

RESOLUTION NO. 2361

A RESOLUTION OF THE CITY OF SALISBURY, MARYLAND AGREEING TO THE EXTENSION OF THE ACTING STATUS FOR ACTING NEIGHBORHOOD SERVICES/CODE COMPLIANCE DIRECTOR SUSAN PHILLIPS.

WHEREAS, the City's Employee Handbook provides that employees can only serve in acting status for a term exceeding six months with the advice and consent of the City Council; and


WHEREAS, Susan Phillips has been serving in acting status since July 31, 2013 and will reach the six month anniversary on January 31, 2014; and

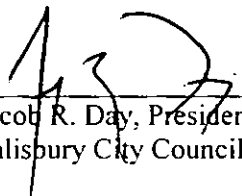
WHEREAS, the Mayor is not yet ready to appoint a new NEIGHBORHOOD SERVICES/CODE COMPLIANCE DIRECTOR and desires that Susan Phillips continue serving in acting capacity.

NOW, THEREFORE, BE IT RESOLVED that the Salisbury City Council hereby agrees to extend the acting status of Susan Phillips as Acting Neighborhood Services/Code Compliance Director.


THE ABOVE RESOLUTION was introduced and duly passed at a meeting of the Council of the City of Salisbury, Maryland held on the 13th day of January, 2014 and is to become effective immediately upon adoption.

ATTEST:


Kimberly R. Nichols
City Clerk


Jacob R. Day, President
Salisbury City Council

APPROVED by me this 14th
day of January 2014.


James Preton, Jr.
MAYOR, City of Salisbury

City of Salisbury



MARYLAND



JAMES IRETON, JR.
MAYOR

M. THOMAS STEVENSON
ACTING CITY ADMINISTRATOR

125 NORTH DIVISION STREET
SALISBURY, MARYLAND 21801
Tel: 410-548-3170
Fax: 410-548-3107

To: Mayor James Ireton, Jr.
From: Jeanne Loyd, Human Resources Manager
CC: M. Thomas Stevenson, Acting City Administrator
Date: January 2, 2014
Re: Request for Time Extension:
Neighborhood Services and Code Compliance Director

The City's Employee Handbook requires that the City Council provide advice and consent to allow an employee to serve in an acting capacity for more than six months.

I request that the acting status for Susan Phillips as ACTING NEIGHBORHOOD SERVICES/CODE COMPLIANCE DIRECTOR be continued until a permanent director is appointed. Ms. Phillips was named ACTING NEIGHBORHOOD SERVICES/CODE COMPLIANCE DIRECTOR effective on July 31, 2013. She will reach her six month anniversary on January 31, 2014.

We have advertised for the position of City Administrator and are reviewing the applicants for consideration following the closing date for this position posting which ended on December 20, 2013. Once you have reviewed the applicants, it is my understanding that you will forward the name (s) of those candidates to the City Council for advice and consent following this search process. The completion of this process will exceed the established six (6) month time frame for Mr. Stevenson to remain as ACTING CITY ADMINISTRATOR without further advice and consent. Mr. Stevenson's continued ACTING status impacts the ACTING NEIGHBORHOOD SERVICES/CODE COMPLIANCE DIRECTOR position. We are unable to fill the NEIGHBORHOOD SERVICES/CODE COMPLIANCE DIRECTOR position until a decision has been made regarding the filling of the CITY ADMINISTRATOR position.

Unless you have further questions, please forward this request to the City Council.