

City of Annapolis

*160 Duke Of Gloucester Street
Annapolis, MD 21401*



Standing Committee Minutes

Thursday, May 4, 2017

2:00 PM

Budget Deliberation

Mayor John T. Chambers, Jr.
City Council Chambers

Finance Committee

1. Call To Order

Chairman Pfeiffer called the meeting to order at 2:07 p.m.

Roll Call

Present: 3 - Alderman Pfeiffer, Alderman Arnett and Alderman Paone

2. Legislation before Committee

[R-16-17](#) Capital Improvement Program Fiscal Years 2018 - 2023 - For the purpose of adopting a capital improvement program for Fiscal Years 2018-2023 (July 1, 2017 - June 30, 2023).

Attachments: [R-16-17 CIP Resolution.docx](#)
[R-16-17 FY18 Proposed Capital Improvement Program.pdf](#)
[R-16-17 Fiscal Impact.pdf](#)
[R-16-17 FAC Findings.pdf](#)
[R-16-17 PC Findings.pdf](#)
[R-16-17 Finance Committee Proposed Amendments.docx](#)
[R-16-17 Littmann Proposed Amendment.docx](#)
[R-16-17 SIGNED.pdf](#)

Assistant Finance Director Leaman gave a brief overview of the discussion topic and answered questions from the committee.

Public Works Assistant Director Patrick, Chief of Engineering Brice and Chief of Comprehensive Planning Nash gave a joint presentation on the discussion topic and answered questions from the committee.

City Manager Andrews was available to answer questions from the committee.

Alderman Arnett moved to recommended R-16-17 with the following amendments: Amendment # 1 Amend the FY18 Capital Budget by adding \$615,820 for the Wayfinding Signage (Project 50011) in the Parking Enterprise Fund and funding it through the issuance of bonds . Amendment #2 Amend the FY18 Capital Budget to include the cost estimate for the interior work on the Maynard Burgess House (Project 20002) in the amount of \$400,000. Seconded. CARRIED on voice vote.

Aye: 2 - Alderman Pfeiffer and Alderman Arnett

Nay: 1 - Alderman Paone

Alderman Arnett moved to recommended with R-16-17 with the amendments as follows: Amendment # 3 Amend the FY18 Capital Improvement Budget to include additional funding for the Russell Street Reconstruction in the amount of \$ 111,000 (Year 1). Amendment # 4 Amend the FY18 Budget to include additional funding for the Barbud Lane Reconstruction in the amount of \$ 130,000 (Year 1). Seconded. CARRIED on voice vote.

Alderman Finlayson spoke on the the Russell Street Reconstruction Projects.

Alderman Budge was present and spoke on alternate sources of funds for projects without exceeding the debt service limit.

Alderman Kirby was present and spoke on the two Capital Improvement Projects Russell Street, and Barbud Lane.

Alderman Arnett moved to recommended favorably R-16-17 as amended. Seconded. CARRIED on voice vote.

Aye: 3 - Alderman Pfeiffer, Alderman Arnett and Alderman Paone

O-21-17

Annual Operating Budget: Fiscal Year 2018 - For the purposes of adopting an operating budget for the City of Annapolis for Fiscal Year 2018; appropriating funds for expenditures for Fiscal Year 2018; defraying all expenses and liabilities of the City of Annapolis and levying same for the purposes specified; specifying certain duties of the Director of Finance; and specifying a rate of interest to be charged upon overdue property taxes.

Attachments: [O-21-17 Annual Operating Budget Ordinance.docx](#)
[O-21-17 FY2018 Annual Operating Budget.pdf](#)
[O-21-17 Fiscal Impact.pdf](#)
[O-21-17 Community Grant Funding Finance Cmte Recommendations.pdf](#)
[O-21-17 Pantelides Proposed Amendments Comm Grants.docx](#)
[O-21-17 FAC Findings.pdf](#)
[O-21-17 Mayor Pantelides Proposed Amendments.docx](#)
[R-9-15 City Debt and Financial Administration Policies.pdf](#)
[O-21-17 Finlayson Budge Proposed Amendments Comm Grants.docx](#)
[O-21-17 Littmann Proposed Amendments.docx](#)
[O-21-17 Finance Committee Fund Balance Memo 06.12.17.pdf](#)
[O-21-17 Finance Committee Proposed Amendments.docx](#)

Finance Director Miller was available to answer questions from the committee.

City Manager Andrews was available to answer questions from the committee.

Alderman Arnett moved to recommended favorably O-21-17 with the amendment as follows: Amendment # 1 to add a position to the FY18 Annual Operating Budget for a City Auditor (reporting to the City Manager) Seconded. CARRIED on voice vote.

Alderman Finlayson was present and spoke on the current organization chart for the Mayor and City Council.

Alderman Budge was present and spoke on the Financial Advisory Commission recommendation on the tax rate.

Aye: 3 - Alderman Pfeiffer, Alderman Arnett and Alderman Paone

Alderman Arnett moved to recommended favorably O-21-17 with the following amendment. Amendment # 2 to add a position to the FY18 Annual Operating Budget for a Budget Analyst (Finance Department Senior Level). Seconded. CARRIED on voice vote.

Aye: 2 - Alderman Pfeiffer and Alderman Arnett

Nay: 1 - Alderman Paone

Alderman Arnett moved to recommended favorably O-21-17 with the following amendment. Amendment # 3 to add a new position to the FY18 Annual Operating Budget for a City Council Attorney (reporting to the City Manager) Seconded. CARRIED on voice vote.

Aye: 2 - Alderman Pfeiffer and Alderman Arnett

Nay: 1 - Alderman Paone

Alderman Arnett moved to recommended favorably O-21-17 with the following amendment. Amendment # 4 to add a position to the FY18 Annual Operating Budget for a Planner for (Planning & Zoning) Seconded. CARRIED on voice vote.

Aye: 2 - Alderman Pfeiffer and Alderman Arnett

Nay: 1 - Alderman Paone

Alderman Arnett moved to recommended favorably the amendment as follows: Amendment # 5 add a onetime transfer of 200,000 from Pass Years Savings Fund Balance to Planning Revolving Fund for Planning Studies. Seconded. CARRIED on voice vote.

Aye: 2 - Alderman Pfeiffer and Alderman Arnett

Nay: 1 - Alderman Paone

Alderman Arnett moved to recommended favorably O-21-17 with the following amendment. Amendment # 6 Add an additional \$ 100,000 for the Fire Department Overtime to be made of by growth in fees. Seconded. CARRIED on voice vote.

Aye: 3 - Alderman Pfeiffer, Alderman Arnett and Alderman Paone

Alderman Arnett moved to recommended favorably O-21-17 with the following amendment. Amendment # 7 change Property Tax Rate from \$0.644 to \$0.649 per \$100 assessments to pay for additional staffing outlined above. Amendment # 8 Add Misellaneous Revenue of \$ 47,000 for Parking fund and \$47, 000 for Bond Debt related to Wayfinding Signage Project Seconded. CARRIED on voice vote.

Aye: 2 - Alderman Pfeiffer and Alderman Arnett

Nay: 1 - Alderman Paone

Alderman Pfeiffer moved to recommended favorably O-21-17 with the following amendment. Amendment # 9 add an additionally \$15,000 for the Latchkey Program as impacted by the county school fees. Seconded. CARRIED on voice vote.

Aye: 2 - Alderman Pfeiffer and Alderman Arnett

Nay: 1 - Alderman Paone

Alderman Arnett moved to recommended favorably O-21-17 as amended.
Seconded. **CARRIED** on voice vote.

Aye: 3 - Alderman Pfeiffer, Alderman Arnett and Alderman Paone

3. Business before Committee

Approval of Minutes

[FC042417](#) Approval of Minutes for the Regular Meeting

Attachments: [FC04.24.17.pdf](#)

Alderman Arnett moved to approved. Seconded. **CARRIED** on voice vote.

Aye: 3 - Alderman Pfeiffer, Alderman Arnett and Alderman Paone

[FC042717](#) Approval of Minutes for the Regular Meeting

Attachments: [FC04.27.17.pdf](#)

Alderman Arnett moved to approved. Seconded. **CARRIED** on voice vote.

Aye: 3 - Alderman Pfeiffer, Alderman Arnett and Alderman Paone

[FC050117](#) Approval of Minutes for the Regular Meeting

Attachments: [FC05.01.17.pdf](#)

Alderman Arnett moved to approved. Seconded. **CARRIED** on voice vote.

Aye: 3 - Alderman Pfeiffer, Alderman Arnett and Alderman Paone

4. General Discussion

[ID-189-17](#) Re- Cap/ Report Preparation/ Parking Lot Items/ Amendments etc.

Finance Director Miller was available to answer questions from the committee.

Chief of Comprehensive Planning Nash was available to answer questions from the committee.

Fire Chief Stokes was available to answer questions from the committee and spoke on the Fire Department's Overtime Budget.

This Informational Item was presented

5. Adjournment

Upon motion duly made, seconded and adopted, the meeting was adjourned at 4:35 p.m.

Cyndi Gaines
City Council Associate