

**Mayor and Council of Federalsburg  
Monday, March 20, 2023  
Monthly Business Meeting @ 6:00 P.M.**

This Meeting is being held at the Mayor and Council Meeting Room located at 118 North Main Street. Citizens who wish to participate by video shall follow directions listed below:

**Join Zoom Meeting**

**<https://us02web.zoom.us/j/86133473686?pwd=OWRjK3FZQkw2VjVTTnBJODVBZ0FIdz09>**

**Meeting ID: 861 3347 3686**

**Passcode: TOFWork**

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**Agenda**

- I. Call to Order**
- II. Public Comment**
- III. Presentation - Audit Report for Fiscal Year Ended June 30, 2022**
- IV. Fiscal Year 2023-2024 Budget Update**
- V. Planning and Zoning Commission Re-appointment – Mercedes Moyer**
- VI. Proposed Zoning Ordinance Text Amendments – Section 245-81  
Industrial District ID-2 Permitted Uses**
- VII. Mayor & Council Action Items**
  - \* Councilmember Windsor**
  - \* Councilmember Sewell**
  - \* Councilmember Phillips**
  - \* Councilmember Willoughby**
  - \* Mayor Abner**
- VIII. Executive Session – Personnel and Legal Advice**

## **IX. Adjournment**

### **NOTES:**

**THE MEETINGS ARE BEING RECORDED, PLEASE TURN OFF ALL CELLULAR DEVICES AND PAGERS DURING THE MEETING, PLEASE REMAIN QUIET, UNLESS ADDRESSING THE COUNCIL.**

**Please Note:** Pursuant to the Annotated Code of Maryland, State Government Article Section 10-508(a), the Council by majority vote may retire to executive or closed session at any time during the meeting. Should the Council retire to executive or closed session; the chair will announce the reasons and a report will be issued at a future meeting disclosing the reasons for such session. Meetings are conducted in Open Session unless otherwise indicated. All or part of Mayor and Council meetings can be held in closed session under the authority of the state open meetings law by vote of the Mayor and Council.

### **Rules for Public Comment**

The Mayor and Council invite and welcome comments at public meetings. The Mayor or presiding officer will recognize you. Please introduce yourself at the podium (spelling your last name, for recording purposes) and give the name of your street and block number (e.g., 100 block of Main Street).

Time limits for speaking are indicated on the meeting agenda. While speaking, please maintain a courteous tone and avoid personal attack.

TO: Mayor & Council Members  
FR: Larry DiRe, Town Manager  
DT: March 20, 2023  
RE: Fiscal year 2023\2024 budget update

In recent months staff worked diligently to develop a responsible draft fiscal year 2023\2024 town general fund functions expenditure budget, with the specifics of the draft police department budget (both attached). The general fund expenditure budget shows operational levels at the adopted fiscal year 2020\2021 budget levels except for legal expenses and fuel expenses. All personnel-related expenditures have been removed at this point to provide a clearer view of what the general fund functions cost as operations alone. This budget is developed with the following operational expectations:

- Legal fees will be high in the new fiscal year.
- Uniformity in the level of staff benefits is both a responsible financial and organizational approach.
- Users pay full cost of for-fee services they receive and subsidized for-fee services cease as a preferred approach.
- Town public works and utilities operations require discretion on the work tasks performed by outside contractors compared to those done by town staff.

This draft budget document continues as follows:

- No proposed increase in taxes, but a proposed increase in trash collection rates to cover full cost of the contractor hauler's costs (that is the general fund no longer subsidizes the difference between billed costs and actual costs), and annual rental license and inspection fees to \$120.00\unit.
- No additional staff positions created, and no existing positions eliminated to maintain current levels of service.
- Staff pay increases of 2.5% and requested increase in premium pay to \$2,000 effective July 1, 2023 through December 31, 2024.
- Minimal capital outlays in recognition of on-going debt service obligations and requested increases in staff benefits.

Staff recommends mayor and council consider adopting an austere budget to begin the fiscal year, with the provision of reviewing this budget at the mid-year to assess the actual revenues received and expenses incurred. Adjustments can be made at that time if needed. Pending further discussion provide direction to staff.

		FY2024
Number	Title	Budget
<b>1101000 Legislative</b>		
1101100	Council Salaries	\$8,000.00
1101200	Clerk Salary	
1101210	Asst. Clerk Salaries	
1101250	Overtime	
1101300	Health Insurance	
1101400	Workman's Compensation	
1101500	Soc. Security/Medicare	
1101600	Unemployment	
1101700	State Retirement Admin.	
1101900	Other - travel, meals, etc.	\$4,000.00
<b>Sub-Total Legislative</b>		<b>\$12,000.00</b>
<b>1103000 Executive</b>		
1103100	Mayor Salary	\$ 5,000.00
1103111	Workman's Compensation	
1103112	Soc. Security/Medicare	
1103113	Unemployment	
1103900	Town Manager - Salary	
1103906	Health Insurance	
1103902	Workman's Compensation	
1103903	Soc. Security/Medicare	
1103904	Unemployment	
1103905	State Retirement Admin.	
1103910	Town Manager - Expenses	
1103920	Admin Vehicle Fuel-Expenses	
<b>Sub-Total Executive</b>		<b>\$5,000.00</b>
<b>1104000 Elections</b>		
1104100	Election Supervisors Salaries	\$ -
1104900	Other Operating	\$ -
1104910	Voting Machine Operating	\$ -
1104920	Advertising	\$ -
1104930	Printing	\$ -
1104960	Legal	\$ -
<b>Sub-Total Elections</b>		<b>\$0.00</b>
<b>1105000 Financial Administration</b>		
1105200	Computer Services & Billing	\$ 2,000.00
1105210	Postage & Mailing	\$ 5,500.00
1105220	Printing & Advertising	\$ 2,000.00

1105400 Audit Services	\$	26,500.00
1105410 Accounting Fees	\$	12,000.00
1104110 Grants Administrator - Expenses	\$	-
1104120 Postage Expense	\$	700.00
1104130 Advertising	\$	1,000.00
1104140 Consultation-Engineering/Energy	\$	2,000.00
1104141 Prelim Design & Eng Prjts	\$	700.00
1104142 Project Sign Budget	\$	400.00

**Sub-Total Financial Administration** **\$52,800.00**

**Legal**

1106100 Legal Counsel Fees	\$	40,000.00
1106200 Codification	\$	5,000.00
1106300 Code Amendments/Updates	\$	5,000.00

**Sub-Total Legal** **\$50,000.00**

**1109000 General Services**

1103120 Town Office - Supplies	\$	10,000.00
1103121 Town Office - Utilities	\$	15,000.00
1103122 Building Insurance & Liability	\$	6,000.00
1103126 Heat & Electric	\$	9,000.00
1103127 Office Equipment Maintenance	\$	1,000.00
1103129 Fall Ball Electric	\$	1,000.00
1103130 Payroll	\$	10,000.00
1109200 Municipal Building Maintenance	\$	11,820.00
1109400 Monitoring System	\$	750.00
1109500 Copier Lease/Maint Fees	\$	3,000.00
1109600 Computer Replace/Upgrades	\$	3,000.00
1109900 Capital Outlay	\$	-

**Sub-Total General Services** **\$70,570.00**

**1101000 Other General Government**

1101014 Contributions & Donations	\$	1,900.00
1101015 Employee Appreciation/Training	\$	1,300.00
1101016 C. C. Tax Collection Fee	\$	15,000.00
1101017 Employee Bonuses	\$	1,600.00
1101020 Christmas Lights	\$	850.00
1101030 Public Officers Assoc.	\$	3,000.00
1101090 Other	\$	2,000.00
1101091 Bank Account Expense	\$	250.00

**Sub-Total Other General Government** **\$25,900.00**

**\$ 216,270.00**

**1111000 Police Department**

1111210 Salaries		
1111211 Overtime		
111121B Employee Holiday Pay		
111121C Promotions		
1111213 CT/Differential		
1111215 Police K-9 Expense		
1111216 Health Insurance		
1111217 Workman's Compensation		
1111218 Soc. Security/Medicare		
1111219 Unemployment		
1111220 State Retirement Admin.		
1111221 Equipment & Supplies		
1111222 Automobile Operating		
1111223 Police Other/Misc. Expense		
1111224 Insurance - Auto & Liability		
1111225 Legal	\$	2,000.00
1111226 Telephone/Office/Mobile	\$	12,300.00
1111227 Light & Heat	\$	13,000.00
1111228 Fuel	\$	25,000.00
1111230 Building Maintenance	\$	4,000.00
1111232 Postage	\$	200.00
1111233 Uniforms	\$	3,000.00
1111400 Training	\$	12,000.00
1111401 Hired Services	\$	12,000.00
1111500 IT/Computer Services	\$	27,000.00
1111600 Camera-Software & Equipment	\$	11,000.00
1111700 Police Radio Loan	\$	13,200.00
1111800 USDA Vehicle Grant	\$	11,000.00
1111900 Capital Outlay	\$	5,000.00
1112000 Recruit Task Force	\$	-
1112200 Annual/Monthly Fees	\$	9,000.00
1112300 Monitoring System	\$	750.00
1242700 PSB RDA Loan	\$	49,420.00

**Sub-Total Police Department** \$ **209,870.00**

**Fire Protection**

1112600 FVFD Appropriation	\$	20,000.00
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**Sub-Total Fire Prevention** \$ **20,000.00**

**Building Inspections**

1114121 Inspector Salary		
1114122 Health Insurance		
1114123 Workman's Compensation		
1114124 Soc. Security/Medicare		

1114125 Unemployment		
1114126 State Retirement Admin.		
1114127 Postage	\$	600.00
1114130 Professional Education	\$	500.00
1114140 Clean & Lien	\$	3,000.00
1114150 Computer Maint./Repair	\$	600.00
1114155 COD Vehicle Insurance	\$	400.00
1114160 Office Supplies & Expenses	\$	200.00
1114170 Seminars & Conferences	\$	200.00
1114180 Mileage/Vehicle Maintenance	\$	850.00
1114181 Inspection/Bldg Permit Fees	\$	1,000.00
1114182 Legal/Court Fees	\$	2,000.00
<b>Sub-Total Building Inspections</b>		<b>\$9,350.00</b>
<b>TOTAL PUBLIC SAFETY</b>		<b>\$239,220.00</b>
<b>1115200 Traffic Engineering</b>		
1115210 Street Signs		\$2,000.00
<b>Sub-Total Traffic Engineering</b>		<b>\$2,000.00</b>
<b>1124200 Street Sanitation</b>		
1124210 Salaries/Waste	\$	-
1124211 Health Insurance	\$	-
1124212 Workman's Compensation	\$	-
1124213 Soc. Security/Medicare	\$	-
1124214 Unemployment	\$	-
1124215 State Retirement Admin.	\$	-
1124222 Truck Operating	\$	1,000.00
1124223 Sweeper Operating	\$	1,000.00
1124224 Sweeper Maintenance	\$	1,000.00
1124300 Insurance	\$	2,288.00
<b>Sub-Total Street Sanitation</b>		<b>\$5,288.00</b>
<b>1124300 Waste Collection &amp; Disposal</b>		
1124310 Salaries/Waste		
1124311 Health Insurance		
1124312 Workman's Compensation		
1124313 Soc. Security/Medicare		
1124314 Unemployment		
1124315 State Retirement Admin.		
1124324 Truck Operating & Maintenance	\$	5,000.00
1124325 Landfill Charges	\$	85,000.00
1124327 Other Operating	\$	9,000.00
1124328 Insurance	\$	2,050.00

1124380 NEW - Hired Services - Garbage	\$	-
<b>Sub-Total Waste Collection &amp; Dispos:</b>		<b>\$101,050.00</b>
<b>1124500 Weed &amp; Grass Control</b>		
1124510 Salaries/Weed & Grass Control	\$	-
1124511 Health Insurance	\$	-
1124512 Workman's Compensation	\$	-
1124513 Soc. Security/Medicare	\$	-
1124514 Unemployment	\$	-
1124515 State Retirement Admin.	\$	-
1124520 Mower Operating	\$	4,000.00
1124590 Weed Spraying	\$	700.00
1124350 Mosquito	\$	1,740.00
<b>Sub-Total Weed &amp; Grass Control</b>		<b>\$ 6,440.00</b>
<b>1125000 Highways &amp; Streets</b>		
1125100 Public Works Department Salary		
1125210 Street Department Salaries		
1125211 Health Insurance		
1125212 Workman's Compensation		
1125213 Soc. Security/Medicare		
1125214 Unemployment		
1125215 State Retirement Admin.		
1125216 Overtime		
1125220 Supplies & Materials	\$	9,000.00
1125223 Conferences & Seminars	\$	-
1125230 Hired Services	\$	1,500.00
1125231 Uniforms Maintenance Dept.	\$	3,000.00
1125240 Building Maintenance	\$	2,500.00
1125250 Truck Operating	\$	8,000.00
1125251 Equipment Operating	\$	5,000.00
1125252 Liability Insurance-Highways & Streets	\$	5,700.00
1125260 Utilities - Barn & Shed	\$	6,000.00
1125270 Telephone Services	\$	2,000.00
1125280 Office Supplies & Expenses	\$	600.00
1125430 Snow Removal Chemical & Supplies	\$	4,000.00
1125440 Sand	\$	700.00
1125500 Sidewalk Program	\$	10,000.00
1125790 Drug Testing & Equipment	\$	700.00
112579G Street Bond Principal	\$	87,545.00
112579C Street Bond Interest	\$	35,777.00
112579D Street Bond Trustee Fees	\$	455.00
1125820 Street Electric	\$	75,000.00
1125850 Monitoring System	\$	750.00
1125905 Concrete	\$	-



1125900 Street Capital Outlay	\$	57,081.00
1125910 Capital Outlay	\$	-
1125920 Dump Truck Payment	\$	11,385.00

**Sub-Total Highways & Streets** **\$326,693.00**

**TOTAL PUBLIC WORKS** **\$441,471.00**

Number	Title	FY2024 Budget
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**1180000 Recreation & Culture**

1181100 Salary	\$	-
1181101 Health Insurance	\$	-
1181102 Workman's Compensation	\$	-
1181103 Soc. Security/Medicare	\$	-
1181104 Unemployment	\$	-
1181105 State Retirement Admin.	\$	-
1181210 Recreation Electricity	\$	7,000.00
1181240 Recreation Equipment Maintenance	\$	1,500.00
1181290 Recreation Capital Outlay	\$	-
1181300 Splash Pad-Overtime	\$	-
1181430 Senior Center Maintenance	\$	-
1181440 Senior Center Utilities	\$	5,300.00

**Sub-Total Recreation & Culture** **\$ 13,800.00**

**1220000 Economic Development**

1221200 Industrial Park Operating	\$	450.00
<b>1221400 Industrial Park Electricity</b>	\$	2,500.00
1223000 Tourism Contribution	\$	2,000.00

**Sub-Total Economic Development** **\$4,950.00**

**1240000 Debt Service**

1241700 Caroline Industrial Park	\$	22,364.00
1242500 MD Retirement Accrued Liability	\$	36,433.00
1242550 MD Retirement Adm Fees	\$	4,520.00
1242600 FHS Loan Payment	\$	-
1111229 Line of Credit Int. PSB	\$	-

**Sub-Total Debt Service** **\$63,317.00**

**1260000 Miscellaneous**

1269300 Computer Consultant	\$	5,000.00
1269400 Web Site Development	\$	2,000.00
1269502 Transfer Capital Projects	\$	50,000.00
1269503 Transfer to Small Business	\$	-

1269550 Surplus Savings	\$	14,994.00
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<b>Sub-Total Miscellaneous</b>		<b>\$71,994.00</b>
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		<b>\$154,061.00</b>
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<b>GRAND TOTAL EXPENDITURES</b>		<b>\$1,051,022.00</b>
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**Federalburg Police Department  
Draft Budget Summation  
Fiscal 2023-24**

The proposed budget again reflects stable spending in established categories with adjustments made based on projected funding needs. All categories associated with employee salary and benefits total 77% of all departmental spending while police operations consume 18% and debt obligations are responsible for 5%. The following breakdown provides an overview of categories of proposed increases and reductions:

**Employee Salaries**

As we continue facing record levels of inflation not seen in decades, it is important to make every effort to assist our staff by meeting projected Step increases and providing for a Cost of Living adjustment to our Grade/Step Plan. Our budget proposes Employee Step raises and Grade adjustments where appropriate along with a minimum 1% COLA applied to our scale.

We are seeking one additional position for patrol operations. This position would be funded for the second half of the fiscal year. The additional position would complete our schedule and provide for two personnel on-duty at all times. It has never been safe when we operate with single officer coverage. The availability of immediate back-up personnel allows enhanced officer safety and decreases the liability for the town by providing better de-escalation opportunities. Further, police departments are required to have a second officer respond to any incident when force has been utilized or alleged in order to conduct an investigation and gather evidence. We have modified our schedules to the best of our ability, but the additional position will provide for this level of coverage and oversight.

**Promotions**

Provided funds would allow for limited, merit based promotions, when applicable.

**Health Insurance**

We have calculated no change in this category based upon current personnel stability.

**State Retirement Administration**

While it is difficult to project this category, I anticipate the hiring of a replacement Maryland Certified officer who may require access to our Maryland State Retirement benefit. The budget further addresses increases associated with one additional patrol position for half of the fiscal year. I have reflected that increase based upon current costs per employee.

**Automobile/Fleet Operations**

Funding will increase this year to cover the additional vehicles added to the fleet. Another replacement vehicle is projected to arrive in late spring with budgetary impact for that vehicle will not be impacting this fiscal year.

**Fuel**

Fuel costs remain high and volatile. While hybrid vehicles are assisting with costs, this category should increase to better reflect budgetary demands.

**Training**

With staff increases and continuing education costs growing, we have increased this category to meet the training mandates of legislation and continue the professional development of our staff. We have realized some cost savings by utilizing online course offerings through the Police One Academy (flat rate payment for access).

**Mental Health Services**

We have added an additional spending category for this fiscal year to cover the expenses associated with mental health services. Unfunded mandates by the Maryland legislature require police personnel to receive annual mental health screenings/evaluations as well as available services in the event of a critical/traumatic incident.

**Revenue Enhancements**

The upcoming fiscal year will be impacted by revenues generated by the police department. Those Anticipated revenues include:

- \$25,000.00 grant continuation from the Governor's Office of Crime Control in support of our Office of Accountability efforts.
- \$50,000.00 in fine revenue generated from school zone enforcement operations

## Police Department Budget Categories Fiscal Year 2023-24

1111210

Police Department Salaries: **Increase (\$89,315.00)**  
Amount Requested: \$,702,211.00

The proposed salary request provides for an employee Step Increase for existing staff and a 1% COLA allowance. The funds further provide for the addition of one patrol officer position to be funded for half of the fiscal year (projected start date Jan.1). The account also provides continued funding of the Office of Accountability and the part-time Property Manager.

111211

Police Overtime **Unchanged**  
Amount Requested: \$35,074.00

Having retained full strength, the amount expended on overtime remains stable.

111121-B

Holiday Pay: **Increase (\$2925.00)**  
Amount Requested: \$25,444.00

Amount reflects the proposed COLA.

111121-C

Promotions: **Unchanged**  
Amount Requested: \$3000.00

I am projecting one merit promotion to the rank of Master Police Officer (P0-4).

1111213

Police Court/Differential Pay: **Unchanged**  
Amount Requested: \$32,200.00

This category has stabilized over the previous two fiscal years.

1111215

Police K-9 Training/Equipment: **Unchanged**  
Amount Requested: \$5,000.00

This category has stabilized over the previous two fiscal years.

1111216

Health Insurance: **Unchanged**  
Amount Requested: \$72,780.00

The increase is based, in part, on the addition of another Maryland Certified replacement officer who may require medical coverage.

1111217

Worker's Compensation: **Unchanged**  
Amount Requested: \$24,825.00

The category reflects as a percentage of salary.

1111218  
Social Security/Medicare Unchanged  
Amount Requested \$48,866.00  
This category reflects as a percentage of salary and is adjusted accordingly.

1111219  
Unemployment Compensation Unchanged  
Amount Requested \$510.00  
This category reflects as a percentage of salary and is adjusted accordingly.

1111220  
Maryland State Retirement **Increase (\$2,500.00)**  
This category reflects as a percentage of salary and is adjusted accordingly,

1111221  
Equipment and Supplies Unchanged  
Amount Requested \$15,000.00  
This category has stabilized and remains unchanged from the previous fiscal year.

1111222  
Automobile/Fleet Operating Costs **Increase (\$25,000.00)**  
Amount Requested \$50,000.00  
This category increase is associated with the acquisition of additional lease replacement vehicles being adopted into our fleet. Our general maintenance costs have been reduced through these acquisitions. Our staff are operating safe, well maintained vehicles with state of the art safety equipment.

1111223  
Police Other/Misc. **Increase (\$2,000)**  
Amount Requested \$5,000.00  
The increase in this category reflects the current demands which have been reflected as a negative number in the past two years.

111224  
Insurance: Auto/Liability Unchanged  
Amount Requested \$12,500.00  
This category is adjusted by LIGIT based upon annual evaluations.

111225  
Legal Services Unchanged  
Amount Requested \$2,000.00  
This category has stabilized and remains unaltered.

111226  
Telephone Services Unchanged  
Amount Requested \$12,300.00  
This category has stabilized and remains unaltered.

1111227  
Electric/Light/Heat Unchanged  
Amount Requested \$13,000.00  
Increased efficiencies to our HVAC system have offset the increase in electrical costs.

1111228

Fuel **Increase (\$10,000)**  
Amount Requested \$25,000.00

Fuel cost fluctuation has resulted in overage in this category. The category was not increased in the previous year and the increase reflects the true costs during the current and previous fiscal years.

1111230

Building Maintenance Unchanged  
Amount Requested \$4,000.00

This category has stabilized and remains unaltered.

1111231

Mental Health Services **New Category (\$4,000.00)**  
Amount Requested \$4,000.00

This represents a new spending category created to address the recent legislative mandates pass by the Maryland legislature. There is now a requirement for all police personnel to receive an annual psychological review of their mental health. Mental Health Services must also be available for personnel following critical/traumatic incidents or anytime stress indicators are observed.

1111232

Postage Unchanged  
Amount Requested \$200.00

This category has stabilized and remains unaltered.

1111233

Uniforms Unchanged  
Amount Requested \$5,000.00

This category has stabilized and remains unaltered.

1111400

Police Training **Increase (\$3,000.00)**  
Amount Requested \$15,000.00

Professional training demands continue to increase on the department along with the costs associated with training courses and ancillary costs. The additional funding is a reflection of those rising costs.

1111401

Hired Services Unchanged  
Amount Requested \$12,000.00

This category has stabilized and remains unaltered.

1111500

IT and Computer Services Unchanged  
Amount Requested \$27,000.00

This category has stabilized and remains unaltered.

1111600

Unchanged  
Amount Requested \$11,000.00

This category has stabilized and remains unaltered.

1111700

Police Radio Loan Payment Unchanged  
Amount Requested \$13,200.00

This category represents a debt repayment obligation which is constant.

1111900

Capital Outlay for Equipment/Building      Unchanged  
Amount Requested                                \$5,000.00

This request remains unaltered.

1112200

Annual/Monthly Obligations                    Unchanged  
Amount Requested                                \$9,000.00

This category includes billed monthly obligations including, but not limited to: Cintas (healthcare), Xerox (printer), Comcast/Xfinity, PO Box Fee, IT fees, Absolute Security, Eastern Springs Water, Fire Extinguisher Certifications, etc.

1112300

Monitoring System                                Unchanged  
Amount Requested                                \$750.00

This category has stabilized and remains unaltered.

1242701

USDA Public Safety Loan                        Unchanged  
Amount Requested                                \$49,420.00

This category represents a debt repayment obligation which is constant.



**Federalsburg Police Department Budget  
Current/Proposed**

Account/Police Dept. 1111000	FY 2022-23	FY 2023-24 Proposed	FY 2023-24 Adopted
1111210 Salaries	612,896.00	702,211.00	
1111211 Overtime	35,075.00	35,075.00	
111121-B Employee Holiday Pay	22,519.00	25,444.00	
111121-C Promotions	3,000.00	3,000.00	
1111213 CT/Differential	32,200.00	32,200.00	
1111215 Police K-9 Expense	5,000.00	5,000.00	
1111216 Health Insurance	72,780.00	72,780.00	
1111217 Workman's Compensation	24,825.00	24,825.00	
1111218 Social Security & Medicare	46,886.00	46,886.00	
1111219 Unemployment Insurance	510.00	510.00	
1111220 State Retirement	42,300.00	42,300.00	
1111220-A Life Insurance	3,060	3,060.00	
1111221 Equipment & Supplies	15,000.00	15,000.00	
1111222 Automobile/Fleet Operations	25,000.00	50,000.00	
1111223 Police Other/Misc. Expenses	3,000.00	3,000.00	
1111224 Insurance Auto & Liability	12,500.00	12,500.00	
1111225 Legal	2,000.00	2,000.00	
1111226 Telephone-Office/Mobile	12,300.00	12,300.00	
1111227 Utilities-Lights/Heat/AC	13,000.00	13,000.00	
1111228 Vehicle Fuel	15,000.00	25,000.00	
1111230 Building Maintenance	4,000.00	4,000.00	
1111231 Mental Health Services		4,000.00	
1111232 Postage/Shipping	\$200.00	200.00	
1111233 Uniforms	5,000.00	5,000.00	
1111400 Training	12,000.00	15,000.00	
1111401 Hired Services	12,000	12,000.00	
1111500 Computer IT Services	27,000.00	27,000.00	
1111600 Camera Software & Equipment	11,000.00	11,000.00	
1111700 Police Radio Loan	13,200.00	13,200.00	
1111800 USDA Vehicle Grant	0.00	0.00	
1111900 Capital Outlet	5,000.00	5,000.00	
1112000 Recruit/Task Force	0.00	0.00	
1112200 Annual & Monthly Fees	\$9,000.00	9,000.00	
1112300 Monitoring System	750.00	750.00	
1242700 Public Safety Bldg. RDA Loan	49,420.00	49,420.00	
<b>Police Department Total</b>	<b>1,147,421.00</b>	<b>1,281,661.00</b>	
<b>Proposed Increase</b>		<b>134,240.00</b>	
<b>Fiscal 2023-24 Revenue Increase</b>		<b>75,000.00</b>	
<b>Total Proposed Increase</b>		<b>59,240.00</b>	

TO: Mayor & Council Members  
FR: Larry DiRe, Town Manager  
DT: March 20, 2023  
RE: Planning and Zoning Commission Re-Appointment – Mercedes Moyer

The roles and responsibilities of the town boards and committees is a priority matter for this mayor and town council. At that time current Planning and Zoning Commission chair Mercedes Moyer's term expired in January 2023 and she expressed his interest in being re-appointed to the Commission for a term of two years. Pending further discussion staff recommends re-appointing Ms. Moyer.

TO: Mayor & Council Members  
FR: Larry DiRe, Town Manager  
DT: March 20, 2023  
RE: Proposed Zoning Ordinance Text Amendments – Section 245-81 Industrial District ID-2 Permitted Uses

At their February 28, 2023 monthly meeting, the Planning and Zoning Commissioners had a joint session with the mayor and town council to discuss permitted uses in the Industrial District ID -2 (attached). This discussion arose from several residents voicing concern about what may be developed on the site of the erstwhile proposed AquaCon industrial salmon farm. The Commission and Mayor and Council discussed changes to the permitted uses of Industrial zoning. The changes that were discussed included the following:

1. (#1) Take out dwellings for resident watchmen and caretakers
2. (#6) Take out animal, poultry and bird raising, commercial
3. (#24) Take out dairy operations
4. (#43) Take out livery stable & riding academies
5. (#47) Take out motion picture studios
6. (#54) Take out radiator repair, cleaning, and services
7. (#73) Take out the words, rental, sales, and service from lawnmower, yard, and garden manufacturing equipment

Pending further discussion provide direction to staff.

**§ 245-81. Permitted uses.**

- A. A building or land shall be used only for the following purposes, consisting of general industrial, warehousing, and storage uses, including certain open or enclosed storage of products, materials, and vehicles, and including the following uses and any similar uses which are not likely to create any more offensive noise, vibration, dust, heat, smoke, odor, glare, or other objectionable influences than the minimum amount normally resulting from other uses listed, such listed uses being generally wholesale establishments, service industries, and light industries that manufacture, process, store, and distribute goods and materials, and are in general dependent on raw materials refined elsewhere, and manufacture, compounding, processing, packaging or treatment, as specified, of the following products or similar products:
- (1) Dwellings for resident watchmen and caretakers employed on the premises.
  - (2) Agriculture or farm implements, manufacture, sale, storage or repair.
  - (3) Aircraft and aircraft parts.
  - (4) Aluminum extrusion, rolling, fabrication and forming.
  - (5) Animal hospital and/or boarding kennel.
  - (6) Animal, poultry, and bird raising, commercial.
  - (7) Automobiles, trucks, buses, truck trailers, motorcycles and bicycles, repair and assembly; transmission repair service.
  - (8) Bakery products, wholesale (manufacturing permitted).
  - (9) Bedding (mattress, pillow and quilt).
  - (10) Beverage blending, bottling (all types). **[Amended 3-7-2018 by Ord. No. 2018-02]**
  - (11) Blacksmith shops, including gas and steam fitting shops.
  - (12) Boat manufacture and repair (vessels less than 5 tons), boat sales, service, storage or rentals.
  - (13) Building materials (cement, lime in bags or containers, sand, gravel, stone, lumber, structural or reinforcing steel, steel fabricating, pipe and the like), storage and sales, open or enclosed, but not manufacture of steel or junk storage.
  - (14) Button manufacture.
  - (15) Carbon paper and inked ribbon manufacture.
  - (16) Carpets, rugs and mats, including cleaning.
  - (17) Cigar and cigarette manufacture.

- (18) Cleaning and dyeing of garments, hats, and rugs.
- (19) Chemical production, including rubber, plastics.
- (20) Coal and coke storage and sales.
- (21) Condensed and evaporated milk, processing and canning.
- (22) Contractor's shop and storage yard or equipment rental.
- (23) Cosmetics and toiletries, perfumes (compounding only).
- (24) Dairy operations and dairy products, ice cream, cheese.
- (25) Electrical appliances or electronic apparatus, medical, optical or drafting equipment, toys, games, musical instruments, manufacture or assembly.
- (26) Exterminating establishment.
- (27) Fertilizer storage in bags or bulk storage of liquid or dry fertilizer in tanks or in a completely enclosed building, but not manufacture or processing.
- (28) Fish, shrimp, crabs, clams, oysters, and other seafood, processing, packing or storing. **[Amended 11-2-2020 by Ord. No. 2020-07]**
- (29) Food products manufacture, processing and packaging of such products as candy, chewing gum, cocoa products, coffee, tea and spices, macaroni, and noodles.
- (30) Fruit and vegetable processing (including canning, preserving, drying and freezing).
- (31) Furniture (wood, reed, rattan, metal, plastic).
- (32) Grain blending and packaging, but not milling.
- (33) Greenhouses, commercial, wholesale or retail.
- (34) Heating, ventilating, cooking and refrigeration supplies and appliances.
- (35) Ice manufacture, including dry ice.
- (36) Industrial vocational training school.
- (37) Ink manufacturing (mixing only).
- (38) Insecticides, fungicides, disinfectants, and related industrial and household chemical elements (blending only).
- (39) Knitting, weaving, printing, finishing of textiles and fibers into fabric goods, or clothing, hats, hosiery.
- (40) Laboratories, research, experimental, but not including combustion engine testing.

- (41) Laundries, linen service.
- (42) Leather goods manufacture, but not including tanning operations.
- (43) Livery stables and riding academies.
- (44) Machinery manufacture; machine shops.
- (45) Meat products, packing, and processing (not slaughtering).
- (46) Metal products manufacture, such products as bolts, nails, staples, needles, pins, metal containers, ornamental iron fabrication, silverware, and plated wire.
- (47) Motion-picture studio.
- (48) Oleomargarine (compounding and packing only).
- (49) Pharmaceutical products, drugs.
- (50) Planing and millwork, lumberyard.
- (51) Plating, electrolytic process.
- (52) Plumbing supplies, manufacture, sale, or storage.
- (53) Printing, publishing and engraving, photographic processing or blueprinting.
- (54) Radiator repair, cleaning and flushing.
- (55) Radio or television broadcasting station, studios, offices, towers.
- (56) Railroad switching yard for railroad service in the district, team tracks and spur tracks.
- (57) Research centers.
- (58) Rubber and synthetic treated fabrics (excluding all rubber and synthetic processing).
- (59) Sheet metal products, ductwork, containers.
- (60) Shipping container (corrugated board, fiber or wire bound).
- (61) Sign fabrication and painting shop.
- (62) Soap, washing or cleaning, powder or soda (compounding only).
- (63) Tire retreading, recapping and vulcanizing shop.
- (64) Tools, dies, and hardware products, firearms.
- (65) Trailers, truck bodies, assembly.
- (66) Truck and transfer terminal, freight.

- (67) Vitreous enameled products.
- (68) Warehouses, wholesale houses and distributors, wholesale market.
- (69) Welding or soldering shops.
- (70) Wood products manufacture, including baskets, boxes, crates, barrels and veneer.
- (71) Yarn threads and cordage.
- (72) Brick, firebrick and clay products.
- (73) Lawnmower, yard and garden equipment, assembly, rental, sales, and service.
- (74) Offices for executive, administrative and similar purposes. [**Added 8-5-2002 by Ord. No. 2002-13**]
- (75) Bus terminals. [**Added 11-3-2003 by Ord. No. 2003-10**]
- (76) Aquaculture, land-based. [**Added 11-2-2020 by Ord. No. 2020-07**]