

City of Annapolis

160 Duke Of Gloucester Street
Annapolis, MD 21401



Standing Committee Meeting Minutes - Final

Wednesday, November 2, 2022

10:30 AM

Mayor John T. Chambers, Jr.
City Council Chambers

Finance Committee

Call To Order

Alderman Tierney called the Regular Finance Committee Meeting at 10:36 am.

Roll Call

Present: 3 - Alderman Tierney, Alderman O'Neill and Alderman Finlayson

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

Alderman Finlayson moved to approve the agenda as amended to add SA-21-23 and relocated SA-20-23 after SA-16-23 . Seconded. CARRIED on voice vote.

Approval of Minutes

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

[FC 10.19.22](#) Special Meeting Minutes

Attachments: [FC 10.19.22 Special Meeting Minutes.pdf](#)

Alderman Finlayson moved to approve FC 10.19.22 Special Meeting Minutes. Seconded. CARRIED on voice vote.

Supplemental Appropriation(s)

[SA-16-23](#) **Fund:** General - Department: Mayor's - Office Source of Funds: Charitable Contributions from Rodney Barns Miscellaneous Revenue \$7,500 **Expenditure:** Supplies and Other: \$7,500

Attachments: [SA-16-23.pdf](#)

Chief of Staff Petit was present and answered questions from the committee.

Alderman Finlayson moved to recommend favorably SA-16-23. Seconded. CARRIED on voice vote.

[SA-20-23](#) **Fund:** General Department: Mayor's Office **Source of Surplus Funds:** Charitable Contribution from Comcast - Revenue: Miscellaneous Revenue \$1,000 **Expenditure:** Supplies and other \$1,000

Attachments: [SA-20-23.pdf](#)

Chief of Staff Petit was present and answered questions from the committee.

Alderman Finlayson moved to recommend favorably SA-20-23. Seconded. CARRIED on voice vote.

[SA-17-23](#)

Fund: Capital Projects - Department: DPW/MIT - Source of Surplus Funds: Capital Reserve - Capital Revenue Fund Balance (General Fund) \$500,000, Transfer from the General Fund- Capital Reserves (Capital Project Fund) **Expenditure:** Transfer to Capital Projects Fund (General Fund) \$500,000, Construction (City Facility Security) \$500,000

Attachments: [SA-17-23.pdf](#)

MIT Manager Paquin, IT Consultant Truitt and Finance Director Dickinson were present and answered questions from the committee.

Alderman Finlayson requested a list of projects from MIT Manager Paquin.

Alderman Finlayson moved to recommend favorably SA-17-23. Seconded. CARRIED on voice vote.

[SA-18-23](#)

Fund: Fleet Replacement/General Fund - Capital Reserve - Department: Fleet Replacement/ Capital Reserve - **Source of Funds:** Capital Reserve - Capital Reserve Fund balance (General Fund) \$258,500 Transfer from the General Fund (Fleet Replacement Fund) \$258,500 **Expenditure:** Transfer to Fleet Replacement Fund (General Fund) \$258,500 Fleet Capital Outlay (Fleet Replacement Fund) \$258,500

Attachments: [SA-18-23.pdf](#)

Transportation Director Moore, Deputy Transportation Director Dauh, Fleet Manager Horwath and Finance Director Dickinson were present and answered questions from the committee.

Alderman Finlayson moved to recommend favorably SA-18-23. Seconded. CARRIED on voice vote.

[SA-19-23](#)

Fund: Capital Department: DPW - **Source of Surplus Funds:** Capital Reserve - Capital Reserve Fund Balance (General Fund) \$450,000 - Transfer from the - Capital Reserves (Capital Project Fund) \$450,000 **Expenditure:** Construction (traffic Signal Rehabilitation), Transfer to Capital Projects (General Fund)

Attachments: [SA-19-23.pdf](#)

Capital Projects Manager Grieco was present and answered questions from the committee.

Alderman Finlayson moved to recommend favorably SA-19-23. Seconded. CARRIED on voice vote.

[SA-21-23](#)

Fund: General /Grant Fund Department: Planning and Zoning Source of Surplus Funds: Reserve for One-Time Uses Revenue: Reserve for One-Time Uses (General Fund) \$239,800 Transfer from the General Fund (Grant Fund) \$239,800 **Expenditure:** Transfer to the Grant Fund (General Fund) \$239,800 Contract Services (CNI Grant) \$239,800

Attachments: [SA-21-23.pdf](#)

Community Development Administrator Wellman and Finance Director Dickinson were present and answered questions from the committee.

Alderwoman Finlayson moved to recommend favorably SA-21-23. Seconded. CARRIED on voice vote.

Legislation

Ordinance(s)

[O-31-22](#)

Revenue and Finance - Budget - Annapolis Community Grant

Program - For the purpose of requiring that all recipients of City community grant funds have proof of non-profit status; clarifying definitions; adding acceptable proof; expanding requirements for grantees; and generally dealing with community grant allocations.

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

Attachments: [O-31-22 First Reader](#)
[O-31-22 Fiscal Impact Note](#)
[O-31-22 Staff Report](#)

Finance Director Dickinson, City Attorney Lyles and Budget Manager Connolley were present and answered questions from the committee.

Alderwoman Finlayson moved to postpone O-31-22 until the next meeting. Seconded. CARRIED on voice vote.

[O-41-22](#) **Administration - Rules of Procedure - Reading, amendment and passage of ordinances, etc. - Staff Reports** - For the purpose of requiring staff reports on charter amendments, ordinances, and resolutions.

Sponsors: Alderwoman Tierney, Alderman Savidge and Alderman Arnett

Attachments: [O-41-22 First Reader](#)
[O-41-22 Amendment 1 - Arnett](#)
[O-41-22 Amendment 2 - Arnett](#)
[O-41-22 Fiscal Impact Note](#)
[O-41-22 Staff Report](#)

Finance Director Dickinson and Legislative and Policy Analyst Reuter were present and answered questions from the committee.

Alderwoman Tierney suggests a work session for O-41-22.

Alderwoman O'Neill moved to recommend favorably O-41-22.. Seconded.
CARRIED on voice vote.

[O-46-22](#)**Issuance of General Obligation Bonds and Bond Anticipation Notes -**

For the purpose of authorizing and empowering the City of Annapolis (the “City”) to issue and sell, upon its full faith and credit, (i) one or more series of its general obligation bonds in the aggregate principal amount not to exceed \$26,000,000 (the “Bonds”), pursuant to Sections 19-301 through 19-309, inclusive, of the Local Government Article of the Annotated Code of Maryland, as amended, and Article VII, Section 11 of the Charter of the City of Annapolis, as amended (the “Charter”) and (ii) one or more series of its general obligation bond anticipation notes in anticipation of the issuance of the Bonds in the maximum aggregate principal amount equal to the maximum aggregate principal amount of the Bonds (the “Notes”), pursuant to Sections 19-211 through 19-221, inclusive, of the Local Government Article of the Annotated Code of Maryland, as amended, and the Charter; providing that the Bonds and Notes shall be issued and sold to finance and refinance certain public purposes of the City as provided in this Ordinance; prescribing the form and tenor of the Bonds and Notes; providing for the method of sale of the Bonds and Notes and other matters relating to the issuance and sale thereof; providing for the disbursement of the proceeds of the Bonds and Notes; covenanting to levy and collect all taxes necessary to provide for the payment of the principal of and interest on the Bonds and Notes; and generally providing for and determining various matters relating to the issuance, sale and delivery of the Bonds and Notes.

Sponsors: Mayor Buckley

Attachments: [O-46-22 First Reader](#)
[O-46-22 Bond Ordinance Staff Report & Fiscal Note](#)
[O-46-22 Financial Advisory Commission Recommendation](#)

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

Alderman Finlayson moved to recommend favorably O-46-22. Seconded. CARRIED on voice vote.

Resolution(s)

[R-57-22](#)

Correction in Fiscal Year 2023 Fees Schedule - For the purpose of correcting the FY 2023 Fees Schedule by reinserting a line mistakenly omitted; and generally relating to City fees.

Sponsors: Mayor Buckley

Attachments: [R-57-22 First Reader](#)
[R-57-22 Fiscal Impact Note](#)
[R-57-22 Staff Report](#)

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

.Alderwoman O'Neill moved to recommend favorably R-57-22. Seconded. CARRIED on voice vote.

General Discussion

Financial Director Dickenson discussed employment in her office.

Adjournment

Upon motion duly made, seconded and adopted, the Special Meeting was adjourned at 1:08 pm.

Kalyn Jackson
City Council Associate