



**2027 CITY ELECTION
CANDIDATE PACKET**

COUNCIL

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IMPORTANT INFORMATION

General Election: Tuesday, November 2, 2027

City Council members are elected every four years; one for each of the five districts. City of Salisbury elections are non-partisan.

To be considered a candidate for council member, **all** of the qualifications outlined in this packet must be met and a Certificate of Nomination must be filed with the City Clerk on or before 4:30 p.m. on the eleventh Tuesday prior to the date for the General Election. The filing deadline for the 2027 City Election is 4:30 p.m. on Tuesday, August 17, 2027. The filing fee is \$15.00.

Polls are open from 7:00 a.m. to 7:00 p.m. on Election Day. For information on polling locations, voter registration, absentee ballots or obtaining a certified list of voters, please contact the Wicomico County Board of Elections Office at 410-548-4830. For questions about this packet or the election, please contact the Salisbury City Clerk's Office at 410-548-3140 or email Julie English, City Clerk, at jenglish@salisbury.md.

*City of Salisbury Election Board Members:

Susan E. Carey, Chair

Harry Basehart, Secretary

Lou Rimbach

*Please Note: Candidates should not communicate directly with the Board members. All communications **must** go through the City Clerk.

ELECTIONEERING AND CAMPAIGN SIGNS

Maryland law prohibits electioneering within 100 feet of the entrance or exit to a polling place on Election Day. "Electioneering" is campaigning for or against a candidate. This includes, but is not limited to: handing out materials, canvassing, campaigning, posting or holding signs, encouraging voters to support or oppose a specific candidate or political party.

In addition, all campaign signs must be removed immediately after the election. The candidates are responsible for making sure this is taken care of.

GUIDANCE FOR CANDIDATES REGARDING THE DOMICILE REQUIREMENT

The City Charter requires each candidate for election to file a Certificate of Nomination that states, among other things, that he or she meets the required minimum length of time he or she has been domiciled in the City, and, in the case of candidates for Council, in the boundaries of the District for which he or she is running.

An individual's "domicile" is established by an individual intending to treat a place as his or her true, fixed, and permanent home. An individual's mere intent to treat a place as his or her domicile is not enough. Intent must be supported by action, and two of the most important actions showing intent is where the person lives and is registered to vote.

Additional criteria used to determine a person's domicile may include, but is not limited to:

- the paying of taxes and statements on tax returns
- ownership of property
- the address at which the person receives mail
- statements as to residency contained in contracts or other documents
- statements on licenses or governmental documents
- which jurisdiction's banks are utilized
- where the person maintains charge accounts

The City of Salisbury Election Board is responsible for reviewing and determining whether the candidate satisfies the domicile requirement. In conducting that analysis, the Board first reviews the information contained in the Certificate of Nomination. If the information contained within the Certificate of Nomination raises questions about where the candidate is domiciled or a complaint is filed, the Board may seek additional information from the candidate of the types described above to determine the candidate's domiciliary intent and status. Based upon the totality of the circumstances, the Board will determine whether the candidate meets the qualifications for office sought and accept or reject the Certificate of Nomination.

CERTIFICATE OF NOMINATION

I hereby request the placement of my name on the General Election City Ballot, to be voted on Tuesday, November 2, 2027, for the office of **COUNCIL MEMBER - DISTRICT ____** of the City of Salisbury, Maryland.

Full Legal Name: _____

Address/Domicile: _____

Home Phone #: _____ Cell Phone #: _____

E-mail address: _____

Print name exactly how you would like it to appear on the ballot: _____

I hereby certify that I am qualified to be a candidate for the office I am seeking in that I will have been domiciled in the City of Salisbury for at least one year immediately preceding the date of the election; that I have been domiciled in the boundaries of my respective District on the date of filing for election and I will continue to domicile therein during the term to which I am elected; that I am at least 21 years of age; and that I am a qualified registered voter of the City of Salisbury.

Accompanying this Certificate of Nomination shall be two of the three items listed below:

- Maryland Voter Notification Card
- Current driver's license or identification card issued by the Motor Vehicle Administration of Maryland
- Real property tax receipt, deed, copy of a lease agreement for the residence, or an affidavit from the property owner or lessor confirming, under oath, that the property is the principal residence of the candidate

I solemnly affirm under the penalties of perjury that the contents of this document are true to the best of my knowledge, information and belief.

I further understand that the City of Salisbury Election Board will determine whether I meet the qualifications for office sought and accept or reject my Certificate of Nomination.

Candidate's signature: _____ Date: _____

Sworn to before me this _____ day of _____

Signature of Notary Public: _____

Printed/Typed Name of Notary Public: _____

My Commission Expires: _____

The Certificate of Nomination and required documentation, together with a filing fee of \$15.00, was received by _____ on _____.
Name and Title Month/Day/Year

AFFIDAVIT OF ALTERNATE NAME

A candidate's name will appear on the ballot as it appears on the candidate's Certificate of Nomination. A candidate is required to use the candidate's given name and surname when filing a Certificate of Nomination. A candidate may use a name other than the candidate's given name if the candidate signs an affidavit, under penalty of perjury, that the candidate is generally known by the alternate name in: 1) press accounts, if any, or 2) if no press accounts exist, the candidate's everyday encounters with members of the community.

To use an alternate name, a candidate must complete and sign the Affidavit of Alternate Name set forth below. Additionally, a candidate shall provide two press accounts concerning or relating to the candidate with the alternate name. If no press accounts are available, the Affidavit may be accepted if the candidate is generally known by the alternate name within the community and completes two Witness Affidavits attesting to the alternate name.

A candidate is not allowed to use a symbol, title, degree, or other professional designation on the Certificate of Nomination. This Affidavit of Alternate Name will not be accepted if a symbol, title, degree, or other professional designation is included.

CANDIDATE INFORMATION

Full Legal Name: _____

Candidate for Council - District _____ **Election Year:** _____

Resident Address: _____

I solemnly affirm under the penalties of perjury that the following statement by me is true to the best of my knowledge, information, and belief (check one):

☐ There are press accounts concerning, relating or referring to me by use of my alternate name,
_____, OR

☐ There are no relevant press accounts concerning or relating to me, however, in everyday encounters with members of my community, I am generally known by my alternate name,
_____.

Signature

Date

WITNESS AFFIDAVIT #1

I, _____, know _____ as
[Name of Affiant] [Legal Name of Candidate]

_____. I have also witnessed others in the community refer to the
[Candidate Alternate Name]

candidate as _____. I solemnly affirm under the penalties of perjury to
[Candidate Alternate Name]

the alternate name of the aforementioned candidate.

Affiant Signature

Affiant Address

Date

City, State, Zip

WITNESS AFFIDAVIT #2

I, _____, know _____ as
[Name of Affiant] [Legal Name of Candidate]

_____. I have also witnessed others in the community refer to the
[Candidate Alternate Name]

candidate as _____. I solemnly affirm under the penalties of perjury to
[Candidate Alternate Name]

the alternate name of the aforementioned candidate.

Affiant Signature

Affiant Address

Date

City, State, Zip

**FINANCIAL DISCLOSURE STATEMENT
FOR ELECTED OFFICIALS PURSUANT TO CHAPTER 2.04 OF THE SALISBURY MUNICIPAL
CODE REFERRED TO AS THE "CITY'S ETHICS ORDINANCE"**

Instructions:

1. Fill in the preliminary information requested in the box below. Be sure to correctly identify the reporting period.
2. Upon completion of your financial disclosure statement, sign and date the lower portion of the page and make the required oath or affirmation before a notary public or other officer authorized to take oaths.

I wish to be notified of the names and addresses of any persons who have examined or copied my statement. Please check: Yes ☐ No ☐

Regular Reporting Period: January 1 through December 31, **2026**

or

Termination Report: January 1 through _____, 2026

PLEASE PRINT OR TYPE

FIRST NAME	INITIAL	LAST NAME
AGENCY AFFILIATION (INCLUDE DEPARTMENT AND UNIT WHERE APPLICABLE)		
CURRENT AGENCY ADDRESS (WHERE YOU CAN BE SENT CORRESPONDENCE)		
CURRENT POSITION OR OFFICE HELD WITH STATE, IF ANY (OR OFFICE FOR CANDIDACY)		
E-MAIL ADDRESS	Please list your email address on the last page of this packet (Page 18, Number 1) under Personal Information.	

This financial disclosure statement describes all interests and related transactions and matters required to be disclosed by State Government Article, Title 15, Subtitle 8 of the Maryland Public Ethics Law and Chapter 2.04 of the Salisbury City Code with respect to the period indicated and pertaining to the person filing the statement. The statement consists of this cover sheet, the checklist, and Schedules A through I.

I hereby make oath or affirm under the penalties of perjury that the contents of this financial disclosure statement, including the Schedules attached hereto, are complete, true and correct to the best of my knowledge, information and belief.

Signature of Person Filing: _____

(SEAL) Date: _____

Sworn to before me this _____ day of _____

Signature of Notary Public: _____

Printed/Typed Name of Notary Public: _____

My Commission Expires: _____

Instructions:

Check the proper block to Questions A through I. Do not leave any questions unanswered. If you check "Yes" to any question, be sure to complete the corresponding Schedule. For the purposes of this financial disclosure, the following interests are considered to be interests attributable to the individual making the statement:

- (1) An interest held by a member of the individual's immediate family, if the interest was, at any time during the reporting period, directly or indirectly controlled by the individual.
- (2) An interest held, at any time during the applicable period, by:
 - (i) A business entity in which the individual held a (10) % or greater interest;
 - (ii) A business entity described in section (i) of this subsection in which the business entity held a 25% or greater interest;
 - (iii) A business entity described in section (ii) of this subsection in which the business entity held a 50% or greater interest; and
 - (iv) A business entity in which the individual directly or indirectly, through an interest in one or a combination of other business entities, holds a 10% or greater interest.
- (3) An interest held by a trust or an estate in which, at any time during the reporting period:
 - (i) The individual held a reversionary interest or was a beneficiary; or
 - (ii) If a revocable trust, the individual was a settlor.

Caution: *Please read all instructions on accompanying instruction sheet including all definitions, before completing this form.*

- A. I held interests during reporting period in real property located in or outside Maryland. (If "Yes," complete Schedule A.)
- B. I held interests during reporting period in corporations, partnerships and similar entities. (If "Yes," complete Schedule B.)
- C. I held interests in a business entity which did business with the City. (If "Yes", complete Schedule C.)
- D. I received gifts during reporting period from or on behalf of, directly or indirectly, any one person or legal entity who does business with or is regulated by the City. (If "Yes," complete Schedule D.)
- E. I or a member of my immediate family was a partner or held an office, directorship, or salaried employment during reporting period in or with a business entity doing business with the City. (If "Yes," complete Schedule E.)
- F. I or a member of my immediate family owed debts (excluding retail credit accounts) during reporting period to entities doing business with or regulated by the specific governmental unit of the City with which I work. (If "Yes," complete Schedule F.)
- G. A member of my immediate family was employed by the City of Salisbury during reporting period. (If "Yes," complete Schedule G.)
- H. I or a member of my immediate family received a salary or was sole or partial owner of a business entity from which earned income was received, during the reporting period. (If "Yes," complete Schedule H.)
- I. Is additional information set forth on Schedule I? (If "Yes," complete Schedule I.)

- A.**
- B.**
- C.**
- D.**
- E.**
- F.**
- G.**
- H.**
- I.**

YES	NO

Schedule A – Real Property Interests

Do you have any interest (**as an owner or a tenant**, including interests in time shares) in real property in Maryland or in any other state or country?

☐ Yes

☐ No (Go to Schedule B)

If Yes; (Answer each question below. A separate Schedule A will be required for each property you need to disclose.)

1. What is the address or legal description of the property? **Please list the street address on the last page of this packet (Page 18, Number 2) under Personal Information.** If the property is your primary residence, you may enter the lot and block legal description instead, if you wish.

2. What kind of property is it?

Improved (indicate whether property is residential or commercial property): _____

Unimproved (vacant lot): _____

3. Is the interest held directly by you or is it attributable to you? (See Instructions for definition of "Attributable.")

Direct _____ Attributable _____

4. Are you the owner or tenant?

Owner _____ Tenant _____

5. Do you hold the interest solely or is it jointly held with another?

Solely _____ Jointly _____ Tenants by the Entirety _____

If held jointly, or by tenants by the entirety, the name(s) of the other joint owner(s): _____

6. Are there any legal conditions or encumbrances on the property? (Example: mortgages, liens, contracts, options, etc.)

☐ Yes

☐ No

If Yes; what is/are the name(s) of the lender(s), creditor(s), lien holder(s), etc?

7. What date was the property acquired? _____

8. How was the property acquired? (Example: purchase, gift, inheritance, etc.)

9. From whom was the property acquired? (Name of individual or entity from whom you purchased or inherited the property or who gifted the property to you.)

10. What consideration was given when the property was acquired? (Dollar amount paid or, if you received the property as a gift or inherited it, the fair market value at the time you acquired your interest in the property) _____

11. Have you transferred any interest in this property during the reporting period?

____ Yes

____ No

If Yes;

11.A. What percentage of interest did you transfer: _____%

11.B. What consideration did you receive for the interest: _____

11.C. To whom did you transfer the interest: _____

If you have any additional interests in real property in Maryland, any other state or any other country, please use additional sheet(s), if necessary, and respond to each above question for each such entry.

Schedule B – Interests in Corporations and Partnerships

Did or do you have any interest in any corporations, partnerships, limited liability partnerships (LLP), limited liability companies (LLC) during the reporting period whether or not the entity did business with the City?

☐ Yes

☐ No (Go to Schedule C)

If Yes; (Answer each question below. A separate Schedule B will be required for each interest you need to disclose.)

1. What is the name of the entity? Include the complete name of the entity, do not identify solely by trading symbol: _____

2. Does the stock of the corporation trade on a stock exchange?

☐ Yes

☐ No

If "no," the legal address of the entity's principal office.

3. Is the interest held directly by you or is it attributable to you? (See Instructions for definition of "Attributable.")

Directly: _____ Attributable: _____

4. Do you hold the interest in your name alone, or is it held jointly?

In your name alone: _____ Jointly: _____

If jointly, the percentage of your interest: _____%

5. What is the nature of your interest and its dollar value or the number of shares? (Example: stock, notes, bonds, puts, calls, straddles, purchase options, etc.) If in a non-publicly traded entity or LLP or LLC, report the percentage of ownership.

Type: _____

Dollar Value of Shares: _____ or Number of Shares: _____
percentage of ownership: _____%

6. Are there any legal conditions or encumbrances that apply to your interest in the entity? (Example: mortgages, liens, contracts, options, etc.)

☐ No

☐ Yes; **If Yes**, name of entity holding the encumbrance: _____

7. Did you acquire an interest in the entity during the reporting period?

☐ Yes

☐ No

If Yes:

7A. In what month was the interest acquired? _____

7B. How was the interest in the entity acquired? (Example: purchase, gift, will, etc.): _____

7C. From whom did you acquire the interest in the entity? (If you purchased it from a brokerage, the name of the brokerage): _____

7D. What consideration was given when the interest was acquired? (Dollar amount paid, or if you received the property as a gift or inherited it, the fair market value at the time you acquired your interest in the property): _____

8. Have you transferred any interest in this entity during the reporting period?

____ Yes

____ No

If Yes:

8A. What portion of the interest was transferred? _____

8B. What consideration did you receive for the interest in the entity? (Dollar amount paid, or if you received the property as a gift or inherited it, the fair market value and terms at the time you transferred your interest in the property): _____

8C. To whom did you transfer your interest in the entity? _____

9. Does the entity trade as or do business under any other name(s)?

____ No

____ Yes; **If Yes**, what are the other name(s)? _____,

If you have additional interests in corporations or partnerships, please use additional sheet(s) if necessary, and answer each of the above questions for each additional entry.

Schedule C – Interests in Business Entities Doing Business with the City

Do you have an interest in any business entity that did business with the City during the reporting period?

☐ Yes

☐ No (Go to Schedule D)

If Yes: (Answer each question below. A separate Schedule C will be required for each business entity to be disclosed.)

1. Name and Address of the Principal office of the business entity?

Name: _____

Address: _____

City/State/Zip: _____

2. Is the interest held directly by you or is it attributable to you? (See Instructions for definition of "Attributable.")

Direct: _____ Attributable: _____

3. Do you hold the interest solely or is it jointly held with another?

Solely: _____ Jointly: _____

3.A. If jointly, the percentage of your joint interest: _____%

3.B. Dollar value of your interest in the entity: \$_____; or
percentage of your interest in the entity: _____%

4. Are there any legal conditions or encumbrances that apply to your interest in the entity?

(Example: mortgages, liens, contracts, options, etc.)

☐ Yes, If yes give name of creditor: _____

☐ No

5. Was any interest acquired during the reporting year?

☐ Yes

☐ No

If Yes:

5A. What month was the interest acquired? _____

5B. How was the interest in the entity acquired? (Example: purchase, gift, will, etc.)

5C. From whom did you acquire the interest? _____

5D. What consideration was given when the interest was acquired? (Dollar amount paid or if you received the property as a gift or inherited it, the fair market value at the time you acquired your interest in the property) _____

6. Did you transfer any of your interest during the reporting period?

☐ Yes

☐ No

If Yes;

6A. What percentage of interest, if less than all, was transferred? _____%

6B. What consideration did you receive for the interest in the entity? (Dollar amount paid or if you received the property as a gift or inherited it, the fair market value and terms at the time you transferred your interest in the property): _____

6C. To whom did you transfer your interest in the entity? _____

If you have additional interests in business entities that did business with the City during the reporting year, please use additional sheet(s) if necessary, and answer each of the above questions for each additional entry.

Schedule D – Gifts

During the reporting period, did you receive any gift(s), directly or indirectly, in excess of a value of \$20 or a series of gifts from the same donor with a cumulative value of \$100 or more from a person or entity who: 1) did or does business with the City; 2) engaged in an activity that was regulated or controlled by the City; or 3) from an association, or an entity acting on behalf of an association that is engaged only in representing counties or municipal corporations (including the Maryland Association of Counties and the Maryland Municipal League). Gifts received from a member of the official's or employee's immediate family, another child, or a parent of the individual, do not need to be disclosed.

- ☐ Yes
☐ No (Go to Schedule E)

If Yes; (Answer each question below. A separate Schedule D will be required for each gift.)

1. Who gave you the gift?

2. What was the nature of the gift? (Example: book, restaurant meal, theater tickets, book, etc.)

3. What was the value of the gift?

4. If the gift was given to someone else at your direction, list the identity of the recipient of the gift.

Please use additional sheet(s), if necessary, for any additional entries.

Schedule E – Officers, Directorships, Salaried Employment and Similar Interests

During the reporting period, did you or any member of your immediate family (spouse or dependent child) have any salaried employment or hold any office or directorship with an entity that did business with the City?

____ Yes

____ No (Go to Schedule F)

If Yes; (Answer each question below. A separate Schedule E will be required for each disclosure.)

1. What is the name and address of the business entity?

Name: _____

Address: _____

City/State/Zip: _____

2. Who was the individual who held the position or interest listed above? (Example: yourself, spouse, dependent child)

Self: _____ Spouse: _____ Dependent child: _____

2A. Name of spouse or dependent child: _____

3. What is the title of the office you, your spouse or dependent child held? (Example: limited partner, director, treasurer, chair of the board of trustees, etc.) _____

4. What year did the position begin? _____

5. With what City Department(s) did the business entity do business? _____

6. What was the nature of the business? (Example: regulated by your agency, registered under the lobbying law, or involved with sales and contracts with the State)

If necessary, please use additional sheet(s) for any additional entries.

Schedule F – Debts You Owe

During the reporting period, did you owe a debt (excluding a retail credit account) to a financial entity that did business with the City or is regulated by the City? **[NOTE: If, on Schedule A, B or C you listed a financial entity that did business with the City as the holder of your mortgage or other encumbrance, you must complete Schedule F with regard to that indebtedness.]**

☐ Yes
☐ No (Go to Schedule G)

If Yes; (Answer each question below. A separate Schedule F will be required for each debt to be disclosed.)

1. To whom did you owe the debt? (Do not include consumer credit debts)

2. When was the debt incurred? _____

3. What are the interest rate and terms of payment of the debt?

Interest Rate _____

Terms (monthly, bimonthly, annually, etc): _____

4. What was the amount of the debt as of the end of the reporting period. If debt existed during the reporting period but was paid in full at the end of the period, put \$0.
\$ _____

5. Did the principal of the debt increase _____ or decrease _____ during the reporting period, and by how much? \$ _____

6. Was any security given for the debt?

☐ Yes
☐ No

If Yes; Please state what type of security was given (home, car, boat, etc):

7. If this is a transaction in which you were involved, but which resulted in a debt being owed by your spouse or dependent child, identify your spouse or child and describe the transaction.

If necessary, please use additional sheet(s) for any additional entries.

Schedule G – Family Members Employed by the City

During the reporting period, were any members of your immediate family (spouse or dependent children) employed by the City in any capacity?

____ Yes

____ No (Go to Schedule H)

If Yes; (Answer each question below. A separate Schedule G will be required for each member of the immediate family who is employed by the City.)

1. What is the relation and name of the immediate family member employed by the City?

2. What is the name of the agency or department that employed the member of your immediate family? _____

3. What was the title of your immediate family member's position in the City during the reporting period? _____

If necessary, please use additional sheet(s) for any additional entries.

Schedule H – Employment/Business Ownership

During the reporting period, did you or any member of your immediate family, receive any earned income from an entity other than the City of Salisbury? Please note that your dependent child's employment or business ownership does not need to be disclosed unless the place of employment or the business entity is subject to regulation or the authority of your department or has contracts in excess of \$10,000 with your department.

___ Yes

___ No (Go to Schedule I)

If Yes; (Answer each question below. A separate Schedule H will be required for each member of the immediate family who had employment or ownership of a business entity.)

1. If, during the reporting period, you or a member of your immediate family had employment from which you or they earned income, list the relation, name, and address of the employment.

Name: _____

Relationship: _____

Name of Employer: _____

Address: _____

City/State/Zip: _____

2. If, during the reporting period, you or a member of your immediate family wholly or partially owned any business entity from which income was earned, list the relation, name and address of the business entity.

Name: _____

Relationship: _____

Name of Business Entity: _____

Address: _____

City/State/Zip: _____

3. If, during the reporting period, your spouse was a regulated lobbyist, list your spouse's name and the entity that engaged your spouse.

Name: _____

Name of Entity: _____

Address: _____

City/State/Zip: _____

If necessary, please use additional sheet(s) for any additional entries.

Schedule I - Financial or Contractual Interests with the University of Maryland Medical System, Governmental Entity, or Quasi-governmental Entity

Did or do you have any financial or contractual relationship with the University of Maryland Medical System, Governmental Entity, or Quasi-governmental Entity? Quasi-governmental Entity is defined as an entity that is created by state statute, that performs a public function, and that is supported in whole or in part by the state but is managed privately.

___ Yes
___ No

If Yes; (Answer each question below. A separate Schedule I will be required for each disclosure.)

1. What name and address of the entity?

Name: _____

Address: _____

City/State/Zip: _____

3. What is the nature of the relationship (Example: financial or contractual):

4. When did the relationship begin? _____

If necessary, please use additional sheet(s) for any additional entries.

Schedule J – Other

Is there any additional information or interest you would like to disclose?

☐ Yes

☐ No

If Yes; (describe the information or interest. A separate Schedule I will be required for each disclosure.)

STANDARDS OF CONDUCT

The Maryland Public Ethics Law and City of Salisbury Ethics Code includes standards of conduct applicable to financial disclosure filers and other City employees. The standards address disqualification from participation, prohibited secondary employment, prohibited ownership interests, misuse of position, prohibited solicitation and acceptance of gifts, misuse of confidential information, post-employment limitations, prohibited dealings with the City, and procurement specifications assistance restrictions. The Law provides for exceptions and exemptions under certain circumstances.

Filers wanting more detailed information about these requirements should contact the offices of the State Ethics Commission.

PRIVACY NOTICE

The Public Ethics Law (State Government Article, Title 15), Annotated Code of Maryland) requires the collection of this information, which will be used primarily for public disclosure and to determine compliance with the Law. The information may be disclosed to any requesting person, including officials of State, local or federal government, who records their name and address, and this record will be provided to the filer upon request. The subject has the right to review, correct and amend the record as set forth in the Public Ethics Law, Md. Code Ann., State Gov't § 10-625. Failure to file or to report information required by Public Ethics Law and Chapter 2.04 of the Salisbury City Code can subject you to civil and administrative penalties including termination or other disciplinary action, suspension of pay, a late filing fee up to \$250, and a civil fine of up to \$500 per day, and a criminal penalty with a fine of up to \$500 or imprisonment of up to one year. Willful and false filing is subject to criminal penalty for perjury pursuant to Criminal Law Article § 9-101, Annotated Code of Maryland.

Personal Information

This page shall be removed should we receive a request to examine or copy your Statement.

1. Your e-mail address _____

2. What is the address or legal description of the property? (Schedule A, Number 1)

Street Address _____

City/State/Zip _____

ACKNOWLEDGMENT OF CAMPAIGN FINANCE REPORT REQUIREMENTS

I, _____, a candidate who has filed for the 2027 General Election for the Office of **Council Member in District** ____ do hereby acknowledge that I have received a copy of Chapter 1.12 of the *Salisbury Municipal Code* relating to campaign contributions and campaign finance reports.

Candidate's signature: _____ Date: _____

Campaign Finance Reports are due to the City Clerk:

Tuesday, October 12, 2027 (21 days prior to the General Election)

Friday, December 17, 2027 (45 days after the General Election)

INITIAL CAMPAIGN FINANCE REPORT COVER SHEET

NAME OF CANDIDATE: _____

POSITION: _____

NAME OF TREASURER: _____

The forms below must contain financial information from the beginning of your campaign through Monday, October 4, 2027. Once the completed forms are received in the City Clerk's Office, they will be submitted for review and approval to be finalized no later than 4:30 p.m. on Tuesday, October 12, 2027.

- ☐ Cover Sheet
- ☐ Contributions
- ☐ In-kind Services/Loans
- ☐ Disbursements/Outstanding Expenses
- ☐ Signature Page

Contact the City Clerk's Office at 410-548-3140 with any questions or concerns you may have.

INITIAL CAMPAIGN FINANCE REPORT

CONTRIBUTIONS

Candidate for Council - District_____

Name of Candidate: _____

Name of Treasurer: _____

Type

CA – Cash

CK – Check

CR – Credit

OL - Online

Date Rec'd	Contributor's Name	Address	Amount	Type
TOTAL				

INITIAL CAMPAIGN FINANCE REPORT

Candidate for Council - District _____

Name of Candidate: _____

Name of Treasurer: _____

IN-KIND SERVICES RECEIVED

Date Rec'd	Contributor	Street Address City/State/Zip	Description	Value of In-Kind Service
TOTAL				

LOANS

Date Rec'd	Contributor	Street Address	City/State/Zip	Amount
TOTAL				

INITIAL CAMPAIGN FINANCE REPORT

DISBURSEMENTS

Type

CA – Cash
CK – Check
CR – Credit
OL - Online

Candidate for Council - District _____

Name of Candidate: _____

Name of Treasurer: _____

Date Paid	Vendor Name	Address	Purpose	Type	Amount

TOTAL

OUTSTANDING EXPENSES

Vendor Name	Address	Purpose	Amount

TOTAL

INITIAL CAMPAIGN FINANCE REPORTS
SIGNATURE PAGE

Candidate for Council - District _____

Name of Candidate: _____

Name of Treasurer: _____

REPORT SUMMARY (TOTALS)

Contributions: _____

Disbursements: _____

In-kind Services: _____

Loans: _____

Outstanding Expenses: _____

Account Balance: _____
(as of October 11, 2027)

By signing below, I solemnly affirm under the penalties of perjury that this Initial Campaign Finance Report is true and correct to the best of my knowledge and belief.

(Candidate's Signature)

Date

(Treasurer's Signature)

Date

FINAL CAMPAIGN FINANCE REPORT COVER SHEET

NAME OF CANDIDATE: _____

POSITION: _____

NAME OF TREASURER: _____

The forms below must contain financial information from Monday, October 5, 2027 through Friday, December 10, 2027. Once the completed forms are received in the City Clerk's Office, they will be submitted for review and approval to be finalized no later than 4:30 p.m. on Friday, December 17, 2027.

- ☐ Cover Sheet
- ☐ Contributions
- ☐ In-kind Services/Loans
- ☐ Disbursements/Outstanding Expenses
- ☐ Signature Page

***Please note that all accounts must have a zero balance by Friday, December 10, 2027.**
Contact the City Clerk's Office at 410-548-3140 with any questions or concerns you may have.

FINAL CAMPAIGN FINANCE REPORT CONTRIBUTIONS

Candidate for Council - District _____

Name of Candidate: _____

Name of Treasurer: _____

Type
CA – Cash
CK – Check
CR – Credit
OL - Online

Date Rec'd	Contributor's Name	Address	Amount	Type
TOTAL				

FINAL CAMPAIGN FINANCE REPORT

Candidate for Council - District _____

Name of Candidate: _____

Name of Treasurer: _____

IN-KIND SERVICES RECEIVED

Date Rec'd	Contributor	Street Address City/State/Zip	Description	Value of In-Kind Service
TOTAL				

LOANS

Date Rec'd	Contributor	Street Address	City/State/Zip	Amount
TOTAL				

FINAL CAMPAIGN FINANCE REPORT

DISBURSEMENTS

Type

CA – Cash

CK – Check

CR – Credit

OL - Online

Candidate for Council - District _____

Name of Candidate: _____

Name of Treasurer: _____

Date Paid	Vendor Name	Address	Purpose	Type	Amount
TOTAL					
OUTSTANDING EXPENSES					
Vendor Name		Address	Purpose	Amount	
TOTAL					

FINAL CAMPAIGN FINANCE REPORTS
SIGNATURE PAGE

Candidate for Council - District _____

Name of Candidate: _____

Name of Treasurer: _____

REPORT SUMMARY (TOTALS)

Contributions: _____

Disbursements: _____

In-kind Services: _____

Loans: _____

Outstanding Expenses: _____

***Account balance must be zero upon submittal of this report.**

By signing below, I solemnly affirm under the penalties of perjury that this Final Campaign Finance Report is true and correct to the best of my knowledge and belief.

(Candidate's Signature)

Date

(Treasurer's Signature)

Date

CHAPTER 1.12

CITY CAMPAIGN ADVERTISING AND FINANCE

1.12.010 Advertising.

- A. A person, candidate, campaign manager, treasurer, partisan organization or political committee, including political clubs, or party committee may not expend any money for printing, publication or broadcasting of any political matter whatsoever, unless the matter purports on its face to be paid political advertisement and printed, published or broadcast by authority of the person, campaign manager or treasurer for the named candidate, partisan organization, party committee or political committee, including political clubs.
- B. Requirements of subsection A of this section shall apply to any individual, group, or committee promoting passage or defeat of any petition for a referendum or the passage or defeat of a referendum submitted to a vote at any city election.

(Ord. 1749 (part), 2000) (Ord. No. 2800, § 2, 5-8-2023)

1.12.020 - Books, records and receipts.

- A. Every candidate for the office of mayor or city council for the city or any group promoting the passage or defeat of a petition or referendum shall appoint a treasurer who shall have the responsibility of maintaining detailed, full and accurate accounts in a proper book or books to be called "account books." The account books shall contain a detailed record of contributions, monies, loans (including personal contributions, loans and monies) or valuable things received, including the date each contribution was received and the name and address of each contributor. The account books shall also contain a detailed record of all disbursements made by the candidate or his or her representative acting on his or her behalf, or group, as the case may be.
- B. Account books shall be maintained by the candidate or his or her representative for at least one year following the date of the general election.
- C. All campaign funds must be deposited into one account opened with a financial institution and such funds shall not be commingled with any other funds or accounts and shall not be used for any personal use, which is an obligation or expense of any person that would exist irrespective of the campaign of a candidate.

(Ord. 1749 (part), 2000) (Ord. No. 2800, § 2, 5-8-2023; Ord. No. 2890, § 1, 9-23-2024)

1.12.030 - Campaign contributions.

- A. A campaign contribution may be a gift, money, loan that is forgiven or anything of value given to influence an election by either supporting or defeating a candidate. No candidate for mayor or for member of the city council shall receive campaign contributions in excess of five hundred dollars (\$500.00) per individual or entity per campaign.
- B. The contributions or loans of a candidate or the candidate's spouse to the candidate's own campaign are not subject to the limitations of subsections A and C, but must pass through the hands of the candidate's treasurer and be reported as required in other provisions of this chapter. Personal expenses of the candidate for filing fees, telegrams, telephoning, travel and board, shall not be considered contributions if paid for by the candidate or the candidate's spouse.
- C. No loan may be made to the campaign of a candidate or accepted on behalf of the campaign, without express written consent of the candidate. Written consent constitutes the personal guaranty of the candidate for repayment of the loan. The aggregate amount of all outstanding loans to the campaign of a candidate shall not exceed one thousand dollars (\$1,000.00) per campaign. A loan shall not be forgiven in an amount in excess of five hundred dollars (\$500.00). A loan to a candidate that is forgiven is considered a campaign contribution and is subject to the maximum contribution limit.

Any loan that is not forgiven shall be repaid by the deadline for filing the final campaign finance report as set forth in 1.12.040.B. Subsection B is an exclusion to the requirements of this subsection.

- D. Contributions of in-kind services of a commercial nature shall be valued at a rate commensurate with the cost of purchasing similar materials or services.
- E. All campaign contributions shall be received by the date of the general election. Any campaign contributions received after the date of the general election shall be returned to the contributor.

(Ord. 1749 (part), 2000) (Ord. No. 2318, 4-13-2015; Ord. No. 2890, § 1, 9-23-2024)

1.12.35 Campaign Transfers.

A transfer is a monetary contribution made by one political committee to another. A political committee shall not transfer more than five hundred dollars (\$500.00) to another political committee per campaign.

(Ord. No. 2890, § 1, 9-23-2024)

1.12.040 – Campaign finance report to be filed by the candidate or treasurer.

- A. The candidate and/or treasurer shall file a complete and accurate campaign finance report detailing the contents of the account books no later than twenty-one (21) days prior to the general election. The campaign finance report shall include, but not be limited to, the name, address, amount of contribution and the date all contributions were received. Contributions of in-kind materials or services shall be valued as stated in Section 1.12.020(B). Each campaign finance report filed shall also contain a full and complete record of expenses and list any expenses incurred by not yet paid.
- B. A final campaign finance report shall be filed no later than forty-five (45) days after the date of the general election. After payment of all campaign expenditures, any surplus funds shall be paid by the treasurer to either:
 - 1. The City of Salisbury to help defray the expenses of the election;
 - 2. A charitable organization as defined in the Annotated Code of Maryland, Business Regulation Article, Title 6 as amended from time-to-time; or
 - 3. A political club, committee, or party of the candidate's choice.
- C. Each campaign finance report shall include a representation certifying under oath that the contents of the statement are true and correct and shall be signed by the candidate and treasurer.
- D. The foregoing provisions shall also apply to unsuccessful candidates.

(Ord. 1749 (part), 2000) (Ord. No. 2318, 4-13-2015; Ord. No. 2800, § 2, 5-8-2023; Ord. No. 2890, § 1, 9-23-2024)

1.12.050 - Enforcement.

It shall be the duty of the city board to enforce this chapter and to ensure that it is complied with by all candidates for city office.

(Ord. 1749 (part), 2000) (Ord. No. 2800, § 2, 5-8-2023)

1.12.060 - Late filing of campaign finance report.

- A. There shall be a late filing fee for each campaign finance report which is not filed within the time prescribed or when filing is not complete or accurate as required by Chapter 1.12.040. The fine shall

be twenty dollars (\$20.00) per day for the first five days and ten dollars (\$10.00) per day thereafter for each date that the report is overdue. The maximum fine to apply to any one report shall be two hundred fifty dollars (\$250.00). Weekends and holidays shall be excluded in the above time computations.

- B. Any fines assessed pursuant to this chapter shall be the personal responsibility of the candidate and treasurer and may not be paid for by using campaign funds.

(Ord. 1749 (part), 2000) (Ord. No. 2800, § 2, 5-8-2023; Ord. No. 2890, § 1, 9-23-2024)

1.12.070 - Perjury.

Any willfully false, fraudulent or misleading statement or entry made by any candidate or treasurer in any statement or account under oath required by this chapter shall constitute the crime of perjury and shall be punishable by such according to the laws of this state.

(Ord. 1749 (part), 2000)

1.12.080 - Penalty.

The penalty for violation of this chapter, except for late filing as provided for above, shall be a fine of up to four hundred dollars (\$400.00) as determined by the city board.

(Ord. 1749 (part), 2000) (Ord. No. 2800, § 2, 5-8-2023)

CHAPTER 17.216 SIGN STANDARDS

17.216.050(J) Signs which may be erected in any districts.

Signs which may be erected in any district are as follows:

- J. One or more political campaign signs which, in aggregate, do not exceed a total of thirty-two (32) square feet in area, set back at least fifteen (15) feet from the curblin, on any privately owned lot, except where a building is located less than fifteen (15) feet from the curblin and, in that event, the setback is the lesser of fifteen (15) feet or the distance between the building and the curblin. Each such sign may not be erected more than ninety (90) days prior to the nomination, election or referendum and must be removed within seven days after the election or referendum, except that the candidates who won the primary may continue to display their signs until the final election.

17.216.200(B)(11) General provisions.

- B. The following signs do not require a permit as required in subsection (A) of this section; provided, they are in compliance with Section 17.216.030:

- 11. One or more political campaign signs which, in aggregate, do not exceed a total of thirty-two (32) square feet in area, set back at least fifteen (15) feet from the curblin, on any privately owned lot, except where a building is located less than fifteen (15) feet from the curblin and, in that event, the setback is the lesser of fifteen (15) feet or the distance between the building and the curblin;

ARTICLE II - The Council

§ SC2-1. - Number; selection; term.

All legislative powers of the city shall be vested in a Council of five (5) members who shall be elected as hereinafter provided and who shall hold office for a term of four (4) years or until their successors are duly elected and qualified. [1959 Code, sec. 286. 1951, ch. 534, sec. 6] [Amended 6-11-12 by Res. No. 2170] [Amended 4-25-2022 by Res. No. 2022-2]

§ SC2-2. - Qualifications.

Councilmembers must have been domiciled in the City of Salisbury for at least one (1) year immediately preceding their election and the Councilmembers from each District shall be domiciled in the boundaries of the District from which they are to be elected on the date of filing for election and must continue to be domiciled therein during the term to which they are elected, must be at least twenty-one (21) years of age and shall be qualified registered voters of the City. The City of Salisbury Election Board shall be the judge of the qualifications of candidates for City Council.

[1959 Code, sec. 287. 1951, ch. 534, sec. 8] [Amended 7-12-65 by Res. No. 59*; 11-12-73 by Res. No. 172**; 12-14-81 by Res. No. 232; 11-8-93 by Res. No. 441; 6-11-12 by Res. No. 2170; 9-8-2014 by Res. No. 2443] (Res. No. 2023-1, §§ 1, 2, 5-8-2023; Charter Res. No. 2024-2, §§ 1, 2, 9-23-2024)

§ SC2-3. - Salary.

Each Councilmember shall receive a salary. A Salary Review Committee comprised of five (5) members to be appointed by the Mayor is hereby created to review salaries of Councilmembers. The Committee shall make a written recommendation to the City Council six months prior to the next election for Councilmembers, with salaries to be effective in the fiscal year after all five Councilmembers' current terms have expired. Salary recommendations shall be considered by the City Council and salary shall be set forth and adopted in an Ordinance passed by the City Council. Thereafter, a Salary Review Committee shall be appointed by the Mayor every four (4) years to perform the task set forth herein with salaries to be established by the City Council by Ordinance. Councilmembers may also be eligible to participate in benefit programs by paying the full cost of participation in the employee benefit programs. Nothing herein shall permit salaries or benefits to be changed to be effective during the term for which a Councilmember is then serving. The Committee established herein shall be the same Committee established for a similar review of the salary of the Mayor. [1959 Code, sec. 288. 1951, ch. 534, sec. 8] [Amended 7-12-65 by Res. No. 59*; 11-12-73 by Res. No. 172**; 12-14-81 by Res. No. 232; 11-8-93 by Res. No. 439; 2-22-10 by Res. No. 1890; 2-25-11 by Res. No. 2036]

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NOTE:

Salaries of the Mayor and Council were changed by Ordinance No. 2473 on January 22, 2018. Effective July 1, 2020, the Mayor shall receive \$50,000 per year, the Council President shall receive \$15,000 per year and the other Council members \$12,000 per year.

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- **§ SC2-4. - Meetings.**

The newly elected Council shall meet on the second Monday evening following its election for the purpose of organization, after which the Council shall meet regularly at such times as may be prescribed by its rules but not less frequently than twice a month, except the Council may meet once during the

months of June, July, August and December. Special meetings may be called in writing by the Mayor or by a majority of the members of the Council as often as necessary for the transaction of business.

[1959 Code, sec. 289. 1951, ch. 534, sec. 9] [Amended 12-13-99 by Res. No. 684; 1-24-05 by Res. 1186]

§ SC2-5. - Quorum.

A majority of the Council shall constitute a quorum for the transaction of business, and a majority of those present shall decide any question unless otherwise provided in this Charter. [1959 Code, sec. 290. 1951, ch. 534, sec. 10]

§ SC2-6. - Procedure.

The Council shall organize by electing a permanent President and Vice-President of the Council. If the President is absent, the Vice-President shall preside at such meeting. The Council shall determine its own rules and order of business. It shall keep a journal of its proceedings, and the journal shall be open to public inspection.

[Repealed and reenacted 12-28-98 by Res. No. 622]