

ORDINANCE No. 2613

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SALISBURY, MARYLAND AMENDING THE FY 2021 GENERAL FUND BUDGET REVISING POSITIONS AND AUTHORIZING THE RESTRUCTURE OF THE SALISURY POLICE DEPARTMENT COMMAND, SUPERVISORY AND OFFICER POSITION ALLOCATION.

WHEREAS, the Police Department is undertaking a restructure of command and supervisory potions; and

WHEREAS, the restructure is necessary to redistribute the workload and enhance efficiency and quality of public services; and

WHEREAS, the restructuring will decrease the authorized position count from 1 police major position to 0 police major positions; and

WHEREAS, the restructuring will decrease authorized position count from 78 police officer positions to 76 police officer positions; and

WHEREAS, the restructure will increase the authorized position count from 7 police sergeant positions to 8 police sergeant positions; and

WHEREAS, the Salisbury Police Department will increase the authorized position count from 7 police corporal positions to 9 police corporal positions; and

WHEREAS, salary savings realized as a result of the aforementioned changes to position count authorizations will be utilized to fund police officer positions below the rank of corporal; and

WHEREAS, this change will result in salary savings while not increasing total authorized strength of 103 police officer positions; and

WHEREAS, 7 OF THE 76 police officer positions will remain frozen; and

WHEREAS, the restructure of the department will result in the following positions:

Position	# Positions Authorized	
	Current	New
Chief of Police	1	1
Assistant Chief	1	1
Major	1	0
Captains	2	2
Lieutenants	6	6
Sergeants	7	8
Corporals	7	9
Police Officers	78	76

WHEREAS, the Salisbury Police Department will remain in this new structure for a test period no less than 1 year in order to realize if any further adjustments need to be made for improvement: and


WHEREAS, SC17-3 states that the Council shall set the number of police officers to be employed by the City; and

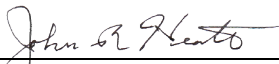
WHEREAS, the Department of Finance, in connection with the current approved City budget, requires the amended restructuring information in order to tie the newly restructured positions to the current budget, which budget set limits based on the current position allotment within the City of Salisbury Police Department.

NOW, THEREFORE, BE IT ORDAINED THAT THE CITY COUNCIL OF THE CITY OF SALISBURY, MARYLAND, hereby authorize this restructure of the Salisbury Police Department and amend the FY 2021 budget as outlined above.

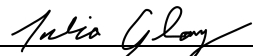
THIS ORDINANCE was duly passed at a meeting of the Council of the City of Salisbury, Maryland held on the 17<sup>th</sup> day of August, 2020, and thereafter, a statement of the substance of the Ordinance having been published as required by law, was finally passed by the Council on the 24<sup>th</sup> day of August, 2020, and is to become effective immediately upon adoption.

ATTEST:

  
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Kimberly R. Nichols, City Clerk

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

Approved by me this 3 day of Sept, 2020

  
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Julia Glanz, City Administrator,  
for and with the authority of  
Jacob R. Day, Mayor

To: City Council

From: Colonel Meienschein

Subject: Proposed Restructure and Salary Savings

Due to the recent retirement of Major Scott Kolb we have taken the opportunity to analyze both our command and subordinate supervisory structures as they relate to additional effective and efficient oversight of the patrol and administrative function as well as improving upon the police services provided to our community. We are proposing a restructure plan to be implemented for 1 year as a test phase with a goal of realizing a greater degree of efficiency and accountability while also savings taxpayer funds in salary & fringe benefits.

The monetary savings is possible within this restructure by downgrading the funding for the position of Major and funding the position as a Police Officer. Taking this approach, the SPD total authorized manpower remains the same at 103 officer. The SPD is taking advantage for the salary savings in the difference between the salary of a Major and a police officer to create the (1) additional sergeant and (2) additional corporals necessary for the restructure. (See attached spreadsheet)

**CURRENT COMMAND/SUPERVISORY STRUCTURE:**

Chief of Police – 1  
Assistant Chief – 1  
Major -1  
Captain – 2  
Lieutenant – 6  
Sergeant – 7  
Corporal – 7

**PROPOSED COMMAND/SUPERVISORY STRUCTURE:**

Chief of Police – 1  
Assistant Chief – 1  
Captain – 2  
Lieutenant – 6  
Sergeant – 8  
Corporal – 9



## SIGNIFICANT CHANGES:

- The proposed restructure will result in a net salary & fringe savings of approximately \$120,982.42. The SPD could use some of this savings to fill with a recruit police officer position and still realize a savings of approximately \$39,244.28. By converting the Major position to a police officer does not affect total number of authorized personnel which will remain at 103 of which 7 currently frozen.
- The Assistant Chief would assume additional duties connected to the command of the Administrative Division of the SPD.
- 1 additional position at the rank of sergeant is required
- 2 additional positions at the rank of corporal are required
- Lieutenants assigned to patrol function would no longer be primarily assigned to desk duties
- Improved leadership development
- Improved efficiency of customer service
- Continued commitment to community policing, with more opportunities to build relationships with our community

In a larger sense, this restructure will essentially flatten the upper command level of the agency and allow for the development of patrol squad lieutenants in line with their administrative responsibilities. This will provide an avenue of critical skill set growth for those assigned to the rank of police lieutenant necessary for advanced leadership responsibilities within the agency. Lieutenants in their new role will move from the singular function of squad commander into a more dynamic role where they assume additional areas of upper administrative responsibility within the department. The new role, which will still include field level responsibilities, will require individuals in this position to focus on the development of sergeants who will be functioning as squad commanders.

The addition of a sergeant within this new supervisory plan will provide each of the four patrol squads with a sergeant as a squad commander. The addition of two corporals will provide each of the four squads with two corporals. These added supervisory positions not only create opportunity for movement within the agency but also allow for greater leadership development of individuals aspiring to take on increased responsibilities.

With this plan we are intentionally looking to push supervisory and leadership development down through the department. The expansion of supervisory strength in this manner will also extend and deepen our capability for oversight within the rank structure of our agency which will provide for improved policing services for our city. Finally, this new structure will allow for increased community policing opportunities in our neighborhoods.

Please refer to the accompanying documents for further information.