



STAFF REPORT ON PROPOSED LEGISLATION

To: Mayor Gavin Buckley

From: Michael Mallinoff, City Manager

Date: October 20, 2024

Subject: R-46-24: Task Force to Study Residential Marine Vessels

Purpose of legislation

The purpose of this legislation is to gather information necessary for the Annapolis City Council to make informed decisions about residential and commercial marine vessels in city waters, particularly houseboats, floating homes and residential marine vessels. The legislation creates a task force to investigate the impacts of such vessels on the city's maritime industry, the advantages and disadvantages to the community, and the impacts on city operations. A report of findings and recommendations is required within one year of the date of adoption of the legislation.

Impact of legislation on operations

The legislation does not have an impact on operations.

Impact of legislation on staffing

- The legislation will require staff to support the task force, including administrative assistance to plan and run meetings, performing research, reporting to Council, and drafting meeting minutes and a final report.
- The task force will conduct a comprehensive review of municipal laws, ordinances, staffing, permitting, and regulations pertaining to houseboats, house barges, liveaboards, bed and breakfast charters, and chartered boats.
- Twenty-two (22) issues are identified in the Resolution for the task force to address. The number and complexity of issues will take significant time for research, analysis, review of results, discussions of findings/participation in meetings, and summarization of recommendations.

- The task force must hold *regular* meetings; the number of meetings is not specified. However, the task force must update the City Council every three months and provide a final report within one year of the resolution's adoption.
- The Task Force will operate under the oversight of the Harbormaster, in consultation with the Director of the Department of Planning & Zoning, or their representative.
- Considering the subject matter of the fourteen issues to address, staff will be needed from the Harbormaster's Office, the Department of Planning & Zoning, Building & Inspections, Economic Development, and Comprehensive Planning, the Department of Finance, the Fire Marshal's Office, the City Manager's Office, Resilience & Sustainability, and the Office of Law. TV Studio support will be necessary since the meetings will be public.
- A conservative rough estimate of total staff time to support the task force is 400 hours.
- The legislation does not specify whether this task force will meet during or outside of regular work hours. This legislation may impose an additional work requirement on staff that are already required to attend many meetings outside of regular work hours.

Prepared by Jacqueline Guild, Deputy City Manager for Resilience & Sustainability