

City of Annapolis

*160 Duke Of Gloucester Street
Annapolis, MD 21401*



Standing Committee Meeting Agenda - Final

Monday, June 12, 2023

7:00 PM

Regular Meeting

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

City Council

Call to Order

Mayor Buckley

Invocation

Alderman Savidge

Pledge of Allegiance

Mayor Buckley

Roll Call

City Clerk Watkins-Eldridge

Approval of Agenda

Ceremonial Items

[ID-94-23](#) Commemoration of Immigration Heritage Month

[ID-103-23](#) Gun Violence Month Proclamation

Attachments: [Proclamation - Gun Violence Awareness 2023](#)

PETITIONS, REPORTS & COMMUNICATIONS

A. Update from the Mayor

B. Reports by Committee

C. Comments by the General Public

A person speaking before the City Council with a petition, report or communication shall be limited to not more than three minutes.

Appointments

[AP-9-23](#) Jared Lerner - Port Wardens

Attachments: [AP-9-23](#)

[AP-10-23](#) Education Commission Appointment - Pamela Bukowski

Attachments: [AP-10-23](#)

[AP-11-23](#) Environmental Commission Re-Appointment - Jeremy Henson

Attachments: [AP-11-23](#)

[AP-13-23](#) Port Wardens Re-Appointment - Robert Shapiro

Attachments: [AP-13-23](#)

CONSENT CALENDAR

Approval of Journal of Proceedings

[CCM 5.8.23](#) Regular Meeting Minutes

Attachments: [DRAFT - Regular Meeting Minutes 5.8.23](#)

[CCM 5.22.23](#) Special Meeting Minutes

Attachments: [DRAFT -Special Meeting Minutes 5.22.23](#)

End of Consent Calendar

BUSINESS & MISCELLANEOUS

[ID-92-23](#) Towing License Application for JP Towing Service LLC

Attachments: [JP Towing License Application](#)
[JP Towing License Application - City Review](#)

[ID-111-23](#) Towing License Application for Top Notch Towing and Transport, LLC

Attachments: [Top Notch Towing and Transport - Towing License Application](#)
[Top Notch Towing and Transport - Attachment A](#)
[Top Notch Towing and Transport - Attachment B](#)

Supplemental Appropriations over \$50,000

[SA-30-23](#) General - Mayor's Office - Contributions from Visitor Center and Anne Arundel County Arts Council \$67,100

Attachments: [SA-30-23](#)

PUBLIC HEARINGS

A. Public Hearing Continued

O-14-23

Annual Budget and Appropriation and Property Tax Levy - For the purpose of adopting the City Budget, comprising the Annual Operating Budget for the fiscal year ending June 30, 2024, the Capital Budget for the fiscal year ending June 30, 2024, the Capital Improvement Program for the fiscal years ending June 30, 2025, June 30, 2026, June 30, 2027, June 30, 2028, and June 30, 2029; appropriating funds for all expenditures for the fiscal year beginning July 1, 2023, and ending June 30, 2024; levying and imposing a property tax for the use of the City of Annapolis for the taxable year beginning July 1, 2023, and ending June 30, 2024; and fixing the rate of the City property tax for the taxable year.

Sponsors: Mayor Buckley

Attachments: [AMENDED O-14-23-24 FY2024 Annual Budget.docx](#)
[O-14-23 FY 2024 Annual Budget](#)
[O-14-23 Amendments](#)
[O-14-23 Amendment 52 - Buckley - Balancing Amendment](#)
[O-14-23 - Appendix A - FY 24 General Fund Appropriation](#)
[O-14-23 Appendices to FY 2024 City Budget](#)
[O-14-23 Fiscal Impact Note & Staff Report.doc](#)
[FY 2024 Proposed Operating Budget Support](#)
[FY 2024 Proposed Capital Budget & Improvement Programs](#)
[O-14-23 Financial Advisory Commission's FY24 Budget Report](#)
[O-14-23 Finance Committee Report on FY 2024 Budget](#)
[O-14-23 Planning Commission Findings](#)

The public hearing needs to be closed before the Council may consider O-14-23 on Second Reader.

B. Public Hearings Under Regular Order

CA-2-23

Management Information Technology office name change - For the purpose of changing the name of the City of Annapolis “Management Information Technology” (MIT) office to “Office of Integrated Technology Solutions” (OITS); and generally related to the City Manager’s duties.

Sponsors: Mayor Buckley

Attachments: [CA-2-23 First Reader](#)
[CA-2-23 Legislative Summary](#)
[CA-2-23 Fiscal Impact Note](#)
[CA-2-23 Staff Report](#)
[CA-2-23 Ad for Public Hearing June 12, 2023](#)
[CA-2-23 Capital Gazette affidavit of published notice](#)

[O-18-23](#) **Management Information Technology office name change** - For the purpose of changing the name of the City of Annapolis “Management Information Technology” (MIT) office to “Office of Integrated Technology Solutions” (OITS); and generally related to the Management Information Technology office.

Sponsors: Mayor Buckley

Attachments: [O-18-23 First Reader](#)
[O-18-23 - Legislative Summary](#)
[O-18-23 Fiscal Impact Note](#)
[O-18-23 Staff Report](#)

[O-21-23](#) **Landlord-Tenant Relations - Relocation Expenses** - For the purpose of requiring a landlord to pay a tenant a relocation payment if the tenant’s housing is condemned as unfit for human habitation under certain circumstances; requiring a landlord to provide a tenant with a right of first refusal to re-occupy rental housing under certain circumstances; and generally related to landlord-tenant relations.

Sponsors: Gay

Attachments: [O-21-23 First Reader](#)
[O-21-23 Legislative Summary](#)
[O-21-23 Fiscal Impact Note](#)
[O-21-23 Staff Report](#)

LEGISLATIVE ACTION

A. First Readers

[R-34-23](#) **Payments in Lieu of Taxes Agreement with Forest Drive LIHTC, LLC** - For the purpose of approving a Payment in Lieu of Taxes Agreement between the City of Annapolis and Forest Drive LIHTC, LLC, for the construction of affordable housing units in Annapolis, Maryland.

Sponsors: Mayor Buckley and Gay

Attachments: [R-34-23 First Reader](#)
[R-34-23 Staff Report](#)
[R-34-23 Fiscal Impact Note](#)
[Exhibit A - Draft PILOT Agreement for The Willows on Forest Drive](#)

B. Second Readers

Budget Resolutions

[R-21-23](#) **FY 2024 Fees Schedule** - For the purpose of specifying fees that will be charged for the use of City services for Fiscal Year 2024; and providing an effective date.

Sponsors: Mayor Buckley

Attachments: [R-21-23 First Reader](#)
[R-21-23 AMENDED FY24 Fees Schedule](#)
[R-21-23 Amendments](#)
[R-21-23 FY24 Fees Schedule](#)
[R-21-23 Fiscal Impact Note & Staff Report](#)

[R-22-23](#) **FY 2024 Fines Schedule** - For the purpose of specifying fines that will be charged for Fiscal Year 2024; and providing an effective date.

Sponsors: Mayor Buckley

Attachments: [R-22-23 First Reader](#)
[R-22-23 AMENDED FY24 Fines Schedule](#)
[R-22-23 Amendments](#)
[R-22-23 FY24 Fines Schedule](#)
[R-22-23 Fiscal Impact Note & Staff Report](#)

[R-23-23](#) **FY 2024 Position Classifications and Pay Plan** - For the purpose of approving the Fiscal Year 2024 annual position classifications and pay plan; and specifying an effective date.

Sponsors: Mayor Buckley

Attachments: [R-23-23 First Reader](#)
[FY 2024 City of Annapolis Pay Scale](#)
[FY 2024 City of Annapolis Jobs & Classifications](#)
[R-23-23 Fiscal Impact Note](#)
[R-23-23 Staff Report](#)

2. Ordinances

O-14-23

Annual Budget and Appropriation and Property Tax Levy - For the purpose of adopting the City Budget, comprising the Annual Operating Budget for the fiscal year ending June 30, 2024, the Capital Budget for the fiscal year ending June 30, 2024, the Capital Improvement Program for the fiscal years ending June 30, 2025, June 30, 2026, June 30, 2027, June 30, 2028, and June 30, 2029; appropriating funds for all expenditures for the fiscal year beginning July 1, 2023, and ending June 30, 2024; levying and imposing a property tax for the use of the City of Annapolis for the taxable year beginning July 1, 2023, and ending June 30, 2024; and fixing the rate of the City property tax for the taxable year.

Sponsors:

Mayor Buckley

Attachments:

[AMENDED O-14-23-24 FY2024 Annual Budget.docx](#)
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[O-14-23 Amendments](#)
[O-14-23 Amendment 52 - Buckley - Balancing Amendment](#)
[O-14-23 - Appendix A - FY 24 General Fund Appropriation](#)
[O-14-23 Appendices to FY 2024 City Budget](#)
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[FY 2024 Proposed Operating Budget Support](#)
[FY 2024 Proposed Capital Budget & Improvement Programs](#)
[O-14-23 Financial Advisory Commission's FY24 Budget Report](#)
[O-14-23 Finance Committee Report on FY 2024 Budget](#)
[O-14-23 Planning Commission Findings](#)

O-17-23

Administration - Requiring the City Manager to Provide Staffing Impact Statements on Pending Legislation - For the purpose of requiring staffing reports on charter amendments, ordinances, and resolutions that include the impact of the legislation on staffing levels and duties; changing when staff reports regarding legislation must be submitted to the Council; making clarifying changes to the impacted subsections; and generally related to City Council procedure.

Sponsors:

Finlayson

Attachments:

[O-17-23 First Reader](#)
[O-17-23 Amendment 1 - Finlayson](#)
[O-17-23 Legislative Summary](#)
[O-17-23 Fiscal Impact Note](#)
[O-17-23 Staff Report](#)

[O-55-22](#)**Sediment Control Inspections Process, Fees, and Milestone Inspections -**

For the purpose of adding conditions for reinspection; creating milestone inspections; adjusting buildings and construction fees to pay for inspector positions; updating the format of these sections; and generally related to grading, erosion and sediment control inspections.

Sponsors: Savidge

Attachments: [O-55-22 First Reader](#)
[O-55-22 Amendment 1 - Savidge](#)
[O-55-22 Updated Staff Report](#)
[O-55-22 Updated Fiscal Impact Note](#)
[O-55-22 Fiscal Impact Note](#)
[O-55-22 Staff Report](#)

Companion to R-15-23 - Milestone Inspection fees

2.16.090(B) 90-DAY DISCHARGE FROM COMMITTEE

Council Action: Allow committees to continue by Postponing, Vote to Adopt or Defeat

[O-49-22](#)

Planning and Zoning - Parking and Loading Regulations - Parking fee-in-lieu of meeting off-street parking requirements. - For the purpose of authorizing a parking fee-in-lieu for certain businesses required to provide parking spaces; and generally relating to off-street parking requirements.

Sponsors: Alderwoman Tierney, Alderman Arnett and Savidge

Attachments: [O-49-22 First Reader](#)
[O-49-22 Amendment 1 - Savidge](#)
[O-49-22 Amendment 2 - Arnett](#)
[O-49-22 Amendment 3 - Arnett](#)
[O-49-22 Amendment 4 - Tierney](#)
[O-49-22 Amendment 5 - Tierney](#)
[O-49-22 Amendment 6 - Arnett](#)
[O-49-22 Staff Report](#)
[O-49-22 Fiscal Impact Note](#)
[O-49-22 Staff to Planning Commission with Attachment](#)
[O-49-22 Planning Commission Findings and Recommendations](#)

3. Resolutions

R-15-23

Fees Schedule, Updated for Milestone Inspections in Ordinance 55-22 - For the purpose of setting Milestone Inspection fees as adopted in O-55-22, Title 17 § 08.080(D).

Sponsors: Savidge

Attachments: [R-15-23 First Reader](#)
[R-15-23 Fiscal Impact Note](#)
[R-15-23 Staff Report](#)

Companion to O-55-22 - Milestone Inspection Authorization

R-29-23

Recognition of City of Annapolis Public Service Employees - For the purpose of expressing the sense of the City Council that the City's public service employees should be commended for their dedication and continued service to the City of Annapolis.

Sponsors: Alderwoman Pindell Charles, Alderwoman O'Neill, Alderwoman Tierney, Gay and Savidge

Attachments: [R-29-23 First Reader](#)
[R-29-23 Staff Report](#)
[R-29-23 Fiscal Impact Note](#)

Adjournment

Anyone needing reasonable accommodation to be able to participate in a public meeting held by the City of Annapolis should contact Regina Watkins-Eldridge at 410.263.7942, by MD Relay (711), or by email at cityclerk@annapolis.gov at least five days prior to the meeting date to request assistance.

We encourage citizens to attend and participate in City Council Meetings. If you are unable to attend, the meetings can be viewed live on Channel 99/100 for all Comcast subscribers and on Channel 34 for Verizon customers. The meeting can also be viewed on computer and mobile devices by going to <http://bit.ly/1gCd4pL> during the meetings.