

CHARTER AMENDMENT RESOLUTION NO. 2026-1

A RESOLUTION TO AMEND § SC7-25 OF THE CHARTER OF THE CITY OF SALISBURY TO CHANGE THE SIGNATURES AND AUTHORIZATIONS REQUIREMENTS FOR DISBURSEMENTS.

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 § SC21-2 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 amendments to § SC 7-25 of the Charter as set forth herein are desirable to update the Charter to allow for the City Administrator or Deputy City Administrator or their designee to sign or authorize disbursements in lieu of the City Council President and/or Vice President to conform with best practices; and

WHEREAS, the Mayor and Council have determined that amendments to § SC7-25 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 § SC7-25 be amended to repeal the double bracketed bolded language and add the underscored and italicized language:

§SC7-25. – Signatures or authorizations required for disbursements.

All disbursements of any kind whatsoever, including, but not limited to, checks, electronic transfers, ACH debits, etc., shall be signed or authorized by two individuals, one of whom shall be *either* the **[[President or the Vice-President of the Council]]** *City Administrator or Deputy City Administrator, or their designee,* and the other of whom shall be either the Director of Finance, the Assistant Director of Finance Operations, or the Assistant Director of Finance Accounting, except that:

- A. All disbursements from the payroll account and for payroll-related items shall be signed or authorized by one of the following individuals: the

Director of Finance, the Assistant Director of Finance Operations, the Assistant Director of Finance Accounting, *the City Administrator, or the Deputy City Administrator* **[[the President of the Council, or the Vice-President of the Council]]**; and

- B. All disbursements relating to the purchasing of investments or debt payments of principal or interest investments or bond issues shall be signed or authorized by any two of the following individuals: *the City Administrator, the Deputy City Administrator* **[[the President of the Council, the Vice-President of the Council]]**, the Director of Finance or the Assistant Director of Finance Operations, or the Assistant Director of Finance Accounting.

Section 2. With the aforementioned proposed Charter amendment, § SC7-25 of the Charter would read:

All disbursements of any kind whatsoever, including, but not limited to, checks, electronic transfers, ACH debits, etc., shall be signed or authorized by two individuals, one of whom shall be either the City Administrator or Deputy City Administrator, or their designee, and the other of whom shall be either the Director of Finance, the Assistant Director of Finance Operations, or the Assistant Director of Finance Accounting, except that:

- A. All disbursements from the payroll account and for payroll-related items shall be signed or authorized by one of the following individuals: the Director of Finance, the Assistant Director of Finance Operations, the Assistant Director of Finance Accounting, the City Administrator, or the Deputy City Administrator; and
- B. All disbursements relating to the purchasing of investments or debt payments of principal or interest investments or bond issues shall be signed or authorized by any two of the following individuals: the City Administrator, the Deputy City Administrator, the Director of Finance or the Assistant Director of Finance Operations, or the Assistant Director of Finance Accounting.

Section 3. Pursuant to MD Code, Local Government, § 4-304, a public hearing on this Resolution, providing for the amendment of the City of Salisbury's Charter as set forth herein, shall be and hereby is scheduled for March 2, 2026 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 herein for public 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.

THE ABOVE RESOLUTION was introduced and read and passed at the regular meeting of the Council of the City of Salisbury held on this 2 day of March, 2026.



Julie A. English,
City Clerk



April R. Jackson,
City Council President