

**RESOLUTION NO. 1820**

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SALISBURY TO AUTHORIZE THE MAYOR TO SIGN A MEMORANDUM OF UNDERSTANDING WITH THE CIRCUIT COURT FOR WICOMICO COUNTY TO DESIGNATE FIVE PARKING SPACES ON CALVERT STREET TO THE CIRCUIT COURT FOR WICOMICO COUNTY LAW ENFORCEMENT AND COURT SECURITY VEHICLES.

WHEREAS, the City of Salisbury received a request by The Circuit Court for Wicomico County to designate five spaces on Calvert Street for court security parking; and

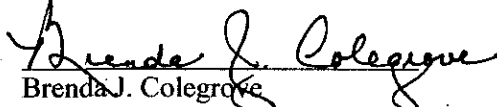
WHEREAS, The Circuit Court for Wicomico County has agreed to pay the City of Salisbury the annualized daily meter rate for these spaces; and

WHEREAS, The Circuit Court for Wicomico County has agreed to provide signage identifying the spaces as "Court Security" spaces;

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Salisbury, Maryland to authorize the mayor to sign a memorandum of understanding with The Circuit Court for Wicomico County to designate five spaces on Calvert Street to The Circuit Court for Wicomico County for law enforcement and court security vehicles.

THE ABOVE RESOLUTION was introduced and read and passed at the regular meeting of the Council of the City of Salisbury held on this 24<sup>th</sup> day of August, 2009 and is to become effective immediately upon adoption.

ATTEST:

  
Brenda J. Colegrove  
CITY CLERK

  
Louise Smith  
CITY COUNCIL PRESIDENT

APPROVED by me this 25<sup>th</sup> day of August, 2009.

  
James Treton, Jr.  
MAYOR, City of Salisbury

# Memo

**To:** John Pick  
**From:** Karen Reddersen *KR*  
**Date:** July 29, 2009  
**Re:** Request for Five Designated Spaces on Calvert Street

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The City of Salisbury Internal Services Department, Parking Division, received a request from the Wicomico County Circuit Court relating to five spaces on Calvert Street in front of the Verizon Building. These spaces are needed for law enforcement vehicles and for transporting prisoners and juveniles for court. These spaces, if approved, will be posted as "Circuit Court Permit Parking ONLY". Approval of this request will alleviate parking congestion and safety concerns on Court Street, as the transport vans currently park on this street and block traffic flow in this area.

The Wicomico County Circuit Court has agreed to pay for the use of these spaces at the current daily meter rate of \$6.00 per day for an annual amount of \$7,200.00. They understand that if City Council approves any changes to this rate, it will be reflected in the required payment for the use of these spaces. The Parking Division requests approval from the City Council to authorize the mayor to sign a MOU with the Wicomico County Circuit Court to designate these spaces to the Wicomico County Circuit Court for this purpose.

This request was presented at the Central City District Commission meeting held on July 29, 2009, and the CCDC members approved this request and agreed to move this forward to City Council for consideration. A draft Memorandum of Understanding for this agreement is attached for your review.



# The Circuit Court For Wicomico County

COURTS BUILDING, THIRD FLOOR

P. O. BOX 806

SALISBURY, MARYLAND 21803-0806

WENDY M. RILEY  
COURT ADMINISTRATOR

TELEPHONE (410) 548-4822

FAX (410) 548-4826

July 29, 2009

Ms. Karen Reddersen  
City of Salisbury  
Assistant Director, Internal Services  
125 N. Division Street  
Salisbury, MD 21801

Dear Ms. Reddersen:

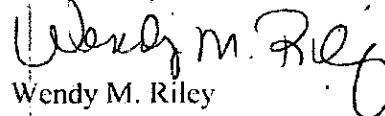
I am requesting the use of the five metered spaces on Calvert Street in front of the Verizon Building, beginning in August or September 2009. These spaces will be used for law enforcement vehicles and vans transporting prisoners and juveniles for court. I understand that we will be billed for the use of the space, at the rate of \$6 per day per space, for an annual cost of \$7,200 to be paid at the beginning of each fiscal year. For FY 2010, I am requesting a prorated billing beginning on the date of the approval from City Council.

I also understand that if the City Council increases meter fees, the annual rate will increase by same per each of the 5 spaces. Additionally, either party can cancel this agreement with one month's written notice.

Please place this request on the next possible City Council Agenda, and notify me when the hearing will be held, so that I may be present for any questions that need to be answered.

Thank you for all of your assistance with this matter.

Thank You,

  
Wendy M. Riley

cc: Donald C. Davis, County Administrative Judge  
Jim Ireton, Mayor for the City of Salisbury  
Fred Harris, Wicomico County Purchasing Agent  
Pam Oland, Director, Internal Services

**MEMORANDUM OF UNDERSTANDING**

**CALVERT STREET PARKING SPACES**

**BY AND BETWEEN**

**CITY OF SALISBURY**

**AND**

**THE CIRCUIT COURT FOR WICOMICO COUNTY**

**THIS MEMORANDUM OF UNDERSTANDING**, executed in duplicate, made effective this \_\_\_\_\_ day of \_\_\_\_\_, 2009 by and between the City of Salisbury, a political subdivision of the State of Maryland, hereinafter called the "CITY", and The Circuit Court For Wicomico County, hereinafter called "CIRCUIT COURT".

**WHEREAS**, the CIRCUIT COURT has agreed to pay for the use of five (5) parking spaces located on Calvert Street (in front of the Verizon Building), Salisbury, Maryland.

**WHEREAS**, the CIRCUIT COURT has agreed to a rate of \$6.00 dollars per day, per space. Based on a 20 day month, the annual rate will be \$7,200.00 combined, payable annually at the first of each fiscal year. (FY2010 shall be prorated based on signing date of this agreement).

**WHEREAS**, the CITY has agreed to post five (5) signs reading "Circuit Court Permit Parking ONLY"; and the CIRCUIT COURT shall design and prepare the permits for use in the five designated spaces; and the CIRCUIT COURT shall provide the CITY with a copy of said permits.

**WHEREAS**, if the City Council increases meter fees, the annual rate for this agreement will be increased by the same per each of the 5 spaces;

**WHEREAS**, either party can cancel this agreement with thirty (30) day's written notice.

**NOW, THEREFORE**, the City of Salisbury and The Circuit Court for Wicomico County, by their signatures below, agree to the said terms and conditions of this Memorandum of Understanding.

**IN WITNESS WHEREOF**, the undersigned parties hereto have executed this Memorandum of Understanding by their respective duly authorized officers this \_\_\_\_\_ day of \_\_\_\_\_, 2009.

THE CITY OF SALISBURY

AWARDED: \_\_\_\_\_

\_\_\_\_\_  
Karen Reddersen  
Asst. Director of Internal Services-  
Procurement Division

ATTEST:

APPROVED BY COUNCIL

*Brenda J. Colegrove*  
\_\_\_\_\_  
Brenda J. Colegrove, City Clerk

*Louise Smith*  
\_\_\_\_\_  
Louise Smith, Council President

(SEAL)

THE CIRCUIT COURT FOR  
WICOMICO COUNTY

ATTEST:

BY:

\_\_\_\_\_

\_\_\_\_\_  
(Authorized Company Official)

(SEAL)

\_\_\_\_\_  
Typed Name and Title

APPROVED FOR EXECUTION:

APPROVED AS TO FORM  
AND LEGALITY:

\_\_\_\_\_  
James Ireton, Jr., Mayor

\_\_\_\_\_  
Paul Wilber, City Solicitor

**MEMORANDUM OF UNDERSTANDING**

**CALVERT STREET PARKING SPACES**

**BY AND BETWEEN**

**CITY OF SALISBURY  
AND  
THE CIRCUIT COURT FOR WICOMICO COUNTY**

**THIS MEMORANDUM OF UNDERSTANDING**, executed in duplicate, made effective this 1<sup>st</sup> day of September, 2009 by and between the City of Salisbury, a political subdivision of the State of Maryland, hereinafter called the "**CITY**", and The Circuit Court For Wicomico County, hereinafter called "**CIRCUIT COURT**".

**WHEREAS**, the CIRCUIT COURT has agreed to pay for the use of five (5) parking spaces located on Calvert Street (in front of the Verizon Building), Salisbury, Maryland.

**WHEREAS**, the CIRCUIT COURT has agreed to a rate of \$6.00 dollars per day, per space. Based on a 20 day month, the annual rate will be \$7,200.00 combined, payable annually at the first of each fiscal year. (FY2010 shall be prorated based on signing date of this agreement).

**WHEREAS**, the CITY has agreed to post five (5) signs reading "Circuit Court Permit Parking ONLY"; and the CIRCUIT COURT shall design and prepare the permits for use in the five designated spaces; and the CIRCUIT COURT shall provide the CITY with a copy of said permits.

**WHEREAS**, if the City Council increases meter fees, the annual rate for this agreement will be increased by the same per each of the 5 spaces;

**WHEREAS**, either party can cancel this agreement with thirty (30) day's written notice.

**NOW, THEREFORE**, the City of Salisbury and The Circuit Court for Wicomico County, by their signatures below, agree to the said terms and conditions of this Memorandum of Understanding.

**IN WITNESS WHEREOF**, the undersigned parties hereto have executed this Memorandum of Understanding by their respective duly authorized officers this 1<sup>st</sup> day of September, 2009.

THE CITY OF SALISBURY

AWARDED: 9/11/09

Karen D. Reddersen 8/31/09  
Karen Reddersen  
Asst. Director of Internal Services-  
Procurement Division

ATTEST:

Brenda J. Colegrove  
Brenda J. Colegrove, City Clerk

(SEAL)

APPROVED BY COUNCIL

Louise Smith  
Louise Smith, Council President

THE CIRCUIT COURT FOR  
WICOMICO COUNTY

ATTEST:

Jan E Hess

(SEAL)



BY:

Donald C. Davis  
(Authorized Company Official)

Donald C. Davis, County Administrative Judge  
Typed Name and Title

APPROVED FOR EXECUTION:

James Jreton Jr.  
James Jreton, Jr., Mayor

APPROVED AS TO FORM  
AND LEGALITY:

Paul Wilber  
Paul Wilber, City Solicitor