

# **City of Annapolis**

*160 Duke Of Gloucester Street  
Annapolis, MD 21401*



## **Standing Committee Agenda - Final**

**Tuesday, May 14, 2019**

**4:00 PM**

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

**Rules & City Government Committee**

1. Call To Order
2. Roll Call
3. Approval of Agenda (any changes to the agenda should be made here)
4. Business before Committee

**a. Approval of Minutes**

[RCG04.09.19](#) Approval of Minutes for the Regular Meeting

Attachments: [RCG04.09.19](#)

5. Legislation before Committee

[CA-2-19](#) **City Manager - Powers and Duties** - For the purpose of removing the Office of Environmental Policy from the supervision of the City Manager; and placing supervision of the Human Resources Office under the City Manager.

Attachments: [CA-2-19 Office of Environmental Policy Charter Amendment First Reader.docx](#)  
[CA-2-19 Staff Report and Fiscal Impact Note.pdf](#)

Legislative History

4/8/19	City Council	adopt on first reader
4/8/19	City Council	refer to the Rules & City Government Committee
4/22/19	Finance Committee	adopt as amended

City Manager Sutherland was present and answered questions from the committee.  
Alderman Savidge was present and addressed the committee.

Page 2 line 18 & 22 add "AND CITY COUNCIL" after Mayor s and c (Ald. fin, sec. by Arnett)

Motion to rec fav #9 s and c (Ald Fin) sec by Paone

Motion to rec fav line 29 strike out (Ald Paone) sec by Finlayson (nay Arnett)

rec fav with amendments

4/22/19	Finance Committee	amendment(s) approved
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4/22/19 Finance Committee amendment(s) approved

[CA-3-19](#)

**Office of Law** - For the purpose of establishing an Office of Law.

Attachments:

[CA-3-19 Office of Law First Reader.docx](#)

[CA-3-19 Staff Report and Fiscal Impact Note.pdf](#)

Legislative History

4/8/19 City Council adopt on first reader

4/8/19 City Council refer to the Rules & City Government Committee

4/22/19 Finance Committee recommend favorably

[CA-4-19](#)

**Economic Development Program** - For the purpose of removing administration of the economic development program from the Planning and Zoning Department.

Attachments:

[CA-4-19 Economic Development Program First Reader.docx](#)

[CA-4-19 Staff Report and Fiscal Impact Note.pdf](#)

Legislative History

4/8/19 City Council adopt on first reader

4/8/19 City Council refer to the Rules & City Government Committee

4/22/19 Finance Committee recommend unfavorably

City Manager Sutherland  
Alderman Tierney, and Alderman Savidge were present and  
addressed the committee.

Motion to recommend favorably (ald Fin-failed for lack of 2nd) -  
withdrawn

[CA-5-19](#)

**The Office of Emergency Management Department** - For the purpose of establishing a department known as the Office of Emergency Management.

Attachments:

[CA-5-19 Office of Emergency Management Department First Reader.docx](#)

[CA-5-19 Staff Report and Fiscal Impact Note.pdf](#)

Legislative History

4/8/19 City Council adopt on first reader

4/8/19	City Council	refer to the Rules & City Government Committee
4/22/19	Finance Committee	recommend favorably
	City Manager Sutherland, Dave Mandell, Fire Chief Stokes were present and answered questions from the committee.	

O-2-19

**Freestanding Signs** - For the purpose of permitting free-standing signs and business community identification signs in certain zoning districts; removing the minimum lot width requirement for freestanding signs in certain zoning districts; amending the regulations for wall-mounted signs; and matters generally relating to updating and amending the sign code.

Attachments:

- [O-2-19 Signs Ordinance.docx](#)
- [O-2-19 Staff Report and Fiscal Impact.pdf](#)
- [O-2-19 PandZ Staff Report to PC.pdf](#)
- [O-2-19 PC Findings.pdf](#)

Legislative History

1/28/19	City Council	adopt on first reader
1/28/19	City Council	refer to the Planning Commission
1/28/19	City Council	refer to the Rules & City Government Committee
4/29/19	City Council	declare the public hearing closed

No one from the public spoke in favor of or in opposition to the ordinance.

O-10-19

**Maryland Public Information Act** - For the purpose of adopting City of Annapolis procedures for the processing of requests made pursuant to the Maryland Public Information Act; establishing definitions; providing notice of disclosure requirements; establishing an appeal process; allowing fees to be charged; allowing fee waivers; and generally related to adopting procedures for processing Public Information Act requests.

Attachments:

- [O-10-19 Public Information Act Ordinance.docx](#)
- [O-10-19 Staff Report and Fiscal Impact.pdf](#)
- [O-10-19 Amendment No 1 Buckley.docx](#)

Legislative History

3/26/19	City Council	adopt on first reader
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4/8/19 City Council declare the public hearing closed  
Speaker:

C. Christopher Ledoux, 215 Severn Avenue, Annapolis, Maryland  
21403.

No one else from the public spoke in favor of or in opposition to the  
ordinance.

4/9/19 Rules & City Government Continue  
Committee

O-12-19

**Departmental Reorganization** - For the purpose of requiring the Environmental Policy Advisor to provide certain advice relating to environmental policies and initiatives in lieu of the Office of Environmental Policy; creating the position of Environmental Policy Advisor in the exempt service; establishing the duties and responsibilities of the position; creating the position of Director of Emergency Management in the exempt service; establishing certain exempt service pay grades; and reassigning responsibility for floodplain management to the Department of Planning and Zoning.

Attachments:

[O-12-19 Departmental Reorganization First Reader.docx](#)

[O-12-19 Staff Report and Fiscal Impact Note.pdf](#)

[O-12-19 Amendent No 1 Buckley.docx](#)

[O-12-19 Amendment No 2 Savidge.docx](#)

Legislative History

4/8/19	City Council	adopt on first reader
4/8/19	City Council	refer to the Economic Matters Committee
4/8/19	City Council	refer to the Finance Committee
4/8/19	City Council	refer to the Housing and Human Welfare
4/8/19	City Council	refer to the Rules & City Government Committee

4/29/19 City Council declare the public hearing closed  
Speakers:  
Rick Kissel, 717 Forest Drive, Annapolis, Maryland 21401  
Kurt Reigel, 307 Monterey Avenue, Annapolis, Maryland 21401  
Paul Murphy, 105 Northwest Street, Annapolis, Maryland 21401 -  
Environmental Commission

No one else from the public spoke in favor of or in opposition to the ordinance.

Aldерwoman Tierney - requested her name be removed as a sponsor....of O-12-19.

Meeting went into Recess

Meeting Reconvened

4/29/19 City Council withdrawn without objection

[O-13-19](#)

**Office of Law** - For the purpose of clarifying the functions of the Office of Law; clarifying the functions of the City Clerk; making technical corrections; and making stylistic changes.

*Attachments:* [O-13-19 Office of Law Ordinance First Reader.docx](#)  
[O-13-19 Staff Report and Fiscal Impact Note.pdf](#)

*Legislative History*

4/8/19 City Council adopt on first reader  
4/8/19 City Council refer to the Rules & City Government Committee

4/22/19 Finance Committee recommend favorably

4/29/19 City Council declare the public hearing closed  
No one from the public spoke in favor of or in opposition to the ordinance.

[O-14-19](#)

**Economic Development Division** - For the purpose of relocating the Economic Development Division from the Department of Planning and Zoning to the Office of the Mayor; and generally related to Economic Development.

*Attachments:* [O-14-19 Economic Development Division First Reader.docx](#)  
[O-14-19 Staff Report and Fiscal Impact Note.pdf](#)

*Legislative History*

4/8/19	City Council	adopt on first reader
4/8/19	City Council	refer to the Rules & City Government Committee
4/22/19	Finance Committee	recommend unfavorably
4/29/19	City Council	declare the public hearing closed No one else from the public spoke in favor of or in opposition to the ordinance.

O-16-19

**Human Resources - Exempt Service** - For the purpose of reclassifying certain positions in the Exempt Service; and making stylistic changes.

Attachments:

[O-16-19 Exempt Service Reclassifications First Reader.docx](#)

[O-16-19 Staff Report and Fiscal Impact Note.pdf](#)

[O-16-19 Amendment No 1 - Buckley.docx](#)

Legislative History

4/8/19	City Council	adopt on first reader
4/8/19	City Council	refer to the Finance Committee
4/8/19	City Council	refer to the Financial Advisory Commission
4/8/19	City Council	refer to the Rules & City Government Committee
4/22/19	Finance Committee	amendment(s) approved
4/22/19	Finance Committee	amendment(s) approved
4/22/19	Finance Committee	amendment(s) approved
4/22/19	Finance Committee	amendment(s) approved
4/29/19	City Council	declare the public hearing closed No one from the public spoke in favor of or in opposition to the ordinance.

[R-20-19](#)

**Forest Drive/Eastport Sector Study Citizens and Governmental Task**

**Force-** For the purpose of establishing a temporary advisory Task Force commissioned to provide the Mayor and City Council with a public forum for studying and preparing reports about the Forest Drive/Eastport Sector Study; and generally relating to the Task Force.

**Attachments:**

[R-20-19 Forest Drive-Eastport Sector Study Citizens and Governmental Task Force.doc](#)

[R-20-19 - Staff Report and Fiscal Impact Note.pdf](#)

**Legislative History**

4/29/19	City Council	adopt on first reader
4/29/19	City Council	refer to the Rules & City Government Committee

6. Adjournment

*Anyone needing reasonable accommodation to be able to participate in a public meeting held by the City of Annapolis should contact Teekia Green at 410.263.7942, by MD Relay (711), or by email at [tlgreen@annapolis.gov](mailto:tlgreen@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.*