

**CITY OF BALTIMORE**  
**ORDINANCE \_\_\_\_\_**  
**Council Bill 23-0438**

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Introduced by: Councilmember Ramos  
At the request of: The Administration (Mayor’s Office of Immigrant Affairs)  
Introduced and read first time: October 16, 2023  
Assigned to: Public Safety and Government Operations Committee

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Committee Report: Favorable  
Council action: Adopted  
Read second time: April 15, 2024

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**AN ORDINANCE CONCERNING**

**Mayor’s Office of Immigrant Affairs – Establishment**

FOR the purpose of establishing the Mayor’s Office of Immigrant Affairs; defining certain terms, providing for the establishment of the Office; articulating the purpose of the Office; establishing the powers and duties of the Office; providing for the administration, staffing, and budget of the Office; and requiring the Office to submit a certain annual report.

BY adding to

Article 1 - Mayor, City Council, and Municipal Agencies  
Sections 54-1 to 54-7 to be under the new subtitle designation  
“Subtitle 54. Mayor’s Office of Immigrant Affairs”  
Baltimore City Code  
(Edition 2000)

**SECTION 1. BE IT ORDAINED BY THE MAYOR AND CITY COUNCIL OF BALTIMORE,** That the Laws of Baltimore City read as follows:

**Baltimore City Code**

**Article 1. Mayor, City Council, and Municipal Agencies**

**SUBTITLE 54. MAYOR’S OFFICE OF IMMIGRANT AFFAIRS**

**§ 54-1. DEFINITIONS.**

(A) *IN GENERAL.*

IN THIS SUBTITLE, THE FOLLOWING TERMS HAVE THE MEANINGS INDICATED.

(B) *DIRECTOR.*

“DIRECTOR” MEANS THE DIRECTOR OF IMMIGRANT AFFAIRS.

**EXPLANATION:** CAPITALS indicate matter added to existing law.  
[Brackets] indicate matter deleted from existing law.  
Underlining indicates matter added to the bill by amendment.  
~~Strike out~~ indicates matter stricken from the bill by amendment or deleted from existing law by amendment.

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1 (C) *IMMIGRANT*.

2 “IMMIGRANT” MEANS AN INDIVIDUAL:

3 (1) WHO IS A RESIDENT OF BALTIMORE CITY; AND

4 (2) WHOSE COUNTRY OF ORIGIN IS A COUNTRY OTHER THAN THE UNITED STATES.

5 (D) *OFFICE*.

6 “OFFICE” MEANS THE MAYOR’S OFFICE OF IMMIGRANT AFFAIRS.

7 **§ 54-2. OFFICE ESTABLISHED.**

8 THERE IS AN OFFICE OF IMMIGRANT AFFAIRS IN THE OFFICE OF THE MAYOR.

9 **§ 54-3. PURPOSE.**

10 THE PURPOSE OF THE OFFICE IS TO PROMOTE THE WELL-BEING, ECONOMIC DEVELOPMENT,  
11 AND INTEGRATION OF BALTIMORE CITY’S IMMIGRANT COMMUNITIES.

12 **§ 54-4. OFFICE – POWERS AND DUTIES.**

13 THE OFFICE SHALL HAVE THE POWER AND DUTY TO PERFORM THE FOLLOWING FUNCTIONS:

14 (1) ADVISE THE MAYOR, CITY COUNCIL, AND CITY AGENCIES ON WAYS TO ENHANCE AND  
15 IMPROVE ACCESS TO CITY SERVICES AND RESOURCES FOR IMMIGRANTS;

16 (2) ADVISE THE MAYOR, CITY COUNCIL, AND CITY AGENCIES ON WAYS TO STRENGTHEN  
17 OPPORTUNITIES FOR IMMIGRANTS TO PARTICIPATE IN THE CIVIC LIFE OF THE CITY;

18 (3) IMPLEMENT AND COORDINATE CITY POLICIES REGARDING ISSUES AFFECTING  
19 IMMIGRANT COMMUNITIES;

20 (4) ADVOCATE FOR EQUAL TREATMENT OF IMMIGRANTS AND EQUITABLE ACCESS TO CITY  
21 SERVICES;

22 (5) REVIEW PROPOSED LEGISLATION REFERRED TO THE OFFICE BY THE CITY COUNCIL AND  
23 ASSESS ITS IMPACT ON THE ECONOMIC, PHYSICAL, SOCIAL, EMOTIONAL, AND  
24 INTELLECTUAL WELFARE OF IMMIGRANTS;

25 (6) IMPROVE THE SERVICES AVAILABLE TO IMMIGRANTS BY ADVOCATING FOR CHANGES  
26 IN:

27 (I) PUBLIC POLICY;

28 (II) SERVICE DELIVERY; AND

29 (III) FUNDING;

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1 (7) DEVELOP, IMPLEMENT, AND COORDINATE POLICIES THAT FACILITATE CITY AGENCIES'  
2 COMPLIANCE WITH ALL FEDERAL, STATE, AND LOCAL LANGUAGE ACCESS LAWS;

3 (8) ADVANCE THE OFFICE'S MISSION BY WORKING IN PARTNERSHIP WITH:

4 (I) CITY AGENCIES;

5 (II) CITY BOARDS;

6 (III) CITY COMMISSIONS;

7 (IV) COMMUNITY ORGANIZATIONS; AND

8 (V) THE PRIVATE SECTOR;

9 (9) SERVE AS A LIAISON BETWEEN THE CITY AND ITS IMMIGRANT COMMUNITIES;

10 (10) ESTABLISH AND STAFF COMMUNITY ADVISORY GROUPS TO PROVIDE STRATEGIC  
11 GUIDANCE AND MONITORING OF INITIATIVES RELEVANT TO THE PURPOSE OF THE  
12 OFFICE;

13 (11) SOLICIT COMMUNITY AND STAKEHOLDER INPUT REGARDING THE ACTIVITIES OF THE  
14 OFFICE, INCLUDING CONSULTATIONS WITH CITY AGENCIES, BOARDS, AND  
15 COMMISSIONS ON IMPLEMENTATION OF PROGRAMS AND SERVICES RELEVANT TO  
16 IMMIGRANTS; AND

17 (12) PERFORM OTHER DUTIES AS REQUIRED BY THE MAYOR.

18 **§ 54-5. DIRECTOR.**

19 (A) *IN GENERAL.*

20 THERE IS A DIRECTOR OF IMMIGRANT AFFAIRS, WHO IS RESPONSIBLE FOR THE  
21 ADMINISTRATION AND OVERSIGHT OF THE OFFICE.

22 (B) *APPOINTMENT.*

23 THE DIRECTOR IS APPOINTED BY THE MAYOR IN ACCORDANCE WITH ARTICLE IV, § 6 OF  
24 THE CITY CHARTER.

25 (C) *SALARY.*

26 THE DIRECTOR SHALL RECEIVE SUCH SALARY AS MAY BE PROVIDED IN THE ORDINANCE OF  
27 ESTIMATES.

28 **§ 54-6. STAFF AND BUDGET.**

29 (A) *STAFF.*

30 THE OFFICE MAY EMPLOY STAFF IN ACCORDANCE WITH THE ORDINANCE OF ESTIMATES.

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1 (B) *BUDGET.*

2 THE OFFICE MAY EXPEND FUNDS AUTHORIZED IN THE ORDINANCE OF ESTIMATES OR ANY  
3 SUPPLEMENTAL APPROPRIATION.

4 **§ 54-7. ANNUAL REPORT.**

5 ON OR BEFORE JUNE 30 OF EACH YEAR, THE OFFICE SHALL SUBMIT A REPORT TO THE MAYOR  
6 AND CITY COUNCIL DETAILING:

7 (1) THE ACTIVITIES OF THE OFFICE; AND

8 (2) ANY SPECIFIC POLICY OR LEGISLATIVE PROPOSALS TO ADVANCE THE GOALS OF THE  
9 OFFICE AND THE NEEDS OF IMMIGRANT COMMUNITIES IN BALTIMORE.

10 **SECTION 2. AND BE IT FURTHER ORDAINED,** That this Ordinance takes effect on the 30<sup>th</sup> day  
11 after the date it is enacted.

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Certified as duly passed this 1 day of May, 2024



\_\_\_\_\_  
President, Baltimore City Council

Certified as duly delivered to His Honor, the Mayor,

this 1 day of May, 2024



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Chief Clerk

Approved this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_

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Mayor, Baltimore City