

**RESOLUTION NO. 3258**

**A RESOLUTION OF THE CITY OF SALISBURY, MARYLAND, CHANGING THE RESIDENT AGENT TO ACCEPT SERVICE OF PROCESS ON A GOVERNMENT ENTITY FROM JULIA GLANZ TO ANDREW P. KITZROW.**

**WHEREAS**, Section 1-1301, Local Government Article, of the Annotated Code of Maryland requires municipalities to designate a resident agent to accept service of process on a government entity; and

**WHEREAS**, the resident agent must be a resident of the State of Maryland, a Maryland corporation, or an officer of the governmental entity; and

**WHEREAS**, Julia Glanz was designated the resident agent of the City of Salisbury on November 15, 2017 by Resolution No. 2791; and

**WHEREAS**, Julia Glanz is no longer the City Administrator of the City of Salisbury; and

**WHEREAS**, Andrew P. Kitzrow is now the City Administrator of the City of Salisbury and is also a resident of the State of Maryland.

**NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF SALISBURY, MARYLAND**, as follows:

**Section 1.** Andrew Kitzrow, City Administrator, is hereby designated as the resident agent of the City of Salisbury, Maryland, Room 304, 125 N. Division Street, Salisbury, Maryland 21801.

**Section 2.** The City Clerk is directed to cause a certified copy of this Resolution, along with the attached form, to be filed with the State Department of Assessments and Taxation in accordance with Section 1-1301, Local Government Article, of the Annotated Code of Maryland.

**Section 3.** It is the intention of the Mayor and Council of the City of Salisbury that each provision of this Resolution shall be deemed independent of all other provisions herein.


**Section 4.** It is further the intention of the Mayor and Council of the City of Salisbury that if any section, paragraph, subsection, clause or provision of this Resolution shall be adjudged invalid, unconstitutional or otherwise unenforceable under applicable Maryland or federal law, such adjudication shall apply only to the section, paragraph, subsection, clause or provision so adjudged and all other provisions of this Resolution shall remain and shall be deemed valid and enforceable.

**Section 5.** The recitals set forth hereinabove are incorporated into this section of the Resolution as if such recitals were specifically set forth at length in this Section 5.

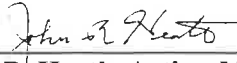
**THE ABOVE RESOLUTION** was introduced and read and passed at the regular meeting of the Council of the City of Salisbury held on this 12<sup>th</sup> day of June, 2023 and is to become effective immediately upon adoption.

**ATTEST:**

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

  
\_\_\_\_\_  
**Muir W. Boda, City Council President**

Approved by me, this 14<sup>th</sup> day of June, 2023.

  
\_\_\_\_\_  
**John R. Heath, Acting Mayor**

**FORM TO DESIGNATE OR CHANGE A RESIDENT AGENT  
FOR SERVICE OF PROCESS BY A GOVERNMENT ENTITY**

1. The Local Entity or State Agency City of Salisbury  
(Government Entity)

2. Designates Andrew P. Kitzrow  
(Name of Resident Agent)

who is a citizen and resident of the State of Maryland, or a Maryland corporation, as its resident agent for service of process, and the address for the resident agent is:

3. 115 S. Division Street, Salisbury, MD 21801  
(Address of Resident Agent)

4. Attached is: [Check One Box]

A copy of the portion of the charter of the local entity which authorizes the person to accept service of process for the local entity; or

A certified copy of a resolution of the local entity's governing body that authorizes the designation where the charter does not designate a person for service; or

A certified copy of a resolution by the governing body of a State agency not represented by Maryland Attorney General that authorizes the designation.

5. I, Kimberly R. Nichols, certify  
(Name and Title of an Officer of the Government Entity)

under the penalties of perjury that the contents of this paper are true to the best of my knowledge, information and belief.

Kimberly R. Nichols  
Signature of Officer of the Government Entity

6-14-23  
Date

I, Andrew P. Kitzrow, consent to my designation in this document as resident agent for this entity.

[Signature]  
Signature of Resident Agent

Mail to:

State Department of Assessments and Taxation  
301 West Preston Street, Room 808  
Baltimore, Maryland 21201



City of  
**Salisbury**  
John "Jack" R. Heath, Mayor

State Department of Assessments and Taxation  
301 West Preston Street, Room 808  
Baltimore, MD 21201

June 21, 2023

State Department of Assessments and Taxation:

This verifies that the attached Resolution No. 3258 is a certified copy of the original resolution.

A handwritten signature in blue ink that reads "Kimberly R. Nichols".

Kimberly R. Nichols, MMC  
City Clerk, City of Salisbury