



City of Annapolis

160 Duke Of Gloucester
Street
Annapolis, MD 21401

Special Agenda - Final City Council

Monday, July 25, 2016

7:00 PM

Mayor John T. Chambers, Jr.
City Council Chambers

Call to Order

Mayor Pantelides

Invocation

Alderman Littmann

Pledge of Allegiance

Mayor Pantelides

Roll Call

City Clerk Watkins-Eldridge

Approval of Agenda

Annapolis Rotary Club Presentation

71st Annual Crab Feast at the Navy Stadium on August 5, 2016

Ceremonial Items

1. Swearing in of Arjan Van Andel to Transportation Board
2. Swearing in of Firefighter Lee
3. Swearing in of Firefighter Riffe
4. City Council Proclamation

[ID-308-16](#)

**City Council Proclamation - Recreation and Parks Month
July 2016**

Attachments:

[ID-308-16 Proclamation.doc](#)

5. City Council Citation - Da'Juan Gay

Petitions, Reports and Communications

A. HACA Quarterly Report

[ID-314-16](#)

Attachments: [ID-314-16 HACA Quarterly Update.PDF](#)

B. Reports by Committee

C. Comments by the General Public

Consent Calendar

[ID-299-16](#)

Revised Community Grant Funding Allocations

Attachments: [Community Grants FY14-FY17 FINAL.pdf](#)

Legislative History

7/5/16	Finance Committee	postpone
7/19/16	Finance Committee	recommend favorably

[GT-22-16](#)

From Contingency to Police Overtime- APD

Attachments: [GT-22-16.pdf](#)

Legislative History

7/19/16	Finance Committee	recommend favorably
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[GT-1-17](#)

DNEP Budget Reorganization

Attachments: [GT-1-17.pdf](#)

Legislative History

7/19/16	Finance Committee	recommend favorably
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[GT-2-17](#)

From Public Works R&M Equipment to Fleet Salaries

Attachments: [GT-2-17.pdf](#)

Legislative History

7/19/16	Finance Committee	recommend favorably
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[GT-3-17](#)

Transfer from DPW Salaries, DPW Benefits and DNEP Operating transfer to DNEP Salaries, DNEP Benefits and DPW Operating

Attachments: [GT-3-17.pdf](#)

Legislative History

7/20/16	Finance Committee	recommend favorably
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First Readers

[O-30-16](#)

Supplemental Allocations - For the purpose of amending the City Code to authorize the City Manager to transfer funds in the annual operating budget without City Council approval where the funds transferred do not exceed thirty-five thousand (\$35,000.00) dollars through July 1, 2018.

Sponsors:

Pantelides, Budge, Littmann, Pfeiffer and Pindell Charles

Attachments:

[O-30-16 Supplemental Allocations.docx](#)

[O-30-16 Staff Report.pdf](#)

[O-31-16](#)

Annapolis Maritime Museum Lease Agreement for Ellen O. Moyer Nature Park at Back Creek- For the purpose of approving the lease for certain City-owned property known as the Ellen O. Moyer Nature Park at Back Creek, Edgewood Road, Annapolis; and matters generally relating to said lease.

Sponsors:

Pantelides

Attachments:

[O-31-16 Maritime Museum Lease Back Creek Park.docx](#)

[O-31-16 Staff Report.docx](#)

Second Readers

[O-27-16](#)

Elections Code Updates - For the purpose of amending and updating Chapters 4.08; 4.20; 4.24; 4.32; 4.40 and 4.44 of the Code of the City of Annapolis concerning polling places; nominations and candidacy; voting and voting machines; board of canvassers; ballot question procedures; and matters generally relating to these amendments and updates.

Sponsors:

Arnett

Attachments:

[O-27-16 Elections Code Updates.docx](#)

[O-27-16 Staff Report.docx](#)

[O-27-16 Fiscal Impact.pdf](#)

Legislative History

6/24/16	City Council	adopted on first reader
6/24/16	City Council	refer to the Rules & City Government Committee
7/11/16	City Council	declared the public hearing closed
7/12/16	Rules & City Government Committee	recommend favorably

[R-20-16](#)

Samaritan House, Inc. Water Connection Fees Waiver - For the purpose of extending City water service to the Samaritan House Campus for Recovery Facility; waiving any water connection fees; and matters generally relating to said water connection waiver of fees.

Sponsors: Pantelides and Finlayson

Attachments: [R-20-16 Samaritan House Agrmt with Fee Waiver Res.docx](#)
[R-20-16 Samaritan House Water Service Exhibit A 6-6-16.pdf](#)
[R-20-16 Staff Report.docx](#)
[R-20-16 Supplemental Staff Report.docx](#)

Legislative History

6/20/16	City Council	adopted on first reader
6/20/16	City Council	refer to the Finance Committee
6/20/16	City Council	refer to the Economic Matters Committee
7/5/16	Finance Committee	postpone
7/18/16	Economic Matters Committee	recommend favorably
7/19/16	Finance Committee	recommend favorably

End of Consent Calendar**Public Hearings**[O-28-16](#)

Annapolis Arts District, Inc. Lease Agreement for Stanton Center - For the purpose of approving the lease for certain City-owned space in the Stanton Center to the Annapolis Arts District, Inc.; and matters generally relating to said lease.

Sponsors: Pantelides

Attachments: [O-28-16 Stanton Center Lease Ordinance.docx](#)
[O-28-16 Staff Report.docx](#)
[O-28-16 Fiscal Impact.pdf](#)

Legislative History

7/11/16	City Council	adopted on first reader
7/11/16	City Council	refer to the Finance Committee
7/11/16	City Council	refer to the Rules & City Government Committee

[O-29-16](#)

Alcoholic Beverages - Refillable Container License - For the purpose of adding Class E to those classes of license holders currently authorized to sell draft beer in refillable containers.

Sponsors: Paone

Attachments: [O-29-16 Growlers Class E Ordinance.docx](#)

[O-29-16 Staff Report.docx](#)

[O-29-16 Fiscal Impact.pdf](#)

Legislative History

7/11/16 City Council adopted on first reader

7/11/16 City Council refer to the Economic Matters Committee

[R-25-16](#)

Alcoholic Beverages - Refillable Container License Fees - For the purpose of specifying the fees that will be charged for Class E license holders authorized to sell draft beer in refillable containers.

Sponsors: Paone

Attachments: [R-25-16 Growlers Class E Fees.docx](#)

[R-25-16 Staff Report.docx](#)

[R-25-16 Fiscal Impact.pdf](#)

Legislative History

7/11/16 City Council adopted on first reader

7/11/16 City Council refer to the Economic Matters Committee

Legislative Action

Proposed Motion to Postpone R-17-15 to Date Certain.

[R-17-15](#)

Personnel Rules and Regulations - For the purpose of approving updated and modified Rules and Regulations of the Personnel System.

Sponsors: Pantelides

Attachments:

[R-17-15 Resolution.docx](#)
[R-17-15 Personnel Rules and Regs Clean Revised Version.pdf](#)
[R-17-15 List of Appendices.docx](#)
[R-17-15 Staff Report.docx](#)
[R-17-15 Appendix-A Transit Drug Alcohol Policy.docx](#)
[R-17-15 Appendix-B FMCSA Drug and Alcohol Testing Policy.docx](#)
[R-17-15 Appendix-C Non DOT Drug and Alcohol Testing Policy.docx](#)
[R-17-15 Appendix-D Drug Alcohol Policy Assignment by Classification.xls](#)
[R-17-15 Appendix-E Employee Benefits Center.pdf](#)
[R-17-15 Appendix-F Employee Recognition and Reward Program.docx](#)
[R-17-15 Appendix-G Employment Non-Discrimination Policy.docx](#)
[R-17-15 Appendix-H Equal Employment Opportunity.pdf](#)
[R-17-15 Appendix-I FMLA - Certification of Health Care Provider for Ee's Serious Hlth](#)
[R-17-15 Appendix-I FMLA - Certification of Health Care Provider for Family Member'](#)
[R-17-15 Appendix-I FMLA - Designation Notice.pdf](#)
[R-17-15 Appendix-I FMLA -Employee Rights & Repsonsibilities.pdf](#)
[R-17-15 Appendix-J Fact Sheet The Health Insurance Portability and Accountability Ac](#)
[R-17-15 Appendix-K MIT - Electronic Mail Policy.docx](#)
[R-17-15 Appendix-L MIT - Electronic Use Policy.docx](#)
[R-17-15 Appendix-M MIT - Social Media Policy.docx](#)
[R-17-15 Appendix-N MIT - Software and Data Code of Ethics.docx](#)
[R-17-15 Appendix-O Notice to Employees Regarding Rules and Regulations.docx](#)
[R-17-15 Appendix-P Safety Manual.docx](#)
[R-17-15 Appendix-Q WC BROCHURE \(2012-10-23\).xls](#)
[R-17-15 Appendix-R Workplace Violence Policy.docx](#)
[Strikeout Version Rules and Regulations1992.doc](#)
[Appendix-A.Transit Drug Alcohol Policy \(Amended\).doc](#)
[Appendix-M.MIT - Social Media Policy\(Amended\).doc](#)

Legislative History

6/17/15	City Council	adopted on first reader
6/17/15	City Council	refer to the Rules & City Government Committee
6/17/15	City Council	refer to the Civil Service Board
9/8/15	Rules & City Government Committee	postpone
9/14/15	Rules & City Government Committee	recommend with amendments
10/7/15	Rules & City Government Committee	consider
2/8/16	City Council	postpone

4/25/16

City Council

postpone

Second Readers**O-36-15**

Adequate Public Facilities - For the purpose of adding review criteria and certification for adequate school facilities to Title 22 of the Code of the City of Annapolis; and matters generally relating to the adequacy of school facilities.

Sponsors:

Arnett, Littmann and Pantelides

Attachments:[O-36-15 APF Schools ZTA.doc](#)[O-36-15 Staff Report.docx](#)[O-36-15 Fiscal Impact.pdf](#)[O-36-15 Planning Commission Findings and Staff Report to PC.pdf](#)[O-36-15 Pfeiffer Amendment.docx](#)[O-36-15 Revised Littmann Arnett Proposed Amendments.docx](#)[O-36-15 Annapolis Main Street District Map.pdf](#)[O-36-15 Main Street Letter of Agreement for Designated Communities.pdf](#)[A and E District Map Revised.pdf](#)**Legislative History**

7/13/15	City Council	adopted on first reader
7/13/15	City Council	refer to the Rules & City Government Committee
7/13/15	City Council	refer to the Planning Commission
10/12/15	City Council	declared the public hearing left open
10/13/15	Rules & City Government Committee	postpone
10/26/15	City Council	declared the public hearing closed
11/9/15	City Council	refer to the Economic Matters Committee
11/9/15	City Council	refer to the Housing and Human Welfare / Housing and Community Development
11/9/15	City Council	refer to the Finance Committee
11/10/15	Rules & City Government Committee	postpone
11/16/15	Economic Matters Committee	postpone
11/17/15	Finance Committee	postpone
11/17/15	Housing and Human Welfare / Housing and Community Development	postpone
11/17/15	City Council	refer to the Housing and Human Welfare / Housing and Community Development
11/17/15	City Council	refer to the Finance Committee
11/17/15	City Council	refer to the Economic Matters Committee

12/1/15	Finance Committee	postpone
12/8/15	Rules & City Government Committee	postpone
1/5/16	Finance Committee	recommend with amendments
1/5/16	Finance Committee	recommend favorably
1/12/16	Rules & City Government Committee	returned without recommendation
1/12/16	Rules & City Government Committee	returned without recommendation
1/14/16	Economic Matters Committee	returned without recommendation
1/14/16	Economic Matters Committee	returned without recommendation
1/19/16	Housing and Human Welfare / Housing and Community Development	recommend with amendments
2/9/16	City Council	postpone
3/21/16	City Council	postpone
4/25/16	City Council	postpone
7/22/16	City Council	postpone

O-08-16

Title 7 - Business Licenses, Taxes and Regulations - For the purpose of amending Chapter 7.40 to provide for the regulation of peddlers, hawkers, and itinerant merchants within the City.

Sponsors:

Budge

Attachments:[O-8-16 Peddlers Hawkers Itinerant Merchants.docx](#)[O-8-16 Summary of Peddlers Hawkers Itinerant Merchants Legislation.docx](#)[O-8-16 Staff Report.doc](#)[O-8-16 Map.pdf](#)[O-8-16 Recreation Advisory Bd Recommendation.docx](#)[O-8-16 MAB Recommendation.pdf](#)[O-8-16 Fiscal Impact.pdf](#)[O-8-16 Memo from PZ to Planning Commission.pdf](#)[O-8-16 PC Findings.pdf](#)[Potential Areas to Amend O-8-16 v2.docx](#)[O-8-16 Economic Matters and Rules and City Government Proposed Amendments \(1\).c](#)[O-8-16 Revised Budge Proposed Amendments.docx](#)Legislative History

1/11/16	City Council	adopted on first reader
1/11/16	City Council	refer to the Rules & City Government Committee
1/11/16	City Council	refer to the Economic Matters Committee
1/11/16	City Council	refer to the Planning Commission

1/11/16	City Council	refer to the Maritime Advisory Board
1/11/16	City Council	refer to the Recreation and Parks
4/11/16	City Council	declared the public hearing left open
4/12/16	Rules & City Government Committee	postpone
4/25/16	City Council	declared the public hearing closed
5/10/16	Economic Matters Committee	Continued
5/10/16	Rules & City Government Committee	Continued
6/29/16	Rules & City Government Committee	recommend favorably
6/29/16	Rules & City Government Committee	recommend with amendments
6/29/16	Rules & City Government Committee	recommend favorably
6/29/16	Rules & City Government Committee	recommend favorably
6/29/16	Rules & City Government Committee	recommend favorably
6/29/16	Rules & City Government Committee	recommend favorably
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6/29/16	Rules & City Government Committee	recommend favorably
6/29/16	Rules & City Government Committee	recommend favorably
6/29/16	Rules & City Government Committee	recommend favorably
6/29/16	Rules & City Government Committee	recommend favorably
6/29/16	Rules & City Government Committee	recommend favorably
6/29/16	Rules & City Government Committee	recommend with amendments
6/29/16	Rules & City Government Committee	recommend favorably

6/29/16	Rules & City Government Committee	recommend favorably
6/29/16	Rules & City Government Committee	recommend favorably
6/29/16	Rules & City Government Committee	recommend with amendments
7/11/16	City Council	postpone
7/14/16	Economic Matters Committee	recommend favorably
7/14/16	Economic Matters Committee	recommend favorably
7/14/16	Economic Matters Committee	recommend favorably
7/14/16	Economic Matters Committee	recommend favorably
7/14/16	Economic Matters Committee	recommend favorably
7/14/16	Economic Matters Committee	recommend with amendments
7/14/16	Economic Matters Committee	recommend favorably
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7/14/16	Economic Matters Committee	recommend favorably
7/14/16	Economic Matters Committee	recommend favorably
7/14/16	Economic Matters Committee	recommend favorably
7/14/16	Economic Matters Committee	recommend with amendments
7/14/16	Economic Matters Committee	recommend favorably
7/14/16	Economic Matters Committee	recommend favorably
7/14/16	Economic Matters Committee	recommend favorably
7/14/16	Economic Matters Committee	recommend with amendments

R-02-16

Peddlers, Hawkers, and Itinerant Merchants Fees and Fines - For the purpose of setting fees and fines associated with engaging in the business of a peddler, hawker, and itinerant merchant as set forth in Chapter 7.40 of the City Code.

Sponsors:

Budge

Attachments:[R-2-16 Peddlers Hawkers Itinerant Merchants Fees and Fines.docx](#)[Summary of Peddlers Hawkers Legislation.docx](#)[R-2-16 Staff Report.doc](#)[R-2-16 Fiscal Impact.pdf](#)[R-2-16 Budge Proposed Amendments.docx](#)[Proposed IM Fees ED Comments.doc](#)

Legislative History

1/11/16	City Council	adopted on first reader
1/11/16	City Council	refer to the Rules & City Government Committee
1/11/16	City Council	refer to the Economic Matters Committee
1/11/16	City Council	refer to the Finance Committee
4/11/16	City Council	declared the public hearing closed
5/3/16	Finance Committee	postpone
5/10/16	Economic Matters Committee	Continued
5/10/16	Rules & City Government Committee	Continued
6/29/16	Rules & City Government Committee	recommend with amendments
7/11/16	City Council	postpone
7/14/16	Economic Matters Committee	recommend favorably
7/19/16	Finance Committee	recommend favorably

O-24-16

Snow Emergency Routes - For the purpose of establishing that any person who fails to remove a vehicle from a snow emergency route when Phase II or Phase III of the snow emergency plan is in effect shall be in violation of the City Code and subject to the imposition of a fine.

Sponsors:

Pantelides

Attachments:[O-24-16 Snow Emergency Routes.docx](#)[O-24-16 Staff Report.docx](#)[O-24-16 Fiscal Impact.pdf](#)[O-24-16 TB Findings.pdf](#)[O-24-16 Transportation Cmte Proposed Amendments.docx](#)Legislative History

5/23/16	City Council	adopted on first reader
5/23/16	City Council	refer to the Finance Committee
5/23/16	City Council	refer to the Public Safety Committee
5/23/16	City Council	refer to the Transportation Committee
5/23/16	City Council	refer to the Transportation Board
6/13/16	City Council	declared the public hearing closed
6/21/16	Transportation Committee	recommend with amendments
6/21/16	Transportation Committee	recommend favorably
7/5/16	Finance Committee	recommend favorably
7/18/16	Public Safety Committee	recommend favorably
7/18/16	Public Safety Committee	recommend with amendments

R-22-16

Annapolis Neck Road Property Annexation and Public Facilities

Agreement Status - For the purpose of examining the implementation of requirements specified in Resolution R-37-05 Revised Amended and the associated Public Facilities Agreement in light of the annexation standards specified in Section 2.52.070 of the Code of the City of Annapolis, the Planning Commission Analysis of December 1, 2005, the City Comprehensive Plan adopted on October 5, 2009 by City Council Resolution R-32-09 and development activity within the Forest Drive corridor subsequent to the effectiveness of Resolution R-37-05 Revised on October 25, 2006.

Sponsors: Pantelides, Littmann and Pindell Charles

Attachments: [R-22-16 Annapolis Neck Reformation.docx](#)
[R-22-16 Staff Report.docx](#)
[R-22-16 Fiscal Impact.pdf](#)
[R-37-05 RevisedAmended.doc](#)

Legislative History

6/13/16	City Council	adopted on first reader
6/13/16	City Council	refer to the Rules & City Government Committee
6/13/16	City Council	refer to the Transportation Committee
7/11/16	City Council	declared the public hearing closed
7/12/16	Rules & City Government Committee	recommend unfavorably
7/19/16	Transportation Committee	recommend unfavorably

For the Good of the Order

There will be no City Council Meetings in August, 2016.

Adjournment

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

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