

City of Annapolis

*160 Duke Of Gloucester Street
Annapolis, MD 21401*



Standing Committee Meeting Minutes - Draft

Wednesday, October 15, 2025

10:00 AM

Regular Meeting

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

Finance Committee

Call To Order

Alderman Huntley called the Regular Meeting to order at 10:04 am.

A PROPOSED CLOSED SESSION - Pursuant to the Annotated Code of Maryland, General Provisions, Section 3-305 (b) (10) and (7). Discussion Topic: Public Safety Appropriations

Closed Session Statement:

Pursuant to the requirement of the Annotated Code of Maryland, General Provisions Article, Section 3-305 (b) (10) and (7) this statement is included in these minutes:

A closed session of the Finance Committee was held at 10:07 Am., Wednesday, October 15, 2025 in the Location of Mayor John T. Chambers, Jr., City Council Chamber.

Committee Members Present:

Alderwoman Finlayson, Alderwoman O'Neill and Alderman Huntley

Staff Present:

Finance Director Moran, Budget Analyst Turner, Emergency Management Grants Coordinator Lepkowski, Legislative policy Analyst Reuter, City Clerk Watkins-Eldridge, City Council Associate Jackson, Acting City Manager Buckland, Captain for Administrative Services Miguez, Patrol Lieutenant O'Herlihy, Equipment Administrator Madley.

A roll call vote was taken by the members present, and the session was closed. The authority under which the session was closed was the Annotated Code of Maryland, General Provisions Article, Section 3-305(b) (10) and (7). The topic of discussion was Public Safety Appropriations

No Actions/Votes were taken in closed session.

Upon motion duly made, seconded and adopted, the closed session was adjourned at 10:52 am.

Roll Call

Present: 3 - Alderwoman Finlayson, Alderwoman O'Neill and Alderman Huntley

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

Alderwoman Finlayson moved to approve the Regular Meeting agenda.
Seconded. CARRIED on voice vote.

Business and Miscellaneous

Approval of Minutes

[FC 10.1.25](#) Term Ending Minutes

Attachments: [FC 10.1.25](#)

Aldерwoman Finlayson moved to approve FC 10.1.25. Seconded. CARRIED on voice vote.

Fund Transfers

[FT-3-26](#) General Funds - Police Department

Aldерwoman Finlayson moved to recommend FT-3-26 favorably. Seconded. CARRIED on voice vote.

[FT-2-26](#) Grant - State Grant Expense - APD

Attachments: [FT-2-26](#)

Director of Finance Moran and Captain for Administrative Services Miguez were present to answer questions from the committee.

Aldерwoman Finlayson moved to recommend FT-2-26 favorably. Seconded. CARRIED on voice vote.

[FT-5-26](#) Capital Fund - Department of Public Works - CIP

Attachments: [FT-5-26](#)

[Amended FT-5-26 General Roadways](#)

[Amended FT-5-26 400 Fourth Street CIP](#)

Acting City Manager Buckland, Director of Finance Moran, Public Works Civil Engineer De Matto were present to answer questions from the committee.

Finance Amendment - strike "General Roadways - Capital Reserve \$630,000", insert "\$330,000 from General Roadways □ Capital Reserve" and "300,000 from Capital Reserve Fund Balance (General Fund)".

Aldерwoman Finlayson moved to recommend Finance Amendment favorably. Seconded. CARRIED on voice vote.

Aldерwoman Finlayson moved to recommend FT-5-26 favorably. Seconded. CARRIED on voice vote.

Supplemental Appropriations

[SA-8-26](#) Grant - Anne Arundel County - APD

Attachments: [SA-8-26](#)

Director of Finance Moran was present to answer questions from the committee.

Aldерwoman O'Neill moved to recommend SA-8-26 favorably. Seconded.
CARRIED on voice vote.

[SA-9-26](#) Grant - Department of Homeland Security - OEM

Attachments: [SA-9-26](#)

Emergency Management Grants Coordinator Lepkowski was present to answer questions from the committee.

Aldерwoman Finlayson moved to recommend SA-9-26 favorably. Seconded.
CARRIED on voice vote.

[SA-10-26](#) Off-Street Parking Capital - Parking Operating - Capital Reserve

Attachments: [SA-10-26](#)

Director of Finance Moran was present to answer questions from the committee.

Aldерwoman O'Neill moved to recommend SA-10-26 favorably. Seconded.
CARRIED on voice vote.

[SA-11-26](#) Grant - Fire - Maryland Department of Natural Resources

Attachments: [SA-11-26](#)

Deputy Chief Powell and Fire Administration Specialist Coughlin were present to answer questions from the committee.

Aldерwoman Finlayson moved to recommend SA-11-26 favorably. Seconded.
CARRIED on voice vote.

[SA-12-26](#) Grant - Anne Arundel County 911 Grant - APD

Attachments: [SA-12-26](#)

Director of Finance Moran and Captain for Administrative Services Miguez were present to answer questions from the committee.

Aldерwoman Finlayson moved to recommend SA-12-26 favorably. Seconded.
CARRIED on voice vote.

Legislation

[O-33-25](#)**Lease of City Property - Market House**

For the purpose of authorizing the lease of the Market House to New Market House, LLC, the Tenant for an initial term of July 1, 2033, through June 30, 2038, with additional optional renewal terms, subject to certain terms, provisions, and conditions; and matters generally relating to said lease.

Sponsors: Buckley

Attachments: [O-33-25 Market House Lease - July 2025](#)

[O-33-25 Attachment A](#)

[O-33-25 Staffing Impact Report](#)

[O-33-25 Staff Report](#)

[O-33-25 Fiscal Impact Note](#)

[O-33-25 First Reader](#)

[O-33-25 Amendment 1 - Huntley](#)

[O-33-25 Market House Lease - REVISED October 2025](#)

[O-33-25 Market House Lease - REVISED Oct. 2025 Redlined Copy](#)

Guest Speaker:

Keith Bouchard

18 Brice Road,

Annapolis, MD, 21401

Assistant City Attorney and Director of Central Services Flinner were present to answer questions from the committee.

Amendment (Finance Committee) - \$100,000 can not be deducted from the performance rent unless it is for city approved expenditures.

Alderwoman Finlayson moved to recommend Amendment (Finance Committee) favorably as amended. Seconded. CARRIED on voice vote.

Alderwoman Finlayson moved to recommend O-33-25 favorably as amended. Seconded. CARRIED on voice vote.

[O-37-25](#)**City Capital Facilities Charges Payment Plan**

For the purpose of changing when capital facilities charges for sewer and water installation are collected from developers constructing six or fewer dwelling units; and generally related to the Plumbing Code.

Sponsors: Schandelmeier

Attachments: [O-37-25 First Reader](#)
[O-37-25 Legislative Summary](#)
[O-37-25 Fiscal Impact Note](#)
[O-37-25 Staff Report](#)
[O-37-25 Staffing Impact Report](#)

Acting City Manager Buckland was present to answer questions from the committee.

Alderwoman Finlayson moved to recommend O-37-25 favorably. Seconded.
CARRIED on voice vote.

General Discussion[ID-18-25](#)

Finance Department Update

Attachments: [FD Report to Fin Comm 1-8-25](#)
[FD Report to Fin Comm 1-22-25](#)
[FD Report to Fin Comm 2-19-25](#)
[FD Report to Fin Comm 2-26-25](#)
[FD Report to Fin Comm 3-19-25](#)
[FD Report to Fin Comm 9-3-25](#)

Assistant City Manager Buckland and Director of Finance Moran were present to answer questions from the committee.

Adjournment

Upon motion duly made, seconded and adopted, the Regular Meeting was adjourned at 11:57 am.

Kalyn Jackson
City Council Associate

Anyone needing reasonable accommodation to be able to participate in a public meeting held by the City of Annapolis should contact Kalyn Jackson at 410.263.7030, by MD Relay (711), or by email at kajackson@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>, and on Facebook by selecting: <http://www.facebook.com/CityofAnnapolis> and on Youtube by selecting: <http://www.youtube.com/CityofAnnapolis> during the meetings. If you miss the live meeting, recordings are available for viewing on <http://www.facebook.com/CityofAnnapolis> and <http://www.youtube.com/CityofAnnapolis>.