

# **City of Annapolis**

*160 Duke Of Gloucester Street  
Annapolis, MD 21401*

## **Standing Committee Meeting Minutes**

**Wednesday, July 20, 2022**

**10:30 AM**

**Mayor John T. Chambers, Jr.  
City Council Chambers**

**Finance Committee**

## Call To Order

Chairwoman Tierney called the meeting to order at 10:32 a.m.

## Roll Call

**Present:** 3 - Alderwoman Tierney, Alderwoman O'Neill and Alderwoman Finlayson

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

**Alderwoman Finlayson moved to adopt the Regular Meeting Agenda. Seconded. The motion carried by the following vote:**

**Aye:** 3 - Alderwoman Tierney, Alderwoman O'Neill and Alderwoman Finlayson

**1. Business and Miscellaneous****Approval of Minutes**

[FC07.06.22](#) Approval of Minutes for the Regular Meeting

**Attachments:** [FC07.06.22](#)

**Alderwoman O'Neill moved to approve the Minutes for the Regular Meeting. Seconded. A roll call vote was taken. The motion CARRIED by the following vote:**

**Aye:** 3 - Alderwoman Tierney, Alderwoman O'Neill and Alderwoman Finlayson

**Supplemental Appropriations**

[SA-1-23](#) Office of Emergency Management Department - Grant - State of Maryland  
Opioid Operational Command Center  
Revenue: State Grant Revenue (\$189,060.00) Expenditure: State Grant  
Expense (\$189,060.00)

**Attachments:** [SA-1-23](#)

Office of Emergency Department Director Simmons, Office of Emergency Management Department Senior Planner Seborowski, and Finance Director Dickinson were present and answered questions from the committee.

**The committee requested a quarterly report from the program coordinators beginning in September.**

**Alderwoman Finlayson moved to recommend favorably SA-1-23. Seconded. A roll call vote was taken. The motion CARRIED by the following vote:**

**Aye:** 3 - Alderwoman Tierney, Alderwoman O'Neill and Alderwoman Finlayson

[SA-2-23](#) Police - Grant - State of Maryland GOCCP-BJAG

Revenue: State Grant Revenue (\$28,411.00) Expenditure: State Grant Expense (\$28,411.00)

**Attachments:** [SA-2-23](#)

Police Acting Captain Lt. Miguez was present and answered questions from the committee.

**Alderman Finlayson moved to recommend favorably SA-2-23. Seconded. A roll call vote was taken. The motion CARRIED by the following vote:**

**Aye:** 3 - Alderman Tierney, Alderman O'Neill and Alderman Finlayson

[SA-3-23](#)

Police - Grant - U.S. Department of Justice - Office of Community Oriented Policing Services

Revenue: Federal Grant Revenue (\$69,117.00) Expenditure: Federal Grant Expense (\$69,117.00)

**Attachments:** [SA-3-23](#)

Police Acting Captain Lt. Miguez was present and answered questions from the committee.

**Alderman O'Neill moved to recommend favorably SA-3-23. Seconded. A roll call vote was taken. The motion CARRIED by the following vote:**

**Aye:** 3 - Alderman Tierney, Alderman O'Neill and Alderman Finlayson

[SA-4-23](#)

Public Works - Capital Projects - Anne Arundel County & Capital Reserve Fund

Revenue: County Contribution (\$105,000.00); Capital Reserve Fund (\$105,000.00) Expenditure: Carr's Beach Capital Project (\$210,000.00)

**Attachments:** [SA-4-23](#)

Acting City Manager Jarrell, and Finance Director Dickinson were present and answered questions from the committee.

**Alderman Finlayson requested an updated Capital Improvement Plan document.**

**Alderman Finlayson moved to recommend favorably SA-4-23. Seconded. A roll call vote was taken. The motion CARRIED by the following vote:**

**Aye:** 3 - Alderman Tierney, Alderman O'Neill and Alderman Finlayson

## **2. Legislation**

**Ordinances****[O-19-22](#)**

**Stanton Center Lease Agreement (Anne Arundel Workforce Development Corporation)** - For the purpose of approving the lease for certain City-owned property located at the Stanton Community Center, 92 West Washington Street , Annapolis, Maryland 21401 between Anne Arundel Workforce Development Corporation and the City of Annapolis; providing an effective date; and matters generally relating to said Lease Agreement.

**Attachments:** [O-19-22 First Reader](#)  
[0-19-22 Staff Report](#)  
[O-19-22 Lease Agreement](#)  
[O-19-22 Exhibit](#)  
[O-19-22 Fiscal Impact Note](#)

**Alderman O'Neill moved to amend the lease to include a walk thru prior to the signing of the lease. Seconded. A roll call vote was taken. The motion CARRIED by the following vote:**

**Aye:** 3 - Alderman Tierney, Alderman O'Neill and Alderman Finlayson

Recreation and Parks Director Trader, Acting City Manager Jarrell, and Assistant City Attorney Leonard were present and answered questions from the committee.

**Alderman Finlayson moved to recommend favorably O-19-22 with amendments. Seconded. A roll call vote was taken. The motion CARRIED by the following vote:**

**Aye:** 3 - Alderman Tierney, Alderman O'Neill and Alderman Finlayson

**[O-20-22](#)**

**Stanton Center Lease Agreement (Luminis Health Community Clinics, LLC)** - For the purpose of approving the lease for certain City-owned property located at the Stanton Community Center, 92 West Washington Street, Annapolis, Maryland 21401, between Luminis Health Community Clinics, LLC, on behalf of the Anne Arundel Medical Center (AAMC) Stanton Dental Center, and the City of Annapolis; providing an effective date; and matters generally relating to said Lease Agreement.

**Attachments:** [O-20-22 First Reader](#)  
[O-20-22 Lease Agreement](#)  
[O-20-22 Dental Clinic Exhibit](#)  
[0-20-22 Staff Report](#)  
[O-20-22 Fiscal Impact Note](#)

**Alderman O'Neill moved to amend the lease to provide a walk thru prior to the signing of the lease. Seconded. A roll call vote was taken. The motion CARRIED by the following vote:**

**Aye:** 3 - Alderwoman Tierney, Alderwoman O'Neill and Alderwoman Finlayson

Recreation and Parks Director Trader was present and answered questions from the committee.

**Alderwoman Finlayson moved to recommend favorably O-20-22 with amendments. Seconded. A roll call vote was taken. The motion CARRIED by the following vote:**

**Aye:** 3 - Alderwoman Tierney, Alderwoman O'Neill and Alderwoman Finlayson

[O-22-22](#)

**Stanton Center Lease Agreement (Annapolis Arts District, Inc.)** - For the purpose of approving the lease for certain City-owned property located at the Stanton Community Center, 92 West Washington Street, Annapolis, Maryland 21401 between Annapolis Arts District, Inc. and the City of Annapolis; providing an effective date; and matters generally relating to said Lease Agreement.

**Attachments:** [O-22-22 First Reader](#)  
[O-22-22 Staff Report](#)  
[O-22-22 Lease Agreement](#)  
[O-22-22 Annapolis Arts Exhibit](#)  
[O-22-22 Fiscal Impact Note](#)

**Alderwoman Finlayson moved to amend the lease to provide a walk thru prior to the signing of the lease. Seconded. A roll call vote was taken. The motion CARRIED by the following vote:**

**Aye:** 2 - Alderwoman Tierney and Alderwoman Finlayson

**Nay:** 1 - Alderwoman O'Neill

Recreation and Parks Director Trader was present and answered questions from the committee.

**Alderwoman Finlayson moved to recommend with amendments O-22-22. Seconded. A roll call vote was taken. The motion CARRIED by the following vote:**

**Aye:** 2 - Alderwoman Tierney and Alderwoman Finlayson

**Nay:** 1 - Alderwoman O'Neill

[O-23-22](#)

**Stanton Center Lease Agreement (We Care And Friends, Inc.)** - For the purpose of approving the lease for certain City-owned property located at the Stanton Community Center, 92 West Washington Street, Annapolis, Maryland 21401 between We Care And Friends, Inc. and the City of Annapolis; providing

an effective date; and matters generally relating to said Lease Agreement.

**Attachments:** [O-23-22 First Reader](#)  
[O-23-22 Lease Agreement](#)  
[O-22-22 We Care Friends Exhibit](#)  
[O-23-22 Staff Report](#)  
[O-23-22 Fiscal Impact Note](#)

**Alderman O'Neill moved to amend the lease to include a walk thru prior to the signing of the lease. Seconded. A roll call vote was taken. The motion CARRIED by the following vote:**

**Aye:** 3 - Alderman Tierney, Alderman O'Neill and Alderman Finlayson

Recreation and Parks Director Trader was present and answered questions from the committee.

**Alderman Finlayson moved to recommend favorably with amendments O-23-22. Seconded. A roll call vote was taken. The motion CARRIED by the following vote:**

**Aye:** 3 - Alderman Tierney, Alderman O'Neill and Alderman Finlayson

### O-28-22

**Vehicles and Traffic - Parking Meters - Parking in metered space -** For the purpose of extending time allowed in metered space.

**Attachments:** [O-28-22 First Reader](#)  
[O-28-22 Staff Report](#)  
[O-28-22 Fiscal Impact Note](#)

Acting City Manager Jarrell was present and answered questions from the committee.

**Alderman Finlayson requested that O-28-22 be referred to Rules and City Government.**

**Alderman O'Neill moved to recommend favorably O-28-22. Seconded. A roll call vote was taken. The motion CARRIED by the following vote:**

**Aye:** 3 - Alderman Tierney, Alderman O'Neill and Alderman Finlayson

### O-30-22

**Buildings and Construction- Fire Prevention Code - Sprinkler and Electrical Assistance Revolving Funds. -** For the purpose of clarifying the Sprinkler Assistance Revolving Fund and other technical changes.

**Attachments:** [O-30-22 First Reader](#)  
[O-30-22 Staff Report](#)  
[O-30-22 Fiscal Impact Note](#)  
[O-30-22 Amendment 1 \(Finance Committee Amendments\)](#)  
[O-30-22 Signed](#)

Acting City Manager Jarrell and Finance Director Dickinson were present and answered questions from the committee.

**Alderman O'Neill moved to recommend favorably O-30-22 with amendments:**

**Page 1 Line 3 Add after sprinkler, and electrical**

**Page 1 Line 34 Unstrike "and Electrical" and strike "s" in funds**

**Page 1 Line 36 Strike Sprinkler**

**Page 1 Line 37 Strike Assistance Revolving Fund**

**Page 2 Line 2 add Portion of this Revolving fund will**

**Page 2 Line 8 Unstrike and Electrical Assistance**

**Page 2 Line 18 Unstrike**

**Page 2 Line 19 Unstrike**

**Page 2 Line 21 Unstrike**

**Page 2 Line 22 Unstrike eligible to receive assistance from the sprinkler revolving fund**

**Page 2 Line 23 Unstrike**

**Page 2 Line 24 Unstrike Historic District, and**

**Seconded. A roll call vote was taken. The motion CARRIED by the following vote:**

**Aye:** 3 - Alderman Tierney, Alderman O'Neill and Alderman Finlayson

### **O-32-22**

**Human Resources - Exempt service - Salary -** For the purpose of modifying the assistant city manager position salary, creating a new special projects/arts administration position, and changing the number of days that temporary employees shall be employed.

**Attachments:** [O-32-22 First Reader](#)  
[O-32-22 Staff Report](#)  
[O-32-22 Fiscal Impact Note](#)

Human Resources Manager Hopkins, Acting City Manager Jarrell, and Finance Director Dickinson were present and answered questions from the committee.

**Chairwoman Tierney requested to have the incoming City Manager present at the next meeting to discuss the legislation.**

**Alderman O'Neill moved to postpone O-32-22 until the next Finance Committee meeting. Seconded. A roll call vote was taken. The motion**

**CARRIED by the following vote:**

**Aye:** 2 - Alderwoman Tierney and Alderwoman O'Neill

**Nay:** 1 - Alderwoman Finlayson

## Resolutions

### [R-36-22](#)

**City Supported Special Events in Fiscal Year 2023** - For the purpose of identifying City Supported Special Events; and waiving certain related City Fees during Fiscal Year 2023.

**Attachments:** [R-36-22 First Reader](#)  
[R-36-22 Staff Report](#)  
[R-36-22 Fiscal Impact Note](#)  
[R-36-22 Signed](#)

**Alderwoman Finlayson moved to recommend favorably R-36-22. Seconded. A roll call vote was taken. The motion CARRIED by the following vote:**

**Aye:** 3 - Alderwoman Tierney, Alderwoman O'Neill and Alderwoman Finlayson

## 3. General Discussion

### Update from the Finance Director, Jodee Dickinson

Finance Director Dickinson was present and provided the committee with updates on the following:

P3 Concession Deal, Position Vacancies, Year End accounting, pay grade increases

**Alderwoman Finlayson requested quarterly reports on where the City is percentage wise with the budget.**  
**Alderwoman O'Neill requested quarterly reports from the Community Grants recipients.**

### Adjournment

**Upon motion duly made, seconded and adopted, the meeting was adjourned at 1:47 p.m.**

**Teekia Green**  
**City Council Associate**