

**CHARTER AMENDMENT RESOLUTION NO. 2017-5**

**A RESOLUTION TO AMEND THE ARTICLE X IN THE CHARTER OF THE CITY OF SALISBURY, MARYLAND BY DELETING THE REFERENCE TO THE DEPARTMENT OF PUBLIC WORKS AND REPLACING IT WITH THE DEPARTMENT OF FIELD OPERATIONS AND THE DEPARTMENT OF INFRASTRUCTURE AND DEVELOPMENT, BY RENAMING THE BUREAUS IN § SC10-1B., BY CHANGING THE RESPONSIBILITIES IN § SC10-2, AND BY ADDING § SC10-3 AND § SC10-4.**

WHEREAS, the Department of Public Works is being divided into three separate departments, the Department of Infrastructure and Development, the Department of Water Works, and the Department of Field Operations as part of the reorganization structure for the City of Salisbury; and

WHEREAS, the Department of Infrastructure and Development and the Department of Field Operations are each assuming different responsibilities in Article X; and

WHEREAS, the Department of Water Works will be assuming responsibilities in Article XII; and

WHEREAS, Article X of the current Salisbury City Charter refers to the Department of Public Works that will be eliminated under the reorganization and replaced with the Department of Infrastructure and Development, the Department of Water Works and the Department of Field Operations; and

WHEREAS, the Salisbury City Council has concluded that it is 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 Article X of the Salisbury City Charter is amended as follows:

**ARTICLE X – ~~[[Department of Public Works]]~~ *Department of Infrastructure and Development and Department of Field Operations***

**§ SC10-1. ~~[[Director]]~~*Department of ~~[[Public Works]]~~Infrastructure and Development.***

A. There shall be a Department of ~~[[Public Works]]~~*Infrastructure and Development* headed by a Director of ~~[[Public Works]]~~*Infrastructure and Development*. The Director of ~~[[Public Works]]~~*Infrastructure and Development* shall be appointed by the Mayor with the advice and consent of a majority of the full Council and shall serve continuously unless terminated pursuant to § SC2-10. The compensation for the Director shall be

determined by a majority of the full Council. All subordinate personnel shall be appointed as provided in § SC3-4C of the City Charter

B. For convenience of administration, the Mayor and Director of **[[Public Works]]***Infrastructure and Development*, with the consent of a majority of the full Council, may divide the Department of **[[Public Works]]***Infrastructure and Development* into bureaus, such as a Bureau of Engineering, a Bureau of **[[Streets]]***Planning*, a Bureau of **[[Water Supply]]***Permits*, a Bureau of **[[Sanitation]]***Inspections* and other similar bureaus.

§ SC10-2. – *Duties of the Director of Infrastructure and Development.*

Under the authority of the Mayor and the direct supervision of the City Administrator, the Director of **[[Public Works]]***Infrastructure and Development* shall:

- A. Have general supervision and direction over the planning~~[[,]]~~ *and* construction **[[, operation, maintenance and repair]]** of the public ways, sidewalks, gutters, *and utility* **[[water]]** systems **[[and plant, sanitary sewerage system, sewage disposal plant, garbage incinerator plant, airport]]** and such other public works or improvements as the city may undertake.
- B. Recommend from time to time to the Council through the Mayor such public works or improvements as he deems necessary.
- C. Supply engineering advice to the Mayor, the Council or other officers of the city when they request it.
- D. Do such other things as the Council or the Mayor may require.

§ SC10-3 – *Department of Field Operations.*

*There shall be a Department of Field Operations headed by a Director of Field Operations. The Director of Field Operations shall be appointed by the Mayor with the advice and consent of a majority of the full Council and shall serve continuously unless terminated pursuant to § SC2-10. The compensation for the Director shall be determined by a majority of the full Council. All subordinated personnel shall be appointed as provided in § SC3-4C. of the City Charter.*

§ SC10-4 – *Duties of the Director of Field Operations.*

*Under the authority of the Mayor and the direct supervision of the City Administrator, the Director of Field Operations shall:*

- A. *Have general supervision and direction over the operation, maintenance and repair of the public ways, sidewalks, gutters, parking facilities, airport and such other public works or improvements as the city may undertake.*
- B. *Recommend from time to time to the Council through the Mayor such public works or improvements as he deems necessary.*
- C. *Do such other things as the Council or the Mayor may require.*

**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.

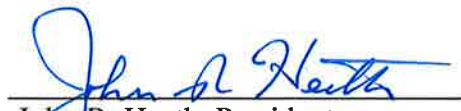
**AND, BE IT FURTHER RESOLVED** by the Salisbury City Council that the title of this Resolution shall be deemed a fair summary of the amendments provided for herein for publication and all other purposes;

**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

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

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



## MEMORANDUM

**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.