

**CHARTER AMENDMENT RESOLUTION NO. 2017-9**

**A RESOLUTION TO AMEND THE CHARTER OF THE CITY OF SALISBURY, MARYLAND BY DELETING REFERENCES TO THE DIRECTOR OF INTERNAL SERVICES AND REPLACING THAT POSITION WITH A DIRECTOR OF FINANCE IN ARTICLE XX: § SC20-1, § SC20-3, AND § SC20-4.**

WHEREAS, the Department of Internal Services is being divided into two separate departments, the Department of Finance and the Department of Procurement as part of the reorganization structure for the City of Salisbury; and

WHEREAS, Article XX of the current Salisbury City Charter refers to the Director of Internal Services that will be eliminated under the reorganization and replaced with the Director of Finance; 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 § SC20-1, § SC20-3, and § SC20-4 of the Salisbury City Charter is amended as follows:

§ SC20-1. – Oath of Office

The following persons, before entering upon the duties of their offices, shall make oath before the Clerk of the Circuit Court for Wicomico County that they will diligently and faithfully, without partiality, favor or prejudice, **[[and]]** well and truly perform the duties of their office: the Mayor, the members of the Council, the City Administrator, the Director of **[[Internal Services]]Finance**, the City Clerk, the City Solicitor, the members of the Board of Supervisors of Elections, the Judges of Election, the heads of all offices, departments and agencies of the city government and such other officers and employees of the city as the Council may require. Each oath shall be recorded in the office of the Clerk of the Circuit Court for Wicomico County. A certificate of each oath shall be returned by him to the Council and shall be recorded in the proceedings of the Council. Either of these records or a certified copy of either of them under seal may be used as evidence in any court in the state.

§ SC20-3. – Official bonds.

The Director of **[[Internal Services]]Finance**, and such other officers or employees of the city as the Council or this Charter may require shall give bond in such amount and with such surety as may be required by the Council. The premiums on such bonds shall be paid by the city.

§ SC20-4. – Deeds.

No deed or deeds conveying real estate or chattels real, situated or located within the corporate limits of the City of Salisbury shall be admitted to record among the land records of the Circuit Court for Wicomico County until the property thereby conveyed or assigned has been duly transferred upon the city assessment books in the office of the Director of **[[Internal Services]]Finance** to the grantee or assignee named in such deed. Before such property shall be transferred on the assessment books, all city taxes, special assessments, water rents and other public charges due to the City of Salisbury for the current year and all prior years must be paid, and as evidence of such payment, the Director of **[[Internal Services]]Finance** shall stamp upon the deed his certificate thereof. The Director of **[[Internal Services]]Finance** shall further certify the fact of the transfer upon the deed, and the Clerk of the Circuit Court shall not record or accept for recording any deed without the certificates of the Director of **[[Internal Services]]Finance**, as prescribed by this section.

**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.

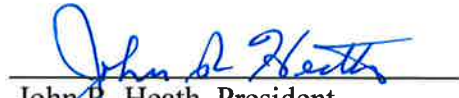
**AND, BE IT FURTHER RESOLVED** by the Salisbury City Council that the title of this Resolution shall be deemed a fair summary of the amendments provided for herein for publication and all other purposes;

**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.