Department – defibrillators, radios, and radio accessories | \$ | 0.00 |
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## MEMORANDUM

**TO:** Mayor and City Council

**FROM:** Jennifer Miller, Director of Procurement

**SUBJECT:** Award of Bid and/or Declaration of Surplus

**DATE:** March 24, 2025

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The Department of Procurement seeks Award of Bid approval from the Salisbury 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 City's competitively bid procurements on the City of Salisbury's Procurement Portal, PlanetBids, and the State of Maryland's website, eMaryland Marketplace Advantage.

### **ITB 25-118 Salisbury Fire Department Pumper Engine**

- Department: Salisbury Fire Department
- Specification: Enforcer Pumper 750 tank, 1500 pump 1023 with optional equipment, equipment mounting, and inspections
- Cooperative contract(s) & vendor information:
  - HGACBuy Contract FS12-23 Fire Apparatus and Related Vehicles
    - Contractor: Atlantic Emergency Solutions
    - Contract Effective Dates: 12/01/2023 – 11/30/2027
- Cost: \$1,283,886.00
- GL Account(s):
  - 98126-577025-48102
  - Funding was appropriated in the FY25 City of Salisbury budget, Schedule B
- Notes:
  - Purchasing authority per City of Salisbury Charter § SC 16-3 (9) General Policy of Competitive Bidding, Exceptions, which states that competitive bidding is not necessary or appropriate in the following circumstance:
    - Contracts in which the City receives a contract price negotiated by the State, County, or other governmental entity pursuant to a valid contract.
  - The Houston-Galveston Area Council (H-GAC) is a unit of local government and a political subdivision of the State of Texas. All products offered through HGACBuy have been awarded by virtue of a public competitive process. The contracts awarded by the H-GAC Board are then made available to local governments nationwide through the HGACBuy Cooperative Purchasing Program.
  - The City of Salisbury has an established Interlocal Contract with the HGACBuy Cooperative Purchasing Program, which sets out the conditions, requirements and processes of the procurement. The departmental memo and the HGACBuy worksheet provide further details.



**ITB 25-116 SFD Station 1 Kitchen Remodel**

- Department: Salisbury Fire Department
- Scope of Work: Provide labor, equipment, materials, and incidentals to remodel the kitchen at the SFD Station 1
- Bid posted: 01/31/25
- Bid opened: 02/14/25
- Total responsive and responsible bids received: 1
- Vendor to be awarded:
  - Whayland (Laurel, DE)
- Cost: \$145,080
- GL Account(s): 24035-534301 SFD Buildings
- Notes:
  - Award pending Council approval of Ordinance 2926 (2<sup>nd</sup> reading on March 10, 2025)
  - Project bid history:
    - **January 2024:** RFP 24-103 SFD Station 1 Kitchen Remodel – 1 vendor response; deemed non-responsible
    - **May 2024:** 91200-213 General Contracting Job Order Contract (Wicomico County Board of Education) – 1 of 2 vendors responded; over budget
    - **November 2024:** RFQu 25-101 SFD Station 1 Kitchen Remodel (posted 11/01/24, opened 12/06/24) – 1 response received
    - **February 2025:** ITB 25-116 was an invitation-only bid to contractors who responded to RFQu 25-101 SFD Station 1 Kitchen Remodel

**Pursuant to § SC16-8 Sale or Other Disposition of Surplus, Obsolete or Unused Property of the Salisbury Charter, I am requesting approval of the City Council to declare the following items as surplus:**


**Salisbury Fire Department**

Item(s): Defibrillators, radios, and radio accessories

Method of Disposal: Public auction; if not saleable, will be abandoned, destroyed, scrapped, or otherwise disposed of.



## Memo

To: Jennifer Miller, Director of Procurement  
From: Rob Frampton, Fire Chief   
Date: 2/24/2025  
Subject: Fire Engine Purchase

The Fire Department was approved in the FY25 budget for the purchase of a fire engine. The fire department has worked with a vendor and secured a cooperative purchasing program price through the Houston Galveston Area Council of \$1,283,886.00. I am recommending that the vendor be awarded the bid for our purchase of a Pierce Enforcer Pumper. Attached is the letter from the vendor with the Sourcewell and HGAC contract prices. Please use account 98126-577025-48102. If you need additional information, please do not hesitate to reach out to me.

February 19, 2025

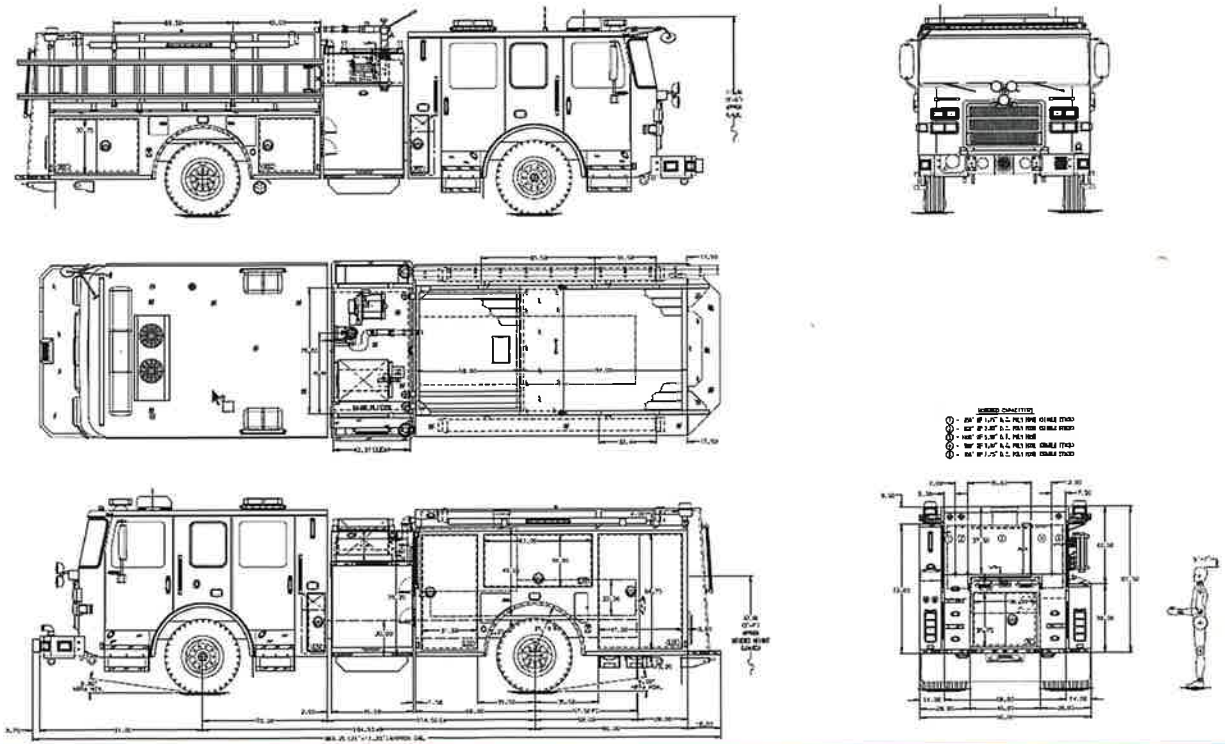
Rob Frampton, Fire Chief  
Salisbury Fire Department  
325 Cypress Street  
Salisbury, Maryland 21804

Chief Frampton-Please see the information below reference the pumper purchase, I've included two competitive bid prices through cooperative purchasing programs, both of which are used throughout Maryland by local municipalities, the City of Salisbury is a participant in both contracts.

Houston Galveston Area Council	\$1,283,886.00
Sourcwell Contract	\$1,291,950.00

- Pierce Enforcer Pumper Salisbury Maryland Configuration
- Equipment & Mounting Included.

Brian F. Bashista  
Senior Vice President





**CONTRACT PRICING WORKSHEET**  
For MOTOR VEHICLES Only

Contract  
No.:

FS12-23

Date  
Prepared:

2/20/2025

Due to global supply chain constraints, any delivery date contained herein is a good faith estimate as of the date of this order/contract. As needed, delivery updates will be provided as soon as possible.

Buying Agency:	City of Salisbury	Contractor:	Atlantic Emergency Solutions
Contact Person:	Chris Twilley	Prepared By:	Brian F. Bashista
Phone:	443-783-37882	Phone:	302-242-7311
Fax:		Fax:	
Email:	<a href="mailto:ctwilley@salisbury.md">ctwilley@salisbury.md</a>	Email:	<a href="mailto:bbashista@atlanticemergency.com">bbashista@atlanticemergency.com</a>

Product Description	23P-105	February 2025 Pricing	Enforcer Pumper 750 tank, 1500 pump 1023
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A. Product Item Base Unit Price Per Contractor's H-GAC Contract:	\$952,413.00
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**B. Published Options - Itemize below - Attach additional sheet(s) if necessary.**

(Note: Published Options are "manufacturer standard options" which were submitted and priced in Contractor's proposal.)

Description	Cost	Description	Cost
See Attached			
		Subtotal From Additional Sheet(s):	
		Subtotal B:	\$276,435.00

**C. Customization Category Totals - Itemize below / Attach additional sheet(s) if necessary.**

(Note: Customization options are "manufacturer non-standard options" which were submitted and priced in Contractor's proposal.)

Description	Cost	Description	Cost
See Attached			
		Subtotal From Additional Sheet(s):	
		Subtotal C:	\$19,292.00

Check: Total cost of Customization Categories (C) cannot exceed 25% of the total of the Base Unit Price plus Published Options (A+B).	For this transaction the percentage is:	2%
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**D. Total Cost Before Any Applicable Trade-In / Other Allowances / Discounts (A+B+C)**

Quantity Ordered:	1	X Subtotal of A + B + C:	1,248,140	=	Subtotal D:	\$1,248,140.00
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E. H-GAC Order Processing Charge (Amount Per Current Policy)	Subtotal E:	\$2,000.00
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**F. Trade-Ins / Special Discounts / Other Allowances / Freight / Installation / Miscellaneous Charges**

Description	Cost	Description	Cost
Equipment Mounting	\$15,000.00	Equipment List	\$8,746.00
Inspections	\$10,000.00		
		Subtotal F:	\$33,746.00

Delivery Date:	12/1/2028	G. Total Purchase Price (D+E+F):	\$1,283,886.00
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# City of Salisbury

## Fire Department

### Memo

To: Jennifer Miller, Director of Procurement  
From: Rob Frampton, Fire Chief   
Date: 3/3/2025  
Subject: Station 1 Kitchen Remodel Award of Bid

The Fire Department has reviewed the bid documents from Whayland Company for the kitchen remodel at Fire Station 1. The scope of work, materials, and other listed items meet the requirements of the Fire Department's request and I am recommending that we proceed with awarding them the project for a cost of \$145,080.00. The account to be used for payment of their services is 24035-534301 (Buildings) and the account has sufficient funding for this project.



# City of Salisbury

## Memo

To: Jennifer Miller, Director of Procurement  
From: Chris Twilley, SFD Assistant Chief of Logistics  
Date: 2/28/25  
Subject: Surplus items

The Fire Department respectfully requests the City's authorization to declare the following equipment as surplus property:

**Portable Radios & Belt Clips:** These radios are no longer compatible or programmable for encryption. Although they are still operable and in good condition for operational use, they do not meet our current security requirements. We intend to sell them so that they can be utilized by another agency that does not require encryption.

24- Motorola rugged portable radios APX6000XE  
Model # H98UCF9PW6AN

16- Motorola rugged radio belt clips for the APX6000XE radios

**Lapel Radio Microphones:** These are specifically designed for the radios mentioned above, and we also have extras available.

47- Motorola Lapel radio microphones for APX6000XE radios  
Model # PMMN4062A

10- Motorola Lapel radio microphones for APX6000XE radio  
Model # PMMN4065A

2- Motorola Lapel Microphone for APX6000XE radios  
Model # PMMN4069A

**Physio-Control Life PAK Monitors:** These monitors are outside of service contracts and have been replaced with newer models. However, they are still fully functional and could be of use to another agency.

2- 2010 Physio Control Lifepak 15 Monitor/Defibrillator  
Serial numbers 38890073 and 38897294

We request permission to dispose of these items through auction, per City code and/or policy. This will ensure that the equipment is repurposed and put to good use by an agency that can benefit from it.

If you have any further questions or require additional information, please feel free to contact me. Thank you for considering this request, and we look forward to your approval.



# City of Salisbury

To: Andy Kitzrow, City Administrator  
From: Zack White, Associate Environmental Planner  
Date: 2/19/25  
Re: Bird City Maryland Resolution Update

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The City of Salisbury has adopted a resolution in support of the Bird City Maryland Initiative, emphasizing the importance of bird conservation. Birds play a key role in our local ecosystems by controlling pests, aiding pollination, and dispersing seeds. They also contribute significantly to our local economy by attracting tourists and supporting outdoor recreation.

Unfortunately, migratory birds are facing growing threats to their habitats. Public awareness and action are crucial to reversing these declines, and Salisbury is proud to participate in World Migratory Bird Day (WMBD), a global event that draws attention to the challenges facing migratory bird species. By supporting this initiative, we are fostering community involvement in bird conservation and enhancing the health of our local environment.

Through the Bird City Maryland initiative, Salisbury will participate in educational events and work alongside other communities to promote bird conservation. This effort aligns with our broader goals of sustainability and community well-being.

If you or the Mayor have any questions regarding this agreement please contact me at [zwhite@salisbury.md](mailto:zwhite@salisbury.md) or 410-548-3170 (ext. 3034).



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**A RESOLUTION OF THE CITY OF SALISBURY TO SHOW  
SUPPORT FOR THE BIRD CITY MARYLAND INITIATIVE.**

**WHEREAS**, birds are some of the most beautiful and easily observed wildlife that share our communities, and

**WHEREAS**, many communities recognize and value birds that are residents and those that pass through during their migration seasons, and

**WHEREAS**, birds play an important ecological role in our community, controlling insect pests and contributing to pollination and seed dispersal, and

**WHEREAS**, birds play an important economic role in our community, attracting tourists and generating millions in recreational dollars statewide, and

**WHEREAS**, migratory birds and their habitats are declining throughout the Americas, facing a growing number of threats on their migration routes and in both their summer and winter homes, and

**WHEREAS**, public awareness and concern are crucial components of migratory bird conservation, and

**WHEREAS**, since 1993 World Migratory Bird Day (WMBD) has become a primary vehicle for focusing public attention on the nearly 350 species that travel between nesting habitats in our communities and throughout North America and their wintering grounds in South and Central America, Mexico, the Caribbean, and the southern U.S., and

**WHEREAS**, throughout the Bird City Network, hundreds of thousands of people will observe WMBD, gathering in town squares, community centers, schools, parks, nature centers, and wildlife refuges to learn about birds, take action to conserve them, and simply to have fun, and

**WHEREAS**, community members enthusiastic about birds, informed about the threats they face, and empowered to help address those threats can directly contribute to maintaining healthy bird populations, and

**WHEREAS**, sound policies and practices enhancing natural ecosystems and reducing threats to birds also make healthier communities for people, and

**WHEREAS**, Bird City Maryland is an initiative to build relationships within local communities and guide action to protect and conserve birds, and

**WHEREAS**, the City of Salisbury finds that it is in the best interest of the community and its residents to show its support for the Bird City Maryland initiative.

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

**Section 1.** The City of Salisbury, by adoption of this Resolution, hereby shows its support of the Bird City Maryland Initiative.

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

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

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

47        **THE ABOVE RESOLUTION** was introduced and read and passed at the regular meeting of the  
48 Council of the City of Salisbury held on this 24 day of March, 2025 and is to become effective immediately  
49 upon adoption.

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51 **ATTEST:**

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55 Julie A. English  
56 City Clerk

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54 \_\_\_\_\_  
55 D'Shawn M. Doughty  
56 City Council President

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58 APPROVED BY ME THIS \_\_\_\_ day of \_\_\_\_\_, 2025.

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61 \_\_\_\_\_  
62 Randolph J. Taylor  
63 Mayor  
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**To:** City Council

**From:** Scott Roberts, Assistant Director of ABCD & Caroline O'Hare, Events and Culture Manager

**Subject:** Budget Amendment for 2025 Maryland Folk Festival

**Date:** 2/20/25

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The Arts, Business and Culture Department (ABCD) is requesting consideration for an amendment to appropriate funds for the 3<sup>rd</sup> Annual Maryland Folk Festival that is scheduled for September 19-21, 2025. These funds will be utilized for all facets of festival operations including staffing, production fees, artist fees, equipment, staging, lighting, and more.

The City of Salisbury has determined that \$86,000 will be required for this program to be transferred from the General Fund in addition to the revenues estimated below.

ABCD has determined that \$212,000 in appropriations are required for the 2025 Maryland Folk Festival event, exclusive from grant funding as outlines below.

The current forecast for the MDFF FY25 Revenues is as follows:

Event Revenues (Vendors)	\$15,000
Sponsorships and Donations	\$197,000
<u>Transfer – General Fund</u>	<u>\$86,000</u>
Total	\$298,000

In addition, there are \$81,000 in grant applications that have been awarded and another \$50,000 anticipated. These funds will be utilized for contractual support and operating expenses associated with the Folklife Traditions Area.

The mission of the Maryland Folk Festival is to celebrate our community's rich artistic vibrancy and diversity by offering unique experiences to express cultural traditions through music, dance, food, crafts and other folk arts.

Attachment: Budget Amendment Ordinance

**ORDINANCE NO. 2928**

**AN ORDINANCE OF THE CITY OF SALISBURY APPROVING A  
BUDGET AMENDMENT TO APPROPRIATE FUNDS FOR THE 2024 AND  
2025 MARYLAND FOLK FESTIVALS.**

**WHEREAS**, the City of Salisbury is planning the 2025 Maryland Folk Festival; and

**WHEREAS**, the Arts, Business, and Culture Department has determined \$212,000 in appropriations are required for the 2025 Maryland Folk Festival, exclusive of grant funding; and

**WHEREAS**, the City of Salisbury has also determined that \$86,000 must be transferred from the General Fund for the 2024 Maryland Folk Festival to cover additional expenses through the end of the fiscal year.

**WHEREAS**, the appropriations 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 funds for the 2024 and 2025 Maryland Folk Festivals in the amount of \$298,000.

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

**Section 2.** The City of Salisbury's FY 25 General Fund Budget be and hereby amended as set forth below:

Increase (decrease)	Account Type	Account	Description	Amount
Increase	Revenue	01000-469810	Current Year Surplus	\$86,000
Increase	Expenditure	91001-599105	Transfer Special Revenue Fund	\$86,000

**Section 3.** The City of Salisbury's Maryland Folk Festival Special Revenue Fund be and hereby amended as set forth below:

Increase (decrease)	Account Type	Account	Description	Amount
Increase	Revenue	10125-469110- 73053	Transfers from General Fund	\$86,000
Increase	Revenue	Various	Anticipated revenues as set forth Exhibit A	\$212,000
Increase	Expenditure	Various	2025 Maryland Folk Festival	\$212,000
Increase	Expenditure	10125-501001- 73053	Salaries Clerical	\$65,000

Increase	Expenditure	10125-502010-73053	Fica	\$2,000
Increase	Expenditure	10125-502020-73053	Health Insurance	\$13,000
Increase	Expenditure	10125-502040-73053	Retirement	\$6,000

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

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

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

**Section 6.** The recitals set forth hereinabove are incorporated into this section of the Ordinance as if such recitals were specifically set forth at length in this Section 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 24 day of March, 2025 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 \_\_\_\_\_, 2025.

**ATTEST:**

\_\_\_\_\_  
**Julie A. English, City Clerk**

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

Approved by me, this \_\_\_\_\_ day of \_\_\_\_\_, 2025.

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

**Exhibit A – 2025 MD Folk Festival**

<b>Account Number</b>	<b>Description</b>	<b>Budget</b>
10125-456123-73063	Vendor Revenue	\$15,000.00
10125-456124-73063	Sponsorships	\$197,000.00
<b>Total Revenues</b>		<b>\$212,000.00</b>
<b>Account Number</b>	<b>Description</b>	<b>Budget</b>
10125-513000-73063	Professional Services	\$83,200.00
10125-513100-73063	Artist Fees	\$58,500.00
10125-546006-73063	Operating	\$23,900.00
10125-546012-73063	Equipment & Maintenance	\$46,000.00
10125-555402-73063	Cellular Phones	\$400.00
<b>Total Expenses</b>		<b>\$212,000.00</b>