

City of Annapolis

*160 Duke Of Gloucester Street
Annapolis, MD 21401*



Standing Committee Meeting Minutes

Tuesday, October 3, 2017

1:00 PM

**Mayor John T. Chambers, Jr.
City Council Chambers**

Finance Committee

1. Call To Order

Chairman Pfeiffer called the meeting to order at 1:06 p.m.

Roll Call

2. Business before Committee

a. Approval of Minutes

[FC092017](#) Approval of Minutes for the Regular Meeting

Alderman Paone moved to approve. Seconded. CARRIED on voice vote.

Aye: 3 - Pfeiffer, Arnett and Paone

b. [ID-318-17](#) FY17 Unpaid Vendors

Finance Director Miller was present and answered questions from the committee.

Alderman Arnett moved to approve. Seconded. A roll call vote was taken.
The motion CARRIED by the following vote:

Aye: 3 - Pfeiffer, Arnett and Paone

c. Grant Approvals

[GA-12-18](#) FY 2017 Emergency Management Performance Grant (EMPG) Program

Director of Emergency Management Simmons and Deputy Director Mandell were present and answered questions from the committee. Finance Director Miller was present and answered questions from the committee. Alderman Arnett suggested approving the grants across the board because it would ultimately be up to the Department heads to manage their own affairs. Alderman Budge questioned why does the Committee have to approve grants if they are already baked into the budget. Finance Director Miller explained that they are bought up every year because the dollar amounts can change.

Alderman Arnett moved to approve. Seconded. A roll call vote was taken.
The motion CARRIED by the following vote:

Aye: 3 - Pfeiffer, Arnett and Paone

[GA-13-18](#) FY 2017 State Homeland Security Grant Program (SHSG)

Alderman Arnett moved to approve. Seconded. A roll call vote was taken.
The motion CARRIED by the following vote:

Aye: 3 - Pfeiffer, Arnett and Paone

[GA-14-18](#) FY 2015 State Homeland Security Grant Program (SHSG)

Alderman Arnett moved to approve. Seconded. A roll call vote was taken.

The motion **CARRIED** by the following vote:

Aye: 3 - Pfeiffer, Arnett and Paone

[GA-15-18](#) FY 2015 State Homeland Security Grant Program (SHSG)

Alderman Arnett moved to approve. Seconded. A roll call vote was taken. The motion CARRIED by the following vote:

Aye: 3 - Pfeiffer, Arnett and Paone

[GA-16-18](#) 2017 Play 60 Grant

Operations Manager Pletzer was present and answered questions from the committee.

Alderman Arnett moved to recommend favorably. Seconded. A roll call vote was taken. The motion CARRIED by the following vote:

Aye: 3 - Pfeiffer, Arnett and Paone

[GA-17-18](#) POS-Bywater Park Development Project

Public Works Director Jarrell was present and answered questions from the committee.

Alderman Arnett moved to approve. Seconded. A roll call vote was taken. The motion CARRIED by the following vote:

Aye: 3 - Pfeiffer, Arnett and Paone

[GA-18-18](#) Program Open Space

Operations Manager Pletzer and Finance Director Miller were present and answered questions from the committee.

Alderman Arnett moved to approve. Seconded. A roll call vote was taken. The motion CARRIED by the following vote:

Aye: 3 - Pfeiffer, Arnett and Paone

[GA-19-18](#) Body Armor Replacement

Police Special Project Director Hart was present and answered questions from the committee.

Alderman Paone moved to approve. Seconded. A roll call vote was taken. The motion CARRIED by the following vote:

Aye: 3 - Pfeiffer, Arnett and Paone

d. Budget Revision Requests

[GT-3-18](#) Transfer from: Homeownership Assistance Trust Fund Transfer to: CDBG
Property Rehabilitation Project

Planning and Zoning Director Gutwald was present and answered questions from the

committee.

Alderman Arnett moved to recommend favorably. Seconded. A roll call vote was taken. The motion CARRIED by the following vote:

Aye: 3 - Pfeiffer, Arnett and Paone

[GT-4-18](#)

Transfer from: Fire Station Paving Transfer to: Kingsport Park

Alderman Arnett moved to recommend favorably. Seconded. A roll call vote was taken. The motion CARRIED by the following vote:

Aye: 3 - Pfeiffer, Arnett and Paone

3. Legislation before Committee

[O-44-17](#)

Exempt Service - Economic Development Manager - For the purpose of including the position of Economic Development Manager to the Exempt Service set forth in Chapter 3.08 of the Code of the City of Annapolis; and correcting re-codification omissions to Chapter 3.08.

Planning and Zoning Director Gutwald was present and stated that the position would convert from a contractual position to a full-time Civil Service position.

Alderman Arnett moved to recommend favorably. Seconded. A roll call vote was taken. The motion CARRIED by the following vote:

Aye: 3 - Pfeiffer, Arnett and Paone

[O-46-17](#)

Temporary Class C Alcoholic Beverage License - Theaters - For the purpose of establishing criteria for the issuance of a Temporary Class C Alcoholic Beverage License to Theaters CLUBS.

Attorney Ronald Jarashow, Gormely Jarashow Bowman LLC, was present and answered questions from the committee. He provided economic studies which shows the average patron will spend an average of \$28.26 per person, per event, to support this legislation. Alderman Budge clarified that the City would not be losing any money if this legislation is passed.

Alderman Arnett moved to recommend favorably. Seconded. A roll call vote was taken. The motion CARRIED by the following vote:

Aye: 3 - Pfeiffer, Arnett and Paone

[R-31-17](#)

Proposed Amendment to FY 2018 Fees Schedule - For the purpose of establishing a Temporary Special Class C Alcoholic Beverage License Fee for Theaters.

Alderman Arnett moved to recommend favorably. Seconded. A roll call vote was taken. The motion CARRIED by the following vote:

Aye: 3 - Pfeiffer, Arnett and Paone

4. General Discussion

[ID-313-17](#)

Update from the Finance Department

Finance Director Miller was present and discussed the City's Budget Sensitivity Analysis. He also stated that they are getting ready for FY19. Alderman Arnett expressed a concern from a constituent that the City does not have a 5 year Budget plan, however, Director Miller assured the Committee that the City in fact does have a 5 year Budget plan. Alderman Budge suggested that the City have a 5 year Capital Program that the Council reviews and votes on. Director Miller suggested that the City host Strategic Retreats in order to help employees gain a better understanding of the City's budgeting process. Alderman Pfeiffer agreed.

5. Adjournment

Upon motion duly made, seconded and adopted, the meeting was adjourned at 1:52 PM.

Aye: 3 - Pfeiffer, Arnett and Paone

**Teekia Green
City Council Associate**