

CITY OF SALISBURY

CHARTER AMENDMENT NO. 2332

A RESOLUTION TO AMEND THE CHARTER OF THE CITY OF SALISBURY, MARYLAND BY DELETING REFERENCES TO THE ASSISTANT DIRECTOR OF INTERNAL SERVICES-FINANCE AND REPLACING THAT POSITION WITH AN ASSISTANT DIRECTOR OF INTERNAL SERVICES-FINANCE OPERATIONS AND AN ASSISTANT DIRECTOR OF INTERNAL SERVICES-FINANCE ACCOUNTING IN § SC7-1 AND § SC7-25.

WHEREAS, the City of Salisbury Director of Internal Services has recommended to the Salisbury City Council a reorganized structure for the Department of Internal Services; and

WHEREAS, the current City Charter contains a position, Assistant Director of Internal Services-Finance, referenced in a few sections, that will be eliminated under the reorganization and replaced with two positions: (1) Assistant Director of Internal Services-Finance Operations and (2) Assistant Director of Internal Services-Finance Accounting; 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 Department of Internal Services to operate in a more efficient manner.

NOW, THEREFORE, be it resolved by the City Council of the City of Salisbury, that Article VII of the Charter be amended as follows:

ARTICLE VII Internal Services

§ SC7-1. Department of Internal Services.

A. There shall be a Department of Internal Services headed by a Director of Internal Services. The Director of Internal Services 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 § SC3-4.C of the City Charter.

B. The financial powers of the city, except as otherwise provided by this Charter, shall be exercised by the Director of Internal Services under the authority of the Mayor and the direct supervision of the City Administrator.

An Assistant Director of Internal Services-Finance Operations and an Assistant Director of Internal Services-Finance Accounting shall be recommended for appointment by the Director of Internal Services and appointed by the Mayor.

[Amended 5-23-05 by Res. No. 1247; 4-10-06 by Res. No. 1395; repealed and reenacted 1-11-99 by Res. No. 623]

§ SC7-25. Signatures or authorizations required for disbursements.

All disbursements of any kind whatsoever, including, but not limited to, checks, electronic transfers, ACH debits, etc., shall be signed or authorized by two individuals, one of whom shall be the President or the Vice-President of the Council and the other of whom shall be either the Director of Internal Services, [[or]] the Assistant Director of Internal Services-Finance Operations, or the Assistant Director of Internal Services-Finance Accounting, except that:

A. All disbursements from the payroll account and for payroll-related items shall be signed or authorized by one of the following individuals: the Director of Internal Services, the Assistant Director of Internal Services-Finance Operations, the Assistant Director of Internal Services-Finance Accounting, the President of the Council, or the Vice-President of the Council; and

B. All disbursements relating to the purchasing of investments or debt payments of principal or interest investments or bond issues shall be signed or authorized by any two of the following individuals: the President of the Council, the Vice-President of the Council, the Director of Internal Services or the Assistant Director of Internal Services-Finance Operations, or the Assistant Director of Internal Services-Finance Accounting.

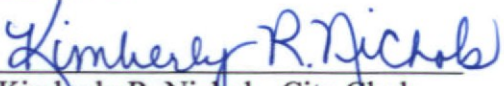
[Amended 5-23-05 by Res. No. 1247; 4-10-06 by Res. No. 1395; Repealed and reenacted 12-28-98 by Res. No. 624; Renumbered 1-11-99 by Res. No. 629]

AND BE IT FURTHER RESOLVED by the City Council of the City of Salisbury that this Resolution take effect fifty (50) days from and after the date of its final passage, subject to the right of referendum, and that its provisions shall be implemented on the 12th day of November, 2013. The City Clerk is hereby authorized to proceed with the posting and publication of this Resolution pursuant to the requirements of Article 23A of the Annotated Code of Maryland.

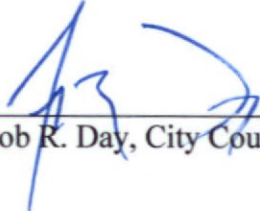
This Resolution was introduced, read and passed at the regular meeting of the Salisbury

City Council held on the 23rd day of September, 2013.

ATTEST:



Kimberly R. Nichols, City Clerk



Jacob R. Day, City Council President

Publish: September 27, 2013
 October 4, 2013
 October 11, 2013
 October 18, 2013

City of Salisbury



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KEITH A. CORDREY
DIRECTOR OF INTERNAL SERVICES

JAMES IRETON, JR.
MAYOR

TOM STEVENSON
INTERIM CITY ADMINISTRATOR

To: Tom Stevenson, Interim City Administrator
From: Keith Cordrey, Director of Internal Services
Date: September 10, 2013
Re: Internal Services Restructure

Please find attached a resolution which updates the charter to reflect organizational changes being made to the Internal Services Finance Department. An ordinance with the following position changes is scheduled for first reading on September 23, 2013:

1. Delete the Assistant Director Internal Services Finance
2. Add Assistant Director Internal Services Finance Operations
3. Add Assistant Director Internal Services Finance Accounting

If you have any questions, please let me know.