

CHARTER AMENDMENT RESOLUTION NO. 2025-2

A RESOLUTION TO AMEND § SC 4-1 OF THE CHARTER OF THE CITY OF SALISBURY TO UPDATE THE POWERS AND DUTIES OF CITY ADMINISTRATOR AND DEPUTY ADMINISTRATOR.

WHEREAS, the ongoing application, administration, and enforcement of the City Charter demonstrates a need for its periodic review, evaluation, and amendment to keep the provisions of the Charter current; and

WHEREAS, the Mayor and Council of the City of Salisbury (the “**Mayor and Council**”) are authorized by MD Code, Local Government, § 4-301 et seq., as amended, and § SC 21-2 of the Charter to amend the Charter, not contrary to the Constitution of Maryland, public general law or public local law, as the Mayor and Council deem necessary to assure the good government of the municipality; and

WHEREAS, the Mayor and Council find that the foregoing amendments to § SC 4-1 of the City Charter are desirable to conform with the public need to operate the City and to update the powers and duties of the City Administrator and Deputy Administrator; and

WHEREAS, the Mayor and Council have determined that amendments to § SC 4-1 of the Charter shall be adopted as set forth herein; and

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF SALISBURY by virtue of the authority granted in Article XI-E of the Maryland Declaration of Rights, §§ 4-301 *et seq.* of the Local Government Article of the Code of Maryland, and Article XXI of the City Charter as follows:

Section 1. It is proposed and recommended that § SC 4-1 be amended to repeal the language in double bold brackets and adding the underscored and italicized language:

§ SC4-1. City Administrator and Deputy Administrator.

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, 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]]** report directly to the Mayor and shall oversee the daily operations of the city government. The City Administrator shall serve as the supervising authority of the Office of the Mayor and shall be the Mayor's Chief of Staff. The City Administrator shall have the authority to assign departmental oversight responsibilities to himself/herself or to the Deputy City

Administrator, with approval of the Mayor, based upon the strategic and operational needs of the city.

There shall be a Deputy City Administrator who shall report directly to the City Administrator. The Deputy City Administrator shall carry out supervisory and administrative functions as assigned by the City Administrator and may act for the City Administrator in his or her absence. **[[be a direct subordinate of the City Administrator. 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, Department of Procurement and Department of Business Development.]]**

There may be an Assistant City Administrator who shall provide direct support to the City Administrator and department heads by assisting with special projects, administrative tasks, and day-to-day operations.

Section 2. With this proposed Charter Amendment, § SC 4-1 of the Charter would read:

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 report directly to the Mayor and shall oversee the daily operations of the city government. The City Administrator shall serve as the supervising authority of the Office of the Mayor and shall be the Mayor's Chief of Staff. The City Administrator shall have the authority to assign departmental oversight responsibilities to himself/herself or to the Deputy City Administrator, with approval of the Mayor, based upon the strategic and operational needs of the city.

There shall be a Deputy City Administrator who shall report directly to the City Administrator. The Deputy City Administrator shall carry out supervisory and administrative functions as assigned by the City Administrator and may act for the City Administrator in his or her absence.

There may be an Assistant City Administrator who shall provide direct support to the City Administrator and department heads by assisting with special projects, administrative tasks, and day-to-day operations.

AND, BE IT FURTHER RESOLVED BY THE COUNCIL OF THE CITY OF SALISBURY:

Section 3. Pursuant to MD Code, Local Government, § 4-304, a public hearing on this Resolution, providing the amendment of the City of Salisbury's Charter as set forth herein, shall be and hereby is scheduled for November 24, 2025, at 6:00 p.m.

Section 4. Pursuant to the City of Salisbury's Charter § SC21-2 and MD Code, Local Government, § 4-304, the City shall 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 advertise a fair summary of this Resolution in a newspaper of general circulation in the City at least four times at weekly intervals and within forty days after the Resolution has been adopted.

Section 5. 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 BY THE COUNCIL OF THE CITY OF SALISBURY:

Section 6. This Resolution shall take effect on the fiftieth day after the Resolution is adopted, subject to the right of referendum.

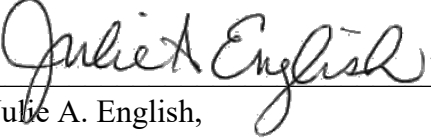
AND, BE IT FURTHER RESOLVED BY THE COUNCIL OF THE CITY OF SALISBURY:

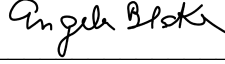
Section 7. It is the intention of the Council of the City of Salisbury that each provision of this Resolution shall be deemed independent of all other provisions herein.

Section 8. It is further the intention of the 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 9. The Recitals set forth hereinabove are incorporated into this section of this Resolution as if such recitals were specifically set forth at length in this Section 9.

This Resolution was introduced, read, and passed at the regular meeting of the Council of the City of Salisbury held on 24 day of November, 2025.


Julie A. English,
City Clerk


Angela M. Blake,
City Council Interim President