

## CHARTER AMENDMENT RESOLUTION NO. 2017-2

### **A RESOLUTION TO AMEND THE CHARTER OF THE CITY OF SALISBURY, MARYLAND BY ADDING DEPUTY CITY ADMINISTRATORS AND SPECIFYING THE CHAIN OF COMMAND IN ARTICLE IV: § SC4-1.**

WHEREAS, there is currently an Assistant City Administrator for the city which is being changed to two Deputy City Administrators as part of the reorganization structure for the City of Salisbury; and

WHEREAS, under the current City Charter the City Administrator shall be the immediate supervisor of each department head; and

WHEREAS, under the reorganization structure the City Administrator shall be the immediate supervisor of the department heads from the Department of Police and the Department of Fire, as well as the immediate supervisor of the Mayor's Office and the Deputy City Administrators; and

WHEREAS, under the reorganization structure one Deputy City Administrator shall be the immediate supervisor of the department heads of the Departments of Finance, Information Services, Human Resources, Business Development, and the Public Information Officer; and

WHEREAS, under the reorganization structure one Deputy City Administrator shall be the immediate supervisor of the department heads from the Departments of Infrastructure and Development, Field Operations, Water Works, Housing and Community Development, and Procurement; and

WHEREAS, the Salisbury City Council has concluded that it in the best interest of the City to amend the City Charter to accomplish the reorganization plan, which will not result in increased costs under the City's Current budget and will allow the City to operate in a more efficient manner.

**NOW, THEREFORE, BE IT RESOLVED** by the Salisbury City Council, by virtue of the authority granted in Article XI-E of the Constitution of Maryland, Local Government Article § 4-301 et seq. of the Annotated Code of Maryland and § SC21-1 and § SC21-2 of the Salisbury City Code, that § SC4-1 of the Salisbury City Charter is amended as follows:

#### § SC4-1. – *City Administrator and Deputy Administrators*

There shall be a City Administrator in the Office of the Mayor who shall be the Chief Administrative Officer of the city. The City Administrator shall be the direct subordinate of the Mayor and the immediate supervisor of each of the following department heads: *Police Department and Fire Department. The City Administrator shall also be the immediate supervisor of the Deputy City Administrators.* The City Administrator shall serve as the supervising authority of the Office of the Mayor and shall be the Mayor's Chief of Staff.

*There shall be two Deputy City Administrators who shall be direct subordinates of the City Administrator. One Deputy City Administrator shall be the immediate supervisor of the following department heads: Department of Infrastructure and Development, Department of Field Operations, Department of Water Works, Department of Housing and Community Development, and Department of Procurement. The other Deputy City Administrator shall be the immediate supervisor of the following department heads: Department of Finance, Department of Information Services, Department of Human Resources, Department of Business Development and the Public Information Officer.*

**EXPLANATION:**

- \* *ITALICIZED PRINT INDICATES MATERIAL ADDED TO EXISTING LAW.*  
Deleted material from the existing Charter is indicated by bold double bracketed [ ] language.

**AND IT BE FURTHER RESOLVED THAT** in accordance with Maryland Annotated Code, Local Government Article, Subsection 4-304, the Mayor and/or the City Clerk, who are authorized to act as outlined below, shall:

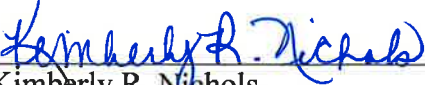
- a. Post a complete and exact copy of this Charter Amendment at the City Government Building, for at least forty (40) days after the passage of this Resolution; and
- b. Advertise a fair summary of this Resolution, which is deemed by the City Council to be the title of this Resolution, once per week for four (4) weeks in a newspaper of general circulation within the City of Salisbury beginning immediately after the passage of this Resolution.


**AND, BE IT FURTHER RESOLVED** by the Salisbury City Council that the title of this Resolution shall be deemed a fair summary of the amendments provided for herein for publication and all other purposes;

**AND, BE IT FURTHER RESOLVED** by the Salisbury City Council that this Resolution shall take effect fifty (50) days from and after the date of its final passage and that its provisions shall be implemented on the 31<sup>st</sup> day of October, 2017, subject to the right of referendum. The City Clerk, on behalf of the Mayor, is hereby directed to proceed with the posting and publication of this Resolution, and the sending of information concerning the charter amendments provided for herein to the Maryland Department of Legislative Services pursuant to the requirements of the Maryland Annotated Code, Local Government Article, Subsection 4-304.

This Resolution was introduced, read and passed at a meeting of the Salisbury City Council held on the 11<sup>th</sup> day of September, 2017.

ATTEST:

  
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Kimberly R. Nichols,  
City Clerk

  
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John R. Heath, President  
Council of the City of Salisbury

Publish:      September 15, 2017  
                  September 22, 2017  
                  September 29, 2017  
                  October 6, 2017



**To:** City Council  
**From:** Julia Glanz, City Administrator  
**Subject:** Reorganization- Charter and Code Changes  
**Date:** August 2, 2017

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During the FY18 Budget Process, the Mayor and I proposed a plan to reorganize the departments within our City government in order to more appropriately align them with the City's goals and objectives.

Substantial changes that constitute this reorganization include: a one-stop-shop for all development projects, the consolidation of our code enforcement officers by relocating them all to one department, a reworking and division of the legacy structure of our Public Works department, a new focus on GIS in all City departments, an independent Procurement department, and the revocation of a previous arrangement that placed Parking under Procurement's purview. This reorganization will be evident in the functionality of our City government and will have a minimal impact on the FY18 Budget.

To further explain this reorganization, all proposed City Code and Charter changes are attached for your review, as well as the ordinance necessary to accept those changes.