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December 19, 2019

TO: Regina C. Watkins-Eldridge, MMC  
 City Clerk

FROM: Cynthia Gaines  
 Deputy City Clerk

RE: Annual Report 2019 – Alcoholic Beverage Control Board

**Duties:** 7.12.060 - Alcoholic Beverage Control Board—Powers and duties generally.

**Attendance:**

Members	Jan 2	Feb 6	Mar 6	Apr 3	May 1	Jun 5	Jul 3	Aug 7	Sep 4	Oct 2	Nov 6	Dec 4
Lawrence Harris, Chair	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
James C. Praley III, Vice Chair	✓	✓	✓	✓	✓	x	✓	✓	x	✓	✓	✓
Kia Baskerville	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Dick Peterson	✓	✓	x	✓	✓	✓	x	✓	✓	✓	✓	✓
Elizabeth Conger*		x	✓	✓	x	✓	✓	✓	✓	✓	✓	✓

✓ Present      X Absent      E Term Expired  
 R Resigned      A Appointed \*January 28, 2019

The Alcoholic Beverage Control Board completed thirty-five years of operation on December 31, 2017, and in compliance with Section 7.12.040 of the Annapolis City Code, a report of its activities during calendar year 2019 is submitted herewith.

License renewals were processed in March and April 2019. All licensees were in good standing with respect to City fees and State taxes. One hundred and sixteen licenses were renewed.

The Board issued forty-one sidewalk cafe licenses for consumption of alcoholic beverages on city property, Thirty-two with alcohol and nine without alcohol, collecting, thirteen thousand nine hundred and forty dollars (\$13,940) in sidewalk cafe license fees.

There were nine alcohol compliance checks done by the Annapolis Police Department. The following establishments were fined or suspended for violations of the Alcoholic Beverage Control Board Rules and Regulations for reporting period May 2018 through April 2019.

Adams Ribs East.....	\$500
Annapolis Smokehouse.....	\$500
Annapolis Wine & Spirits.....	\$500
Annebeth's .....	\$500
Annebeth's .....	\$1000
Blackwall Hitch.....	\$500
Canton Restaurant .....	\$500
Canton Restaurant.....	\$1000
Eastport Liquors.....	\$500
El Rincon Latino.....	\$500
El Toro Bravo.....	\$500
Fado Irish Pub.....	\$500
Galway Bay.....	\$500
Lighthouse Wine & Spirits.....	\$500
Lighthouse Wine & Spirits.....	\$1000
Main St. Mini Mart.....	\$500
Mexican Café.....	\$500
Rams Head Tavern.....	\$500
Sakura Café.....	\$1800
and a 14- Day Suspension	
Walgreens.....	\$500

The total amount of fines collected in the reporting period for violations of the Alcoholic Beverage Control Board Rules and Regulations were twelve thousand eight hundred dollars (\$12,800.00).

Also during the reporting period, the Board heard and acted upon the following matters, collecting Three thousand one hundred fifty dollars (\$3,150.00) in filing fees:

3	Expansion.....	\$675
5	New Applications.....	\$1,125
2	Substitution of Officers.....	\$450
4	Transfer Applications.....	\$900

(378) Special Class C, One Day Liquor Licenses for beer wine and liquor were issued by the Office of City Clerk on behalf of the Board, totaling twenty eight thousand three hundred and fifty (\$28,350.00) and (12) beer only liquor licenses totaling six hundred dollars (\$600.00). In reporting period May 2018 through April 2019, One hundred and sixteen licenses were renewed, collecting four hundred and sixty-three thousand, forty dollars (\$463,040.00) in license fees.

### **Rules and Regulations Updates and Additions**

Amendments to the Rules and Procedures of the Alcoholic Beverage Control Board:

Chapter 2.4 (D) Hearings

Chapter 3.1 (C) Rules and Prohibited Practice Applicable to Licenses and

Chapter 3.1 (H) Management Agreement

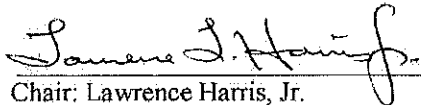
Appendix B Approval or Denial of a License Application

All references to Article 2B throughout the Rules and Regulations of the Alcoholic Beverage Control Board are replaced with Alcoholic Beverages Article.

The election of officers was held on November 6, 2019. Lawrence Harris, Jr. was re-elected chairman and James C. Praley III was elected vicechair. There are currently no vacancies on the Board.

*Respectfully submitted to the Mayor and City Council by the*

ALCOHOLIC BEVERAGE CONTROL BOARD

  
Chair: Lawrence Harris, Jr.



**Date:** 15 January 2020

**To:** Regina C. Watkins-Eldridge, MMC  
City Clerk

**From:** Joanna Ogburn  
Chair, Annapolis Conservancy Board

**Subject:** Annual Report 2019 - Annapolis Conservancy Board

## **Overview**

The Annapolis Conservancy Board (ACB) was established in 1988, 31 years ago. In 2018 the City Council recognized the Board's 30 year anniversary and the contributions of ACB by issuing a City Council Citation. The Board continued its work with a variety of activities to carry out its mission in 2019.

In 2019, the ACB, which has seven members, continued to meet regularly every two months and had six productive meetings. A key focus of the ACB is the management of conservation easements within the City. The Board has also worked diligently to expand its focus to new ideas, better coordination with City and County agencies and boards, and more long range planning. These activities are described in more detail below.

Annapolis City Code Title 2, Chapter 2.50, which created the Conservancy Board, is appended as Attachment A. The Board's responsibilities can be found in Section 2.50.040. Also attached is a chart of Board meetings and attendance.

## **2019 Activities and Projects**

- Inspected easements within the City to ensure that they are being properly managed by the property owners. No significant infringements were discovered. The Board also spent considerable time working to find ways to improve the easement identification and inspection process. Among the issues worked on were greater clarity in what should be within the ACB preview, how the sites can be better mapped and boundaries clarified, and what additional areas should be considered for easements.
- The Board is very interested in how the easement sites can be incorporated into an overall Greenway Plan that could include meaningful connections for trails and access as part of a City-wide approach. To advance this idea, the board had meetings with the Mayor, other departments such as Planning and Zoning, the Waterways Cabinet, the Environment Commission, and others to explore the creation of a Greenway Plan. Using criteria developed by the Board, the ACB also worked to identify sites that, once protected, could create an Annapolis greenway and establish desired connections to parks and trails for all

communities. As part of these efforts, the ACB identified top priorities for new easements, including lands within the Hawkins Cove area. Pursuing these top priority areas will continue into 2020. In 2020, the Board also expects to continue to lay the groundwork for a Greenway Plan.

- Another continuing priority of the ACB is to get an MOU executed between the City and the County regarding the use of the State Program Open Space funds. The City has historically not received a reliable share of these County administered funds. Another pressing need of the ACB is for the City to complete the MOU between the City and Critical Area Commission to allow the use of funds for boundary surveys. Getting these MOUs is a top issue for ACB to achieve its longer range goals.
- ACB worked with the Planning and Zoning Department to reach agreements on what and when ACB would see development proposals to help determine the appropriate locations for easements.
- ACB continues to review and consult on various easement issues as they arise and to provide advice and counsel on stream restoration projects.
- ACB will work to better inform and engage the property owners in the knowledge and care of their easements, including communication when they have been inspected and highlighting concerns identified.
- Advised the Harborview HOA on stream restoration projects that the community was interested in pursuing. The Board supports the objectives of the project, which could improve water quality and would not have an adverse impact on the easements. The HOAs will submit formal requests for Board approval once planning for these projects has advanced.

## **2020 Goals**

The ACB's goals for 2020 are as follows:

Continue to enhance cooperation with City departments, particularly the Offices of Environmental Policy and Planning and Zoning, to ensure that the need to protect natural areas through a conservation easement is considered early in the planning process.

Continue to work with City departments to clarify the boundaries of existing conservation easements and maintain an up-to-date list of easements.

Work with the City to develop easements for city-owned land near Hawkins Cove and on other priorities.

Develop the base layer for a greenway plan that can be added to by other city boards and community groups and incorporated into the Comprehensive Plan.

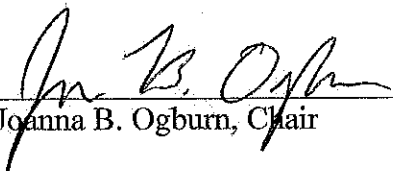
Fill 1-2 expected vacancies on the Board.

## Challenges

ACB needs and would welcome the assistance of the City in ensuring that the importance of conservation easements is factored into the City's long-term planning and into the day-to-day permitting process. The Board should be notified whenever an existing easement owner requests a permit for work in the easement.

We would also welcome the Council's support for use of Program Open Space funds that the City may obtain for planning studies and the purchase of conservation easements on properties of particular value to City residents. We urge the creation of an MOU with the County on this matter. We also urge the completion of the MOU with the Critical Area Commission to provide much needed funding for boundary surveys, which will allow the board to pursue new easements.

ACB recognizes that working closely with the relevant City Departments is key to achieving our mutual success and we look forward to continuing the progress started in 2019.



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Joanna B. Ogburn, Chair

### Attachments:

- A. Annapolis City Code Title 2, Chapter 2.50
- B. Chart of Board meetings and attendance

## Attachment A

### Chapter 2.50 - ANNAPOLIS CONSERVANCY BOARD

Sections:

#### **2.50.010 - Established.**

There is established the Conservancy Board, which shall solicit the dedication of properties, real and personal, to the City, and shall administer and manage, according to their powers and duties as described in this chapter, all properties acquired by the City to further the purposes of this chapter, and all properties previously acquired by the City which may be considered to further the purposes of this chapter. The purposes include, but are not limited to:

- A. The encouragement of the preservation in their natural state of environmentally sensitive lands;
- B. The further implementation of the City's goals for improving water quality;
- C. The providing for the development of additional recreational and open space opportunities within the City;
- D. The preservation of the natural, cultural and recreational resources of the City.

(Ord. O-7-88 § 1 (part))

#### **2.50.020 - Membership.**

A. The Conservancy Board shall consist of seven members who are residents of the City. They shall be appointed by the Mayor and confirmed by a majority vote of the City Council. Each member of the Conservancy Board shall serve for a term of five years or until a qualified successor is appointed and confirmed, commencing on July 1st of the year in which appointed. The City Council shall designate the terms of the members of the Conservancy Board so that the terms of not more than two members of the board shall expire in any one year.

B. Each member shall have a demonstrated interest in the preservation and conservation of land and water resources in the City. Each member shall serve without compensation. In the event of a vacancy in an unexpired term on the board, a member shall be appointed in the same manner as the original appointment was made for the duration of the unexpired term.

C. The directors of the Departments of Public Works, Planning and Zoning, and Recreation and Parks shall appoint a staff liaison to the Conservancy Board.

(Ord. O-7-88 § 1 (part))



**2.50.030 - Rules of procedure.**

The Conservancy Board annually shall elect from its membership a chairman and vice-chairman. The board shall adopt bylaws and rules of procedure defining administrative responsibilities deemed necessary in discharging its duties. The City Council shall approve the bylaws and rules of procedure.

(Ord. O-7-88 § 1 (part))

**2.50.040 - Powers and duties.**

The Conservancy Board shall have the following powers and duties:

- A. Promote the stated goals and purposes of the Comprehensive Plan, the critical areas plan, and the parks and recreation plan, and shall solicit the dedication of land and water resources and any appurtenances thereon to the City by lease, gift, purchase, devise, bequest or by any other means which are deemed to be for public benefit because of their aesthetic, environmental, scenic, recreational, scientific, educational or cultural significance to the health and welfare of the public;
- B. Make recommendations to appropriate City departments regarding the maintenance and management of properties acquired or held in furtherance of the purposes of this chapter;
- C. Solicit the donation of moneys, assets, property or other things of value in furtherance of the purposes of this chapter;
- D. Monitor the use of any and all donations dedicated to the City for the purpose of assuring that these donations are applied as intended for the furtherance of this chapter;
- E. With the approval of the City Council solicit, receive, manage, expend, and dispose of grants from any political subdivision or private organization in furtherance of the purposes of this chapter;
- F. Submit for approval to the City Council recommendations for the acquisition, by purchase or donation, of any interest in real or personal property and funds deemed necessary for the furtherance of the purposes of this chapter;
- G. Work in cooperation with the Maryland Environmental Trust to achieve the stated purposes of this chapter;
- H. Report annually to the City Council its activities during the preceding year together with any recommendations or requests deemed appropriate to further the purposes of this chapter.

(Ord. O-7-88 § 1 (part))

## Attachment B

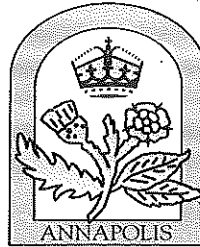
### Conservancy Board Meetings and Attendance

#### Attendance Records for January 2019 through December 2019

Member	January	March	May	July	September	November
Joanna Ogburn, Chair	x	x	x	x	x	x
Meg Fynes	x		excused	excused	excused	excused
Meg Hosmer, Vice-Chair	x	x	x	x	x	x
Jason Houser	excused	excused			excused	
Karen Jennings	excused	x	x	x	x	x
Tom Lippert	x	x	excused		x	
Trudy McFall	x	x	x	x	excused	excused

The Conservancy Board meets every other month.

City of



Annapolis

**HUMAN RELATIONS COMMISSION**

145 GORMAN STREET • 2nd FLOOR  
ANNAPOLIS, MARYLAND 21401

**MEMORANDUM**

DATE: January 9, 2020

TO: Regina C. Watkins-Eldridge

FROM: Michael J. Keller  
Commission Chair

*Michael Keller/CAB*

Attached is the annual report of the Annapolis Human Relations Commission as required by Ord. O-44-98 §1.



## **2019 ANNUAL REPORT**

### **Annapolis Human Relations Commission**

These are highlights of the activities of the Annapolis Human Relations Commission in 2019 and consistent with its mission to eliminate discrimination and promote equal opportunity:

#### Impediments to Fair Housing

Cities, counties and states receive block grants for community development and housing from the federal government. As a condition of receiving these funds, the City of Annapolis must certify that they will further fair housing choice. The Human Relations Commission worked with Theresa Wellman from the Department of Planning and Zoning to develop goals and strategies for dealing with impediments to fair housing in the City. The Commission will be among the responsible parties for the implementation of the goal to “improve the public’s knowledge and awareness of the federal Fair Housing Act and related laws, regulations, and requirements to affirmatively further fair housing in the City”. The Commission is charged with continuing to make available and distribute literature and informational material in English and Spanish concerning fair housing issues, the rights of individuals, and landlords’ responsibilities. This will involve three actions: 1) the preparation of a Fair Housing Handbook—a comprehensive, easy-to-read guide with information about laws, fair lending practices, list of contacts for information and filing complaints; 2) the distribution of the Handbook to agencies that serve low income residents and “protected classes”; and 3) the creation of a fair housing speakers bureau to conduct outreach to organizations that serve these individuals. These steps are to be accomplished by June 30, 2022. The Commission chair and other Commissioners attended and spoke at two public hearings on fair housing goals and strategies conducted by the Housing and Community Development Committee of City Council. The Commission will be able to achieve the objectives assigned to it subject to the availability of funding from the City to update and publish its current fair housing brochures.

#### Improving Annapolis’ Score on the Municipal Equality Index

The Human Rights Campaign has prepared a “scorecard” that examines the performance of municipalities with respect to the treatment of members of the LGBTQ community. Cities are graded on the basis of non-discrimination laws, municipality as employer, municipal services, law enforcement, and leadership on LGBT equality. Commissioners and the Office of Human Resources identified ways to increase the City’s score on the index from 59 to 76, and documentation was submitted to support these changes.

#### Review of Prospective Hires by the Annapolis Police Department

Carl Snowden, the convener of the Caucus of African American Leaders, asked the Commission to look into the establishment of a mechanism that would post background information about prospective new hires for the Annapolis Police Department, especially with respect to any past discipline that they have received with respect to racist, sexist, anti-Semitic or homophobic

behavior. Commissioners were united in the belief that the best way to prevent white supremacists and others involved with hate groups from becoming law enforcement officers was not to hire such persons in the first place. The Commission asked the Office of Human Resources to convene a working group with a charge to enhance current recruitment procedures with the objective of screening prospective officers and keeping individuals with racist views off of the Annapolis police force. Such a workgroup was established with representatives from the Caucus of African American Leaders, the Human Relations Commission, the Office of Human Resources, the Office of Law, the Annapolis Police Department, and the Office of the Mayor. Its work is proceeding.

#### Proposal for a "Summit" on Hate Crimes and Bias Incidents in Anne Arundel County

Approximately 30 persons representing Connecting the Dots, March On Maryland, the Caucus of African American Leaders, and other organizations attended a Commission meeting at which they called on the Human Relations Commissions of the City and the County to hold a community forum in response to the *2018 Hate/Bias Report* which showed that Anne Arundel County led the state in hate crimes and incidents. The Commission unanimously approved a proposal to pursue such an event with its counterpart in the County to include a survey on racial attitudes in the City and the County and the collection of other relevant information that could be used to deter hate activities. The newly constituted Human Relations Commission of Anne Arundel County has endorsed this partnership, and a "summit" to identify ways to counter hate crimes and incidents in the County and City is scheduled to be held on February 26, 2020 with support from the Community Relations Service of the U.S. Department of Justice. The Commission chair and the chair of the Commission's Outreach Committee, took part in an initial planning session for the program.

#### Annapolis Civil Rights History Project

Annapolis High School embraced the creation and production of a show or multi-media presentation highlighting the history of civil rights in Annapolis. Work on the event, with which the chair of the Commission's Outreach Committee has been involved, will conclude with a performance in March 2020. The theme will be the celebration of our common humanity.

#### Legislation

Alderman Marc Rodriguez briefed the Commission about proposed changes to the City's fair housing ordinance which would add citizenship and immigration status to the "protected classes". The Commission unanimously endorsed the measure, and the Commission chair testified in support of it at the City Council public hearing. The Commission also worked with Alderwoman Shaneka Henson and the Office of Law on a proposal that would change the wording in the City's fair housing ordinance that would outlaw discrimination on the basis of "source of income, including Section 8 housing vouchers" in place of "lawful income". This technical measure, which was designed to make the purpose of the law more clear, was approved by City Council.

## Complaints

The Commission dealt with two complaints. The first, which was initially filed in November 2018, alleged that a local cemetery had engaged in an act of “racial profiling”. In March 2019, the attorney representing the cemetery reported that its officers challenged the account of the complainant and were unwilling to participate in a mediation or take the actions which the complainant had sought. Referral of the complaint to the Maryland Commission on Civil Rights, which has enforcement authority in cases involving alleged discrimination in public accommodations, was not an option. The Maryland Commission requires that all complaints be filed within six months of an incident, and the Annapolis Commission did not receive this complaint until considerably after that deadline. The Commission chair sought an advisory opinion from the Acting City Attorney regarding whether or not there were other actions the Annapolis Commission could take. The Office of Law responded that the Commission had exhausted its authority. The complainant was informed.

The second complaint came from an Annapolis resident who alleged that a neighbor had been using his apartment for church services that generated a considerable amount of noise. Mediation was sought. The neighbor did not respond to a letter from the Commission chair, but the complainant reported to the chair of the Commission’s Complaints Committee that the noise had stopped and the problem was resolved.

## Presentations

Dan Pontius, housing policy coordinator for the Baltimore Metropolitan Council, spoke about impediments to fair housing choice in the greater Baltimore area. The chief conclusion from his analysis: Although discrimination in housing is illegal, it has become easiest to locate affordable housing in the least desirable communities and thus perpetuate patterns of segregation.

Sarah Mickelson, public policy senior director for the National Low Income Housing Coalition, spoke about solutions to America’s housing crisis. Her major point: Unless we can address the people at the lowest income levels, we will never be able to deal effectively with the issue of affordable housing.

Darin Ford of Men of Courage International said that it was important to focus on the whole family – not just a personal family but an “Annapolis family”. His organization seeks to partner with agencies that offer services to families for the purpose of connecting them with resources in the community.

## Television Program

The Commission continued its half-hour show on City of Annapolis Television. The program, *Annapolis Mosaics*, spotlights people in the community who are involved in activities designed to promote good human relations. This year’s guests:

- Anita Green and Najiba Hlemi of Foster Grandparents Program of Seeds4Success

- Rev. Diana Carroll and Rev. Sarah Lamming, who are serving Christian congregations and are active members of the LGBTQ community
- Bob Welenc and Sharon Sellars of the AARP Tax Aide Program
- Janice Hayes Williams, historian and director of minority engagement and advancement for Anne Arundel County Executive
- Jana Davis, executive director, Chesapeake Bay Trust
- Matt McConville, president, Annapolis Musicians Fund for Musicians
- Sue Russell of 100 Women Who Care Annapolis
- Monica Lindsey, South Sudan Hope Network, and a “lost boy of Sudan”
- Jon Korin, Bicycle Advocates for Annapolis and Anne Arundel County
- Annapolis Police Chief Ed Jackson
- Ellen Moyer, Board chair, Annapolis Community Foundation
- Misty Bruce and Tessa Levoro of the Southern Maryland Chapter of the American Red Cross

#### Other Activities

Members of the Commission took a “field trip” to the National Museum of African American History and Culture in Washington, DC in an outing organized by the chair of the Commission’s Outreach Committee. Claudia Barber, recruitment/employee relations administrator, assumed responsibility as the staff liaison to the Commission. Hilary Raftovich of the Mayor’s office visited the Commission in her new capacity as coordinator of the City’s boards and commissions. The Commission presented its 2019 Dr. Martin Luther King Jr. Award to Janice Hayes Williams, director of minority engagement and advancement for Anne Arundel County Executive and a prominent expert on African American history in Maryland. The Commission also presented awards to graduating seniors at the annual programs of Annapolis and St. Mary’s High Schools. The Commission chair and vice chair made presentations at meetings of Annapolis landlords sponsored by the Housing Authority of the City of Annapolis.

2019 Meeting Attendance Record of Commissioners

	February	March	April	June	September	October	November
Keller	X	X	X	X	E	X	X
Knight	X	X	X	X	X	X	X
Leitch	E	X	X	X	X	X	E
Sims		E	E	X	E	X	X
Katchmar	X	X	E	E	E	X	E
Scott	X	E	X	X	X	X	X
Graham	E	X	E	X	E	X	X
Smith	X	X	X	X	E	X	X
Hurley	X	X	X	X	X	E	X
Williams	X	X	X	X	X	X	X
Cervellon	X	E	X	X	X	X	X
Browning	X	X	E	E	X	X	E

Key: X- Attended, E- Excused absence



# ANNAPOLIS



## ANNUAL REPORT FOR 2019

2019 began with the Art in Public Places Commission (AiPPC) having a membership of 8 volunteers representing all of the City's wards and at large commissioners. However, Ward 8 would remain unrepresented for most of the year. The Commission membership appointed by the Mayor and confirmed by Annapolis City Council consists of the following Commissioners: Cynthia Towle-Krewson as Chair/Ward 7 Commissioner; David Arthur as Vice Chair/Ward 6 Commissioner; Barbara Salazar Torreon Secretary/Ward 4 Commissioner; Genevieve Torri Ward 1 Commissioner; Elizabeth W. Ramirez Gallery Coordinator/Ward 3 Commissioner; Chrisa Rich Ward 5 Commissioner; Tony Spencer At Large (resigned); Darin Gilliam At Large Commissioner (resigned); Karma O'Neil Ward 2 Commissioner (effective July 2019). On December 31, 2019 vacancies remained in Ward 8 and for the At Large position. Two prospective candidates have been nominated by the Mayor and await swearing in before joining the Commission in 2020. The commission was also represented by two non-voting members: Archie Trader, Director of Recreation and Parks City of Annapolis; and Brian Calahan, Economic Policy Analyst, Mayor's Office. AiPPC's meetings are held the last Tuesday of every month at the Pip Moyer Recreation Center, except for the month of August when a meeting was not called.

2019	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug **	Sep	Oct	Nov	Dec
Genevieve Torri <b>Ward 1</b>	X	X	X	X	X	X			X	X	X	X
Karma O'Neil <b>Ward 2</b>	New member effective July 2019								X	X	X	X
Elizabeth Ramirez <b>Ward 3</b>	X	X		X	X	X			X	X	X	X

Barbara Salazar Torreon <b>Ward 4</b> Secretary	X	X	X	X	X	X	X		X	X	X	
Chrisa Rich <b>Ward 5</b>	X	X	X	X	X	X			X	X	X	X
David Arthur <b>Ward 6</b> Vice Chair	X		X		X	X			X	X	X	X
Cynthia Towle-Krewson <b>Ward 7</b> Chair	X	X	X	X	X	X	X		X		X	
<b>Ward 8</b>	Vacant											
Tony J. Spencer <b>At Large</b>	X				X	Resigned from Commission in July 2019						
Darin Gilliam <b>At Large</b>		X			X	Resigned from Commission in July 2019						

- X – Indicates present at meeting
- \* – Indicates meeting cancelled
- \*\* – No August meeting scheduled

### January

In January AiPPC had a Presentation by Laurie Stout (Stout Gear), representing SOFO Business District on the Annapolis Middle School (AMS) Fence Project located on Forest Drive. The proposed visual art display/banner will contain multiple pieces of art reflecting Annapolis’s history. AiPPC was able to provide contacts for possible grants such as Four Rivers and design ideas such as Sally Comport’s Parks & Recreation banner. Voting to help financially sponsor project was to occur later in the year after specific designs were presented for consideration. AiPPC spearheaded a new project for various Carr’s Beach photos to be display and was led by Tony Spencer AiPPC Commissioner. Mr. Spencer spoke with numerous SOFO business owners on possible indoor display locations for a multiple piece installation of black and white photographs of Carr’s Beach in lieu of the original Carr’s Beach mural proposed for the outside wall of Giant at a cost of \$19,000. Other businesses approached by Mr. Spencer included McDonald’s on Forest Drive, Ebb Tide, Starbucks and Sam’s on the Waterfront. Mr. Spencer also discussed the project with Vince Leggett and curating a Blacks in the Chesapeake display to coincide with the Carr’s Beach exhibit. Location of such exhibits were to be determined at a later date. Vice Chair/Ward 6 David Arthur discussed Carr’s Beach exhibit at Wiley H. Bates and a future project with Maryland Hall Artist in Residence, HC Porter. Mr. Arthur proposed future podcasts/interviews as well with locals about their recollections of experiences at Carr’s Beach.

Additional attention was directed to locating a new home for the farmer’s market mural in storage that used to be displayed on the side of the downtown Fawcett’s building where the downtown farmer’s

market used to occur. New Location for installation of Farmer's Market Mural remains undecided. Possible new location is near the Eastport Market at the Eastport Shopping Center. Administratively, AiPPC created a Notice of Decision Form drafted by Ashley Leonard, Office of Law, for the commission to use here on out as a form of notification to the City and presenters of the Commissions decisions by vote. The commission also drafted language on a proposed change to Annapolis City Code 6.24.020 from "May" to "Shall" for AiPPC to be assured the necessary funding needed to properly operate per the City Code that defines AiPPC's roles for City owned Art. AiPPC began 2019 with a rollforward budget of \$11,541.81. Spending projected for the Commission's programs in 2019 exceeded the current budget in January. Due to this fact our Commission reviewed the new Budget request submitted to the City for additional funding needed to support the City's local visual and performing artists as well as maintain the City's current acquired art pieces. Annapolis has on average seven million visitors annually with a \$3.7 billion economic impact and an average of 51,000 group hotel rooms are booked every year adding an additional \$15 million benefit to our local community. In addition to the visitor traffic and revenue, each free to the public event at City Dock has generated an interest of thousands of local residents through the new social media platform posted events on Facebook, Instagram and a projected attendance falling on average in the hundreds. Per the City's current comprehensive plan and Section 6 of the City Dock Master Plan, Downtown Annapolis's City Dock is to be used for open air performances by our local arts community. The live performances scheduled for City Dock alone in 2019 saw an upfront cost to AiPPC's budget of \$14,000. The Gallery Exhibits were projected to cost on average \$1,000 as an initial estimate. Maintenance of current City Art in the forms of sculptures and murals was estimated to cost AiPPC \$4,000 per mural and \$1,000 or less per sculpture. Pieces requiring maintenance are to be determined upon review of The City of Annapolis's Public Works Department and AiPPC. Replacement of the Westgate Circle "Shoal" sculpture is overdue and an RFP will be released for a new piece to be installed after the Shoal is removed. Projected cost of a replacement for Westgate Circle is estimated to range between \$20,000 to \$30,000. Additional projects and grants slated for 2019 added an additional total of \$13,500.00. Leading the AiPPC projected spending for 2019 at an estimated total of \$55,000 plus depending on maintenance costs deemed necessary after the City's review of existing Art. Budget was \$11,678.83 as of January 29, 2019 70.09% of the budget was spent for FY 2019

## February

In February, AiPPC received a presentation by Max Huber, Arts and Veterans Mayor's office, on City-sponsored summer events including upcoming "Day of the Flower" on April 6, 2019, and update of City Hall events. He also discussed events commemorating the one year anniversary of the Capital Gazette shooting that were proposed to occur over five consecutive days in June. Mr. Huber noted a possible AiPPC partnership with downtown businesses including having local restaurant's food trucks at City Dock during the summer concert series.

Elizabeth Ramirez, Ward 3 Commissioner/AiPPC Gallery Coordinator, distributed a spreadsheet of 2019 Gallery Shows at the City Art Galleries (City Hall, Pip Moyer Rec Center and Harbormaster) including local artists and photographers for Commission review.

At large Commissioner, Darin Gilliam worked on the Art Council's website for over a year with April Nyman, presented updates on the Art Council's upcoming events and possible collaboration with AiPPC for other future projects similar to Roberta Pardo's Urban Walls Brazil project and the 2019 Art Walk.

Cynthia Krewson, Chair/Ward 7 Commissioner, distributed information from the Foundation of Hellenism of America on a proposal for a donated bronze statue of Greek-Italian-American artist Constantino Brumidi (1805-1880) to be placed in a City park with the financial support of Greek American organizations. On recommendation from Congressman Sarbanes, the Foundation of Hellenism of America offered the statue to the City of Annapolis as a gift.

Future funding options to supplement AiPPC's budget were discussed including grants from Four Rivers and mini grants from the Federal Government, State Government, Anne Arundel County Government as well as creating a possible "Friends of AiPPC to fundraise specifically for grant awards from AiPPC to local artists.

Administratively, a marketing meeting was held at Pip Moyer Recreation Center on February 22<sup>nd</sup> with Dana Strotman APPD Marketing, Michelle Stephenson, PIO City of Annapolis, Cynthia Krewson,

AiPPC Chair, Genevieve Torri & Tony J. Spencer, AiPPC Commissioners, to discuss collaboration of the three organizations in effectively executing outreach and advertising for all AiPPC's events.

### March

In March, AiPPC met with Jay Graham of Moody Graham Landscape Architecture. Mr. Graham's presentation on the Freedom of the Press Memorial in Newman Park composed of a proposed draft developed from 9 designs by landscape architects with the focus on the 1st Amendment and the Freedom of the Press, and the victims of the Capital newspaper shooting are represented by 5 granite pillars nine feet tall centered in the design. Design includes elements of a gateway with path to a an eight feet brick wall enclosure that creates a sacred space. Design also includes storm drain to woodland area. Project to start in 2020 with funding pending. <https://moodygraham.com/project/freedom-of-the-press-memorial>

Carl Snowden, who was present to support the Freedom of the Press memorial design, informed AiPPC of a proposed Lynching Memorial near Whitmore Park that will be dedicated to the victims lynched in Annapolis. There are 2 markers proposed with future plans to create a memorial and an education center on the county property located on and next to Whitmore Park.

Annapolis City Hall Art Gallery to show case Art Down, a multi-Medium/multi-artist exhibit featuring the work of four African-American Artists during Black History Month. Exhibit includes unique cardboard art by The maker known as "King Anvil" Tyrone Power, watercolor paintings by Natalie Ballard, and photography by David Arthur and Johnathan Bartlett.

Jack Turner's Wildlife Photography Exhibit was featured at Pip Moyer Recreation Center at Truxtun Park. 20% of all proceeds of his sales went to support the Back Creek Conservancy.

Discussion and a vote was held on the Freedom of the Press memorial in Newman Park. A vote 5-0 in favor with comment/suggestion about the granite pillars was submitted in a Notice of Decision to both the City and to Graham Moody. Discussion and a vote on the Foundation of Hellenism of America proposal of a gifted bronze statue of Greek-Italian-American artist Constantino Brumidi(1805-1880) to be placed in a City park with the financial support of Greek American organizations. A vote 5-0 to approve was submitted via a Notice of Decision to both the City and the Foundation of Hellenism of America.

A presentation by Lon Powell with Greater Parole Community Association on the Chambers Park music series was given to AiPPC for consideration of collaborating with this event. Mr. Powell provided some background on the series established in 2014. A need for a budget of \$12,000 is present to pay musicians and sound/staging. Musicians currently are not being paid. Discussion led by Chair Krewson on funding options including creation of Friends of Chambers Park and possible mini grants from Anne Arundel County. Chairman Krewson provided contact information for April Nyman with the Arts Council of Anne Arundel County, and Connie Del Signore at the Annapolis Visitors Center for further information and a vote to support Chambers Park music was scheduled for later in the year. 300.00 was paid out to MTAM

### April

Amy Clements w/Spa Creek Conservancy, Kevin Green w/Arundel Rivers Federation and Nancy Merrill, volunteer, presented a project to beautify storm drains during the 2019-2020 school year for consideration of AiPPC as a collaborative project. They met with Lon Powell and Greater Parole Community Association (GPCA) regarding stenciling or painting selected storm drains by neighborhood children possibly from Mills Parole Elementary and Annapolis Middle School. They worked previously on a mural in NewTown with local kids that was successful. There would be a city-wide contest for kids of varying age groups for the design of the drains and the paint would be non-toxic and environmentally safe. Director Trainer offered a year membership at Pip for the winners and their families and AiPPC offered to discuss monetary assistance and approval of the project once a proposal was submitted.

AiPPC met with Eric Evans, Executive Director of Annapolis Downtown Partnerships and Arts District, in regards to live music being scheduled at the Market House (6hrs) and various local restaurants bearing the cost of performing arts at open air festivals being held at Market Square in downtown Annapolis. Mr. Evan discussed the current plans for the upcoming Winterfest and a possible collaboration with AiPPC

for live entertainment at Winterfest. Mr. Evans and Anne Arundel County were working on grants for future concerts at Whitmore Park. Lindsay Bolin with Art at Large accompanied by artist Jeff Huntington presented a concept of various events for the kickoff of Arts Week on June 1st and the flora & fauna mural on temporary panels to cover up a portion of the construction on upper West St. Ideas for possible yoga or Tai Chi in the small space or set up some small cafe tables during the event was proposed as well. Ward 1 Commissioner Genevieve Torri helped to obtain funding from Bozzutto, and recommended reaching out for monetary contributions from Murray Hill Community Association and the Westin as well. Director Trainer proposed a project of producing a shadowbox for display at the rec center of a 1960 uniform, from one of the Negro League Baseball teams, and can be used at the upcoming exhibit in Galesville. Vice Chair/Ward 6 Commissioner David Arthur updated the commission on the H.C. Porter The Carr's Beach collaborative project. A 46" x 55" portrait was being done by H.C. Porter depicting one of the famous black and white photos of local Annapolis women in front of Hoppy Adams's car. 5% of the proceeds from the project will go to the Hoppy Adams Foundation. Proposed City Dock Summer Concert Series scheduled to begin in May with City Dock Salsa. A food truck was scheduled to serve food at City Dock events and their paperwork, applications and contracts were submitted to the City for approval. City Dock Concert Schedule flyers were completed and rack cards were completed by Cat Dolch for AiPPC. A fee of 350.00 is due to Ms. Dolch for her services.

Chair Krewson made a motion to vote on AIPPC support of the South Forest (SOFO) Drive business organization & Annapolis Middle School Fence Project Ward 1 Commissioner Genevieve Torri seconded the motion. Vote 4 in favor, 1 abstained. Motion carried to support the project with a \$250 payment. Arts in Public Places Commission featured Bodi Nolan, Photographer at the Pip Moyer Recreation Center at Truxton Park April 8 through June 29. The artist reception was scheduled for Friday, April 12th from 6pm to 8pm. Bodi Nolan's amazing photographs will be on exhibit titled, "North American Beauty" contains fine art landscapes and wildlife photography from the rocky shores of Arcadia Maine, to the jagged snowcapped peaks of the Canadian Rockies. Bodi Nolan has lived his entire life on or near the shores of the Chesapeake Bay. [BodiShootsPhotography.com](http://BodiShootsPhotography.com) Arts in Public Places Commission featured Ziya Gurel, a well-known Turkish artist who lives part time in Annapolis at The City Hall Gallery April 8th through May 31st. The artist reception was scheduled for Monday, April 29th from 5:30pm to 7pm. The solo exhibition titled, "Istanbul and Beyond / An Eastern Tale" illustrates a unique tale of East and West, moving between fiction and reality. This retrospective exhibition also celebrates Ziya Gurel's 46th year in art as an internationally acclaimed artist. Arlene Berlin was paid \$1,200 for her past Gallery work with AiPPC.

### May

Vice Chair David Arthur briefed the commission on the Carr's Beach photography project and collaboration with artist H.C. Porter on black and white photography of Sparrow's Beach as well as Carr's Beach. Also possible podcast/interviews with beach attendees to be proposed in conjunction with the H.C. Porter's portrait. The Bates beautification efforts with art and landscaping were discussed as well as collaborations with artists from AACC for a future exhibit in Annapolis. Bees & Butterfly Garden at PMRC in September. discussion of outdoor movie at City dock. Commissioner At Large Darin and Ward Commissioner Elizabeth discussed events for Annapolis Arts Week including Community art show G40; a week-long pop up near Target. Bates beautification efforts art and landscaping; and artists from AACC for a future exhibit in Annapolis. Chair Krewson noted the MOU for the Brumidi sculpture is underway and the unveiling is set for October 19. U.S. Rep. John Sarbanes has been invited to attend as were many other members of the Greek and Italian immigrant communities we have in and surround Annapolis. Planned neighborhood Mercado at the Salvation Army parking lot collaboration with Adriana Lee of the Mayor's office was discussed for more planning as was the upcoming City Dock series beginning in May. City Dock Tango, Jazz Mosaic, Annapolis Junction Big Band will perform at City Dock this month. Leah Weiss was paid 500.00 by AiPPC for performing arts.

### June

Presentation by Robert Waldman for a proposed "Fountain of Tolerance at Annapolis City Dock." Mr. Waldman provided a booklet with details on the fountain including history of a previous fountain near

Market House. Commissioners asked questions and offered suggestions regarding the name, size and location as well as design of the fountain. Consensus on the idea of a fountain as a place for community gathering in Annapolis as it is worldwide. Commissioners also provided feedback on the booklet itself including condensing historical information and cutting down the physical size by half. Renowned photographer Luke Thompson shared some highlights from his portfolio for a proposed exhibit of his work at the Pip Moyer Recreation Center. Nominee for Ward 2 Commissioner to replace former has been approved and they would join AIPCC at the next meeting. Chair Cynthia Krewson discussed the City's approved budget of \$40,000 per year for AIPCC's new fiscal year as of July 1, 2019. The Commission identified primary partners/collaborators such as MD Hall - 40<sup>th</sup> Anniversary, Summer Garden Theater - 50th Anniversary, and Chesapeake Children's Museum to receive some of the additional funds granted to its budget. A discussion was held of helping the Children's Museum by promoting art programs and possible grant money applications. "Weather on the Water" reception at MD Hall on July 27; the upcoming Firefighters exhibit at City Hall Gallery in October was finalized as well as Pop Up Art Exhibits at the Towne Center by the Arts Alliance in late July. Chair Krewson gave an update on the Hilltop Mercado for August-September. Adriana Lee, the City's Hispanic Community Services Specialist, is heading this up and will need AIPCC support in promotion and outreach. 2 completed crabs have been placed on the SOFO fence project on Forest Drive. SOFO Movie nights in Ward 7 is upcoming in August. Director Trader, Elizabeth Ramirez and Chrisa Rich led the discussion on the Hot Sox Baseball exhibit at PMRC next year in time for Spring 2020 baseball season. Director Trader brought an old baseball jersey that Elizabeth display in a shadow box for the exhibit. Discussed obtaining additional photos and other memorabilia from the area's historic Negro League baseball teams. Commissioner for Ward 1 Genevieve Torri discussed the Float project (1 panel) and community support for more. Music Educators of Greater Annapolis, Kings of Crownsville, City Dock Tango, Leah Weiss Gary Wright & Friends, and City Dock Salsa will perform this month. Jazz Mosaic was paid \$500.00 for performing arts performance. Jim Tavener was paid \$600.00 for performing Arts performance. Soundscences was paid \$600.00 for production at performing arts performance. Academic Information Service inc was paid \$450.00 for Salsa Instruction at City Dock.

### July

Kathy Clatanoff and Gewn Manscau of Fox Road Productions on the exhibit "Four Artists Moving Through Abstraction; Annapolis 1950s to 1990s" at the Chaney Gallery, Maryland Hall. See website: Donation of \$400 requested. Presentation by Sculptor Eddie Lavin for a proposed sculpture for a memorial garden near the Eastport Firehouse. No specific funds requested yet and the families of the victims still needed to be contacted about the project. See website: [www.Gen3sis.com](http://www.Gen3sis.com) for examples of his work. Presentation by filmmaker/photographer Christian Smooth on a proposed exhibit of his photography of Jonas Green Park at PMRC sometime in 2020. Ward 8 saw a new mural painted on Second Street Eastport 150th historical mural designed by Eastport artist, Cindy Fletcher-Holden. No Quorum was present at this month's meeting so voting and approvals were rescheduled for September's meeting. Dr. Phil Butts Sunset Band, City Dock Tango, Crabtown Big Band, The High & Wides, and City Dock Salsa will perform this month at City Dock. Jen Sterling will exhibit her "Color is Power" show at City Hall Gallery. Frank Brennan will exhibit his "Annapolis by Water and By Land" show at Pip Moyer Recreation Center Gallery. \$700.00 was paid to Phillip Butts Music Service, \$750.00 to Crabtown Big Band Inc, \$500.00 to The High and Wides for performing Arts at City Dock.

### August

No regular scheduled meeting was held this month but a special work meeting occurred at City Hall with Chair/Ward7 Commissioner Cynthia Krewson and Ward 1 Commissioner Genevieve Torri were in attendance with Mayor Gavin Buckley, Brian Calahan, William Rowel, Max Huber, and Michelle Stephenson. Discussion revolved around Citations for Dr. Philip Butts, and Terence Averill; ways to make the concerts and movie nights at the City Dock more enjoyable during the summer months such as umbrellas or triangular sail shades for audience and band members, more chairs and café tables and

Annapolis green sponsorship with water stations; relocation of Girl on a Horse statue from the Bowens to the Chesapeake Children's Museum property; Unveiling of the Brumidi Statue scheduled for October 19, 2019 and seeking sponsorships for the event for space, food and refreshments; Code language of "shall" to "may" for funding of AiPPC in future years or exploring an option of changing legislation through the state to distribute an additional portion of the city hotel tax collected by the county directly to AiPPC in addition to the disbursements given to The Visitors Center and The Anne Arundel Arts Council before the collected funds comes into the City General fund. If legislation could be rewritten through the State to fund AiPPC a yearly pay out of approximately \$200,000 could be funded to the Arts of Annapolis versus a "may" budget approval of \$40,000/yr. Future discussions will be held about changes to written codes. The Pantones Steel Drums, City Dock Tango, Abe Ovadra Jazz Trip, Dr. Phil Butts & His Big Band, and City Dock Salsa will perform this month at City Dock. \$450.00 was paid to Academic Information Service Inc, \$550.00 was paid to Cultural Academy for Excellence, \$500.00 was paid to Abe Ovadia Music, \$700.00 was paid to Phillip Butts Music Service, \$450.00 was paid to Academic Information Service Inc, for performing arts at City Dock.

### September

"Art in the City of Annapolis, An art gallery without walls" publication was reprinted and distributed to hospitality outreach centers such as the USNA Visitors Center, Annapolis Visitor Center, various city hotels & Bed and Breakfasts, Restaurants, coffee shops, art galleries, Art schools and to Historic Annapolis. A reception was held on September 5<sup>th</sup> hosted by First Lady Yumi Hogan and Mayor Gavin Buckley to honor the sponsors of this publication. Funding for this event was contributed by Gormley Jarashow Bowman. Overview of the opening of the exhibit "Four Artists Moving Through Abstraction; Annapolis 1950s to 1990s" at Maryland Hall on 9/19 attended by some of the commissioners. Presentation by filmmaker/photographer Christian Smooth on a proposed exhibit of his photography of Jonas Green Park at PMRC and performance art photography sometime in 2020. Jen Sterling presented ideas for AIPPC logo and branding for future consideration. \$150 per Ward annually for AIPPC commissioners to work on projects with their respective Aldermen. Discussed AIPPC support for Chambers Park music series \$1,000 annually. Motion was approved for a \$1,000 in budget to be given to Art Exhibit Coordinator/Ward 3 Commissioner Ramirez, who provided an EXCEL spreadsheet of Gallery Shows for AIPPC. Saturday Hilltop Mercado (Aug-Sept) had a mixed success and may partner with City Dock Salsa in the future to generate more interest to the market. Movie Night premiere postponed by the City. Discussed the need for better marketing of AIPPC sponsored art/events (cited example of the dedication of the Constantine Brumidi statue on Oct 19) by City, press releases and social media. Discussion of a plaque for Ginger Doyel, local Annapolis historian, for her past contributions. Sounds of Joshua Praise Choir, Starvation Army Band, City Dock Tango and Naptown Brass Band will perform at City Dock this month. Leah Weiss, Gary Wright will perform at the Pip Moyer Recreation Center. Jesse Raudales will exhibit his "Gritto Latino" paintings at City Hall Gallery. \$700.00 was paid to Starvation Army Band, \$500.00 was paid to Naptown Brass Band, \$400.00 was paid to Eddie Arrossi, and \$500.00 was paid to Bayside Big Band for performing arts at City Dock.

### October

Ashley Leonard from Legal Department is to draft an application for pre-contracts to streamline the process for AIPPC project proposals in a more structured format. AIPPC will then have a chance to review the project proposal for content and scope before there is a presentation to the commission. Vice Chair Arthur led a brief discussion of the new AIPPC logo and asked for comments. There wasn't a commission consensus on Jen Sterling's designs so he asked the commissioners to share their ideas via email so the design process can move forward and an approval for a new logo can be voted on at the November meeting. Ward 2 Commissioner Karma O'Neill suggested AIPPC have its own master calendar to track events and projects. Elizabeth Ramirez, coordinator for the City's art galleries, handed out an updated spreadsheet and gave a run down of city art exhibits in 2019/2020. She noted that artist Frank Brenanan sold several works from his show "Annapolis By Water and By Land" on display at Pip Moyer Recreation Center. Approval of Christian Smooth's photography exhibit of Jonas Green Park. Art

coordinator Elizabeth Ramirez will contact him to schedule for 2020 at PMRC. Secretary Torreon will follow up with Christian about coordinating his art meet-up at the exhibit opening. Annapolis Firefighters will exhibit photographs for their "Over 100 years of Fire History" show at City Hall Gallery and Anne Delano Weathersby will exhibit her "Preserving the Moment" show at Pip Moyer Recreation Gallery. \$500.00 was paid to Leah Weiss and \$900.00 was paid to Academic Information Service Inc for performing arts at Pip Moyer Recreation Center.

### November

Presentation by Karl Graham, artist. Karl will have a showing at City Hall in January 2020.2020 will include an Evaluation and Maintenance of city owned art. Presentation by Eddie Lavin, Sculptor for memorial piece reviewed in September. The Commission voted in new officers: Genevieve Torri as Chairperson and Karma O'Neill as Secretary as well as reelecting David Arthur as Vice Chairperson. Archie Trader requested evaluating the need and cost for more lighting for the Pip Moyer Gallery, Ward 1 Commissioner Genevieve Torri recommended AVLX as a company for evaluation of lighting needs. Galleries Update: Exhibits will be on display for 2 months instead of three to increase the number of exhibitors. Discussion around city's chickens and which can be moved, which need to be reconstructed or renovated and which ones will remain where they are currently. Brian Cahalan announced that the mayor is reviewing applications for Ward 8 and At-Large Commissioners and should have approvals by the next scheduled meeting. Draft of the exhibit application-Ashley Leonard shared a draft, asked for edits, comments and suggestions. A new logo design was agreed upon by the commission. AnneMarie Esson will exhibit her "The Run Away Painter" at City Hall Gallery. Budget to be rolled into 2020 is a balance of \$30,950.00

### December

The new AiPPC logo design will be unveiled in January and Jen Sterling will be paid \$250.00 David Arthur to reach out to the creator of the SHOAL, Bobbie Donovan, at Westgate Circle to ask him to remove the sculpture due to the contract term ending. Discussion around city's chickens and which can be moved, which need to be reconstructed or renovated and which ones will remain where they are currently. Debbie Woods at Chesapeake Children's Museum would like to give the chickens a new home along the trail path and in the rain garden. Brian Cahalan announced that the mayor is reviewing applications for Ward 8 and At-Large Commissioners and they should have approvals by the next scheduled meeting. Exhibit application forms created by Ashley were reviewed and approved by a unanimous vote by the commission. The long form of the yearly report was reviewed and discussed. Content for the yearly report was compiled and a request from Genevieve Torri Chair/Ward 1 Commissioner was requested to be submitted from every Ward Commissioner by December 30<sup>th</sup> so the report may be completed in January.

### Projects for 2020

AiPPC recognizes Art as an economic asset to the City of Annapolis. It is our mission to enhance the public art environment of the City and to encourage national recognition of Annapolis as one of the nation's top cities for the Arts. We have an extensive list of events scheduled and many new proposed projects as well for consideration of the commission and City of Annapolis:

#### AiPPC Sponsored Gallery Exhibits for 2020:

Karl Graham at City Hall Gallery  
PVA Students @ Studio 39 at City Hall Gallery  
Arundel Lodge Open Eye Gallery at City Hall Gallery  
Audrey Less at City Hall Gallery  
Paul Gillespie at City Hall Gallery  
Merla Tootle at City Hall Gallery  
Jay Fleming at Pip Moyer Gallery Exhibit



Jen Sterling at Pip Moyer Gallery Exhibit  
Dale Hall at Pip Moyer Gallery Exhibit  
Luke Thompson Pip Moyer Gallery Exhibit  
Annapolis Firefighters at Pip Moyer Gallery Exhibit

**Tentative Schedule of 2020 City Dock Summer Events:**

May 8 - City Dock Tango  
May 31 - City Dock Salsa  
June 7, 14 - AIPPC Summer Concert Series  
June 12 - City Dock Tango  
June 15 - City Dock Movie Night  
June 21 - City Dock Salsa  
July 5, 12, 19 - AIPPC Summer Concert Series  
July 10 - City Dock Tango  
July 26 - City Dock Salsa  
August 2, 9, 16, 23 - AIPPC Summer Concert Series  
August 3 - City Dock Movie Night  
August 14 - City Dock Tango  
August 30 - City Dock Salsa  
September 6, 13, 20 - AIPPC Summer Concert Series  
September 11 - City Dock Tango  
Artists booked for City Dock Concert Series will be multi-generational, diverse genres, and a reflection of our City's various cultural arts.

**Possible Future Projects by Commission:**

**Sculptures:**

*Sculptures range from \$500.00 to 50,000+ea.*

Removal of deteriorated sculptures and reinstallation of children friendly art pieces at Chesapeake Children's Museum Park  
More Sculptures along the City's trails and in greenspaces  
Chicken Sculptures, Repaired, Removed, and/or Re Cooped  
Westgate Circle Sculpture "Shoal" Repaired or Replaced

**Sponsorships & Scholarships:**

*Sponsorships & Scholarships range from \$100.00 to \$500.00*

Sponsorship of an Art room at Chesapeake Children's Museum  
Sponsorship of Bus Tours Museum, Baltimore or DC Art Museums or Art performance halls for Anne Arundel County Public schools located within the City.  
Sponsorship of West Annapolis Winterfest for booths for local artists AiPPC has featured throughout the year in our Galleries and a crafting center for children. Possible other sponsors would be Chesapeake Family Magazine & Chesapeake Children's Museum.  
Sponsorship and/or Collaboration with Film Festival  
Sponsorship of open air artists at Dining Under the Stars  
Sponsorship with a Co-Sponsorship of Annapolis Elementary PTA in order for the fifth grade students to complete an illustrated book with references to the school's history.  
Sponsorship for Cultural Arts events in the Design District. Such as co-sponsorship of the Day of The Dead and in collaboration with Adriana Lee, Hispanic Community Specialist with the Mayor's Office  
Sponsorship of Cultural Arts events in the Arts District throughout the year in collaboration with Adriana Lee, Hispanic Community Specialist with the Mayor's Office, and Adetola Ajayi, African American Community Services Specialist  
Scholarships for children to attend art/music classes at Maryland Hall, Stanton Center and/or Art Farm, etc...  
Scholarships for local elementary students and teachers in the visual arts. Collaboration with Anne

Arundel County Public Schools Art Teachers. Winners of an art Competition from the City of Annapolis Schools per grade in elementary would then have their art displayed in the City Hall Gallery and receive citations from the Mayor.

A talent search for local area musicians at the new Tyler Heights elementary school during the summer. Collaboration with local music teachers. Prizes could include a recording session at ADEK productions in Annapolis and/or a chance to perform at our summer concert series or at the 2020 Kunta Kinte Heritage festival, etc... The goal of this event is to highlight and support local area musicians and to include an educational component where the musicians would meet up and talk to other career local musicians to learn about the music industry. This would include legal and financial insight into the music industry as well.

### **Art in Public Places:**

*Art in Public Places events range from \$150.00 to \$150,000 per event*

Artist bike racks to be installed all West Street in collaboration with the Arts District

Collaboration with Bates Middle School Arts Integration Program on various projects throughout the City.

Art Walk along Truxten Trail in late Spring or Early Summer featuring Plein air Artists and Photography  
Painted Cross Walks throughout the City

Introduction of AiPPC gallery featured artists of the month as Plein Air artists at Dinning Under the Stars  
Installation of Art on Maryland Avenue Colorful sails would hang overhead all along the first block of Maryland Ave All sails would be designed by artists living in the City and printed on mesh canvas shaped as triangular sails. This provides a destination draw to Maryland Ave for local businesses as well as shade in the summer and potential to have community gatherings on Maryland Avenue in the Spring and Summers much like West Street produces Dinner Under The Stars

Project, Co-Sponsored by possible from State Grants, Anne Arundel County Arts Council, Downtown Annapolis Partnership and/or City of Annapolis to clean up **Francis Street** as it is a thorough fare to the Capital building as well as Maryland Ave. Additions such as flower boxes, sidewalk planters, painted trash and recycling cans, in addition to painting the buildings on the south side of Francis Street in various historic paint colors then placing plaques on the different colors that explain how the paint would have been produced historically and on what buildings or businesses certain colors were painted for identification without signage (possibly also paint a mural or two on the south side buildings in addition to the new paint colors) and then nickname Francis Street "**Rainbow Alley**". The street then becomes a destination place for learning and taking pictures to post on social media. Producing a free marketing and publicity network for The City of Annapolis. Francis Street could also serve as a place for tent vendors/farmers & artisan market on the weekends.

Annapolis Shakespeare Theater at City Dock for Shakespeare in the Park

Opera in a Can at City Dock

Spring Music Festival at City Dock or Market Square, Co-Sponsored by The City of Annapolis, Downtown Annapolis Partnership, Visitor's Center and/or Anne Arundel Arts Council

Summer Farmer's Market at the Clock Tower with culinary arts exhibits, open air artists and performing artists

Summer Farmer's Market at Market Square in collaboration with Downtown Annapolis Partnership, City of Annapolis and local Organic Farms, featuring culinary arts, open air artists and performing arts

25<sup>th</sup> Anniversary Performance by the Eastport Oyster Boys Band on City Dock

Collaboration with Germantown/Homewood Association, AiPPC, Annapolis Police Foundation, for  
Movie nights at Studio 39 for June, July, and possibly August

Partnership with One Annapolis, Naptown Anti Dope for artwork in bus stops

Lantern Festival Germantown Homewood association co-sponsorship

Fall "Welcome Back" Music Festival in September at St. John's Campus for all returning College students in Annapolis. Co-Sponsored by the City of Annapolis

Tree Festival at City Dock during Midnight Madness weeks in collaboration with Downtown Annapolis Partnership, The City of Annapolis and The Arts District. Multiple Christmas trees at City Dock would be sponsored by a local business and decorated by a local artisan. Trees and/or ornaments could be auctioned off on the Friday after the last Midnight Madness Thursday. The festival would include a Temporary

Portable Ice Rink, hot chocolate stand, donut cart, Sofie's Crepe stand, Mission BBQ, artisan booths, open air live music and artisan performances (per example: The Nutcracker ballet performers, carolers, etc...)

Ice Festival at City Dock in January or February featuring ice sculptures, ice skating

Plein Air Artists and Performing Arts at existing Farmer's Market located at the Eastport Shopping Center on Chesapeake Avenue

Pocket parks with sculptures such as a solar Sunflower designed by Campion Hruby

### **Murals:**

*Murals cost \$1,500 to \$150,000 per mural depending on size, materials (paint or screen printing) and accessibility of the mural location.*

Murals on school buildings as a collaboration with Anne Arundel County Public Schools and legislative Education Boards and Commissions. West Annapolis; Phoenix; Studio 39; J. Albert Adams Academy; 9 public schools throughout the City.

Bee Mural on the back of Bates Middle School for their garden area. The Bee Mural comes with an education workshop of the importance of urban gardens, green spaces and beekeeping. Also to serve as a memorial to Dick Lahn.

Brazilian Artist Roberto Pardo from Urban Walls Brazil has proposed a project titled "Unsung Heroes Mural" a project of inclusion. The nominations will be open to any woman in Annapolis/Parole area, a diverse group of women that have shaped the history of Annapolis and still reside in the city. From the woman who has worked for 30 years at the cafeteria of the local public school to the neighborhood's shop owner that had served the community her whole life, etc...

Woman's Suffrage Photo Mural on State's Circle

Carr's Beach Hoppy Adams Photo Mural possible location in Ward 7 \$2,000 remains owed to complete

Year of The Woman-Maryland Mural in Ward 2 in ol' Fourth Ward

Painted Brick Mural at City Dock

Mural to be painted on the wall behind the Rock Wall at Pip Moyer Recreation Center

Mural on the Pump House behind the Maritime Museum on Second Street

Mural for the low lying wall at the end of First on Spa Creek

Mural for the Chesapeake Ave facing brick wall at the church located on Fourth and Chesapeake

Mural for the brick wall that forms the perimeter of the Eastport Post Office

Mural for the fenced area that has been latticed on Fourth Street

Mural for City Dock of "Hell's Kitchen" neighborhood

Mural for ol' Fourth Ward on Whitmore Parking Garage, painted or screen printed

Mural for Truxton Heights retaining wall on Silopanna

### **Exhibits:**

*Exhibits range from \$100.00 to \$500.00 each*

10<sup>th</sup> Anniversary of Dragon Boats Exhibit at City Hall exhibit

Collaborating with Restaurant Week and supplying the restaurants with art exhibits of local artists paintings/photography

### **Marketing Projects:**

Sandwich board to direct patrons to the end of City Dock for live music and other events

Development of an app for mobile devices that can be used as a self-guided tour of the Art in Annapolis co-sponsored by The City of Annapolis, Anne Arundel Arts Council, etc.. Estimated Cost \$40,000 to \$100,000

Yearly rental of the billboard at City Dock to advertise The City of Annapolis's events. Co-Sponsorship with Visitor's Center, The City of Annapolis, Anne Arundel Arts Council, etc... Estimated Cost \$10,000 to \$20,000 per year

Annual fundraiser event for "Friends of Art in Public Places Commission"

First Sunday free booth for AiPPC to have a presence and fundraise for "Friends of AiPPC"

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Genevieve Torri, Ward 1/Chair

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David Arthur, Ward 6/Vice Chair

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Karma O'Neil Ward 2/Secretary



## **City of Annapolis**

### **Boards and Commissions - Audit Committee**

#### **Annual Report – January 1, 2019 to December 31, 2019**

##### **Introduction**

This is the annual report of the city council audit committee required under § 2.48.420 of the Code of the City of Annapolis.

The Audit Committee is composed of seven (7) voting members plus two (2) non-voting members, the City Manager and the Finance Director. Three of the voting members are elected members of the city council, three are appointed citizen members and one is appointed from the Financial Advisory Commission. Meetings are held on the third Monday of each month, except during August.

Monthly meeting agendas include oral reports and updates from the City Manager and the Finance Director regarding City finances and internal controls to allow the Audit committee to execute its business with an general understanding of the City's current fiscal status.

Over the past 12 months, the committee has demonstrated great cooperation and enthusiasm for our mission. We did experience minor disruptions due to turnover of members, specifically the departure of Alderwoman Shaneka Henson to fill a vacancy in the State House of Delegates and the request by Alderman DaJuan Gay to be reassigned to another committee because of a conflict with the schedule of his full time employer. We understand a replacement for him is forthcoming.

##### **Activities and Accomplishments in 2019**

At the outset of the year, the Audit Committee had been functioning for just six months and was still evolving in its “forming to performing” process and realizing certain areas of its enabling legislation needed more clarity and scope.

- **Fraud, Waste & Abuse Hotline**—The committee coordinated with the City Manager and the Finance Director to establish a Fraud, Waste & Abuse Hotline operated by an independent, third party contractor. This mechanism allows city employees and citizens to report suspected fraud, waste or abuse involving city expenditures, operations and employee behavior. As part of this effort, the committee chair and the city manager established definite procedures and

process for investigating and adjudicating complaints. The City has sent flyers to every department and memoranda to each City employee explaining how the system operates and in general, what types of complaints might be considered appropriate to report. Four hotline complaints have been investigated to date with none finding any impropriety.

- Proposals for Updates to Enabling Legislation—The committee chair appointed a sub-committee of three members to collect and consolidate recommendations and supporting information for changes to the committee’s enabling legislation, § 2.48.420 of the Code of the City of Annapolis. Those recommendations are in the final stages of development and will be considered by the full committee early in 2020. As they now stand, *proposals* include:
  - changing the City Manager and the Finance Director from ex-officio members of the committee to required attendees unless notified otherwise;
  - clarifying procedures and processes for the flow of reports from external auditors and for the appointment and findings of internal auditors;
  - establishing requirements for heads of audited agencies, departments or organizational elements to report their intended responses to audit findings to the Audit Committee;
  - changes reporting requirements for the committee from quarterly to annually;
  - clarifying and enhancing language that allow for program and departmental performance audits consistent with the intent and requirements of § 2.48.450 of the Code of the City of Annapolis, Program Metrics, Measurements & Evaluation.
- Solicitation & Awarding for Contract for first Departmental Audit—The committee worked in coordination with the City Manager, the Finance Director and the Purchasing Department to develop a suitable Scope of Work and solicitation for the first audit to be undertaken by the Committee. The department selected for audit was the Department of Parks & Recreation based on the wide variety of cash transactions and circumstances.
- Receipt and Review of first Audit Report--The Audit Committee has been briefed and is awaiting a final report from Zelenkofske Axelrod LLC, certified public accountants. Their report “Cash Receipts Narratives, Procedures and Results” summarizes their audit findings for the Recreation & Parks and Harbormaster Department. Once reviewed and accepted by the Committee, it will be distributed pursuant to § 2.48.420B of the City Code.
- Conduct of the Annual City Audit--The Audit Committee has also discussed its

current external audit firm and whether the City should send the contract out for bid. After considerable discussion, the committee recommended to the Finance Director and the City Manager that the present firm, CliftonLarsonAllen, LLP, should be retained but with a different lead auditor.

The Finance Director, at the request of the Chair, was asked to prepare a list of potential departments for internal audit. It was also requested by the Chair that a risk assessment evaluation of all departments be conducted. However, the Finance Director indicated that a formal study was not feasible based on present staffing. She also indicated that the Finance Dept. has an excellent handle on the risks of various departments and would take that into account when recommending departments to be audited.

It was the sense of the Audit Committee that we are or will be in a better position to review proposals in the future based on our experience with the first engagement by Zelenkofske Axelrod LLC. In addition to improving internal controls, the mission of the Committee is ultimately to save the City money, ensure revenues are collected correctly, completely, and in a timely manner, etc. We are confident that we are moving in the right direction and can continue advancing toward accomplishing these goals.

### **Plan for the Way Forward**

The committee is satisfied with its accomplishments in 2019, sometimes wishing that business moved at a faster pace. Nonetheless, as we engaged in our work, all members brought new ideas and lessons learned to the table.

It was the sense of the Audit Committee that we are, or will be, in a better position to review proposals in the future based on our experience with the first engagement by Zelenkofske Axelrod LLC. In addition to improving internal controls, our work will ultimately to save the City money, lead to better program performance, ensure revenues are collected correctly, completely, and in a timely manner and ultimately improve in our citizens' confidence in the management and operations of the city. We are confident that we are moving in the right direction and can continue advancing toward accomplishing these goals for 2020:

- Template for determining the Future Audit Agenda
- Integration of Audit Findings into the Management Culture of the City
- Establishing a Budget for the Audit Committee
- Establishing a Performance Measures for the Audit Committee
- Establishing criteria for selection of future programs and departments for audit, including the option for cross-cutting audits addressing similar functions.

### **Acknowledgments**

The work and accomplishments of the Audit Committee would not have been possible without the outstanding support, cooperation and expertise of the City Manager and the Finance Director. In addition, when called upon, department heads willingly assisted the committee with accurate information and highly professional input that was completely in concert with the purposes of the goals and work of the audit committee. We thank all of them for their support.

Respectfully,

Alderman Frederick M. Paone  
Chair, Audit Committee

Appendix A – 2020 Meeting Dates (tentative)  
Appendix B – 2020 Agenda Items (tentative)





**City of Annapolis**  
**Board of Appeals**  
**Department of Planning & Zoning**  
145 Gorman Street, 3<sup>rd</sup> Floor  
Annapolis, MD 21401-2535

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January 10, 2019

**TO: Regina C. Watkins-Eldridge, MAC, City Clerk**

**FROM: Board of Appeals**

**RE: Annual Report 2019**

The Board of Appeals of the City of Annapolis is a volunteer group of citizens selected by the Mayor with the approval of the City Council. There are five members and one alternate member on a full Board of Appeals, serving from different areas of the City.

The criteria for membership include the following:

- Must be a resident of the City of Annapolis
- Must attend monthly meetings and other assemblage as needed
- Must commit the time needed to review applications, deliberate, and decide variances, appeals and special exception requests, as well as other applications as necessary.

Under section 21.08.040 of the City Code, the Board of Appeals is charged with the following duties:

1. To hear and decide appeals, pursuant to the provisions of Zoning Code Chapter 21.30 where it is alleged there is error in any order, requirement, decision or determination made by an administrative official or body in the enforcement of: (a) this Zoning Code; or (b) any ordinance adopted pursuant to this Zoning Code.
2. To hear and decide applications for special exceptions pursuant to Chapter 21.26 of this Zoning Code.
3. To hear and decide applications for variances from the terms of this Zoning

Code, pursuant to the provisions of Chapter 21.28 and from the terms of Title 20 - Subdivisions, pursuant to the provisions of Chapter 20.32.

4. To hear and decide applications for zoning district boundary adjustments pursuant to the provisions of Zoning Code Chapter 21.20.
5. To hear and decide applications for physical alteration of a nonconforming use pursuant to the provisions of Chapter 21.68.
6. To hear and decide all matters referred to it or upon which it is required to decide by this Zoning Code, and as prescribed by the Land Use Article of the Annotated Code of Maryland as may be amended from time to time.

The agendas and minutes of all meetings are recorded, filed and available on the City website.

In February 2019, Robert Gallagher was re-elected as Chair and Charles Martorana was re-elected Vice-Chair. Charlie Martorana's term on the Board ended in July, 2019 and he elected not to be re-appointed. In March 2019, Nadine Chien was appointed as an alternate to the Board.

The Board is staffed by the Department of Planning and Zoning. An Assistant City Attorney or contract attorney is assigned by the City Attorney to serve as counsel to the Board. Tami Hook serves as the recording secretary for the Board.

During 2019, the Board reviewed the following::

Variance requests for the following properties:

- 100 Giddings Avenue
- 97 Monticello Avenue
- 220 King George Street
- 1815 Bay Ridge Avenue- SPCA
- 107 Forbes Street
- 140 Jefferson Street
- 424 Fourth Street
- 26 South Street
- 1108 West Street
- 4 N. Acton Place
- 923 Wells Avenue

A variance extension was approved for 38-40 Munroe Court

Special Exceptions for the following projects were reviewed:

- 1815 Bay Ridge Avenue- SPCA
- 251 Pump House Road – Kenneth R. Dunn Pool
- 424 Fourth Street - restaurant
- 138 Main Street – restaurant
- 200 Main Street/ 25 State Circle – modification to an inn and restaurant
- 26 South Street – change of use
- 137 Spa View Avenue – nonconforming use

A Zoning District Boundary Adjustment for 424 Fourth Street was reviewed

Appeal Cases for the following projects were reviewed:

- 915 Chesapeake Avenue - Lofts at Eastport Landing Special Mixed Planned Development
- 424 -428 Fourth Street - Shared Parking provisions
- 418 Fourth Street - building and use permit approvals

The Board held eighteen meetings in 2019. Attendance at the meeting was as follows:

	FEB 1	MAR 5	MAR 20	APR 2	MAY 7	MAY 15	JUN 4	JUL 2	JUL 17
<b>Robert Gallagher Chair</b>			X	X	X	X	X	X	X
<b>Charlie Martorano Vice-Chair</b>		X	X			X	X	X	
<b>Christian Zazzali</b>	X	X		X		X	X	X	X
<b>Andrew Burnett</b>	X	X	X			X		X	X
<b>Michael Walsh</b>	X	X	X	X	X				X
<b>Nadine Chien***</b>					X	X	X	X	X

	AUG 6	SEP 3	SEP 18	OCT 1	OCT 16	NOV 5	NOV 20	DEC 3	DEC 18
<b>Robert Gallagher, Chair</b>		X		X	X	X			X
<b>Christian Zazzali</b>	X		X	X		X	X	X	X

<b>Andrew Burnett</b>	X	X		X	X	X			X
<b>Michael Walsh</b>	X		X	X	X	X	X	X	X
<b>Nadine Chien***</b>	X	X	X	X	X	X		X	X

X – PRESENT; \*\*Appointment ended in July 2019

The number of meetings held in 2019 exceeded the number held in previous years. This was due primarily to two complex cases each of which required five meeting nights during 2019. The Board’s ability to move the cases more quickly was limited by the schedules of Board members and the availability of an alternative venue for hearings. It remains to be seen whether these cases represent the beginning of a trend. In an effort to make the hearing process more efficient, while maintaining and enhancing public participation, the Board will consider revisions to its rules in 2020.

Robert P. Gallagher  
 Robert P. Gallagher, Chair 5/12

Christian E. Zazzali  
 Christian E. Zazzali, Member 5/12

Michael P. Walsh  
 Michael P. Walsh, Member 5/12

Andrew T. Burnett  
 Andrew T. Burnett, Member 5/12

Nadine C. Chien  
 Nadine C. Chien, Ph.D., J.D., Member 5/12



## City of Annapolis

Board of Supervisors of Elections  
 c/o Regina C. Watkins-Eldridge, MMC., City Clerk  
 160 Duke of Gloucester Street  
 Annapolis, MD 21401-2535

[Elections@annapolis.gov](mailto:Elections@annapolis.gov) • 410-263-7942 • Fax 410-280-1853 • TDD use MD Relay or 711 • [www.annapolis.gov](http://www.annapolis.gov)

February 6, 2020

TO: Regina C. Watkins-Eldridge, MMC  
 City Clerk

FROM: Clifford Myers, Chair

RE: Annual Report 2019 – City of Annapolis Board of Supervisors of Election (BOSE)

Members: Clifford Myers, Chair  
 Bryiana Cuffie  
 Eileen Leahy

Meetings: Third Thursday of each month in the City Council Chambers

**Duties:** The board shall have charge of and make provisions for all municipal elections to be held in the City, or any part of the City, including every general, primary and special election. The board shall have power to make all necessary rules and regulations, not inconsistent with this chapter, with reference to the registration of voters and the conduct of elections, including special elections. The board shall have power to summon judges and any witnesses involved and to require their appearance before them, and to administer oaths and record testimony from such judges and witnesses.

**Attendance:** (please note if any member begins or ends their term during the calendar year)

Members	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Cliff Myers, Chair, Member (Chair ,Jan- Apr)	✓	✓	✓	✓	✓	✓	✓	NoMtg	✓	✓	✓	NoMtg
Eileen Leahy, Chair (member Jan-Apr; Chair May-Dec)	✓	✓	✓	✓	✓	✓	✓	NoMtg	✓	✓	✓	NoMtg
Briayna Cuffie, Member	✓	✓	✓	✓	✓	✓	✓	NoMtg	✓	✓	✓	NoMtg

*Note: Due to the Special Election, there were special meetings of BOSE on both the Primary (June 4) and General Election (July 2) dates as well as the formal canvasses the subsequent weeks.*

The City of Annapolis conducted a Ward 6 Special Primary Election on Tuesday, June 4, 2019 and a Ward 6 Special General Election on Tuesday, July 2, 2019. The Ward 6 Special Election occurred as a result of the nomination of Shaneka Henson to the Maryland House of Representatives and her subsequent formal notice of resignation from the Annapolis City Council, delivered at the end of the April 29, 2019 City Council meeting.

Although this Special Election impacted a single Ward, all the usual and customary election activities referenced in city code to a standard 4-year cycle election are applicable. However, they must be accomplished in a compressed period of time. Gratitude is extended to the Office of the City Clerk for the immense support to put in place under short timelines all those requisite processes. Gratitude is also extended to members of the

City Council for approving the resolution to again utilize the services of the Anne Arundel County Election Offices to assist in the successful running of the Special Election. Thanks is also then provided to the County for their expert assistance.

Finally, we acknowledge the Special Election brought about several additional campaign report requirements and appreciate the support of candidates and existing campaigns. Knowing this was an unplanned expense for the city, and that heretofore the city had employed the use of outside auditors to review campaign reports, BOSE took on this role, saving the city thousands in auditor expense.

One significant task that emanated from the 2017 election cycle and was again highlighted during the Special Election was that of exploring options to create a more automated means for campaigns to submit campaign reports. BOSE was hopeful that piggybacking off the process currently in place at the state level would yield an acceptable cost/benefit proposal. However, upon much work and several conversations with the vendor currently servicing the state, the formal proposal from that vendor proved too high a cost to proceed further on that particular path. (in excess of \$200k). The BOSE statement for 2020 plans addresses our next steps.

Several meetings covered issues for the next election cycle (2021) and these will be reflected in the BOSE statement for 2020 plans.

Building Board of Appeals (BBOA)  
2019 Annual Report

Board Membership

Board Members consist of: Carl Corse, Chair; Jay Schwarz; Matthew Evans, and Robert C. Hruby.

Board Highlights

**January 22, 2019** – Hearing held in the matter of Robert Katz vs. City of Annapolis Planning & Zoning. The Appellant claims that the City issued these two permits to a “forfeited” domestic limited liability company, which, under Maryland law, does not exist. Additionally, the application is not in conformance with the Annapolis City Code. In a letter to the Director of Planning and Zoning dated 9/5/18 (*Appellant Exhibit 2*), Mr. Schaller argued that, at the time the permits were issued, 32R Spa Creek LLC, Owner of 139 Spa Drive, was not in good standing with the Maryland State Department of Assessments and Taxation (SDAT) and did not have the right to conduct business in the State of Maryland. After review and discussion, the Board motioned to deny the appeal on the basis that the City Code does not require the Department of Planning and Zoning to withhold issuance of a permit based on a corporation’s standing. The motion was seconded and the vote was unanimous (4-0) to deny the appeal.

**January 22, 2019** – Hearing held in the matter of Laurie Rokke vs. City of Annapolis Planning & Zoning. Board Member Jay Schwarz recused himself because he was the architect of record for 311 Monterey Avenue. Ms. Rokke was previously issued a building permit #BLD17-0491 that showed the attic space was to be sprinklered, however, revisions were submitted at a later date omitting the fire protection system. This appeal relates to fire permit #FIRE18-0145. Ms. Rokke is appealing the requirement by the Annapolis Fire Marshal’s office that the attic space must be sprinklered because the attic space is not habitable and is not intended to be habitable. She argued that NFPA13D does not require attics to be sprinklered. After discussion, a motion was made to grant the appeal since Ms. Rokke made the effort to go to the City to find out what to do to make this space uninhabitable so that it does not have to be sprinklered and it was not her intent to use it as habitable space. The vote carried 2-1 and the appeal was granted to allow Ms. Rokke to continue construction without sprinklering the attic space.

**March 26, 2019** – Hearing held in the matter of Ellis Richman and Ingrid Kohlstadt vs. City of Annapolis Planning & Zoning. The Appellants claim that the proposed fence issued under permit #FEN19-0009 for 196 Prince George Street would unduly restrict both light and air flow from their property and adversely affect the health of trees and their roots along the fence line. The Board unanimously voted (4-0) to deny the appeal as the permit was approved by HPC and the Permit and Code office, and the Appellant did not prove that it does, in fact, unduly obstruct light and air.

**July 23, 2019** – Hearing held in the matter of Janice Oesterle vs. City of Annapolis Planning & Zoning. The appeal was filed against violation notice #PM1510-008. Violations have existed on the property for over three years. Some have been abated and some have not. Ms. Oesterle purchased the property in 2019 and was notified of the outstanding violations through an Affidavit and Acknowledgement of the violations that she signed before purchasing the property. Ms. Oesterle has complied with her affidavit, is working towards abatement, and she’s asking for more time. The Board voted unanimously, 4-0, to dismiss the appeal on the basis that there is no element of the appeal under the Board’s jurisdiction that they can rule on.

**November 26, 2019** – Hearing held in the matter of Wanda Melton vs. City of Annapolis Planning & Zoning, appealing a Notice of Violation that she received for 617 Chesapeake Avenue. The notice was issued because when the inspector visited the site, all of the smoke detectors were not installed and operating, which resulted in the requirement of installing hard-wired smoke detectors. After hearing testimony from both sides, the Board voted 2 to 1 to deny the appeal and stated that the City acted properly in requiring hard-wired smoke detectors because all existing smoke alarms were not maintained and in operating condition at the time of the inspection.

**November 26, 2019** - A show cause hearing was held regarding 2 Silopanna Court owned by Sean Lynch and rented by Psycho Therapy Services as a group home. The Annapolis Police Department received quite a few disturbance and assault related calls at this address between September and October 2019. However, recent reports show that the calls have decreased and the City is not currently monitoring this unit. Therefore, no ruling was required.

2019	Jan	Feb **	Mar	Apr **	May **	June **	Jul	Aug**	Sep**	Oct**	Nov	Dec**
Carl Corse, Chair	X		X				X				X	
Jay Schwarz	X		X				X				X	
Matthew Evans	X		X				X				X	
Bob Hruby	X		X				X					

X – Indicates present at meeting  
 \* - Indicates meeting cancelled  
 \*\*and shading indicates no meeting scheduled

*Goals: To continue to hear and decide appeals of orders, decisions, or determinations made by the building official relative to the application and interpretation of the City Code, in a manner that is fair to both the Appellant and the City.*

Respectfully submitted:

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Carl Corse, Chair





# City of Annapolis

Office of Human Resources  
145 Gorman Street, 2<sup>nd</sup> Fl  
Annapolis, MD 21401-2535

[HumanRes@annapolis.gov](mailto:HumanRes@annapolis.gov) • 410-263-7998 • Fax 410-295-7999 • [www.annapolis.gov](http://www.annapolis.gov)  
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January 17, 2020

TO: Regina C. Watkins-Eldridge, MMC  
City Clerk

FROM: Tricia Hopkins  
Human Resources

RE: Annual Report 2019 – Civil Service Board

**Duties:** to review and make recommendations to the City Council regarding the classification and pay plan of the City, to adopt certain rules governing the Civil Service, to hear certain personnel appeals, and to review civil service reclassifications.

**Attendance:**

Members	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Anthony F. Chrishilf, Chair	NoMtg	✓	✓	✓	✓	✓	NoMtg	NoMtg	NoMtg	✓	NoMtg	NoMtg
Jennifer Garland Beard	NoMtg	✓	✓	✓	✓	✓	NoMtg	NoMtg	NoMtg	✓	NoMtg	NoMtg
Samuel Callahan	NoMtg	✓	✓	✓	✓	✓	NoMtg	NoMtg	NoMtg	✓	NoMtg	NoMtg
Roberto Veloso												
Alvin Collins												

**Activities:** The Board continued discussion and review of job descriptions relating to the Evergreen Solutions Comprehensive Classification study.



**City of Annapolis**  
 Office of the Mayor  
 160 Duke of Gloucester Street  
 Annapolis, MD 21401

March 3, 2020

TO: Regina C. Watkins-Eldridge, MMC  
 City Clerk

FROM: Chairman Wayne Taylor

RE: Annual Report 2019 – Commission on Aging

**Duties:** The Commission shall be concerned with the problems of the aging. The Commission shall study those areas affecting the aged which are financial, social, educational and organizational and their situation with regard to employment, housing, health services, transportation, nutrition, recreational facilities and activities and discrimination because of age. It shall have other and further duties and powers as may from time to time be conferred upon it. The Commission shall make recommendations, from time to time, to the City Council, after determining specific problems which need solutions; determining the source of these problems and collecting information about solutions of the problems; educating the public (and individuals or organizations who are the source of particular problems) concerning their relations to the problems and their relation to the solutions.

**Attendance:** (please note if any member begins or ends their term during the calendar year)

Members	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Wayne Taylor, chair	No Mtg	NoMtg	NoMtg	✓	Exc	NoMtg	NoMtg	Exc	NoMtg	NoMtg	NoMtg	NoMtg
Bruce Morgenstern	No Mtg	NoMtg	NoMtg	✓	✓	NoMtg	NoMtg	✓	NoMtg	NoMtg	NoMtg	NoMtg
Deborah Heller-Proctor	No Mtg	NoMtg	NoMtg	Exc	Exc	NoMtg	Resigned	-	-	-	-	-
Mary Harris	No Mtg	NoMtg	NoMtg	✓	✓	NoMtg	NoMtg	✓	NoMtg	NoMtg	NoMtg	-
Judith Branham	No Mtg	NoMtg	NoMtg	Exc	✓	NoMtg	NoMtg	Exc	NoMtg	NoMtg	NoMtg	Resigned

**Activities:** a paragraph outlining the key actions and accomplishments of the board this year

You may add any sections you wish here, or none. Some suggested sections are: Key votes, Important activities, community outreach, goals, accomplishments etc...

Chair and or Staff Liaison should sign the report

You may have all members sign if you wish



# Annapolis Education Commission

## Annual Report for 2019

The Annapolis Education Commission began 2019 by generating a list of priority issues faced by Annapolis cluster schools. Each month the commission discussed one or more of these priority areas, and over the course of the year passed multiple resolutions to express support or concern. This report summarizes the major topics of each monthly meeting. For more detail on these discussions, please refer to the approved meeting minutes.

The Annapolis Education Commission is comprised of 13 commission seats, including one for each of the eight wards, four at-large positions, and one member of city council, Ms. Sheila Finlayson. As of the end of 2019, the Ward 6 seat and one at-large seat are vacant. The commission added five new members in 2019: Ms. Laura Booth (Ward 7), Ms. Odessa Ellis (at-large), Mr. Kenneth Starkes (at-large), Ms. Kayla Golder (Ward 4), and Ms. Olga Cortez (Ward 5). In addition to representing Ward 4, Ms. Golder is also the commission’s student voice, as she is currently enrolled at Annapolis High School. Mr. Jeff Macris served as chair of the commission and Ms. Enid Collison-Lee served as vice chair for the duration of the calendar year. Ms. Brianna Griffin served as the commission’s secretary. In addition to the 13 voting members of the commission, two Anne Arundel County Public Schools (AACPS) staff members, Ms. Jolyn Davis, regional assistant superintendent, and Mr. Bob Mosier, chief communications officer, were regular commission meeting participants.

Please see below for a table displaying meeting attendance by commissioners followed by a brief summary of each meeting.

2019	Jan	Feb*	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Jeff Macris, Ward 2 (Chair)	X	X	X	X	X	X	X	***	X	X	X	X	X
Enid Collison-Lee, Ward 3 (Vice Chair)	X	X	X	X	X	X	X	***	X	X	X	X	X
Brianna Griffin, Ward 1 (Secretary)	X	-	X	X	X	X	X	***	X	X	X	X	X
Kayla Golder, Ward 4	<i>New member as of 4/29/19</i>					X	X	***	-	-	X	X	X
Olga Cortez, Ward 5	<i>New member as of 5/13/19</i>						-	***	-	-	-	-	-
Vacant, Ward 6													
Laura Booth, Ward 7	<i>New member as of 2/25/19</i>			X	X	X	X	***	X	X	X	X	X
Jess Pachler,	X	X	X	X	X	X	X	***	X	X	X	X	X

Ward 8													
Odessa Ellis, At Large	New member as of 2/25/19			X	X	X	X	**	-	X	X	X	X
Vacant, At Large													
Janet Norman, At Large	-	X	X	X	X	X	X	**	X	X	-	X	X
Kenneth Starkes, At Large	New member as of 2/25/19			X	-	-	X	**	X	-	X	-	-
Ald. Sheila Finlayson	X	X	X	X	-	X	-	**	-	X	-	X	X

X Present

- Absent

\*A special meeting was held on February 1, 2019

\*\*No meeting was held in July

## January

The January meeting was held at Annapolis Middle School. Commissioners participated in a discussion of 2019 priorities led by incoming chair, Jeff Macris. The following is a list of topics covered in the discussion:

- Community Ambassador positions at Annapolis High School
- Need for an additional social worker at Annapolis High School
- Budget advocacy strategy for Annapolis cluster needs
- Access to mental health services in cluster schools
- Overarching equity challenges
- Need for a School Resource Officer at Bates Middle School
- Snack time/backpack buddies (equitable access among schools)
- Commission community engagement and listening
- Vocational education opportunities
- Incentive pay for teachers
- Class sizes
- Required programs of cost (i.e., drownproofing, Arlington Echo)
- Sports programs and access/cost
- Adequate technology for testing preparation
- Improving branding/school reputation
- Time outside for students
- Increased public testimony at commission meetings
- Teacher salaries in general

## **February (special meeting)**

A special meeting was held on February 1, 2019 at City Hall to learn about the new proposed required Global Community Citizenship Course at Annapolis High School. Principal Davenport of Arundel High School where the course was developed and piloted presented to attendees. Deputy Superintendent Dr. McMahon also presented information regarding the rollout of the course. Commissioners and attendees shared questions and comments. The commission did not make any resolutions as it did not have quorum.

## **February**

The February regular meeting was held at Eastport Elementary School and began with an overview of the school. Chair Macris presented an overview of the priority areas discussed during the January meeting. Additional topics were added to the list, including strategic communication to parents around school safety incidents, redistricting concerns, and gang-related violence concerns. The commission compiled a list of data requests that may be needed in order to understand the priority areas further.

## **March**

The March meeting was held at City Hall. Mayor Buckley and the city council were encouraged to attend. Mayor Buckley gave opening remarks and Chair Macris presented an overview of the cluster schools, including a focus on state-rated capacity for each school, enrollment projections, and the potential impact on development in the City. A discussion ensued around the pros and cons of the proposed Adequate Public Facilities legislation.

## **April**

The April meeting was held at Wiley H. Bates Middle School and began with an overview of the school by Principal Deroo. The commissioners then continued the discussion around prioritizing issues in the cluster. The commission moved to support the appointment of acting Annapolis High School Principal Patrick Gelinias.

## **May**

The May meeting was held at Rolling Knolls Elementary School and began with an overview of the school by Principal Wendy Smith. AACPS Director of Special Education Bobbi Pedrick then led a discussion on special education services in the Annapolis cluster.

## **June**

The June meeting was held at Monarch Academy and began with a tour of the school building and an overview by then Principal Susan Myers. Duane Arbogast of The Children's Guild led a

discussion around contract schools. The commission discussed the potential for contract schools such as Monarch Academy in the Annapolis cluster.

## **July**

There was no meeting in July.

## **August**

The August meeting was held at Pip Moyer Recreation Center. Commissioners discussed old business including the GreatSchools ratings for cluster schools, and the commission meeting topics and structure for the upcoming school year.

## **September**

The September meeting was held at City Hall and began with public testimony and subsequent questions from commissioners. Jolyn Davis, AACPS Regional Assistant Superintendent, shared information around the School Improvement Plans and Instructional, Leadership, and Advocacy Focuses for the Annapolis cluster. The commission passed a resolution to demand that notice of non-emergency bus stop schedule changes be given at least 48 hours before taking effect using the methods available in the mass communication system.

## **October**

The October meeting was held at CAT South and began with public testimony followed by background information on the school by Principal Joe Rose. The commission then discussed the options that Annapolis cluster students have if they do not go to college. Old business included a discussion of bus eligibility for Annapolis cluster students and a discussion around a need for a school resource officer (SRO) at Bates Middle School. New business was raised around a concerning construction project adjacent to Monarch Academy.

## **November**

The November meeting was held at Tyler Heights Elementary School and began with background information on the school by Principal Julia Walsh. The commission then discussed Early Childhood Education in the Annapolis cluster. The commission revisited the issue of the construction project adjacent to Monarch Academy and passed a resolution to express the concerns (full text available in approved meeting minutes). The commission also revisited the issues around transportation and a need for an SRO at Bates Middle School. The commission discussed behavioral issues at Annapolis Middle School and passed a resolution to urge AACPS to provide additional hours for a bilingual facilitator and additional hours for counseling and social services.

## **December**

The December meeting was held at Eastport Elementary School and began with background information on the school by Principal Susan Gallagher. Commissioner Jess Pachler then led a presentation and discussion on issues in Ward 8. This was the first in a series of meetings dedicated to each ward.

The Annapolis Education Commission will continue to refine its priorities in 2020. Discussion will continue around ongoing issues such as transportation, equity and the achievement gap, classroom support services, and general advocacy for cluster schools. Monthly meetings through June will be centered around ward-specific challenges, though many of these issues are shared across all cluster schools. Commissioners will take turns organizing the meeting in their ward. The commission hopes to collaborate with City council on these meetings when possible. The commission appreciates the opportunity to advocate on behalf of all Annapolis students, families, teachers, and administrators, and looks forward to continuing this work in 2020.

**Jeffrey R. Macris**

Digitally Signed 10 January 2020

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Jeff Macris, Chair







**City of Annapolis**  
**Office of Environmental Policy**  
145 Gorman Street  
Annapolis, MD 21401

February 6, 2020

TO: Regina C. Watkins-Eldridge, MMC  
City Clerk

FROM: Kate Bohanan  
Chairwoman

RE: Annual Report 2019 – Annapolis Environmental Commission

**Duties:**

1. The Commission shall be concerned with the protection and improvement of and the noise in the City and environs, and the recycling or the reuse of solid wastes. The environmental quality of the City and environs. It shall study the pollution of the land, air and waters.
2. The Commission shall make recommendations, to the City Council and others, as outlined in Section 2.48.330(H), determining the source of these problems, collecting information about solutions to these problems, educating the public (and individuals or organizations who are the source of particular problems) concerning their relations to the problems and their relation to the solutions.
3. The Commission shall review and comment in a timely manner to the Mayor and City Council on all matters submitted to it.
4. The Commission shall prepare an annual report of its activities and its recommendations for the next year.
4. The Commission shall make recommendations to, consult with and prepare reports for the Director of Planning and Zoning and other departments as appropriate as requested by the City Manager.
6. The Commission shall have other and further duties and powers as may be conferred upon it.

**Attendance:** (please note if any member begins or ends their term during the calendar year)

Attendance Records for January 2019 through December 2019														
Commissioners	Jan-19	Feb-19	Mar-19	Apr-19	May-19	Spec. Mtg	Jun-19	Jul-19	Spec. Mtg	Aug-18	Sep-19	Oct-19	Nov-19	Dec-19
						May-19			Jul-19					
Chair Bohanan		X	X	X	X	X	X	X	X		Maternity Leave			X
Butler	X	Appointed to the Planning Commission in February												
Vice Chair Buchheister	X	X		X		X	X	X	X		X	X	X	X
Giblin	New Member Effective June						X	X	X		X	X	X	X
Murphy	X	X	X	X		X	X		X			X	X	X
O'Leary	X	X	X	X	X	X	X		X		X	X		X
Powell	Resigned in April													
Rowel	New Member Effective November												X	X
Stephenson	New Member Effective June							X	X		X	X	X	X
Turgeon		X		X	X		X	X	X		X			X

X Indicates Present at Meeting

No Meeting

Resigned

New Member

Special Meeting

**Activities:**

- Submitted favorable recommendation of R-46-18 to increase the amount of stormwater developers treat
- Recommended against R-49-18 to weaken the Forest Conservation Act by decreasing the Fees-in-Lieu for cost to cut down forest
- Provided comments on environmental components of the draft Forest Drive/Eastport Sector Study
- Co-hosted February Environmental Summit with Alderman Savidge to identify city-wide environmental priorities
- Recommended reducing the amount of impervious surface for the City Dock Stormwater Flood Mitigation Project
- Recommended Main Street re-bricking project use permeable pavers
- Recommended revisions to Providence Point forest conservation plan after developer erroneously proposed clearing 30+ acres of trees without replacing
- Provided input on proposal to create a city Department of the Environment
- Served on the Anne Arundel County Task Force on Sediment and Erosion Control
- Participated in 2019 Bay Stewardship Workshop at Eastport Yacht Club
- Met with Annapolis Conservancy Board chair Joanna Ogburn to learn about the ACB's conservation easement mapping project
- Provided comments regarding environmental contaminants for the proposed Lofts at Eastport Landing project
- Provided comments on O-25-19 (Watershed Restoration Fund language adjustment)
- Participated in the Waterways Cabinet
- Participated in the climate resiliency work group



**ETHICS COMMISSION**  
 c/o CITY OF ANNAPOLIS OFFICE OF LAW  
 160 DUKE OF GLOUCESTER STREET  
 ANNAPOLIS, MARYLAND 21401

CITY LIAISON:  
 City Attorney

Telephone (410) 263-7954  
 Facsimile (410) 268-3916

**Annual Report  
 for  
 Calendar Year 2019**

January 21, 2020

The Ethics Commission enforces financial disclosure requirements, conducts information programs and disseminates ethical requirements, investigates conflict of interest violations, issues advisory opinions, and maintains certain reports and statements.

This annual report to the City Council is provided in accordance with City Code 2.04.080. Two Commission vacancies were filled this year. The Ethics Commission is now comprised of the following five members:

- a. James E. Dolezal, Chairman
- b. Kevin A. Chase, Vice Chairman
- c. David S. Bliden
- d. Vincent Moulden
- e. Pegeen Townsend

On February 19, 2019, Jim Dolezal and Kevin Chase were elected Chairman and Vice Chairman of the Commission. Meetings of the Ethics Commission were held on an as needed basis with public notice normally provided 1 to 2 weeks in advance. Meeting dates and attendance are shown below:

Date	Dolezal	Chase	Bliden	Moulden	Townsend *
02/19/2019	X	X	X	X	
03/06/2019	X	X	X	X	
05/16/2019	X	X	X	X	
07/26/2019	X	X	X	X	
09/16/2019	X	X	X	X	
11/04/2019	X	X	X		X
11/13/2019	X	X	X	X	X

\* Pegeen Townsend was appointed on September 23, 2019

Human Resources Manager Patricia Hopkins met with the Commission on February 19<sup>th</sup> when the Ethics Guide for Employees and Officials was reviewed. The last change to the Ethics Law, City Code 2.08, was made on July 9, 2019, with the passage of Ordinance 13-19 which clarified the functions of the Office of Law. In compliance with State Law, the required 2019 Local Government Ethics Law Annual Certification was filed with the State Ethics Commission on September 27, 2019.

The Commission met seven times and, in compliance with the Open Meetings Act, one time in closed session. Seven requests for advisory opinions regarding ethics code interpretation were received and responded to. Four informal expedited responses were provided in response to simple or urgent requests. An issue with the Board of Supervisors of Election regarding a requirement for non-successful candidates to file Financial Disclosure statements for the year of the election was resolved. A required function of the Commission was the review of submitted Calendar Year 2018 Financial Disclosure Statements. Most recently, 2019 Financial Disclosure forms were prepared for distribution to City officials and employees in December 2019. In support of the 2019 disclosures the Commission posted a listing of 2019 Financial Institutions and Businesses Doing Business with Annapolis on the City's Ethics Commission web page.

This report has been reviewed and concurred with by the members of the Commission.

Respectively submitted,



James E. Dolezal  
Chairman

H:\WPDATA\ETHICS\Annual Reports\AnnualReport-2019.doc

cc: Michael Lyles, City Attorney  
Kerry Berger, Assistant City Attorney  
Ashley Leonard, Assistant City Attorney



Chartered 1708

## City of Annapolis

Office of Finance  
 160 Duke of Gloucester Street  
 Annapolis, MD 21401  
 410-263-7952  
[finance@annapolis.gov](mailto:finance@annapolis.gov)

January 3, 2020

TO: Regina C. Watkins-Eldridge, MMC  
 City Clerk

FROM: Frederick C. Sussman, Esquire  
 Chair

RE: Annual Report 2019 – Financial Advisory Commission (FAC)

**Duties:** The Financial Advisory Commission is composed of seven members with demonstrated knowledge of public finance, appointed by the Mayor and confirmed by a majority vote of the City Council. Each member serves a term of four years, commensurate with the term of the Mayor and City Council, or until the member's successor is confirmed. The purpose of the FAC is to advise the Mayor and the Aldermen/Alderwomen on financial issues at a high level.

These issues may include, but are not limited to, the review of collective bargaining agreements prior to execution and annual reports on the amount of public debt the City may incur without jeopardizing its bond rating.

**Attendance:**

		Calendar Year 2019													
Member		Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec		
(A)	Frederick C. Sussman, Chair	*	No Meeting	*	*	*	*	No Meeting	No Meeting	*	*	*	*		
	Bob Burdon, Vice Chair	*		*	A	*	*			*	*	*	*	*	
	Frank Brown	*		*	*	A	A			*	*	A	A		
	James A. Cardillo	*		*	*	*	*			*	*	*	A	*	
(B)	Dr. Joseph E. Cater, III	*		*	*	*	*			*	*	*	*	*	n/a
	Faye Currie	*		*	*	*	*			*	*	*	*	*	A
(C)	Edward Meehan	n/a	n/a	n/a	n/a	n/a	n/a	*	A	*	*				

**KEY:**

\* *Attended*

A *Absent*

n/a *Not applicable*

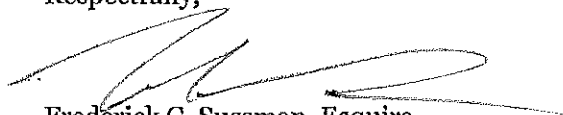
(A) *Appointed Vice Chair on March 14, 2019.*

(B) *Dr. Cater resigned on November 26, 2019*

(C) *Appointment approved by the City Council; sworn in by Mayor Buckley in September 2019.*

**Activities:** See attachment.

Respectfully,

A handwritten signature in black ink, appearing to read 'Frederick C. Sussman', with a long horizontal flourish extending to the right.

Frederick C. Sussman, Esquire  
Chair, Financial Advisory Commission

**Annual Report 2019 – Financial Advisory Commission (ATTACHMENT)**

<i><b>Meeting Date</b></i>	<i><b>Attendees</b></i>	<i><b>Absentees</b></i>	<i><b>Discussion Points / Meeting Purpose</b></i>	<i><b>Votes/Outcomes</b></i>
January 10, 2019 7:30 am 160 Duke of Gloucester St, City Hall 2 <sup>nd</sup> Floor Conference Room	Chairman, Fred Sussman, Bob Burdon, Jim Cardillo, Joseph Cater, Faye Currie, Frank Brown, Jodee Dickinson, Alderman Arnett, Alderman Paone, Alderwoman Finlayson, Nikki Pletzer	None	<ul style="list-style-type: none"> <li>Moody's Rating Report</li> <li>FAC 2018 Annual Report</li> <li>City's Fraud, Abuse, and Waste Hotline</li> <li>Election of Chair and Vice Chair</li> </ul>	<ul style="list-style-type: none"> <li>-Request for Chairman Sussman to continue his role as chair was motioned and approved.</li> <li>-Request for Bob Burdon to be Vice Chair was motioned and approved.</li> </ul>
March 14 <sup>th</sup> 7:33 am 160 Duke of Gloucester St, City Hall 2 <sup>nd</sup> Floor Conference Room	Chairman Fred Sussman, Frank Brown, Bob Burdon, Jim Cardillo, Joe Cater, Faye Currie, Jodee Dickinson, Kim Maronski, Nikki Pletzer	None	<ul style="list-style-type: none"> <li>Finance Department Report and CAFR</li> </ul>	n/a
April 11, 2019 7:33 am 160 Duke of Gloucester St, City Hall 2 <sup>nd</sup> Floor Conference Room	Chairman, Fred Sussman, Jim Cardillo, Joseph Cater, Faye Currie, Frank Brown, Jodee Dickinson, Alderman Arnett, Katie Connolly	Bob Burdon	<ul style="list-style-type: none"> <li>Recommendation of Zelenkofske Axelrod, LLC to audit cash handling at Recreation and Parks</li> <li>Mayor's Proposed FY20 Budget</li> <li>Finance Department Report</li> </ul>	None
June 13, 2019 7:34 am 160 Duke of Gloucester St, City Hall 2 <sup>nd</sup> Floor Conference Room	Chairman Fred Sussman, Vice Chair Bob Burdon, Jim Cardillo, Joe Cater, Faye Currie, Alderman Arnett, Alderman Savidge, Jodee Dickinson, Kim Maronski	Frank Brown	<ul style="list-style-type: none"> <li>FY2020 Operating and Capital Budget</li> <li>Finance Department Report</li> </ul>	None
September 12, 2019 7:36 am 160 Duke of Gloucester St, City Hall 2 <sup>nd</sup> Floor Conference Room	Chairman Fred Sussman, Vice Chair Bob Burdon, Frank Brown, Jim Cardillo, Joe Cater, Faye Currie, Edward Meehan, Alderman Arnett, Jodee Dickinson, Kim Maronski	None	<ul style="list-style-type: none"> <li>Finance Department Report</li> <li>Audit Committee Report</li> </ul>	

<p>October 10, 2019 7:32 am 160 Duke of Gloucester St, City Hall 2<sup>nd</sup> Floor Conference Room</p>	<p>Chairman Fred Sussman, Vice Chair Bob Burdon, Frank Brown, Jim Cardillo, Joe Cater, Faye Currie, Teresa Sutherland, Alderman Arnett, Jodee Dickinson, Kim Maronski</p>	<p>Edward Meehan</p>	<ul style="list-style-type: none"> <li>• Presentation by Davenport</li> <li>• Finance Department Report</li> <li>• Audit Committee Report</li> <li>• FAC Work Priorities</li> </ul>	<p>Request to approve series 2019 Projects of 9.1M, 2011 G.O. bond refunding of 4.9M was motioned and approved.</p>
<p>November 14, 2019 7:30 am 160 Duke of Gloucester St, City Hall 2<sup>nd</sup> Floor Conference Room</p>	<p>Chairman Fred Sussman, Vice Chair Bob Burdon, Edward Meehan, Faye Currie, Teresa Sutherland, Alderman Arnett, Jodee Dickinson, Kim Maronski</p>	<p>Frank Brown Jim Cardillo</p>	<ul style="list-style-type: none"> <li>• Finance Department Report</li> <li>• Audit Committee Report</li> <li>• Financial Forecasting Practices Presentation</li> <li>• CIP Criteria/Ranking/Scoring</li> </ul>	<p>None</p>
<p>December 12, 2019 7:30 am Pip Moyer Recreation Center, Meeting Room 3 273 Hilltop Lane</p>	<p>Chairman Fred Sussman, Vice Chair Bob Burdon, Edward Meehan, Jim Cardillo, Teresa Sutherland, Alderman Arnett, Jodee Dickinson, Kim Maronski</p>	<p>Faye Currie Frank Brown</p>	<ul style="list-style-type: none"> <li>• Finance Department Report</li> <li>• Audit Committee Report</li> <li>• CIP Criteria/Ranking/Scoring</li> <li>• FAC Annual Report</li> <li>• Financial Forecasting Practices Subcommittee</li> </ul>	<p>None</p>





**ANNAPOLIS HERITAGE COMMISSION  
ANNUAL REPORT FOR 2019**

**CITY CODE SECTION 2.48.360**

**DUTIES**

The Commission shall advise on and facilitate the development of programs and activities that increases public awareness, appreciation and preservation of the cultural heritage of the City of Annapolis. The Commission shall have discretion to develop programs and projects in partnership with the Historic Preservation Commission and other heritage-related agencies and organizations that keeps the cultural heritage alive in our memory as a part of what has shaped us as a people, nation, and culture. This can include commemorative events, publications, monuments, markers, awards and other educational activities. The Commission shall consider as a primary component of program and project development the educational value and public benefit associated with the Commission’s proposed activities.

**MEETINGS**

At the Call of the Chair.

**MEMBERSHIP CRITERIA AND STATUS**

The Commission consists of seven residents and up to five at large members who have a demonstrated knowledge and interest in the history and culture of Annapolis. Four of the ten positions may include, by way of example, representatives from Historic Annapolis Foundation, Maryland State Archives, Four Rivers Heritage Area of Annapolis, London Town, and South County and the Annapolis History Consortium. The members shall be appointed by the Mayor subject to confirmation by the Council.

COMMISSIONER	APPOINTED	REAPPOINTED	EXPIRES
*Robert Clark	01/28/2013	09/26/2016	09/26/2019
Alma H. Cropper	11/28/2011	02/08/2016	06/30/2019
*Karen Engelke	11/28/2011	02/08/2016	06/30/2019
*Constance Werner Ramirez	11/28/2011	02/08/2016	06/30/2019
Theodore Mack, Chair	11/28/2011	02/08/2016	06/30/2019
*Linnell R. Bowen	11/28/2011	09/26/2016	09/26/2019
Robert Worden	11/28/2011	10/24/2016	10/24/2019
Marcie Taylor-Thoma	10/26/2015	06/30/2019	09/30/2022

**\* Commissioners Bowen, Ramirez, Engelke and Clark chose not to renew their memberships.**

### Membership Vacancies

There are currently three vacancies on the Commission as of December 2019. Renewal memberships for Commissioners Theodore Mack, Robert Worden, and Alma Cropper as well as new memberships for potential commissioners David Haight and Karen Theimer Brown are all scheduled for review through the legislative process at the January 2020 Economic Matters Committee meeting.

### Membership Attendance

2019	Jan. 9	March 6	May 1**	July 3	Sept. 4	Nov. 6
Robert Clark	X	X		X	Resigned from board	
Alma H. Cropper		X	X	X	X	X
Karen Engelke	X	X		Resigned from board		
Constance Werner Ramirez	X	X	X			X
Theodore Mack, Chairman	X	X		X	X	X
Linnell R. Bowen	X	X		Resigned from board		
Robert Worden Vice Chairman	X	X	X	X	X	X
Marcie Taylor-Thoma		X			X	X

X = Attended  
\*\*= No quorum

Roberta Laynor, Chief of Historic Preservation, served as the staff representative for the 2019 meetings.

### AGENDA TOPICS

#### January 9, 2019

Update on Moyer/Zastrow and St. Clair Wright plaques.  
Update on Rochambeau Trail plaques – response from Law Office.  
Election of Officers  
**Chairman Mack was re-elected as Chairman & Mr. Worden as Vice Chairman.**  
Reminder of future meeting dates.

#### March 6, 2019

Discussion on the three Memorandums by Commissioners Engelke, McWilliams & Worden: Heritage Commission Authority (Feb. 3); Removal of the W3R Marker near Spa Creek bridge (Feb. 17); and Historic Preservation Commission Rule Change for Heritage Commission Sign

Review (Feb. 22).

Susan B. Campbell Park - Replacement of signs by Chesapeake Conservancy.

School Teachers Walking Tour.

St. Clair Wright Marker.

**May 1, 2019 Meeting unofficial due to lack of a quorum**

Equal Justice Initiative Memorial Marker.

Heritage Commission Membership requirements.

Sign with Tree at Acton Park by Baltimore Sun.

St. Clair Wright marker.

Susan B. Campbell Park - replacement of markers and other updates.

Update on the school teachers walking tour by Commissioner Taylor.

**July 3, 2019**

Membership resignations, renewals, and appointments.

Meeting schedule per code 2.48.360.

Proposed Larkin Street Commemoration ordinance.

Acton Landing Park memorial.

St. Clair Wright and Moyer/Zastrow plaques.

W3R sign in Eastport report/update.

**September 4, 2019**

Presentation by Gabrielle Roffe, Chesapeake Conservancy - Chesapeake Bay Gateway Signage Replacement at Susan Campbell Park. Applicants: Chesapeake Conservancy and National Park Service.

Port Entry Marker at Susan Campbell Park - Sponsored by Janice Hayes Williams.

St. Clair Wright and Moyer/Zastrow plaques.

Washington-Rochambeau sign update.

Request to Office of Law for AHC ordinance enhancement.

Membership resignations, renewals, and appointments.

**November 6, 2019**

Constantine Brumidi statue at West Street Circle.

Smith Price events and Shorter Cemetery Plat research.

Local Landmark request for Hoppy Adams House.

Membership update.

Chesapeake Bay Gateway Signage.

St. Clair Wright and Moyer/Zastrow plaques.

Removal of the W3R Marker near Spa Creek Bridge.

## AGENDA ITEMS OF NOTE

### **Wright and Pip/Zastrow Plaques**

Commissioner Taylor-Thoma chaired the project to determine the text for plaques honoring Anne St. Clair Wright and Roger Pip Moyer/Joseph Zastrow Sims. Funds for the plaques were willed as a matching gift to the City in the will of Richard E. Israel. The text of the plaques read as follows:

#### **St. Clair Wright 1910-1993**

Historic Annapolis Preservationist & Visionary

“I thought Annapolis was too good to lose.”

“If she had never lived here, Annapolis would be, physically and spiritually, a different place...”

*-The Capital, September 1993*

#### **Pip and Zastrow,**

Roger Pip Moyer and Joseph Zastrow Simms

April 4, 1968

A relationship forged through the pain of segregation created a bond strong enough to save the City of Annapolis from burning in the aftermath of the assassination of Dr. Martin Luther King, Jr.

The location for the St. Clair Wright plaque will be at 99 Main Street. The location for the Pip Zastrow plaque has not been finalized. Minor Carter, Personal Representative for the estate, is in charge of the plaque design and fabrication.

### **Authority of the Commission**

Commissioners petitioned the Mayor’s Office in February of 2019 to remove a plaque installed on the south side of the Eastport Bridge due to its multiple inaccuracies. The issue is still pending.

Commissioners petitioned the Historic Preservation Commission in March of 2019 to require review by the Heritage Commission of all proposed plaques and markers. The HPC responded that authority is legislated in the Rules of Procedure where the Chief of Historic Preservation can enlist “any other professional review pertinent to the application” (ROP2014 3.8(c)).

Commissioners petitioned the Office of Law in March of 2019 to request legislation authorizing Heritage Commission approval of the text for any proposed markers within the City of Annapolis. The Heritage Commission is awaiting a response from the Office of Law.

### **Chesapeake Bay Gateway**

The Commission is working with the Chesapeake Conservancy, the National Park Service, the Maryland State Archives, and Historic Annapolis to redesign the content of signage at Susan Campbell Park identifying Annapolis as a Gateway to the Chesapeake Bay region.

### **Middle Passage Port Marker**

The Commission approved the concept of a port marker at Susan B. Campbell Park as a UNESCO International Site of Memory commemorating the first arrival of captured Africans who survived the "Middle Passage" only to be brought to Annapolis and sold into slavery.. The Middle Passage Ceremonies and Port Markers Project is being developed by Janice Hayes-Williams (AACO), Anne Cobb (Exec. Board), and Mya Davis (MSA).

Report prepared 1/06/20  
Roberta G. Laynor  
Shari Phippen

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Theodore Mack, Chairman  
Annapolis Heritage Commission



## City of Annapolis

Historic Preservation Division  
Department of Planning & Zoning  
145 Gorman Street, 3<sup>rd</sup> Floor  
Annapolis, MD 21401-2535

[HistPres@annapolis.gov](mailto:HistPres@annapolis.gov) • 410-260-2200 • Fax 410-263-9158 • [www.annapolis.gov](http://www.annapolis.gov)  
Deaf, hard of hearing or speech disability - use MD Relay or 711

January 10, 2019

TO: Regina C. Watkins-Eldridge, MMC, City Clerk

FROM: Patricia Zeno, Chair

RE: Annual Report 2018 – Historic Preservation Commission

The Historic Preservation Commission of the City of Annapolis is a volunteer group of citizens selected by the Mayor with the approval of the City Council. There are seven members on a full Historic Preservation Commission, serving from different areas of the City.

The criteria for membership include the following:

- At least two members of the Commission shall possess professional or academic training in one or more of the above-listed fields in accordance with the minimum professional requirements of the United States Department of the Interior for certifying local governments under 36. C.F.R. Part 61.
- The criteria for Commission membership under the category of demonstrated special interest may be satisfied either by formal training in one or more of the fields listed in Subsection (B) of this section or active membership in a preservation-related organization. The requirement for membership under the category of specific knowledge may be satisfied by formal post secondary education, employment or practical experience in one or more of the above-listed fields. The requirement for Commission membership under the category of professional or academic training may be satisfied by, at a minimum, two years' experience as a professional or a bachelor's degree in one or more of the above-listed fields.
- **Article 66B – Land Use §8.03. (a)** (1) A local jurisdiction may create a “historic district commission” or “historic preservation commission”. (2) (i) A historic district commission or historic preservation commission shall have at least five members. (ii) Each member of a historic district commission or historic preservation commission shall possess a demonstrated special interest, specific knowledge, or professional or academic training in such fields as history, architecture, architectural history, planning, archeology, anthropology, curation, conservation, landscape architecture, historic preservation, urban design, or related disciplines. (iii) A majority of the members of a historic district commission or historic preservation commission shall be residents of the local jurisdiction that created the commission. (iv) Each local jurisdiction that creates a historic district commission or historic preservation commission under this subtitle shall establish and publicly adopt criteria for qualifying as a member of the commission. (3) (i) Each member of a historic district commission or historic preservation commission shall be appointed for a 3-year term. (ii) The terms of the members of the commission shall be staggered. (iii) A member of a historic district commission or historic preservation commission is eligible for reappointment. (iv) The appointing authority shall fill any vacancy on a commission for the unexpired term of the vacant position. (4) Subject to any requirements of the local jurisdiction governing

the acceptance and use of gifts by public officials, a historic district commission or historic preservation commission shall have the right to accept and use gifts as needed to perform its duties.

On June 12, 2018, Patricia Zeno was elected as Chair of the Historic Preservation Commission and Tim Leahy was reelected as the Vice Chair. On July 23, 2018, Carol Kelly and Wilford Scott were appointed to fill vacancies on the Commission.

**Under section 21.08.060(E) of the Annapolis City Code, the Historic Preservation Commission is charged with the following duties:**

- The Historic Preservation Commission shall hold no fewer than one regular meeting monthly to discharge its duties.
- Consistent with the City's policies and procedures, employees may be assigned to the Commission, and such services and facilities made available as are deemed necessary or appropriate for the proper performance of its duties.
- The Historic Preservation Commission shall annually file a report with the City Council summarizing the Commission's discharge of its responsibilities.
- The Historic Preservation Commission shall decide applications for Certificates of Approval pursuant to the provisions of Chapter 21.56.
- The Historic Preservation Commission may accept and use gifts in the exercise of its functions, subject to any applicable City policies or procedures regarding acceptance or use of gifts by public officials.
- The Historic Preservation Commission may direct studies, reports, and surveys to identify historically, culturally, archaeologically, or architecturally significant landmarks, sites, structures, and districts that exemplify the cultural, social, economic, political, or architectural history of the City, State or Nation.
- The Historic Preservation Commission may adopt and utilize in its review of applications rehabilitation and new construction design guidelines and criteria for designated landmarks, sites, structures, and districts which are consistent with the U.S. Secretary of the Interior's standards for rehabilitation. Guidelines may include design characteristics intended to meet the needs of particular types of landmarks, sites, structures, and districts, and may identify categories of changes that, because they are minimal in nature, do not affect historic, cultural, archaeological, or architectural significance, and do not require review by the Commission.
- To adopt sidewalk café furniture guidelines for use by operating establishments located in the historic district, which hold permits issued pursuant to Chapter 7.42 of the Annapolis City Code. In adopting any such guidelines, the Historic Preservation Commission shall consider the requirements of Section 7.42.020(F) of the Annapolis City Code.
- Consistent with the City's Charter, ordinances, resolutions, local public law, policies, and procedures covering the acquisition of easements, to accept historic preservation easements, when deemed appropriate by the Commission, on designated landmarks, structures, or sites and on sites or structures located in, or adjacent to, a designated district, landmark, site, or structure.
- To undertake any other action or activity necessary or appropriate to the implementation of its powers and duties or the implementation of the purpose of this Zoning Code.

The minutes of all meetings are recorded, filed and available in the Planning & Zoning Department as well as online.

**Notable Activities**

**City Dock Stormwater and Flood Mitigation.**

At four Pre Application meetings Commissioners and staff reviewed proposed locations of a control building, transformer, and wet wells for the City Dock Flood Mitigation plan that will address nuisance flooding on Compromise Street. The Commission discussed the location of the control building in the Newman Street Park next to the Annapolis Elementary School dumpster as feasible in their December meeting.

**Demolition by Neglect**

Commissioners and staff commented on revised Demolition by Neglect legislation introduced by Alderwoman Tierney in July of 2018 to provide clarifying language and modify the process for investigative and reviewing reports on structures meeting the definition of demolition by neglect. The legislation awaits City Council Second Reader vote scheduled for January 2019.

**ULI Study**

Select Commissioners and staff provided input to representatives from the Urban Land Institute as the Institute's Technical Assistance Panel forms recommendations for redevelopment opportunities at City Dock.

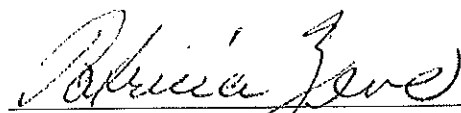
The Historic Preservation Commission reviewed and approved through Public Hearing 35 COA's while HPC Staff reviewed and approved administratively 291 COAs for a total of 326 COA's.

Attendance at meetings in 2018 is as follows:

**HPC Commission Membership & Attendance**

2018	Jan 9&25	Feb 13	Mar 13&22	Apr 10&26	May 8&24	Jun 12	Jul 10&26	Sep 11&27	Oct 9&25	Nov 13	Dec 11
Sharon Kennedy, Chair	2	1	2	2	2	1					
Tim Leahy, Vice Chair	2		2	2	2	1	2	2	2	1	1
Pat Zeno	2	1	2	1	2	1	2	2	2	1	1
Kim Finch	2	1	2	1	1	1	2	2	2	1	1
Sara Phillips	2	1	2	2	2	1	2	2	2	1	1
Bobbi Collins	1	1	2	2	2	-	2	2	2	1	1
Carol Kelly**						-	2	2	2	1	1
Wilford Scott**							2	2	2	1	1

\*\* Appointed 7-23-18

  
 Patricia Zeno, Chair







**City of Annapolis**  
 Department of Planning and Zoning  
 145 Gorman Street  
 Annapolis, MD 21401

January 6, 2019

TO: Regina Eldridge Watkins  
 FROM: Theresa C. Wellman  
 RE: Annual Report 2019 – Housing and Community Development Committee

**Duties:** To plan and implement housing and community development projects, exercise all of the powers and functions of redevelopment and urban renewal, to manage and improve the housing stock, and to coordinate federal, state, and private resources toward development activities in the City and other duties as assigned.

**Attendance:**

Members	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Ald. Shaneka Henson, Chair	✓	✓	✓	✓	-	-	-	-	-	-	-	-
Ald. DaJuan Gay Chair	-	-	-	-	-	-	-	-	-	-	✓	✓
Ald. Marc Rodriguez Chair	✓	✓	✓	✓	✓	✓	NoMtg	NoMtg	✓	✓	✓	
Ald. Eleanor Tierney	✓	✓	✓	✓	✓	✓	NoMtg	NoMtg	✓	✓	✓	✓
Jacqueline Wells		✓				✓	NoMtg	NoMtg			✓	✓
Teri Bond		✓	✓	✓	✓	✓	NoMtg	NoMtg	✓	✓	✓	✓
Nancy Libson		✓			✓	✓	NoMtg	NoMtg			✓	✓
Dr. Colby Peters	✓	-	-	-	-	-	-	-	-	-	-	-

**Activities:**

**Community Development Block Grant Program**

The Housing and Community Development Committee (HCDC) approved the Annapolis Community Development Block Grant (CDBG) Program Annual Action Plan FY 2020. The City of Annapolis is an entitlement community under the U.S. Department of Housing and Urban Development's (HUD) CDBG Program and is required to submit these plans to receive its annual allocation. The city was allocated \$284,361 in CDBG Entitlement funds for the FY 2020 program year and earned \$157,555 in program income. The program year is July 1, 2019 through June 30, 2020.

The HCDC reviewed and evaluated projects for CDBG FY 2020 funding. Local nonprofit organizations, which provide services to the city's low and moderate-income residents, submitted 14 applications for CDBG funding. The committee reviewed the applications and recommended funding for projects to the City Council for approval. These approved projects were incorporated into the CDBG FY 2020 Annual Action Plan and the city budget.

As a part of the above process, the HCDC held two required Public Hearings on the CDBG program. The purpose of the first hearing was to hear descriptions of the projects submitted from organizations that serve the city's low and moderate-income populations. The second hearing was on the FY 2019 CDBG Action Plan, which outlines how the City intends to spend its CDBG funds.

The committee approved the annual Consolidated Annual Performance and Evaluation Report (CAPER). The CAPER is a U.S. Department of Housing and Urban Development (HUD) mandated report for all communities receiving Community Development Block Grant (CDBG) funding. The CAPER reports the City of Annapolis success in meeting the housing and community development goals and objectives contained in its Five-year Consolidated Housing and Community Development Plan and FY 2019 Annual Action Plan.

## **Five Year Consolidated Housing and Community Development Plan 2021- 2025**

The City of Annapolis is preparing its FY 2021-2025 Five Year Housing and Community Consolidated Plan and FY 2021 Annual CDBG Action Plan. The Consolidated Plan is a five-year planning document which: 1) identifies housing needs and problems; 2) analyzes market conditions and resources; 3) sets priorities and adopts strategies; 4) allocates resources; and, 5) contains an annual action plan. The Annual Action Plan identifies the amount of CDBG funds the City expects to use, the activities that the City will fund, and the goals the City set for the number and type of households the City expects to assist. The Housing and Community Development Committee began its work on establishing the five-year goals and objectives for this plan, which is due to HUD on May 15, 2020.

### **Fair Housing**

The committee invited all interested citizens, community groups, agencies and non-profit organizations to attend two Public Hearings regarding the development of the 2019 Analysis of Impediments (AI) to Fair Housing Choice. HCDC held the hearings to provide an opportunity for citizens to comment on the strategies developed to address the impediments identified in the AI. The Committee approved four strategies to address fair housing issues identified in the analysis.

The Committee also recommended that the City develop a limited English Proficiency Plan to provide to persons with limited English proficiency (LEP) services that are in compliance with Title VI of the Civil Rights Act of 1964 (42 U.S.C. 2000d et seq.; 45 C.F.R. § 80.1 et seq.; and 28 C.F.R. § 42.101–42.112). The purpose of this plan is to provide a framework for the provision of timely and reasonable language assistance to LEP persons who access City of Annapolis services that receive federal funding. These include police, fire, community development, transportation, recreation, property maintenance, and public works services. The Committee recommended funding for this project, which was, included the FY 2020 budget. This project is now underway.

### **Moderately Priced Dwelling Unit Program**

The Committee was able to make some significant changes to the MPDU program, which will increase the number of MPDU units that will be available to MPDU applicants. Changes include eliminating the Payment in Lieu", increasing the percentage of MPDU's that developers will be required to build and increase the amount of time MPDU's will remain with restricted for MPDU eligible households.



MARITIME ADVISORY BOARD  
THE CITY OF ANNAPOLIS

MUNICIPAL BUILDING  
ANNAPOLIS, MARYLAND 21401  
(410) 263-7940

Tarrant H. Lomax, Chair  
Maritime Advisory Board  
160 Duke of Gloucester Street  
Annapolis, MD 21401

January 21, 2020

Regina C. Watkins-Eldridge, MMC, City Clerk  
City of Annapolis  
160 Duke of Gloucester Street  
Annapolis, Maryland 21401

Re: 2019 Annual Statement

Dear Ms. Watkins-Eldridge:

The Maritime Advisory Board (MAB) was created in 1988 “[t]o provide input and assistance to appropriate city officials, boards and commissions based upon positions and viewpoints espoused by the maritime industry and trade.” The Board’s duties include:

Provide expert and informed analysis, based upon marine industry and trade positions and viewpoints, of the facts relating to the marine industry and pleasure boating in the City on relevant matters pending before the City Council, or any city agency, board or commission, including the advantages and disadvantages of any particular action;

Make such recommendations to any decision-making body, agency, board, commission or official of the City on matters relating to the marine industry and pleasure boating in the City as the council deems appropriate;

The full text of the City Code pertaining to the MAB is set forth at Section 2.28.230 *et seq.*

The MAB has established the following goals and objectives to be met during the 2020 calendar year:

- Continue to provide input, assistance, analysis and recommendations on relevant matters pending before the City Council and any city agency, board or commission.

January 20, 2020

- Continue to make recommendations on matters relating to the marine industry and pleasure boating in the City as the City Council deems appropriate.
- Consistent with the 2009 “Annapolis Comprehensive Plan”, encourage the City to commence implementation of the recommendations of the July 31, 2009, “Maritime Industry Preservation Analysis” and of the 2009 “Annapolis Comprehensive Plan”.
- Continue study and recommendations regarding a “no-discharge zone” for the City of Annapolis and Anne Arundel County.
- Seek the expansion of community boating opportunities available to City residents.
- Work with City staff to finalize updates to City harbor lines.
- Provide input to the 2020 Comprehensive Plan relative to the maritime industry.
- Work with City staff regarding the report and recommendations of the Urban Land Institute for City Dock and the subsequent recommendations of the City Dock Action Committee.

The MAB has established the following goals and objectives proposed to be met during each of the next four ensuing fiscal years:

- Commence, continue and expand implementation of the recommendations of the 2020 “Annapolis Comprehensive Plan”
- Work with City staff on the implementation of the recommendations of the City Dock Action Committee
- Continue periodic review of current maritime zoning, rules and regulations, and make recommendations to the appropriate agency and City Council to ensure the fair utilization of and safety on City waterways.
- Continue to encourage the attraction of national and international yachting events to the City including proactive approach with local yacht clubs on timing and coordination of upcoming events and the City’s role in those events.

January 20, 2020

- Establish and promote the City as a “one-stop shopping” community for maritime products and services.
- Implement long-term management of the City waterways.

Inasmuch as the MAB is an advisory Board, and the amount and subject matter of the input and advice to a particular “decision-making body, agency, board, commission or official” varies from year-to-year, the annual performance standard of necessity is whether the MAB has satisfactorily provided such input, assistance, analysis and recommendations on matters relating to the marine industry and pleasure boating in the City. To that end in 2019 the MAB has:

- Reviewed and made recommendations on Ordinance O-25-19 (CRAB marina).
- Reviewed and made recommendation on Ordinance O-35-19 (seafood sales in WMC)
- Discussed the role of the MAB with Mayor Gavin Buckley and Brian Calahan during regular meeting.
- Reviewed programs offered by Annapolis Waterfront & Sailing Center for visiting historic vessels and education.
- Received presentations regarding the Annapolis Maritime Collection initiative.
- Provided continuing comment and recommendation to City Harbormaster regarding Maritime Airbnb, City Dock leases and City moorings
- Provided input and draft language to Department of Planning and Zoning for 2020 “Annapolis Comprehensive Plan”
- Received periodic reports on the status of the update of harbor lines and provided comments and recommendations to City Harbormaster regarding the same.
- Continued to review status of the creation of a “no-discharge” zone for the City of Annapolis and Anne Arundel County, and to make recommendations in connection therewith.
- Reviewed recommendations of Mayor Buckley’s transition team regarding Maritime zoning districts.
- Continued working with the City Harbormaster on education/enforcement for stand-up paddleboards, canoes and kayaks.

February 5, 2019

- Received a presentation by Sen. Sarah Elfreth regarding abandoned boat legislation and made recommendation regarding same.
- Received report from the Harbormaster on the kayaker fatality in City waters and recommendation for citation in connection therewith.
- Reviewed pending request by USNA for speed restrictions on the Severn River, and began review of request for broader restrictions.

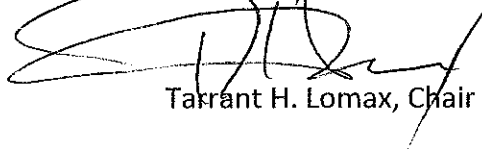
The MAB has fully complied with and adhered to the performance standards established for the preceding year.

A matrix of attendance is attached hereto.

In closing, the MAB notes that it is incumbent upon the Council, and each city official, board and commission considering a matter relating to the marine industry and pleasure boating in the City to bring that matter to the attention of the MAB. The Council and each such city official, board and commission should be reminded to bring such matters to the attention of the MAB.

If you, the Mayor, or members of the Council have any questions, please do not hesitate to contact me.

Very truly yours,

A handwritten signature in black ink, appearing to read 'Tarrant H. Lomax', is written over the typed name below.

Tarrant H. Lomax, Chair

cc: MAB Members  
Dr. Sally Nash, Acting Director, Department of Planning & Zoning  
Hope Stewart, Economic Development Manager

**MARITIME ADVISORY BOARD  
2017 Attendance Report**

<u>Members (Expiration of Term)</u>	<u>Jan</u>	<u>Feb</u>	<u>Mar</u>	<u>Apr</u>	<u>May</u>	<u>Jun</u>	<u>Jul</u>	<u>Aug</u>	<u>Sep</u>	<u>Oct</u>	<u>Nov</u>	<u>Dec</u>
Tarrant Lomax* (06/2021)	X	X	EX	X	X	X	X	NOTE 1	EX	X	X	X
Scott Allan** (06/2021)	X	X	EX	EX	X	X	X		X	X	X	X
Rick Franke (06/2021)	X	X	X	X	X	X	X		X	X	EX	X
Debbie Gosselin (06/2021)	X	EX	X	X	X	X	X		EX	X	EX	X
Bill Woodward (06/2021)	X	X	EX	X	X	EX	X		EX	X	X	EX
Peter Trogdon (06/21)	X	EX	EX	EX	EX	EX	X		X	X	EX	X
Frieda Wildey (06/22)	X	X	X	X	X	X	X		X	X	X	X
Vacant												
Andy Fegley (Ward 1 - 12/2021)	EX	X	X	X	EX	X	X		X	X	EX	X
Duncan Hood (Ward 7 - 12/2021)	X	X	EX	EX	X	X	X		X	EX	X	X
Mike Tomasini (Ward 8 - )	X	EX	EX	EX	X	X	X		X	EX	X	EX
* Chair	X - Attended											
** Vice Chair	EX - Excused											
	R - Resigned											





**City of Annapolis**  
**Planning Commission**  
**Department of Planning & Zoning**  
145 Gorman Street, 3<sup>rd</sup> Floor  
Annapolis, MD 21401-2535

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Deaf, hard of hearing or speech disability - use MD Relay or 711

January 3, 2020

TO: Regina C. Watkins-Eldridge, MMC, City Clerk

FROM: Planning Commission

RE: Annual Report 2019

The Planning Commission of the City of Annapolis is a volunteer group of citizens selected by the Mayor with the approval of the City Council. There are seven members on a full Planning Commission, serving from different areas of the City.

The criteria for membership include the following:

- Must be a resident of the City of Annapolis
- Must attend monthly meetings and other assemblage as needed
- Must have a demonstrated interest with regard to planning policy, land use matters and procedures of the City

In February 2019, Robert Waldman was elected as chair of the Planning Commission for a second term and Ben Sale was elected vice-chair for a second term. In January 2019, Diane Butler was appointed to fill a vacancy on the Commission.

**Under section 21.08.030 of the City Code, the Planning Commission is charged with the following duties:**

1. Review all proposed amendments to this Zoning Code and Zoning Map and to report to the City Council its findings and recommendations in the manner prescribed in this Zoning Code, Chapter 21.32 and Chapter 21.34

2. Receive the Planning and Zoning Director's recommendations related to the effectiveness of this Zoning Code and report its conclusions and recommendations to the City Council not less frequently than once a year.
3. Hear and decide applications on planned developments pursuant to the provisions of Zoning Code Chapter 21.24
4. Execute all powers conferred to Planning Commissions under the Land Use Article of the Annotated Code of Maryland as may be amended from time to time.
5. On referral by the Director of Planning and Zoning of a major site design the Planning Commission shall hold a public hearing and make recommendations. Under section 21.22.060, the Planning Commission makes decisions on both preliminary and final major site designs.
6. On referral by the Director of Planning and Zoning on structures greater than three thousand two hundred fifty square feet in R2-NC zoning districts the Planning Commission shall hold a public hearing and make recommendations. Under section 21.40.060, the planning Commission reviews and approves these types of applications.

The minutes of all meetings are recorded, filed and available in the Planning and Zoning Department as well as online. There are no minutes for work sessions.

During 2019, the Commission reviewed the following legislation and prepared written recommendations and comments, which were forwarded to the City Council:

- O-42-18: authorizing sidewalk signs with certain conditions; providing a definition of "sidewalk sign"; and providing for a delayed effective date of the sidewalk sign permit fee O-14-18: Development Review Process Amendments RECOMMENDED APPROVAL WITH AMENDMENTS
- O-44-18: establishing review criteria for the granting of any density bonus tolerance; clarifying planned development requirements for buildings over forty-five feet. RECOMMENDED APPROVAL WITH AMENDMENTS AND COMMENTS
- O-2-19: permitting freestanding signs and business community identification signs in certain zoning districts; removing the minimum lot width requirement for freestanding signs in certain zoning districts; amending the regulations for wall-mounted signs; and matters generally relating to updating and amending the sign code. RECOMMENDED APPROVAL WITH AMENDMENTS
- O-17-19: Capital Budget Fiscal Year 2020 and Capital Improvement Program Fiscal Years 2021-2025 RECOMMENDED APPROVAL
- O-11-19: requiring a structural analysis prior to demolition of a residential structure or building in the R2-NC, Single-Family Residential Neighborhood Conservation District; requiring execution of a contract between the city and a structural engineer prior to demolition; and generally relating to the demolition of a residential structure or building in the R2-NC District. RECOMMENDED APPROVAL WITH COMMENTS
- O-18-19: creating a Department of the Environment, dissolving the Office of Environmental Policy; transferring regulatory authority for Forest Conservation from the Department of Planning and Zoning to the Department of the Environment; consolidating environmental compliance, and inspection

responsibilities, under the Department of the Environment; transferring the stormwater management program to the Department of the Environment; assigning the liaison for the Annapolis Conservancy Board to the Department of the Environment; assigning consideration of Title 19 matters to the Environmental Matters Committee; making technical corrections; and generally relating to the Department of the Environment RECOMMENDED APPROVAL

- O-21-19: extending the occupancy periods for the sale and rental of Moderately Priced Dwelling Units (“MPDUs”); increasing the minimum requirements for the designation of MPDUs for sale and rental developments; updating definitions; increasing the required number of MPDUs proportionate to the approved development density; removing the contribution in lieu of developing MPDUs option; making stylistic changes; and generally relating to MPDUs. RECOMMENDED APPROVAL WITH AMENDMENTS AND COMMENTS
- O-19-19: clarifying the circumstances that would require a traffic impact analysis for a proposed project; clarifying the standards to be used to determine adequacy; and generally relating to the adequacy of auto transportation facilities. STILL UNDER REVIEW
- O- 20-19: creating standards for dwellings permitted above nonresidential uses in certain commercial districts; and matters generally relating to regulation of such dwellings. RECOMMENDED DENIAL
- O-27-19: updating and amending the City of Annapolis critical area overlay district code provisions in accordance with State law; streamlining enforcement provisions and appeal procedures; relocating and updating definitions; adding reasonable accommodations provisions for the needs of disabled citizens pursuant to State law; adding Buffer Management Plan and Buffer Exemption Area policies; adding references to the Critical Area 10 percent Rule Guidance Manual, adding lot coverage percentages for certain zoning districts; adding lot consolidation provisions; consolidating grandfathering provisions; adding applicability and identification of water-dependent facilities; and making certain stylistic changes. RECOMMENDED APPROVAL WITH AMENDMENTS
- O-34-19: clarifying the procedures governing an appeal of a decision of the Planning and Zoning Director RECOMMENDED APPROVAL WITH AMENDMENTS
- O-35-19: allowing the uses Seafood Industrial and Food Service Mart in the Waterfront Maritime Conservation District RECOMMENDED PARTIAL APPROVAL AND PARTIAL DENIAL

Projects reviewed included:

- PD2017-001 - Final Plat Approval for Central Park Residential Planned Development to establish 45 lots for single-family attached (townhouse) dwellings on 4.95 acres located off of Hilltop Lane at Elliott Road

In May 2019, the Planning Commission considered a request by Steven Conn, under Rule XII of the Rules of Procedure of the Planning Commission, for reconsideration of Condition 22 of the March 28, 2019 Opinion and Order of the Planning Commission approving an application by Pastrana Family Properties, LLC for a Residential Planned Development of forty-five (45) single-family attached townhomes, known as Central Park, being a requirement of providing a paved bike accessible spur off of the proposed bike lane for access to the right of way of Colony Drive. The Planning Commission found that no proposed bike or pedestrian lane or

bikeway would be allowed without due notice and public hearing on the issue.

Work Sessions were held on the following studies and projects:

- Upper West Street Sector Study
- Forest Drive/Eastport Sector Study
- Modification of the Park Place Planned Development for a second hotel located on Taylor Avenue. The site is described as Park Place Expansion Area #9, and known as Tax Map 51C, Grid 15, Parcel 53
- Royal Farms Convenience Store and Service Station - Forest Drive and Tyler Avenue

The Planning Commission also reviewed the 2018 Annual Section 1-207 and 1-208 Report to the Maryland Department of Planning on growth activity in the City at a May 2, 2019 public hearing. There was no public testimony and the Planning Commission recommended approval of the report with no changes.

In March 2019, the Planning Commission began discussions with Dr. Sally Nash, concerning the Comprehensive Plan process. Updates on the process were presented to the Commission in April, June, and October. A public hearing on the Comprehensive Plan Presentation on Municipal Growth was held on November 14, 2019.

There was also an update on the Forest Drive/Eastport Sector Study in October. Additionally, there was a discussion of the Eastport and Forest Drive Communities and Governmental Agencies Task Force formed by the City Council. The Commission appointed Vice Chair Sale to serve on the Task Force.

A presentation on the ULI Technical Assistance Panel (ULITAP) City Dock Study by Eileen Fogarty, AICP, Chair of the City Dock Action Committee and team leaders of the Committee was given in September 2019.

A presentation by BAE Urban Economics on the Demographic and Economic Profile and Real Estate Market Analysis for the 2020 Comprehensive Plan: Annapolis Ahead was given in October 2019.

Attendance at meetings in 2019 was as follows:

	JAN	FEB	MAR	MAY	JUN	JUN	SEPT	OCT	NOV	NOV
<b>Bob Waldman, Chair</b>	X	X	X	X	X	X	X	X	X	X
<b>Ben Sale, Vice-Chair</b>	X	X		X	X	X	X	X	X	X
<b>David Di Quinzio*</b>	X									
<b>David Iams</b>		X	X	X	X		X	X	X	X
<b>William Herald</b>	X	X	X		X	X	X		X	X

<b>George Matthews</b>		X	X	X		X	X		X	X
<b>Alex Pline</b>	X	X	X	X	X	X	X	X	X	X
<b>Diane Butler**</b>		X	X	X	X		X	X	X	X

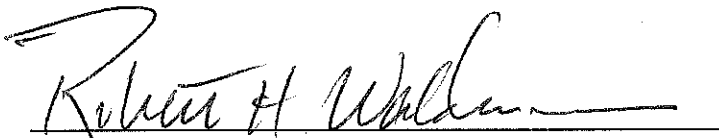
\* Term ended

\*\* appointed February 2019

X – PRESENT

The goals of the Planning Commission in the coming year are, as follows:

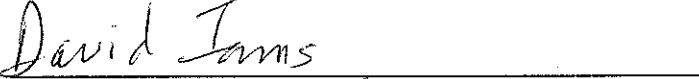
- complete a Comprehensive Plan including incorporation of Forest Drive-Eastport Sector Study by June;
- complete rezoning and legislative recommendations of the Plan by October;
- initiate consideration of and complete recommendations pertaining to form-based zoning;
- expeditiously complete advisory opinions on referred legislation;
- review all proposed planned developments and major site designs;
- incorporate comments from relevant committees, commissions and associations in all actions.



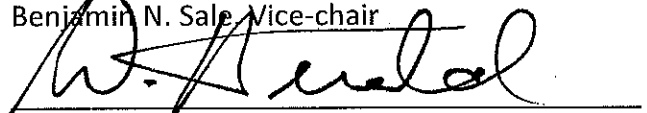
Robert H. Waldman, Chair



Benjamin N. Sale, Vice-chair



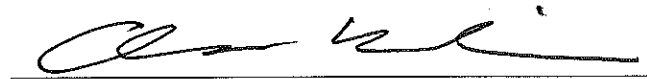
David Iams, Member *JMK*



William S. Herald, Member



George N. Matthews, Member *JMK*



Alex Pline, Member



Diane Butler, Member





**City of Annapolis**  
**Office of Finance**  
 160 Duke of Gloucester Street  
 Annapolis, MD 21401

January 7, 2020

**TO:** Regina C. Watkins-Eldridge, MMC  
 City Clerk

**FROM:** Joseph Semo  
 Chair

**RE:** Annual Report 2019 – Police & Fire Retirement Plan Commission

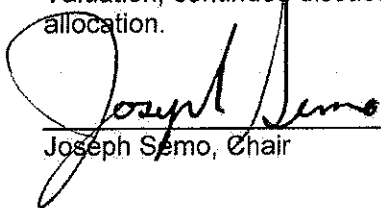
**Duties:** The Police & Fire Retirement Commission is composed of the City Manager, Finance Director, Human Resources Manager, Chair of Finance Committee, representative of Police and Fire Departments, a local banking representative appointed by the Mayor, and a representative jointly designated by certified bargaining units for Police and Fire. Each member has a term of three years or until a successor is appointed. The purpose of the Police & Fire Retirement Commission is to review the funding of the retirement plan and the reports of the consulting actuary with respect to the long-term funding adequacy of the retirement plan, and to oversee the investments made for the retirement plan. The Commission issues reports to the City Council upon request and with respect to such matters as it deems appropriate.

**Attendance:**

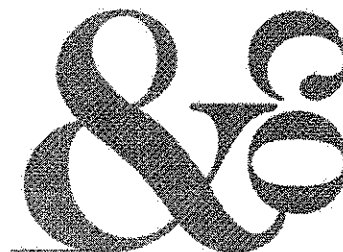
Members	Jan (24)	Feb	Mar (27)	Apr	May (29)	Jun	Jul (10)	Aug	Sep (25)	Oct	Nov (21)	Dec
Joseph Semo, Chair	✓	No Mtg	✓	No Mtg	✓	No Mtg	✓	No Mtg	✓	No Mtg	✓	No Mtg
Ross Arnett, Alderman	✓	No Mtg	✓	No Mtg	✓	No Mtg	✓	No Mtg	✓	No Mtg	✓	No Mtg
David Stokes, Fire Chief	✓	No Mtg	✓	No Mtg	✓	No Mtg	Retired	No Mtg	-	No Mtg	-	No Mtg
Jodee Dickinson, Finance Director	✓	No Mtg	✓	No Mtg	✓	No Mtg	✓	No Mtg	✓	No Mtg	-	No Mtg
Patricia Hopkins, Human Resource Manager	✓	No Mtg	-	No Mtg	✓	No Mtg	✓	No Mtg	✓	No Mtg	✓	No Mtg
Mary Kathleen Sulick <sup>1</sup>	✓	No Mtg	✓	No Mtg	✓	No Mtg	✓	No Mtg	✓	No Mtg	✓	No Mtg
John Wardell II	-	No Mtg	✓	No Mtg	✓	No Mtg	✓	No Mtg	✓	No Mtg	✓	No Mtg
Teresa Sutherland, City Manager	✓	No Mtg	✓	No Mtg	✓	No Mtg	✓	No Mtg	-	No Mtg	-	No Mtg
Douglas Remaley, Fire Chief	-	No Mtg	-	No Mtg	-	No Mtg	-	No Mtg	✓	No Mtg	✓	No Mtg

<sup>1</sup>Expired; remains in session until a successor is appointed.

**Activities:** During 2019, the Police & Fire Plan Commission held meetings every other month to discuss the performance of the Police & Fire Retirement Plan Investment fund and Asset Managers. See attached report from AndCo Consulting. In addition, other areas of interest included the following: a review of the City's Pension Valuation; continued discussions of the City contributions to the Pension Fund; a review of the Plan's asset allocation.

  
 \_\_\_\_\_  
 Joseph Semo, Chair

Putting clients first.



## City of Annapolis Police and Fire Retirement Plan

### Financial Highlights: Year-to-date Report as of September 30, 2019

#### Strategy and Allocation:

The City of Annapolis Police and Fire Retirement Plan (the "Plan") is expected to provide retirees with benefits as detailed in the Plan's controlling documents. Accordingly, the Plan's investment portfolio is managed with a long-term, growth-oriented structure and is evaluated by its effectiveness in achieving the following objectives: (1) generating a long-term investment return that meets the Plan's actuarial interest rate assumption while protecting the Plan from the impact of inflation; and (2) achieving such investment returns with acceptable levels of risk and illiquidity.

To achieve the Plan's investment objectives, the Plan has adopted an asset allocation structure that embraces a combination of traditional, publicly held equity and fixed income investments as well as private investments – some of which hedge typical market risk while others seek to capitalize on unique investment opportunities. This asset allocation structure has evolved since 2011 when the first private and opportunistic investment commitment was made to capitalize on dislocations that stemmed from the 2008 financial crisis.

Returns since early 2009 have been strong. However, current interest rates are at historic low levels and many in the investment industry believe that capital market returns over the next 10 to 15 years will be less than their long-term historic averages. As such, the Commission will continue to focus on a combination of traditional and alternative investments to build the most productive portfolio possible.

The Plan's asset allocation structure as of September 30, 2019, was as follows:

Asset Class	Actual as of September 30, 2019	Policy Target	Policy Range
Domestic Equities	37.2%	36.0%	26% - 46%
Global / Emerging Markets Equities	16.3%	15.0%	10% - 20%
Fixed Income	15.0%	15.0%	10% - 20%
Global Tactical Asset Allocation	9.1%	9.0%	6% - 12%
Real Estate	6.0%	6.0%	4% - 8%
Alternatives*	14.5%	17.0%	12% - 22%
Cash	1.9%	2.0%	0% - 4%
<b>Total</b>	<b>100.0%</b>	<b>100.0%</b>	

\*Hedge funds, private market and opportunistic investment strategies.

#### Investment Market Performance:

US equity markets have faced headwinds from a continued escalation in the ongoing trade dispute with China, slowing economic data, particularly with regards to manufacturing, and political uncertainty following the late quarter impeachment inquiry against President Donald Trump. However, the equity



markets were supported by easing monetary policy from the Federal Reserve (Fed) which has cut interest rates three times in 2019. Through September, Large cap stocks (S&P 500) returned 20.6%, mid cap stocks (S&P 400) returned 17.9% and small cap stocks (S&P 600) returned 13.5%. While US equity year-to-date returns have been impressive in 2019, the trailing 12 month returns continue to reflect the losses experienced in the 4<sup>th</sup> quarter of 2018 – with large cap stocks posting a positive return of 4.3%, while mid and small cap equities posted losses of 2.5% and 9.3%, respectively.

For the first nine months of 2019, international equity market returns were positive, but they trailed the US markets. Like US equities, international equity returns were impacted by continued weakness in economic data, heightened geopolitical uncertainty around global trade and Brexit and newly announced stimulus measures from global central banks including the European Central Bank and Peoples Bank of China. International returns also faced headwinds from a strengthening US dollar which has appreciated against most major currencies during the period. Developed international markets continued their outperformance relative to emerging markets during the year-to-date period with the MSCI EAFE Index returning 12.8% vs. 6.2% for the MSCI Emerging Markets Index. Both developing and emerging markets posted slight losses over the 1-year period, returning -1.3% and -2.0% respectively.

The broad US fixed income market represented by the Bloomberg Barclays Aggregate Index posted solid year-to-date and trailing 12 month returns of 8.5% and 10.3%, respectively, as interest rates fell following central bank stimulus from the Fed and other global central banks to combat slowing economic data. The US Treasury Yield Curve also inverted in August, contributing to growing concern around the potential for an eventual recession.

**Plan Performance:**

The Plan ended the 3rd quarter of 2019 with \$173.3 million in assets compared to \$160.8 million as of December 31, 2018. The Plan returned 11.78% for the trailing 9 months vs. 12.65% for the custom policy benchmark (which reflects the Plan’s asset allocation policy). For the ten-year period as of September 30, 2019, the Plan returned 7.61% vs. the policy benchmark at 7.35% -- with the largest contribution coming from the rebound in U.S. public equities after the 2008 financial crisis.

A summary of the Plan’s annualized and calendar year performance is as follows:

Annualized Returns as of September 30, 2019								
	1 Year	2 Years	3 Years	4 Years	5 Years	7 Years	10 Years	15 Years
Total Plan	2.21	4.73	6.74	7.21	5.73	7.24	7.61	6.13
Policy Benchmark	4.03	6.01	7.44	7.86	6.03	6.86	7.35	6.14

Calendar Year Returns										
	2018	2017	2016	2015	2014	2013	2012	2011	2010	2009
Total Plan	-5.29	14.16	5.85	1.17	5.85	17.99	9.94	0.78	11.76	18.00
Policy Benchmark	-3.95	13.53	7.42	-0.52	6.64	13.25	9.97	1.31	11.64	17.12





## City of Annapolis

Board of Port Wardens  
Department of Planning and Zoning  
145 Gorman Street, 3<sup>rd</sup> Fl  
Annapolis, MD 21401-2529

410-260-2200 • Fax 410-263-1129 • TDD use MD Relay or 711 • [www.annapolis.gov](http://www.annapolis.gov)

December 2, 2019

To: Regina C. Watkins-Eldridge, MMC, City Clerk  
From: Gene Godley, Chair  
Re: Annual Report 2019 – Board of Port Wardens

The authority of the Board of Port Wardens is established by City Code, Title 15, Harbors and Waterfront Areas. Under Section 15.16.020: "The Port Wardens shall regulate the placement, erection and construction of structures and other barriers within or on the waters of the City, including but not limited to, the issuing of licenses to create or build wharves or piers and the issuing of permits for mooring piles, floating wharves, buoys or anchors. The Port Wardens shall regulate the materials and construction and make certain that the placement, erection, or construction of structures or other barriers in City waters do not render navigation too close and confined and are undertaken in a manner and of materials as to be sufficiently substantial and lasting. The Port Wardens also shall make certain that the proposed structure or barrier will not increase materially water pollution or erosion, or materially impair marine life, wildlife or conservation, or have a material impact upon increasing boat congestion."

The Board of Port Wardens of the City of Annapolis is a volunteer group of citizens selected by the Mayor with approval of the City Council. There are five members for a full Board of Port Wardens, each serving for a term of three years. As of January 2019, there are four active members and one vacancy. The Board has continued to operate with one vacant position for the entire duration of 2019.

Regular public meetings are held on the fourth Tuesday of each month, exclusive of December, and special meetings are held as needed. Applications for marine construction are reviewed by staff for regulatory compliance and placed on a hearing agenda for the Board's review. During 2019, the Board of Port Wardens conducted public hearings regarding 19 applications as follows:

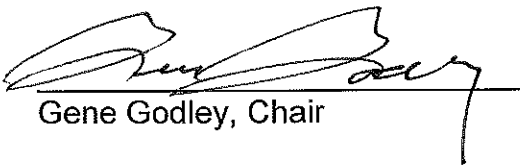
- PORT2018-024: 523 Horn Point Drive, *Severn River* – Approved
- PORT2019-001: 1 Taney Avenue, *Spa Creek* – Approved
- PORT2019-002: 222 Wardour Drive, *Severn River* – Approved
- PORT2019-003: 726 Second Street, *Back Creek* – Approved
- PORT2019-004: 123 Spa View Avenue, *Spa Creek* – Approved
- PORT2019-005: 7057 Bay Front Drive, *Chesapeake Bay* – Approved
- PORT2019-006: 211 Lockwood Court, *Spa Creek* – Approved
- PORT2019-007: 699 Glendon Avenue (Lot 116), *Back Creek* – Approved
- PORT2019-008: 603 Creek View Avenue, *Back Creek* – Approved

- PORT2019-009: Fairview Avenue (Severn House Condominiums), *Back Creek* – Approved
- PORT2019-010: 129 Lafayette Avenue, *Spa Creek* – Approved
- PORT2019-011: 721 Warren Drive, *Back Creek* – Approved
- PORT2019-013: 944 Creek Drive, *Back Creek* – Approved
- PORT2019-014: 208 Norwood Road, *Severn River* – Approved
- PORT2019-015: 719 Warren Drive, *Back Creek* – Approved
- PORT2019-016: Rogers Heights Road, *Weems Creek* – Approved
- PORT2019-017: 137 Spa View Avenue, *Spa Creek* – Approved
- PORT2019-018: 129 Lafayette Avenue, *Spa Creek* – Approved
- PORT2019-019: 167 Williams Drive, *Weems Creek* – Approved

Attendance at hearings in 2019 was as follows:

Members	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEPT	OCT	NOV	DEC
Gene Edwin Godley, Chair	✓	✓	✓	✓	✓	✓	✓	No Mtg	✓		✓	No Mtg
Randall W. Adams	Resigned							No Mtg				No Mtg
Willie Sampson, Vice Chair	✓		✓	✓			✓	No Mtg	✓	✓	✓	No Mtg
John R. Butler	✓	✓	✓		✓	✓		No Mtg		✓	✓	No Mtg
Scott Anderson	✓	✓	✓	✓	✓	✓	✓	No Mtg	✓	✓	✓	No Mtg
Vacant								No Mtg				No Mtg

✓ - Member Present  
 Blank - Member Absent  
 Shaded - Position Vacant  
 No Mtg - No Regular Meeting Scheduled



Gene Godley, Chair



# City of Annapolis

Department of Human Resources

160 Duke of Gloucester Street

Annapolis, MD 21401

December 3, 2019

TO: Regina C. Watkins-Eldridge, MMC  
City Clerk

FROM: Adam G. Cohen  
Chair

RE: Annual Report 2019 – Public Safety Disability Retirement Board

**Duties:** The Public Safety Disability Retirement board shall conduct a hearing on the record to review and decide all appeals from Police and Fire Department Service Connected Disability Retirement Pension decisions made by the Human Resources Director. Appeals from decisions of the Public Safety Disability Retirement Board may be made to the Circuit Court for Anne Arundel County pursuant to Maryland Rules, Title 7, Chapter 200 or its Successors.

**Attendance:**

Members	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Adam G. Cohen, Chair	NoMtg	NoMtg	NoMtg	NoMtg	NoMtg	NoMtg	NoMtg	NoMtg	NoMtg	NoMtg	NoMtg	NoMtg
Lt. Tina Pitner	NoMtg	NoMtg	NoMtg	NoMtg	NoMtg	NoMtg	NoMtg	NoMtg	NoMtg	NoMtg	NoMtg	NoMtg

**Activities:** None

FOR THE BOARD:

Adam G. Cohen  
Chairperson



*City of Annapolis*

**DEPARTMENT OF TRANSPORTATION**

308 Chinquapin Round Road, Annapolis, Maryland 21401

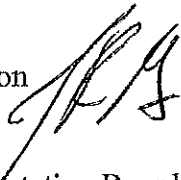
Phone: 410-263-7964 410-263-7994 Fax: 410-263-4508 Internet: [transit@annapolis.gov](mailto:transit@annapolis.gov)

J. RICK GORDON, DIRECTOR

**MEMORANDUM**

DATE: February 28, 2020

TO: Regina C. Watkins-Eldridge, MMC  
City Clerk

FROM: J. Rick Gordon  
Director 

RE: 2019 Transportation Board Annual Report

The Transportation Board did not conduct any meetings in 2019. Throughout 2019 staff from the Mayor's office sought out new board members and the Board convened its first meeting on January 27, 2020. I will make certain that the Board Chairman knows that they are required to submit an annual report to your office by January 15. If I can be of further assistance, please advise.

Cc: Hilary Raftovich, Constituent Services Officer  
Kwaku Duah, Deputy Director