

**AS AMENDED ON AUGUST 24, 2020  
CHARTER AMENDMENT RESOLUTION NO. 2020-4**

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

WHEREAS, the City Charter provides that there will be two Deputy City Administrators for the City of Salisbury and each Deputy City Administrator shall be the immediate supervisor of specific City departments; and

WHEREAS, there has only been one Deputy City Administrator for several years; and

WHEREAS, the City would like to update the City Charter to reflect the current staffing needs; and

WHEREAS, under the current structure one Deputy City Administrator is the immediate supervisor of the department heads of the Departments of Finance, Information Services, Human Resources, Business Development, and the Public Information Officer; and one Deputy City Administrator is 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 eliminate one Deputy City Administrator position.

**NOW, THEREFORE, BE IT ~~RESOLVED ENACTED AND ORDAINED~~** 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 Administrator[[s]]

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, Department of Finance, Department of Human Resources, and the Public Information Officer.~~ The City Administrator shall also be the immediate supervisor of the Deputy City Administrator[[s]]. 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]]~~ a Deputy City Administrator[[s]] who shall be a direct subordinate[[s]] of the City Administrator. ~~[[One]]~~ The 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,]]~~ and Department of Business Development ~~[[and the Public Information Officer]]~~.

**EXPLANATION:**

\* *ITALICIZED AND UNDERLINED PRINT INDICATES MATERIAL ADDED TO EXISTING LAW.*

Deleted material from the existing Charter is indicated by bold double bracketed ~~[[ ]]~~ language. Council amendments are in RED.

**AND IT BE FURTHER RESOLVED ENACTED THAT ~~i~~**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;

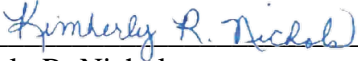
**AND BE IT FURTHER RESOLVED ENACTED**~~by the Salisbury City Council that~~ ~~THAT~~ this Resolution shall take effect fifty (50) days from and after the date of its final passage and that its provisions shall be implemented on the 13<sup>th</sup> day of October, 2020, subject to the right of referendum. 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.

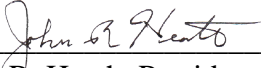
~~This Resolution shall become effective fifty (50) days after passage, in accordance with the Maryland Annotated Code, Local Government Article, Subsection 4-304.~~

This Resolution was introduced and read at a meeting of the Salisbury City Council held on the 24<sup>th</sup> day of August, 2020, and, passed for Second Reading.

~~The Resolution was finally passed and signed and approved by the Mayor and Council of the City of Salisbury on the \_\_\_\_\_ day of \_\_\_\_\_, 2020.~~

ATTEST:

  
\_\_\_\_\_  
Kimberly R. Nichols,  
City Clerk

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

Publish:      August 28, 2020  
                    September 4, 2020  
                    September 11, 2020  
                    September 18, 2020



City of  
**Salisbury**  
Jacob R. Day, Mayor

**To: City Council**

**From: Julia Glanz, City Administrator**

**Subject: Charter Amendment: Deleting Reference to Deputy City Administrators**

**Date: July 30, 2020**

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In an effort to continually make sure our Charter and Code are up to date this Charter Amendment would remove the reference to having two Deputy City Administrators. In 2017 we reorganized and had two Deputy City Administrators. While we working in that organizational model we learned that having one Deputy City Administrator was most effective for our organization. We would like the Charter to reflect our current staffing and organizational chart.

Please let me know if you have any questions.