



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 28, 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 – Salisbury Fire Department 2025 1st Quarter Update and CRA

Resolution to approve the city's action plan for Community Development Block Grant (CDBG) funds for CDBG program year 2025

Ordinance approving a budget amendment of the FY2025 general fund budget to appropriate funds to the Salisbury Fire Department's operating budget after the city has been reimbursed \$1,863.05 from insurance proceeds for repairs to the Assistant Chief's vehicle

Ordinance to 1) authorize the Mayor to enter into a contract with the Department of Housing and Community Development for the purpose of accepting grant funds in the amount of \$250,000; 2) to authorize the Mayor to enter into a sub recipient agreement with Railroad Avenue Investments, LLC; and 3) to approve a budget amendment to the grant fund to appropriate the aforementioned funds to be used for eligible expenses associated with the union railway station stabilization project

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

Presentation – Mayor's FY26 Proposed Budget Changes

PUBLIC COMMENT (AGENDA ITEMS ONLY)

ADJOURNMENT

<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>



MEMORANDUM

TO: Andy Kitzrow

FROM: Jo Ellen Bynum

SUBJECT: Resolution Authorizing the Mayor to Submit the PY 2025 CDBG Action Plan to HUD

DATE: April 11, 2025

The Finance Department- Grants Office has completed the 2025 Community Development Block Grant (CDBG) Action Plan. Based on the PY 2024 allocation, for PY 2025 Salisbury's estimated allocation from HUD is \$346,673.

For the 2025 Action Plan, the following projects have been approved by the City Administration:

General Administration (20%)	\$69,334 (est.)
City of Salisbury – Low-Mod ADA Ramp, Sidewalk Construction & Pedestrian Improvements	\$277,339 (est.)
Total	<u>\$346,673 (est.)</u>

Upon receipt of the PY 2025 allocation, the actual activity budgets will be proportionally increased or decreased from the estimated funding levels to match actual allocation amounts.

The first public hearing on the 2025 Action Plan will be held on April 22, 2025 in the Council Chambers. This hearing will provide an overview of the 2025 Action Plan and allow citizens an opportunity to comment on the proposed project and provide their views on the community development needs of the City of Salisbury.

A second CDBG public hearing will be held on May 8, 2025 to provide citizens with a status report on the CDBG projects that are currently underway and/or have been completed in the last year, as well as an opportunity to comment on the housing and community development needs of the City of Salisbury.

The draft of the 2025 CDBG Action Plan was made available for public review beginning on April 4, 2025. The Action Plan was posted on the City website under the Housing & Community Development Department – Community Development section. The 30-day public comment period will end on May 5, 2025. Comments received will be noted in the final action plan.



City of Salisbury

Attached is the Resolution to approve the 2025 CDBG Action Plan for the City of Salisbury, and to authorize the Mayor to submit said plan to HUD for their review and approval. Please include this item for the April 28, 2025 work session meeting. Thank you for your assistance.


Jo Ellen Bynum
Grants Manager
Finance Department

Attachment
CC: Shawanda Garrison

1 **RESOLUTION NO. _____**

4 **A RESOLUTION OF THE CITY OF SALISBURY, MARYLAND TO**
5 **APPROVE THE CITY’S ACTION PLAN FOR COMMUNITY**
6 **DEVELOPMENT BLOCK GRANT (CDBG) FUNDS FOR CDBG PROGRAM**
7 **YEAR 2025.**

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

3 **WHEREAS**, the City of Salisbury is, therefore, entitled to receive Community Development
4 Block Grant (CDBG) funds directly from HUD upon HUD's approval of the City's Annual Action
5 Plan; and

7 **WHEREAS**, the Council of the City of Salisbury wishes for the City to receive this annual
8 allotment of CDBG funds from HUD so that various community development projects may be
9 completed.

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

Section 1. The Mayor is hereby authorized to submit to HUD for review and approval, on behalf of the City of Salisbury, the 2025 CDBG Action Plan attached hereto and incorporated herein as **Exhibit A** (the “**Annual Action Plan**”) and to execute all related assurances and certifications.

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.

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 Resolution 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 Resolution shall remain and shall be deemed valid and enforceable.

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

7 **THE ABOVE RESOLUTION** was introduced and read and passed at the regular meeting
8 of the Council of the City of Salisbury held on this ____ day of _____, 2025 and is to
9 become effective immediately upon adoption.

45 **ATTEST:**

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49 _____
50 **Julie A. English, City Clerk**

D'Shawn M. Doughty, President
Salisbury City Council

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53 Approved by me, this _____ day of _____, 2025.

54
55
56 _____
57 **Randolph J. Taylor, Mayor**

City of Salisbury



Annual Action Plan

CDBG PY 2025
(7/1/2025 – 6/30/2026)

Prepared By:
City of Salisbury
Finance Department – Grants Office
125 N. Division Street, #103
Salisbury, Maryland 21801

Executive Summary

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

1. Introduction

The City of Salisbury has prepared a Consolidated Plan which covers a five (5) year period from July 1, 2024 - June 30, 2029. For each CDBG Program Year the City must also prepare an Annual Action Plan to guide its use of affordable housing and community development resources. Both Plans address three basic goals: (1) the provision of decent housing, (2) the creation of a suitable living environment, and (3) the provision of public infrastructure and facilities to benefit low- and moderate-income persons. The Consolidated Plan and Annual Action Plans also serve as the City of Salisbury's application for federal Community Development Block Grant (CDBG) Program funds. The City is not eligible as a grantee for any other formula entitlement programs administered by HUD.

This Annual Action Plan covers the upcoming one-year program period beginning July 1, 2025 and ending June 30, 2026 (using CDBG PY 2025 funds).

2. Summarize the objectives and outcomes identified in the Plan

This could be a restatement of items or a table listed elsewhere in the plan or a reference to another location. It may also contain any essential items from the housing and homeless needs assessment, the housing market analysis or the strategic plan.

The City of Salisbury's PY 2024-2028 Five Year Consolidated Plan proposes the following six (6) strategies to address the priority needs in the City:

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

Goals:

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

Homeless Strategy Priority Need: There is a need for housing and supportive services for the homeless,

those at-risk of homelessness, and victims of domestic violence.

Goals:

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

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

Goals:

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

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

Goals:

- CD-1 Community Facilities and Infrastructure – Improve the City's public facilities and infrastructure through rehabilitation, reconstruction, and new construction.
- CD-2 Public Safety and Services – Improve and enhance public safety, public services, and recreational programs.
- CD-3 Connectivity – Improve connectivity within the City and to surrounding communities through physical, visual, transportation, and accessibility improvements.
- CD-4 Clearance/Demolition – Address and eliminate slum and blighting conditions throughout the City.

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

Goals:

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

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

Goals:

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

3. Evaluation of past performance

This is an evaluation of past performance that helped lead the grantee to choose its goals or projects.

Each year the City prepares its Consolidated Annual Performance Evaluation Report (CAPER). This report is submitted within ninety (90) days after the start of the new program year. The CAPER is available for review on the City of Salisbury website under the Housing and Community Development Department (HCDD) - Community Development section.

The PY 2023 CAPER, which was the final CAPER for the PY 2019-2023 Five Year Consolidated Plan, was submitted to HUD prior to the September 2024 due date and has been approved by the Baltimore field office. In the PY 2023 CAPER, the City expended 100% of its CDBG funds to benefit low- and moderate-income persons. The City expended 0% of its funds during the PY 2021 CAPER period on public service, which has a statutory maximum of 15%. The City expended 20% of its funds during this CAPER period on Planning and Administration, which satisfies the statutory maximum of 20%. As a CDBG Entitlement grantee, in accordance with the CDBG regulations at 24 CFR 570.902, the City must have a balance no greater than one and one-half (1.5) times its annual grant remaining in the Line of Credit, 60 days prior to the end of the program year. As of March 26, 2025 the City of Salisbury had an expenditure ratio of 2.59:1 due to delays in contract award for the PY 2022 and PY 2023 Waterside Park project. Bids received were determined by the City to be in excess of what is reasonable and customary and the project is currently being re-bid.

Two projects were funded in PY 2024 for the Critical Home Repairs. The first tier of the Environmental Review Record is underway and individual project scopes will be reviewed during the second-tier reviews.

The City completed and submitted a Consolidated Plan for the five-year period covering PY 2024- PY 2028, outlining its Five-Year Priorities and Goals under the new plan. An Analysis of Impediments to Fair Housing was completed concurrently and both plans have been reviewed by the Baltimore field office.

4. Summary of Citizen Participation Process and consultation process

The City of Salisbury, in compliance with the City's Citizen Participation Plan, advertises and holds two (2) public hearings annually on the community development needs of the City. These hearings are held

in the City Council Chambers to provide residents with the opportunity to discuss the City's CDBG program and to offer suggestions on future CDBG program priorities.

The CDBG public hearings are additionally broadcast live on Cable Channel 14 (PAC-14), and the recordings of the hearings are posted on YouTube for viewing after the original broadcast. A copy of the notice for the CDBG Public Hearings which ran in the Daily Times newspaper and the minutes from both meetings will be included in the 'Citizen Participation' section of the exhibits of the final version of the Annual Action Plan.

All CDBG Public notices are published in the Legal section of the Daily Times newspaper, and posted on the City's website and the City's Facebook page. Copies of all CDBG Public Notices are also e-mailed to the local HALS CoC Director, and to the Wicomico County NAACP Branch Director, per their individual requests.

The City of Salisbury updated its Citizen Participation Plan in 2020 to include the new procedures that were authorized by HUD to allow for alternate methods of holding public hearings and expedited public comment periods during disasters and/or emergencies. The updated Citizen Participation Plan was approved by the Salisbury City Council at their legislative meeting on May 26, 2020.

5. Summary of public comments

This could be a brief narrative summary or reference an attached document from the Citizen Participation section of the Con Plan.

Two public hearings for CDBG PY 2023 are scheduled for April and May of 2025.

The first public hearing will be held April 22, 2025 and will afford citizens the opportunity to comment on the 2025 Action Plan and provide their views on the community development needs of the City of Salisbury. Public comments received at the meeting will be noted in the final version of this plan. Written comments will be accepted through May 5, 2025 at 4:30 p.m.

The second public hearing is scheduled on May 8, 2025 and is to provide citizens with a status report on the CDBG projects that are currently underway and those that were completed over the last year. Public comments received will be noted in the final version of this plan.

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

The 30-day public comment period for the PY 2025 CDBG Action Plan will run from April 4, 2025 to May 5, 2025. Written comments will be accepted from the public on the PY 2023 Action Plan during the 30-day public comment period and will be reported on in the final version of this plan.

7. Summary

As outlined in the Citizen Participation Plan adopted by the City Council, the Finance Department encourages service providers, citizens and other interested individuals to comment on the City's housing and community development needs. All CDBG Public notices are published in the Legal section of the Daily Times newspaper, and posted on the City's website and the City's Facebook page. Copies of all CDBG Public Notices are also e-mailed to the local HALS CoC Director, and to the Wicomico County NAACP Branch Director, per their individual requests.

The overall goal of the housing, homeless, other special needs, community development, economic development, anti-poverty, and planning programs covered by the Five-Year Consolidated Plan is to strengthen cooperation with other jurisdictions and to develop partnerships among all levels of government and the private sector. This includes for-profit and non-profit organizations, to enable them to provide decent housing, establish and maintain a suitable living environment, and expand economic opportunities for every resident.

PR-05 Lead & Responsible Agencies – 91.200(b)

1. Agency/entity responsible for preparing/administering the Consolidated Plan

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

Agency Role	Name	Department/Agency
Lead Agency	Salisbury	
CDBG Administrator	Salisbury	Finance Department

Table 1 – Responsible Agencies

Narrative (optional)

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

In those years when the City elects to hold an open funding round for CDBG, it conducts a competitive application process to award funds to other public agencies and local 501(c)(3) non-profit organizations to undertake CDBG eligible activities. However, in some years the City may choose to utilize the CDBG funds internally to conduct eligible activities that meet a national objective.

Consolidated Plan Public Contact Information

Jo Ellen Bynum
Grants Manager
City of Salisbury
125 N. Division St
Salisbury, MD 21801

Email: jbynum@salisbury.md

Phone: 410-548-3110

DRAFT

AP-10 Consultation – 91.100, 91.200(b), 91.215(I)

1. Introduction

In those years when the City elects to hold an open funding round for the Community Development Block Grant (CDBG) program, it conducts a competitive application process to award funds to other public agencies and local 501(c)(3) non-profit organizations to undertake CDBG eligible activities. The applications received are reviewed by the CDBG Review Committee and/or City Staff members. A public hearing is held to allow the applicants to make a verbal presentation on their project to the CDBG Review Committee, and field questions from the Committee members. Following the public hearing the Committee members formulate an award recommendation which is submitted to the Mayor and/or City Administrator for review and approval. When the projects / amounts have been finalized the draft Action Plan is created, and the public is given an opportunity to provide comments. When the public comment period has elapsed, the City Council passes a Resolution approving the Action Plan and authorizing the Mayor to submit it to HUD for review and approval. A percentage of the City's CDBG funds are then awarded to the non-profit applicants for eligible activities. However, in some years the City may choose to utilize the CDBG funds internally to conduct eligible activities that meet a national objective.

Each year, as a part of the CDBG application process, local agencies/organizations and individuals are invited to participate in the consultation process through attending a public hearing or responding directly to the draft documents that are posted for public comment.

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

The City acts as the single point of contact to coordinate efforts between public and assisted housing providers, as well as private and governmental health, mental health, and social service agencies. The City works with the following agencies to enhance funding and service allocations to address the housing and community development needs of the City:

- Salisbury Finance Department -- oversees the City's CDBG grant program
- The Wicomico County Housing Authority -- manages the Housing Choice Voucher Program and Public Housing Units
- Social Services Agencies -- provide supportive services to address the needs of low- and moderate-income persons
- Housing Providers -- rehabilitate and develop affordable housing units for low- and moderate-income households

- Homeless Alliance for the Lower Shore Continuum of Care (HALS CoC) Committee -- oversees the Continuum of Care (CoC) network including the City

Collaboration and coordination with these entities will continue in order to capitalize on potential future funding opportunities, as well as potential project partnerships, that would result in increased benefits to low- and moderate-income households and persons.

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

The Homeless Alliance for the Lower Shore Continuum of Care Committee (HALS CoC) is the Continuum of Care for Salisbury. The HALS CoC was formed to provide supportive services and housing for the homeless individuals and families in Wicomico, Somerset, and Worcester Counties. Members include representatives from local housing programs, county homeless boards, area shelters, non-profits, service organizations, state, federal and county agencies, faith community, law enforcement, universities, Board of Education representatives of the three school districts, mental health agencies, hospitals, employment agencies, permanent supportive housing providers, landlords, local providers, foundations, the business community, local residents and formerly homeless individuals.

Subrecipient CoC and ESG funded projects address the needs of homeless persons through the Continuum of Care Lead Agency's direction to prevent and end homelessness in the area. Various organizations and individuals participate in an assortment of ways through joint collaboration to end homelessness. These organizations accomplish this goal by addressing the immediate and ongoing needs of homeless persons (chronically homeless individuals and families, families with children, veterans, and unaccompanied youth) and persons at risk of homelessness. The City's Housing & Homelessness Manager regularly meets with CoC representatives to discuss efforts to address the needs of homeless persons and persons at risk of homelessness.

Since 2016, the City of Salisbury, in partnership with the Wicomico County Health Department (WiCHD) and Help and Outreach Point of Entry, Inc. (HOPE), has been running a permanent supportive housing (PSH) program for chronically homeless persons. This program adheres to a 'Housing First' philosophy, stressing a relatively low barrier for access to the program and high bar for ejection from the program. In 2024, the City of Salisbury placed 0 additional households in the PSH program. Currently the City's PSH program has 11 active households, with a total of 12 adults.

Participants are housed in private, scattered-site rentals, with the majority of the cost of rent covered by the City. Participants are required to contribute 30% of their income to the payment of their rent. The WiCHD provides targeted case management (TCM) to participants of the program, reimbursable

through Medicaid. The case managers meet with the program participants approximately once a month.

The City launched its “Here Is Home” program in September 2021, to address housing supply, affordability, and homelessness. As part of this initiative the City has constructed Anne Street Village, which consists of a community of tiny homes and offers 24 transitional housing units for chronically homeless residents. Residents are provided individual case management, and access to a plethora of resources including employment, housing opportunities, behavioral health, mental health and primary care services. Residents have up to 24 months to transition into permanent housing.

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

The CoC manages ESG funds and consults with the state agency that awards ESG funds for the balance of the state to the three (3) local jurisdictions to fund sub-recipients for ESG services. All of the ESG program sub-recipients are active participants of the CoC and serve on the CoC's governing board. In 2018 the State combined all homeless funding under the Homelessness Solutions Programs (HSP), including ESG. The CoC submits the application to the State for agencies providing ESG funded services for Outreach, Shelter, Rapid Rehousing and Prevention, all with case management. The CoC Ranking Committee reviews the project applications and forwards their recommendations to the CoC Lead for submission to the State. The City of Salisbury is one of the agencies that submits projects to provide rapid rehousing and outreach to the HALS CoC for inclusion in the annual HSP application. The CoC uses HMIS reports and the State Data Warehouse to monitor program progress by accessing data quality, number of clients served, bed utilization, length of stay, returns to homelessness, and exits to permanent housing. HMIS data is also used for PIT, HIC, AHAR/LSA, SSVF, and numerous HMIS reports that assures HMIS data can be used to prevent and end homelessness in the local CoC.

The CoC uses a ranking tool for both CoC and ESG funded projects with objective criteria. For CoC funded projects, the agencies use the CoC ranking spreadsheet provided by HUD that captures APR results to measure progress in ending chronic homelessness, housing stability, increasing income, and obtaining mainstream benefits for project participants. This tool is used by the monitoring and ranking committee to rank projects and the recommendation is then presented to the full CoC for a vote. The CoC ranking is made available to CoC members and is posted on its website.

For ESG, CoC, and SSVF funded projects, the HMIS administrator sends reports to agencies to document data quality. While the data quality standard is 90%, the CoC routinely exceeds this threshold. Should reports show data quality issues, the HMIS system administrator provides additional applicable training

to staff. For projects submitting data into the State Data Warehouse, the HMIS administrator provides technical assistance and additional training to ensure that ESG programs meet the performance and data quality standards. The HMIS administrator goes over report results with program management

staff and trains management and agency staff in how to ensure data quality. On a monthly basis, the HMIS administrator runs data quality reports and provides comprehensive HMIS data to the CoC on all projects on a quarterly basis.

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

1	Agency/Group/Organization	Salisbury Neighborhood Housing Services, Inc.
	Agency/Group/Organization Type	Housing Services – Housing
	What section of the Plan was addressed by Consultation?	Housing Need Assessment
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The City is working with SNHS to implement a Critical Home Repair Program utilizing PY 2024 CDBG funding
2	Agency/Group/Organization	HABITAT FOR HUMANITY OF WICOMICO COUNTY
	Agency/Group/Organization Type	Housing Services – Housing
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Non-Homeless Special Needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The City is working with SNHS to implement a Critical Home Repair Program utilizing PY 2024 CDBG funding.

3	Agency/Group/Organization	Wicomico County Housing Authority
	Agency/Group/Organization Type	Housing PHA Services - Housing Service-Fair Housing
	What section of the Plan was addressed by Consultation?	Public Housing Needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Wicomico County Housing Authority was contacted for updated information on their new apartment complex and Mitchell Landing acquisition, as well as the funding allocated for the management and operation of its existing public housing units and any physical improvements to be made to those units.
4	Agency/Group/Organization	Homeless Alliance for the Lower Shore Continuum of Care Committee
	Agency/Group/Organization Type	Services - Housing Services-homeless Regional organization
	What section of the Plan was addressed by Consultation?	Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy

	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The Homeless Alliance of the Lower Shore (HALS) is the local Continuum of Care (CoC) organization which serves Somerset, Wicomico, and Worcester Counties. They provide updated information on the activities and accomplishments of the CoC. The City of Salisbury participates in the monthly HALS CoC meetings. The Strategic Planning Subcommittee of the HALS CoC works with various types of local facilities (i.e. health care, mental health, foster care, and correctional) to ensure that persons being discharged from a system of care are not routinely discharged into homelessness.
5	Agency/Group/Organization	Wicomico County Health Department
	Agency/Group/Organization Type	Services-Children Services-Persons with Disabilities Services-Persons with HIV/AIDS Services-Health Health Agency Other government - County
	What section of the Plan was addressed by Consultation?	Lead-based Paint Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The Wicomico County Health Department handles the Lead Poisoning Prevention Program. The purpose of the Lead Poisoning Prevention Program is to identify children with elevated Blood Lead Levels (BLL) and provide appropriate intervention to improve their health status. Families of children with BLL 10 mcg/dl or greater will receive case management services until the client has two BLL's less than 5 mcg/dl. Families of children with BLL 5-9 mcg/dl will receive educational services.
6	Agency/Group/Organization	Tidal Health Peninsula Regional
	Agency/Group/Organization Type	Services-Health Health Agency Major Employer

	What section of the Plan was addressed by Consultation?	Non-Homeless Special Needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	All public notices concerning the City of Salisbury's CDBG program are advertised in the Legal section of the local newspaper (The Daily Times), and are also posted on the City website and the City's Facebook page. This affords the agency the opportunity to participate in the process should they elect to do so.
7	Agency/Group/Organization	Wicomico County Department of Social Services
	Agency/Group/Organization Type	Services - Housing Services-Children Services-Elderly Persons Service-Fair Housing Child Welfare Agency Other government - County
	What section of the Plan was addressed by Consultation?	Non-Homeless Special Needs Anti-poverty Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	All public notices concerning the City of Salisbury's CDBG program are advertised in the Legal section of the local newspaper (The Daily Times), and are also posted on the City website and the City's Facebook page. This affords the agency the opportunity to participate in the process should they elect to do so.
8	Agency/Group/Organization	Wicomico Partnership for Families & Children
	Agency/Group/Organization Type	Services-Children Child Welfare Agency Other government - County Planning organization Community Needs Assessment
	What section of the Plan was addressed by Consultation?	Non-Homeless Special Needs Services for children, adolescents and families

	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	All public notices concerning the City of Salisbury's CDBG program are advertised in the Legal section of the local newspaper (The Daily Times), and are also posted on the City website and the City's Facebook page. This affords the agency the opportunity to participate in the process should they elect to do so.
9	Agency/Group/Organization	MAC, INC.
	Agency/Group/Organization Type	Services-Elderly Persons
	What section of the Plan was addressed by Consultation?	Non-Homeless Special Needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	All public notices concerning the City of Salisbury's CDBG program are advertised in the Legal section of the local newspaper (The Daily Times), and are also posted on the City website and the City's Facebook page. This affords the agency the opportunity to participate in the process should they elect to do so.
10	Agency/Group/Organization	Shore-Up, Inc.
	Agency/Group/Organization Type	Services-Children Services-Elderly Persons Services-Persons with Disabilities Services-Education Services-Employment Child Welfare Agency Energy Assistance and Tax Preparation
	What section of the Plan was addressed by Consultation?	Non-Homeless Special Needs Anti-poverty Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	All public notices concerning the City of Salisbury's CDBG program are advertised in the Legal section of the local newspaper (The Daily Times), and are also posted on the City website and the City's Facebook page. This affords the agency the opportunity to participate in the process should they elect to do so.

11	Agency/Group/Organization	Wicomico County NAACP Branch 7028
	Agency/Group/Organization Type	Regional organization Civic Leaders Advocacy
	What section of the Plan was addressed by Consultation?	Non-Homeless Special Needs Anti-poverty Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	All public notices concerning the City of Salisbury's CDBG program are advertised in the Legal section of the local newspaper (The Daily Times), and are also posted on the City website and the City's Facebook page. This affords the agency the opportunity to participate in the process should they elect to do so. Copies of all CDBG Public Notices are also e-mailed to the local NAACP Director, per her request.
12	Agency/Group/Organization	Telamon Corp.
	Agency/Group/Organization Type	Services-Education Services-Employment Service-Fair Housing Advocacy
	What section of the Plan was addressed by Consultation?	Non-Homeless Special Needs Anti-poverty Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	All public notices concerning the City of Salisbury's CDBG program are advertised in the Legal section of the local newspaper (The Daily Times), and are also posted on the City website and the City's Facebook page. This affords the agency the opportunity to participate in the process should they elect to do so.
13	Agency/Group/Organization	VILLAGE OF HOPE
	Agency/Group/Organization Type	Services-homeless
	What section of the Plan was addressed by Consultation?	Homeless Needs - Families with children Homelessness Strategy

	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The Village of Hope is a transitional facility that serves homeless women and their children. They have received ESG funds through the City of Salisbury in the past, however now they are no longer eligible for these funds due to changes in regulatory enforcement pertaining to restrictions on gender of head-of-household. They are an active member of the HALS CoC, and the City works closely with them to address the issue of homelessness in our area. The City is in the process of awarding CDBG-CV3 funds to the Village of Hope to address emergency food needs exacerbated by the aftermath of the pandemic.
15	Agency/Group/Organization	Diakonia
	Agency/Group/Organization Type	Services-homeless
	What section of the Plan was addressed by Consultation?	Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Diakonia serves many of the homeless individuals who come from the Salisbury area. They are an active member of the HALS CoC, and the City works closely with them to address the issue of homelessness in our area.
16	Agency/Group/Organization	Samaritan Shelter
	Agency/Group/Organization Type	Services-homeless
	What section of the Plan was addressed by Consultation?	Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy

	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The Samaritan Shelter serves some of the homeless individuals who come from the Salisbury area. They are an active member of the HALS CoC, and the City works closely with them to address the issue of homelessness in our area.
17	Agency/Group/Organization	Salisbury Urban Ministries
	Agency/Group/Organization Type	Services-Children Services-homeless Services-Education Food Pantry, Meals for the Homeless, Prescription Assistance, Kid's Cafe After-School Program
	What section of the Plan was addressed by Consultation?	Homeless Needs - Chronically homeless Homelessness Strategy Non-Homeless Special Needs Anti-poverty Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	All public notices concerning the City of Salisbury's CDBG program are advertised in the Legal section of the local newspaper (The Daily Times), and are also posted on the City website and the City's Facebook page. This affords the agency the opportunity to participate in the process should they elect to do so.
18	Agency/Group/Organization	Joseph House Crisis Center
	Agency/Group/Organization Type	Services-homeless Food Pantry, Meal Provision, Cash Assistance for Vital Needs
	What section of the Plan was addressed by Consultation?	Homelessness Strategy Anti-poverty Strategy

	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	All public notices concerning the City of Salisbury's CDBG program are advertised in the Legal section of the local newspaper (The Daily Times), and are also posted on the City website and the City's Facebook page. This affords the agency the opportunity to participate in the process should they elect to do so.
19	Agency/Group/Organization	Christian Shelter
	Agency/Group/Organization Type	Services-homeless
	What section of the Plan was addressed by Consultation?	Homelessness Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	All public notices concerning the City of Salisbury's CDBG program are advertised in the Legal section of the local newspaper (The Daily Times), and are also posted on the City website and the City's Facebook page. This affords the agency the opportunity to participate in the process should they elect to do so.
20	Agency/Group/Organization	Help and Outreach Point of Entry (HOPE)
	Agency/Group/Organization Type	Services-homeless
	What section of the Plan was addressed by Consultation?	Homeless Needs - Chronically homeless Homelessness Needs - Veterans Homelessness Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	HOPE works to connect chronically homeless individuals with the necessary services. They are an active member of the HALS CoC, and the City works closely with them to address the issue of homelessness in our area.
21	Agency/Group/Organization	HALO Ministry
	Agency/Group/Organization Type	Services-homeless Day Facility, HALO Cafe, Thrift Ministry

	What section of the Plan was addressed by Consultation?	Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	All public notices concerning the City of Salisbury's CDBG program are advertised in the Legal section of the local newspaper (The Daily Times), and are also posted on the City website and the City's Facebook page. This affords the agency the opportunity to participate in the process should they elect to do so.
22	Agency/Group/Organization	Life Crisis Center
	Agency/Group/Organization Type	Services-Victims of Domestic Violence Services – Victims
	What section of the Plan was addressed by Consultation?	Non-Homeless Special Needs Victims of domestic violence, rape, and sexual assault.
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	All public notices concerning the City of Salisbury's CDBG program are advertised in the Legal section of the local newspaper (The Daily Times), and are also posted on the City website and the City's Facebook page. This affords the agency the opportunity to participate in the process should they elect to do so.
23	Agency/Group/Organization	Hudson Health Services
	Agency/Group/Organization Type	Services-Health Health Agency Substance Abuse Disorders
	What section of the Plan was addressed by Consultation?	Non-Homeless Special Needs

	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	All public notices concerning the City of Salisbury's CDBG program are advertised in the Legal section of the local newspaper (The Daily Times), and are also posted on the City website and the City's Facebook page. This affords the agency the opportunity to participate in the process should they elect to do so.
24	Agency/Group/Organization	Worcester County Health Department
	Agency/Group/Organization Type	Services-Health Health Agency Substance Abuse Disorders
	What section of the Plan was addressed by Consultation?	Non-Homeless Special Needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	All public notices concerning the City of Salisbury's CDBG program are advertised in the Legal section of the local newspaper (The Daily Times), and are also posted on the City website and the City's Facebook page. This affords the agency the opportunity to participate in the process should they elect to do so.
25	Agency/Group/Organization	Salisbury Area Chamber of Commerce
	Agency/Group/Organization Type	Business Leaders
	What section of the Plan was addressed by Consultation?	Economic Development
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	All public notices concerning the City of Salisbury's CDBG program are advertised in the Legal section of the local newspaper (The Daily Times), and are also posted on the City website and the City's Facebook page. This affords the agency the opportunity to participate in the process should they elect to do so.

26	Agency/Group/Organization	Salisbury-Wicomico Economic Development
	Agency/Group/Organization Type	Regional organization Planning organization
	What section of the Plan was addressed by Consultation?	Economic Development
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	All public notices concerning the City of Salisbury's CDBG program are advertised in the Legal section of the local newspaper (The Daily Times), and are also posted on the City website and the City's Facebook page. This affords the agency the opportunity to participate in the process should they elect to do so.
27	Agency/Group/Organization	MARYLAND CAPITAL ENTERPRISES
	Agency/Group/Organization Type	Micro & Small Business Loans, Mentoring & Education, Consulting Services
	What section of the Plan was addressed by Consultation?	Economic Development
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	All public notices concerning the City of Salisbury's CDBG program are advertised in the Legal section of the local newspaper (The Daily Times), and are also posted on the City website and the City's Facebook page. This affords the agency the opportunity to participate in the process should they elect to do so.
28	Agency/Group/Organization	Maryland Legal Aid Bureau
	Agency/Group/Organization Type	Service-Fair Housing Legal Services for Low-Income Individuals
	What section of the Plan was addressed by Consultation?	Non-Homeless Special Needs

	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	All public notices concerning the City of Salisbury's CDBG program are advertised in the Legal section of the local newspaper (The Daily Times), and are also posted on the City website and the City's Facebook page. This affords the agency the opportunity to participate in the process should they elect to do so.
29	Agency/Group/Organization	Wicomico County Administration
	Agency/Group/Organization Type	Other government - County
	What section of the Plan was addressed by Consultation?	Community Needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	All public notices concerning the City of Salisbury's CDBG program are advertised in the Legal section of the local newspaper (The Daily Times), and are also posted on the City website and the City's Facebook page. This affords the agency the opportunity to participate in the process should they elect to do so.
30	Agency/Group/Organization	Wicomico County Council
	Agency/Group/Organization Type	Other government - County
	What section of the Plan was addressed by Consultation?	Community Needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	All public notices concerning the City of Salisbury's CDBG program are advertised in the Legal section of the local newspaper (The Daily Times), and are also posted on the City website and the City's Facebook page. This affords the agency the opportunity to participate in the process should they elect to do so.
31	Agency/Group/Organization	Bay Area Center for Independent Living, Inc.
	Agency/Group/Organization Type	Services-Persons with Disabilities
	What section of the Plan was addressed by Consultation?	Non-Homeless Special Needs

	<p>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</p>	<p>All public notices concerning the City of Salisbury's CDBG program are advertised in the Legal section of the local newspaper (The Daily Times), and are also posted on the City website and the City's Facebook page. This affords the agency the opportunity to participate in the process should they elect to do so.</p>
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Agency/Group/Organization	Agency/Group/Organization Type	What section of the Plan was addressed by Consultation?	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?

**Table 2 – Agencies, groups, organizations who participated
identify any Agency Types not consulted and provide rationale for not consulting**

All agency types were consulted. In those years when the City elects to hold an open funding round, local agencies/organizations are invited to submit proposals for CDBG-eligible activities and to participate in the consultation process through attending a public hearing and/or responding directly to the draft documents that are posted for public comment.

The City of Salisbury, in compliance with the City's Citizen Participation Plan, advertises and holds two (2) public hearings annually on the community development needs of the City. These hearings provide residents and interested agencies with the opportunity to discuss the City's CDBG program and to offer their suggestions on future CDBG program priorities. The CDBG public hearings are held in the Council Chambers and broadcast live on Cable Channel 14 (PAC-14). Videos of the hearings are posted on YouTube for viewing after the original broadcast.

A copy of the notice for both CDBG Public Hearings to be run in the Daily Times is included in the 'Citizen Participation' section of the exhibits.

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

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
Continuum of Care	Somerset County Health Department	The Homeless Alliance for the Lower Shore (HALS) CoC is the primary provider of housing and supportive services for the City of Salisbury's homeless population and those at risk of becoming homeless. The goals of the City and the HALS CoC are complementary.

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
Annual and Five-Year Capital Plan	Wicomico County Housing Authority	The Wicomico County Housing Authority (WCHA) is the lead agency providing public housing assistance and Section 8 vouchers in the area. The goals of the City and the WCHA are complementary.

Narrative (optional)

The City of Salisbury is the county seat for Wicomico County. Close consultation and collaboration is maintained between City and County departments to ensure that the needs of the area are adequately addressed.

Wicomico County and the City of Salisbury have conducted joint planning activities since 1943 through the Salisbury-Wicomico Planning and Zoning Commission. To date, the City and County still share a joint Planning and Zoning Commission, although efforts are being made to legislatively create separate commissions to better address the varying needs of City and County residents.

A joint planning office provided technical assistance and plan review services to all projects in the City and the County until 1999. In response to increased growth and change, the City and County agreed to separate their planning functions, with the City establishing its own engineering and planning division. During a reorganization of City departments in 2017, a City Planner position was created in the City's newly-founded Department of Infrastructure & Development (DID) to orchestrate City planning efforts. Since then, the City has added multiple Associate Planner roles, bringing the total number of employees in the Planning Division of DID to five. The Department of Infrastructure & Development Planning Division is an agency of the City government, is funded by the municipal budget, and follows the City administrative policies and procedures.

After the County-City separation, the County Planning Office was re-designated as the Department of Planning, Zoning and Community Development (PZ&CD), which later absorbed permitting, inspections, and development related functions from the Wicomico County Department of Public Works.

In 2003, the City of Salisbury joined with the State of Maryland, Wicomico County, and other local municipalities to establish the federally recognized Salisbury/Wicomico Metropolitan Planning Organization (MPO). The Wicomico County PZ&CD Department was designated as the administrative MPO agency and still operates in that capacity today, providing administrative functions for transportation grant funding for the region.

Development policies are determined by the Mayor and Council for the City of Salisbury. The Planning and Zoning Commission and the MPO Council have advisory and policy roles as designated by the governing bodies.

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AP-12 Participation – 91.105, 91.200(c)

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

The City of Salisbury, in compliance with the City's Citizen Participation Plan, advertises and holds two (2) public hearings annually on the community development needs of the City. These hearings provide residents with the opportunity to discuss the City's CDBG program and to offer their suggestions on future CDBG program priorities. The CDBG public hearings are held in the Council Chambers and broadcast live on Cable Channel 14 (PAC-14). Videos of the hearings are posted on YouTube for viewing after the original broadcast.

A copy of the notice published in the Daily Times for both CDBG Public Hearings is included in the 'Citizen Participation' section of the exhibits, minutes will be inserted after the hearings.

A "Draft" Action Plan is on display on the City's website at <http://www.salisbury.md> from April 4, 2025 through May 5, 2025 for review and comment. Comments received will be noted in the final version of the plan.

Citizen Participation Outreach

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
1	Public Meeting	Non-targeted/broad community	The first public hearing will be on April 22, 2025. This hearing will provide an overview of the projects included in the 2025 Action Plan, and offer the public the opportunity to comment on the City's housing and community development needs.	TBD	TBD	
2	Public Meeting	Non-targeted/broad community	The second public hearing is scheduled for May 8, 2025 to provide citizens with a status report on the CDBG projects that are currently underway and those that were completed in the last year.	TBD	TBD	

Table 3 – Citizen Participation Outreach

Expected Resources AP-15 Expected Resources – 91.220(c)(1,2)

Introduction

Salisbury will receive \$346,673 (estimate) in CDBG funds for the PY 2025 program year. The City's PY 2025 CDBG program year starts on July 1, 2025 and concludes on June 30, 2026. The City projects its CDBG allocations will remain level over the Consolidated Plan period covering PY 2024-PY 2028. The City is not a direct recipient of HUD's Emergency Solutions Grant (ESG), Housing Opportunities for People With AIDS (HOPWA), or HOME Partnership (HOME) funds. Entities within the City are encouraged to apply for funding under these programs through the Maryland Department of Housing and Community Development (DHCD). The City will support applications that are submitted to DHCD that address the needs and strategies identified in the Consolidated Plan.

Anticipated Resources

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
CDBG	public - federal	Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services	346,673.00	0.00	0.00	346,673.00	1,050,000.00	The CDBG entitlement program allocates annual grants to larger cities and urban counties to develop viable communities by providing decent housing, a suitable living environment, and opportunities to expand economic opportunities, principally for low- and moderate-income persons. The City of Salisbury will fund three (2) projects with CDBG funds for PY 2025.

Table 4 - Expected Resources – Priority Table

Explain how federal funds will leverage those additional resources (private, state and local funds), including a description of how matching requirements will be satisfied

The City will continue to utilize federal, state, local, and private resources currently available to develop and expand affordable rental opportunities, homeownership options for low- and moderate-income households, and to promote other critical community sustainability initiatives.

Other resources available to help the City address its housing and community development needs include funds from the Maryland Department of Housing and Community Development (DHCD), such as low interest mortgage finance (HOME funds), housing rehabilitation money (Maryland Housing Rehabilitation Program - MHRP funds), Special Targeted Area Rehabilitation (STAR) Program funds, lead-based paint reduction funds (Lead Hazard Reduction Program), first-time homebuyer settlement expenses, rental allowance funds (Rental Allowance Program), and neighborhood revitalization program (Community Legacy and Neighborhood Partnership) funds.

Salisbury has successfully obtained funding from the Environmental Protection Agency, the National Fish & Wildlife Foundation, the Maryland Department of Natural Resources, the Department of Transportation, and the State Highway Administration. To help with crime reduction and revitalization activities the City has received funds through the Law Enforcement Block Grant program, the Edward Byrne Memorial Justice Assistance Grant (JAG) program, the Bulletproof Vest Partnership Program (DOJ), as well as Wicomico Exile (gun control), the Gun Violence Reduction Initiative, and the Maryland Criminal Intelligence Network (MCIN) through the Governor's Office of Crime Control & Prevention (GOCCP).

If appropriate, describe publicly owned land or property located within the jurisdiction that may be used to address the needs identified in the plan

The City does not intend to use, acquire or improve any publicly owned land or property using CDBG funds to address the needs identified in the City's Consolidated Plan.

Discussion

The City will utilize available federal, state, local, and private resources currently available to address the needs identified in the City's Consolidated Plan.

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Annual Goals and Objectives

AP-20 Annual Goals and Objectives

Goals Summary Information

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	CD-1 Community Facilities and Infrastructure	2024	2028	Non-Housing Community Development	Church Street-Doverdale Target Area	Community Development Need	CDBG: \$277,339	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Area Benefit:2,680 LMI, 3,995 population as a whole

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
2	AM-1 Overall Coordination	2024	2028	Administration	Citywide Low-Mod North Camden CDBG Target Area Presidents- Princeton CDBG Target Area Church Street- Doverdale CDBG Target Area Newtown- North Division CDBG Target Area West Side CDBG Target Area	Administration, Planning, and Management Need	CDBG: \$69,334.00	Other: 1 Other

Table 5 – Goals Summary

Goal Descriptions

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

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

Projects

AP-35 Projects – 91.220(d)

Introduction

The City of Salisbury's PY 2025 CDBG Program year begins July 1, 2025 and ends June 30, 2026. The following projects will be funded with the City's PY 2025 CDBG allocation:

1. CoS- Low-Mod Neighborhood ADA Ramps, Sidewalk Construction & Pedestrian Improvements \$277,339 (estimate)
2. CDBG Program Administration \$69,334 (estimate)

Projects

#	Project Name
1	CoS- Low-Mod Neighborhood ADA Ramps, Sidewalk Construction & Pedestrian Improvements
2	CDBG Program Administration

Table 6 - Project Information

Describe the reasons for allocation priorities and any obstacles to addressing underserved needs

The City allocated its CDBG funds to those geographic areas where the population exceeds 51% low- and moderate-income households. At least 70% of the City's CDBG funds are budgeted to activities that principally benefit low- and moderate-income persons. The following guidelines for allocating CDBG funds will be used for the PY 2025 Annual Action Plan:

- The Low-Mod Neighborhood ADA Ramp and Sidewalk Activity is an LMA project located in the Church Street/Doverdale CDBG target neighborhood, which has a low-mod percentage of 67.09%. This project will utilize 80% of the available funding.

The most significant obstacle for the City to address the underserved community needs is access to additional funding opportunities to develop additional or enhanced housing and community

development activities.

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AP-38 Project Summary

Project Summary Information

1	Project Name	Low-Mod Sidewalk Construction & Pedestrian Improvements
	Target Area	Presidents-Princeton CDBG Target Area
	Goals Supported	CD-1 Community Facilities and Infrastructure
	Needs Addressed	Community Development Need
	Funding	CDBG: \$277,339
	Description	Provide funds to construct ADA accessibility ramps, sidewalks, crosswalks and signal lamps in low to moderate income neighborhoods where none currently exist or are in disrepair, with first priority being to fund the installation of ADA ramps. The service area for the project will be the Church Street/Doverdale CDBG target area. This area encompasses Census Tract 1, Block Groups 2,3, and 5. The area's low-mod percentage is 67.09%.
	Target Date	12/31/2026
	Estimate the number and type of families that will benefit from the proposed activities	Based on the LMISD calculations from HUD's web mapping application for Census Tract 1, Blocks groups 2, 3 , and 5, an estimated 3,995 persons will benefit from this activity; 67.09% of which will be low-moderate income.
	Location Description	Church Street/Doverdale CDBG target neighborhood
2	Planned Activities	Construct ADA accessibility ramps, sidewalks, crosswalks and signal lamps in low to moderate income neighborhoods where none currently exist or are in disrepair, with first priority being to fund the installation of ADA ramps.
	Project Name	General Program Administration
	Target Area	Citywide Low-Mod
	Goals Supported	AM-1 Overall Coordination

Needs Addressed	Administration, Planning, and Management Need
Funding	CDBG: \$69,334
Description	Overall administration of the CDBG Program; all aspects.
Target Date	6/30/2026
Estimate the number and type of families that will benefit from the proposed activities	
Location Description	125 N. Division Street, Salisbury, MD 21801
Planned Activities	CDBG Program Administration

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AP-50 Geographic Distribution – 91.220(f)

Description of the geographic areas of the entitlement (including areas of low-income and minority concentration) where assistance will be directed

The City of Salisbury will provide CDBG funds to activities principally benefitting low/mod income persons throughout the City. While specific target areas have been identified in the City, the majority of CDBG project funding is not directed to any specific geographic area, but based on income benefit. The City prioritizes CDBG projects located in LMI Census Tracts and Block Groups. The City has identified five (5) CDBG Target Neighborhoods: North Camden; Newtown/North Division Street; Church Street/Doverdale; Presidents/Princeton Area; and the Westside. The projects to be implemented with PY 2025 CDBG funds will benefit low- and- moderate income persons in the Church Street/Doverdale target neighborhood.

The City of Salisbury defines an Area of Minority Concentration as follows; “Census tracts where at least 60% of the population who reside within the census tract are identified as minority households, as defined by the 2010 U.S. Census.” According to the 2017-2021 American Community Survey, there are four (4) census tracts within the City of Salisbury which meet this definition: Census Tract 1, Census Tract 3, Census Tract 5, and Census Tract 102.

Census Tract 1 includes the Church Street/Doverdale CDBG Target Neighborhood. The percentage of minority residents residing in Census Tract 1 is 76.6%. This is the project location for the PY 2025 ADA Ramp and Sidewalk project.

Geographic Distribution

Target Area	Percentage of Funds
Citywide Low-Mod	20%
North Camden CDBG Target Area	
Presidents-Princeton CDBG Target Area	
Church Street-Doverdale CDBG Target Area	80%
Newtown-North Division CDBG Target Area	
West Side CDBG Target Area	

Table 7 - Geographic Distribution

Rationale for the priorities for allocating investments geographically

The rationale for funding activities was first based on the eligibility of the activity and compliance with national objectives. Secondly, the demonstrated evidence of need in the community based upon an evaluation of the accessibility for disabled individuals to City sidewalks and the conditions of the existing sidewalks. Additional consideration was given based on the community's or the agency/organization's past history of expenditure of the CDBG funds for similar projects and the prospect of leveraging other

funds for this activity. Finally, the City will provide CDBG funds to activities principally benefitting low/mod income persons in the City, but additional consideration is given to projects that benefit the target areas of the City.

The City of Salisbury has utilized the following criteria when establishing priorities for CDBG projects:

- Meeting the statutory requirements of the CDBG program
- Meeting the needs of very-low and low- and moderate-income residents
- Focusing on low- and moderate-income areas or communities
- Coordinating and leveraging of resources
- Response to expressed needs
- Projects that would otherwise cause a special assessment to be levied against low- and moderate-income households
- Ability to complete the project in a timely manner

Affordable housing was identified as the largest underserved need in the City's Five Year Consolidated Plan. The City of Salisbury is not a HUD entitlement jurisdiction under the HOME program. Therefore, resources for housing activities are limited. The primary obstacle to meeting the underserved needs is the limited resources available to address the identified priorities in the City.

Discussion

The geographic locations and the public benefit for the PY 2025 CDBG Activities/Projects are as follows:

- Project SBY-2025-01: CoS- Low-Mod Neighborhood ADA Ramps, Sidewalk Construction & Pedestrian Improvements will benefit residents in the Church Street/Doverdale target neighborhood, comprised of Census Tract 1, Block Groups 2, 3, and 5.
- Project SBY-2025-02: Administration will provide program administration on a city-wide basis.

Affordable Housing

AP-55 Affordable Housing – 91.220(g)

Introduction

The City of Salisbury utilizes its CDBG funds to rehabilitate existing affordable housing units, support the construction of new affordable housing units, and to provide down payment/closing cost assistance to facilitate housing affordability. In PY 2024, the City allocated 80% of the program year funding to concentrate on owner-occupied housing rehabilitation; these two projects are ongoing.

One Year Goals for the Number of Households to be Supported	
Homeless	0
Non-Homeless	0
Special-Needs	0
Total	0

Table 8 - One Year Goals for Affordable Housing by Support Requirement

One Year Goals for the Number of Households Supported Through	
Rental Assistance	0
The Production of New Units	0
Rehab of Existing Units	0
Acquisition of Existing Units	0
Total	0

Table 9 - One Year Goals for Affordable Housing by Support Type

Discussion

The City designated 80% of its PY 2024 funding for the following affordable housing activities:

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

The above projects are in process with full funding available so the City elected to devote the PY 2025 to public infrastructure needs.

AP-60 Public Housing – 91.220(h)

Introduction

Over the past ten years the Wicomico County Housing Authority (WCHA) has dynamically redeveloped its public housing units. In partnership with Pennrose Properties LLC, the WCHA started revitalizing its obsolete public housing in January 2016 with the demolition of Booth Street and a \$37.4 million, two-phase redevelopment plan that replaced 100 low-income townhome units with 159 new modern, energy-efficient, affordable apartments financed through a combination of private mortgage, 9% LIHTC, RAD Capital, Deferred Developer Fee, and State of Maryland funding. Phase I was the construction of Stone Grove Crossing at the Booth Street Site. Fifty (50) of the new units were one-for-one replacement public housing, and an additional thirty-four (34) units funded using the Low-Income Housing Tax Credit (LIHTC) funds. These one-, two-, and three-bedroom units for families, seniors, and individuals met National Green Building Standards and Energy Star Certification. Phase II began in December 2018 with the construction of Square at Merritt Mill a seventy-five (75) unit apartment building comprised of fifty (50) one-for-one replacement units, seventeen (17) LIHTC units, and eight (8) new market units. These one-, two-, and three-bedroom units for families, seniors, and individuals also met National Green Building Standards and Energy Star Certification.

Actions planned during the next year to address the needs to public housing

The Wicomico County Housing Authority budgeted its FY 2025 Public Housing Operating Fund allocation for the following uses:

- Physical Improvements: \$338,306
- Management Improvements: \$7,500
- Administration: \$48,989
- Operations: \$97,978

The WCHA and its development partner Green Street Housing, LLC has begun the substantial renovations at the Riverside Homes. The project will consist of the total interior and exterior renovations of the Riverside Homes complex. In addition, the authority purchased from the City of Salisbury the Mitchell Landing apartment complex, an additional twenty-four (24) units of affordable housing which is also undergoing substantial renovations and is expected to be completed in early June. WCHA will continue to renovate its Scattered Site public housing units funding is made available. We recently awarded a contract to renovate 18 units.

Actions to encourage public housing residents to become more involved in management and participate in homeownership

The Wicomico County Housing Authority encourages residents of its public housing units to organize community groups to become more involved in housing management. Neighborhood crime watch groups have been formed and assist in ensuring the safety of residents is maintained. The WCHA board meets every month on the first Monday at the Stone Grove Community Center. These meetings are open to the public and are a means to communicate information to the public. The public and all program participants are encouraged to participate in these regular WCHA meetings.

If the PHA is designated as troubled, describe the manner in which financial assistance will be provided or other assistance

Not applicable; the Wicomico County Housing Authority (WCHA) is designated as a “standard” performer by HUD.

Discussion

The Wicomico County Housing Authority is an important part of the City of Salisbury’s housing strategy, especially for extremely low-income households. The City of Salisbury recognizes the need for decent, safe, accessible, and affordable housing to address households affected by housing problems, severe housing problems and housing cost burdens. The City acknowledges that the important investment and redevelopment the Housing Authority continues throughout the Salisbury area to create attainable housing that is located near transportation, services, and employment while not excessively concentrating housing in one particular area of the City.

AP-65 Homeless and Other Special Needs Activities – 91.220(i)

Introduction

The three lower shore counties of Wicomico, Worcester and Somerset comprise the Homeless Alliance for the Lower Shore Continuum of Care (HALS CoC) which includes representation from local health departments, governments, nonprofit organizations, businesses and interested residents both with and without lived experience of homelessness.

The CoC applies for Federal funding each year through the Department of Housing and Urban Development's (HUD) Notice of Funding Opportunity (NOFO) competition.

The most recent NOFO competition, for HUD FY 2023, provided a total award of \$1,332,250 that funded 7 permanent supportive housing (PSH) programs plus a CoC planning grant (total planning funding of \$38,800). These PSH programs are administered by either the Somerset County Health Department (SCHD) or the Maryland Department of Health (MDH) and operate in all three counties.

The SCHD programs account for 5 of the 7 total programs and that funding totaled \$1,006,121 which served 144 clients (107 designated as chronically homeless) in 87 households.

The remaining 2 projects are implemented by MDH and received total funding of \$287,329 that served 56 clients (26 chronically homeless) in 31 households.

In addition to HUD funded housing assistance, the US Department of Veterans Affairs provides HUD-VASH assistance for veterans and their families on the Lower Shore.

In addition, the City of Salisbury provides 11 units of PSH for unsheltered, chronically homeless clients at a cost of \$104,763.

Describe the jurisdictions one-year goals and actions for reducing and ending homelessness including

Reaching out to homeless persons (especially unsheltered persons) and assessing their individual needs

The CoC will continue to support providers who are offering the following outreach to homeless persons and families:

- Wicomico County Health Department has contracted with Diakonia to provide a PATH staff person to conduct street outreach including encampments
- Two day facilities offer meals, services and bathroom facilities
- Community Resource Days are scheduled to provide outreach, information, and referrals for housing and services
- Faith based organizations provide outreach and referral for housing and services
- Veteran outreach through SSVF
- Homeless ID Project at HOPE
- Distribution of resource cards and guides throughout the area
- Outreach provided at community events

- Annual PIT count
- Food pantries and soup kitchen outreach
- 24-hour general help hotline, reached by calling 211
- HALS CoC website

The City continues to participate in CoC meetings and applicable subcommittees.

Addressing the emergency shelter and transitional housing needs of homeless persons

According to 2023 HIC data, the CoC had 294 emergency shelter beds, operating at a 72% participation rate, and 23 transitional housing beds, operating at a 100% participation rate. For 2025, coverage has increased slightly (+~20 beds) with the reopening of a shelter in Princess Anne but all other bed numbers remain the same.

Local providers that participate in the CoC will continue to operate two (2) day shelters that offer meals, services, and bathroom facilities:

HALO, 119 South Boulevard, Salisbury, MD, and
Joseph House, 812 Boundary Street, Salisbury, MD

The following services remain available:

- Wicomico County Department of Social Services
- Wicomico County Health Department
- Wicomico County Public Library
- Rapid rehousing and homeless prevention through Diakonia, the Seton Center, Wraparound Maryland
- Catholic Charities - Seton Center
- Goodwill Industries
- HOPE
- Joseph House
- The Salvation Army
- Shore Transit
- Telamon Corporation
- Salisbury Urban Ministries

The CoC will continue to attempt to expand its permanent supportive housing programs to result in additional beds being made available at emergency shelters and transitional housing locations.

Helping homeless persons (especially chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth) make the transition to permanent housing and independent living, including shortening the period of time that individuals and families experience homelessness, facilitating access for homeless individuals and families to affordable housing units, and preventing individuals and families who were

recently homeless from becoming homeless again

The CoC works with its partners to resolve, reduce and remove barriers homeless persons' experience during their transition to permanent housing and independent living by:

- Establishing coordinated assessment process to reduce barriers to program entry
- Implementing the housing first model
- Connecting program participants to resources such as: income; utilities, rent, identification, case management, etc.) to sustain permanent housing
- Utilizing available housing resource lists to assist program participants to identify housing options
- Using HMIS data to analyze results

Helping low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families and those who are: being discharged from publicly funded institutions and systems of care (such as health care facilities, mental health facilities, foster care and other youth facilities, and corrections programs and institutions); or, receiving assistance from public or private agencies that address housing, health, social services, employment, education, or youth needs.

The CoC has created a network of outreach programs, intake and assessment options, housing opportunities, and service referrals to help low-income individuals and families avoid becoming homeless. This process is linked to the coordinated entry system and the 'housing first' model. Additionally, the Maryland Department of Health and Mental Hygiene (DHMH) provides referral services and case management to persons being discharged from publicly funded institutions and systems of care (such as health care facilities, mental health facilities, foster care and other youth facilities, and corrections programs and institutions) to ensure that those individuals receive the supportive services that match their needs.

While all of the publicly funded institutions and systems of care in the area have adopted discharge policies and procedures that are designed to not discharge clients into homelessness, CoC members have observed that the implementation of these plans is not flawless. The CoC has identified a lack of adequate staffing levels to properly access post-discharge housing and services. The largest area of improvement the CoC has identified to address this issue, is utilization of the CoC's coordinated entry system. The CoC will continue its efforts, in collaboration with the City and tri-county members, to improve knowledge and communication between publicly funded institutions and systems of care that could potentially discharge a client into homelessness and the housing/service providers.

The City of Salisbury's Housing and Community Development Department has staff available to refer low-income individuals and families to available supportive service programs to help them avoid becoming homeless. Additionally, the Housing Authority has prioritized waiting list status for seniors and persons with disabilities.

The City of Salisbury has developed community centers in two target areas to address the needs of our local youth. The City purchased a building at 306 Newton Street, and that building has undergone

substantial renovations which has allowed the City to offer a range of after school programs at the facility. After-school programs are an effective means of preventing youth from engaging in destructive lifestyles, such as drug use, delinquency, violence, and school failure. These programs provide benefits to youth that extend beyond academics, helping to develop the whole child - academically, socially and emotionally.

The Newton Community Center also provides a space for adult programming, which includes English classes through Wor-Wic Community College, a meeting place for social groups, and continuing education classes. The center also provides a location for community events like wellness expos, job fairs, food distribution, and neighborhood revitalization.

The City is now operating a second Community Center at 319 Truitt Street. The City had previously been renting the building that houses the Truitt St. Community Center, but we have recently purchased it and completed some major improvements to the facility. The Center is open to anyone who would like to participate in the activities offered, however the youth served are typically between 8 and 24 years of age.

The Truitt St. Community Center uses basketball and other community partner programs to reach the neighborhood youth. The participants benefit from sports activities, tutoring, group and enrichment exercises, and homework help. The Center partnered with the Boys and Girls Club to serve the area youth, even during the summer months.

The City has also provided CDBG funding over the years to local agencies for projects that address the needs of the elderly and/or disabled populations. Those agencies include: MAC, Inc., Area Agency on Aging; Holly Community, Inc. (now known as the Bay Area Center for Independent Living); and the Deaf Independent Living Association (DILA).

Discussion

The CoC has identified the following goals for PY 2025:

- Reduce the number of homeless individuals and families
- Reduce the number of chronically homeless individuals and families
- Reduce the number of first-time homeless individuals and families
- Reduce the length of time people experience homelessness
- Reduce the returns to homelessness
- Declare an end to veteran homelessness

The City of Salisbury does not intend to provide housing and supportive services for persons with HIV/AIDS and their families, we will rely on the local health service agencies who work with those individuals to provide those services.

The City does not intend to provide housing and supportive services to public housing residents, as

those services are provided by the Wicomico County Housing Authority.

DRAFT

AP-75 Barriers to affordable housing – 91.220(j)

Introduction:

The City of Salisbury is in the process of updating its Comprehensive Plan. A component of the Comprehensive Plan will review public policies for housing availability discriminatory practices that either directly or disproportionately affect certain protected classes. The City completed an Analysis of Impediments to Fair Housing Choice concurrent with the preparation of the Five-Year Consolidated Plan during program year 2024.

Actions it planned to remove or ameliorate the negative effects of public policies that serve as barriers to affordable housing such as land use controls, tax policies affecting land, zoning ordinances, building codes, fees and charges, growth limitations, and policies affecting the return on residential investment

The City will continue to undertake the following actions to address the negative effects of public policies that serve as barriers to affordable housing:

- Review the City Zoning Ordinance and amend sections of the municipal code upon the adoption of the updated Comprehensive Plan to allow for more flexibility in setback requirements, thus creating opportunities for the construction of additional housing units;
- Consider new incentive programs for our local non-profit partners including Habitat 4 Humanity and Salisbury Neighborhood Housing to increase the attainable housing stock and increase homeownership;
- Leverage its financial resources and apply for additional public and private housing funding;
- Continue to address homeless populations with the introduction of a Chronically Homeless Transitional Dwelling Unit Community offering 24 homeless individuals the opportunity to participate in a program which provides housing, job training and resources;
- Complete the administration of the City's Here is Home program to incentivize construction of roughly 7,000 new dwelling units before June 30, 2027.

The City of Salisbury has allocated PY 2025 CDBG funds to the following activity to address barriers to affordable housing: SBY-2025-01 -- CDBG Program Administration

Discussion:

The City of Salisbury is committed to removing or reducing barriers to the development of affordable housing throughout the City. To achieve this goal, the City of Salisbury plans to:

- Provide developers with incentives for the construction of affordable housing.
- Continue to waive single-family owner-occupied building permit fees for affordable housing.
- Assist in acquiring sites for affordable housing.

- Promote Federal and State financial assistance for affordable housing development.

Develop legislation, policies, and procedures to address tax-delinquent properties that are vacant lots and work with non-profit entities and private developers to construct homes that are attainable with the requirement that they are owner-occupied.

DRAFT

AP-85 Other Actions – 91.220(k)

Introduction:

The City of Salisbury has developed the following actions to address obstacles to meeting underserved needs, foster and maintain affordable housing, reduce lead-based hazards, reduce the number of poverty-level families, develop institutional structures, and enhance coordination between public, private housing and social service agencies.

Actions planned to address obstacles to meeting underserved needs

The primary obstacle to meeting the underserved needs in the City of Salisbury is the limited financial resources available to address the priorities identified in the Five-Year Consolidated Plan and the lack of affordable housing. The City of Salisbury is not a HUD entitlement jurisdiction under the HOME program. Therefore, resources from HUD for housing activities are limited to CDBG funding. Under the PY 2025 CDBG Program the City will take the following actions:

- Continue to leverage its financial resources and apply for additional public and private funds.
- Continue to provide funds for new affordable housing.
- Continue its support and cooperation with the Continuum of Care.
- Continue to promote economic development.
- Continue to provide public safety improvements.
- Continue to remove slum and blighting conditions in the City.

Actions planned to foster and maintain affordable housing

Since 2016, the City of Salisbury, in partnership with the Wicomico County Health Department (WiCHD) and Help and Outreach Point of Entry, Inc. (HOPE), has been running a permanent supportive housing (PSH) program for chronically homeless persons. This program adheres to a 'Housing First' philosophy, stressing a relatively low barrier for access to the program and high bar for ejection from the program. In 2024 the City of Salisbury placed no additional households in the PSH program; currently the City's PSH program has 11 active household, with a total of 12 people, consisting of 12 adults.

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

The City will continue to work with the PY 2024 subrecipients, Habitat for Humanity and Salisbury

Neighborhood Housing to implement two critical needs housing repair programs designed to assist low-to-moderate income homeowners. These programs will aid in the maintenance of the City's existing affordable housing stock.

The Wicomico Housing Authority will continue to fund the following activities to foster and maintain affordable housing in the City of Salisbury:

- Continue to provide Housing Choice Vouchers and public housing units
- Continue to rehabilitate, make 504 improvements, and develop new housing units

Actions planned to reduce lead-based paint hazards

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

The City of Salisbury will continue to comply with Title 24 Part 35: Lead-Based Paint Poisoning Prevention in Certain Residential Structures (Current Rule) for the ongoing housing rehabilitation activities that are being funded with PY 2024 CDBG funds.

Actions planned to reduce the number of poverty-level families

Based on the 2018-2022 ACS data an estimated 23.5% of the City of Salisbury's residents lived in poverty, which is greater than the State of Maryland where 9.6% of residents lived in poverty. Female-headed households with children are particularly affected by poverty at 37.6%, and 25.6% of all youth under the age of 18 were living in poverty.

The City of Salisbury will continue the following activities that will reduce the number of poverty-level families:

- Project SBY-2024-01: Habitat for Humanity of Wicomico County – Critical Home Repairs will provide critical home repairs for low- and moderate-income owner-occupied housing units throughout the City.
- Project SBY-2024-02: Salisbury Neighborhood Housing Services – Owner-Occupied Housing Rehabilitation will provide critical home repairs for low- and moderate-income owner-occupied housing units throughout the City.

- Continue operation of Anne Street Village to provide transitional housing
- Provide case management and supportive services to members of the homeless population

through the City's Housing First initiative

Actions planned to develop institutional structure

The City of Salisbury has a productive working relationship with many community partners in the implementation of the City's housing and community development projects. The Housing & Community Development Department will coordinate activities among the public and private agencies and organizations in the City. This coordination will ensure that the goals and objectives stated in the PY 2024-2028 Five Year Consolidated Plan will be effectively addressed by more than one entity. The following entities will carry out the PY 2025 annual goals and objectives:

- City of Salisbury Housing & Community Development Department (HCDD) -- manages the Newton Street and Truitt Street Community Centers and operates the Anne Street Village for the homeless
- The Wicomico County Housing Authority – manages and administers Housing Choice Vouchers and public housing units.
- Homeless Alliance for the Lower Shore (HALS) Continuum of Care (CoC) Committee – coordinates homeless services and homeless prevention activities.
- Habitat for Humanity of Wicomico County – affordable housing provider.
- Salisbury Neighborhood Housing Services – affordable housing provider.

The City will continue to develop relationships that will assist the City to address its housing and community development needs especially collaborative relationships that provide additional financial resources and expertise that can be used to supplement existing services in the City.

Actions planned to enhance coordination between public and private housing and social service agencies

The City of Salisbury is committed to continuing its participation and coordination with social service agencies, housing agencies, community and economic development agencies, county, federal, and state agencies, as well as with the private and non-profit sectors, to serve the needs of target income individuals and families in the City of Salisbury.

In those years when the City elects to hold an open funding round for the Community Development Block Grant (CDBG) program, it conducts a competitive application process to award funds to other public agencies and local 501(c)(3) non-profit organizations to undertake CDBG eligible activities. The applications are reviewed by the CDBG Review Committee and / or City Staff Members, the Mayor, and finally submitted to the City Council for approval. A percentage of the City's CDBG funds are then awarded on a competitive basis to non-profit applicants for eligible activities. However, in some years the City may choose to utilize the CDBG funds internally to conduct eligible activities that meet a national objective.

The City staff provides help and assistance as needed to assist the public agencies that receive CDBG funding.

During this program year, the City funded Project 2025-01: Program Administration in the amount of \$69,334 to accomplish this goal.

Discussion:

The Finance Department has the primary responsibility for monitoring the City's Five-Year Consolidated Plan and Annual Action Plan. The Department maintains records on the progress toward meeting the goals and the statutory and regulatory requirements of each activity. The Department has a monitoring process that is focused on analyzing activities based on program performance, financial performance, and regulatory compliance. The accomplishments of the PY 2025 CDBG activities will be reported in the PY 2025 Consolidated Annual Performance and Evaluation Report (CAPER) and will be used as a basis for future funding decisions.

DRAFT

Program Specific Requirements

AP-90 Program Specific Requirements – 91.220(l)(1,2,4)

Introduction:

The City of Salisbury will receive an allocation of CDBG funds in the amount of \$346,673 (estimate) for PY 2025. The City does not expect to receive any Program Income during the PY 2025 program year. Since the City receives a CDBG allocation, the questions below have been completed as applicable.

Community Development Block Grant Program (CDBG)

Reference 24 CFR 91.220(l)(1)

Projects planned with all CDBG funds expected to be available during the year are identified in the Projects Table. The following identifies program income that is available for use that is included in projects to be carried out.

- | | |
|--|----------|
| 1. The total amount of program income that will have been received before the start of the next program year and that has not yet been reprogrammed | 0 |
| 2. The amount of proceeds from section 108 loan guarantees that will be used during the year to address the priority needs and specific objectives identified in the grantee's strategic plan. | 0 |
| 3. The amount of surplus funds from urban renewal settlements | 0 |
| 4. The amount of any grant funds returned to the line of credit for which the planned use has not been included in a prior statement or plan | 0 |
| 5. The amount of income from float-funded activities | 0 |
| Total Program Income: | 0 |

Other CDBG Requirements

- | | |
|---|---------|
| 1. The amount of urgent need activities | 0 |
| 2. The estimated percentage of CDBG funds that will be used for activities that benefit persons of low and moderate income. Overall Benefit - A consecutive period of one, two or three years may be used to determine that a minimum overall benefit of 70% of CDBG funds is used to benefit persons of low and moderate income. Specify the years covered that include this Annual Action Plan. | 100.00% |

Under the PY 2025 CDBG Program, the City will receive a grant in the amount of \$346,673 (estimate) and anticipates \$0 in program income. The City budgeted \$69,334 for General Administration for a total planning and administration cost of \$69,334 (estimate) (20.00%). The balance of funds (\$277,339) (estimate) will be allocated to the ADA ramp and sidewalk project which will principally benefit low- and moderate-income households in the amount of \$277,339 (estimate) (100.00%).

DRAFT

Citizen Participation – Documentation

2025 CDBG ACTION PLAN PUBLIC HEARINGS

The City of Salisbury Community Development Block Grant (CDBG) 2025 Action Plan (draft) will be available for public review beginning on Friday, April 4, 2025. The Action Plan may be viewed on the City website (www.salisbury.md) under the Housing & Community Development Department (HCDD) – Community Development section.

The first Public Hearing on the City's CDBG program will be held on Tuesday, April 22, 2025 from 6:00 p.m. to 7:00 p.m. in the Council Chambers, Room 301 of the City/County Government Building. This hearing will allow citizens an opportunity to comment on the 2025 Action Plan and provide their views on the community development needs of the City of Salisbury. Based on PY 2024 allocations, the City estimates that it will receive a Federal Community Development Block Grant (CDBG) allocation from the U.S. Department of Housing and Urban Development (HUD) in the amount of \$346,673 for PY 2025. The City proposes to fund the following activities: City of Salisbury ADA Compliant Sidewalk Ramps in the amount of - \$277,339, and CDBG Program Administration – in the amount of \$69,334. The City has not yet received its PY 2025 allocation from HUD. Upon receipt of the PY 2025 allocation, the actual activity budgets will be proportionally increased or decreased from the estimated funding levels to match actual allocation amounts. All interested persons are encouraged to attend.

The second CDBG Public Hearing will be held on Thursday, May 8, 2025 from 5:30 p.m. to 6:30 p.m. in the Council Chambers, Room 301 of the City/County Government Building. This hearing will provide citizens with a status report on the CDBG projects that are currently underway and those that have been completed in the last year. Residents will also have an opportunity to provide their views on the community development needs of the City of Salisbury. All interested persons are encouraged to attend.

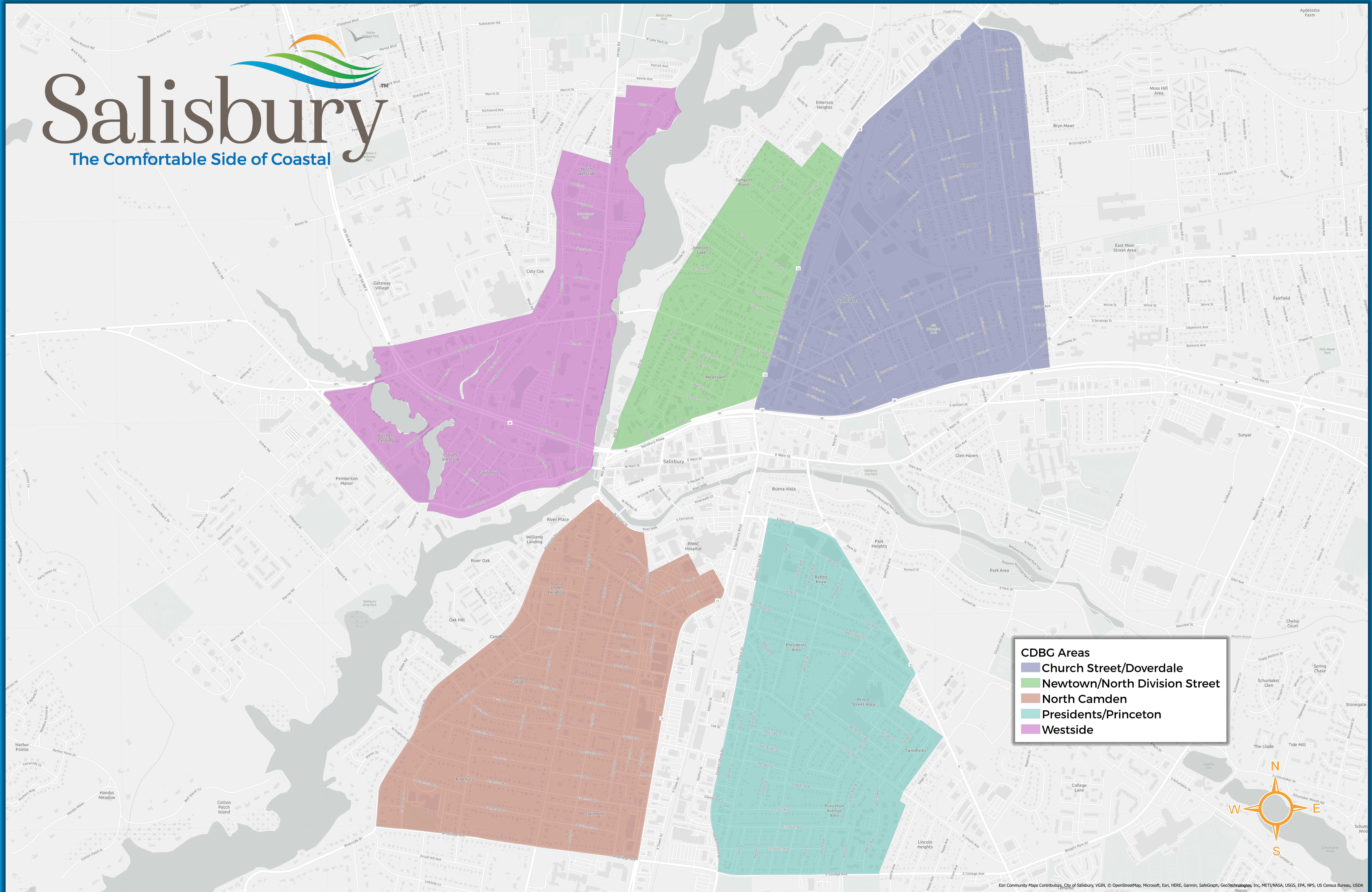
Both hearings will be broadcast live on PAC-14 and then uploaded to YouTube for viewing.

The City will be accepting written comments on the 2025 Action Plan through 4:30 p.m. on Monday, May 5, 2025. All written comments should be emailed to ellenbynum@salisbury.md or mailed to the City of Salisbury, Finance Dept. – Grants Office, 425 N. Division Street, #103, Salisbury, Maryland 21801. For additional information you may contact the Grants Office at (410) 548-3110.

Jo Ellen Bynum, Grants Manager
Finance Dept. – Grants Office

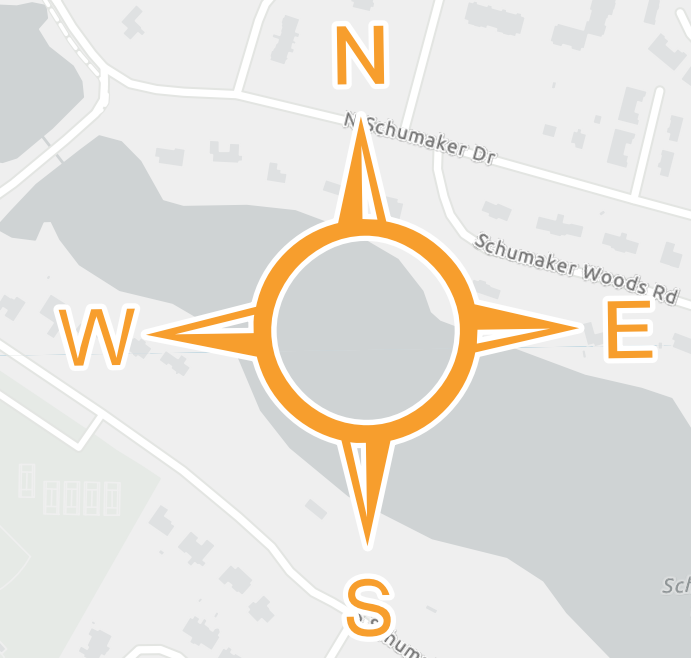
4/4/2025

CDBG Target Areas – Maps

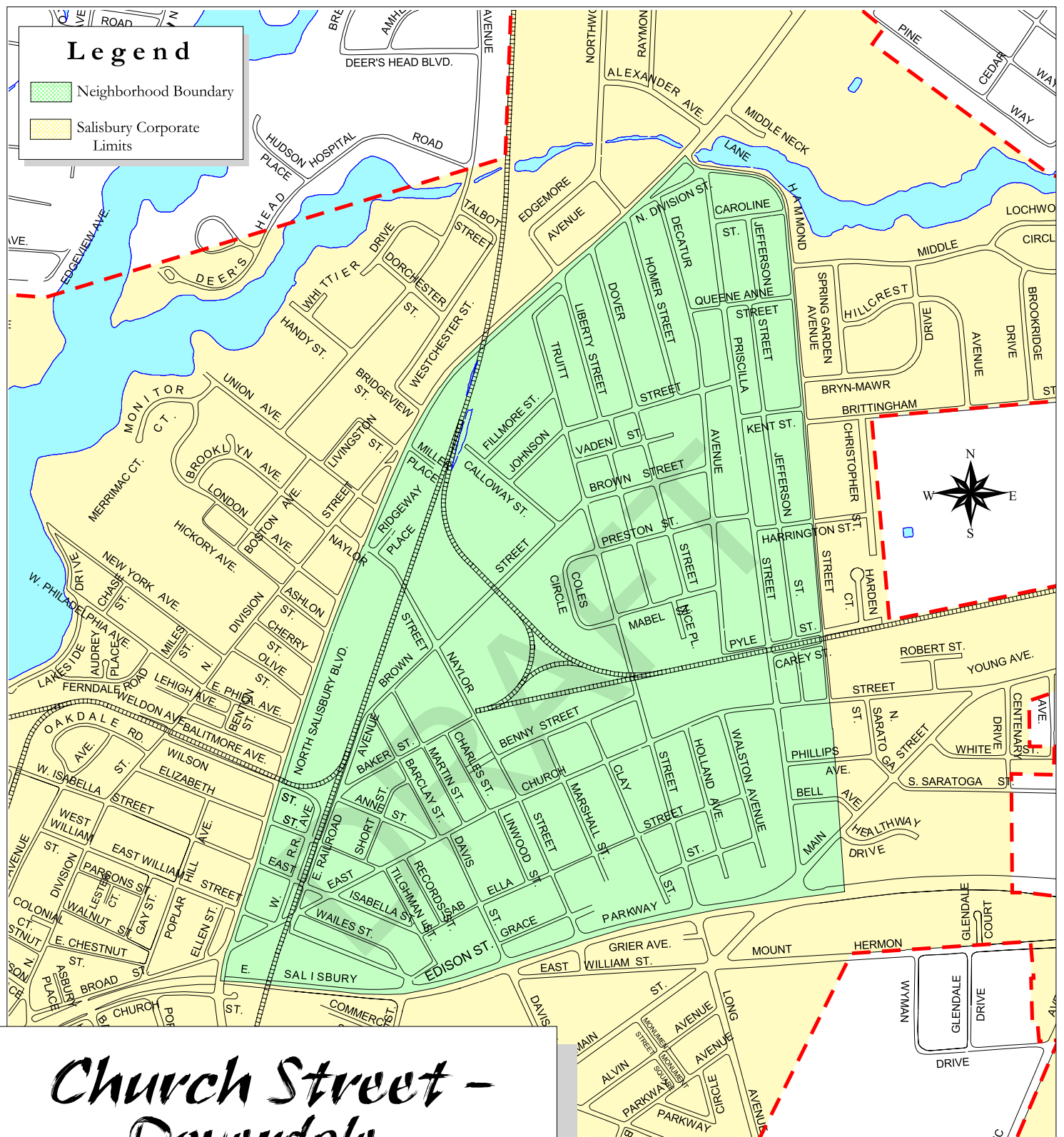


CDBG Areas

- Church Street/Doverdale
- Newtown/North Division Street
- North Camden
- Presidents/Princeton
- Westside



Eri Community Maps Contributors, City of Salisbury, VGIN, © OpenStreetMap, Microsoft, Esri, HERE, Garmin, SafeGraph, GeoTechnologies, Inc., METI/NASA, USGS, EPA, NPS, US Census Bureau, USDA

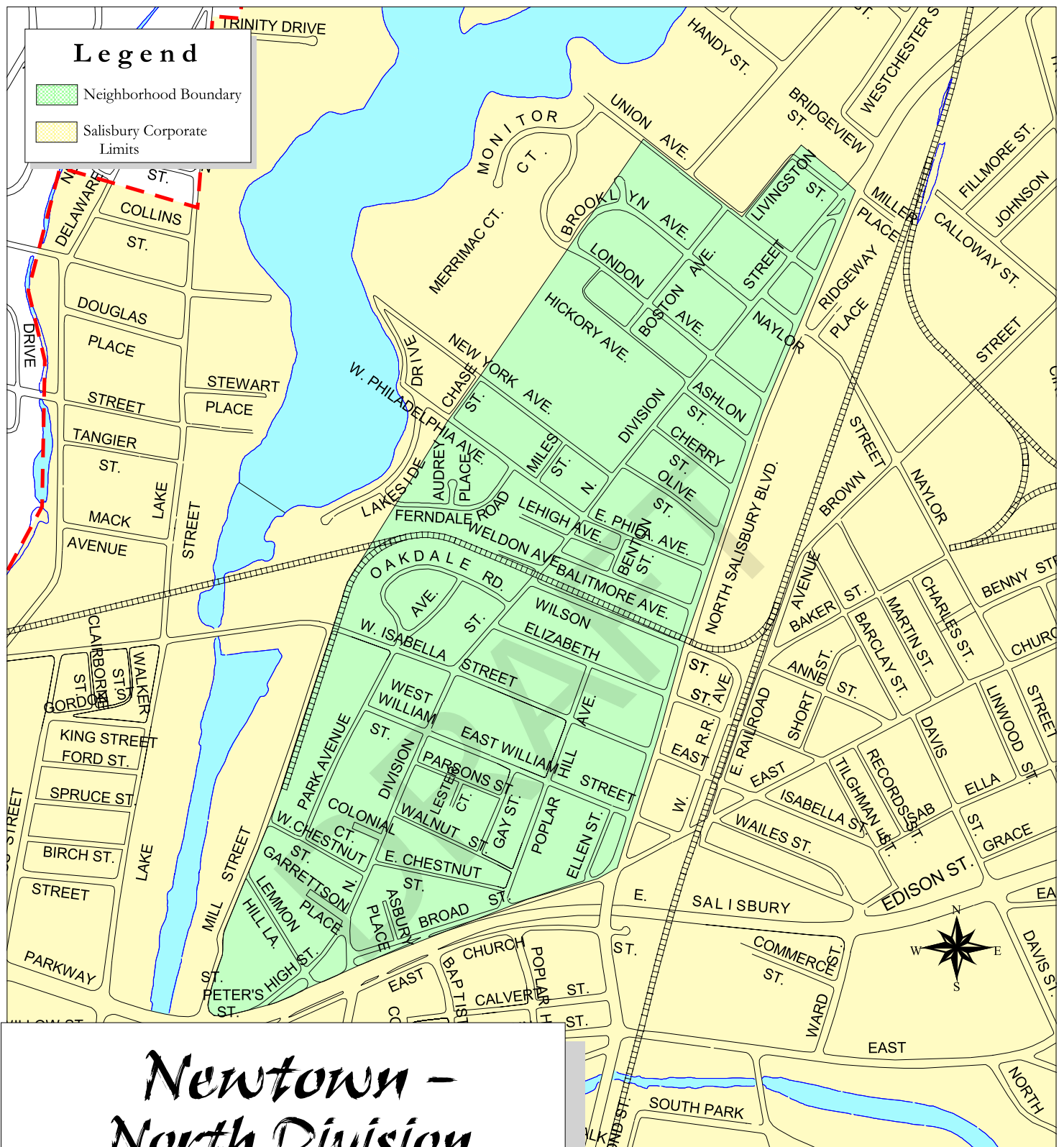


*Church Street -
Doverdale*

**CDBG
Target Area**





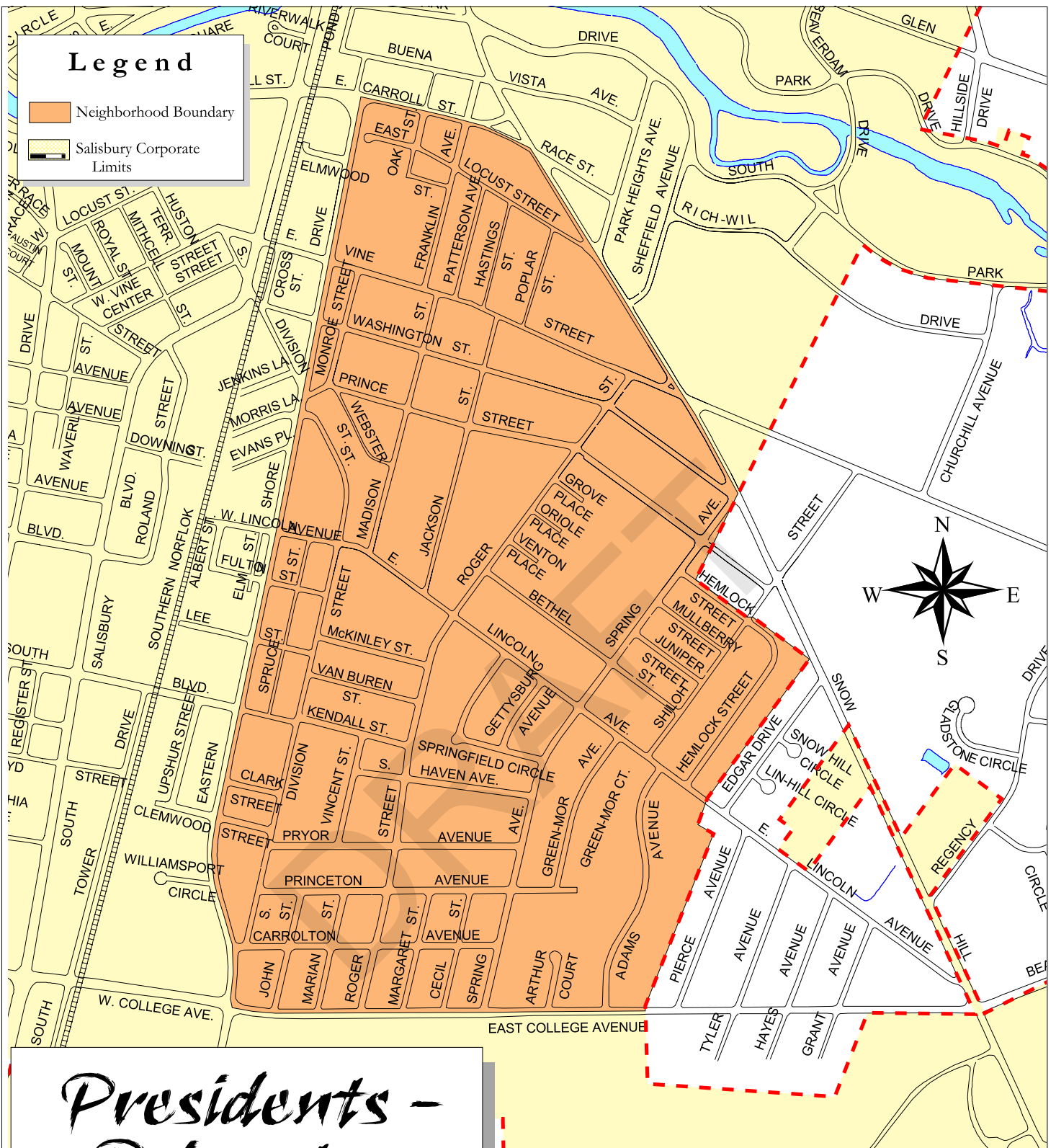
Salisbury / Wicomico Planning & Zoning
2/15/2005



Salisbury / Wicomico Planning & Zoning
2/15/2005

Legend

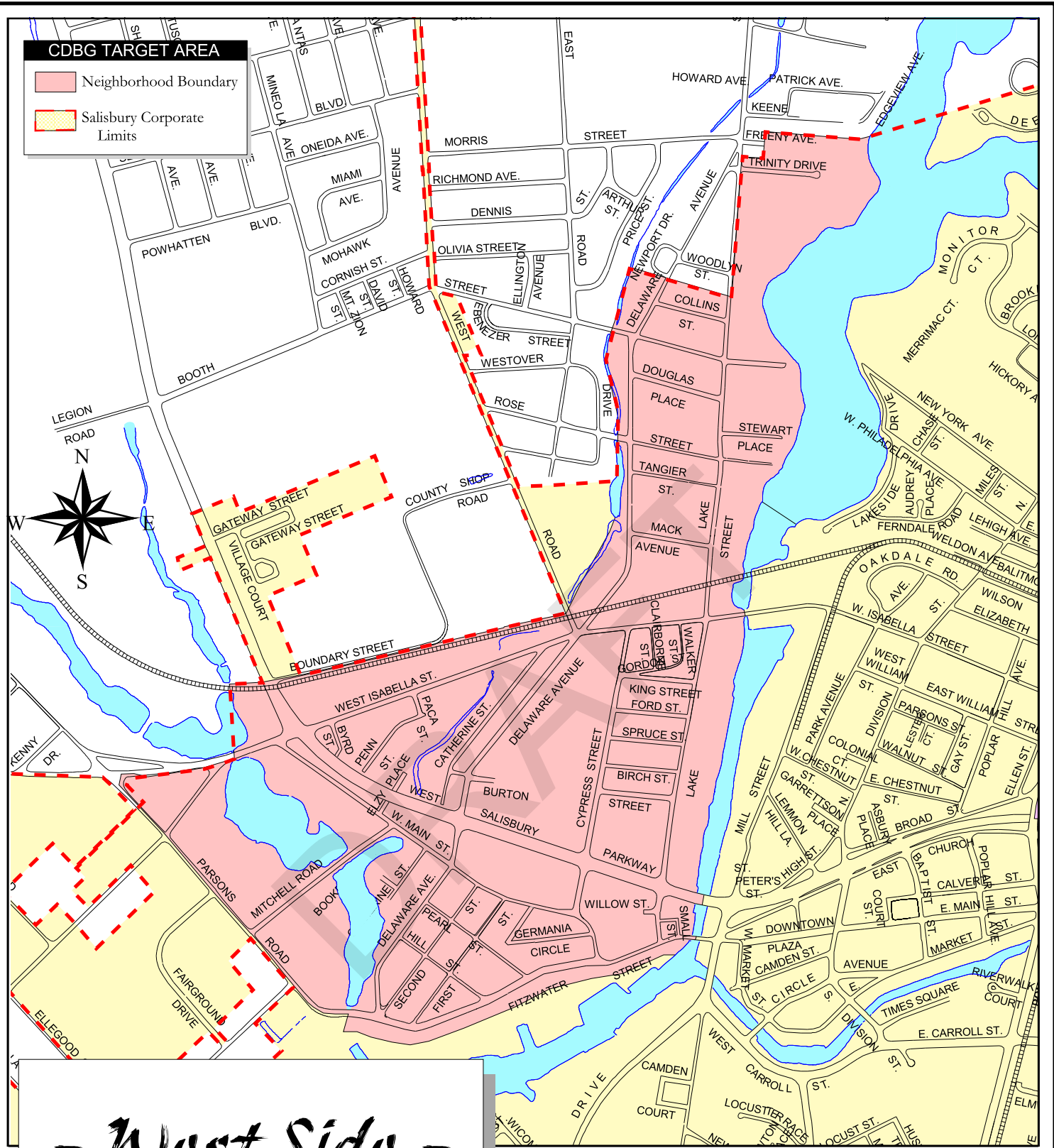
-  Neighborhood Boundary
-  Salisbury Corporate Limits



*Presidents -
Princeton*

**CDBG
Target Areas**





- West Side -

CDBG Target Areas



Homeless Information

PIT > MD-513 > 2024 > All Homeless Populations

✕ Record Locked for Editing

The record is currently locked and cannot be modified.

Date of PIT Count: January 24, 2024

Save Record

Discard Changes

Type of Count Conducted This Year: Both sheltered and unsheltered

i Youth Populations and Veteran Populations data are a subset of the All Homeless Populations data. Veterans and Youth Populations and Veteran Populations data should be included in the All Homeless Populations data section.

Adult & Child (at least one adult and one child)

Child Only

Adult Only (without children)

Totals

Persons in households with at least one adult and one child	Sheltered		Unsheltered	Total
	Emergency	Transitional		
Total Number of Households	18	8	1	27
Total Number of Persons (Adults & Children)	66	21	3	90
Number of Persons (under age 18)	44	13	2	59
Number of Persons (18 - 24)	2	2	0	4

Number of Persons (25 - 34)	<input type="text" value="6"/>	<input type="text" value="5"/>	<input type="text" value="1"/>	12
Number of Persons (35 - 44)	<input type="text" value="11"/>	<input type="text" value="1"/>	<input type="text" value="0"/>	12
Number of Persons (45 - 54)	<input type="text" value="2"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	2
Number of Persons (55 - 64)	<input type="text" value="1"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	1
Number of Persons (65 and older)	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	0
Gender (adults and children)	Sheltered		Unsheltered	Total
	Emergency	Transitional		
Woman (Girl if child)	<input type="text" value="40"/>	<input type="text" value="13"/>	<input type="text" value="1"/>	54
Man (Boy if child)	<input type="text" value="26"/>	<input type="text" value="8"/>	<input type="text" value="2"/>	36
Culturally Specific Identity	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	0
Transgender	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	0
Non-Binary	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	0
Questioning	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	0
Different Identity	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	0

More Than One Gender	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
Race (adults and children)	Sheltered		Unsheltered	Total
	Emergency	Transitional		
American Indian, Alaska Native, or Indigenous (only)	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
American Indian, Alaska Native, or Indigenous & Hispanic/Latina/e/o	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
Asian or Asian American (only)	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
Asian or Asian American & Hispanic/Latina/e/o	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
Black, African American, or African (only)	<input type="text" value="53"/>	<input type="text" value="0"/>	<input type="text" value="3"/>	<input type="text" value="56"/>
Black, African American, or African & Hispanic/Latina/e/o	<input type="text" value="0"/>	<input type="text" value="21"/>	<input type="text" value="0"/>	<input type="text" value="21"/>
Hispanic/Latina/e/o (only)	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
Middle Eastern or North African (only)	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
Middle Eastern or North African & Hispanic/Latina/e/o	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
Native Hawaiian or Pacific Islander (only)	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
Native Hawaiian or Pacific Islander & Hispanic/Latina/e/o	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>

White (only)	<input type="text" value="13"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	13
White & Hispanic/Latina/e/o	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	0
Multi-Racial & Hispanic/Latina/e/o	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	0
Multi-Racial (all other)	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	0
Chronically Homeless	Sheltered		Unsheltered	Total
	Emergency	Transitional		
Total Number of Households	<input type="text" value="2"/>		<input type="text" value="1"/>	3
Total Number of Persons	<input type="text" value="9"/>		<input type="text" value="3"/>	12

Notes

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Help

- The PIT count should be completed using unduplicated counts or statistically reliable estimates of homeless persons in sheltered and unsheltered locations on a single night during the last ten days of January 2023. HUD requires that PIT counts be conducted in compliance with HUD counting standards and related methodology guidance. [PIT Guides and Tools](#) are available on the HUD Exchange. CoCs that are considering performing their

➤ PIT > MD-513 > 2024 > All Homeless Populations

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Date of PIT Count: January 24, 2024

Save Record Discard Changes

Type of Count Conducted This Year: Both sheltered and unsheltered

i Youth Populations and Veteran Populations data are a subset of the All Homeless Populations data. Veterans and Youth Populations and Veteran Populations data should be included in the All Homeless Populations data section.

Adult & Child (at least one adult and one child) Child Only Adult Only (without children) Totals

Persons in households with only children	Sheltered			Unsheltered	Total
	Emergency	Transitional	Safe Haven		
Total Number of Households	1	0	0	0	1
Number of Persons (under age 18)	1	0	0	0	1
Gender	Sheltered			Unsheltered	Total
	Emergency	Transitional	Safe Haven		

Woman (Girl if child)	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	0
Man (Boy if child)	<input type="text" value="1"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	1
Culturally Specific Identity	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	0
Transgender	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	0
Non-Binary	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	0
Questioning	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	0
Different Identity	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	0
More Than One Gender	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	0

Race	Sheltered			Unsheltered	Total
	Emergency	Transitional	Safe Haven		
American Indian, Alaska Native, or Indigenous (only)	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	0
American Indian, Alaska Native, or Indigenous & Hispanic/Latina/e/o	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	0
Asian or Asian American (only)	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	0
Asian or Asian American & Hispanic/Latina/e/o	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	0

Black, African American, or African (only)	<input type="text" value="1"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	1
Black, African American, or African & Hispanic/Latina/e/o	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	0
Hispanic/Latina/e/o (only)	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	0
Middle Eastern or North African (only)	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	0
Middle Eastern or North African & Hispanic/Latina/e/o	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	0
Native Hawaiian or Pacific Islander (only)	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	0
Native Hawaiian or Pacific Islander & Hispanic/Latina/e/o	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	0
White (only)	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	0
White & Hispanic/Latina/e/o	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	0
Multi-Racial & Hispanic/Latina/e/o	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	0
Multi-Racial (all other)	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	0
Chronically Homeless	Sheltered			Unsheltered	Total
	Emergency	Transitional	Safe Haven		
Total Number of Persons	<input type="text" value="0"/>		<input type="text" value="0"/>	<input type="text" value="0"/>	0



PIT > MD-513 > 2024 > All Homeless Populations



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Date of PIT Count: January 24, 2024

Save Record

Discard Changes

Type of Count Conducted This Year: Both sheltered and unsheltered



Youth Populations and Veteran Populations data are a subset of the All Homeless Populations data. Veterans and Youth Populations and Veteran Populations data should be included in the All Homeless Populations data section.

Adult & Child (at least one adult and one child)

Child Only

Adult Only (without children)

Totals

Persons in Households without children	Sheltered			Unsheltered	Total
	Emergency	Transitional	Safe Haven		
Total Number of Households	149	6	0	29	184
Total Number of Persons (Adults)	149	6	0	29	184
Number of Persons (18 - 24)	12	0	0	0	12
Number of Persons (25 - 34)	16	2	0	3	21

Number of Persons (35 - 44)	<input type="text" value="26"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="5"/>	31
Number of Persons (45 - 54)	<input type="text" value="36"/>	<input type="text" value="3"/>	<input type="text" value="0"/>	<input type="text" value="7"/>	46
Number of Persons (55 - 64)	<input type="text" value="46"/>	<input type="text" value="1"/>	<input type="text" value="0"/>	<input type="text" value="12"/>	59
Number of Persons (65 and older)	<input type="text" value="13"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="2"/>	15
Gender	Sheltered			Unsheltered	Total
	Emergency	Transitional	Safe Haven		
Woman (Girl if child)	<input type="text" value="33"/>	<input type="text" value="4"/>	<input type="text" value="0"/>	<input type="text" value="8"/>	45
Man (Boy if child)	<input type="text" value="116"/>	<input type="text" value="2"/>	<input type="text" value="0"/>	<input type="text" value="21"/>	139
Culturally Specific Identity	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	0
Transgender	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	0
Non-Binary	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	0
Questioning	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	0
Different Identity	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	0
More Than One Gender	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	0

Race	Sheltered			Unsheltered	Total
	Emergency	Transitional	Safe Haven		
American Indian, Alaska Native, or Indigenous (only)	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	0
American Indian, Alaska Native, or Indigenous & Hispanic/Latina/e/o	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	0
Asian or Asian American (only)	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	0
Asian or Asian American & Hispanic/Latina/e/o	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	0
Black, African American, or African (only)	<input type="text" value="83"/>	<input type="text" value="4"/>	<input type="text" value="0"/>	<input type="text" value="8"/>	95
Black, African American, or African & Hispanic/Latina/e/o	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	0
Hispanic/Latina/e/o (only)	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	0
Middle Eastern or North African (only)	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	0
Middle Eastern or North African & Hispanic/Latina/e/o	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	0
Native Hawaiian or Pacific Islander (only)	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	0
Native Hawaiian or Pacific Islander & Hispanic/Latina/e/o	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	0
White (only)	<input type="text" value="63"/>	<input type="text" value="2"/>	<input type="text" value="0"/>	<input type="text" value="21"/>	86

White & Hispanic/Latina/e/o	<input type="text" value="3"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	3
Multi-Racial & Hispanic/Latina/e/o	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	0
Multi-Racial (all other)	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	0

Chronically Homeless	Sheltered			Unsheltered	Total
	Emergency	Transitional	Safe Haven		
Total Number of persons	<input type="text" value="28"/>		<input type="text" value="0"/>	<input type="text" value="0"/>	28

Notes

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Help

- The PIT count should be completed using unduplicated counts or statistically reliable estimates of homeless persons in sheltered and unsheltered locations on a single night during the last ten days of January 2023. **HUD requires that PIT counts be conducted in compliance with HUD counting standards and related methodology guidance.** [PIT Guides and Tools](#) are available on the HUD Exchange. CoCs that are considering performing their required PIT count outside of the last 10 days of January must request a PIT count date exception from HUD. No HUD permission or exception is required for CoCs to conduct supplemental PIT counts.
- Persons counted in permanent housing, permanent supportive housing and rapid re-housing should not be included in the PIT count of homeless persons reported to HUD.
- Persons counted in any location not listed on the Housing Inventory Count (HIC) should not be included in the PIT count of homeless persons reported to HUD (e.g. institutional settings, residential treatment facilities, doubled-up with family or friends).

PIT > MD-513 > 2024 > All Homeless Populations

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Date of PIT Count: January 24, 2024

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Discard Changes

Type of Count Conducted This Year: Both sheltered and unsheltered

i Youth Populations and Veteran Populations data are a subset of the All Homeless Populations data. Veterans and Youth Populations and Veteran Populations data should be included in the All Homeless Populations data section.

Adult & Child (at least one adult and one child)

Child Only

Adult Only (without children)

Totals

Total Households and Persons	Sheltered			Unsheltered	Total
	Emergency	Transitional	Safe Haven		
Total Number of HouseHolds	168	14	0	30	212
Total Number of Persons	216	27	0	32	275
Under18	0	0	0	0	0
18To24	0	0	0	0	0

25To34	0	0	0	0	0
35To44	0	0	0	0	0
45To54	0	0	0	0	0
55To64	0	0	0	0	0
65AndOlder	0	0	0	0	0
Gender	Sheltered			Unsheltered	Total
	Emergency	Transitional	Safe Haven		
Female	0	0	0	0	0
Male	0	0	0	0	0
DiAsMft	0	0	0	0	0
GenderQuest	0	0	0	0	0
Trans	0	0	0	0	0
Race	Sheltered			Unsheltered	Total
	Emergency	Transitional	Safe Haven		
AmericanIndian	0	0	0	0	0
Asian	0	0	0	0	0
Black	0	0	0	0	0

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NativeHawaiian	0	0	0	0	0
White	0	0	0	0	0
MultipleRace	0	0	0	0	0
Chronically Homeless	Sheltered			Unsheltered	Total
	Emergency	Transitional	Safe Haven		
Total number of Persons	37		0	3	40

Help

- The PIT count should be completed using unduplicated counts or statistically reliable estimates of homeless persons in sheltered and unsheltered locations on a single night during the last ten days of January 2023. **HUD requires that PIT counts be conducted in compliance with HUD counting standards and related methodology guidance.** [PIT Guides and Tools](#) are available on the HUD Exchange. CoCs that are considering performing their required PIT count outside of the last 10 days of January must request a PIT count date exception from HUD. No HUD permission or exception is required for CoCs to conduct supplemental PIT counts.
- Persons counted in permanent housing, permanent supportive housing and rapid re-housing should not be included in the PIT count of homeless persons reported to HUD.
- Persons counted in any location not listed on the Housing Inventory Count (HIC) should not be included in the PIT count of homeless persons reported to HUD (e.g. institutional settings, residential treatment facilities, doubled-up with family or friends).
- The gender category “Gender Non-Conforming” is intended to represent people whose gender identity is not “male, female, or transgender,” and should not be used in the event that gender of a person is unknown. In the event gender is unknown, CoCs should use approved extrapolation techniques to ensure that the total number of persons listed under each category equal the total number of persons counted.
- It is important for CoCs to closely coordinate their HIC and PIT counts of sheltered homeless persons and report only those persons who are staying in emergency shelter, Safe Haven, or transitional housing beds/units identified on the HIC. The total number of persons reported in all emergency shelter, Safe Haven, and transitional housing projects on the HIC must match the total number of sheltered persons reported in the PIT Population tab in the HDX. Please refer to the 2019 HIC and PIT Data Collection Notice for additional information and instructions concerning HIC and PIT data collection.
- Youth Populations and Veteran Populations data is a subset of the All Homeless Populations data. Veterans and Youth Populations and Veteran Populations data should be included in the All Homeless Populations data section.

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PIT > MD-513 > 2024 > Youth Populations

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Date of PIT Count: January 24, 2024

Save Record

Discard Changes

Type of Count Conducted This Year: Both sheltered and unsheltered

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Youth Populations and Veteran Populations data are a subset of the All Homeless Populations data. Veterans and Youth Populations and Veteran Populations data should be included in the All Homeless Populations data section.

Unaccompanied Youth Households

Parenting Youth Households

	Sheltered			Unsheltered	Total
	Emergency	Transitional	Safe Haven		
Total Number of Unaccompanied Youth Households	<div>13</div>	<div>0</div>	<div>0</div>	<div>0</div>	13
Total Number of Unaccompanied Youth	13	0	0	0	13
Number of Unaccompanied Children (under age 18)	<div>1</div>	<div>0</div>	<div>0</div>	<div>0</div>	1
Number of Unaccompanied Youth (age 18 to 24)	<div>12</div>	<div>0</div>	<div>0</div>	<div>0</div>	12

Gender (unaccompanied youth)	Sheltered			Unsheltered	Total
	Emergency	Transitional	Safe Haven		
Woman (Girl if child)	<input type="text" value="5"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	5
Man (Boy if child)	<input type="text" value="8"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	8
Culturally Specific Identity	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	0
Transgender	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	0
Non-Binary	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	0
Questioning	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	0
Different Identity	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	0
More Than One Gender	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	0
Race (unaccompanied youth)	Sheltered			Unsheltered	Total
	Emergency	Transitional	Safe Haven		
American Indian, Alaska Native, or Indigenous (only)	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	0
American Indian, Alaska Native, or Indigenous & Hispanic/Latina/e/o	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	0

Asian or Asian American (only)	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	0
Asian or Asian American & Hispanic/Latina/e/o	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	0
Black, African American, or African (only)	<input type="text" value="10"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	10
Black, African American, or African & Hispanic/Latina/e/o	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	0
Hispanic/Latina/e/o (only)	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	0
Middle Eastern or North African (only)	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	0
Middle Eastern or North African & Hispanic/Latina/e/o	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	0
Native Hawaiian or Pacific Islander (only)	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	0
Native Hawaiian or Pacific Islander & Hispanic/Latina/e/o	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	0
White (only)	<input type="text" value="3"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	3
White & Hispanic/Latina/e/o	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	0
Multi-Racial & Hispanic/Latina/e/o	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	0
Multi-Racial (all other)	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	0

Chronically Homeless	Sheltered			Unsheltered	Total
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	Emergency	Transitional	Safe Haven	
Total Number of Persons	1	0	0	1

Notes

0



Help

- Data reported in this table (unaccompanied youth) is a subset of unaccompanied youth and children from the following two tables under Homeless Populations.
 - **Persons in households without children** - The subset of data to include from this table are of persons who are single “youth” adults between 18 and 24.
 - **Persons in households with only children** - The subset of data to include from this table are persons who were under age 18 and living on their own.
- The gender category “Gender Non-Conforming” is intended to represent people whose gender identity is not “male, female, or transgender,” and should not be used in the event that gender of a person is unknown. In the event gender, ethnicity, race, or Chronically Homeless status is unknown, CoCs should use approved extrapolation techniques to ensure that the total number of persons listed under each category equal the total number of persons counted. See HUD [Point-in-Time Count Methodology Guide](#) and [Point-in-Time Count Implementation Tools](#) page on the HUD Exchange.
- CoCs must report data on persons in Youth Households, including the gender, race, and ethnicity for unaccompanied youth. Unaccompanied youth are persons under age 25 who are not presenting or sleeping in the same place as their parent or legal guardian or their own children. Unaccompanied youth are either a subset of households without children, if they are 18 to 24, or households with only children, if they are under 18.

> PIT > MD-513 > 2024 > Youth Populations

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The record is currently locked and cannot be modified.

Date of PIT Count: January 24, 2024

Save Record

Discard Changes

Type of Count Conducted This Year: Both sheltered and unsheltered

Youth Populations and Veteran Populations data are a subset of the All Homeless Populations data. Veterans and Youth Populations and Veteran Populations data should be included in the All Homeless Populations data section.

Unaccompanied Youth Households

Parenting Youth Households

	Sheltered		Unsheltered	Total
	Emergency	Transitional		
Total Number of Parenting Youth Households	1	2	0	3
Total Number of Persons in Parenting Youth Households	4	5	0	9
Total Parenting Youth (youth parents only)	1	2	0	3
Total Children in Parenting Youth Households	3	3	0	6

Number of Parenting Youth (under age 18)	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	0
Children in Households With Parenting Youth Under Age 18 (children under age 18 with parents under 18)	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	0
Number of Parenting Youth (age 18 to 24)	<input type="text" value="1"/>	<input type="text" value="2"/>	<input type="text" value="0"/>	3
Children in Households With Parenting Youth Age 18 to 24 (children under age 18 with parents age 18 to 24)	<input type="text" value="3"/>	<input type="text" value="3"/>	<input type="text" value="0"/>	6
Gender (youth parents only)	Sheltered		Unsheltered	Total
	Emergency	Transitional		
Woman (Girl if child)	<input type="text" value="1"/>	<input type="text" value="2"/>	<input type="text" value="0"/>	3
Man (Boy if child)	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	0
Culturally Specific Identity	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	0
Transgender	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	0
Non-Binary	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	0
Questioning	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	0
Different Identity	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	0

More Than One Gender	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
Race (youth parents only)	Sheltered		Unsheltered	Total
	Emergency	Transitional		
American Indian, Alaska Native, or Indigenous (only)	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
American Indian, Alaska Native, or Indigenous & Hispanic/Latina/e/o	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
Asian or Asian American (only)	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
Asian or Asian American & Hispanic/Latina/e/o	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
Black, African American, or African (only)	<input type="text" value="1"/>	<input type="text" value="2"/>	<input type="text" value="0"/>	<input type="text" value="3"/>
Black, African American, or African & Hispanic/Latina/e/o	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
Hispanic/Latina/e/o (only)	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
Middle Eastern or North African (only)	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
Middle Eastern or North African & Hispanic/Latina/e/o	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
Native Hawaiian or Pacific Islander (only)	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
Native Hawaiian or Pacific Islander & Hispanic/Latina/e/o	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>

White (only)	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	0
White & Hispanic/Latina/e/o	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	0
Multi-Racial & Hispanic/Latina/e/o	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	0
Multi-Racial (all other)	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	0
Chronically Homeless	Sheltered		Unsheltered	Total
	Emergency	Transitional		
Total Number of Households	<input type="text" value="0"/>		<input type="text" value="0"/>	0
Total Number of Persons	<input type="text" value="0"/>		<input type="text" value="0"/>	0

Notes

Notes

Help

- Data reported in this table (parenting youth) is a subset of youth and children from the following two tables under Homeless Populations.
 - Persons in households with at least one adult and one child** - The subset of data to include from this table are of persons between the age of 18 and 24 who have at least one child under age 18.

>

PIT > MD-513 > 2024 > Veteran Populations

×

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Date of PIT Count: January 24, 2024

Save Record

Discard Changes

Type of Count Conducted This Year: Both sheltered and unsheltered

i

Youth Populations and Veteran Populations data are a subset of the All Homeless Populations data. Veterans and Youth Populations and Veteran Populations data should be included in the All Homeless Populations data section.

Adult & Child Veteran Households (at least one adult and one child)

Adult Only Veteran Households (without children)

Veteran Totals

Persons in Households with at least one Adult and one Child	Sheltered		Unsheltered	Total
	Emergency	Transitional		
Total Number of Households	<div>0</div>	<div>0</div>	<div>0</div>	0
Total Number of Persons	<div>0</div>	<div>0</div>	<div>0</div>	0
Total Number of Veterans	<div>0</div>	<div>0</div>	<div>0</div>	0
Gender (veterans only)	Sheltered		Unsheltered	Total

	Emergency	Transitional		
Woman (Girl if child)	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	0
Man (Boy if child)	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	0
Culturally Specific Identity	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	0
Transgender	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	0
Non-Binary	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	0
Questioning	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	0
Different Identity	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	0
More Than One Gender	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	0
Race (veterans only)	Sheltered		Unsheltered	Total
	Emergency	Transitional		
American Indian, Alaska Native, or Indigenous (only)	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	0
American Indian, Alaska Native, or Indigenous & Hispanic/Latina/e/o	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	0
Asian or Asian American (only)	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	0

Asian or Asian American & Hispanic/Latina/e/o	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	0
Black, African American, or African (only)	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	0
Black, African American, or African & Hispanic/Latina/e/o	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	0
Hispanic/Latina/e/o (only)	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	0
Middle Eastern or North African (only)	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	0
Middle Eastern or North African & Hispanic/Latina/e/o	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	0
Native Hawaiian or Pacific Islander (only)	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	0
Native Hawaiian or Pacific Islander & Hispanic/Latina/e/o	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	0
White (only)	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	0
White & Hispanic/Latina/e/o	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	0
Multi-Racial & Hispanic/Latina/e/o	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	0
Multi-Racial (all other)	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	0
Chronically Homeless	Sheltered		Unsheltered	Total
	Emergency	Transitional		

Total Number of Households	<input type="text" value="0"/>	<input type="text" value="0"/>	0
Total Number of Persons	<input type="text" value="0"/>	<input type="text" value="0"/>	0

Notes

Notes

Help

- The PIT count should be completed using unduplicated counts or statistically reliable estimates of homeless persons in sheltered and unsheltered locations on a single night during the last ten days of January 2023. **HUD requires that PIT counts be conducted in compliance with HUD counting standards and related methodology guidance.** [PIT Guides and Tools](#) are available on the HUD Exchange. CoCs that are considering performing their required PIT count outside of the last 10 days of January must request a PIT count date exception from HUD. No HUD permission or exception is required for CoCs to conduct supplemental PIT counts.
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- Persons counted in any location not listed on the Housing Inventory Count (HIC) should not be included in the PIT count of homeless persons reported to HUD (e.g. institutional settings, residential treatment facilities, doubled-up with family or friends).
- The gender category “Gender Non-Conforming” is intended to represent people whose gender identity is not “male, female, or transgender,” and should not be used in the event that gender of a person is unknown. In the event gender is unknown, CoCs should use approved extrapolation techniques to ensure that the total number of persons listed under each category equal the total number of persons counted.
- It is important for CoCs to closely coordinate their HIC and PIT counts of sheltered homeless persons and report only those persons who are staying in emergency shelter, Safe Haven, or transitional housing beds/units identified on the HIC. The total number of persons reported in all emergency shelter, Safe Haven, and transitional housing projects on the HIC must match the total number of sheltered persons reported in the PIT Population tab in the HDX. Please refer to the 2019 HIC and PIT Data Collection Notice for additional information and instructions concerning HIC and PIT data collection.



PIT > MD-513 > 2024 > Veteran Populations



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Date of PIT Count: January 24, 2024

Save Record

Discard Changes

Type of Count Conducted This Year: Both sheltered and unsheltered



Youth Populations and Veteran Populations data are a subset of the All Homeless Populations data. Veterans and Youth Populations and Veteran Populations data should be included in the All Homeless Populations data section.

Adult & Child Veteran Households (at least one adult and one child)

Adult Only Veteran Households (without children)

Veteran Totals

Persons in Households without Children	Sheltered			Unsheltered	Total
	Emergency	Transitional	Safe Haven		
Total Number of Households	<input type="text" value="6"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="2"/>	8
Total Number of Persons	<input type="text" value="6"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="2"/>	8
Total Number of Veterans	<input type="text" value="6"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="2"/>	8
Gender (veterans only)	Sheltered			Unsheltered	Total

	Emergency	Transitional	Safe Haven		
Woman (Girl if child)	<input type="text" value="1"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	1
Man (Boy if child)	<input type="text" value="5"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="2"/>	7
Culturally Specific Identity	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	0
Transgender	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	0
Non-Binary	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	0
Questioning	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	0
Different Identity	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	0
More Than One Gender	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	0
Race (veterans only)	Sheltered			Unsheltered	Total
	Emergency	Transitional	Safe Haven		
American Indian, Alaska Native, or Indigenous (only)	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	0
American Indian, Alaska Native, or Indigenous & Hispanic/Latina/e/o	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	0
Asian or Asian American (only)	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	0

Asian or Asian American & Hispanic/Latina/e/o	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	0
Black, African American, or African (only)	<input type="text" value="2"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	2
Black, African American, or African & Hispanic/Latina/e/o	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	0
Hispanic/Latina/e/o (only)	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	0
Middle Eastern or North African (only)	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	0
Middle Eastern or North African & Hispanic/Latina/e/o	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	0
Native Hawaiian or Pacific Islander (only)	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	0
Native Hawaiian or Pacific Islander & Hispanic/Latina/e/o	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	0
White (only)	<input type="text" value="4"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="2"/>	6
White & Hispanic/Latina/e/o	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	0
Multi-Racial & Hispanic/Latina/e/o	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	0
Multi-Racial (all other)	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	0

Chronically Homeless	Sheltered			Unsheltered	Total
	Emergency	Transitional	Safe Haven		

Total Number of persons

1

0

0

1

Notes

Notes

Help

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- The gender category “Gender Non-Conforming” is intended to represent people whose gender identity is not “male, female, or transgender,” and should not be used in the event that gender of a person is unknown. In the event gender is unknown, CoCs should use approved extrapolation techniques to ensure that the total number of persons listed under each category equal the total number of persons counted.
- It is important for CoCs to closely coordinate their HIC and PIT counts of sheltered homeless persons and report only those persons who are staying in emergency shelter, Safe Haven, or transitional housing beds/units identified on the HIC. The total number of persons reported in all emergency shelter, Safe Haven, and transitional housing projects on the HIC must match the total number of sheltered persons reported in the PIT Population tab in the HDX. Please refer to the 2019 HIC and PIT Data Collection Notice for additional information and instructions concerning HIC and PIT data collection.
- Youth Populations and Veteran Populations data is a subset of the All Homeless Populations data. Veterans and Youth Populations and Veteran Populations data should be included in the All Homeless Populations data section.

> PIT > MD-513 > 2024 > Veteran Populations

✕ Record Locked for Editing
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Date of PIT Count: January 24, 2024

Save Record

Discard Changes

Type of Count Conducted This Year: Both sheltered and unsheltered

i Youth Populations and Veteran Populations data are a subset of the All Homeless Populations data. Veterans and Youth Populations and Veteran Populations data should be included in the All Homeless Populations data section.

Adult & Child Veteran Households (at least one adult and one child)

Adult Only Veteran Households (without children)

Veteran Totals

Total Households and Persons	Sheltered			Unsheltered	Total
	Emergency	Transitional	Safe Haven		
Total Number of Households	6	0	0	2	8
Total Number of Persons	6	0	0	2	8
Total Number of Veterans	6	0	0	2	8
Gender	Sheltered			Unsheltered	Total

	Emergency	Transitional	Safe Haven		
Female	0	0	0	0	0
Male	0	0	0	0	0
DiAsMft	0	0	0	0	0
GenderQuest	0	0	0	0	0
Trans	0	0	0	0	0
Race	Sheltered			Unsheltered	Total
	Emergency	Transitional	Safe Haven		
AmericanIndian	0	0	0	0	0
Asian	0	0	0	0	0
Black	0	0	0	0	0
NativeHawaiian	0	0	0	0	0
White	0	0	0	0	0
MultipleRace	0	0	0	0	0
Chronically Homeless	Sheltered			Unsheltered	Total
	Emergency	Transitional	Safe Haven		
Total number of Households	0	0	0	0	0

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Help

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Submit questions or comments about the HDX 2.0 via [Ask A Question](#) (choose "HDX" as the topic)

U.S. Department of Housing and Urban Development | 451 7th Street S.W.,
 Washington, DC 20410





City of Salisbury

Memorandum

To: Andy Kitztrow, City Administrator

From: Chris O'Barsky, Deputy Chief of Operations

Subject: LEGIT Reimbursement - FY25 Budget Amendment

Date: 4/11/2025

The Fire Department is requesting the approval of a budget amendment of \$1,863.05 to be placed into our FY25 Operating Budget. The Department's Assistant Chief vehicle, at no fault of his own, sustained damage from another vehicle while performing legitimate Salisbury Fire Department duties. An initial deductible was paid out from the Fire Department's Operating budget to pay for repairs. Since then the City has received a reimbursement of \$1,863.05 from LEGIT, which has been placed in the General Fund.

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.

Attachment: Budget Amendment Ordinance

[illegible]

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.

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67

ATTEST:

Julie A. English, City Clerk

D'Shawn M. Doughty, City Council President

Approved by me, this _____ day of _____, 2025.

Randolph J. Taylor, Mayor



MEMORANDUM

TO: Andy Kitzrow

FROM: Jo Ellen Bynum

SUBJECT: Community Legacy Grant Ordinance & Agreement – Union Railway Station

Stabilization Project Phase 2

DATE: April 11, 2025

Please find attached for the Council and Mayor's review an ordinance to accept grant funds in the amount of \$250,000 from the Maryland Department of Housing and Community Development Community Legacy grant fund, as well as the requisite agreement to be executed at this time with the State department.

The awarded Community Legacy Grant funding will be utilized to continue stabilization activities at the Union Railway Station, thereby accomplishing preservation for future development. A subrecipient agreement will be executed with Railroad Avenue Investments LLC to perform the stabilization activities upon the City's receipt of the fully executed returned agreement from the Department of Housing & Community Development.


Jo Ellen Bynum
Grants Manager
Finance Department

Cc: Shawanda Garrison

**DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT
COMMUNITY LEGACY PROGRAM
GRANT AGREEMENT**

TABLE OF CONTENTS

AWARDEE: City of Salisbury

AWARD ID#: CL-2025-Salisbury-00102

PROJECT NAME: Union Railway Station Exterior Rehabilitation & Stabilization, Phase 2

☐

Community Legacy Program Grant Agreement

☐

**Exhibit A - CL-2025-Salisbury-00102
Project Description, Project Address(es), Additional Information, and
Special Conditions**

☐

**Exhibit B - CL-2025-Salisbury-00102
Project Budget**

☐

**Exhibit C - CL-2025-Salisbury-00102
Project Schedule**

**DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT
COMMUNITY LEGACY PROGRAM
GRANT AGREEMENT**

THIS COMMUNITY LEGACY PROGRAM GRANT AGREEMENT (this "**Agreement**") by and between the **DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT**, a principal department of the State of Maryland (the "**Department**"), and **CITY OF SALISBURY** (the "**Grantee**") is entered into as of the date it is executed by the Department (the "**Effective Date**").

RECITALS

- A. This Agreement is issued pursuant to §§6-201 through 6-213 of the Housing and Community Development Article (the "**Act**") and the regulations promulgated thereunder and set forth in COMAR 05.17.01 (the "**Regulations**"). The Act establishes the Community Legacy Program (the "**Program**"). Capitalized terms not defined herein have the meanings set forth in the Regulations or the Act.
- B. The purposes of the Program are to:
 - 1. Preserve existing communities as desirable places to live and conduct business, to reduce outward pressure for sprawl development; and
 - 2. Provide financial assistance to Sponsors or their designees to develop sustainable community plans or Community Legacy projects.
- C. In reliance upon the representations and certifications contained in Grantee's Fiscal Year 2025 application (the "**Application**"), the Department has approved an award of funds to Grantee to carry out a Program project, to be expended by Grantee in conformity with the requirements and provisions of the Act, the Regulations, the Department's Program Policy Guide, as amended from time to time (the "**Guide**"), and this Agreement.

AGREEMENT

IN CONSIDERATION of the Recitals, the mutual promises and covenants contained in this Agreement, and other good and valuable consideration, the receipt, adequacy, and sufficiency of which are hereby acknowledged, the Department and Grantee agree as follows:

1) Sustainable Community or Eligible Opportunity Zone Designation.

- a) The Project is located in a geographic area (the “**Area**”) that has been designated as a Sustainable Community under §6-205 of the Act or is in an Eligible Opportunity Zone.
- b) If located in a Sustainable Community, the Project will enhance and support the plan that has been approved by the Smart Growth Subcabinet as a Sustainable Community Plan.

2) Grant.

- a) In consideration of the various obligations to be undertaken by Grantee pursuant to this Agreement, the Department agrees to provide Grantee with funds in the amount of **Two Hundred Fifty Thousand Dollars (\$250,000)** (the “**Grant**”) to be used for the purposes of funding the Community Legacy Project (the “**Project**”) described in Section 1 (the “**Project Description**”) of Exhibit A - CL-2025-Salisbury-00102 to be carried out at the location(s) set forth in Section 2 (the “**Project Address(es)**”) of Exhibit A - CL-2025-Salisbury-00102. Upon request by the Grantee, the Department, in its sole discretion, may allow a modification to the Project Description and/or the Project Address(es) by providing written notice to Grantee of such modification.
- b) Grantee agrees to use the Grant only for the approved Project and only in the approved Project Addresses within the approved Area. Grantee agrees that it will use the Grant and operate the Project in accordance with the provisions of the Act, the Regulations, the Guide, and this Agreement.
- c) The Project shall not include or support projects for which the principal use of the Project is one of the following types of activities: pawn shops, gun shops, tanning salons, massage parlors, adult video/book shop, adult entertainment facilities, check cashing facilities, gambling facilities, tattoo parlors or liquor stores.
- d) The Application may have included projects other than the Project. The approval of the Application, the Project, and the execution of this Agreement, are not to be construed as approval of any other projects described in the Application.
- e) The Grant is subject to and contingent upon the availability and allocation of sufficient State of Maryland (the “**State**”) funds to the Program.

3) Expenditure of Grant Funds.

- a) All Grant funds shall be expended on or before the Completion Date (as defined in Section 4(b) of this Agreement).
- b) Grantee shall expend the Grant in accordance with the budget set forth in Exhibit B - CL-2025-Salisbury-00102 (the “**Project Budget**”). Grantee may transfer up to ten percent (10%) of the Grant funds between Project Budget line items without prior written approval of the Department, so long as (i) the line item to which Grant funds are

transferred has already included some amount of the Grant allocated to it prior to such transfer by Grantee; and (ii) Grant funds allocated to the column for capital amounts may not be transferred to an operating expense line item and Grant funds allocated to the column for operating amounts may not be transferred to a capital expenditure line item. The Department, in its sole discretion, may allow additional transfers between Project Budget line items by providing prior written approval to Grantee of such transfers.

- c) Unless otherwise agreed to in writing by the Department, Grantee shall expend at least fifty percent (50%) of the Grant funds for the Project by the first (1st) anniversary of the Effective Date.
- d) All costs incurred by Grantee before the Effective Date and before approval by the Department of the release of Grant funds are incurred voluntarily, at Grantee's risk and upon its own credit and expense, and Grantee's authority to be reimbursed from the Grant funds shall be governed by the provisions of this Agreement.
- e) If, upon completion of the Project, there are cost savings and/or undisbursed funds, Grantee shall return any remaining Grant funds to the Department.
- f) If Grantee is not a Local Government, Grantee may use a portion of the Grant funds for reimbursement of indirect costs. The indirect cost reimbursement rate is: (i) equal to the indirect cost reimbursement rate Grantee receives from a federal or other State agency, if applicable; or (ii) up to 10% of the costs that would be considered modified total direct costs under the Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards adopted by the Office of Management and Budget in 2 C.F.R. 200 and any related guidance published by the Office of Management and Budget. The indirect cost reimbursement rate applies to the portion of the Grant, if any, that is for the provision of services. Notwithstanding the foregoing, Grantee may not use any portion of the Grant funds allocated to capital expenditures for reimbursement of indirect costs.

4) Commencement and Completion of the Project; Inspection during Construction or Rehabilitation; Changes.

- a) Grantee shall commence the Project on or prior to the date (the "**Commencement Date**") set forth in Exhibit C - CL-2025-Salisbury-00102 (the "**Project Schedule**").
- b) Grantee shall complete the Project on or prior to the date indicated in the Project Schedule (the "**Completion Date**"). The Department, in its sole discretion, may extend the Completion Date by providing Grantee with prior written notice of such extension.
- c) If the Project involves capital construction or improvements, the Department, its agents and its employees shall be allowed to inspect the Project during construction or rehabilitation and upon completion.
- d) The Department must approve in writing all changes to the Project Description, Project Schedule, Project Budget, or any other term of this Agreement, including modifications to the scope of work of the Project, modifications involving carrying out Project activities in a geographic area other than the Area, and modifications to the Completion Date.
- e) Grantee shall ensure that all necessary approvals for the commencement of the Project have been obtained, including all applicable permits and licenses.

- f) On or before the Completion Date, Grantee shall obtain any applicable certifications, licenses, permits, and approvals necessary to operate the Project, and shall otherwise satisfy all requirements necessary to operate the Project.

5) Conditions Precedent to Disbursement of the Grant.

The Department shall not disburse the Grant until Grantee has complied with the following conditions:

- a) If the Project is subject to review by the Maryland Historical Trust ("**MHT**"), then MHT or the Department's qualified staff has reviewed the Project for impact on historic properties and determined that the Project will have no adverse effect on historic properties. If MHT or the Department's qualified staff determines that the Project will have an adverse effect, the Department may decline to fund the portion of the Project that has been determined to have an adverse effect. If the Department proceeds with funding the portion of the Project that has been determined to have an adverse effect, Grantee agrees to enter into an agreement with MHT and the Department (the "**MHT Agreement**") and fulfill any obligations under the MHT Agreement to minimize or mitigate the adverse effect to the satisfaction of MHT and the Department. If the Department's determination that Grantee has satisfied its obligations to minimize or mitigate the adverse effect is contingent upon the Project meeting particular conditions, Grantee shall complete such conditions to the satisfaction of the Department.
- b) The Maryland Codes Administration has approved any Project plans and specifications if the Department determines such approval is necessary.
- c) For any Project that includes the acquisition, ownership, lease, rehabilitation, construction, operation, demolition or improvement of real property or improvements thereon (collectively and individually, the "**Property**"), Grantee shall not receive a disbursement of Grant funds until Grantee has submitted evidence acceptable to the Department of appropriate site control over the Property or authorization to proceed with the Project.
- d) Grantee has complied with all other terms and conditions of the Grant as required by the Department to the Department's satisfaction, including the satisfaction of any special conditions set forth on Exhibit A - CL-2025-Salisbury-00102.

6) Other Funds.

- a) In addition to the Grant, Grantee may (i) be in the process of obtaining written commitments to receive other funds for the Project; (ii) have written commitments to receive other funds for the Project; or (iii) have already received other funds for the Project (collectively, the "**Other Funds**"). Other Funds shall be described by source, use and amount in the Project Budget.
- b) Upon request, Grantee shall provide the Department with information and documentation in forms acceptable to the Department regarding the Other Funds. Such information and documentation shall include but not be limited to information concerning Grantee's receipt and expenditure of the Other Funds. In the event the Department determines, in its sole discretion, that all or any portion of the Other Funds are not available, are not going to be disbursed to Grantee for any reason, or that the Other Funds received by Grantee have not been properly expended, the Department may, in its sole discretion, declare Grantee in default of this Agreement and exercise its remedies pursuant to this Agreement.

7) Disbursement of the Grant.

- a) After the Effective Date, the Department will disburse Grant funds to Grantee on a reimbursement basis as the Project progresses, unless the Department determines, in its sole discretion, that the nature of the Project warrants disbursement in advance for eligible costs anticipated to be incurred. The Department, in its sole discretion, may disburse funds for eligible costs incurred prior to the Effective Date.
- b) Grantee shall submit a request for payment in a manner and form approved by the Department. A request for payment shall identify in detail all expenses incurred or anticipated to be incurred, for which disbursement is being sought, and shall have attached copies of the supporting invoices and other documentation of such expenses.
- c) Requests for payment should be made allowing approximately thirty (30) days to receive the Grant funds. The request for payment shall not exceed the eligible costs incurred and shall be approved in writing by the Department.
- d) The Department has the right to withhold disbursement of Grant funds if at any time the Department determines, in its sole discretion, that Grantee is not performing or completing the Project in a manner satisfactory to the Department. The Department shall have the right at any time to request that Grantee provide additional supporting documentation with any request for payment.

8) Records, Inspections and Reports.

Section 8 shall survive the term of this Agreement.

a) Records.

- i) Grantee shall maintain accurate financial, management, programmatic and other records of the Grantee, including meeting minutes of Grantee's Board of Directors if applicable, for transactions relating to the receipt and expenditure of the Grant and administration of the Project (collectively, the "**Records**"). The Records shall be in a form acceptable to the Department. Grantee shall retain the Records for three (3) years following the term of this Agreement.
- ii) Grantee shall make the Grantee's administrative offices, its personnel, whether full time, part time, consultants or volunteers, and the Records available to the Department for inspection upon request, during the term of the Agreement and for a period of three (3) years following the term of this Agreement. The Grantee shall permit the Department to perform program monitoring, evaluation and audit activities as the Department may determine to be necessary, in its sole discretion.
- iii) Grantee shall cause to be maintained for the Department's inspection the books, accounts, and records of any contractors and subrecipients related to the Project for three (3) years following the term of this Agreement.

b) Inspections. During the term of this Agreement and for a period of three (3) years following the term of this Agreement, Grantee shall permit the Department to monitor the Project to ensure that the Project is being carried out in accordance with the terms of this Agreement.

c) Reports.

- i) On January 1, April 1, July 1, and October 1 of each year, commencing on the Effective Date and continuing until the Department accepts the Final Report described in Section 8(c)(ii), Grantee shall provide the Department with interim progress reports in a manner and form to be determined by the Department. The interim progress reports shall contain such information as the Department reasonably requests, including, but not limited to, work accomplished and problems encountered, past and projected expenditures made against the Project Budget, benchmarks reached, and progress on the development of a community enhancement project. Grantee shall ensure that each interim progress report is received by the Department within ten (10) working days after the due date.
- ii) Within forty-five (45) days after Grantee completes the Project, Grantee shall submit to the Department a final report (the "**Final Report**"), in a manner and form to be determined by the Department, that describes the completed Project, the success of the Project, any problems encountered in completing the Project, and such other information as the Department requires. The Final Report shall also contain a disbursement report that lists all expenditures relating to the Grant. In addition, any completed studies, surveys, reports, or other work products, if applicable, shall be attached to the Final Report.
- iii) If any portion of the Grant is secured by collateral for the benefit of the Department (the "**Collateral**") or is used to fund a loan to a subrecipient (a "**Loan**") and the Department maintains an interest in such Loan, Grantee shall submit annual reports, in a manner and form to be determined by the Department, for the term of this Agreement.
- iv) In addition to the requirements set forth above, Grantee shall provide the Department with such additional records, reports, and other documentation as may be required by the Department.

9) Default and Remedies; Termination.

- a) A default shall consist of: (i) the breach by Grantee of any term, condition, covenant, agreement, or certification contained in this Agreement; (ii) the expenditure of Grant funds for any use other than as provided in the Project Budget or in the Project Description; (iii) the failure to commence or complete the Project by the dates set forth in the Agreement, or otherwise unsatisfactory performance or completion of the Project, in the Department's sole determination; (iv) Grantee's bankruptcy, insolvency, or the dissolution or liquidation of Grantee's business organization or assets; (v) the failure to obtain the Other Funds if, in the Department's sole discretion, such failure would significantly impact the Project; (vi) a change in Grantee's staffing capacity that adversely affects Grantee's ability to carry out the Project, in the Department's sole discretion; (vii) failure to maintain good standing with the Maryland State Department of Assessments and Taxation; or (viii) a default by Grantee in any other agreement with the Department that remains uncured beyond any applicable notice and cure provisions therein.
- b) The Department shall give Grantee written notice of default, and Grantee shall have thirty (30) days from the date of such notice to cure the default. Upon the occurrence of a default that continues beyond the cure period, the Department shall have the right to terminate this Agreement immediately by written notice to Grantee. Notwithstanding the above, upon the occurrence of a default under this Agreement involving Grantee's bankruptcy, insolvency, or the dissolution or liquidation of Grantee's business organization or assets, the Department's right to terminate this Agreement shall be immediate without a notice and cure period.
- c) In the event of termination by the Department:
 - i) The Department may withhold disbursement of Grant funds and Grantee shall have no right, title, or interest in or to any of the undisbursed Grant funds;

- ii) The Department may demand repayment from Grantee of any portion of the Grant funds that the Department, in its sole discretion, determines were not expended in accordance with this Agreement, plus all costs and reasonable attorneys' fees incurred by the Department in recovery proceedings; and
- iii) The Department, in its sole discretion, may demand repayment of all Grant funds disbursed to Grantee, plus all costs and reasonable attorneys' fees incurred by the Department in recovery proceedings.
- d) In addition to exercising any or all of the rights and remedies contained in this Agreement, the Department at any time may proceed to protect and enforce all rights available to the Department by suit in equity, action at law, or by any other appropriate proceedings, all of which rights and remedies shall survive the termination of this Agreement.
- e) Grantee agrees to return unexpended Grant funds to the Department upon termination of the Agreement, whether the termination is due to default, completion of the Project, expiration of the Agreement, or for any other reason.

10) Grantee's Certifications.

Grantee certifies that:

- a) Grantee is a Local Government, a group of Local Governments, a Community Development Organization, or a Community Development Financial Institution and has the requisite power and authority to enter into and carry out the transactions contemplated by this Agreement.
- b) This Agreement has been duly authorized, executed, and delivered by Grantee in such manner and form as to comply with all applicable laws to make this Agreement, the valid and legally binding act and agreement of Grantee.
- c) Regarding conflicts of interest:
 - i) A conflict of interest occurs when an employee, director, officer, board member, volunteer, or elected official (each, an “**Interested Person**”), who has a direct or indirect interest in the Grant or receives any benefit from the Grant, is involved in the selection, award or administration of the Grant.
 - ii) If the use of any of the Grant funds could lead to a conflict of interest, any Interested Person must disclose his or her interest to the Grantee and, in connection with the proposed use giving rise to the conflict of interest, must not participate in any aspect of the decision-making process regarding how the Grant funds will be allocated or expended, including discussion and debate as well as actual voting.
 - iii) Grantee shall establish and follow a written conflict of interest policy (the “**Conflict of Interest Policy**”) that, at a minimum, must include the requirement set forth in Section 10(c)(ii). Grantee shall obtain signatures from each Interested Person on an annual basis that confirms that such Interested Person has read, understands, and will follow Grantee’s Conflict of Interest Policy.
- d) The representations, statements, and other matters contained in the Application are and remain true and complete in all material respects.

- e) Prior to commencement of the Project, Grantee has obtained or will obtain all federal, State, and local government approvals, permits, and licenses that may be required to accomplish the Project and the scope of work.
- f) Grantee has not been, nor currently is, the subject of an investigation by any federal, State, or local governmental entity for alleged criminal or civil violations of laws or regulations enforced by these entities.
- g) If Grantee is not a Local Government, Grantee makes the following certifications:
 - i) Grantee is in good standing with the Maryland State Department of Assessments and Taxation and shall provide evidence of such status upon request.
 - ii) Grantee is in compliance with §19-106 of the Business Regulation Article and COMAR 24.01.07 (together, the “**Corporate Diversity Act**”) and has provided the Department with (1) an affidavit (“**Affidavit**”) attesting that Grantee is not required to submit the corporate diversity addendum (the “**Addendum**”) described by the Corporate Diversity Act; or (2) an Affidavit and Addendum that certifies Grantee meets at least thirty-three percent (33%) of the diversity indicators listed in the Addendum. Grantee shall keep complete and accurate records supporting the facts in the Addendum or the Affidavit, as applicable, for a period of five (5) years from the date of this Agreement. If any representation made by Grantee in the Addendum or the Affidavit is false when made, the Department may cancel the Grant in whole or in part, require repayment of the Grant, or seek any other remedy available by law. Capitalized terms used in this paragraph but not defined in the Agreement shall have the meanings set forth in the Corporate Diversity Act.
 - iii) Grantee is in compliance with the Maryland Solicitations Act (the “**Solicitations Act**”), including maintaining its registration as a charitable organization with the Office of the Secretary of State if required by the Solicitations Act, and shall provide the Department evidence of such compliance. Grantee understands the repercussion of not complying with this section, and that the Department is not responsible for Grantee’s failure to comply with the Solicitations Act.
 - iv) Grantee must certify they are in compliance with all State requirements, they are registered to do business in the State, and if applicable are a nonprofit entity as defined in the Act and Regulation.

11) Environmental Certification and Lead Paint.

In connection with the ownership, lease, rehabilitation, construction, operation or demolition of the Property:

- a) Grantee represents, warrants, and covenants that, other than as disclosed to the Department in writing prior to the Effective Date, there are no known hazardous materials located on the Property, that it will not cause or knowingly allow any hazardous materials to be placed on the Property, that it will carry out the Project in compliance with all requirements imposed by any governmental authority with respect to any hazardous materials that may be placed on the Property, and that to the best of its knowledge the Property is in compliance with all applicable federal and State environmental laws and regulations. De minimis amounts of household cleaning supplies, office supplies and petroleum-based products used in the ordinary course of operating the Property and which are stored and disposed of in accordance with applicable laws are not considered hazardous materials.

- b) Grantee covenants that it shall comply with all federal, State, and local laws and requirements concerning the treatment and removal of lead paint from the Property.
- 12) Liability. Grantee releases the Department from, agrees that the Department shall not have any liability for, and agrees to protect, indemnify, and save harmless the Department from and against any and all liabilities, suits, actions, claims, demands, losses, expenses, and costs of every kind and nature, including reasonable attorneys' fees, incurred by, or asserted or imposed against the Department, as a result of or in connection with the Project or the Property, except for the gross negligence or willful misconduct of the Department. This Section shall survive the term of this Agreement.
- 13) Indemnification. Grantee agrees that all costs incurred by the Department as a result of the liabilities, suits, actions, claims, demands, losses, expenses, or costs, as described in Section 12 of this Agreement, including reasonable attorneys' fees, shall be immediately and without notice due and payable by Grantee to the Department, except for claims arising solely from the Department's willful misconduct or gross negligence. Grantee's obligation to indemnify the Department shall include costs incurred as a result of any lawsuit brought or threatened, settlement reached, or governmental order, and including reasonable attorneys' fees, for failure of the Property to comply in all respects with all environmental requirements. Grantee's obligation to indemnify the Department shall survive the term of this Agreement. If Grantee is a Local Government, any indemnification or other obligation to reimburse or compensate the Department provided by the Grantee pursuant to this Agreement exists only to the extent permitted by law and is subject to appropriations as well as the notice requirements and damages limitations stated in the Local Government Tort Claims Act, Md. Code Ann., Cts. & Jud. Proc. Sec. 5-301, et seq. (2006 Repl. Vol.); Md. Code Ann. Art. 25A, Sec. 1A (2005 Repl. Vol.); and Md. Code Ann., Cts. & Jud. Proc. Sec. 5-509 (2006 Repl. Vol.), all as amended from time to time, and is not to be deemed as a waiver of any immunity that may exist in any action against a local government for its officers, agents, volunteers and employees.
- 14) Nondiscrimination and Drug and Alcohol Free Workplace; Fair Practices Certification.
- a) Grantee may not discriminate against and hereby certifies that it prohibits discrimination against and will not discriminate against any person on the basis of race, color, religion, ancestry, creed or national origin, sex, marital status, physical or mental handicap, sexual orientation, or age in any aspect of its projects, programs or activities.
 - b) Grantee shall comply with applicable federal, State, and local laws regarding discrimination and equal opportunity in employment, housing, and credit practices, including:
 - i) Titles VI and VII of the Civil Rights Act of 1964, as amended;
 - ii) Title VIII of the Civil Rights Act of 1968, as amended;
 - iii) Title 20 of the State Government Article, Annotated Code of Maryland, as amended;
 - iv) The Department's Minority Business Enterprise Program, as amended;
 - v) The Governor's Executive Order 01.01.1989.18 relating to Drug and Alcohol Free Workplaces, and any Department or State regulations adopted or to be adopted to carry out the requirements of that Order;
 - vi) The Fair Housing Amendments Act of 1988, as amended; and

vii) The Americans with Disabilities Act of 1990, as amended.

15) Non-Sectarian Certifications.

- a) Other than as disclosed to the Department in writing, Grantee certifies that no part of the Grant funds, no part of the Project, and no part of the Property shall be used for the furtherance of sectarian religious instruction, or in connection with the design, acquisition, or construction of any building used or to be used as a place of sectarian religious worship or instruction, or in connection with any program or department of divinity for any religious denomination, including (but not limited to) religious services, religious instruction, or other activities that have an explicitly religious content.
- b) Grantee certifies that it will provide services of the Project to clients on a nondiscriminatory basis, including (but not limited to) the provision of services without regard to the creed, religion, or religious affiliation of the clients.

16) Insurance.

- a) Grantee shall maintain or shall cause to be maintained property and commercial general liability insurance coverages on the Project and Property both during and after construction or rehabilitation, and if necessary, Grantee shall pay the expense of such insurance.
- b) Grantee shall determine whether the Property is located in a 100-year flood plain, as designated by the United States Department of Housing and Urban Development. If the Property is located in a 100-year flood plain, Grantee shall require flood insurance coverage, and if necessary, Grantee shall pay the expense of such insurance.
- c) Grantee shall require, or shall cause any subrecipients to require, the general contractor to provide general contractor's insurance coverage for comprehensive public liability, property damage liability/builder's risk, and workers' compensation in the form and amounts satisfactory to the Department.
- d) Insurance coverages shall be provided by a company that is registered with the Maryland Insurance Agency and authorized to transact business in the State.
- e) To the extent required by the Department, insurance coverage shall be in force prior to the disbursement of the Grant funds and shall contain terms and coverages satisfactory to the Department.
- f) To the extent required by the Department, Grantee shall submit to the Department an ACORD insurance certificate naming the Department and the Grantee as lender's loss payable and additional insured.
- g) To the extent required by the Department, ACORD insurance certificates shall provide for notification to the Department and Grantee prior to Project-related cancellation of any insurance policies.
- h) If Grantee is a Local Government, or is otherwise approved by the Department, the insurance requirements contained herein may be satisfied through evidence of a self-insurance program by providing written confirmation of such insurance satisfactory to the Department.

17) Notices. All notices, requests, approvals, and consents of any kind made pursuant to this Agreement shall be in writing. Any such communication, unless otherwise specified, shall be deemed effective as of the date it is mailed, postage prepaid, addressed as follows:

- a) Communications to the Department shall be mailed to:

Department of Housing and Community Development
Division of Neighborhood Revitalization
7800 Harkins Road
Lanham, Maryland 20706
Attention: Community Legacy Program

with a copy to:

Office of the Attorney General
7800 Harkins Road
Lanham, Maryland 20706
Attention: Division of Neighborhood Revitalization

- b) Communications to Grantee shall be mailed to:

City of Salisbury
115 South Division Street
Salisbury, MD 21801
Attention: Ms. Jo Ellen Bynum

- 18) Amendment. Other than modifications that are explicitly identified in this Agreement as modifications the Department may approve by providing written notice to the Grantee, this Agreement may not be amended except by a written instrument executed by the Department and Grantee.
- 19) Counterparts. This Agreement may be executed in one or more counterparts, each of which will be deemed to be an original copy of this Agreement and all of which, when taken together, will be deemed to constitute one and the same agreement.
- 20) Electronic Signature. The parties agree that this Agreement may be executed by electronic signature, which shall be considered as an original signature for all purposes, and shall have the same force and effect as an original handwritten signature. Without limitation, "electronic signature" shall include: faxed versions of an original handwritten signature; electronically scanned and transmitted versions (e.g., via pdf) of an original handwritten signature; and any typed signature (including any electronic symbol or process attached to, or associated with, the Agreement) adopted by the parties with the intent to sign the Agreement.
- 21) Assignment. This Agreement may not be assigned without the prior written approval of the Department.
- 22) Entire Agreement. This Agreement constitutes the entire agreement between the parties and supersedes all prior oral and written agreements between the parties hereto with respect to the Grant.
- 23) Governing Law. This Agreement shall be construed, interpreted, and enforced in accordance with the laws of the State without regard to conflict of laws provisions.
- 24) Term of Agreement. Unless sooner terminated pursuant to the terms of this Agreement or extended by an amendment to the Agreement, this Agreement shall be effective as of the Effective Date and shall continue in full

force and effect until the later of (a) the Department close out of the Project in accordance with its procedures for closing out projects; (b) the final satisfaction of any Loan proceeds or obligations regarding any Collateral; or (c) the expiration of the period of time the Department requires a particular use of the Property, if any such restriction is set forth on Exhibit A - CL-2025-Salisbury-00102. Any provision of this Agreement which contemplates performance or observance subsequent to any termination or expiration of this Agreement shall survive termination or expiration of this Agreement and continue in full force and effect.

- 25) Further Assurances and Corrective Instruments. Grantee agrees that it will, from time to time, execute and deliver, or cause to be delivered, such amendments hereto and such further instruments as may be required by the Department to comply with any existing or future State regulations, directives, policies, procedures, and other requirements, or to further the general purposes of this Agreement.
- 26) Delay Does Not Constitute Waiver. No failure or delay of the Department or the Grantee to exercise any right, power or remedy consequent upon default shall constitute a waiver of any such term, condition, covenant, certification or agreement of any such default or preclude the Department or the Grantee from exercising any right, power or remedy at any later time or times.
- 27) Technical Assistance. If the Project is not being completed or performed in a manner satisfactory to the Department, or Grantee has violated a provision of this Agreement, prior to the Department declaring a default, the Department may require that Grantee accept technical assistance the Department determines is necessary for the Project to proceed in a manner acceptable to the Department.
- 28) Department's Signs. If required by the Department, Grantee agrees to display one or more signs identifying the Project as a recipient of financial assistance under the Program if the Department furnishes such sign(s). Grantee shall be responsible for the installation of the signs. In the event that a license, permit, or other permission is required from a local jurisdiction in order to display said signs, Grantee agrees to pay all requisite license or permit fees.
- 29) Ceremonies. In the event that Grantee holds any ribbon-cutting, dedication, or ground-breaking ceremonies, or any other similar event to commemorate the Project, Grantee shall send notice of such event to the Department as soon as is practicable in order to allow the Department the option of sending a representative to attend the ceremony.
- 30) Notice Regarding Disclosure of Information Relating to the Project. The Department intends to make available to the public certain information regarding the Project and the Grantee. In addition, the Department may be required to disclose information about the Project to the Board of Public Works and the Maryland General Assembly and may desire to disclose such information to other State officials or their staff, local government officials or their staff, and other lenders and funding sources. The Department is also required to disclose information in response to a request for information made pursuant to the Public Information Act, §4-101 et seq. of the General Provisions Article, Annotated Code of Maryland (the "**PIA**"). Information that may be disclosed to any of the foregoing, including the public, may include, among other things, the name of the Grantee; the name, location, and description of the Project; the date and amount of financial assistance awarded by the Department; the terms of the financial assistance; use of funds; information contained in the Application; a copy of the Application; and the sources, amounts and terms of other funding used to complete the Project, including capital contributions from the Grantee. Certain information may be exempt from disclosure under the PIA. Requests for disclosure of information made pursuant to the PIA are evaluated on an individual basis by the Department. If Grantee believes that any of the information it has provided to the Department is exempt from disclosure, Grantee should attach a statement to this Agreement describing the information it believes to be exempt from disclosure, the location of such information (for example, document name)

and provide an explanation therefor. The Department cannot guarantee non-disclosure of such information but may consider Grantee's statement when responding to a request made pursuant to the PIA.

- 31) Authority to Sign. Each person signing this Agreement on behalf of the Grantee represents and warrants that the signer is duly authorized to execute this Agreement and to bind the Grantee authorizing such signature.
- 32) **CONFESSION OF JUDGMENT.** IF THE PRINCIPAL AMOUNT OF THIS AGREEMENT, ANY INSTALLMENT OF INTEREST OR PRINCIPAL, OR ANY OTHER PAYMENT DUE UNDER THIS AGREEMENT IS NOT PAID WHEN DUE, WHETHER BY MATURITY, ACCELERATION OR OTHERWISE, EACH OBLIGOR WHO SIGNS THIS INSTRUMENT HEREBY AUTHORIZES AND EMPOWERS ANY ATTORNEY OR CLERK OF ANY COURT OF RECORD IN THE UNITED STATES OR ELSEWHERE TO APPEAR FOR AND, WITH OR WITHOUT DECLARATION FILED, CONFESS JUDGMENT AGAINST IT AND IN FAVOR OF THE HOLDER OF THIS AGREEMENT (THE "HOLDER"), AT ANY TIME, WITHOUT A PRIOR HEARING, AND IN THE AMOUNT OF THE OUTSTANDING PRINCIPAL BALANCE OF THIS AGREEMENT, ALL ACCRUED AND UNPAID INTEREST, OUTSTANDING FEES AND LATE CHARGES, AND ALL OTHER AMOUNTS PAYABLE TO THE HOLDER UNDER THE TERMS OF THIS AGREEMENT, INCLUDING COSTS OF SUIT AND REASONABLE ATTORNEYS' FEES INCURRED AS A RESULT OF, RELATED TO, OR IN CONNECTION WITH ANY DEFAULT UNDER THE AGREEMENT AND ANY EFFORTS TO COLLECT ANY AMOUNT DUE UNDER THE AGREEMENT OR ANY JUDGMENTS ENTERED THEREON.

THE AUTHORITY AND POWER TO APPEAR FOR AND ENTER JUDGMENT AGAINST ANY OBLIGOR ON THIS AGREEMENT SHALL NOT BE EXHAUSTED BY ONE OR MORE EXERCISES THEREOF OR BY ANY IMPERFECT EXERCISE THEREOF; SUCH AUTHORITY MAY BE EXERCISED ON ONE OR MORE OCCASIONS OR FROM TIME TO TIME IN THE SAME OR DIFFERENT JURISDICTION AS OFTEN AS HOLDER SHALL DEEM NECESSARY AND DESIRABLE, FOR ALL OF WHICH THIS AGREEMENT SHALL BE SUFFICIENT WARRANT; IF ENFORCEMENT OF THIS AGREEMENT RESULTS IN HOLDER OBTAINING A MONEY JUDGMENT AGAINST ANY OBLIGOR ON THIS AGREEMENT, HOLDER'S RIGHT TO APPEAR AND CONFESS JUDGMENT FOR AMOUNTS DUE, INCLUDING THE PAYMENT AND REIMBURSEMENT OF REASONABLE ATTORNEYS' FEES AND COSTS ARISING AFTER THE ENTRY OF JUDGMENT (INCLUDING WITHOUT LIMITATION REASONABLE ATTORNEYS' FEES AND COSTS INCURRED TO COLLECT THE JUDGMENT OR LIQUIDATE AND COLLECT ANY COLLATERAL PLEDGED IN CONNECTION WITH THIS AGREEMENT OR ANY OF THE OTHER GRANT DOCUMENTS) SHALL NOT BE EXTINGUISHED BY OR MERGED INTO ANY SUCH JUDGMENT BUT SHALL SURVIVE THE JUDGMENT AS A CLAIM AGAINST ANY SUCH OBLIGOR AND ANY SUCH COLLATERAL.

EACH OBLIGOR ON THIS AGREEMENT HEREBY WAIVES AND RELEASES, TO THE EXTENT PERMITTED BY APPLICABLE LAW, ALL PROCEDURAL ERRORS AND ALL RIGHTS OF EXEMPTION, APPEAL, STAY OF EXECUTION, INQUISITION, AND EXTENSION UPON ANY LEVY ON REAL ESTATE OR PERSONAL PROPERTY TO WHICH SUCH OBLIGOR MAY OTHERWISE BE ENTITLED UNDER THE LAWS OF THE UNITED STATES OF AMERICA OR OF ANY STATE OR POSSESSION OF THE UNITED STATES OF AMERICA NOW IN FORCE AND WHICH MAY HEREINAFTER BE ENACTED.

THIS SECTION 32 SHALL NOT APPLY TO LOCAL GOVERNMENTS.

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WITNESS the hands and seals of the Department and the Grantee, with the specific intention of creating a document under seal.

WITNESS/ATTEST:

CITY OF SALISBURY

By: _____

Name: Randolph J Taylor

Title: Mayor

**DEPARTMENT OF HOUSING AND
COMMUNITY DEVELOPMENT**, a principal
department of the State of Maryland

By: _____

Name: Jacob R. Day

Title: Secretary

Date Executed on behalf of the Department/
Effective Date

Approved for form and
legal sufficiency

Assistant Attorney General

Exhibits:

Exhibit A - Project Description, Project Address(es), Additional Information, and Special Conditions

Exhibit B - Project Budget

Exhibit C - Project Schedule

EXHIBIT A – CL-2025-Salisbury-00102

PROJECT DESCRIPTION, PROJECT ADDRESS(ES), ADDITIONAL INFORMATION, AND SPECIAL CONDITIONS

Project Name:

Union Railway Station Exterior Rehabilitation & Stabilization, Phase 2

1. Project Description:

Phase II of stabilization and exterior restoration of the 1913 Union Railway Station building.

2. Project Address(es):

611 Railroad Avenue, Salisbury, MD 21801

3. Additional Information:

Funding will support the rehabilitation/stabilization of the Union Railway Station Building.

4. Additional Financing (Evidence and Use of Funding Sources):

Refer to Exhibit B

5. Special Conditions:

N/A

EXHIBIT B – CL-2025-Salisbury-00102
PROJECT BUDGET

Project Name:
Union Railway Station Exterior Rehabilitation & Stabilization, Phase 2

	AWARD FUNDS		OTHER SOURCES OF FUNDS			
USE OF FUNDS BY ACTIVITY	Capital Amount	Operating Amount	Applicant's Contribution	Name(s) of Other Source(s)	Other Source Amount	TOTALS BY ACTIVITY
Site Pre-Dev: Acquisition	\$0	\$0	\$0		\$0	\$0
Site Pre-Dev: Arch/Eng Design	\$0	\$0	\$0		\$0	\$0
Site Pre-Dev: Demolition	\$6,600	\$0	\$0		\$0	\$6,600
Site Pre-Dev: Infrastructure	\$0	\$0	\$0		\$0	\$0
Site Pre-Dev: Stabilization	\$0	\$0	\$0		\$0	\$0
Site Dev: New Construction	\$0	\$0	\$0		\$0	\$0
Site Dev: Rehabilitation/ Renovation	\$243,400	\$0	\$0		\$0	\$243,400
Operations: Studies and Planning	\$0	\$0	\$0		\$0	\$0
Operations: Proj Admin (Cash)	\$0	\$0	\$5,200		\$0	\$5,200
Operations: Proj Admin (In-Kind)	\$0	\$0	\$5,000		\$0	\$5,000
Other (a):	\$0	\$0	\$0		\$0	\$0
Other (b):	\$0	\$0	\$0		\$0	\$0
Other (c):	\$0	\$0	\$0		\$0	\$0
Other (d):	\$0	\$0	\$0		\$0	\$0
TOTALS:	\$250,000	\$0	\$10,200		\$0	\$260,200

Total Award: \$250,000
Total Project Cost: \$260,200

EXHIBIT C – CL-2025-Salisbury-00102
PROJECT SCHEDULE

Project Name:
Union Railway Station Exterior Rehabilitation & Stabilization, Phase 2

Activity Start Date	Activity End Date	Description of Activity (100 characters or less)
01/01/2025	04/30/2025	Commencement Date
05/01/2025	08/30/2025	Grant Agreement & Subrecipient Agreement Execution
06/01/2025	06/30/2025	Grant Account Set Up
08/01/2025	10/15/2025	Architectural/Engineering Design
10/16/2025	11/28/2025	Permits
12/01/2025	12/16/2025	Selective Demolition & Masonry Restoration
01/12/2026	02/02/2026	Install Windows/Doors, Sitework & Waterproofing
02/06/2026	05/06/2026	Curb, Subbase, Pavers, Frame Platform, Structural Repair
05/11/2026	05/31/2027	Standing Seam Roof, Trim, Paint, Gutters/Downspouts
06/01/2027	06/30/2027	Project Completion
07/01/2027	08/15/2027	Final Report due 45 days after completion

Hill - Kimmel Contracting

503 Gay Street, PO Box 201
Cambridge, Maryland 21613
(410) 228-1703
<http://www.hillkimmelcontracting.com>



Scope of Work & Estimate

OWNER:	CONTRACTOR:	PROJECT:
Railroad Avenue Investments, LLC 2670 Clara Road Quantico, MD 21856	Hill - Kimmel Contracting 503 Gay Street, PO Box 201 Cambridge, Maryland 21613	Union Station Rehabilitation - Phase II 611 Railroad Avenue Salisbury, MD 21804

SCOPE OF WORK:

Union Station is adjacent to the railroad tracks at 611 Railroad Avenue, and is located within Salisbury, Maryland's Church Street Historic District. It is an early 20th century one-story masonry building, approximately 4,000 square feet with a slate roof and full basement.

Currently, this 1913 structure is an underutilized, vacant building that has been neglected for many decades. An adaptive reuse plan is being formulated to have the railway station restored to its former stature and to provide a habitable building for future development. Phase I of this project was completed in 2024, and included new slate roof, flat roofs and various masonry restorations.

Phase II will continue the preservation and rehabilitation of the building to prepare it for its future use. As detailed in Phase I, the continued success of the project will be based on utilizing the appropriate Secretary of the Interior's Standards for the Treatment of Historic Properties.

Phase II will cover the restoration of openings on that are on the North, West and South faces of the building, less a double door opening on the North face.
Future Phases will cover the restoration of the remaining openings, final masonry restoration and cleaning as well as the reconstruction of the Covered Train Platform surrounding the building.

Masonry:

Hill - Kimmel Contracting has completed an existing masonry assessment in conjunction with a qualified masonry restoration contractor and developed the following scope of work that will be completed in this phase. As noted in Phase I, the infiltration of water has led to extensive deterioration of the mortar in the decorative terra-cotta, the brick walls, and the granite foundation. In addition, non-contributing and in some cases no longer functioning alterations were made over the year to several openings. These alterations have caused extensive damage to historically significant architectural masonry components. The intent of this phase is to return the masonry walls to a healthy condition and restore the openings to their original appearance.

- **NOTE:** Please see layout schedule for orientation and location references.
- **NOTE:** Due to exorbitant costs all terra-cotta pieces to be replaced will be replaced with limestone replacement pieces.
 - Limestone replacement pieces will be made to match the existing profiles with quantities, dimensions, profiles and templates that will be sent to Vermont Stone Art to create shop drawings and carve each unique style.
- Replace damaged and/or missing brick.
- Reconstruct and restore original masonry openings (aside from clues on-site, historic photos and postcards exist confirming these locations)
- Brick salvaged from Phase I (from the original chimney) will be used for damaged brick replacement and where original door/window openings are to be replicated.
- Terra-cotta water table sections where missing will be replicated from existing similar pieces found on-site with limestone.
- Terra-cotta that is in place, but broken or damaged will be patched/glazed.

- Terra-cotta repairs:
 - Cast and install two new brackets.
 - Install 1 corner capstone on the East Façade.
 - Pin, patch and install the second corner capstone on the East Façade.
- Door infills and terra-cotta replacements:**7ea**
 - **W3B** and **W3C**: Remove brick and install terra-cotta windowsills and match existing terra-cotta detail on the building.
 - **W1B** and **W1E**: Infill openings with salvaged brick and block to create windows. Install terra-cotta windowsills and replace the damaged terra-cotta water table to match existing details.
 - **W3D**, **W4C** and **W5A**: Infill openings with salvaged brick and block to create windows. Install terra-cotta windowsills and water table to match the existing details. **W4C** remove granite foundation stone and reinstall with the finished edge up.
 - **W1A** and **W1F**: Infill openings with salvaged brick and block to create windows. Install terra-cotta windowsills and terra-cotta water table to match the existing details. Others to remove the concrete ramp and install new granite to match the existing foundation.

Openings:

In Phase I, the openings were to be covered with plywood to prevent further deterioration and to keep wildlife and vermin out of the building. Phase II will encompass the restoration and/or replacement of approximately (30) windows and (2) exterior doors.

- Original windows and doors that are in place and in some fashion intact will be restored as needed through various means.
- Restoration may include cleaning, sanding, scraping, reglazing, and reconstructing missing components (such as muntins, stops, mouldings, entire sashes, etc.).
- Rotten wood components will be repaired with epoxy (such as West System, Abatron, etc.) when possible.
- Openings that are missing windows altogether, or where original window openings are recreated in Phase II, will be replaced with custom fabricated wood windows. A combination of existing windows that are still in place, historic photos and postcards will be used to determine sizes and lite configurations.
- Openings that are missing doors altogether or where original door openings are recreated in Phase II, will be replaced with custom fabricated wood doors. Sizes, jambs and panel configuration will be determined from similar doors on-site and using historic photos and postcards.
- Windows and doors will be primed and painted with (2) finish coats of high-quality exterior grade paint such as Sherwin Williams Emerald line.
- Windows to be repaired or replaced in Phase II (30ea)
 - W1D – Triple Window (3)
 - W1E – Triple Window (3)
 - W1F – Triple Window (3)
 - W2A thru W2H – Lunette Windows (8)
 - W3C – Single Window (1)
 - W3D – Single Window (1)
 - W4B – Single Window (1)
 - W4C – Single Window (1)
 - W4D – Single Window (1)
 - W5A – Single Window (1)
 - W5B – Single Window (1)
 - W7A – Triple Window (3)
 - W7B – Triple Window (3)
- Doors to be repaired or replaced in Phase II (2ea)
 - D2C – Single Door with Transom Window (1)
 - D2D – Single Door with Transom Window (1)

Estimate - CSI MasterFormat

010000 General Requirements

013000 Administrative Requirements

014000 Quality Requirements

015000 Temporary Facilities & Controls

017000 Execution & Closeout Requirements

010000 General Requirements: \$ 26,900.00

020000 Existing Conditions

024000 Demolition & Structure Moving

020000 Existing Conditions: \$ 6,600.00

040000 Masonry

042000 Unit Masonry

040000 Masonry: \$ 143,125.00

060000 Wood, Plastics, & Composites

061000 Rough Carpentry

061100 Wood Framing

062000 Finish Carpentry

064000 Architectural Woodwork

060000 Wood, Plastics, & Composites: \$ 15,600.00

080000 Openings

081000 Doors

085000 Windows

080000 Openings: \$ 52,975.00

090000 Finishes

099000 Painting & Coating

090000 Finishes: \$ 4,800.00

Project Total

Estimate Subtotal:

\$ 250,000.00

Grand Total: **\$ 250,000.00**

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WHEREAS, the 1913 Union Rail Station (“**Union Station**”) is a building of historical significance in the City of Salisbury (the “**City**”), and the State of Maryland; and

WHEREAS, Union Station has fallen into disrepair, and is located in and among the blighted area of the Railroad Avenue corridor; and

WHEREAS, the City desires to continue efforts to further stabilize the structural integrity of Union Station and complete restoration of the building to allow for the resumption of commercial enterprise and uses; and

WHEREAS, rehabilitation of Union Station will contribute to the revitalization of the Railroad Avenue corridor and surrounding community by promotion public safety, improving a blighted neighborhood, revitalizing a historically significant district, and creating additional cultural activities and jobs; and

WHEREAS, the City of Salisbury in June 2024 submitted a Maryland State Revitalization Programs Grant application to the Department of Housing and Community Development (“**DHCD**”) for financial assistance in carrying out community development activities, specifically to provide assistance with the continued stabilization and restoration of the Union Station; and

WHEREAS, DHCD, a principal department of the State of Maryland, has awarded Community Legacy Program Grant funds in the amount of \$250,000 to the City (the “**Grant Funds**”); and

WHEREAS, the City of Salisbury must enter into a grant agreement with DHCD defining how the Grant Funds are to be expended; and

WHEREAS, the City of Salisbury is sub-granting the Grant Funds to Railroad Avenue Investments, LLC to perform the restoration in accordance with DHCD directives; and

WHEREAS, the City of Salisbury must, in turn, enter into a sub-recipient agreement with Railroad Avenue Investments, LLC defining how the Grant Funds are to 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

recommendation of the Mayor and the approval of four-fifths of the Council of the City of Salisbury.

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

53
54 **Section 1.** Mayor Randolph J. Taylor is hereby authorized to enter into a grant agreement with the
55 Department of Housing and Community Development, on behalf of the City of Salisbury, for the City's
56 acceptance of grant funds in the amount of \$250,000.

57
58 **BE IT FURTHER ENACTED AND ORDAINED BY THE COUNCIL OF THE CITY OF**
59 **SALISBURY, MARYLAND,** as follows:

60
61 **Section 2.** Mayor Randolph J. Taylor is hereby authorized to enter into a sub-recipient grant
62 agreement with Railroad Avenue Investment, LLC for the purpose of expending these grant funds.

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

65 **Section 3.** The City of Salisbury's Grant Fund Budget be and hereby is amended as follows:

66 **(a)** Increase DHCD Revenue Account No. 12800-423300-XXXXX by \$250,000.

67
68 **(b)** Increase Subrecipient - Railroad Investments LLC Expense Account No. 12800-569315-
69 XXXXX by \$250,000.

70
71 **BE IT FURTHER ENACTED AND ORDAINED BY THE COUNCIL OF THE CITY OF**
72 **SALISBURY, MARYLAND,** as follows:

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

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

80 **Section 6.** The recitals set forth hereinabove are incorporated into this section of the Ordinance as if
81 such recitals were specifically set forth at length in this Section 6.

82 **Section 7.** This Ordinance shall take effect from and after the date of its final passage.

83
84
85 **THIS ORDINANCE** was introduced and read at a Meeting of the Mayor and Council of the City of
86 Salisbury held on the _____ day of _____, 2025 and thereafter, a statement of the substance of
87 the Ordinance having been published as required by law, in the meantime, was finally passed by the Council
88 of the City of Salisbury on the _____ day of _____, 2025.

89
90 **ATTEST:**

91
92
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94 _____
95 **Julie A. English, City Clerk**

96
97 _____
D'Shawn M. Doughty, City Council President

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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	300,000	2,810,000	950,000	1,208,000	3,300,000	8,568,000
Bridge Maintenance	3,800,000			3,000,000		6,800,000
New Streets	200,000	900,000	610,000	3,230,000	200,000	5,140,000
Transportation	1,375,000	1,375,000	1,475,000	2,675,000	1,575,000	8,475,000
Public Safety						
Police	1,079,000	1,929,000	1,229,000	1,779,000	725,000	6,741,000
Fire	2,175,851	4,581,063	2,488,050	2,013,000	4,545,000	15,802,964
General Capital Projects	11,898,351	16,505,063	16,029,550	16,229,000	13,385,000	74,046,964

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	300,000	1,175,000	1,210,000	235,000	240,000	3,160,000
Total	360,000	1,235,000	1,210,000	235,000	240,000	3,280,000

Grand Total	25,230,238	42,282,763	50,399,550	34,224,000	18,605,000	170,741,551
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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
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		11,998,351	16,135,942	18,348,671	16,229,000	13,425,000	76,136,964
Funding Breakdown							
General Fund Revenue		1,712,500	1,485,000	1,596,250	1,375,000	1,415,000	7,583,750
Storm Water PayGO		260,000	260,000	235,000	235,000	200,000	1,190,000
Grants		4,069,124	1,700,000	3,700,000	3,350,000	2,000,000	14,819,124
Bond		3,905,793	6,999,000	7,428,121	6,512,000	8,175,000	33,019,914
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		38,340,661	73,485,400	99,430,000	52,755,000	14,255,000	278,266,061
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							

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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

MEMORANDUM

TO: Salisbury City Council

FROM: Randolph J. Taylor, Mayor

SUBJECT: Mayor Budget Changes Summary

DATE: April 21, 2025

Attached is the *Mayor's Budget Changes Summary* document, outlining the proposed adjustments to the City's budget from Fiscal Year 2025 to Fiscal Year 2026. These changes are aligned with the City's strategic goals and priorities and are also intended to support funding requests submitted by various City departments.

Please review the summary of the proposed changes and let me know if you any questions.

Additional Funding Requests approved by the Mayor

Dept	Org	Object	Description	FUNDED		Description of Request
				General	W/S	
ABC	11600	501001	Salaries	11,960.78		Approved Career Ladder, Merit increase, reclassification, market rate adjustment
ABC	11600	569208	SWAC	2,500		Mayoral Priority
ABC	11600	569212	SWED	10,000		Mayoral Priority
ABC	11600	569231	Sister Cities Association	3,000		Mayoral Priority
ABC-PHM	19600	501006	Salaries	2,206.24		Approved Career Ladder, Merit increase, reclassification, market rate adjustment
ABC-Zoo	40000	501002	Salaries	3,830.22		Approved Career Ladder, Merit increase, reclassification, market rate adjustment
Clerk	11100	534502	Granicus Software	11,366.94		Agenda Management Software Contract, 5% uplift fee included in total
Clerk	11100	555503	Travel Account	1,500.00		Hotel for Region II Conf & VCU Academy, mileage reimbursements for LESMA, MML, Reg II Conf. and VCU Academy (This would cover one hotel room for each event and mileage reimbursement for one vehicle.)
Clerk	11100	555504	Training/Schools Account	1,500.00		Region II Conference, VCU Academy, Athenian Dialogues, Webinars, MML, ESAM, LESMA (If there is a quorum one of us must attend with Council. All classes, not meetings, listed provide points toward gaining our certifications.)
Finance	15000	501001	Salaries	116,762.12		Salary and Fringe to unfreeze Grant position and make it a Grants & Special Projects Administrator
Fire	24035	501002	Salaries	4,725.43		Approved Career Ladder, Merit increase, reclassification, market rate adjustment
Fire	24035	501002	Salaries	16,280.91		Approved Career Ladder, Merit increase, reclassification, market rate adjustment
Fire	24035	501002	Salaries	21,939.00		Moving Fire Inspector from Civilan Pay Scale to Sworn Pay Scale
Fire	24035	513410	Medical Director	10,000.00		Stipend for Medical Director from TidalHealth
FO	31000	501001	Salaries	12,886.48		Approved Career Ladder, Merit increase, reclassification, market rate adjustment
HCDD	10530	546006	Operating	20,000.00		Operating costs needed for ASV and H&H Operations
HCDD	25200	501001	Salaries	5,855.21		Approved Career Ladder, Merit increase, reclassification, market rate adjustment
HR	18500	501001	Salaries	10,375.22		Approved Career Ladder, Merit increase, reclassification, market rate adjustment
HR	18500	502038	Employee Assistance	750.00		This increase in funding is due to rising cost to maintain an employee assistance program through CareFirst.
HR	18500	546015	Annual Service Agreement	26,000.00		Annual service contract for safety management - 3rd Party consultation, inspections, training & health/safety programs.- Safety Resources-Risk Mangement
HR	18500	546015	Monthly safety training	750.00		Annual safety training materials. Funding has been historically located throughout several departments. This request brings the funding under one umbrella to streamline purchases.
HR	18500	New	Background checks	8,500.00		This is a new budget request. Funding will be used to conduct social security verification, criminal, felony & misdemeanor record checks, sex offender checks, motor vehicle driving check and any adjudications.
IS	18000	501001	Salaries	14,815.54		Approved Career Ladder, Merit increase, reclassification, market rate adjustment
IS	18000	577035	Computers Hardware	70,000		Replace aging computers as part of the replacement schedule
IS/WW	81080	577035	Computers Hardware		20,000	Replace aging computers as part of the replacement schedule
IS/WW	84080	577035	Computers Hardware		20,000	Replace aging computers as part of the replacement schedule
Mayor	12000	501001	Salaries	23,114.23		Approved Career Ladder, Merit increase, reclassification, market rate adjustment
Mayor	12000	513400	Consulting Fees	7,500.00		Lobbyist / Consultant to assist with State & Federal legislation requests.

Mayor	12000	555510	City Promotions	47,500.00		Rep'd Annual Contract, ZenCity Contract for half of 2025 and first half of 2026 contract year
Police	21021	501001	Salaries	22,269.33		Approved Career Ladder, Merit increase, reclassification, market rate adjustment
Police	21021	501002	Salaries	80,765.84		Promotions for sworn positions
Police	21021	501021	Overtime/Non-Clerical	22,000.00		PD OT increases due to CBA
Police	21021	502083	Uniform Purchases	15,000.00		increase to cover any new hirers and the cost of uniforms have increased
Police	21021	534302	Equipment	65,741.00		Maintenance Contracts
Police	21021	534308	Vehicle Maintenance	35,000		Increase due to the cost of parts and repairs has substantially increased
Police	21021	546011	Computers	9,800.00		increase due to new fiber network connections
Police	21021	555010	Liab./Auto/Bldg. Insurance	11,284.00		Projected increase in premium
Police-PCO	21025	501001	Salaries	14,226.38		Approved Career Ladder, Merit increase, reclassification, market rate adjustment
Police-PCO	21025	534301	Building Maintenance	15,000.00		increase in expense repairs due aging building at headquarters and police range
Police-PCO	21025	534302	Equipment	7,509.00		Increase cost for Countywide Radio system
Police-AC	21029	523605	Humane Society	6,758.00		Increase in cost share
Police-AC	21029	501001	Salaries	6,170.10		Approved Career Ladder, Merit increase, reclassification, market rate adjustment
Police	Vary	Vary	Salaries	13,621.50		Adjustments to stipends and OT
Pro	16000	513400	Consulting Fees	5,000.00		Energy STAR Performance Manager reporting (required per MDE Building Energy Performance Standards as part of the Climate Solutions Now Act of 2022
Pro	16000	546006	Operating	3,000.00		To fund annual shortfall in salaries and benefits:
Pro	16000	546029	Computer Software	5,000.00		HotDocs Annual Licensing - document automation software
WW-UTL	82076	501002	Salaries		10,056.11	Approved Career Ladder, Merit increase, reclassification, market rate adjustment
WW-UTL	86085	501002	Salaries		3,853.62	Approved Career Ladder, Merit increase, reclassification, market rate adjustment
WW-UTL	86085	534307	Concrete Repairs		32,000.00	Adequate funding of the repairs and maintenance of sidewalk within City Limits.
WW-WTP	82075	501002	Salaries		17,107.30	Approved Career Ladder, Merit increase, reclassification, market rate adjustment
WW-WWTP	86083	501002	Salaries		201,945.64	New Positions for ReOrganization of WWTP leadership team - Assistant Superintendent of WWTP and Maintenance Supervisor
WW-WWTP	86083	501002	Salaries		43,516.37	Approved Career Ladder, Merit increase, reclassification, market rate adjustment
WW-WWTP	86083	534302	Repairs & Maintenance		200,000.00	Increase due to increasing prices in the supply chain and the potential to lose State funding. Required to maintain and purchase necessary WWTP equipment and machinery.
WW-WWTP	86083	546004	Chemicals		217,000	Increase due to updated contract pricing and supply chain issues. Required to maintain WWTP and comply with MDE regulations.
WW-WWTP	86086	501002	Salaries		3,541.31	Approved Career Ladder, Merit increase, reclassification, market rate adjustment
TOTAL				803,763.45	769,020.35	