

City of Annapolis

160 Duke Of Gloucester Street
Annapolis, MD 21401



Standing Committee Meeting Minutes - Final

Friday, December 6, 2024

1:30 PM

Regular Meeting

Mayor John T. Chambers, Jr.

City Council Chambers

Rules & City Government Committee

Call To Order

Chair Finlayson called the Regular Meeting to order at 1:30 pm.

Roll Call

Present: 3 - Alderwoman Finlayson, Alderman Arnett and Alderman Schandelmeier

Approval of Agenda (any changes to the agenda should be made here)

Alderman Arnett moved to approve the agenda as amended to add the Annapolis Small Maritime Business Task Recommendations. Seconded. A roll call vote was taken. The motion CARRIED by the following vote:

Aye: 3 - Alderwoman Finlayson, Alderman Arnett and Alderman Schandelmeier

Business and Miscellaneous

Approval of Minutes

[RCG 11.1.24](#) Regular Meeting Minutes

Attachments: [RCG 11.1.24](#)

Alderman Arnett moved to approve 11.1.24 Regular Meeting Minutes Seconded. A roll call vote was taken. The motion CARRIED by the following vote:

Aye: 3 - Alderwoman Finlayson, Alderman Arnett and Alderman Schandelmeier

Appointments and Re-appointments

[AP-55-24](#) Appointment - Arts in Public Places Commission - Mr. Jon Arason

Attachments: [AP-55-24](#)

Alderman Arnett moved to recommend favorably AP-55-24 Seconded. A roll call vote was taken. The motion CARRIED by the following vote:

Aye: 3 - Alderwoman Finlayson, Alderman Arnett and Alderman Schandelmeier

Legislation

[CA-2-24](#) **FY 2025 City of Annapolis Departmental Reorganization** - For the purpose of recreating the Department of Human Resources; creating the Department of Integrated Technology Solutions; reassigning certain duties; and all matters generally related to such departmental reorganization.

Sponsors: Buckley

Attachments: [CA-2-24 First Reader](#)
[CA-2-24 Staff Report](#)
[CA-2-24 Fiscal Impact Note](#)
[CA-2-24 Capital Gazette Public Hearing Notice](#)
[CA-2-24 Baltimore Sun Group Affidavit](#)
[CA-2-24 Amendment 1 - Savidge](#)

Human Resources Manager Hopkins and Assistant City Manager Buckland were present and answered questions from the committee.

Alderman Finlayson moved to recommend CA-2-24 favorably. Seconded. A roll call vote was taken. The motion CARRIED by the following vote:

Aye: 3 - Alderman Finlayson, Alderman Arnett and Alderman Schandelmeier

[O-34-24](#) **FY 2025 Changes in Exempt Service Job Classifications** - For the purpose of updating the classification grades for City employees in exempt service positions; and generally related to City employee salaries for exempt service positions.

Sponsors: Buckley

Attachments: [O-34-24 First Reader](#)
[O-34-24 Staff Report](#)
[O-34-24 Fiscal Impact Note](#)
[O-34-24 Amendment 1 - Finlayson \(Rules & City Government Committee\)](#)

Human Resources Manager Hopkins and City Attorney Lyles and Assistant City Manager Buckland were present and Answered questions from the Committee.

Alderman Schandelmeier moved to recommend O-34-24 favorably with an amendment: On page 4, in line 34 and, On page 6, in the fourth row of the table, after the words Assistant City Manager REMOVE "for Administration". Seconded. A roll call vote was taken. The motion CARRIED by the following vote:

Aye: 3 - Alderman Finlayson, Alderman Arnett and Alderman Schandelmeier

Alderman Schandelmeier moved to Recommend O-34-24 Favorably with an Amendment. Seconded. A roll call vote was taken. The motion CARRIED by the following vote:

Aye: 3 - Alderman Finlayson, Alderman Arnett and Alderman Schandelmeier

[O-28-24](#) **Police Department -- Property and Contraband Disposal** - For the purpose of clarifying that Annapolis will follow state rules on the disposal of abandoned vehicles and generally dealing with property and contraband disposal.

Sponsors: Pindell Charles

Attachments: [O-28-24 First Reader](#)
[O-28-24 Legislative Summary](#)
[O-28-24 Staff Report](#)
[O-28-24 Fiscal Impact Note](#)
[O-28-24 Amendment 1 - Savidge](#)

Alderman Arnett moved to recommend O-28-24 favorably. Seconded. A roll call vote was taken. The motion CARRIED by the following vote:

Aye: 3 - Alderwoman Finlayson, Alderman Arnett and Alderman Schandelmeier

Assistant City Manager Buckland was present and answered questions from the committee.

Alderman Schandelmeier moved to Recommend Favorably O-28-24 with the Savidge Amendment #1:

On Page 2, line 7, strike "Unclaimed bicycles that remain unclaimed for three months will be donated to a 501 (c)(3) organization that provides bicycles to local residents in need. If no nonprofits are willing to accept the bicycles, they may then be auctioned."

Aye: 3 - Alderwoman Finlayson, Alderman Arnett and Alderman Schandelmeier

**Alderman Schandelmeier moved to Recommend Favorably-Amendment. Seconded. A roll call vote was taken. The motion CARRIED by the following vote:
Aye:** 3 - Alderwoman Finlayson, Alderman Arnett and Alderman Schandelmeier

Aye: 3 - Alderwoman Finlayson, Alderman Arnett and Alderman Schandelmeier

Alderman Arnett moved to Recommend O-28-24 Favorably with an Amendment. Seconded. A roll call vote was taken. The motion CARRIED by the following vote:

Aye: 3 - Alderwoman Finlayson, Alderman Arnett and Alderman Schandelmeier

[O-29-24](#)

Fence Permit Requirements Related to Buildings and Construction Standards in Title 17

- For the purpose of requiring a completed application and permit issued before removing fences of a certain size; requiring plans to show the location of trees of a certain size; and clarifies when a stop-work order will be issues; reformatting these sections to current Code style; and generally related for fence requirements in Title 17.

Sponsors: Savidge and Arnett

Attachments: [O-29-24 First Reader](#)
[O-29-24 Legislative Summary](#)
[O-29-24 and O-30-24 Staff Report](#)
[O-29-24 Amendment 1 - Savidge](#)
[O-29-24 Amendment 2 - Savidge](#)

Legislative and Policy Analysis Reuter was present and answered questions from the committee.

Alderman Schandelmeier moved to postpone O-29-24 until Friday, January 3, 2025. Seconded. A roll call vote was taken. The motion CARRIED by the following vote:

Aye: 3 - Alderwoman Finlayson, Alderman Arnett and Alderman Schandelmeier

Alderman Arnett requested that the sponsor of O-29-24 be invited to the Friday, January 3, 2025 Rules Committee Meeting.

[O-32-24](#)

Fire Sprinkler System Requirement Clarification - For the purpose of clarifying that the fire sprinkler systems requirements of § 17.20.120(A) and when the requirement goes into effect; updating subsections B through D to comply with current national standards; reformatting the section; and generally dealing with City fire sprinkler requirements.

Sponsors: Buckley

Attachments: [O-32-24 First Reader](#)

[O-32-24 Legislative Summary](#)

[O-32-24 Fiscal Impact Note](#)

[O-32-24 Staff Report](#)

[O-32-24 Amendment 1 - Finlayson \(Rules & City Government Committee\)](#)

Assistant City Manager Buckland, Legislative and Policy Analysis Reuter and City Attorney Lyles were present and answered questions from the committee.

Alderman Arnett moved to recommend O-32-24 favorably with an Amendment: On page 2, in line 26, after the word "All" strike "commercial, mixed-use, and residential buildings, other than a single-family house" and insert "buildings on. Seconded. A roll call vote was taken. The motion CARRIED by the following vote:

Aye: 2 - Alderwoman Finlayson and Alderman Arnett

Nay: 1 - Alderman Schandelmeier

Alderman Arnett moved to Recommend O-32-24 Favorably with an Amendment. Seconded. A roll call vote was taken. The motion CARRIED by the following vote:

Aye: 3 - Alderwoman Finlayson, Alderman Arnett and Alderman Schandelmeier

[R-46-24](#)

Task Force to Study Residential Marine Vessels - For the purpose of gathering information necessary for the Annapolis City Council to make informed decisions about residential and commercial marine vessels in city waters, creating a task force to investigate three critical areas regarding houseboats, floating homes, and other residential marine vessels: 1) the impact on the city's maritime industry, 2) the advantages and disadvantages to the community, and 3) the impacts on city operations; and requiring the task force to submit a report to the Council for possible action.

Sponsors: Arnett and Savidge

Attachments: [R-46-24 First Reader](#)
[R-46-24 Fiscal Impact Note](#)
[R-46-24 Staff Report](#)
[R-46-24 Maritime Advisory Board Report](#)
[R-46-24 Board of Port Wardens 11.26.24 Minutes](#)
[R-46-24 Amendment 1 - Gay](#)
[R-46-24 Amendment 2 - Savidge](#)
[R-46-24 Amendment 3 - Schandelmeier](#)
[R-46-24 Amendment 4 - Finlayson](#)

Alderman Schandelmeier moved to Recommend R-46-24 Favorably with Schandelmeier Amendment #1:

On page 4, in line 8, after subparagraph "g" insert the following:

"h. Marina property owners;

i. Members of the liveaboard community;.Seconded. A roll call vote was taken.

The motion CARRIED by the following vote:

Aye: 3 - Alderwoman Finlayson, Alderman Arnett and Alderman Schandelmeier

Alderman Arnett moved to Recommend R-46-24 Favorably with Gay Amendment #1:

On page 4 in line 17, strike "one year" and insert "six months".Seconded. A roll call vote was taken. The motion CARRIED by the following vote:

Aye: 3 - Alderwoman Finlayson, Alderman Arnett and Alderman Schandelmeier

Alderman Arnett moved to Recommend R-46-24 Favorably with Savidge Amendment # 2:

On Page 4, line 8, new item "h. Watershed or creek association";

Page 5, line 27, add two new bullets, "Determine if houseboats should be hard-wired into sewer system or served by pump-out services, and potential risks or benefits of either approach;" followed by "Assess capacity of pump-out boats and how this would impact that service"; and

**Page 6, line 2, after "noise impacts" insert "and potential mitigation measures".
Seconded. A roll call vote was taken. The motion DEFEATED by the following vote:**

Nay: 3 - Alderwoman Finlayson, Alderman Arnett and Alderman Schandelmeier

Alderman Arnett moved to Recommend R-46-24 Favorably with Rules Committee Amendment:

On Page 4, line 8, new item "h. Watershed or creek association";

Page 5, line 27, add two new bullets, "Determine if houseboats should be hard-wired into sewer system or served by pump-out services, and potential risks or benefits of either approach;" followed by "Assess capacity of pump-out boats and how this would impact that service"; and. Seconded. A roll call vote was taken. The motion CARRIED by the following vote:

Aye: 3 - Alderwoman Finlayson, Alderman Arnett and Alderman Schandelmeier

Alderman Schandelmeier moved to Recommend R-46-24 Favorably with the Rules Committee Amendment:

On page, 6, strike Lines 21-24".Seconded. A roll call vote was taken. The motion CARRIED by the following vote:

Aye: 3 - Alderwoman Finlayson, Alderman Arnett and Alderman Schandelmeier

Alderman Arnett moved to Recommend Favorably-Amendment. A roll call vote was taken. The motion DEFEATED by the following vote:

Aye: 1 - Alderwoman Finlayson

Nay: 1 - Alderman Arnett

Abstain: 1 - Alderman Schandelmeier

[R-53-24](#) **FY 2025 Changes to Executive Pay Ranges** - For the purpose of updating the Fiscal Year 2025 annual position classifications and grades; and specifying an effective date.

Sponsors: Buckley

Attachments: [R-53-24 First Reader](#)
[R-53-24 Staff Report](#)
[R-53-24 Fiscal Impact Note](#)

Alderman Schandelmeier moved to postpone R-53-24 until Friday, January 3, 2025.. Seconded. A roll call vote was taken. The motion CARRIED by the following vote:

Aye: 3 - Alderwoman Finlayson, Alderman Arnett and Alderman Schandelmeier

Human Resources Manager Hopkins, Assistant City Manager Buckland and City Attorney Lyles were present and answered questions from the committee.

Alderman Arnett requested the following information from the Human resources Manager Hopkins and Assistant City Manager Buckland:

More information regarding the recruitment and retention.

Alderwoman Finlayson requested the committee continued their conversation on the pay and compensation of the City Attorney at their Friday, January 3, 2025 Regular Meeting.

[R-54-24](#) **FY 2025 Changes in the Position Classifications and Pay Plan** - For the purpose of updating the Fiscal Year 2025 annual position classifications and grades; and specifying an effective date.

Sponsors: Buckley

Attachments: [R-54-24 First Reader](#)
[R-54-24 Staff Report with table](#)
[R-54-24 Fiscal Impact Note](#)
[R-54-24 Amendment 1 - Savidge](#)
[R-54-24 Amendment 2 - Huntley](#)
[R-54-24 Amendment 3 - Savidge](#)

Human Resources Manager Hopkins and Assistant City Manager Buckland were present and answered questions from the committee.

Alderman Arnett requested a list of all Deputy Positions and Assistant positions across along with the salary ranges prior to 1/3/25.

Alderwoman Finlayson moved to postpone action on R-54-24 until Friday, January 3, 2025. Seconded. A roll call vote was taken. The motion CARRIED by the following vote:

Aye: 3 - Alderwoman Finlayson, Alderman Arnett and Alderman Schandelmeier

General Discussion

[ID-146-24](#) Office of Community Service Update

Attachments: [Office of Community Services Update 2024.11.01](#)
[November 2024 OCS Overview 12.6.24](#)
[November 2024 OCS Overview 12.6.24](#)

Community Services Manager Young provided the committee with an update and answered questions from the committee. Assistant City Manager Buckland was also present and answered questions from the committee.

Alderman Arnett requested a meeting with Community Services Manager Young and Assistant City Manager Buckland and Alderwoman Finlayson to discuss the resources to get the job done.

[ID-173-24](#) Comprehensive Rezoning Discussion

Alderman Schandelmeier moved to postpone ID-173-24 until Friday, January 3, 2025. Seconded. A roll call vote was taken. The motion CARRIED by the following vote:

Aye: 3 - Alderwoman Finlayson, Alderman Arnett and Alderman Schandelmeier

Alderman Arnett requested that Planning and Zoning Director Jakubiak be present.

[ID-185-24](#) Annapolis Small Maritime Business Task Force Recommendations

Attachments: [ASMB- TASK FORCE RECOMMENDATIONS](#)

Small and Minority Business Enterprise Liaison Stewart, Members Seth Lehner and Mike Tomansini representing the Annapolis Small Maritime Business Task Force were present and answered questions from the committee.

Alderman Arnett requested a more detailed report which addresses the his concerns stated at the 12/6/2024 Regular Meeting of the committee from the Annapolis Small Maritime Business Task Force.

Alderman Schandelmeier request that the committee be provided with maps of the Maritime Zones.

Alderman Arnett moved to postpone ID-185-24 until Friday, March 7, 2025. Seconded. A roll call vote was taken. The motion CARRIED by the following vote:

Aye: 3 - Alderwoman Finlayson, Alderman Arnett and Alderman Schandelmeier

Alderman Arnett also requested that the committee be provided with a link to where the Annapolis Small Maritime Business Task Force can be found on the City's Website.

Adjournment

Alderman Schandelmeier moved to adjourn the Regular Meeting of the Rules and City Government Committee at 5:53 pm.

**Regina C. Watkins-Eldridge, MMc
City Clerk**

Anyone needing reasonable accommodation to be able to participate in a public meeting held by the City of Annapolis should contact Kalyn Jackson at 410.263.7030, by MD Relay (711), or by email at kajackson@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.

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The meeting can also be viewed on computer and mobile devices by going to <http://bit.ly/1gCd4pL>, and on Facebook by selecting: <http://www.facebook.com/CityofAnnapolis> and on Youtube by selecting: <http://www.youtube.com/CityofAnnapolis> during the meetings. If you miss the live meeting, recordings are available for viewing on <http://www.facebook.com/CityofAnnapolis> and <http://www.youtube.com/CityofAnnapolis>.