



CITY OF SALISBURY

115 S. Division Street, Salisbury, MD, 21801

WORK SESSION

Government Office Building

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

Monday, April 14, 2025

D'SHAWN M. DOUGHTY
Council President

ANGELA M. BLAKE
Council Vice President

APRIL R. JACKSON
Councilwoman

MICHELE R. GREGORY
Councilwoman

SHARON C. DASHIELL
Councilwoman

CALL TO ORDER

PRESENTATION

- Zencity – Media Specialist Jordan Ray

Ordinance to appropriate funds for the Park Well Field Raw Water Line Replacement project

Ordinance to enter into a contract with the Maryland State Arts Council for the purpose of accepting grant funds in the amount of \$10,000 and to approve a budget amendment to the grant fund to appropriate these funds for expenses associated with the planning process for a new art installation in the city park

Ordinance to adopt and set penalties for parking violations unless and until subsequently revised or changed

Ordinance amending the city's vehicle and traffic code, including sections 10.04.050, 10.04.060, 10.04.070, 10.04.080, 10.04.090, 10.08.010, 10.16.010, 10.16.030, 10.24.010, 10.24.020, 10.24.030, 10.24.040, 10.24.050, 10.24.060, 10.28.010, and 10.28.030

Resolution adopting a Capital Improvement Plan for the five-year period beginning FY2026 and ending FY2030

Resolution amending the Salisbury City Council Regulations and Rules of Order

PUBLIC COMMENT (AGENDA ITEMS ONLY)

ADJOURNMENT / CONVENE IN LEGISLATIVE SESSION

<p>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.</p>



City of Salisbury

To: Andy Kitzrow, City Administrator
From: Cori Cameron, Director of Water Works
Date: March 18, 2025
Re: Budget Ordinance – Park Well Field Raw Water Main

The Department of Water Works is requesting consideration for a budget ordinance to move funds from The Water Impact Fund budget 97030-469128-50038 into the Park Well Field Raw Water Main project account 97030-513026-50038. The funds will allow Water Works to solicit bids to Replace the Park Well Field Raw Water Main. Portions of the raw water main were installed in the 1920's and 1950's and are at the end of their useful life. The city had this project out for formal bids in 2024 and the project came in \$800,000 over the city's current account budget of \$1,200,000. The Department of Water Works purchased the twenty inch pipe for the project to try and cut out some of the mark-up pricing and to reduce the possibility of further price increases. We currently have the pipe in stock and ready for installation. The extra funds will help to complete the construction of the raw water line throughout the park well field.

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44 **BE IT FURTHER ENACTED AND ORDAINED BY THE COUNCIL OF THE CITY OF**
45 **SALISBURY, MARYLAND,** as follows:
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47 **Section 3.** It is the intention of the Mayor and Council of the City of Salisbury that each provision
48 of this Ordinance shall be deemed independent of all other provisions herein.
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50 **Section 4.** It is further the intention of the Mayor and Council of the City of Salisbury that if any
51 section, paragraph, subsection, clause or provision of this Ordinance shall be adjudged invalid,
52 unconstitutional or otherwise unenforceable under applicable Maryland or federal law, such adjudication
53 shall apply only to the section, paragraph, subsection, clause or provision so adjudged and all other
54 provisions of this Ordinance shall remain and shall be deemed valid and enforceable.
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56 **Section 5.** The recitals set forth hereinabove are incorporated into this section of the Ordinance as
57 if such recitals were specifically set forth at length in this Section 5.
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59 **Section 6.** This Ordinance shall take effect from and after the date of its final passage.
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62 **THIS ORDINANCE** was introduced and read at a Meeting of the Mayor and Council of the City of
63 Salisbury held on the _____ day of _____, 2025 and thereafter, a statement of the substance
64 of the Ordinance having been published as required by law, in the meantime, was finally passed by the
65 Council of the City of Salisbury on the _____ day of _____, 2025.
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67 **ATTEST:**
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71 _____
72 **Julie A. English, City Clerk**

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

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74 Approved by me, this _____ day of _____, 2025.
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77 **Randolph J. Taylor, Mayor**



City of
Salisbury

Memorandum

To: City Council

From: Derek Jarmon, Economic Development Manager

Subject: Ordinance to accept funds from the Maryland State Arts Council

Date: 3/20/2025

Attached is an Ordinance to accept funding from the Maryland State Arts Council Public Art Across Maryland (PAAM) grant program. The PAAM grant provides funding for artists and organizations to support the planning, creation, and installation of new local public art projects.

This funding, in the amount of \$10,000.00, will be utilized to support the planning process for a new art installation at the City Park.

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

ORDINANCE NO.

AN ORDINANCE OF THE CITY OF SALISBURY 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 \$10,000 AND TO APPROVE A BUDGET AMENDMENT TO THE GRANT FUND TO APPROPRIATE THESE FUNDS FOR EXPENSES ASSOCIATED WITH THE PLANNING PROCESS FOR A NEW ART INSTALLATION IN THE CITY PARK.

WHEREAS, the City of Salisbury submitted an application to the Maryland State Arts Council for financial assistance in carrying out community development arts activities; specifically, to include financial assistance with the planning process for new public artwork within City Park; and

WHEREAS, the City has been awarded funds in the amount of \$10,000 through the Public Art Across Maryland grant; and

WHEREAS, the City of Salisbury must enter into a grant agreement with the Maryland State Arts Council defining how these funds must be expended; and

WHEREAS, § 7-29 of the Salisbury City Charter prohibits the City from entering into a contract that requires an expenditure not appropriated or authorized by the Council of the City of Salisbury; and

WHEREAS, appropriations necessary to execute the purpose of this grant 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 enter into a grant agreement with the Maryland States Art Council, on behalf of the City of Salisbury, for the City's acceptance of grant funds in the amount of \$10,000.00.

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

Section 2. The City of Salisbury's Grant Fund Budget be and hereby is amended as follows:

(a) Increase MSAC Revenue Account No. 10500-424105-XXXXXX by \$10,000.00.

(b) Increase Operating Account No. 10500-546006-XXXXX by \$10,000.00.

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

Section 3. 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 4. 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.

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

40 **Section 6.** This Ordinance shall take effect from and after the date of its final passage.

41 **THIS ORDINANCE** was introduced and read at a Meeting of the Mayor and Council of the City
42 of Salisbury held on the __ day of _____, 2025 and thereafter, a statement of the substance of
43 the Ordinance having been published as required by law, in the meantime, was finally passed by the Council
44 of the City of Salisbury on the __ day of _____, 2025.

45 ATTEST:

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48 Julie A. English, City Clerk

_____ D'Shawn M. Doughty, City Council President

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52 Approved by me, this _____ day of _____, 2025.
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57 Randolph J. Taylor, Mayor



City of Salisbury

MEMORANDUM

TO: Andy Kitzrow, City Administrator

FROM: Jordan Mann, Parking Supervisor

SUBJECT: Parking Ordinance

DATE: April 10, 2025

In conjunction with the amendments to Chapter 10 – Vehicle and Traffic Code, the Parking Authority would like to adopt a Parking Penalty and Fine Schedule. This schedule is comprehensive as it lists all penalties and will be easier to reference.

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**AN ORDINANCE OF THE CITY OF SALISBURY, MARYLAND TO
ADOPT AND SET PENALTIES FOR PARKING VIOLATIONS UNLESS
AND UNTIL SUBSEQUENTLY REVISED OR CHANGED.**

WHEREAS, the penalties charged by the City for parking violations are adopted and set from time-to-time by the Mayor with the approval of the Council; and

WHEREAS, the penalties set forth in the “Penalties for Parking Violations” Schedule attached hereto and incorporated herein as **Exhibit 1**, identify and list all penalties charged and otherwise assessed by the City of Salisbury for parking violations; and

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

Section 1. The Penalties for Parking Violations Schedule attached hereto as **Exhibit 1** and incorporated herein, as if fully set forth in this Section 1, are hereby adopted by the Council of the City of Salisbury; and, furthermore, the penalty or citation amounts set forth in Exhibit 1 shall supersede any penalties or citations set forth in the City of Salisbury Municipal Code or the City of Salisbury Fee Schedule.

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 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 _____ day of _____, 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

46 **ATTEST:**

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49 _____
Julie A. English, City Clerk

D'Shawn M. Doughty,
City Council President

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55 APPROVED BY ME THIS ____ day of _____, 2025.

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58 _____
Randolph J. Taylor, Mayor

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Exhibit 1

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Penalties for Parking Violations Schedule

VIOLATION		Fine Amount
Restricted Permit Zone	10.28.030 A & B	35
No Parking Zone	10.32.020	35
Double Parking	10.32.010	35
Improper Parking	10.32.010	35
Blocking Driveway	10.32.010	35
Parking 20 feet of Intersection	10.32.020	35
Parking by Fireplug	10.32.020	35
Violation of Time Restriction	10.24.040	35
No Stopping or Standing	10.32.020	35
Bus Camper or Commercial Vehicle on Residential Street	10.32.040	35
Snow Emergency Route	10.12.040	35
Commercial Vehicle on City Street over 2 hours	10.32.030A	35
Refrigerated, Truck Parked and in Operation Over 2 Hours	10.32.030B	35
Vehicle in Front Yard	10.16.030 A & B	35
Double Parking	10.32.010	35
Improper Parking	10.32.010	35
Handicap Area	10.28.030 A & B	150
Fire Lane	10.16.030 A & B	75

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City of Salisbury

MEMORANDUM

TO: Andy Kitzrow, City Administrator

FROM: Jordan Mann, Parking Supervisor

SUBJECT: Parking Ordinance

DATE: April 10, 2025

The Parking Authority formally requests an update to city ordinances (listed below) to align with newly implemented enforcement technologies. This update will enhance parking space management, improve compliance, and increase accessibility within the downtown business district. Specifically, the ordinance should incorporate provisions for digital payment systems, smart meter integration, and automated license plate reader enforcement to better serve residents, businesses, and visitors.

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AN ORDINANCE OF THE CITY OF SALISBURY AMENDING THE CITY'S VEHICLE AND TRAFFIC CODE, INCLUDING SECTIONS 10.04.050, 10.04.060, 10.04.070, 10.04.080, 10.04.090, 10.08.010, 10.16.010, 10.16.030, 10.24.010, 10.24.020, 10.24.030, 10.24.040, 10.24.050, 10.24.060, 10.28.010, AND 10.28.030.

WHEREAS, the ongoing application, administration and enforcement of the City of Salisbury Municipal Code (the “**Salisbury City Code**”) demonstrates a need for its periodic review, evaluation and amendment, in order to comply with present community standards and values, and promote the public safety, health and welfare of the citizens of the City of Salisbury (the “**City**”);

WHEREAS, the Mayor and Council of the City of Salisbury (the “**Mayor and Council**”) are authorized by MD Code, Local Government, § 5-202 to adopt such ordinances, not contrary to the Constitution of Maryland, public general law or public local law, as the Mayor and Council deem necessary to assure the good government of the municipality, to preserve peace and order, to secure persons and property from damage and destruction, and to protect the health, comfort and convenience of the citizens of the City;

WHEREAS, the Mayor and Council may amend the Salisbury City Code pursuant to the authority granted in § SC 2-15 of the Salisbury City Charter;

WHEREAS, the Mayor and Council find that the health, safety and general welfare of the citizens of the City will be furthered by amending the City's Vehicle and Traffic Code to bring it up-to-date with the City's newly implemented enforcement technologies; and

WHEREAS, the Mayor and Council find that, by amending the City’s Vehicle and Traffic Code, the City will enhance parking space management, improve compliance, and increase accessibility within the downtown business district; and

WHEREAS, the Mayor and Council have determined that the amendments to Title 10 of the Salisbury City Code set forth below shall be adopted as set forth herein.

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

Section 1. Title 10 of the Salisbury City Code is hereby amended by adding the bolded and underlined language and deleting the struck through language as follows:

Chapter 10.04 – Vehicles and Traffic

10.04.050 – Payments for parking violations.

~~Each owner of a vehicle to which is attached a notice, in accordance with the provisions of Section 10.04.040, may, within thirty (30) days of the time when such notice was attached to such vehicle, pay at the department of finance, to the person in charge thereof, as a penalty and in full satisfaction of the violation because of which such notice was attached to the vehicle in question, the full amount which is set forth on the notice as being payable in respect thereof. Such amount, for each such notice, shall be the amount designated therefor by the mayor, from time to time, with the approval of the council, provided that any proposed change in the amount shall be publicly~~

posted by the mayor at the city hall for not less than fifteen (15) days prior to the effective date of the change.

For any parking citation issued by an Enforcement Officer, the vehicle owner shall have twenty-nine (29) days from the date of issuance to pay the citation. On the thirtieth (30th) day, a delinquent notice shall be issued, and a late fee of twenty-five dollars (\$25.00) shall be added to the outstanding citation balance. If the citation remains unpaid for sixty (60) days from the date of issuance, an additional late fee of fifty dollars (\$50.00) shall be added to the outstanding citation balance and, at that time, the vehicle's registration may be flagged by the Motor Vehicle Administration.

10.04.060 – Charges for parking violations **-Payment of Penalty - Trial**

The charges for all parking violations shall be determined by Mayor and Council and shall be set forth in a schedule of parking penalties for parking violations. The recipient of a citation may make payment for the violation directly to the director of finance's office or, if he or she desires to stand trial for said citation, may elect to do so by notifying the director of finance of his or her intention to stand trial, at least five days prior to the payment date set forth in the citation. At the time the notice of intention to stand trial is given, the person receiving the citation must also notify the finance department that he or she desires the presence of the Enforcement Officer who issued the citation. If the person receiving the citation does not notify the finance department that he or she desires the presence of the Enforcement Officer at the trial, it shall not be necessary that the Enforcement Officer who issued the citation appear, and the copy of the citation bearing the certification of the Enforcement Officer shall be prima facie evidence of the matter therein set forth.

~~A. In all cases of initial overtime parking meter violations, the police officer or the authorized city employee shall issue the proper citation in the prescribed manner. The initial charge for overtime meter violations shall apply to all parking meter spaces within the city, both on and off the street. After issuance of the initial citation, should a vehicle continue to remain parked at an expired parking meter and that time should exceed the maximum limit set forth thereon, it shall be considered a reoccurring and separate violation. In each case of such a reoccurring violation, the police officer or authorized city employee shall issue a separate and additional citation for an overtime meter violation.~~

~~B. The initial charges for parking violations are:~~

~~1. Determined by resolution of the city council, as adopted from time to time;~~

~~2. Unless otherwise specified in a city council resolution, any person violating the provisions of this section shall be guilty of a municipal infraction punishable by a fine not to exceed one hundred dollars (\$100.00).~~

10.04.070 – Failure to make payments.

The failure of the owner of a vehicle to which is attached a notice, in accordance with the provisions of Section 10.04.040, to make payment at the office of the director of finance within thirty (30) days as provided for in Section 10.04.050 **or to request a trial** shall render such owner subject to **late fees as set forth in Section 10.04.050.** a payment of twenty-five dollars (\$25.00)

84 as a penalty for nonpayment. The failure to make payment of said twenty-five dollars (\$25.00)
85 plus the original ticket amount shall render such owner subject to a punishment, upon conviction
86 of each said parking violation, by a fine not exceeding thirty-five dollars (\$35.00) or by
87 imprisonment for a period not to exceed five days, or by both such fine and imprisonment.

88 89 10.04.080 – Reports and notices.

90 The report and notice referred to in Section 10.04.040 shall bear corresponding serial
91 numbers. All reports issued under such section shall be accounted for by ~~the police officer or~~
92 ~~authorized enforcement personnel~~ **an Enforcement Officer** to the director of finance. The director
93 of finance shall render a written report thereof to the council as often as the council may require.
94 **All reports and notices shall be mailed by the Enforcement Officer to the vehicle's owner at**
95 **their current mailing address on file with the Motor Vehicles Administration. If a mailing**
96 **address is unavailable, all reports and notices shall be mailed to the vehicle's owner at their**
97 **current residential address on file with the Motor Vehicles Administration.**

98 99 10.04.090 – Removal of unattended vehicles – Additional remedies.

100 A. In addition to the fines and penalties provided in this title, any **Enforcement Officer**
101 ~~police officer~~ is authorized to remove or cause to be removed to a place of safety any unattended
102 vehicle illegally left standing upon any highway, bridge, causeway or within any intersection, in
103 such position or under such circumstances as to obstruct the normal movement of traffic.

104 B. In addition to the fines and penalties provided in this title, the mayor and city council of
105 Salisbury may avail themselves of any and all civil and equitable remedies for the purpose of
106 stopping continuing offenses under this title.

107 108 109 110 **Chapter 10.08 – General Traffic Regulations**

111 10.08.010 – Moving Violations—General enumeration—Fines.

112 A. Exceeding the Speed Limit. It is unlawful for any person to operate or drive any motor
113 vehicle upon any street, alley or other public way of the city not part of the state or federal
114 highway system at a speed greater than ten miles per hour in a posted ten mile per hour
115 speed zone, at a speed greater than twenty-five (25) miles per hour in a posted twenty-five
116 (25) mile per hour speed zone, at a speed greater than thirty (30) miles per hour in a posted
117 thirty (30) mile per hour speed zone, at a speed greater than thirty-five (35) miles per hour
118 in a posted thirty-five (35) mile per hour speed zone, or a speed greater than is reasonable
119 under the existing conditions; upon conviction for any and each such offense such person
120 shall be fined not in excess of one hundred dollars (\$100.00).

121 1. Speed Monitoring Systems. A "speed monitoring system," as defined in
122 Maryland law, means a device with one or more motor vehicle sensors producing

recorded images of motor vehicles traveling at least twelve (12) miles per hour above the posted speed limit.

2. School zone speed monitoring systems are hereby authorized at locations, determined by the Chief of Police or his/her designee, in school zones within Salisbury, as established under Section 21-803.1 of the Transportation Article of the Annotated Code of Maryland.

3. Before activating any school zone speed monitoring system(s), the city shall:

a. Publish notice of the location(s) of the speed monitoring system(s) on the city website and in a newspaper of general circulation within the city; and

b. Ensure that each sign that designates a school zone indicates that speed monitoring systems are in use in school zones.

4. The school zone speed monitoring system may operate Monday through Friday between six a.m. and eight p.m.

5. For a period of at least thirty (30) days after the first speed monitoring system is placed in the city, a violation recorded by any speed monitoring system in the city shall be enforced only by the issuance of a warning.

6. The school zone speed monitoring system in Salisbury shall be conducted in compliance with all applicable provisions of the Maryland Vehicle Law.

7. Severability. If any section or part of a section of this Ordinance shall be held invalid by a court of competent jurisdiction, such holding shall not affect the remainder of this Ordinance.

B. Disobeying Traffic Signals. It is unlawful for any person to operate or drive any motor vehicle upon any street, alley, parking garage or other public way of the city not part of the state or federal highway system in violation of any traffic control signal or in violation of Section 10.04.030 relating to traffic control signals or in violation of the directions of a police officer of the city controlling the movement of traffic. Upon conviction thereof, each such person shall be fined not less than one dollar (\$1.00) nor more than one hundred dollars (\$100.00) for each such offense.

C. One-way Streets. It is unlawful for any person to operate or drive any motor vehicle upon any street, alley or other public way of the city not part of the state or federal highway system and marked or posted by appropriate signs as a one-way street, alley or public way in a direction other than the direction permitted by such one-way signs. Upon conviction thereof, such person shall be fined not more than fifty dollars (\$50.00) for each such offense.

D. Disobeying Stop Signs. It is unlawful for any person operating or driving a motor vehicle upon any street, alley or other public way of the city not part of the state or federal highway system to fail to stop at any stop intersection designated by the mayor pursuant to Section 10.04.010 and duly designated by the posting of one or more appropriate stop signs. Upon conviction thereof, such person shall be fined not less than one dollar (\$1.00) nor more than one hundred dollars (\$100.00) for each such violation.

163 E. Truck Load Limits; Truck Routes. It is unlawful for any person, whether such person is
164 the owner, lessee, driver or otherwise, to operate or drive, or to permit to be operated or
165 driven, any truck or other commercial motor vehicle having a load capacity, in addition to
166 the weight of the vehicle itself, of one ton or more upon any city street, alley or other public
167 way, not part of the state or federal highway system, which has not been posted with
168 appropriate signs identifying such street, alley or other public way as a truck route. Upon
169 conviction thereof, such person shall be fined not in excess of four hundred dollars
170 (\$400.00) for each such violation. Despite the foregoing, a vehicle may depart from a
171 posted truck route insofar as is necessary to make a purely local delivery.

174 **Chapter 10.16 – Fire Lanes—Interference with Emergency Equipment**

175 10.16.010 – Removal and impoundment of vehicles and obstructions.

176 The police department **and parking authority are** ~~is~~ authorized, wherever necessary, to
177 take possession of, remove, tow away, impound or otherwise remove any debris, material, vehicle
178 or other object which interferes with or obstructs previously established and marked fire lanes for
179 the access or operation of any fire department equipment or other emergency vehicles or
180 equipment.

182 10.16.030 – Removal and impoundment of vehicles and obstructions.

183 A. Violations Notice and Court Appearance. In all cases involving fire lane parking
184 violations, the police officer or authorized parking enforcement personnel who discovers a vehicle
185 illegally parked shall deliver a citation to the driver or, if the vehicle is unattended, attach a citation
186 to the vehicle in a conspicuous place. A copy of the citation shall be retained by the officer or
187 authorized parking enforcement personnel and shall bear certification under penalty of perjury by
188 the officer or authorized parking enforcement personnel attesting to the truth of the matter therein
189 set forth. The recipient of such a citation may request a trial by so notifying the finance department
190 parking ticket clerk at least five days prior to the date of payment set out in the citation. At the
191 time that notice of intention to stand trial is given, the recipient of the citation shall also notify the
192 finance department parking ticket clerk if he desires the presence of the officer or authorized
193 parking enforcement personnel who issued the citation at the time of the trial. In the event that the
194 recipient of the citation does not indicate that he desires the presence of the officer or authorized
195 parking enforcement personnel at the time of the trial as aforesaid, it shall not be necessary that
196 the officer or authorized parking enforcement personnel who issued the citation notice appear, and
197 the copy of said citation bearing the certification by the officer or authorized parking enforcement
198 personnel shall be prima facie evidence of the matters therein set forth.

199 B. Penalty for Obstruction of Fire Lanes, Parking, etc. Any person violating the provisions
200 of this chapter shall be guilty of a misdemeanor punishable by a fine **as established by Mayor**
201 **and Council** ~~of ten dollars (\$10.00).~~

Chapter 10.24– ~~Parking Meters~~ **Parking in Designated Areas**

10.24.010 – Designation and marking of ~~meter~~ spaces.

The portions of the public streets of the city included within the parking ~~meter~~ zones, as established pursuant to Section 10.04.010, shall be divided into parking ~~meter~~ spaces of such sizes as will facilitate the easy parking of vehicles therein and such parking ~~meter~~ spaces shall be adequately marked by means of colored lines.

10.24.020 – ~~Hours when deposit of requisite coin required.~~ **Struck.**

~~It is unlawful for any person to cause, allow, permit or suffer any vehicle registered in the name of such person to be parked in a parking meter space in any parking meter zone established pursuant to Section 10.04.010, during such period as may be indicated on the legend on a particular parking meter, without depositing the coin requisite for the use of any such parking meter space. No fee shall be charged for the use of any such parking meter space on Sundays or legal holidays.~~

10.24.030 – ~~Signals on meters.~~ **Struck.**

~~In the parking meter zones established pursuant to Section 10.04.010, each parking meter shall be so set as to show or display signals in accordance with the legend on such meter.~~

10.24.040 – ~~Parking beyond established period of legal parking time.~~ **Two-Hour Parking Limit – Designated Area**

~~It is unlawful for any person to cause, allow, permit or suffer any vehicle registered in the name of such person to be parked beyond the period of legal parking time indicated on the legend for a particular parking meter in a parking meter zone as established pursuant to Section 10.04.010.~~

A. Prohibited Parking Duration. It shall be unlawful for any vehicle to be parked in a designated area, as defined below, for a duration exceeding two hours between the hours of 9:00 a.m. and 4:00 p.m., Monday through Friday.

B. Designated Area. The two-hour parking restriction shall apply to all public parking spaces located within the geographic area bounded by the following points:

- **Ocean Gateway (38.366733, -75.600130),**
- **Carroll Street (38.363068, -75.599432),**
- **Business Route 13 (38.365840, -75.595330),**
- **Mill Street (38.365358, -75.603574).**

C. Enforceable Hours. This restriction shall be enforced during the hours of 9:00 a.m. to 4:00 p.m., Monday through Friday only, excluding official city holidays.

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241 10.24.050 - Duty of enforcement officer—Payment of penalty—Trial.

242 In all cases of parking violations under this Chapter, the police officer or authorized
243 parking enforcement personnel who shall be referred to as an “Enforcement Officer” who
244 discovers the vehicle illegally parked shall deliver to the operator or, if the vehicle be unattended,
245 attach a citation to the vehicle in a conspicuous place. In the absence of the operator, the registered
246 owner shall be presumed to be the person receiving the citation. A copy of the citation shall be
247 retained by the ~~officer or authorized parking enforcement personnel~~ Enforcement Officer and
248 shall bear his certification, under penalty of perjury, attesting to the truth of the matter therein set
249 forth. The recipient of a citation may make payment for the violation directly to the director of
250 finance's office within twenty-nine (29) days from the date of issuance to pay the citation or,
251 if he desires to stand trial for said offense, may elect to do so by notifying the director of finance
252 ~~parking ticket clerk~~ of his intention to stand trial, at least five days prior to the payment date ~~set~~
253 ~~forth in the citation~~. At the time the notice of intention to stand trial is given, the person receiving
254 the citation must also notify the finance department ~~parking ticket clerk~~ that he desires the presence
255 of the ~~person~~ Enforcement Officer who issued the citation. If the person receiving the citation
256 does not notify the finance department ~~parking ticket clerk~~ that he desires the presence of the
257 ~~person~~ Enforcement Officer who issued the citation at the trial, it shall not be necessary that the
258 ~~person~~ Enforcement Officer who issued the citation appear, and the copy of the citation bearing
259 the certification of the issuing ~~person~~ Enforcement Officer shall be prima facie evidence of the
260 matter therein set forth.

261
262 10.24.060 - Continued failure to make payments.

263 For any parking citation issued by an Enforcement Officer under this Chapter, the
264 vehicle owner shall have twenty-nine (29) days from the date of issuance to pay the citation.
265 On the thirtieth (30th) day, if no timely request for a trial has been made, a delinquent notice
266 shall be issued, and a late fee of twenty-five dollars (\$25.00) shall be added to the outstanding
267 citation balance. If the citation remains unpaid for sixty (60) days from the date of issuance,
268 an additional late fee of fifty dollars (\$50.00) shall be added to the outstanding citation
269 balance and, at that time, the vehicle's registration may be flagged by the Motor Vehicle
270 Administration.

271
272
273 **Chapter 10.28 – Parking Restrictions in Residential Districts**

274 10.28.010 - Notices of restricted parking—Issuance of permits.

275 A. Whenever the city council or its designee shall determine that parking on the streets of
276 a particular area in which residential uses are permitted should be restricted by permit, the city
277 council or its designee may designate such areas as permit parking areas. The city council or its
278 designee may prohibit nonpermit parking in such areas during such days and times as it determines
279 appropriate. In such cases, the city council shall cause appropriate signs, giving notice of the
280 parking prohibition, to be posted on those streets restricting all parking, except parking by the
281 holders of permits. The city council shall be permitted to grant exceptions to the permit

requirements in limited circumstances. Any such permits to be granted only under the following conditions:

1. To persons who are residents of any particular area in which parking is so restricted. Persons must show proof of residency with driver's license, electric bill and name on rental lease and fill out an application. Initial proof of residency must be in person at the parking authority office.

2. The city council, upon special request by an applicant may issue permits to persons who are not residents of the designated area upon a showing by the applicant of hardship or impracticality of the restriction as applied to the applicant. The request should come through the parking administrator and must be presented to the city council in regular session.

3. General.

a. Permits shall be renewed each year with the change effective July 1st,

b. Permits shall be street specific,

c. There shall be no charge for parking permits for owners or renters,

d. Only one permit per each licensed driver per residence, or, one permit per registered vehicle per residence (proof of vehicle registration will be required).

4. For residents with special health-related issues, additional special permits for caretaking personnel can be issued as follows:

a. Permits will be color-coded,

b. Permits will be renewed each year with the change effective July 1st,

c. Permits shall be street specific,

d. There shall be no charge for special permits.

5. The parking prohibitions of this section shall not apply to commercial service or delivery vehicles which are being used to provide service or make deliveries to dwellings.

~~B. "Visitor" is defined as a temporary guest, one who visits for a limited time or a short stay. Upon application of any resident of the district for a residential parking permit, the parking administrator or the authorized designee may issue to each residence certain visitor permits as follows:~~

~~1. Each residence shall be issued one visitor permit good for one year. This permit shall be color-coded, street specific, and renewable on July 1st of each year when residential permits are renewed.~~

~~2. Ten one-day-only visitor permits may be issued to each residence at the same time residential permits are issued (once a year). These shall be street specific. To be valid, date of use must be written on the permit for the day it is used. There is no charge for the initial ten visitor permits.~~

~~3. Additional one-day-only visitor permits may be purchased from the parking authority for two dollars and fifty cents each.~~

If the parking administrator shall find the foregoing facts and further find that the issuance of the permits will not unduly impair traffic safety during the time of their validity, he or she shall issue such permits and may limit the streets or portions of streets on which they shall be valid.

10.28.030 - Signs to adequately display restrictions—Penalty.

A. The signs placed in such areas shall be of such character as to inform readily an ordinarily observant person of the existence of the rules and regulations imposing the foregoing restrictions. It is unlawful for any person to violate such rules and regulations.

B. Any violation of the aforesaid rules and regulations shall constitute a parking violation and subject the violator to **a fine as established by Mayor and Council.**

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 _____ day of _____, 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



CAPITAL IMPROVEMENT PLAN

Fiscal Year 2026 - 2030



City of Salisbury, MD



About the CIP

Salisbury's capital assets are the physical foundation of our service delivery. The City owns and maintains a variety of facilities, ranging from recreational assets like the city parks to public buildings like the Government Office Building. The City owns and maintains an expansive network of infrastructure, including many miles of streets, a growing storm water system, water system, water storage tanks, and miles of sewer lines. The City owns a fleet of vehicles and inventory of equipment ranging from a police communication system to mowers and tractors for maintaining Salisbury's rights-of-way. Like many other cities, Salisbury is faced with the challenge of providing an ever-increasing number of services and facilities, while being sensitive to the reality of limited financial resources. The improvement of streets, recreation facilities, public safety facilities and services must not only keep pace with the growing population, but should also match the level of quality that Salisbury's citizens have come to expect and appreciate. It is essential that the city has a comprehensive approach, not only in planning for future assets, but also for maintaining and replacing its current inventory. A long-range plan for funding these expenditures is vital, as decisions about investments in these assets affect the availability and quality of most government services.

Capital Planning

The Capital Improvement Program (CIP) is the tool that allows Salisbury's decision makers to plan how, when and where future improvements should be made. The document itself is a snapshot into the next five years of existing and anticipated capital needs and the funding needed to make them a reality.

Salisbury's Capital Improvement Policy

A CIP covering a five-year period is developed, reviewed and updated annually. To be considered in the CIP, a project should have an estimated cost of at least \$25,000. Projects are not combined to meet the minimum standard unless they are dependent upon each other. Items that are operating expenses, such as maintenance agreements and personal computer software upgrades, are not considered within the CIP. The City identifies the estimated costs and potential funding sources for each capital project prior to inclusion in the CIP. The operating costs to maintain capital projects are considered prior to the decision to undertake the projects. Each project is scored and ranked according to specific criteria.



About the CIP

Capital projects and capital asset purchases will receive a higher priority based on conformance with the following criteria (in no particular order):

- There are grant funds available
- It will eliminate hazards and improve public safety
- There are prior commitments
- It replaces an asset lost to disaster or damage
- Project implementation is feasible
- It is not harmful to the environment
- It conforms to and/or advances the City's goals and plans
- It assists with the implementation of departmental goals and policies
- It provides cultural, aesthetic and/or recreational value
- It is a mandatory project
- It is a maintenance project based on approved replacement schedules
- It will improve efficiency
- It is mandated by policy
- It lengthens the expected useful life of a current asset
- It has a positive effect on operation and maintenance costs

The CIP is presented annually to the City Council for approval. As the CIP is a financial and resource planning tool, it does not represent final budgets for any projects or indicate there is a commitment to proceed with the project. When the City is ready to undertake a project, it will be incorporated into the annual budget.

Development of the CIP

Many projects are the recommendation of citizens, Council Members and staff. Department Heads review their projects and rank the projects in order to prioritize them. Revenue available for capital improvements are not sufficient to fund all improvement opportunities. In order for the Capital Improvement Plan to be realistic, the following framework is used as a guide to determine the level of funding by year:

General Fund Revenues

Based on current operating budgets, the City has set \$1,100,000 as an annual target for the use of General Fund Revenues as a funding source in this Capital Improvement Plan.

Bond Debt

The funding level by year for projects from Bond Debt is influenced by the debt service guidelines included in the City's Financial Policy.

Leases

No set threshold amount for leases is incorporated. Leases are often appropriate as a funding source where a department has sufficient fall off of existing payments resulting in no additional increase of operating expense.

Summary By Program

Program	FY 26	FY 27	FY 28	FY 29	FY 30	Total
General Fund						
General Government						
Government Office Building	200,000	310,000				510,000
Housing and Community Development				50,000	2,000,000	2,050,000
Arts, Business & Culture						
Zoo	904,000	500,000	6,200,000	200,000		7,804,000
Poplar Hill Mansion	150,000		125,000			275,000
Events	60,000					60,000
Field Operations						
General Projects	650,000	1,500,000		700,000		2,850,000
Energy Upgrades Misc			100,000			100,000
Equipment	187,000					187,000
Parks	192,500	1,500,000	1,500,000			3,192,500
Traffic Control						
Vehicles	550,000	1,050,000	1,077,500	1,374,000	965,000	5,016,500
Information Services						
GIS						
IT	75,000	50,000	275,000		75,000	475,000
Infrastructure & Development						
General Projects	400,000	3,785,000	1,925,000	1,208,000	3,340,000	10,658,000
Bridge Maintenance	3,800,000			3,000,000		6,800,000
New Streets	400,000	1,100,000	810,000	3,430,000	400,000	6,140,000
Transportation	1,375,000	1,375,000	1,475,000	2,675,000	1,575,000	8,475,000
Public Safety						
Fire	2,175,851	3,236,942	3,832,171	2,013,000	4,545,000	15,802,964
Police	1,079,000	1,929,000	1,229,000	1,779,000	725,000	6,741,000
General Capital Projects	12,198,351	16,335,942	18,548,671	16,429,000	13,625,000	77,136,964
Water & Sewer Fund						
Water Production Maintenance	9,810,100	17,982,700	30,925,000	7,525,000	2,525,000	68,767,800
Water Distribution Maintenance	1,176,787	675,000	1,000,000	850,000	1,800,000	5,501,787
Wastewater Collection Maintenance	235,000	175,000	175,000	175,000	175,000	935,000
Treat Wastewater	1,750,000	5,710,000	1,060,000	9,210,000	480,000	18,210,000
Total	12,971,887	24,542,700	33,160,000	17,760,000	4,980,000	93,414,587
Parking Authority Fund						
Total						
Marina Fund						
Total						
Stormwater						
Field Operations	60,000	60,000				120,000
Infrastructure	200,000	200,000	235,000	235,000	200,000	1,070,000
Total	260,000	260,000	235,000	235,000	200,000	1,190,000
Grand Total	25,430,238	41,138,642	51,943,671	34,424,000	18,805,000	171,741,551

Source of Funding

Department	Item Description	FY 26	FY 27	FY 28	FY 29	FY 30	Total
General Fund							
General Revenues							
Arts, Business & Culture	Stage Production w/ Stage Risers	60,000					60,000
Field Operations	Energy Upgrades Misc			100,000			100,000
Field Operations	Woodcock Park - Playground Equipment (10% match)	17,500					17,500
Fire	Ballistic Vest Armored Plate Replacement			46,250			46,250
Government Office Building	Repaving and Striping of Parking Lot 9		60,000				60,000
Government Office Building	Exterior Waterproofing and Window Replacement	25,000					25,000
Information Services	Munis Database Realignment		50,000				50,000
Information Services	Website Redesign			75,000			75,000
Information Services	IS Building and Property Improvements	75,000					75,000
Infrastructure & Development	Mill Street Bridge Rehabilitation	60,000					60,000
Infrastructure & Development	Vision Zero Program	75,000	75,000	75,000	75,000	75,000	375,000
Infrastructure & Development	Beaglin Park Dam Improvements	100,000				40,000	140,000
Infrastructure & Development	Street Reconstruction (Milling and Paving)	900,000	900,000	900,000	900,000	900,000	4,500,000
Infrastructure & Development	Surface Maintenance (Crack Sealing, Microsurfacing)	250,000	250,000	250,000	250,000	250,000	1,250,000
Infrastructure & Development	Concrete Program (Curb, Gutter and Sidewalk)	150,000	150,000	150,000	150,000	150,000	750,000
Grant							
Arts, Business & Culture	Andean Bear Exhibit Build Phase I			1,500,000			1,500,000
Field Operations	Woodcock Park - Playground Equipment	175,000					175,000
Field Operations	Riverwalk Community Park and Playground	-	1,000,000	1,500,000			2,500,000
Field Operations	Tire Recycling Center	500,000					500,000
Fire	AED's and Heart Monitors	54,124					54,124
Housing & Community Development	West Salisbury Community Center				50,000	2,000,000	2,050,000
Infrastructure & Development	North Prong Park Improvements	300,000	400,000	400,000	400,000		1,500,000
Infrastructure & Development	Naylor Mill Road Bridge Replacement	2,800,000					2,800,000
Infrastructure & Development	Mill Street Bridge Rehabilitation	240,000			2,400,000		2,640,000
Infrastructure & Development	Stream Restoration along Beaverdam Creek		300,000	300,000			600,000
Infrastructure & Development	Rail Trail Master Plan Implementation		-		500,000		500,000
Bonded Debt							
Arts, Business & Culture	Andean Bear Exhibit Build Phase I			1,500,000			1,500,000
Arts, Business & Culture	Exhibit/Facility Improvements AZA Reaccreditation	500,000					500,000
Arts, Business & Culture	Poplar Hill Building Improvements (Shutter, HVAC, Siding)	150,000					150,000
Arts, Business & Culture	Grounds Beautification (Retaining Wall, Patio)			125,000			125,000
Field Operations	Salt Barn	-			700,000		700,000
Field Operations	Riverwalk Community Park and Playground		500,000				500,000
Field Operations	Tire Recycling Center	150,000	1,500,000				1,650,000
Fire	Public Safety Building			400,000		4,500,000	4,900,000
Fire	Radio Paging System Replacement	250,000					250,000
Fire	Apparatus Replacement - Ladder Truck			1,850,000			1,850,000
Fire	Apparatus Replacement - Tower Replacement				1,850,000		1,850,000
Fire	AED's and Heart Monitors	182,672					182,672
Fire	Station #1 Annex Remodel		360,000				360,000
Fire	Apparatus Replacement - Engine (2)	1,344,121		1,344,121			2,688,242
Government Office Building	Energy Efficiency Improvements		250,000				250,000
Government Office Building	Replacement of HVAC Chiller	175,000					175,000
Information Services	Munis Database Realignment			200,000			200,000
Information Services	Phase 1 HCI Server Replacement					75,000	75,000
Infrastructure & Development	Urban Greenway Improvements to design East Main St				150,000	800,000	950,000
Infrastructure & Development	Beaverdam Creek Bulkhead Replacement		250,000			2,500,000	2,750,000
Infrastructure & Development	North Prong Park Improvements		350,000	550,000	550,000		1,450,000
Infrastructure & Development	Northwood and Brewington Branch Culvert		650,000				650,000
Infrastructure & Development	Environmental Assessment and Remediation		650,000				650,000
Infrastructure & Development	Naylor Mill Road Bridge Replacement	700,000					700,000
Infrastructure & Development	Georgia Avenue Utilities and Street			80,000	600,000		680,000
Infrastructure & Development	Stream Restoration along Beaverdam Creek		675,000	675,000			1,350,000
Infrastructure & Development	Bicycle Master Plan Improvements	-	-	-	300,000		300,000
Infrastructure & Development	Rail Trail Master Plan Implementation	-	-	-	500,000		500,000
Infrastructure & Development	North Mill Street Reconstruction	-	-			200,000	200,000
Infrastructure & Development	River Place Riverwalk Replacement				108,000		108,000
Infrastructure & Development	Riverwalk Street Light Replacement		510,000				510,000
Infrastructure & Development	Mill Street Bridge Rehabilitation				600,000		600,000
Infrastructure & Development	Naylor Mill Road Corridor Study			100,000			100,000
Infrastructure & Development	Neighborhood Infrastructure Improvements	200,000	200,000	200,000	200,000	200,000	1,000,000
Police	Asphalt Parking Lot and Burton Street		400,000				400,000
Police	Fencing Overflow Parking Lot		250,000				250,000
Police	Radios	154,000	154,000	154,000	154,000		616,000
Police	Property Room Management System	150,000					150,000
Police	Records Department Management System	150,000					150,000
Police	Shot Spotter	-	-		100,000	100,000	200,000
Police	Security Camera Installation				200,000		200,000
Police	Salisbury Police Range Roofing / Stairwells		200,000				200,000
Police	First Floor Office Spaces Refurbishment			450,000	700,000		1,150,000
Police	Replacement of Headquarters Roofing and Guttering		300,000				300,000

Department	Item Description	FY 26	FY 27	FY 28	FY 29	FY 30	Total
Contributions							
Arts, Business & Culture	Andean Bear Exhibit Build Phase I			3,000,000			3,000,000
Arts, Business & Culture	Exhibit/Facility Improvements AZA Reaccreditation	404,000	500,000	200,000	200,000		1,304,000
Infrastructure & Development	Jasmine Drive		700,000				700,000
Infrastructure & Development	Jasmine Drive to Rt. 13 Connector Road			110,000	730,000		840,000
Infrastructure & Development	Culver Road			220,000	1,700,000		1,920,000
Infrastructure & Development	Neighborhood Infrastructure Improvements	200,000	200,000	200,000	200,000	200,000	1,000,000
Lease Purchase							
Field Operations	Replacement for SS-1 International / Tymco Street Sweeper				469,000		469,000
Field Operations	Replacement for RC-3 International 4300-SBA Recycle Truck			227,500			227,500
Field Operations	3-Ton Dump Truck 2 Door	250,000	250,000				500,000
Field Operations	Heil Durapack 5000 Rear Loading Sanitation Truck		500,000	550,000	605,000	665,000	2,320,000
Field Operations	Front End Loader	187,000					187,000
Field Operations	General Vehicles	300,000	300,000	300,000	300,000	300,000	1,500,000
Fire	Portable Radio Replacement	174,934	132,842				307,776
Fire	Swift Mobile Clinic	170,000					170,000
Fire	Apparatus Replacement - EMS Units (4)		2,560,800				2,560,800
Fire	Fire Replacement Vehicles		183,300	191,800	163,000	45,000	583,100
Police	PD Patrol	525,000	525,000	525,000	525,000	525,000	2,625,000
Police	PD CID	100,000	100,000	100,000	100,000	100,000	500,000

General Fund Totals		12,198,351	16,335,942	18,548,671	16,429,000	13,625,000	77,136,964
Funding Breakdown							
General Fund Revenue		1,712,500	1,485,000	1,596,250	1,375,000	1,415,000	7,583,750
Grants		4,069,124	1,700,000	3,700,000	3,350,000	2,000,000	14,819,124
Bond		4,105,793	7,199,000	7,628,121	6,712,000	8,375,000	34,019,914
Contributions, Inkind		604,000	1,400,000	3,730,000	2,830,000	200,000	8,764,000
Lease Purchase		1,706,934	4,551,942	1,894,300	2,162,000	1,635,000	11,950,176

Water & Sewer Fund							
General Revenue							
Waterworks	WWTP Outfall Pipe	60,000					60,000
Waterworks	Glen Avenue Lift Station	150,000					150,000
Waterworks	Pump Station Improvements	110,000	110,000	110,000	110,000	110,000	550,000
Waterworks	Internal Recycle Pump Replacement					220,000	220,000
Waterworks	UV Bulbs for WWTP Disinfection				150,000		150,000
Waterworks	Filter					150,000	150,000
Waterworks	PFAS Study and Treatment	100,000					100,000
Waterworks	Equipment Shed	75,000					75,000
Waterworks	SSPS Low Flow Pump	78,000					78,000
Waterworks	NSPS Low Flow Pump	87,000					87,000
Waterworks	Restore Park Well Field	175,000	175,000	175,000	175,000	175,000	875,000
Waterworks	Restore Paleo Well Field				230,000	230,000	460,000
Waterworks	Tank and Reservoir Mixing System				95,000		95,000
Waterworks	Nitrate Monitoring and Study		117,700				117,700
Waterworks	Elevated Water Tank Maintenance		200,000		200,000		400,000
Waterworks	Decommission Edgemore Water Tower	125,000					125,000
Waterworks	West Side Water Tower	300,000	425,000				725,000
Waterworks	Park Reservoir Discharge Pipe Replacement		363,000				363,000
Waterworks	Perdue Booster Station		52,000	400,000			452,000
Waterworks	Paleo WTP Caustic Tank Replacement			350,000			350,000
Waterworks	Paleo WTP Motor Drive Upgrade			350,000			350,000
Waterworks	Paleo Water Meters			150,000			150,000
Waterworks	Paleo Fence Security Cameras	65,100					65,100
Waterworks	Scenic Drive PCCP Pipe Replacement	60,000	750,000				810,000
Waterworks	Scada Upgrade		500,000				500,000
Waterworks	Rate Study		100,000				100,000
Waterworks	Replace Distribution Piping & Valves Maint	100,000	100,000	100,000	100,000	100,000	500,000
Waterworks	Automated Metering Infrastructure	300,000	575,000	750,000	750,000	200,000	2,575,000
Waterworks	Lead Service Line Replacement Phase 1	441,787					441,787
Waterworks	Sewer Infiltration & Inflow Remediation Maint	100,000	100,000	100,000	100,000	100,000	500,000
Waterworks	Sanitary Sewer Lining' Maint	75,000	75,000	75,000	75,000	75,000	375,000
Revolving							
Grant							
Lease Purchase							
Waterworks	Dump Truck	230,000					230,000
Waterworks	Vactor Truck				600,000		600,000
Waterworks	Ford F350 Utility Body Dually	90,000					90,000
Waterworks	Ford F350 Utility Body Dually	90,000					90,000
Waterworks	Ford F350 Utility Body Dually	90,000					90,000
Waterworks	Ford F350 Utility Body Dually	90,000					90,000
Waterworks	Ford F350 Utility Service Body	75,000					75,000
Waterworks	Ford F350 Utility Service Body	75,000					75,000
Waterworks	Ford F350 Utility Service Body	75,000					75,000
Waterworks	Ford Transit 150 Van (Short/Mid Top)	55,000					55,000
Waterworks	Ford Transit 150 Van (Short/Mid Top)	55,000					55,000
Waterworks	Ford Transit 250 (Mid Top)	60,000					60,000

Department	Item Description	FY 26	FY 27	FY 28	FY 29	FY 30	Total
Bonded Debt							-
Waterworks	Southside Pump Station Force Main	500,000	5,600,000				6,100,000
Waterworks	WWTP Outfall Pipe			950,000	8,350,000		9,300,000
Waterworks	Field Operations Master Plan - Phase IV Utility Division Relocation			150,000		1,500,000	1,650,000
Waterworks	Filter Replacement and PFAS Removal Project	8,000,000	14,800,000			2,120,000	24,920,000
Waterworks	West Side Water Tower				6,825,000		6,825,000
Waterworks	PFAS Study and Treatment Park Plant	500,000	500,000	29,500,000			30,500,000
Waterworks	Paleo WTP 30" PCCP Discharge Line Replacement	585,000					585,000
Water Sewer Fund Total		12,971,887	24,542,700	33,160,000	17,760,000	4,980,000	93,414,587
Water Sewer Fund Recap							
General Revenue		2,401,887	3,642,700	2,560,000	1,985,000	1,360,000	11,949,587
Revolving/Capacity							
Grant							
Lease Purchase		985,000			600,000		1,585,000
Bond		9,585,000	20,900,000	30,600,000	15,175,000	3,620,000	79,880,000
Stormwater Fund							
General Revenues							
Field Operations	Pond Maintenance	60,000	60,000				120,000
Infrastructure & Development	Impervious Surface Reduction	200,000	200,000	200,000	200,000	200,000	1,000,000
Infrastructure & Development	Stream Restoration along Beaverdam Creek			35,000	35,000		70,000
Stormwater Fund Total		260,000	260,000	235,000	235,000	200,000	1,190,000
Water Sewer Fund Recap							
General Revenue		260,000	260,000	235,000	235,000	200,000	1,190,000
Revolving/Capacity							
Grant							
Lease Purchase							
Bond							
Grand Total		25,430,238	41,138,642	51,943,671	34,424,000	18,805,000	171,741,551

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RESOLUTION NO. _____

**A RESOLUTION OF THE CITY OF SALISBURY, MARYLAND
ADOPTING A CAPITAL IMPROVEMENT PLAN FOR THE FIVE-YEAR
PERIOD BEGINNING FY 2026 AND ENDING FY 2030.**

WHEREAS, it is important for the City to develop a short-range plan showing its capital outlay needs and setting forth a plan for financing those needs; and

WHEREAS, the development of such a plan helps to ensure that the City's short-range capital needs are being addressed in a responsible manner; place those needs in a priority order; and anticipate the resources that will be available to finance those needs; and

WHEREAS, the City's staff has developed the attached Capital Improvement Plan for the five-year period beginning in Fiscal Year 2026 and ending in Fiscal Year 2030; and

WHEREAS, the City Council has reviewed the attached Capital Improvement Plan and finds that it reflects the capital needs of the City as can best be reasonably anticipated.

NOW, THEREFORE, BE IT RESOLVED that the Salisbury City Council adopt the attached Capital Improvement Plan for the five-year period beginning in Fiscal Year 2026 and ending in Fiscal Year 2030.

BE IT FURTHER RESOLVED that, because the attached Capital Improvement Plan is intended to be a planning document only, the adoption of this plan does not authorize any project, nor does it appropriate any funds.

THE ABOVE RESOLUTION was introduced and duly passed at a meeting of the Council of the City of Salisbury, Maryland held on the 14th day of April, 2025 and is to become effective immediately upon adoption.

ATTEST:

Julie A. English,
CITY CLERK

D'Shawn M. Doughty,
CITY COUNCIL PRESIDENT

APPROVED by me this ____ Day of _____, 2025

Randolph J. Taylor,
MAYOR



City of Salisbury

TO: City Council
FROM: Julie English, City Clerk
SUBJECT: Amended City Council Rules of Order
DATE: April 10, 2025

The Charter of the City of Salisbury, §SC2-6, states that the Salisbury City Council shall determine its own rules and order of business.

The attached resolution has been prepared to amend the Salisbury City Council Regulations and Rules of Order to provide consistency under the Legislative Session and Work Session sections. The resolution also incorporates verbiage that would allow for the regularly scheduled meetings to be held in any order.

This resolution, once adopted, will become effective immediately.

It is important to note that all amendments were reviewed and approved by the City's legal department.

Attachments

RESOLUTION NO. _____

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF
SALISBURY, MARYLAND AMENDING THE SALISBURY
CITY COUNCIL REGULATIONS AND RULES OF ORDER**

WHEREAS, §SC2 - 6 of the Charter of the City of Salisbury provides that the City Council shall determine its own rules and order of business: and

WHEREAS, the City Council of the City of Salisbury has previously adopted Regulations and Rules of Order by Resolution No. 737, and has amended those Regulations and Rules of Order by Resolution Nos. 806, 876, 972, 1043, 1335, 1386, 1451, 1476, 1577, 1600, 1672, 2072, 2251, and 2396; and

WHEREAS, the City Council wishes to update and amend its Regulations and Rules of Order.

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Salisbury, Maryland, that the Salisbury City Council Regulations and Rules of Order are hereby amended as set forth by the attached Regulations and Rules of Order.

THE ABOVE RESOLUTION was introduced, read and passed at the regular meeting of the City Council of the City of Salisbury, Maryland held on this ____ day of April, 2025, and shall become effective immediately upon adoption.

ATTEST:

Julie A. English
City Clerk

D'Shawn M. Doughty
PRESIDENT, City Council

SALISBURY CITY COUNCIL REGULATIONS AND RULES OF ORDER
As Amended on February 10, 2025

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1. PREAMBLE

The Salisbury City Council facilitates the expression of views and the introduction of legislation and promotes the orderly, open discussion of issues relevant to the government of the City. Council adopts these Rules of Order to establish clear expectations for behavior and to provide a framework for all Council meetings. These Rules shall be in effect upon their adoption by a majority of the City Council until they are amended or new rules are adopted. These Rules shall be interpreted and enforced by the Council President. A Council action that is otherwise valid does not become invalid because the Council did not follow these Rules.

2. GENERAL PROVISIONS

A. Meetings of the Salisbury City Council will be held in Council Chambers in Room 301 of the Government Office Building, 125 N. Division Street, Salisbury, Maryland,

unless notice to the contrary is given.

- B. Special meetings may be called by a majority of the members of Council as often as necessary for the transaction of business. The time and place of a special meeting shall be set by the Council President, or in his or her absence, the Council Vice President or his or her designee.
- C. Notice of meetings will be posted on the City Council's website, at a reasonable time in advance of the meeting.
- D. The City Clerk's Office shall notify the media of all Council meetings.

3. COUNCIL MEMBERS' ATTENDANCE AND PARTICIPATION

- A. Council members are expected to attend all meetings (legislative sessions, special sessions, work sessions, closed meetings, and budget sessions) of the City Council.
- B. Council Members are not permitted to participate in any meeting by telephone.
- C. If a Council Member cannot attend a legislative session, special session, or work session in person, but desires to attend remotely, he or she shall follow the procedures set forth in Chapter 1.20 of the City Code governing electronic participation.
- D. Council Members are not permitted to participate in closed meetings or budget sessions via electronic means.
- E. Council Members shall have at hand all materials for all meetings.

4. COUNCIL MEMBERS' CONDUCT AT ALL MEETINGS

- A. The Council President, or in his or her absence, the Council Vice President, shall call the meeting to order at the appointed hour. In the absence of both the Council President and Council Vice President, the City Council may elect by majority vote a President *Pro Tem*, who shall act as presiding officer for the duration of the meeting.
- B. After calling the meeting to order, the Council President shall entertain a motion to adopt the agenda for the meeting as presented. After such motion has been made and seconded, any Council Member may request the deletion of any item on the agenda, a change in the order of any agenda item, or the addition of any urgent or emergency item. Such changes may be approved by consensus, or in the absence of a consensus, such changes shall be approved upon affirmative vote of a majority of the Council. Any member of the Council may also request that an item be removed from the consent agenda for discussion, for further information, or in order that there might be

a separate vote on that item.

- C. The Council President shall control discussion of the Council on each agenda item to assure full participation in accordance with these Rules.
- D. A Council Member shall speak only after being recognized by the Council President. A Council Member recognized for a specific purpose shall limit remarks to that purpose. A Council Member, after being recognized, shall not be interrupted except by the Council President to enforce these Rules. The Council President, as a member of the Council, may enter into any discussion.
- E. After being recognized by the Council President, a member of the Council may request and receive information, explanations or opinions of the Mayor, City Administrator, City Attorney, City Clerk, any City department head or their designee.
- F. Council Members shall conduct meetings in a professional manner. Council Members must be respectful to the public, City staff members, and each other at all times.
- G. Any Council Member wishing to present a Certificate of Appreciation or a Certificate of Recognition must receive a consensus of the Council in advance before it is placed on the agenda.

5. AGENDA

- A. The Council President shall prepare a written agenda for each meeting with the assistance of the Clerk's Office.
- B. The Council President may place upon the agenda any item which is legal, constitutional and proper for the Council to consider, provided, however, that the Council President may reasonably defer a requested agenda item until a future meeting of the Council in order to secure full attendance by Council Members, or to secure the input of the City's staff.
- C. The Mayor, City Administrator or a member of the Council, may make a timely request to the Council President that an item be placed upon the agenda for a meeting. The Council President has discretion whether to add the item to the agenda.
- D. No item will be added to the agenda after the established deadlines (set forth in Sections 7B and 8B below), unless the Council President determines it to be urgent in nature or an emergency.

- E. Items which are matters of a routine, non-controversial nature may be placed on the agenda under Consent Agenda. The purpose of the consent agenda is to provide a method for the expeditious handling of items which, in the opinion of the Council President, City Clerk and City Administrator, will not require discussion and will be approved unanimously by the Council. Items shall be removed from the Consent Agenda at the request of any individual Council Member.

6. VOTING AND THE MAKING OF MOTIONS

- A. Any member of the Council, except the Council President, may make or second a motion for the Council to take action regarding any agenda item, subject to the City Ethics Code and State Ethics Law.
- B. Any member of the Council may vote regarding any agenda item, subject to the City Ethics Code and State Ethics Law.
- C. The Council President may not make a motion, and may second a motion only when there are only three (3) members of the Council, including the President, present and voting.
- D. In the absence of the Council President, the Council Vice President shall be subject to the same limitations upon voting and the making of motions as the Council President.
- E. The City Clerk shall record the name of the Council Member making each motion, the name of the Council Member who seconded the motion, and the vote.
- F. If a Council Member wishes to defer an agenda item to another meeting, the motion to "postpone to a certain time" is used. The motion requires a second, is debatable, and a majority vote is required for adoption. The motion must state when the agenda item will be reintroduced.
- G. In the absence of a rule herein to govern a point of procedure, the City Council shall defer to Robert's Rules of Order.

7. LEGISLATIVE SESSIONS

- A. All regularly scheduled legislative sessions of the Salisbury City Council shall be held on the second and fourth Monday of each month. All meetings will convene at 6:00 p.m. in either a work session or legislative session, as determined by a majority of Council, ~~unless otherwise noted.~~

- B. The agenda for each legislative session shall be prepared by the City Clerk at the direction of the Council President. The Clerk shall endeavor to publish the agenda no later than 12:00 p.m. on the Wednesday before the regularly scheduled legislative session.
- C. In order to afford members of the public the opportunity to speak, there shall be a public comment period where the Council may hear public comments from the public regarding any matter. Rules regarding public comments are set forth in Section 12 below. Members of the public and/or interested parties may not under any circumstances address the Council outside of the public comment period.
- D. Council Members' comments shall be made before the adjournment of each legislative session. Personal remarks or general observations by Council Members are permitted during Council Member's comments, but they should be kept brief and should be relevant. Each Council Member shall be allotted a maximum of four (4) minutes to make his or her comments.

8. WORK SESSIONS

- A. Work Sessions of the Salisbury City Council will be held as necessary.
- B. The Council shall conduct work sessions on matters which are expected to come before the Council for formal action at a legislative session or otherwise need study by the Council. Items to be considered will be placed on the work session agenda by the Council President. The Clerk shall endeavor to publish the agenda no later than 12:00 p.m. on the Wednesday before the regularly scheduled work session. The agenda for a work session shall be published no later than 12:00 p.m. on the Wednesday before the next regularly scheduled work session.
- C. Work session meeting agendas shall list items for Council discussion.
- D. During work sessions, the Council shall receive information and/or presentations on agenda items. Council may ask questions and request that additional information be provided. Council may give consensus that matters under consideration be moved forward for formal action at a legislative session, that further study be conducted, that matters not be pursued further (except for matters requiring a public hearing), or that modifications be made before a matter is considered further.
- E. Final action on items is not taken at work sessions. The Council may decide by consensus, or by a majority vote, on how to proceed on various items under consideration. However, no formal vote of the Council in favor or against any agenda item may be taken at a work session.

- F. Work sessions are considered public meetings and the public can attend. Members of the public and/or interested parties may not under any circumstances address the Council on the items under consideration during the work session outside of the general public comment period.
- G. Immediately preceding the end of work sessions, in order to afford members of the public the opportunity to speak, there shall be a public comment period where the Council may hear public comments from citizens regarding an agenda item that was under consideration during the session. Public comments must be directed to an agenda item that was under consideration at the session where the comment is being made. The Council President shall rule on the germaneness of the citizen comments. Rules regarding public comments are set forth in Section 12 below.

9. BUDGET SESSIONS

- A. Budget Sessions of the Salisbury City Council will be held annually in the spring.
- B. Notice of all budget sessions will be published on the City Council website once the sessions have been scheduled by the Council President with the input of City Administration.
- C. Budget sessions are considered public meetings and the public can attend. In order to ensure that budget sessions are conducted in a timely and efficient manner, there shall be no public comment period or any other opportunity for members of the public to address the Council during a budget session.
- D. Council members are not permitted to participate in budget sessions remotely.
- E. The agenda for budget sessions shall contain a schedule outlining the approximate time when each department presentation shall begin and end. The Council will endeavor to follow the schedule outlined in the agenda but should delays arise the Department Presentations may continue outside of the times outlined in the agenda.
- F. Budget Sessions are not broadcast live on PAC 14 or any other source of media.

10. CLOSED SESSION MEETINGS

- A. The Council may conduct closed meetings as permitted by State Law. A member of the public cannot attend a closed meeting.
- B. Everything that is discussed during a closed meeting, and all materials which are reviewed during a closed meeting or are prepared in anticipation thereof, shall be

considered confidential and no Council Member shall publicly disclose any such information or material. Public disclosure may be made only in the event a majority of the Council Members vote to approve the public disclosure.

- C. Council Members are not permitted to participate in closed sessions remotely.
- D. No council member shall make any disclosures or release any information which would result in the waiver of the attorney/client privilege without first obtaining the approval of a majority of the Council in open session.

11. PUBLIC HEARINGS

- A. After convening a public hearing, but before the presentation of testimony, the Council President or his designee must briefly explain the purpose of the public hearing.
- B. Any member of the public wishing to provide testimony will be administered an oath by the City Clerk or Deputy City Clerk.
- C. In order to expedite the hearing and allow all witnesses an opportunity to be heard, the Council President may announce in advance or at the hearing time limits for each speaker.
- D. Written testimony may be submitted in advance to the City Clerk via email.
- E. The Council President may temporarily suspend any testimony that is not relevant to the subject of the hearing and advise the speaker to that effect. The Council President may stop taking further testimony from and vacate any remaining time allocated to a speaker who, after being so advised, continues to offer irrelevant testimony.

12. PUBLIC COMMENT AND PARTICIPATION

- A. Members of the public shall be courteous to their fellow citizens and the proceedings while the Council is in session by limiting conversations within the Council Chambers and the entrance hallway into the Chambers.
- B. A person attending a meeting may not engage in conduct, including visual demonstrations such as the waving of placards, banners, or signs, that disrupts the meeting or interferes with the right of a member of the public to attend and observe the session as determined by the Council President. Exhibits, displays and visual aids used in connection with presentations to the Council are permitted so long as they are only displayed during the presentation.
- C. No person will be allowed to address the Council until the appropriate time, as determined by the Council President.

- D. Upon recognition by the Council President to address Council, the person must begin by first stating his or her name, whether he or she is a City resident, and the persons or organization represented, if any.
- E. In order to afford all persons an opportunity to speak, comments made by members of the public must be no longer than three (3) minutes. The Council President in his or her discretion may grant additional time.
- F. In order to afford all persons an opportunity to speak, the Council President may limit comments regarding a specific agenda item if an excessive number of similar comments are made regarding that specific item.
- G. If a member of the public wishes to disseminate written comments to Council, it shall be submitted to the City Clerk via email prior to the meeting and it will be attached to the minutes as part of the record.
- H. Members of the Council will not immediately comment upon the remarks made by a member of the public. If a member of the public asks a question of Council, answers may be provided at a later date, after time is taken to investigate the matter.
- I. Any person making personal, impertinent or slanderous remarks, or who becomes boisterous in any manner that disrupts a meeting while addressing the Council, may be warned by the Council President and if necessary, requested to leave the meeting immediately.

13. PROCEDURES FOR SECURITY AT CITY COUNCIL MEETINGS

- A. A Salisbury Police Department officer will be present at every meeting or session of the City Council. The Salisbury Police Department officer should not leave the Council Chambers until the conclusion of the meeting unless a problem or emergency occurs. At the beginning of every meeting or session of the Council the Council President shall advise all attendees on evacuation procedures.

 Adopted: 10/23/00 by Resolution No. 737
 Amended: 11/26/01 by Resolution No. 806
 Amended: 8/26/02 by Resolution No. 876
 Amended: 5/12/03 by Resolution No. 972
 Amended: 12/8/03 by Resolution No. 1043
 Amended: 11/28/05 by Resolution No. 1335
 Amended: 3/27/06 by Resolution No. 1386
 Amended: 10/23/06 by Resolution No. 1451

Amended: 1/8/07 by Resolution No. 1476
Amended: 10/8/07 by Resolution No. 1577
Amended: 11/26/07 by Resolution No. 1600
Amended: 7/14/08 by Resolution No. 1672
Amended: 7/11/11 by Resolution No. 2072
Amended: 9/10/12 by Resolution No. 2203
Amended: 2/25/13 by Resolution No. 2251
Amended: 2/10/25 by Resolution No. 3377