



# City of Annapolis

160 Duke Of Gloucester  
Street  
Annapolis, MD 21401

## Special Agenda - Final City Council

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Monday, April 25, 2016

7:00 PM

Mayor John T. Chambers, Jr.  
City Council Chambers

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Call to Order

*Mayor Pantelides*

Invocation

*Alderman Pfeiffer*

Pledge of Allegiance

*Mayor Pantelides*

Roll Call

*City Clerk Watkins-Eldridge*

Approval of Agenda

### **Ceremonial Items**

[ID-89-16](#)

**Annapolis Proclamation - Municipal Clerk's Week**

*Attachments:*

[ID-89-16 Proclamation.doc](#)

### **Petitions, Reports and Communications**

#### **A. HACA Quarterly Report**

[ID-88-16](#)

*Attachments:*

[ID-88-16 HACA.PDF](#)

#### **B. Reports by Committee**

#### **C. Comments by the General Public**



**Consent Calendar****[GT-19-16](#)****Transfer from: Fire Equipment Transfer to: UPWP Fleet- Salary- Fire****Attachments:**[GT-19-16.pdf](#)**Legislative History**

4/19/16 Finance Committee recommend favorably

**[GT-20-16](#)****Transfer from: Salaries Transfer to: Accounting Services- Finance****Attachments:**[GT-20-16.pdf](#)**Legislative History**

4/19/16 Finance Committee recommend favorably

**Second Readers****[O-15-16](#)****Lease of City Dock Space to Chesapeake Marine Tours - For the purpose of authorizing for fiscal year 2022 the lease of certain municipal property located at the City Dock to Chesapeake Marine Tours, Inc. for the docking and mooring of certain boats.****Sponsors:**

Pantelides, Arnett, Budge, Littmann, Pfeiffer, Paone, Finlayson and Pindell Charles

**Attachments:**[O-15-16 Chesapeake Marine Tours FY2022.doc](#)[O-15-16 Staff Report.doc](#)[O-15-16 Fiscal Impact.pdf](#)**Legislative History**

3/21/16	City Council	adopted on first reader
3/21/16	City Council	refer to the Economic Matters Committee
3/21/16	City Council	refer to the Environmental Matters Committee
4/11/16	City Council	declared the public hearing closed
4/18/16	Economic Matters Committee	recommend favorably
4/21/16	Environmental Matters Committee	recommend favorably

**[R-07-16](#)****City Sponsored Special Events in Fiscal Year 2017 - For the purpose of identifying City Sponsored Special Events and waiving certain related City Fees during Fiscal Year 2017.****Sponsors:**

Budge

**Attachments:**[R-7-16 City Sponsored Special Events FY2017.docx](#)[R-7-16 Staff Report.doc](#)[R-7-16 Fiscal Impact.pdf](#)**Legislative History**

3/14/16 City Council adopted on first reader



3/14/16	City Council	refer to the Economic Matters Committee
3/14/16	City Council	refer to the Finance Committee
4/12/16	Finance Committee	recommend favorably
4/18/16	Economic Matters Committee	recommend favorably

**R-08-16**

**Itinerant Merchant Sales in the Historic District - 2016 - For the purpose of authorizing hawker, peddler, and itinerant merchant sales in the Historic District in conjunction with certain special events during calendar year 2016.**

**Sponsors:**

Budge

**Attachments:**[R-8-16 Itinerant Merchant Sales in Historic District 2016.docx](#)[R-8-16 Staff Report.doc](#)[R-8-16 Fiscal Impact.pdf](#)**Legislative History**

3/14/16	City Council	adopted on first reader
3/14/16	City Council	refer to the Economic Matters Committee
4/18/16	Economic Matters Committee	recommend favorably

**R-16-16**

**BEE CITY USA® - For the purpose of accepting the designation and committing to the standards of BEE CITY USA.**

**Sponsors:**

Pantelides

**Attachments:**[R-16-16 Bee City USA.docx](#)[R-16-16 Staff Report.doc](#)[R-16-16 Fiscal Impact.pdf](#)[R-16-16 Environmental Matters Proposed Amendment.docx](#)**Legislative History**

4/11/16	City Council	adopted on first reader
4/11/16	City Council	refer to the Environmental Matters Committee
4/21/16	Environmental Matters Committee	recommend with amendments

**First Readers****O-19-16**

**Traffic Impact Analyses- For the purpose of changing the threshold for when a traffic impact analysis is required from four hundred trips to two hundred fifty trips.**

**Sponsors:**

Littmann and Pfeiffer

**Attachments:**[O-19-16 Traffic Impact Analyses.docx](#)[O-19-16 Staff Report.doc](#)



O-20-16

**Title 17 Updates and Amendments - For the purpose of updating and amending Chapters 17.04 and 17.08 of the Annapolis City Code to prohibit the use and sale of coal tar pavement products; and matters generally relating to prohibiting the use and sale of coal tar pavement products.**

**Sponsors:** Littmann, Pfeiffer and Pantelides

**Attachments:** [O-20-16 Title 17 Coal Tar Ban Ordinance.docx](#)  
[O-20-16 Staff Report.doc](#)

## End of Consent Calendar

## Public Hearings Cont.

O-08-16

**Title 7 - Business Licenses, Taxes and Regulations - For the purpose of amending Chapter 7.40 to provide for the regulation of peddlers, hawkers, and itinerant merchants within the City.**

**Sponsors:** Budge

**Attachments:** [O-8-16 Peddlers Hawkers Itinerant Merchants.docx](#)  
[O-8-16 Summary of Peddlers Hawkers Itinerant Merchants Legislation.docx](#)  
[O-8-16 Staff Report.doc](#)  
[O-8-16 Map.pdf](#)  
[O-8-16 Recreation Advisory Bd Recommendation.docx](#)  
[O-8-16 MAB Recommendation.pdf](#)  
[O-8-16 Fiscal Impact.pdf](#)  
[O-8-16 Memo from PZ to Planning Commission.pdf](#)  
[O-8-16 PC Findings.pdf](#)  
[O-8-16 Proposed Amendments Budge.pdf](#)

**Legislative History**

1/11/16	City Council	adopted on first reader
1/11/16	City Council	refer to the Rules & City Government Committee
1/11/16	City Council	refer to the Economic Matters Committee
1/11/16	City Council	refer to the Planning Commission
1/11/16	City Council	refer to the Maritime Advisory Board
1/11/16	City Council	refer to the Recreation and Parks
4/11/16	City Council	declared the public hearing left open
4/12/16	Rules & City Government Committee	postpone



**O-13-16      Annual Operating Budget: Fiscal Year 2017 - For the purposes of adopting an operating budget for the City of Annapolis for Fiscal Year 2017; appropriating funds for expenditures for Fiscal Year 2017; 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.**

**Sponsors:**

Pantelides

**Attachments:**

O-13-16 Annual Operating Budget Ordinance.docx

O-13-16 Annual Operating Budget FY2017.pdf

O-13-16 Fiscal Impact.pdf

**Legislative History**

3/14/16	City Council	adopted on first reader
3/14/16	City Council	refer to the Financial Advisory Commission
3/14/16	City Council	refer to the Finance Committee
3/21/16	City Council	declared the public hearing left open
4/11/16	City Council	declared the public hearing left open

**R-01-16**

**Comprehensive Maritime Review - For the purpose of conducting a comprehensive economic and zoning review of all maritime zones.**

**Sponsors:**

Budge and Arnett

**Attachments:**[R-1-16 Comprehensive Maritime Review.docx](#)[R-1-16 Staff Report.doc](#)[R-1-16 MAB Recommendation.pdf](#)[R-1-16 Fiscal Impact.pdf](#)[R-1-16 Memo from PZ to Planning Commission.pdf](#)[R-1-16 PC Findings.pdf](#)**Legislative History**

1/11/16	City Council	adopted on first reader
1/11/16	City Council	refer to the Rules & City Government Committee
1/11/16	City Council	refer to the Economic Matters Committee
1/11/16	City Council	refer to the Environmental Matters Committee
1/11/16	City Council	refer to the Planning Commission
1/11/16	City Council	refer to the Maritime Advisory Board
4/11/16	City Council	declared the public hearing left open



**R-10-16                    Position Classifications and Pay Plan - For the purpose of approving the  
FY 2017 position classification and pay plan effective July 1, 2016.****Sponsors:**

Pantelides

**Attachments:**

R-10-16 ClassificationPayPlanResolution.docx

R-10-16 Classifications Pay Plan.pdf

R-10-16 Fiscal Impact.pdf

R-10-16 Alderwoman PindellCharles Proposed Amendments.docx

**Legislative History**

3/14/16	City Council	adopted on first reader
3/14/16	City Council	refer to the Finance Committee
3/14/16	City Council	refer to the Rules & City Government Committee
3/21/16	City Council	declared the public hearing left open
4/11/16	City Council	declared the public hearing left open

**R-12-16                    FY 2017 Fees Schedule Effective July 1, 2016 - For the purpose of  
specifying fees that will be charged for the use of City services for FY  
2017.****Sponsors:**

Pantelides

**Attachments:**

R-12-16 Fees Schedule Resolution.docx

R-12-16 FY2017 Fees Schedule.docx

R-12-16 Fiscal Impact.pdf

R-12-16 FAC Report.docx

**Legislative History**

3/14/16	City Council	adopted on first reader
3/14/16	City Council	refer to the Finance Committee
3/14/16	City Council	refer to the Financial Advisory Commission
3/21/16	City Council	declared the public hearing left open
4/11/16	City Council	declared the public hearing left open

**R-13-16                    FY 2017 Fines Schedule Effective July 1, 2016 - For the purpose of  
specifying fines that will be charged for FY 2017.****Sponsors:**

Pantelides

**Attachments:**

R-13-16 Fines Schedule Resolution.docx

R-13-16 FY2017 Fines Schedule.docx

R-13-16 Fiscal Impact.pdf

R-13-16 FAC Report.docx

**Legislative History**

3/14/16	City Council	adopted on first reader
3/14/16	City Council	refer to the Finance Committee



3/14/16	City Council	refer to the Financial Advisory Commission
3/21/16	City Council	declared the public hearing left open
4/11/16	City Council	declared the public hearing left open

## **Public Hearings**

### **O-17-16**

**Lease of Public Parking Lots to FRESHFARM Markets, Inc. - For the purpose of authorizing a Lease of municipal property located at Parcel 1246, Parcel 1248, and Parcel 1256 as indicated on Attachment A of the lease, each and every Sunday from May 1, 2016 through November 20, 2016 from 6 a.m. to 1 p.m., expressly excluding April 24, 2016 (which is reserved for the Spring 2016 Boat Show), and further expressly excluding October 9, 2016 and October 16, 2016 (which are reserved for the Fall 2016 Boat Show) to FRESHFARM Markets, Inc.**

**Sponsors:**

Budge and Pantelides

**Attachments:**

[O-17-16 FreshFarmMkt Ordinance.docx](#)

[O-17-16 Staff Report.docx](#)

[O-17-16 Supplemental Staff Report.docx](#)

[O-17-16 Fiscal Impact.pdf](#)

**Legislative History**

4/11/16	City Council	adopted on first reader
4/11/16	City Council	refer to the Economic Matters Committee

### **O-18-16**

**Amendment No. 1 to Eisenhower Golf Course Lease Agreement - For the purpose of approving an Amendment No. 1 to the Lease for certain City-owned property to Anne Arundel County; and matters generally relating to said lease.**

**Sponsors:**

Pantelides

**Attachments:**

[O-18-16 Eisenhower Golf Course Lease Amendment No 1.docx](#)

[O-18-16 Staff Report.docx](#)

[O-18-16 Fiscal Impact.pdf](#)

**Legislative History**

4/11/16	City Council	adopted on first reader
4/11/16	City Council	refer to the Finance Committee
4/11/16	City Council	refer to the Rules & City Government Committee

## **Legislative Action**

### **Second Readers**

### **O-36-15**

**Adequate Public Facilities - For the purpose of adding review criteria and certification for adequate school facilities to Title 22 of the Code of**



**the City of Annapolis; and matters generally relating to the adequacy of school facilities.**

**Sponsors:**

Arnett and Littmann

**Attachments:**

[O-36-15 APF Schools ZTA.doc](#)

[O-36-15 Staff Report.docx](#)

[O-36-15 Fiscal Impact.pdf](#)

[O-36-15 Planning Commission Findings and Staff Report to PC.pdf](#)

[O-36-15 Littmann Arnett Amendments.docx](#)

[O-36-15 Pfeiffer Amendment.docx](#)

**Legislative History**

7/13/15	City Council	adopted on first reader
7/13/15	City Council	refer to the Rules & City Government Committee
7/13/15	City Council	refer to the Planning Commission
10/12/15	City Council	declared the public hearing left open
10/13/15	Rules & City Government Committee	postpone
10/26/15	City Council	declared the public hearing closed
11/9/15	City Council	refer to the Economic Matters Committee
11/9/15	City Council	refer to the Housing and Human Welfare / Housing and Community Development
11/9/15	City Council	refer to the Finance Committee
11/10/15	Rules & City Government Committee	postpone
11/16/15	Economic Matters Committee	postpone
11/17/15	Finance Committee	postpone
11/17/15	Housing and Human Welfare / Housing and Community Development	postpone
11/17/15	City Council	refer to the Housing and Human Welfare / Housing and Community Development
11/17/15	City Council	refer to the Finance Committee
11/17/15	City Council	refer to the Economic Matters Committee
12/1/15	Finance Committee	postpone
12/8/15	Rules & City Government Committee	postpone
1/5/16	Finance Committee	recommend with amendments
1/5/16	Finance Committee	recommend favorably
1/12/16	Rules & City Government Committee	returned without recommendation
1/12/16	Rules & City Government Committee	returned without recommendation



1/14/16	Economic Matters Committee	returned without recommendation
1/14/16	Economic Matters Committee	returned without recommendation
1/19/16	Housing and Human Welfare / Housing and Community Development	recommend with amendments
2/9/16	City Council	postpone
3/21/16	City Council	postpone

**For the Good of the Order**

Proposed Motion to Postpone to Date Certain not to exceed 90 days pursuant to Section 2.16.090.B

[R-17-15](#)

**Personnel Rules and Regulations - For the purpose of approving updated and modified Rules and Regulations of the Personnel System.**

**Sponsors:**

Pantelides



**Attachments:**

[R-17-15 Resolution.docx](#)  
[R-17-15 Personnel Rules and Regs Clean Revised Version.pdf](#)  
[R-17-15 List of Appendices.docx](#)  
[R-17-15 Staff Report.docx](#)  
[R-17-15 Appendix-A Transit Drug Alcohol Policy.docx](#)  
[R-17-15 Appendix-B FMCSA Drug and Alcohol Testing Policy.docx](#)  
[R-17-15 Appendix-C Non DOT Drug and Alcohol Testing Policy.docx](#)  
[R-17-15 Appendix-D Drug Alcohol Policy Assignment by Classification.xls](#)  
[R-17-15 Appendix-E Employee Benefits Center.pdf](#)  
[R-17-15 Appendix-F Employee Recognition and Reward Program.docx](#)  
[R-17-15 Appendix-G Employment Non-Discrimination Policy.docx](#)  
[R-17-15 Appendix-H Equal Employment Opportunity.pdf](#)  
[R-17-15 Appendix-I FMLA - Certification of Health Care Provider for Ee's Serious Hlth](#)  
[R-17-15 Appendix-I FMLA - Certification of Health Care Provider for Family Member'](#)  
[R-17-15 Appendix-I FMLA - Designation Notice.pdf](#)  
[R-17-15 Appendix-I FMLA -Employee Rights & Repsonsibilities.pdf](#)  
[R-17-15 Appendix-J Fact Sheet The Health Insurance Portability and Accountability Ac](#)  
[R-17-15 Appendix-K MIT - Electronic Mail Policy.docx](#)  
[R-17-15 Appendix-L MIT - Electronic Use Policy.docx](#)  
[R-17-15 Appendix-M MIT - Social Media Policy.docx](#)  
[R-17-15 Appendix-N MIT - Software and Data Code of Ethics.docx](#)  
[R-17-15 Appendix-O Notice to Employees Regarding Rules and Regulations.docx](#)  
[R-17-15 Appendix-P Safety Manual.docx](#)  
[R-17-15 Appendix-Q WC BROCHURE \(2012-10-23\).xls](#)  
[R-17-15 Appendix-R Workplace Violence Policy.docx](#)  
[Strikeout Version Rules and Regulations1992.doc](#)  
[Appendix-A.Transit Drug Alcohol Policy \(Amended\).doc](#)  
[Appendix-M.MIT - Social Media Policy\(Amended\).doc](#)

**Legislative History**

6/17/15	City Council	adopted on first reader
6/17/15	City Council	refer to the Rules & City Government Committee
6/17/15	City Council	refer to the Civil Service Board
9/8/15	Rules & City Government Committee	postpone
9/14/15	Rules & City Government Committee	recommend with amendments
10/7/15	Rules & City Government Committee	consider
2/8/16	City Council	postpone



## Adjournment

*Anyone needing reasonable accommodation to be able to participate in a public meeting held by the City of Annapolis should contact Regina Watkins-Eldridge at 410.263.7942, by MD Relay (711), or by email at [cityclerk@annapolis.gov](mailto:cityclerk@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> during the meetings.*