

## **Boards and Commissions Combined Annual Report 2022**

**Alcoholic Beverage Control Board**

**Environmental Commission**

**Affordable Housing and Community Equitable Development Commission**

**Audit Committee**

**Annapolis Conservancy Board**

**Art in Public Places Commission**

**Board of Appeals**

**Building Board of Appeals**

**Board of Supervisors of Elections**

**Civil Service Board**

**Education Commission**

**Ethics Commission**

**Financial Advisory Commission**

**Heritage Commission**

**Historic Preservation Commission**

**Human Relations Commission**

**Maritime Advisory Board**

**Planning Commission**

**Police and Fire Retirement Plan Commission**

**Port Wardens**

**Public Safety Disability Retirement Board**

**Recreation Advisory Board**

**Transportation Board**

Red -missing   Blue - awaiting signature   green - did not meet in 2022   black – submitted



Cynthia Gaines, Deputy City Clerk  
*City of Annapolis*  
Office of the City Clerk  
160 Duke of Gloucester Street,  
Annapolis, MD 21401-2535

Phone: 410-263-7942 / Fax: 410-280-1853 / TDD-TTY Relay: 711 / E-mail: [cgaines@annapolis.gov](mailto:cgaines@annapolis.gov)

January 16, 2023

TO: Regina C. Watkins-Eldridge, MMC  
City Clerk

FROM: Cynthia Gaines  
Deputy City Clerk

RE: Annual Report 2022 – Alcoholic Beverage Control Board

**Duties:** To act on applications regarding alcoholic beverage licenses; to adopt, administer and enforce rules; and to discipline a licensee who violates the rules or other laws.

**Attendance:**

Members	Jan 5	Feb 2	Mar 2	Apr 6	May 4	Jun 1	√	Aug 3	Sep 7	Oct 5	Nov 2	Dec 7
James Praley III, Chairman	√	√	√	√	√	√	√	√	√	√	√	√
Kia Baskerville, Vice Chairman	√	√	√	√	√	√	√	√	√	√	√	√
Dick Peterson	√	√	√	√	√	√	√	√	√	√	√	√
Clare Conger	√	√	√	√	√	×	√	√	√	√	√	√
C. Ryan Chitwood										√	√	√
Christopher Ledoux				√	√							

✓ Present      X Absent      E Term expired  
R Resigned      A Appointed

The Alcoholic Beverage Control Board completed thirty-nine years of operation on December 30, 2022, and in compliance with Section 7.12.040 of the Annapolis City Code, a report of its activities during calendar year 2022 is submitted herewith.

License renewals were processed in March and April 2022. All licensees were in good standing with respect to City fees and State taxes. One Hundred and Eighteen (118) licenses were renewed.

The Board issued thirty-five sidewalk cafe licenses for consumption of alcoholic beverages on City property, and nine sidewalk cafe licenses without alcohol, collecting, thirteen thousand three hundred dollars (\$13,300) in license fees.

The following establishments were fined or suspended for a violation of the Alcoholic Beverage Control Board Rules and Regulations:

Annapolis Waterfront Hotel.....	\$500
Annapolis Wine and Spirits .....	\$750
Boatyard Bar and Grill.....	\$500
Carpaccio.....	\$500
Chart House.....	\$500
Forest Drive Liquors.....	\$500
Forward Brewing.....	\$500
Fox's Den.....	\$500
Galway Bay.....	\$500
Graduate Hotel.....	\$500
Hilton Garden Inn.....	\$500
Iron Rooster.....	\$500
Ledo Pizza.....	\$750
Level.....	\$500
Lighthouse Wine and Spirits.....	30 Day Suspension
Main & Market.....	\$500
Mi Lindo Cancun.....	\$750
Middleton's.....	\$500
Mission BBQ.....	\$500
Ruth Chris.....	\$500
Sin Fronteras.....	\$750
The Wet Dog.....	\$500

Fines collected in 2022 for violations of the Alcoholic Beverage Control Board Rules and Regulations was eleven thousand five hundred dollars. (\$11,500.00). There were no compliance checks in the calendar years 2020 or 2021 due to the COVID-19 pandemic.

The Board heard and acted upon the following matters, collecting two thousand eight hundred and fifty dollars (\$2,850.00) in application fees:

3	Transfer Application .....	\$1,500.00
3	New License Applications.....	\$675.00
3	Substitution of Officers Application.....	\$675.00

Two hundred and twenty seven (227) Special Class C, One Day Liquor Licenses were issued by the Office of City Clerk on behalf of the Board, totaling seventeen thousand twenty-five (\$17,025.00).

In August of 2022, One hundred and eighteen licenses were renewed, collecting four hundred sixty-one thousand, two hundred and seventy dollars (\$461,270.00) in license fees.

The election of officers was held in August 2022. James Praley III. was reelected Chairman and Kia Baskerville was elected Vice-Chair.

The Alcoholic Beverage Control Board held 14 meetings in 2022

*Respectfully submitted to the Mayor and City Council by the*

ALCOHOLIC BEVERAGE CONTROL BOARD



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James Praley III, Chairman





Chartered 1708

## City of Annapolis

Office of Finance  
160 Duke of Gloucester Street  
Annapolis, MD 21401  
410-263-7952  
[finance@annapolis.gov](mailto:finance@annapolis.gov)

January 16, 2023

TO: Regina C. Watkins-Eldridge, MMC  
City Clerk  
(emailed to [Boards@annapolis.gov](mailto:Boards@annapolis.gov))

FROM: Ward 8 Alderman Ross H. Arnett III  
Chair, Audit Committee (AC)

RE: Annual Report 2022 – AC

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**Duties:** The Audit Committee (AC) is composed of three Alderpersons, three volunteer civilians, and one member of the Financial Advisory Commission (FAC). Collectively, members' experience includes demonstrated knowledge of financial reporting, audit committees, and/or auditing. Members have equal voting rights.

The purpose of the AC is to provide independent review and oversight of the City's financial reporting processes, internal controls, external/internal auditors, and City internal audit services, if any.

Currently, there are three civilian AC positions available, with one vacancy to be filled imminently.

**Acknowledgment:** The work and accomplishments of the AC would not have been possible without the outstanding guidance and support from the City Manager and Finance Director.

**Zoom Meeting Attendance:** See attachment.

**Activities:** See attachment.

Respectfully,

Ross H. Arnett III  
Chair, Financial Advisory Commission  
(by email)



Chartered 1708

## City of Annapolis

### ATTACHMENT Calendar Year 2022 Annual Report – Audit Committee (AC) – Activities

<b><u>Meeting Date</u></b>	<b><u>Attendees</u></b>	<b><u>Absentees</u></b>	<b><u>Discussion Points/ Meeting Purpose</u></b>	<b><u>Votes/Outcomes</u></b>
January 18, 2022 8:00 a.m. Zoom Videoconference	Chair Ward 8 Alderman Ross H. Arnett III, Ward 3 Alderwoman Rhonda Pindell-Charles, Ward 1 Alderwoman Eleanor “Elly” Tierney, James A. Cardillo, Caroline Ewing, Kati George; City Manager David A. Jarrell, City Finance Director Jodee D. Dickinson, City Attorney D. Michael Lyles, Constituent Services Officer & Ombudsman Hilary Raftovich, Accountant Kim Ellen Maronski, and Madeleine Horrell (COATV)	None	<ul style="list-style-type: none"><li>• AC Annual Report – CY 2021</li><li>• Action minutes presentation by Ms. Raftovich</li><li>• City Finance Director report</li><li>• Financial, operating, and compliance risks</li><li>• Introduced new AC member - Ms. Ewing</li><li>• Performance measures</li></ul>	<ul style="list-style-type: none"><li>• Approved AC Annual Report – CY 2021</li><li>• Approved CY 2022 AC meeting dates</li></ul>

February 22, 2022 8:00 a.m. Zoom Videoconference	Chair Ward 8 Alderman Ross H. Arnett III, Ward 1 Alderwoman Eleanor “Elly” Tierney, James A. Cardillo, Kati George; City Manager David A. Jarrell, City Finance Director Jodee D. Dickinson, Accountant Kim Ellen Maronski, and Madeleine Horrell (COATV)	Ward 3 Alderwoman Rhonda Pindell-Charles, and Caroline Ewing	<ul style="list-style-type: none"> <li>• Nature of the AC</li> <li>• SMART performance measures (Specific, Measurable, Achievable, Relevant, and Time-bound)</li> </ul>	<ul style="list-style-type: none"> <li>• Approved of Forrest Consulting analyzing FY 2022 vs. FY 2023 city-wide target performance measures</li> </ul>
March 21, 2022 8:00 a.m. Zoom Videoconference	Chair Ward 8 Alderman Ross H. Arnett III, Ward 3 Alderwoman Rhonda Pindell-Charles, Ward 1 Alderwoman Eleanor “Elly” Tierney, James A. Cardillo, Caroline Ewing, Kati George; City Manager David A. Jarrell, City Finance Director Jodee D. Dickinson, Accountant Kim Ellen Maronski, and Josee Movali (COATV)	None	<ul style="list-style-type: none"> <li>• City Finance Director report</li> <li>• Performance measures/Strategic Plan</li> </ul>	<ul style="list-style-type: none"> <li>• Approved of Forrest Consulting revising city strategic plan</li> <li>• Established sub-committee on AC enabling legislation</li> <li>• Thanked departing AC member Ms. George</li> </ul>
May 16, 2022 8:00 a.m. Zoom Videoconference	Chair Ward 8 Alderman Ross H. Arnett III, Ward 3 Alderwoman Rhonda Pindell-Charles, Ward 1 Alderwoman Eleanor “Elly” Tierney, James A. Cardillo, Caroline Ewing; Acting City Manager Michael Mallinoff, City Finance Director Jodee D. Dickinson, City Attorney D. Michael Lyles, Accountant Kim Ellen Maronski, and Madeleine Horrell (COATV)	None	<ul style="list-style-type: none"> <li>• City Finance Director report</li> <li>• Fraud hotline</li> <li>• Nature of the AC</li> <li>• Performance measures/Strategic Plan</li> <li>• Risk assessment</li> </ul>	<ul style="list-style-type: none"> <li>• None</li> </ul>

June 21, 2022 8:00 a.m. Zoom Videoconference	Chair Ward 8 Alderman Ross H. Arnett III, Ward 3 Alderwoman Rhonda Pindell-Charles, Ward 1 Alderwoman Eleanor “Elly” Tierney, Caroline Ewing; City Manager David A. Jarrell, Assistant City Manager Michael Mallinoff, City Finance Director Jodee D. Dickinson, City Attorney D. Michael Lyles, Assistant Finance Director Julie Donnelly, Sean Walker, CliftonLarsonAllen LLP Engagement Principal, Accountant Kim Ellen Maronski, and Madeleine Horrell (COATV)	James A. Cardillo	<ul style="list-style-type: none"> <li>● AC quorum</li> <li>● City Manager report</li> <li>● Fraud hotline</li> <li>● FY 2021 Annual Comprehensive Financial Report (ACFR) presentation by Mr. Walker</li> <li>● FY 2021 Single Audit</li> <li>● Governmental Accounting Standards</li> <li>● Performance measures/Strategic Plan</li> </ul>	<ul style="list-style-type: none"> <li>● None</li> </ul>
Special Meeting July 5, 2022 8:00 a.m. Open & closed sessions Zoom Videoconference	Chair Ward 8 Alderman Ross H. Arnett III, Ward 3 Alderwoman Rhonda Pindell-Charles, Ward 1 Alderwoman Eleanor “Elly” Tierney, James A. Cardillo, Caroline Ewing; City Manager David A. Jarrell, City Finance Director Jodee D. Dickinson, City Attorney D. Michael Lyles, Assistant Finance Director Julie Donnelly, Accountant Kim Ellen Maronski, and Madeleine Horrell (COATV)	None	<ul style="list-style-type: none"> <li>● Select FY 2022 external audit firm based upon responses received from RFP procurement process</li> </ul>	<ul style="list-style-type: none"> <li>● Voted for closed session</li> <li>● Selected FY 2022 external audit firm UHY LLP</li> </ul>

July 18, 2022 8:00 a.m. Zoom Videoconference	Chair Ward 8 Alderman Ross H. Arnett III, Ward 3 Alderwoman Rhonda Pindell-Charles, Ward 1 Alderwoman Eleanor “Elly” Tierney, James A. Cardillo, Caroline Ewing; City Manager David A. Jarrell, City Finance Director Jodee D. Dickinson, Accountant Kim Ellen Maronski, and Madeleine Horrell (COATV)	None	<ul style="list-style-type: none"> <li>• City Finance Director report</li> <li>• Nature of the AC</li> <li>• Performance measures/Strategic Plan</li> <li>• Risk assessment</li> </ul>	<ul style="list-style-type: none"> <li>• Established Sub-committees <ul style="list-style-type: none"> <li>○ Auditing Practices</li> <li>○ Community Grants</li> </ul> </li> </ul>
September 19, 2022 8:00 a.m. Zoom Videoconference	Chair Ward 8 Alderman Ross H. Arnett III, Ward 3 Alderwoman Rhonda Pindell-Charles, Ward 1 Alderwoman Eleanor “Elly” Tierney, James A. Cardillo, Caroline Ewing; City Manager Michael Mallinoff, Assistant City Finance Director Julie Donnelly, Assistant City Attorney Ashley Leonard, Senior Accountant Nikki Olajire, and Madeleine Horrell (COATV)	None	<ul style="list-style-type: none"> <li>• Performance measures/Strategic Plan</li> <li>• Risk assessment</li> <li>• Sub-committee reports <ul style="list-style-type: none"> <li>○ Auditing Practices</li> <li>○ Community Grants</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>• None</li> </ul>
October 17, 2022 8:00 a.m. Zoom Videoconference	Chair Ward 8 Alderman Ross H. Arnett III, Ward 3 Alderwoman Rhonda Pindell-Charles, Ward 1 Alderwoman Eleanor “Elly” Tierney, James A. Cardillo, Caroline Ewing; City Manager Michael Mallinoff, City Finance Director Jodee D. Dickinson, Senior Accountant Nikki Olajire, and Madeleine Horrell (COATV)	None	<ul style="list-style-type: none"> <li>• AC vacancies</li> <li>• City Finance Director report</li> <li>• Performance measures/Strategic Plan</li> <li>• Risk assessment</li> </ul>	<ul style="list-style-type: none"> <li>• None</li> </ul>
November 21, 2022 8:00 a.m. Zoom Videoconference	Chair Ward 8 Alderman Ross H. Arnett III, Ward 3 Alderwoman Rhonda Pindell-Charles, Ward 1 Alderwoman Eleanor “Elly” Tierney, James A. Cardillo; City Finance Director Jodee D. Dickinson, Accountant Kim Ellen Maronski, and Madeleine Horrell (COATV)	None	<ul style="list-style-type: none"> <li>• AC vacancies</li> <li>• City Finance Director report</li> <li>• Performance measures/Strategic Plan</li> </ul>	<ul style="list-style-type: none"> <li>• Acknowledged receipt of FY 2021 Single Audit report</li> <li>• Approved new AC member Ms. Anne Marie (Treseler) Baker</li> <li>• Expressed appreciation for service of former AC member Ms. Ewing</li> </ul>



# Annapolis Environmental Commission

## 2022 Annual Report

January 16, 2023

TO: Regina C. Watkins-Eldridge, MMC  
City Clerk

FROM: Randy Rowel, Jr.  
Chair, Annapolis Environmental Commission

RE: Annual Report 2022 – Annapolis Environmental Commission

**Duties:** To be concerned with the protection and improvement of the natural health and welfare of the environment, the land, waters, noise, and air of the City and environs, and the recycling or the reuse of solid wastes. The Commission shall study the pollution of the land, air and waters and make recommendations to the Mayor, City Council and others, determining the source of these problems, collecting information about solutions to these problems, and educating the public (and individuals or organizations who are the source of particular problems) concerning their relations to the problems and their relation to the solutions.

### Attendance:

Members	Jan	Feb	Mar	Apr	May	Jun
Bevin Buchheister, Past Chair	x	Term ends	—	—	—	—
Randy Rowel, Chair	x	x	x	x	x	x
Allison Colden, Vice Chair	x	x	x	x	x	x
Bill O’Leary	x	absent	x	absent	absent	x
Paul Murphy	absent	x	absent	absent	x	absent
Anne Stephenson (term ended as of 7/22)	x	x	absent	x	x	x
Jeremy Hanson	x	x	x	absent	x	x
Member - VACANT	—	—	—	—	—	—
Member - VACANT	—	—	—	—	—	—
Member - VACANT	—	—	—	—	—	—

<b>Members</b>	<b>Jul</b>	<b>Aug</b>	<b>Sep</b>	<b>Oct</b>	<b>Nov</b>	<b>Dec</b>
Bevin Buchheister, Past Chair	—	—	—	—	—	—
Randy Rowel, Chair	x	NoMtg	x	x	x	NoMtg
Allison Colden, Vice Chair	x	NoMtg	absent	x	absent	NoMtg
Bill O’Leary	absent	NoMtg	x	x	x	NoMtg
Paul Murphy	x	NoMtg	absent	x	x	NoMtg
Anne Stephenson (term ended as of 7/22)	—	—	—	—	—	—
Jeremy Hanson	x	NoMtg	x	x	-x	NoMtg
Member - VACANT	—	—	—	—	—	—
Member - VACANT	—	—	—	—	—	—
Member - VACANT	—	—	—	—	—	—

**Activities:** The Annapolis Environmental Commission is pleased to share our accomplishments and activities for 2022. This year, the AEC actively participated in site visits, discussions, and policy development related to sediment and erosion control issues stemming from violations occurring at Parkside Preserve. The AEC engaged with Council members, City staff, and developers to provide recommendations for improvements to City Code to strengthen enforcement to protect our local water quality. In addition, the AEC completed a research initiative and informational memo for the City Council and City staff on the benefits of implementing a plastic bag ban and fee program to support litter and pollution reduction efforts. The AEC was also pleased to support City projects and initiatives for grant funding proposals. Along with these targeted projects, the AEC continued our ongoing work to review and comment on development projects, proposed legislation, and concerns of City residents.

### **January**

At the January 2022 meeting, Chair Buchheister conducted leadership elections Randy Rowel, Jr. was elected to Chair and Allison Colden was elected to Vice Chair by consent. Chair Buchheister also announced she was stepping down from the Commission after 8 years and that January 2022 would be her final meeting.

### **February**

At our February meeting, we welcomed members and did our roll call. We then moved to the approval of the January meeting minutes and Anne provided edits. We had a presentation shared on the plastic bag ban by guest speaker Elvia Thompson. We then moved on to an update on Parkside Preserve - Jackie Guild then we had a discussion of 2022 AEC Priorities, announced new business, and adjourned.

### **March**

This meeting included the usual process of roll call and stating our purposes and voting on previous meeting’s minutes. We then went on to a City Council Meeting debrief by Ald. Savidge. He reported that the City Council voted on the electric ferry and mobility plan and each was passed by the council. H also said he is working on legislation for sediment control for stormwater, The City budget being introduced, and how money has been spent out of the Watershed Restoration Fund. He was looking to get feedback from City staff on working with GreenVest, and said he was hearing frustrations from the restoration community that they are having problems getting projects approved by

the City. We also got our regular update from City Staff - Deputy City Manager Guild and/or Ms. Racine Hodo.

### **April**

This meeting included normal business around roll call and approval of previous meetings. We then went on to get Reports from committees (or members), new business, reports on Compromise Street tree removal - Brian Adams, Urban Forester, reports on Earth Day events - Raycine Hodo, Environmental Programs Coordinator, DEIJ Discussion - Randy Rowel, AEC Chair

### **May**

At the May 2022 meeting, AEC members discussed the 2022 AEC policy priorities including water quality, climate resilience, tree canopy, land conservation, energy development, litter and waste reduction, and strengthening the AEC. Members discussed specific ideas the AEC could pursue in each of these categories and assigned member leads to each topic area. City staff provided the AEC with updates on Replant Annapolis, Hawkins Cover, the MIRR project, which is a collaboration between the City and the Naval Academy to protect critical infrastructure, legislation on zero-waste events, and DEIJ initiatives. There were no votes on specific action items at this meeting.

### **June**

This meeting included normal business around roll call and approval of previous meetings. We then went on to Reports from committees (or members), 2022 Priorities - Activities and Duties, New Business, Report on Replant Annapolis, Report on Hawkins Cove and the Waterways Cabinet, Report on MIR project, Report out on the Environmental Matters, and DEIJ Discussion.

### **July**

At the July 2022 meeting, AEC members received a briefing from Eric Leshinsky on the City's new Public Water Access Plan. The City is soliciting feedback from residents on the plan and presented options for residents to provide feedback, including a dedicated website for the project. A proposal currently under discussion is the addition of a public paddle board park on Weems Creek (Gateway project). City staff provided updates on Replant Annapolis and Hawkins Cove. The Chair attended the Environmental Matters Committee meeting and reported on the Rocky Gorge development and a proposal to develop a second golf course at the U.S. Naval Academy. The Vice-Chair reported on a site visit she attended with City staff and project developers at the Parkside Preserve project to discuss continued violations at the site and damage to Quiet Waters Park property.

### **September**

At the September 2022 meeting, there was not a quorum of members present, so approval of the July 2022 meeting minutes and discussion of the proposed plastic bag ban memo was deferred to the October



meeting. City staff provided updates on Replant Annapolis, Hawkins Cover, the MIRR project, and the proposal for the development of a second golf course by the U.S. Naval Academy at Greenbury Point.

### **October**

At the October 2022 meeting, AEC members discussed legislation proposed by Alderman Savidge to require the installation of “turtle-friendly” curbs during new construction. AEC members discussed adding sidewalk and curb maintenance projects to the legislation as well as considering greater use of grated inlets versus side box inlets to further reduce the entrapment of turtles during storm events. The AEC was generally supportive of the legislation. The AEC reviewed the plastic bag ban memo and voted to send the memo to City Council and staff for their consideration and review. Staff provided the AEC with updates on Replant Annapolis, the Gateway project, Hawkins Cove, and Parkside Preserve.

### **November**

In this month’s meeting, we got an update on Ald. Savidge's “Turtle-Friendly Curb Legislation”, continue negotiations are our new “Plastic Bag Ban Memo” and legislation. We voted to send the MEMO to Environmental Matters Committee. AEC commented on the City's Hazard Mitigation Plan, and we also got a full Report from Jackie Guild and Raycine H. on city initiatives such as Replant Annapolis, New Stormwater Program Manager, New Transportation Director, Gateway Project Maritime Expansion (Ald. Savidge), Hawkins Cove and the Waterways Cabinet, and Quiet Waters Park.

We also held discussions around DEIJ and how we can better encourage best practices around outreach and engagement in underserved communities for environmental outreach and education. We had a speaker also come to speak about “The State of Diversity in The Chesapeake bay restoration Efforts”, Alex Smith, We also discussed the next steps and key points

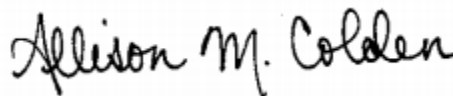
### **December**

This month we took a break much needed and recharged for a new year of 3 new members and new initiatives!

In 2023, the AEC looks forward to welcoming three new members who will increase our capacity for engagement on important environmental priorities. We are also looking forward to planning a Work Session Retreat with City Alderman and Alderwomen and City Staff Directors to go over our environmental agenda and see how we can all better work together for a more sustainable Annapolis!

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Member, Chair



Member, Vice Chair



# Education Commission 2021 Annual Report

March 13, 2023

TO: Regina C. Watkins-Eldridge, MMC  
City Clerk

FROM: India Ochs  
Chair

RE: Annual Report 2021 – Education Commission

**Duties:** The purpose of the Education Commission shall be to make recommendations to the Anne Arundel County Board of Education and the Superintendent and to the State Boards of Education concerning the Annapolis School feeder system, serve as the primary liaison between City and the County Board of Education and elected officials, and work with other governmental, private, and non-governmental organizations to obtain educational opportunities, resources and facilities for the citizens of Annapolis.

**Attendance:** (please note if any member begins or ends their term during the calendar year)

Members	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
India Ochs, Chair, Ward 5 (began 2/22/2021)	NA	Absent	x	x	x	X *became chair	NoMtg	x	x	x	x	x
Laura Booth, Vice Chair Ward 7	x	Absent	x	x	x	X *became Vice chair	NoMtg	x	Absent	x	x	x
Brianna Becker, Ward 1 (resigned November 2021)	x	x	x	x	Absent	x	NoMtg	x	Absent	x	x	NA

Members	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Enid Collison-Lee, Ward 3	x	x	x	x	x	x	NoMtg	x	x	x	x	x
Lillie Odessa Ellis, at large	x	x	x	x	Absent	x	NoMtg	x	x	x	Absent	x
Sheila Finlayson. Alderperson	x	x	x	x	Absent	Absent	NoMtg	Absent	x	Absent	x	x
Kayla Simone Golder, Ward 4	x	x	x	x	Absent	Absent	NoMtg	Absent	x	Absent	Absent	Absent
Jeffrey Macris, Ward 2	x	x	x	x	x	x	NoMtg	x	x	x	x	x
Grace Mathews, at large (began 2/22/2021)	NA	Absent	x	x	x	Absent	NoMtg	x	x	x	x	x
Janet Norman, at large	x	x	x	x	x	x	NoMtg	x	x	x	x	x
Jessica Pachler, Ward 8	x	x	x	x	x	x	NoMtg	x	x	x	x	x
Kenneth Starkes, at large	x	Absent	Absent	x	Absent	Absent	NoMtg	Absent	x	Absent	Absent	x
Pam Bukowski, Non-Voting Member	x	Absent	Absent	x	Absent	Absent	NoMtg	x	Absent	x	x	x

**Activities:** The Education Commission had two new members sworn in during 2021 (Ward 5 and At-Large) and secured a member for the Ward 6 vacancy (swearing- in pending new elected city council vote). Commission members were active in advocating with Board of Education members and AACPS staff on transportation, school start times, food distribution, and COVID safety protocols, and secured additional vaccination clinics for the Annapolis Cluster.

**Key Votes:**

- The Annapolis Education Commission officially endorse the petition to require anti-bias, anti-racism training for all members of the AACPS Board of Education. (January 2021)
- The Annapolis Education Commission affirms its continued support of the full voting rights of the AACPS BoE Student Member. (January 2021)
- The Annapolis Education Commission requests that, as bus routes are redesigned with regard to adjusting school start times, AACPS reconsiders the walking radius, safe walking routes, and other transportation issues which represent significant barriers to education, particularly as identified as a priority recommendation by the Joint Initiative to Eliminate the Opportunity Gap. (March 2021)

- Support the Board of Education efforts to reduce class sizes to no larger than 20 students in K-5 schools, with a primary focus on schools with a high opportunity gap. (April 2021)
- The Annapolis Education Commission supports the unanimously adopted motion of the Anne Arundel County Council of PTAs which reads: “AACPTA requests that AACPS fund the urgent implementation of improved classroom cameras for instruction. We ask to build capacity and consider use of unallocated fund balance or other sources, for the benefit of all schools with a prioritization of opportunity gap schools.” (May 2021)
- The Annapolis Education Commission thanks all AACPS staff for all they did during the 2020-2021 school year and through the pandemic. (June 2021)
- “The Annapolis Education Commission supports AACPS policy requiring all students and staff, regardless of vaccination status, to wear masks at all times inside AACPS buildings to reduce the risk of COVID transmission. (August 2021)
- The Annapolis Education Commission urges AACPS to reduce the risk of COVID transmission by encouraging students to eat lunches outdoors or in classrooms in small cohorts to reduce the number of students congregating in school cafeterias. (August 2021)
- The Annapolis Education Commission urges AACPS to employ necessary tech to allow students to participate in lessons synchronously and virtually at their home school from home during quarantine period to reduce quarantine learning loss and help students stay on pace with their peers. (August 2021)
- The Annapolis Education Commission motions to thank those staff, teachers and SROs who kept students safe at Annapolis High School on 9/29/21. (September 2021)
- The Annapolis Education Commission work with AACPS and the City of Annapolis to address the issues that led to the events on 9/29/21 at Annapolis High School, to work to understand what led to these issues within the Annapolis community, and how we as a community and commission can help resolve them. (September 2021)
- The Annapolis Education Commission, in continuing support of safe walking routes to school for students across Annapolis, asks that the City make the crosswalk at Burnside and Chesapeake permanent for the good of the community and the students at Eastport elementary. (October 2021)
- The Annapolis Education Commission supports the funding for an additional social worker position at Annapolis High based on the very large demonstrated need in our cluster and goals to close opportunity and achievement gaps.

**Community involvement:** The Education Commission partnered with the Governor's Vaccine Equity Task Force and the Maryland Department of Health to sponsor multiple COVID-19 vaccination clinics at Eastport United Methodist Church for everyone eligible 5+ of age.

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India L. Ochs, Chair



# Affordable Housing and Community Equity Development Commission 2022 Annual Report

March 13, 2023

TO: Regina C. Watkins-Eldridge, MMC  
City Clerk

FROM: Theresa Wellman  
Community Development Administrator

RE: Annual Report 2022 – Affordable Housing and Community Equity Development  
Commission

**Duties:** Duties: To review and provide comments as necessary on the housing and community development projects initiated by the City, study and advise the City Council on strategies to improve the housing stock in the City, and recommend policy initiatives and changes in law and regulation to accomplish the objectives of the City Council in affirmatively furthering fair housing.

## Attendance:

Members	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Kathy Ebner, Chair	√	√	NoMtg	√	NoMtg	√	NoMtg	NoMtg	resigned			
Nancy Libson, Vice Chair	√	√	NoMtg	√	NoMtg	√	NoMtg	NoMtg	NoMtg	NoMtg	NoMtg	√
Pat Sheridan			NoMtg	—	NoMtg		NoMtg	NoMtg	NoMtg	NoMtg	NoMtg	excused
Elisha Harig-Blaine			NoMtg	-	NoMtg		NoMtg	NoMtg	NoMtg	NoMtg	NoMtg	√
Theresa Bond	√	√	NoMtg	√	NoMtg	√	NoMtg	NoMtg	NoMtg	NoMtg	NoMtg	√
Vacant	-	-										

## Activities:

The Commission's affordable housing recommendations were presented to the Housing and

Human Welfare Committee in October, 2021. The recommendations stem from the Commission's review of Anne Arundel County's Workforce Housing legislation. The recommendations were:

1. Create a new Planned Development under Chapter 21.24 of the City code with bulk regulations that provide for an increase in allowable density and height, a decrease in lot and yard restrictions and flexibility in open space requirements, for development of affordable/workforce housing using form-based design ensuring scale and massing appropriate to neighborhood character.
2. The City should adopt a "Missing Middle" housing policy and amend zoning bulk regulations that facilitate the development of high quality, small scale, lower cost housing typologies such as duplexes, triplexes, and fourplexes using a thoughtful form-based process and methodology.
3. Reduce City fees for affordable/workforce housing

## February

The Commission invited new CDBG applicants to present applications to the Commissioners for funding consideration. Ms. Barbara Cupp, of Rebuilding Together, spoke to the Commission and introduced their housing repair program whose goal is to assist low-income homeowners with housing needs in order to keep them in their homes. They have seen a tenfold increase in needs over the past year, and request support from Anne Arundel County and the City of Annapolis Community Development. They requested \$50,000 toward ten pending projects within the City of Annapolis.

Staff informed the Commission on the Community Development Block Grant FY 2023 funding requests for FY 2023. The grand total of \$541,900 has been requested, and the City expects to have \$528,000 of entitlement funds and program income to fund the requests. Staff will create the Action Plan with recommendations.

## April

The chair presented an overview and summary of the legislation's history. Last year, in conjunction with the HACA consent decree, the Annapolis Affordable Housing and Community Equity Development Commission (AHCEDC) was tasked with reviewing Anne Arundel County's Workforce Housing legislation, Bill 5419 for the purpose of modeling similar legislation in Annapolis. Last fall, the Commission provided zoning legislation recommendations to the City Housing and Human Welfare Committee. City staff were asked to draft an ordinance reflecting the intent and purpose of recommendations made. The

Commissioners have received the draft, and will reviewed it with staff during this meeting. The goal was to recommend the ordinance go to the Housing and Human Welfare Committee for adoption by the City Council.

Staff led a detailed review of the draft legislation, which amends Chapter 21.48 – Use Tables and Chapter 21.48 – Table of Uses for the purpose of adding workforce housing subject to standards across the City, with the exception of the maritime district.

The legislation facilitates development in certain areas. As the Comprehensive Plan evolves, it may influence this legislation in the future. The City recognizes a lack of workforce housing, and this legislation was designed as a step toward addressing that issue.

December

#### PUBLIC HEARING - Community Development Block Grant Action Plan FY 2023

A presentation of the Block Grant's performance for FY 2022 and the needs for FY 2024 was made. The use of funds was explained in detail, including funding from two CARES Act grants.

Presentations were made to the Commission by representatives from several community programs applying for funding, as follows:

- COOP Arundel
- Restoration Community Development Corporation
- OIC (Opportunities Industrialization Center) of Anne Arundel County
- Blessed In Tech Ministries
- ARC of Central Chesapeake/Chesapeake Neighbors
- Housing Authority for City of Annapolis

Other organizations have requested funds but did not make a presentation at this meeting.



## Building Board of Appeals 2022 Annual Report

January 27, 2023

TO: Regina C. Watkins-Eldridge, MMC  
City Clerk

FROM: Jay Schwarz  
Vice Chair

RE: Annual Report 2022 – Building Board of Appeals

**Duties:** The Building Board of Appeals of the City of Annapolis is a volunteer group of citizens selected by the Mayor with the approval of the City Council. There are five members serving from different areas of the City.

Board Members are: Carl Corse, Chair; Jay Schwarz, Matthew Evans, Robert Hruby and Tyson Dorman.

The agendas and minutes of all meetings are recorded, filed and available on the City website. No in-person meetings were held. The Building Board of Appeals continued with the virtual meeting format that was implemented in conjunction with Governor Hogan's State of Emergency.

**Attendance:**

Members	2/1/22	2/17/22
Carl Corse, Chair	X	X
Tyson Dorman	---	X
Matthew Evans	X	---
Robert Hruby	X	---
Jay Schwarz	X	X

**Activities:** During 2022, the Board held two meetings, both for the purpose of approving Findings from 2021 in the case of **FEN2018-001, South Annapolis Yacht Center**. The Building Board of Appeals (3-0) affirmed the decision of the Permit Office to deny the Fence Permit application on its



technical merits but the Board (3-0) reverses the decision to deny the application based on the erroneous requirement of a Minor Modification to the approved Site Design Application.

One new case (**RENT2112-05 Ellington Manor, LLC vs City of Annapolis**) was scheduled to be heard on February 1, 2022; however, it was formally withdrawn by the Appellant.

A handwritten signature in black ink, appearing to read "Jay Schwarz", is written over a horizontal line. The signature is stylized with large loops and a long horizontal stroke extending to the right.

---

Jay Schwarz, Vice Chair



## Board of Appeals 2022 Annual Report

March 13, 2023

TO: Regina C. Watkins-Eldridge, MMC  
City Clerk

FROM: Robert P. Gallagher  
Chair

RE: Annual Report 2022 – Board of Appeals

### **Duties:**

The Board of Appeals of the City of Annapolis is a volunteer group of citizens selected by the Mayor with the approval of the City Council. There are five members and one alternate member on a full Board of Appeals, serving from different areas of the City.

The criteria for membership include the following:

- Must be a resident of the City of Annapolis
- Must attend monthly meetings and other assemblage as needed
- Must commit the time needed to review applications, deliberate, and decide variances, appeals and special exception requests, as well as other applications as necessary.

Under section 21.08.040 of the City Code, the Board of Appeals is charged with the following duties:

1. To hear and decide appeals, pursuant to the provisions of Zoning Code Chapter 21.30 where is alleged there is error in any order, requirement, decision or determination made by an administrative official or body in the enforcement of: (a) this Zoning Code, or (b) any ordinance adopted pursuant to this Zoning Code.
2. To hear and decide appeals, pursuant to the provisions of Zoning Code Chapter 21.30 where it is alleged there is error in any order, requirement, decision or determination made by an administrative official or body in the enforcement of: (a) this Zoning Code; or (b) any ordinance adopted pursuant to this Zoning Code.
3. To hear and decide applications for special exceptions pursuant to Chapter 21.26 of this

Zoning Code.

4. To hear and decide applications for variances from the terms of this Zoning Code, pursuant to the provisions of Chapter 21.28 and from the terms of Title 20 - Subdivisions, pursuant to the provisions of Chapter 20.32.
5. To hear and decide applications for zoning district boundary adjustments pursuant to the provisions of Zoning Code Chapter 21.20.
6. To hear and decide applications for physical alteration of a nonconforming use pursuant to the provisions of Chapter 21.68.
7. To hear and decide all matters referred to it or upon which it is required to decide by this Zoning Code, and as prescribed by the Land Use Article of the Annotated Code of Maryland as may be amended from time to time.

The agendas and minutes of all meetings are recorded, filed and available on the City website. No in-person meetings were held. The Board of Appeals continued with the virtual meeting format that was implemented in conjunction with Governor Hogan's State of Emergency.

**Attendance:**

Andrew Burnett resigned effective June 7, 2022, and Robert Dews resigned effective August 23, 2022. Robert Hector III was sworn in on August 23, 2022.

The Board of Appeals held fifteen meetings in 2022.

	1/4	1/19	2/1	2/16	5/18	6/7	6/15	7/5
<b>Robert Gallagher, Chair</b>	X	X	--	X	X	X	X	X
<b>Christian Zazzali, Vice-Chair</b>	--	--	X	X	X	X	X	X
<b>Nadine Chien</b>	X	X	X	X	X	X	--	X
<b>Michael Walsh</b>	X	X	X	X	--	X	X	X
<b>Andrew Burnett</b>	--	X	X	X	X	N/A	N/A	N/A
<b>Robert Dews</b>	X	--	X	--	X	--	--	--
<b>Robert Hector III</b>	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A

X – Present.

– Absent.

	7/20	8/17	9/6	10/4	10/19	11/16	12/6	
<b>Robert Gallagher, Chair</b>	X	X	X	X	X	X	X	
<b>Christian Zazzali, Vice-Chair</b>	X	X	X	--	X	X	X	
<b>Nadine Chien</b>	X	X	X	X	--	X	X	
<b>Michael Walsh</b>	X	X	X	X	X	X	X	
<b>Andrew Burnett</b>	N/A	N/A	N/A	N/A	N/A	N/A	N/A	
<b>Robert Dews</b>	--	--	N/A	N/A	N/A	N/A	N/A	
<b>Robert Hector III</b>	N/A	N/A	N/A	X	X	--	--	

**Activities:**

During 2022, the Board reviewed the following projects:

1. Variance Applications:

- 16 Franklin Street – reduction of rear yard setback
- 528 Second Street – reduction of rear yard setback
- 416 Chesapeake Avenue – reduction of side yard setback
- 20 Cheston Avenue – reduction of front yard setback
- 408 First Street – reduction of rear yard setback
- 4 King Charles Place – reduction of rear yard setback
- 1207 McKinley Street – reduction of side yard setback
- 77 Conduit Street – exception to the >25% slope limitation
- 16 Glen Avenue – reduction of side yard setback
- 697 Glendon Avenue – reduction of average waterway setback
- 60 Southgate Avenue – reduction of corner side yard setback
- 79 Franklin Street – reduction of side yard setback

2. Special Exception requests:

- 12-14-16-18 Market Space – expansion of a restaurant
- 106 Annapolis Street – establishment of a restaurant
- 914 Bay Ridge Road – establishment of a restaurant
- 41 Randall Street – amendment to existing Special Exception to allow the sale of liquor in addition to beer and wine
- 188 Main Street – establishment of a delicatessen

3. Extension requests:

- 110 Compromise Street – 2<sup>nd</sup> extension request for a restaurant
- 79 Franklin Street – office space
- 1001 Moss Haven Court – residential grading
- 82 Maryland Avenue – delicatessen
- 424 Fourth Street - restaurant

\_\_\_\_\_/approved 2/7/23 / \_\_\_\_\_

Robert P. Gallagher, Chair



## Board of Supervisors of Elections - 2022 Annual Report

March 13, 2023

TO: Regina C. Watkins-Eldridge, MMC  
City Clerk

FROM: Keanuú Smith-Brown  
Chair

RE: Annual Report 2022 – Board of Supervisors of Elections

The board shall have charge of and make provisions for all municipal elections to be held in the City, or any part of the City, including every general, primary, and special election. The board shall have power to make all necessary rules and regulations, inconsistent with this chapter, with reference to the registration of voters and the conduct of elections, including special elections. The board shall have power to summon judges and any witnesses involved and to require their appearance before them, and to administer oaths and record testimony from such judges and witnesses.

### Composition:

Three residents and voters of the City, at least two of whom shall be members of the leading political parties of the State.

Term - Four Years Selected by the City Council from lists provided by party Central Committees.

### Attendance:

Members Keanuú Smith-Brown and Debbie Yatsuk were appointed to the Board of Supervisors of Elections on March 14, 2022. Member Eileen Leahy was re-appointed to the Board on March 14, 2022.

Meeting Dates: Regular monthly meeting held every third Thursday at 7:00 PM.

Members	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Chair Smith-Brown	-	-	-	x	x	x	x	NoMtg	x	x	x	X
Chair / Member Leahy	x	x	x	x	x	x	x	NoMtg	x	x	x	X
Member Yatsuk	-	-	-	x	x	x	x	NoMtg	x	x	x	X
Member Cuffie	x	x	x	-	-	-	-	NoMtg	-	-	-	-
Member Brenia	x	x	x	-	-	-	-	NoMtg	-	-	-	-

## **ACTIVITIES FOR 2022**

### **January**

January 20, 2022: Regular Monthly Meeting. Members Present: Chair Leahy, Member Brenia, and Member Cuffie. Public comments and requests reviewed. Follow-up on 2021 City of Annapolis Municipal Elections was conducted. A summary of the “Lessons Learned” session held with the Anne Arundel County Board of Elections. Discussion was held to identify topics and priorities to include in the Board’s work session presentation to City Council on February 17, 2022. The 2021 Board of Supervisors of Elections Annual Report was submitted on Thursday, January 20, 2022.

### **February**

February 17, 2022: Regular Monthly Meeting. Members Present: Chair Leahy, Member Brenia, and Member Cuffie. The Board reviewed and discussed a summary of outstanding amended Campaign Finance reports. Chair Leahy gave highlights of the work session with City Council along with feedback from members. Chair Leahy informed board members of the names of the proposed candidates for the Monday, March 14, 2022 appointments to the Board of Supervisors of Elections.

### **March**

March 1, 2022: Special Monthly Meeting. Members Present: Chair Leahy, Member Cuffie, and Member Brenia. Outstanding 2021/2022 minutes reviewed and approved. Outstanding Campaign Fund Amended Reports received. Follow-up to 2021 Elections concerning dual voting reviewed - no further action by the Board required. Members Brenia and Cuffie thanked for their service on the Board.

### **April**

April 21, 2022: Regular Monthly Meeting. Members Present: Interim Chair Leahy and new Members Smith-Brown and Yatsuk. Introduction of new members. Discussed meeting dates and times. Introduction of Clerk and Attorney to the Board. Interim Chair Leahy nominates Member Smith-Brown to be the Chair of the Board of Supervisors of Elections. Seconded. CARRIED on voice vote.

### **June**

May 19, 2022: Regular Monthly Meeting. Members Present: Chair Smith-Brown, Member Leahy, and Member Yatsuk. Discussed revising the Charter and Code sections on elections and the creation of a resolution to create a Task Force.

### **July**

July 21, 2022: Regular Monthly Meeting. Members Present: Chair Smith-Brown, Member Leahy, and Member Yatsuk. Reviewed the Preliminary Report on the Analysis of the Campaign Fund Reports and discussed updates. Final review of resolution **R-52-22** A Task Force to Study the City Municipal Election

Laws and Make Recommendations, If Needed, to Improve the City Code, Structure, and Procedures for City Municipal Elections. The proposed resolution approved as written. Discussed the application and process for selecting the membership of the Task Force. Motion to cancel August 18, 2022, meeting passed.

### **August**

August 18, 2022: No Regular Meeting Scheduled.

### **September**

September 15, 2022: Regular Monthly Meeting. Members Present: Chair Smith-Brown, Member Leahy, and Member Yatsuk. Reviewed the Preliminary Report on the Analysis of the Campaign Fund Reports and discussed updates. Discussed the application and process for selecting the membership of the Task Force. Discussed the City Council Referral of Charter Amendment CA-2-22, THE CHARTER - Article II - Board of Supervisors of Elections. The Board moved to postpone action on CA-2-22 until the Task Force has reviewed it.

### **October**

October 20, 2022: Regular Monthly Meeting. Members Present: Chair Smith-Brown, Member Leahy, and Member Yatsuk. Reviewed a Final Preliminary Report on the Analysis of the Campaign Fund Reports and discussed updates. Discussed updates on the application and process for selecting the membership of the Task Force.

### **November**

November 17, 2022: Regular Monthly Meeting. Members Present: Chair Smith-Brown, Member Leahy, and Member Yatsuk. Discussed amended reports from the Final Preliminary Report on the Analysis of the Campaign Fund Reports. Discussed updates on the application and process for selecting the membership of the Task Force. Discussed the actions of the Rules and City Government Committee Members and the committees' motion to postpone CA-2-22, The Charter - Article II - Board of Supervisors of Elections.

### **December**

December 15, 2022: Regular Monthly Meeting. Members Present: Chair Smith-Brown, Member Leahy, and Member Yatsuk. Discussed **R-52-22** A Task Force to Study the City Municipal Election Laws and Make Recommendations, If Needed, to Improve the City Code, Structure, and Procedures for City Municipal Elections, Amended Reports - Campaign Fund Report Analysis - July 1, 2022, and A Request For Forgiveness – Late Fees.

If you would like you can have just the chair sign the document or you can put signature lines for all the members.

Keanuú Smith-Brown, Chair

Signature:

A handwritten signature in black ink, appearing to read "Kelli Smith-Burns". The signature is fluid and cursive, with a large loop at the beginning and a long, sweeping underline.

Date: 1/17/23





## *City of Annapolis*

Office of liaison department  
Address of liaison department  
Annapolis, MD 21401

TO: Regina C. Watkins-Eldridge, MMC  
City Clerk

FROM: Tricia Hopkins on behalf of the Chair, Civil Service Board

CC: Alvin Collins, Jennifer Beard, Leona Tartasky, Tricia Hopkins, Demetria Creek

RE: Annual Report 2022– Civil Service Board

DATE: January 27, 2023

**Duties:** To review and make recommendations to the City council regarding the classification and pay plan of the City, to adopt certain rules governing the Civil Service, to hear certain personnel appeals, and to review requests for promotions and for merit pay increases.

**Membership:** Alvin Collins, Jennifer Beard, and Leona Tartasky during course of CY 2022

**Vacancies:** 2

**Activities:**

- May 19, 2022  
Virtual meeting to review Civil Service Job Descriptions resulting from consultant study for Recreation and Parks, Police, and Public Works departments.  
Board Members Present: Jennifer Beard, Alvin Collins., Leona Tartasky.
- June 9, 2022  
Virtual meeting to review Civil Service Job Descriptions resulting from consultant study for positions in Police, Finance and Public Works departments.  
Board Members Present: Jennifer Beard, Alvin Collins., Leona Tartasky



**ETHICS COMMISSION**  
c/o CITY OF ANNAPOLIS OFFICE OF LAW  
160 DUKE OF GLOUCESTER STREET  
ANNAPOLIS, MARYLAND 21401

CITY LIAISON:  
D. Michael Lyles, City Attorney

Telephone (410) 263-7954  
Facsimile (410) 268-3916

**2022 Annual Report**  
**January 15, 2023**

The Ethics Commission enforces financial disclosure requirements, conducts information programs and disseminates ethical requirements, investigates conflict of interest violations, issues advisory opinions, and maintains certain reports and statements.

This annual report to the City Council is provided in accordance with City Code 2.04.080. The Ethics Commission is comprised of the following five members:

- a. Kevin A. Chase, Chairman
- b. Pegeen Townsend, Vice Chairman
- c. James E. Dolezal
- d. David S. Bliden
- e. Phillip Chambers

Mr. Chambers was appointed to the Commission by City Council on September 19, 2022, but as of December 31, 2022 he has not been sworn in. In September, Assistant City Attorney Mark “Tripp” Fulton was designated as the Commission’s City Liaison replacing Assistant City Attorney Kerry Berger.

On December 15, 2022, Kevin Chase and Pegeen Townsend were elected Chairman and Vice Chairman of the Commission for calendar year 2023. Past Chairman Dolezal has been a Commission member for 15 years and Chairman for 10 years. Because of pandemic restrictions the Commission has met six times in 2022 using the City’s Zoom teleconference service. Other Commission actions were processed and coordinated via email exchanges because of the simplicity of a request or the lack of a specific need to meet.

Meeting dates and attendance are shown below. In compliance with the Open Meetings Act, a Confidential closed meeting was held on July 12, August 29, and September 14 to review an allegation of a conflict-of-interest Ethics Code complaint.

Date	Dolezal	Chase	Bliden	Townsend
3/30/2022	X	X	X	X
7/12/2022	X	X	X	X
8/29/2022	X	X	X	X
9/14/2022	X	X	X	X
11/7/2022	X	X	X	X

12/15/2022	X	X	X	X
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No changes were made to the Ethics Law, City Code 2.08, in 2022. In compliance with State Law, the required 2020 Local Government Ethics Law Annual Certification was filed with the State Ethics Commission on September 20, 2022.

One determination of an Ethics Code violation was made and one advisory opinion request regarding ethics code interpretation was received and acted upon. A required function of the Commission was to obtain, and review submitted Calendar Year 2021 Financial Disclosure Statements. Most recently, 2022 Financial Disclosure forms were prepared for Office of Law distribution to City officials and employees in January. In support of the 2022 disclosures the Commission will post a listing of 2022 Financial Institutions and Businesses Doing Business with Annapolis on the City's web page. The Commission is appreciative of the excellent support provided by the Office of Law throughout the year.

This report has been reviewed and concurred with by the members of the Commission.

Respectively submitted,

*Kevin A. Chase*

//es//

Kevin A. Chase  
Chairman

cc: Michael Lyles, City Attorney  
Tripp Fulton, Assistant City Attorney  
Kerry Berger, Assistant City Attorney



Chartered 1708

## City of Annapolis

Office of Finance  
160 Duke of Gloucester Street  
Annapolis, MD 21401  
410-263-7952  
[finance@annapolis.gov](mailto:finance@annapolis.gov)

January 12, 2023

TO: Regina C. Watkins-Eldridge, MMC City Clerk  
(by email to [Boards@annapolis.gov](mailto:Boards@annapolis.gov))

FROM: Frederick C. Sussman, Esquire  
Chair

RE: Annual Report 2022 – Financial Advisory Commission (FAC)

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**Duties:** The Financial Advisory Commission (FAC) is composed of seven members with demonstrated knowledge of public finance, appointed by the Mayor and confirmed by a majority vote of the City Council. Each member serves a term of four years, commensurate with the term of the Mayor and City Council, or until the member's successor is confirmed. The purpose of the FAC is to advise the Mayor and the Aldermen/Alderwomen on financial issues at a high level.

These issues may include, but are not limited to, the review of collective bargaining agreements prior to execution and annual reports on the amount of public debt the City may incur without jeopardizing its bond rating.

Two new commissioners joined the FAC at its February 2022 meeting.

**Zoom Meeting Attendance:** See attachment.

**Activities:** See attachment.

Respectfully,

Frederick C. Sussman, Esquire  
Chair, Financial Advisory Commission



# **City of Annapolis** **Financial Advisory Commission** **Zoom Meeting Attendance - Calendar Year 2022**

Chartered 1708		R	R	R	R	S	R	S	R	S	S	S			R	R	
Member		13-Jan	10-Feb	10-Mar	14-Apr	5-May	12-May	17-May	9-Jun	16-Jun	23-Jun	Jul	11-Aug	Sep	13-Oct	Nov	8-Dec
Chair	Atty. Frederick C. Sussman	*	*	*	*	*	*	*	*	*	*	0	*	0	*	0	*
	Bob Burdon	*	A	*	A	A	*	*	*	*	*	0	A	0	*	0	*
Vice Chair	Patrick Bannon	NA	*	*	*	*	*	*	*	*	A	0	A	0	A	0	*
	Frank A. Brown	*	*	*	*	A	*	A	*	A	A	0	*	0	*	0	*
	James A. Cardillo	*	*	*	*	*	*	*	*	*	A	0	*	0	*	0	A
	N. Perry Hepworth	NA	*	A	A	*	A	A	A	*	*	0	*	0	A	0	*
	Edward Meehan	*	*	*	*	*	*	*	*	*	*	0	*	0	*	0	*

\* *Attended*

0 *No Meeting*

A *Absent*

NA *Not Applicable*

R *Regular Meeting*

S *Special Meeting*



Chartered 1708

## City of Annapolis

### ATTACHMENT

#### Calendar Year 2022 Annual Report – Financial Advisory Commission (FAC) – Activities

<b><u>Meeting Date</u></b>	<b><u>Attendees</u></b>	<b><u>Absentees</u></b>	<b><u>Discussion Points/ Meeting Purpose</u></b>	<b><u>Votes/Outcomes</u></b>
January 13, 2022 8:00 a.m. Zoom Videoconference	Chair Frederick C. Sussman, Vice Chair Bob Burdon, Frank A. Brown, James A. Cardillo, and Edward J. Meehan; Ward One Alderwoman Eleanor “Elly” Tierney, Ward Two Alderwoman Karma O’Neill, Ward Four Alderwoman Sheila Finlayson, Ward Eight Alderman Ross H. Arnett III, City Manager David A. Jarrell, City Finance Director Jodee D. Dickinson, Constituent Services Officer & Ombudsman Hilary Raftovich, Accountant Kim Ellen Maronski, and Madeleine Horrell (COATV)	None	<ul style="list-style-type: none"><li>• Action minutes presentation by Ms. Raftovich</li><li>• City-wide and Finance Department operations</li><li>• Pension/retirement benefits</li><li>• Spending Affordability</li><li>• FAC Annual Report – CY 2021</li><li>• FAC officer election – CY 2022</li></ul>	<ul style="list-style-type: none"><li>• Remanded minutes of November 10, 2021 and December 9, 2021 to staff for possible expansion of contents</li><li>• Approved CY 2021 FAC Annual Report</li><li>• Reappointed FAC Chair and Vice Chair</li></ul>

February 10, 2022 8:00 a.m. Zoom Videoconference	Chair Frederick C. Sussman, Patrick Bannon, Frank A. Brown, James A. Cardillo, N. Perry Hepworth, Edward J. Meehan; Ward One Alderwoman Eleanor “Elly” Tierney, Ward Two Alderwoman Karma O’Neill, Ward Eight Alderman Ross H. Arnett III, City Manager David A. Jarrell, City Finance Director Jodee D. Dickinson, Accountant Kim Ellen Maronski, and Madeleine Horrell (COATV)	Vice Chair Bob Burdon	<ul style="list-style-type: none"> <li>• Audit Committee report</li> <li>• Finance Department operations</li> <li>• Hillman Garage replacement</li> <li>• Pension/retirement benefits</li> </ul>	<ul style="list-style-type: none"> <li>• Recommended evaluation of altering pension and retirement benefit programs</li> <li>• Welcomed Mr. Bannon and Mr. Hepworth to the FAC</li> </ul>
March 10, 2022 8:00 a.m. Zoom Videoconference	Chair Frederick C. Sussman, Vice Chair Bob Burdon, Patrick Bannon, Frank A. Brown, James A. Cardillo, Edward J. Meehan; Ward One Alderwoman Eleanor “Elly” Tierney, Ward Eight Alderman Ross H. Arnett III, City Manager David A. Jarrell, City Finance Director Jodee D. Dickinson, City Attorney D. Michael Lyles, Accountant Kim Ellen Maronski, and Madeleine Horrell (COATV)	N. Perry Hepworth	<ul style="list-style-type: none"> <li>• Action minutes</li> <li>• Audit Committee report</li> <li>• Collective Bargaining Agreements (CBAs)</li> <li>• Finance Department operations</li> <li>• Pension/retirement benefits</li> </ul>	<ul style="list-style-type: none"> <li>• Requested process for FAC to advise on Collective Bargaining Agreements (CBAs)</li> </ul>
April 14, 2022 8:00 a.m. Zoom Videoconference	Chair Frederick C. Sussman, Patrick Bannon, Frank A. Brown, James A. Cardillo, Edward J. Meehan; Ward One Alderwoman Eleanor “Elly” Tierney, Ward Two Alderwoman Karma O’Neill, Ward Eight Alderman Ross H. Arnett III, City Manager David A. Jarrell, City Finance Director Jodee D. Dickinson, Accountant Kim Ellen Maronski, and Madeleine Horrell (COATV)	Vice Chair Bob Burdon, and N. Perry Hepworth	<ul style="list-style-type: none"> <li>• Annual Comprehensive Financial Report (ACFR) – FY 2021</li> <li>• Audit Committee report</li> <li>• Resilience Authority</li> </ul>	<ul style="list-style-type: none"> <li>• None</li> </ul>

Special Meeting May 5, 2022 8:00 a.m. Zoom Videoconference	Chair Frederick C. Sussman, Patrick Bannon, James A. Cardillo, N. Perry Hepworth, and Edward J. Meehan; Ward One Alderwoman Eleanor “Elly” Tierney, Ward Two Alderwoman Karma O’Neill, City Manager David A. Jarrell, City Finance Director Jodee D. Dickinson, Senior Accountant/Budget Analyst Katie Connolly, Accountant Kim Ellen Maronski, and Madeleine Horrell (COATV)	Vice Chair Bob Burdon, and Frank A. Brown	<ul style="list-style-type: none"> <li>City Budget – FY 2023</li> </ul>	<ul style="list-style-type: none"> <li>None</li> </ul>
May 12, 2022 8:00 a.m. Zoom Videoconference	Chair Frederick C. Sussman, Vice Chair Bob Burdon, Patrick Bannon, Frank A. Brown, James A. Cardillo, and Edward J. Meehan; Ward One Alderwoman Eleanor “Elly” Tierney, Ward Eight Alderman Ross H. Arnett III, City Finance Director Jodee D. Dickinson, City Attorney D. Michael Lyles, Senior Accountant/Budget Analyst Katie Connolly, Accountant Kim Ellen Maronski, and Madeleine Horrell (COATV)	N. Perry Hepworth	<ul style="list-style-type: none"> <li>City Budget – FY 2023</li> <li>Performance measures</li> </ul>	<ul style="list-style-type: none"> <li>None</li> </ul>
Special Meeting May 17, 2022 8:00 a.m. Zoom Videoconference	Chair Frederick C. Sussman, Vice Chair Bob Burdon, Patrick Bannon, James A. Cardillo, and Edward J. Meehan; Ward One Alderwoman Eleanor “Elly” Tierney, Ward Eight Alderman Ross H. Arnett III, City Finance Director Jodee D. Dickinson, Accountant Kim Ellen Maronski, and Madeleine Horrell (COATV)	Frank A. Brown, and N. Perry Hepworth	<ul style="list-style-type: none"> <li>City Budget – FY 2023</li> </ul>	<ul style="list-style-type: none"> <li>Approved FAC correspondence to be sent to City Council</li> <li>Recognized FAC Vice Chair Burdon and Mr. Meehan for their efforts on the Commission</li> </ul>



June 9, 2022 8:00 a.m. Zoom Videoconference	Chair Frederick C. Sussman, Vice Chair Bob Burdon, Patrick Bannon, Frank A. Brown, James A. Cardillo, and Edward J. Meehan; Ward One Alderwoman Eleanor “Elly” Tierney, Ward Eight Alderman Ross H. Arnett III, City Manager David A. Jarrell, City Finance Director Jodee D. Dickinson, Assistant City Attorney Ashley E. Leonard, Human Resources Manager Tricia Hopkins, Accountant Kim Ellen Maronski, and Madeleine Horrell (COATV)	N. Perry Hepworth	<ul style="list-style-type: none"> <li>• Audit Committee report</li> <li>• City and Finance Department operations</li> <li>• FAC Spending Affordability Subcommittee report</li> <li>• Public Information Act (PIA) records request</li> </ul>	<ul style="list-style-type: none"> <li>• Agreed to hold a special meeting June 16, 2023 to discuss Collective Bargaining Agreements (CBAs)</li> </ul>
Special Meeting June 16, 2022 8:00 a.m. Zoom Videoconference	Chair Frederick C. Sussman, Vice Chair Bob Burdon, Patrick Bannon, James A. Cardillo, N. Perry Hepworth, and Edward J. Meehan; City Manager David A. Jarrell, City Finance Director Jodee D. Dickinson, Assistant City Attorney Kerry Berger, Human Resources Manager Tricia Hopkins, Accountant Kim Ellen Maronski, Mark Hildebrand (COATV), and Madeleine Horrell (COATV)	Frank A. Brown	<ul style="list-style-type: none"> <li>• Collective Bargaining Agreements (CBAs)</li> </ul>	<ul style="list-style-type: none"> <li>• Agreed to hold a special meeting June 23, 2023 to discuss Collective Bargaining Agreements (CBAs)</li> </ul>
Special Meeting June 23, 2022 8:00 a.m. Zoom Videoconference	Chair Frederick C. Sussman, Vice Chair Bob Burdon, N. Perry Hepworth, and Edward J. Meehan; Ward One Alderwoman Eleanor “Elly” Tierney, City Manager Michael Mallinoff, City Attorney D. Michael Lyles, Human Resources Manager Tricia Hopkins, Accountant Kim Ellen Maronski, and Madeleine Horrell (COATV)	Patrick Bannon, Frank A. Brown, and James A. Cardillo	<ul style="list-style-type: none"> <li>• Collective Bargaining Agreements (CBAs)</li> </ul>	<ul style="list-style-type: none"> <li>• Approved FAC correspondence to be sent to City Council</li> </ul>

Special Meeting August 11, 2022 8:00 a.m. Zoom Videoconference	Chair Frederick C. Sussman, Frank A. Brown, James A. Cardillo, N. Perry Hepworth, and Edward J. Meehan; Ward Eight Alderman Ross H. Arnett III, City Manager Michael Mallinoff, City Finance Director Jodee D. Dickinson, Accountant Kim Ellen Maronski, and Madeleine Horrell (COATV)	Vice Chair Bob Burdon, and Patrick Bannon	<ul style="list-style-type: none"> <li>• Bond Ordinance O-43-22</li> </ul>	<ul style="list-style-type: none"> <li>• Recommended City Council approve O-43-22</li> </ul>
October 13, 2022 8:00 a.m. Zoom Videoconference	Chair Frederick C. Sussman, Vice Chair Bob Burdon, Frank A. Brown, James A. Cardillo, and Edward J. Meehan; Ward One Alderwoman Eleanor “Elly” Tierney, Ward Five Alderman Brooks Schandelmeier, Ward Eight Alderman Ross H. Arnett III, City Manager Michael Mallinoff, City Finance Director Jodee D. Dickinson, City Attorney D. Michael Lyles, Public Works Director Jarrell, and Madeleine Horrell (COATV)	Patrick Bannon, and N. Perry Hepworth	<ul style="list-style-type: none"> <li>• Audit Committee report</li> <li>• Bond Ordinance O-46-22</li> <li>• City Dock Resiliency Project</li> <li>• FAC Spending Affordability Subcommittee report</li> <li>• Return on Investment presentation by Ald. Schandelmeier</li> </ul>	<ul style="list-style-type: none"> <li>• Recommended City Council approve O-46-22</li> </ul>
December 8, 2022 8:00 a.m. Zoom Videoconference	Chair Frederick C. Sussman, Vice Chair Bob Burdon, Patrick Bannon, Frank A. Brown, N. Perry Hepworth and Edward J. Meehan; Ward One Alderwoman Eleanor “Elly” Tierney, City Manager Michael Mallinoff, City Finance Director Jodee D. Dickinson, Human Resources Manager Tricia Hopkins, and Madeleine Horrell (COATV)	James A. Cardillo	<ul style="list-style-type: none"> <li>• City and Finance Department operations</li> <li>• Resolution R-58-22</li> </ul>	<ul style="list-style-type: none"> <li>• Recommended City Council approve R-58-22</li> </ul>



## **ANNAPOLIS HERITAGE COMMISSION ANNUAL REPORT FOR 2022**

### **CITY CODE SECTION 2.48.360**

#### **DUTIES**

The Commission shall advise on and facilitate the development of programs and activities that increase public awareness, appreciation and preservation of the cultural heritage of the City of Annapolis. The Commission shall have discretion to develop programs and projects in partnership with the Historic Preservation Commission and other heritage-related agencies and organizations that keeps the cultural heritage alive in our memory as a part of what has shaped us as a people, nation, and culture. This can include commemorative events, publications, monuments, markers, awards and other educational activities. The Commission shall consider as a primary component of program and project development the educational value and public benefit associated with the Commissions proposed activities.

#### **MEETINGS**

At the Call of the Chair.

#### **MEMBERSHIP CRITERIA AND STATUS**

##### **Membership Criteria**

The Commission consists of seven residents and up to five at large members who have a demonstrated knowledge and interest in the history and culture of Annapolis. Four of the twelve positions may include, by way of example, representatives from Historic Annapolis Foundation, Maryland State Archives, Four Rivers Heritage Area of Annapolis, London Town, and South County and the Annapolis History Consortium. The members shall be appointed by the Mayor subject to confirmation by the Council.

##### **Membership Status**

Marcie Taylor-Thoma is Chairman and Robert Worden is the Vice Chairman. There are currently four vacancies on the Commission. John Tower, Chief of Historic Preservation, served as the staff representative. Shari Pippen, Historic Preservation Assistant, performed administrative functions for the Commission.

## Membership Status

<u>COMMISSIONER</u>	<u>APPOINTED</u>	<u>REAPPOINTED</u>	<u>EXPIRES</u>
Marcie Taylor-Thoma, Chair	10-26-15	5-13-19	9-30-22
Robert L. Worden, Vice Chair	10-13-11	6-28-21	6-30-24
Alma H. Cropper	10-31-11	6-28-21	6-30-24
Karen Theimer-Brown	1-27-20		6-30-23
David Haight	9-14-20		6-30-23
Samuel Biddle	9-14-20		6-30-23
Todd Powell	10-11-21		6-30-24
Reid Bowman	2-28-22		6-30-25

## Membership Attendance      X = Attended

<u>2022</u>	<u>March 2</u>	<u>May 4</u>	<u>Sept 7</u>	<u>Nov. 2</u>
Marcie Taylor-Thoma, Chair	x	x	x	x
Robert L. Worden, Vice Chair	x	x	x	x
Alma H. Cropper	x		x	x
Karen Theimer-Brown	x	x	x	x
David Haight	x	x	x	x
Samuel Biddle	x	x	x	x
Todd Powell		x	x	x
Reid Bowman	x	x	x	x

## MEETING TOPICS

### March 2, 2022

National Washington-Rochambeau Revolutionary Route Association Inc., – Ellen von Karajan, Executive Director.

Connecting with the Art in Public Places Commission.

Events and support for Maryland Day 2022.

Update on the St. Clair Wright Signage.

Interpretative Signage Workshop with Chesapeake Crossroads.

### May 4, 2022

Annapolis events for May and June.

Introduction of Genevieve Torri, Chair, & Vice-Chair, David Arthur, Art in Public Places Commission.

Reviewing Ellen von Karajan's W3R suggestions.

### September 7, 2022

Lafayette Project.

Parole Project.

General Announcements.

Update on the Slave Port project.

WR3 Signage at the end of the Eastport Bridge.

### November 2, 2022

The People's Park Project – Janice Hayes Williams.

The Annapolis Friends of Lafayette.

Planning a Listening Session for the Parole Community.

Connecting with the Art in Public Places Commission.

Parole Project (Cecil Memorial Church).

WR3 Signage Removal.

  
Marcie Taylor-Thoma, Chairman  
Annapolis Heritage Commission

Report prepared 12/5/22  
John J. Tower  
Shari L. Pippen





## **HISTORIC PRESERVATION COMMISSION ANNUAL REPORT FOR 2022**

### **CITY CODE SECTION 21.08.060**

#### **DUTIES per City Code 21.08.060(E)**

- The Historic Preservation Commission shall hold no fewer than one regular meeting monthly to discharge its duties.
- Consistent with the City's policies and procedures, employees may be assigned to the Commission, and such services and facilities made available as are deemed necessary or appropriate for the proper performance of its duties.
- The Historic Preservation Commission shall annually file a report with the City Council summarizing the Commission's discharge of its responsibilities.
- The Historic Preservation Commission shall decide applications for Certificates of Approval pursuant to the provisions of [Chapter 21.56](#).
- The Historic Preservation Commission may accept and use gifts in the exercise of its functions, subject to any applicable City policies or procedures regarding acceptance or use of gifts by public officials.
- The Historic Preservation Commission may direct studies, reports, and surveys to identify historically, culturally, archaeologically, or architecturally significant landmarks, sites, structures, and districts that exemplify the cultural, social, economic, political, or architectural history of the City, State or Nation.
- The Historic Preservation Commission may adopt and utilize in its review of applications rehabilitation and new construction design guidelines and criteria for designated landmarks, sites, structures, and districts which are consistent with the U.S. Secretary of the Interior's standards for rehabilitation. Guidelines may include design characteristics intended to meet the needs of particular types of landmarks, sites, structures, and districts, and may identify categories of changes that, because they are minimal in nature, do not affect historic, cultural, archaeological, or architectural significance, and do not require review by the Commission.
- To adopt sidewalk café furniture guidelines for use by operating establishments located in the historic district, which hold permits issued pursuant to [Chapter 7.42](#) of the Annapolis City Code. In adopting any such guidelines, the Historic Preservation Commission shall consider the requirements of [Section 7.42.020\(F\)](#) of the Annapolis City Code.
- Consistent with the City's Charter, ordinances, resolutions, local public law, policies, and procedures covering the acquisition of easements, to accept historic preservation easements, when deemed appropriate by the Commission, on designated landmarks, structures, or sites and on sites or structures located in, or adjacent to, a designated district, landmark, site, or structure.
- To undertake any other action or activity necessary or appropriate to the implementation of its powers and duties or the implementation of the purpose of this Zoning Code.

### **MEETINGS per Rules of Procedure 3.3, 3.4, and 5.1**

Public Hearings are held on the second Tuesday of the month at 7 pm. Administrative Meetings are held on the fourth Thursday of the month at 7 pm. No Public Hearings or Administrative Meetings take place in August. No Administrative meetings take place in November or December. The minutes of all meetings are recorded, filed, and available in the Planning & Zoning Department as well as on the City's website.

### **MEMBERSHIP CRITERIA AND STATUS per City Code 21.08.060(B)**

At least two members of the Commission shall possess professional or academic training in one or more of the above-listed fields in accordance with the minimum professional requirements of the United States Department of the Interior for certifying local governments under 36. C.F.R. Part 61.

The criteria for Commission membership under the category of demonstrated special interest may be satisfied either by formal training in one or more of the fields listed in Subsection (B) of this section or active membership in a preservation-related organization. The requirement for membership under the category of specific knowledge may be satisfied by formal post-secondary education, employment or practical experience in one or more of the above-listed fields. The requirement for Commission membership under the category of professional or academic training may be satisfied by, at a minimum, two years' experience as a professional or a bachelor's degree in one or more of the above-listed fields.

### **Membership Status**

COMMISSIONER	APPOINTED	REAPPOINTED	EXPIRES
Timothy Leahy, Chairman	10/13/2008	1/20/20	7/31/23
Kim Finch	9/28/2007	6/28/21	7/31/24
Roberta "Bobbi" Collins, Vice Chair	9/25/2017	9/14/20	7/31/23
Dr. Wilford Scott	7/23/18	6/28/21	7/31/24
William W. Williams, RA	9/23/19		7/31/25
Kevin Smith	10/18/21		7/31/24
Leslie Xavier	9/31/21		7/31/24

### **Membership Attendance X - Attended**

2022	Jan 11&27	Feb 8	Mar 8	April 12&28	May 10	June 14	July 12&28	Sept 13&22	Oct 11&27	Dec 13
Tim Leahy	XX	X	X	XX	X	X	XX	XX	XX	X
Kim Finch	XX	X	X	XX	X	X	X	XX	X	X
Bobbi Collins	XX	X	X	XX	X	X	XX	XX	XX	X
Wil Scott	XX	X	X	XX	X	X	X	X	XX	X

Bill Williams	XX	X	X	XX	-	X	XX	XX	XX	X
Kevin Smith	XX	X	X	XX	X	X	XX	XX	XX	X
Leslie Xavier	X	X	X	XX	X	X	XX	XX	X	X

### **Staff Participation**

The Chief of Historic Preservation John Tower served as the staff representative for the 2022 meetings and Historic Preservation Assistant Shari Pippen performed administrative functions for the Commission.

### **Application Statistics**

#### **Public Hearing Approvals**

19 Applications were reviewed and approved at Public Hearing with a value of construction of \$3,504,777.80

#### **Administrative Approvals**

276 Applications were submitted and reviewed and 238 were approved administratively with a value of construction of \$3,917,649.10.

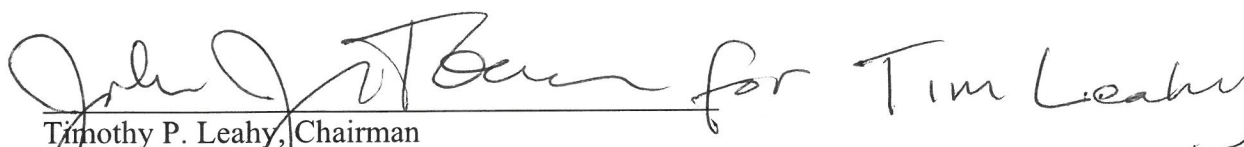
One application was withdrawn, two applications were denied and 35 applications were deemed incomplete and additional information was requested or the application is pending revisions.

#### **Revisions to Certificates of Approval**

A total of 27 revised Certificates of Approval were issued with a value of construction of \$179,486.59.

#### **Historic Preservation Tax Credits**

13 new applications were approved for FY23 tax credits in the amount of \$93,132.31 and seven applications were carried-over from prior year(s) amounting to a total of FY23 credits of \$121,752.15.

  
Timothy P. Leahy, Chairman  
Historic Preservation Commission



## **2022 ANNUAL REPORT**

### **Annapolis Human Relations Commission**

These are highlights of the activities of the Annapolis Human Relations Commission in 2022 and consistent with its mission to eliminate discrimination and promote equal opportunity:

#### Planning Joint Projects with Human Relations Commission of Anne Arundel County

Representatives of the City and County Human Relations Commissions have engaged in a series of conversations about a joint initiative to organize monthly “road shows” in County Council District 6 to foster discussion with civic, religious, and neighborhood organizations about ways to respond to hate group activity in the greater Annapolis area. These sessions will use the annual “hate bias” reports of the Maryland State Police and data and information assembled by the County Executive’s forum on hate crimes and incidents. These efforts will get underway in early 2023.

#### Police Accountability Board

Following a presentation by Rev. Marguerite Morris of the Police Accountability Board Coalition, the Commission endorsed all of its recommendations including one that would strengthen the authority of the Board by enabling it to conduct investigations. However, County Council rejected a proposal to give the Anne Arundel County Board such power, approving a version supported by the County Executive that made a few changes related to the membership of the Board.

#### Racial Equity Bill

Carl Snowden, convener of the Caucus of African American Leaders, made a presentation to the Commission in which he called on the Commission to look at the impact that public policies have on racial equity in Annapolis and examine whether City services are being distributed in an equitable fashion. In response, the Commission engaged in an extensive discussion of whether to seek passage of a version of the “Racial Equity Bill” adopted in Montgomery County. The Commission chair sent email messages to the Mayor and City Council to determine the level of interest in similar legislation in Annapolis. Alderwoman Rhonda Pindell Charles responded by saying that she was working with the Office of Law on just such a bill. Alderman DeJuan Gay said it was a “fantastic idea and opportunity to promote equity and inclusion”. The Commission chair sent a second message to the Mayor and City Council saying that the Commission stands ready to work with interested parties in establishing a racial equity program in Annapolis.

#### Complaints

The Commission fielded two public accommodations complaints. One dealt with an incident that occurred at a local barbershop. The complainant declined to pursue mediation. The only alternative that the Commission had would have been to refer the matter to the Maryland

Commission on Civil Rights, but that would require the complainant to provide evidence that he experienced discrimination on the basis of race/ethnicity or national origin as stated in his complaint. The second complaint related to an incident that took place at a local hotel restaurant. Both parties agreed to mediation, and it is being handled by the Anne Arundel Conflict Resolution Center.

#### Fair Housing Brochures

Revised English and Spanish language versions of the Commission's fair housing brochure were prepared, reflecting the adoption of a fair housing ordinance by Anne Arundel County. Both brochures are available from the Office of Human Resources.

#### Requested Reanalysis of Traffic Stop Data Provided by the Annapolis Police

A "data analysis" of traffic stops conducted by a retired police sergeant raised questions. The report has been challenged by the Annapolis Police, which has committed to performing a reanalysis. Commissioner Joshua Hatch has taken a leadership role on this issue.

#### Other Activities

The Commission presented awards virtually to graduating seniors at the annual programs of Annapolis and St. Mary's High Schools. The Commission presented its annual award at the Dr. Martin Luther King Jr. Memorial Breakfast virtually to the late Candice C.W. Antwine, who focused on equity issues when she served on the Anne Arundel County Board of Education.

#### 2022 Meeting Attendance Record of Commissioners

	February	March	April	September	October	November
Keller	X	X	X	X	X	X
Knight	E			E	X	
Leitch	X	X	E	X	X	X
Sims	X	X	X			
Katchmar	X	X	E	E		X
Graham	X		X	E	X	X
Smith	X	E		Term expired		
Hurley	X	X	X	X	X	X
Williams	X	X	X	X	E	X
Browning	X	X	X	Resigned		
Hatch	Not yet appointed			X	X	X
Moody	Not yet appointed					X
Mundy	Not yet appointed					X

Key: X- Attended, E- Excused absence



MARITIME ADVISORY BOARD  
THE CITY OF ANNAPOLIS

MUNICIPAL BUILDING  
ANNAPOLIS, MARYLAND 21401  
(410) 263-7940

January 18, 2023

Regina C. Watkins-Eldridge, MMC, City Clerk  
City of Annapolis  
160 Duke of Gloucester Street  
Annapolis, Maryland 21401

Re: 2022 Annual Performance Statement

Dear Ms. Watkins-Eldridge:

At the regular meeting of the City of Annapolis Maritime Advisory Board (MAB) held on January 17, 2023, the MAB approved the following annual performance statement.

The Maritime Advisory Board (MAB) was created in 1988 "[t]o provide input and assistance to appropriate city officials, boards and commissions based upon positions and viewpoints espoused by the maritime industry and trade." The Board's duties include:

Provide expert and informed analysis, based upon marine industry and trade positions and viewpoints, of the facts relating to the marine industry and pleasure boating in the City on relevant matters pending before the City Council, or any city agency, board or commission, including the advantages and disadvantages of any particular action;

Make such recommendations to any decision-making body, agency, board, commission or official of the City on matters relating to the marine industry and pleasure boating in the City as the council deems appropriate;

The full text of the City Code pertaining to the MAB is set forth at Section 2.28.230 *et seq.*

The MAB has established the following goals and objectives to be met during the 2023 calendar year:

- Continue to provide input, assistance, analysis and recommendations on relevant matters pending before the City Council and any city agency, board or commission.
- Continue to make recommendations on matters relating to the maritime industry and pleasure boating in the City as the City Council and City Departments and agencies deem appropriate.

- Consistent with the to-be adopted “Annapolis Comprehensive Plan 2040”, encourage the City to commence implementation of the recommendations of that Plan as will relate to the maritime industry.
- Seek the expansion of public water access and community boating opportunities available to City residents.
- Work with City staff to finalize updates to City harbor lines.
- Continue to work with City staff regarding the recommendations of the City Dock Action Committee.
- Continue review of maritime zoning for opportunities for properties unaffected by O-25-21.

The MAB has established the following goals and objectives proposed to be met during each of the next four ensuing fiscal years:

- Commence, continue and expand implementation of the recommendations of the to-be-adopted “Annapolis Comprehensive Plan 2040”.
- Work with City staff on the implementation of the recommendations of the City Dock Action Committee.
- Continue periodic review of current maritime zoning, rules and regulations, and make recommendations to the appropriate agency and City Council to ensure the fair utilization of and safety on City waterways.
- Continue to encourage the attraction of national and international yachting events to the City including proactive approach with local yacht clubs on timing and coordination of upcoming events and the City’s role in those events.
- Establish and promote the City as a “one-stop shopping” community for maritime products and services.
- Implement long-term management of the City waterways.

Inasmuch as the MAB is an advisory Board, and the amount and subject matter of the input and advice to a particular “decision-making body, agency, board, commission or official” varies from year-to-year, the annual performance standard of necessity is whether the MAB has satisfactorily provided such input, assistance, analysis and recommendations on matters relating to the marine industry and pleasure boating in the City. To that end in 2022 the MAB has:

- Continued monitoring of the no-discharge zone application through approval.
- Continued to review and make recommendations for the Charter Dock policy.
- Continued review and made recommendations on improvement of street-end access points and public access areas.
- Reviewed O-40-21, Electric Mobility, for its impact on maritime transportation.
- Reviewed O-2-22 regarding current policy for mooring permits.
- Reviewed R-17-22 regarding Annapolis Waterfront and Sailing Center as ambassador to the tall ships and historic vessels community.
- Reviewed Public Water Access Plan.
- Explored options for VHF radio check/rebroadcast system.
- Made recommendations for expanded signage for Back Creek/Spa Creek speed limits.
- Provided on-going interface with the Anne Arundel County Maritime Industry Advisory Board.
- Continued to review status of the City Dock Action Committee as it affects the water side of City Dock and the maritime industry.
- Appointed sub-group to make recommendations regarding a Maryland Maritime Hall of Fame.

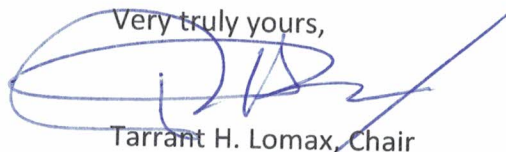
The MAB has fully complied with and adhered to the performance standards established for the preceding year.

A matrix of attendance is attached hereto.

In closing, the MAB notes that it is incumbent upon the Council, and each city official, board and commission considering a matter relating to the maritime industry, City waters and recreational and commercial boating in the City to bring that matter to the attention of the MAB. The Council and each such city official, board and commission should be reminded to bring such matters to the attention of the MAB.

If you, the Mayor, members of the Council or staff have any questions, please do not hesitate to contact me.

Very truly yours,



Tarrant H. Lomax, Chair

January 18, 2022

cc: MAB Members  
Michael La Place, Director, Planning & Zoning  
Stephen Rice, Economic Development Manager





# Planning Commission 2022 Annual Report

March 13, 2023

TO: Regina C. Watkins-Eldridge, MMC  
City Clerk

FROM: Alex Pline  
Chair

RE: Annual Report 2022 – Planning Commission

## **Duties:**

The Planning Commission of the City of Annapolis is a volunteer group of citizens selected by the Mayor with the approval of the City Council. There are seven members on a full Planning Commission, serving from different areas of the City.

The criteria for membership include the following:

- Must be a resident of the City of Annapolis
- Must attend monthly meetings and other assemblage as needed
- Must have a demonstrated interest with regard to planning policy, land use matters and procedures of the City

In February 2022, Alex Pline was elected as chair of the Commission and Bob Waldman was re-elected as vice-chair.

**Under section 21.08.030 of the City Code, the Planning Commission is charged with the following duties:**

1. Review all proposed amendments to this Zoning Code and Zoning Map and to report to the City Council its findings and recommendations in the manner prescribed in this Zoning Code, Chapter 21.32 and Chapter 21.34.
2. Receive the Planning and Zoning Director's recommendations related to the effectiveness of this Zoning Code and report its conclusions and recommendations to the City Council not less

frequently than once a year.

3. Hear and decide applications on planned developments pursuant to the provisions of Zoning Code Chapter 21.24
4. Execute all powers conferred to Planning Commissions under the Land Use Article of the Annotated Code of Maryland as may be amended from time to time.
5. On referral by the Director of Planning and Zoning of a major site design the Planning Commission shall hold a public hearing and make recommendations. Under section 21.22.060, the Planning Commission makes decisions on both preliminary and final major site designs.
6. On referral by the Director of Planning and Zoning on structures greater than three thousand two hundred fifty square feet in R2-NC zoning districts the Planning Commission shall hold a public hearing and make recommendations. Under section 21.40.060, the Planning Commission reviews and approves these types of applications.
7. The Planning Commission shall provide written findings for every decision under this title. The application shall be approved only if the majority of the members of the Planning Commission find that all of the necessary review criteria have been met.
8. For applications under [Section 21.08.030\(E\)3](#) of this title, the Planning Commission shall grant or deny applications based on whether they satisfy all the standards imposed by [Section 21.24.090](#).

The Commission may consider each standard individually but shall only vote on the application as a whole.

The minutes of all meetings are recorded, filed and available in the Planning and Zoning Department as well as online. There are no minutes for work sessions. No in-person meetings were held. The Commission continued with the virtual meeting format that had been implemented in conjunction with Governor Hogan's State of Emergency.

The Commission is staffed by the Department of Planning and Zoning. Jacquelyn Rouse serves as the liaison to the Commission. A contract attorney is assigned by the City Attorney to serve as counsel to the Board. Christopher Beard served in that capacity until July 2022. Lisa Bell has served in that capacity from July 2022 to present. Kimberly Consoli serves as reporting secretary since September 2021.

**Attendance:**

	1/6	1/20	2/3	2/17	3/3	3/10	3/31	4/7
<b>Alex Pline, Chair</b>	X	X	X	X	X	X	X	X
<b>Robert Waldman, Vice Chair</b>	X	X	X	X	X	X	X	--
<b>David Iams</b>	X	X	X	X	--	X	--	X
<b>Diane Butler</b>	--	X	--	X	X	X	X	X
<b>Tom Sfakiyanudis</b>	n/a	n/a	n/a	X	X	X	X	--
<b>Theresa Rubio-Dorsey</b>	n/a	n/a	n/a	X	X	X	X	X
<b>Ben Sale</b>	X	X	X	X	--	--	X	--



	4/21	5/5	5/19	6/16	7/7	7/21	8/18	9/1
Alex Pline, Chair	X	X	X	X	X	X	X	X
Robert Waldman, Vice Chair	X	X	X	X	X	X	X	X
David Iams	X	X	X	--	X	X	X	X
Diane Butler	--	X	X	--	X	X	--	X
Tom Sfakiyanudis	X	X	X	X	X	--	X	X
Theresa Rubio-Dorsey	X	X	X	X	--	X	X	X
Ben Sale	--	X	--	X	--	X	X	--

	9/15	11/17	12/1	12/15
Alex Pline, Chair	X	X	X	X
Robert Waldman, Vice Chair	X	X	X	X
David Iams	X	X	X	--
Diane Butler	X	X	X	X
Tom Sfakiyanudis	X	--	X	--
Theresa Rubio-Dorsey	X	X	X	X
Ben Sale	X	X	--	X

X = Present

#### Activities:

#### Review of Ordinances

The Commission reviewed the following seven ordinances and five were voted on, with written recommendations and comments which were forwarded to the City Council:

- **O-40-21 – Capital Budget and Capital Improvement Program – 100% Electric Mobility Plan.** The Planning Commission voted 4-0 to recommend approval to the City Council.
- **O-6-22 – Medical Cannabis Dispensaries.** The Planning Commission voted 4-0 to recommend approval to the City Council.
- **O-15-22 – Capital Improvement Plan FY 2023.** The Planning Commission voted 5-0 to recommend approval to the City Council.
- **O-9-22 – Off-Site Parking Requirements.** The Planning Commission voted 6-0 to recommend approval to the City Council.
- **O-40-22 – Workforce Housing.** The Planning Commission voted 4-1 to recommend approval to the City Council. Ms. Butler dissented.
- **O-11-22 – Food Service Standards.** The public hearing will continue to January 5, 2023.
- **O-49-22 – Parking Fee.** The public hearing will continue to January 5, 2023.

#### Work Sessions

On March 10, 2022, the Planning Commission held a work session to discuss **O-9-22, Off-Street Parking** Requirements for food establishments.

On August 18, 2022 and September 15, 2022, the Commission held work sessions to discuss the Special Mixed Development Plan Proposal for **The Willows at Forest Drive**.

On September 1, 2022, the Commission held a work session to discuss the Special Mixed Development Plan Proposal for **Parole Place**.

### **Planned Developments and Major Site Design Plan Reviews**

The Commission reviewed the following projects and prepared written approvals:

- **PD2019-001:** Planned Development and Preliminary Subdivision known as **The Village of Providence Point**, Forest Drive at Spa Road. After a hearing spanning five meetings, the Commission voted 5-0 to approve the application, with conditions.
- **PD2018-001:** Modification of a Special Mixed Planned Development, Sailors Quay, **1 Sailors Way**. The Commission voted 5-0 to approve the application, with conditions.
- **SDP2020-005:** Major Site Design Plan Review application for the development of an early learning and childcare facility, the **Primrose School**, located at the intersection of Spa Road and Hilltop Lane. After a hearing spanning four meetings, the Commission voted 4-1 to approve the application, with conditions.
- **SDP2020-006:** Major Site Design Plan and Preliminary Subdivision application for the development of an Institution for the Care of the Aged, known as **Bay Village Suites**, on property located at 960 Bay Village Drive. The Commission voted 5-0 to approve the application, with conditions.
- **RNC2022-008:** Minor Site Design Plan Review application for **424 Second Street**. The Commission voted 5-0 to approve the application.
- **RNC2021-029:** Minor Site Design Plan Review application for **9 Eastern Avenue**. The Commission voted 5-0 to approve the application.

### **Other Updates**

The Commission heard two updates on the City's Comprehensive Plan, two updates on the City Dock Resiliency Plan, and one update on the Mobility Plan.

The Commission held discussions on modification of the Rules of Procedure to change the time frame for rendering opinions, and procedures related to the conduct of members with regard to conflict of interest.

Reviewed and approved by the Planning Commission January 5, 2023.



## City of Annapolis

### Office of Finance

160 Duke of Gloucester Street  
Annapolis, MD 21401

January 12, 2023

TO: Regina C. Watkins-Eldridge, MMC  
City Clerk

FROM: Joseph Semo  
Chair

RE: Annual Report 2022 – Police & Fire Retirement Plan Commission

**Duties:** The Police & Fire Retirement Commission is composed of the City Manager, Finance Director, Human Resources Manager, Chair of Finance Committee, representative of Police and Fire Departments, a local banking representative appointed by the Mayor, and a representative jointly designated by certified bargaining units for Police and Fire. Each member has a term of three years or until a successor is appointed. The purpose of the Police & Fire Retirement Commission is to review the funding of the retirement plan and the reports of the consulting actuary with respect to the long-term funding adequacy of the retirement plan, and to oversee the investments made for the retirement plan. The Commission issues reports to the City Council upon request and with respect to such matters as it deems appropriate.

#### Attendance:

Members	Jan	Feb	Mar (1)	Apr	May (1)	May (24)	June	Jul (12)	Aug	Sep	Oct (6)	Nov	Dec (14)
Joseph Semo, Chair	NoMtg	NoMtg	✓	NoMtg	✓	✓	NoMtg	✓	NoMtg	NoMtg	✓	NoMtg	✓
Ald. Elly Tierney (began 3/22)	NoMtg	NoMtg	-	NoMtg	✓	✓	NoMtg	✓	NoMtg	NoMtg	✓	NoMtg	✓
Jodee Dickinson, Finance Director	NoMtg	NoMtg	-	NoMtg	✓	✓	NoMtg	✓	NoMtg	NoMtg	✓	NoMtg	✓
Patricia Hopkins, Human Resource Manager	NoMtg	NoMtg	✓	NoMtg	✓	✓	NoMtg	✓	NoMtg	NoMtg	✓	NoMtg	✓
Mary Kathleen Sulick <sup>1</sup>	NoMtg	NoMtg	✓	NoMtg	-	-	NoMtg	✓	NoMtg	NoMtg	-	NoMtg	✓
David Jarrell, City Manager (ends 7/22)	NoMtg	NoMtg	✓	NoMtg	✓	✓	NoMtg	✓	NoMtg	NoMtg		NoMtg	
Michael Mallinoff, City Manager (began 10/22)	NoMtg	NoMtg		NoMtg			NoMtg		NoMtg	NoMtg	✓	NoMtg	✓
John Wardell II	NoMtg	NoMtg		NoMtg	✓		NoMtg	✓	NoMtg	NoMtg	✓	NoMtg	
John Ortlieb	NoMtg	NoMtg	✓	NoMtg	✓		NoMtg	✓	NoMtg	NoMtg	✓	NoMtg	✓
Amy Miguez (began 5/22)	NoMtg	NoMtg	-	NoMtg	✓	✓	NoMtg	✓	NoMtg	NoMtg	✓	NoMtg	✓
Edward Jackson, Police Chief	NoMtg	NoMtg	-	NoMtg	-	-	NoMtg		NoMtg	NoMtg	-	NoMtg	-
Douglas Remaley, Fire Chief	NoMtg	NoMtg	-	NoMtg	-	-	NoMtg		NoMtg	NoMtg	-	NoMtg	-

<sup>1</sup>Expired; remains in session until a successor is appointed.

**Activities:** During 2022, the Police & Fire Plan Commission held meetings every other month to discuss the performance of the Police & Fire Retirement Plan Investment fund and Asset Managers. See attached report from AndCo Consulting. In addition, other areas of interest included the following: a review of the City's Pension Valuation; continued discussions of the City contributions to the Pension Fund; a review of the Plan's asset

allocation.

  
Joseph Seme, Chair

1/12/2023



**Clients first.**

**City of Annapolis Police and Fire Retirement Plan**  
**Financial Highlights: Fiscal Year Ending June 30, 2022**

**Strategy and Allocation:**

The City of Annapolis Police and Fire Retirement Plan (the “Plan”) is expected to provide retirees with benefits as detailed in the Plan’s controlling documents. Accordingly, the Plan’s investment portfolio is managed with a long-term, growth-oriented structure and is evaluated by its effectiveness in achieving the following objectives: (1) generating a long-term investment return that meets the Plan’s actuarial interest rate assumption; and (2) achieving such investment returns with acceptable levels of risk and illiquidity.

To achieve the Plan’s investment objectives, the Plan has adopted an asset allocation structure that embraces a combination of traditional, publicly held equity and fixed income investments as well as private investments – some of which hedge typical market risk while others seek to capitalize on unique investment opportunities. This asset allocation structure has evolved since 2011 when the first private and opportunistic investment commitment was made to capitalize on dislocations that stemmed from the 2008 financial crisis.

Returns since early 2009 have been strong. However, significant equity market corrections in 2007/2009, February & March of 2020 and calendar year 2022 have made it difficult for the Retirement Plan to achieve its actuarial goals over the last 15 years. Longer-term, results have been solid as the Plan has produced an annualized return of 8.34% since October of 1982.

Looking forward, the Commission will continue to focus on a combination of traditional and alternative investments to build the most productive portfolio possible. The Retirement Plan’s asset allocation structure as of June 30, 2022, was as follows:

Asset Class	Actual as of 6/30/2022	Policy Target	Policy Range
Domestic Equities	33.5%	36.00%	26% - 46%
Global/International Equities	13.0%	13.00%	8% - 18%
Fixed Income	12.9%	10.00%	5% - 15%
Global Tactical Asset Allocation	8.5%	9.00%	6% - 12%
Real Estate	8.5%	8.00%	5% - 11%
Infrastructure	2.7%	3.00%	1% - 5%
Alternatives*	19.7%	19.00%	11% - 27%
Cash	1.2%	2.00%	0% - 4%
<b>Total</b>	<b>100.00%</b>	<b>100.00%</b>	

*\*Hedge funds, private market and opportunistic investment strategies.*

**Investment Market Performance:**

After producing above average returns in 2020 and 2021, despite the tremendous uncertainty created by the COVID 19 pandemic, the broad U.S equity markets experience significant losses during the first six months of 2022. U.S. equities represented by the S&P 500 Index were down 20.0% during



the first half of 2022, and lost 10.6% during the Retirement Plan's fiscal year ending June 30, 2022. U.S. small and mid-cap equities as well as international developed and emerging market equities experienced greater losses over the fiscal year period. The primary catalysts for the equity market losses were the tremendous stimulus provided by governments around the globe which has resulted in significant inflationary pressures and the response of global central banks to raise short term interest rates. Additional and significant uncertainty has also been caused by the ongoing war between Russia and Ukraine as well as continued challenges in China stemming from their zero tolerance COVID policies.

With respect to U.S. and global fixed income investing, the first half of 2022 has been the worst six-month period since the inception of the Bloomberg Aggregate Index in 1976. The historic losses are the result of unprecedented interest rate increases across the yield curve which are directly correlated with central bank efforts to combat inflation by increasing short-term interest rates. In the investment grade space (bonds rated BBB and better), the Bloomberg Aggregate Index had a return of -10.4% for the six months ending June 30, 2022 and a similar return of -10.3 for the Plan's fiscal year period. Larger losses were experienced in the high yield and international bond markets for the same periods.

The following summarizes the equity and fixed income capital market returns for the six month and fiscal year periods ending June 30, 2022.

Capital Market Returns as of June 30, 2022		
Equities	Year-to-date	1 Year
U.S. Large Cap (S&P 500)	-20.0	-10.6
U.S. Mid Cap (Russell Mid Cap)	-21.6	-17.3
U.S. Small Cap (Russell 2000)	-23.4	-25.2
Intl Developed (MSCI EAFE)	-19.6	-17.8
Intl Emerging (MSCI EM)	-17.6	-25.3
Fixed Income		
Investment Grade (BB US Agg)	-10.4	-10.3
High Yield (BB US Corp HY)	-14.2	-12.8
Global (BB Global Agg)	-13.9	-15.2

#### **Plan Performance:**

After a strong fiscal year gain of 28.5% for the period ending June 2021, the Retirement Plan ended the current fiscal year with a loss of 9.8% and an ending market value of \$184.9 million vs. \$210.4 as of June 30, 2021. For the ten-year period as of June 30, 2022, the Plan returned 7.0%.

A summary of the Plan's annualized and fiscal year performance for periods ending June 30 is as follows:

Annualized Returns as of June 30, 2022								
	1 YR	2 YR	3 YR	4 YR	5 YR	7 YR	10 YR	15 YR
Total Plan	-9.8%	7.7%	5.3%	5.3%	5.6%	5.7%	7.0%	5.1%
Policy Benchmark	-10.4%	6.4%	5.6%	5.9%	6.3%	6.1%	6.9%	5.3%

Fiscal Years Ending										
	6/30/22	6/30/21	6/30/20	6/30/19	6/30/18	6/30/17	6/30/16	6/30/15	6/30/14	6/30/13
Total Plan	-9.9%	28.5%	0.6%	5.4%	7.1%	11.6%	0.4%	4.2%	15.4%	11.0%
Policy Benchmark	-10.5%	26.4%	4.7%	6.7%	8.2%	9.9%	1.1%	3.1%	14.4%	9.2%



*City of Annapolis*

Office of liaison department  
Address of liaison department  
Annapolis, MD 21401

TO: Regina C. Watkins-Eldridge, MMC  
City Clerk  
FROM: Tricia Hopkins on behalf of the Chair, Public Safety Disability Review Board  
CC: Adam Cohen  
RE: Annual Report 2022– Public Safety Disability Review Board  
DATE: January 31, 2023

**Duties:** The Public Safety Disability Retirement board shall conduct a hearing on the record to review and decide all appeals from Police and Fire Department Service Connected Disability Retirement Pension decisions made by the Human Resources Director. Appeals from decisions of the Public Safety Disability Retirement Board may be made to the Circuit Court for Anne Arundel County pursuant to Maryland Rules, Title 7, Chapter 200 or its Successors.

**Membership:** Adam Cohen

**Vacancies:** 4

**Activities:**

There were no meetings and no activity for this Board during CY2022. This Board has four vacancies and therefore does not have a quorum to meet in the event there is an appeal of a Service Connected Disability Retirement request.





## City of Annapolis

Board of Port Wardens

Department of Planning and Zoning

145 Gorman Street, 3<sup>rd</sup> Fl

Annapolis, MD 21401-2529

410-260-2200 • Fax 410-263-1129 • TDD use MD Relay or 711 • [www.annapolis.gov](http://www.annapolis.gov)

January 13, 2023

To: Regina C. Watkins-Eldridge, MMC, City Clerk

From: Kevin Scott, PLA, ASLA  
Senior Land Use & Development Planner,  
Staff Liaison to the Board of Port Wardens

Re: Annual Report 2022 – Board of Port Wardens

The authority of the Board of Port Wardens is established by City Code, Title 15, Harbors and Waterfront Areas. Under Section 15.16.020: “The Port Wardens shall regulate the placement, erection and construction of structures and other barriers within or on the waters of the City, including but not limited to, the issuing of licenses to create or build wharves or piers and the issuing of permits for mooring piles, floating wharves, buoys or anchors. The Port Wardens shall regulate the materials and construction and make certain that the placement, erection, or construction of structures or other barriers in City waters do not render navigation too close and confined and are undertaken in a manner and of materials as to be sufficiently substantial and lasting. The Port Wardens also shall make certain that the proposed structure or barrier will not increase materially water pollution or erosion, or materially impair marine life, wildlife or conservation, or have a material impact upon increasing boat congestion, or impede navigable access by the public to the harbor lines from any point of public property or easement area established for the benefit of the public that includes shoreline notwithstanding developable waterway areas.”

The Board of Port Wardens of the City of Annapolis is a volunteer group of citizens selected by the Mayor with approval of the City Council. There are five members for a full Board of Port Wardens, each serving for a term of three years. There are currently two(2) vacancies on the Board. Mr. Godley, who had served on the Board for 28 years and whose term expired at the end of August, has graciously continued to serve as a fourth member through the end of the year to help prevent quorum issues. His position is vacant. And, Mr. Sampson, who had served on the Board for 21 years, resigned in October. His position is also vacant. It is important to fill these vacant positions, as all three of the active members must be in attendance at every meeting in order to have quorums. So, if a member is sick or has a conflict, the Board would not be able to conduct its business.

Regular public meetings are held on the fourth Tuesday of each month, exclusive of December, and special meetings are held as needed. Applications for marine construction are reviewed by staff for regulatory compliance and placed on a hearing agenda for the Board’s review. During 2022, the Board of Port Wardens conducted virtual public hearings regarding thirty(30) applications as follows:

- PORT2021-019: 222 Severn Avenue, *Spa Creek* – Denied
- PORT2021-024: 125 Spa View Avenue, *Spa Creek* – Approved
- PORT2021-025: 709 Arundel Place, *Weems Creek* – Approved
- PORT2021-023: Burnside Street (Newport Condo), *Spa Creek* – Approved
- PORT2021-027: 7310 Edgewood Road, *Back Creek* – Approved
- PORT2021-028: Cheston Avenue (streetend park), *Spa Creek* – Approved

- PORT2021-030: 602 Burnside Street, *Back Creek* – Approved
- PORT2021-029: 7046 Bembe Beach Road, *Back Creek* – Denied
- PORT2022-002: 222 Severn Avenue, *Spa Creek* – Approved
- PORT2022-003: 7300 Edgewood Road, *Back Creek* – Approved
- PORT2022-004: 139 Spa Drive, *Spa Creek* – Approved
- PORT2022-005: 135 Spa Drive, *Spa Creek* – Approved
- PORT2022-006: 614 Burnside Street, *Back Creek* – Approved
- PORT2022-007: 610 Burnside Street, *Back Creek* – Approved
- PORT2022-008: 311 First Street, *Spa Creek* – Approved
- PORT2022-009: 2 Wells Landing, *Spa Creek* – Approved
- PORT2022-010: 7046 Bembe Beach Road, *Back Creek* – Approved
- PORT2022-011: 525 Horn Point Drive, *Severn River* – Approved
- PORT2022-012: 605A Creek View Avenue, *Spa Creek* – Approved
- PORT2022-013: 705 Warren Drive, *Back Creek* – Approved
- PORT2022-014: 9 & 11 Southgate Avenue, *Spa Creek* – Approved
- PORT2022-015: 9 Southgate Avenue, *Spa Creek* – Approved
- PORT2022-016: 5 & 9 Southgate Avenue, *Spa Creek* – Approved
- PORT2022-017: 3 Southgate Avenue, *Spa Creek* – Approved
- PORT2022-018: 702 Warren Drive, *Back Creek* – Approved
- PORT2022-020: 222 Severn Avenue, *Spa Creek* – Approved
- PORT2022-021: 7055 Bay Front Drive, *Chesapeake Bay* – Approved
- PORT2022-022: 101 Spa View Avenue, *Spa Creek* – Approved
- PORT2022-023: Burnside Street (Newport Condo), *Spa Creek* – Approved
- PORT2022-024: 211 Eastern Avenue, *Back Creek* – Approved

Attendance at hearings in 2022 was as follows:

Members	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEPT	OCT	NOV	DEC
	*		*	*	*	*	*		*	*	*	
Gene Edwin Godley, Chair (end Aug)	✓	No Mtg	✓		✓	✓	✓	No Mtg	✓	✓	✓	No Mtg
Willie Sampson, Vice Chair (end Sept)	✓	No Mtg	✓	✓	✓	✓		No Mtg				No Mtg
Scott Anderson, Vice Chair (start Oct)	✓	No Mtg	✓	✓	✓	✓	✓	No Mtg	✓	✓	✓	No Mtg
Robert Shapiro, Chair (start Sept)	✓	No Mtg	✓	✓			✓	No Mtg	✓	✓	✓	No Mtg
Harold Seigel		No Mtg	✓	✓	✓	✓	✓	No Mtg	✓	✓	✓	No Mtg

- ✓ - Member Present  
Blank - Member Absent  
Shaded - Position Vacant  
No Mtg - No Regular Meeting Scheduled  
\* - Virtual Public Hearing

Robert Shapiro, Chair  
Scott Anderson, Vice Chair  
Harold Seigel, Member  
Vacant -  
Vacant -

Report Prepared by:

  
Kevin Scott, PLA, ASLA  
Senior Land Use & Development Planner,  
Staff Liaison to the Board of Port Wardens



## Recreation Advisory Board 2022 Annual Report

DATE: January 14, 2023

TO: Regina C. Watkins-Eldridge, MMC  
City Clerk

FROM: Craig Harrison, Chair  
Recreation Advisory Board

RE: Annual Report 2022 – Recreation Advisory Board

**Duties:** To act in an advisory capacity to the Department and to make recommendations concerning the Department's budget, activities, programs, facilities and public relations.

**Attendance:**

No Quorum in months shaded red

X - attended

NM - no meeting

2023 Attendance	Jan	Feb (virtual)	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec
Christina Aist - Ward 4	NM		X	X	X	X	X	X	X	X	X	X
Cory Childs	NM					X						
Craig Harrison - Ward 1	NM	X	X	X	X	X	X	X	X	X		X
Michael Hughes - Ward 8	NM					X				Resigned		
Francesca King - Ward 6	New Member - August							X		X	X	X
Joseph Lipp - Ward 7	New Member (not sworn in yet as of 12/2022)									X		
Dawn Moyer - Ward 7	NM		X	X	X	X		X	X		X	X
Emily Tomasini - Ward 8	NM - March		X	X	X	X	X	X	X	X	X	X
Roger Ward - Ward 7	New Member - August							X	X		X	X
Katrina Williams - Ward 4	NM	X	X		X			X		X	X	X
VACANCY												
VACANCY												

The Recreation Advisory Board had a lack of members and attendance, leading to many meetings not having a quorum. This prohibited actions and accomplishments. Members of the board were successful in filling vacancies, leading to increased productivity in the second half of the year. Historically, the RAB has not met in July and August. Due to a lack of quorum for the first half of the year, summer meetings were held this year. Members worked to support the goals of the board wherever possible in their wards and communities.

**January**  
NO MEETING

**February**  
NO QUORUM

RAB member Katrina Williams, Director Trader, Gail Smith and Kitty Higgins met with Tracy Wright, Resource Development Director with The Maryland-National Capital Park and Planning Commission, Department of Parks and Recreation. The goal of this meeting was to provide information regarding the formation of a non-profit foundation to support Annapolis Parks and Recreation.

**March**  
NO QUORUM

**April**  
NO QUORUM

A community forum to engage the public was held on 4/2 at the Pip Moyer. Emily Tomasini attended as a representative of RAB. Presentations were given by Director Trader and other staff members to provide information on existing services and facilities. Approximately 15 members of the public were in attendance. Public comments included positive feedback and appreciation for the long term success of the Barry Booth basketball program, interest in activities for youth during home school and after school hours, and questions regarding the upkeep of the fields at Germantown ES.

**May**  
NO QUORUM

Director Trader held a meeting with stakeholders and members of the ARPD staff regarding the maintenance and upkeep of Germantown Fields. Emily Tomasini attended as a representative of the RAB. The group agreed that further watering and a shorter mow would help the situation. Discussion included the possibility of existing stakeholders contributing funds to the enhancement of Germantown fields should a non profit arm "Friends of Annapolis Recreation and Parks" be established.

**June**

- RAB heard from Director Trader, including an update on the accomplishments of Annapolis United, which has been successful at increasing recreation opportunities for children in the city. RAB submitted a letter of support for the budget amendment that went before city council on 6/5. Letter is attached at the end of this report. An increase in gun violence in the city was discussed and the importance of more recreational opportunities for kids especially after the isolation of the pandemic.
- Discussion was held on new software request for R&P. The RAB believes this is a priority and will work for this to get put into the budget next year for FY24 budget.
- Swim Team was discussed and Jennifer Rafiq said that the team is allowed to bring in food for their own children but not to sell as per the Health Department ruling that food cannot be sold. In the past the Penguins were able to sell concessions as a fundraiser. Children from Tyler Heights Elementary School were provided with swim lessons by the Penguins coach before the start of the season and offered scholarships to join the swim team. The Penguins hope to continue this kind of outreach and continue the long standing tradition of a recreation swim team that serves children from all neighborhoods in the city.



- A question was brought up about the \$4000.00 in the Annapolis Foundation that is being held for Tennis Courts.
- Mr. Trader informed the board about the Truxtun boat ramp being closed to kayaks and swimming due to the electrical currents in the water.
- Dawn Moyer commented on how beautiful the pool was and how well run. The combination of the new pool and the new tennis courts has very much enhanced recreational opportunities and participation in the city. These two assets along with PRMC should be activated and promoted to the fullest.

## **July**

### **NO QUORUM**

- Guest Louise Gengler Thomas, President of the Tennis Alliance of Anne Arundel County presented the free tennis clinics for youth and families that were taking place this summer. Discussion was held about the strong return of tennis to Annapolis with the new courts being completed. There is a lot of interest in the courts from the local and surrounding communities.
- Emily Tomasini facilitated a meeting with Director Trader and Ken Starkes, outreach coordinator for Maryland Hall to discuss a partnership to provide transportation for students from Annapolis Middle School to Maryland Hall to take part in the free after school program Jovenes-Artistas. <https://www.marylandhall.org/classes/outreach-program/jovenes-artistas/> Bates students can easily take part in the program as it is within walking distance to Maryland Hall and providing transportation using the Recreation and Parks bus would open it to all middle schoolers in the city. Director Trader and Mr. Starkes agreed to work on establishing an MOU to create this partnership and Director Trader posted a job opening for a bus driver. They also discussed opportunities for students participating in R.E.A.C.H to attend the Maryland Hall program and kids in the Maryland Hall program to visit the facilities at Pip Moyer.

## **August**

- RAB heard from Director Trader, including an update on the accomplishments of Annapolis United, which has been successful at increasing recreation opportunities for children in the city.
- Discussed methods the public can sign up for programs offered by ARPD. Currently, the process is prohibitive as one can only sign up for programs if they have registered in-person at PMRC. For many city residents, including youth, this is a barrier. Investing in better software would lead to increased recreation for residents and increased revenue for ARPD.
- The Elktonia and Carr's Beach Signing Ceremony was held on August 22. Chair Craig Harrison attended on behalf of the RAB.

## **September**

- Regarding the Maryland Hall partnership, the principal at Annapolis Middle School gave her support and students have began register. The bus driver job remains open with few applicants and will be reposted in October with higher pay.

## **October**

- Discussed Annapolis United initiative.
- Discussed bringing Les Mills Classes to PMRC. Craig Harrison discussed Les Mills Classes and hopes they can come to the PMRC.
- Discussion was held on the after-care programs at the different schools. “Get Smart” after school club began at Pip Moyer as part of the Annapolis United Initiative serving 16 students. Programming for kids during the after school hours would be beneficial at PMRC and it is currently not being utilized by other organizations at this time. Gym space is often leased out to other organizations.
- Strategized methods to increase activity of RAB, including holding a portion of meetings virtually, familiarizing new members with the responsibilities of the board and opportunities in the city, and holding meetings earlier in the evening because of PMRC hours.

## **November**

### **NO QUORUM**

- Guests Rhonda Pindell Charles, Hilary Raftovich, and Eric Leshinsky provided information to help new members understand roles and responsibilities of the board.
- The bus driver shortage continues to effect the transportation partnership with Maryland Hall and PMRC. The posted job has been closed.
- Director Trader and Jen Rafiq, Aquatics Supervisor held a meeting with new board members of the Penguins swim team. Emily Tomasini attended as a representative of the RAB. The Penguins have filed paperwork to establish a 501(c)(3) and the new organization will take over registration, hiring and funding of the swim team. ARPD will continue to provide pool time gratis for the team. Discussion included past operations and brainstorming ideas to help increase the number of participants from underserved neighborhoods in the city. The idea of establishing a “swim pipeline” involving multiple existing city organizations where kids could participate in swim lessons, summer swim team, lifeguard training, etc. was discussed. The group agreed to reach out to stakeholders after the New Year to discuss further.

## **December**

- Discussed FY2024 Budget, including the responsibility of the RAB to provide recommendations to the Department after the new year.
- Voted to hold virtual meetings quarterly, in an attempt to increase attendance. In 2024, meetings will be virtual in February, April, and September.
- Discussed creating an orientation for new members, in order for members to become familiar with the Board’s responsibilities and opportunities.
- Members of the board accomplished the following:
  - Francesca King worked with Casey Ortiz and Eric Leshinsky, from Planning and Zoning, to strategize methods of increasing awareness and response rate of the public water access survey currently being deployed. This survey is an opportunity to hear from city residents about their experience with and desires for water access.
  - Emily Tomasini worked with Melissa Brown to promote and increase registration for the “Fun and Games” with Santa event. The flyer was distributed directly to students at Eastport ES and over 100 children registered.

The RAB is committed to supporting the ARPD in the coming year, and plans to:

- Continue to support the **Annapolis United Initiative**. Annapolis United is a combined effort across city agencies to provide resources and recreation for the youth in our city. Director Trader obtained an important budget amendment which helped create an after school tutoring and recreation program for students at the Pip Moyer and served over 400 children through field trips and enrichment over the summer.
- Create and implement an orientation for new members of the Board. This is an important step to attract and keep new members to the RAB to address the lack of quorum brought about by vacancies on the board.

*Led by Katrina Williams.*

- Facilitate engagement with the public on the city's water access initiatives. This is an important step to help the board accomplish the responsibility of informing the public as to the availability of the department's facilities and programs as stated in our bylaws.

*Led by Francesca King*

- Making recommendations for new classes at the Pip Moyer that are no longer available at other recreation centers in our community. Researching what might be lacking in terms of recreational opportunities in our city and bringing it to the attention of ARPD staff.

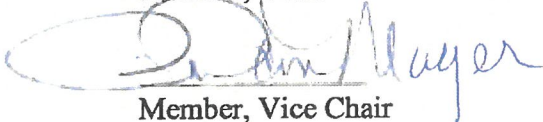
*Led by Craig Harrison*

- Create a strong partnership between schools in the Annapolis Cluster and ARPD to include marketing opportunities, provide accessibility and increase enrollment in existing programs.

*Led by Emily Tomasini*



Member, Chair



Member, Vice Chair





## **Annapolis Transportation Board**

### **ANNUAL REPORT FOR 2022**

The ATB had a year of activity, productivity, challenges, and disappointments.

Notable accomplishments are detailed below and include a listing of interests and strengths of the individual board members, and a provisional listing of priority working areas that the board intended to pursue. There is a summary paragraph for each month discussing the highlights of the year. Included among them were:

- In the prior year, ATB recommendations for city and county ordinance changes to allow bicycles on sidewalks were accepted and enacted into law. We succeeded in causing a similar statewide provision to be introduced in the Maryland House of Delegates, but too late to make it through both houses of the legislature.
- We completed additional work on Fare-Free Transit, taking a paper and a presentation comprising recommendations, findings, and case studies to the Mayor and City Council. Legislation implementing our recommendation was introduced by the Mayor, but failed to pass.

The ATB believes that financial data presented to the Council by the administration was incorrect, exaggerating the true cost of the recommended change and minimizing the benefits that would accrue. The ATB is disappointed that Fare Free Transit failed in council vote, and is especially disappointed that no member of the Transportation Committee voted in favor. Support and encouragement for the work of exceptionally devoted and expert board members has waned on the Transportation Committee.

Fare free transit provides clear equity and environmental benefits, even as the city continues financially supporting transportation options for affluent citizens who own cars. We note that the nearby cities of Washington DC, Alexandria VA and Anne Arundel County have implemented fare free transit options and Annapolis is lagging behind in this national trend.

- The ATB made recommendations regarding Electric Vehicle (EV) parking spaces, to improve signage and to discourage cars not charging from occupying such charging station spaces and blocking their use to EVs.

Membership of the board is as indicated in the table below. Some vacancies remain.

Ward		Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
1	Elizabeth Dolezal	X	X	X	X	X	X	X	*	X	X	X	*
2	Kurt Riegel	X	X	X	X	X	X	X	*	X	X	X	*
3	Tom Shock		X	X	X	X	X	X		X	X	X	*
4	Elvia Thompson	X		X					*				*
5	John Gianetti Jr.						XX	X	*	X	X		*
6	Charles Brooks			X		X	X		*	X		X	*
7	Cara Plewinski		X		XXX				*				*
8	David M. DiQuinzio	X	X	X	X	X	X		*			X	*
AL	Carol Kelly	X		X	X	X	X	X	*	X	X	X	*
AL	Vince Harriman	X			X			X	*	X		X	*
AL	John Purnell	X	X	X	X			X	*	X	X	X	*
AL	Tara Ashmore	X		X		X	X	X	*	X	X		*
AL	Elvia Thompson						X	X	*	X	X	X	*
USNA	Zoë Johnson	X		X	X	X	X	X	*	X	X	X	*
SJC	Taylor Waters						XX	X	*	X	X		*

XX Indicates first attendance as a new member.

X Indicates present at meeting

XXX Indicates last attendance before ending board membership.

Blank Indicates nonattendance.

\* Indicates meeting cancelled

## **January**

Officers for the year were elected: Chairman = Kurt Riegel, Vice Chairman = Beth Dolezal (actually formally elected next month in Feb) Secretary = Tara Ashmore

Speaker: Eric Leshinsky, of the Annapolis Planning & Zoning Department, provided an update on various topics of interest to the ATB: Electric Mobility Plan to transition the Circulator to electric, supplement the circulator with smaller EVs, institute an electric ferry service connecting the foot of 5th Street in Eastport with City Dock.

Forest Drive study, and AA County Study of Forest Drive-Chinquapin Round Road-Aris T. Allen Intersection

Bike Mobility Projects to fill in the missing link between Hilltop Lane and Forest Drive via Chattam Drive, and Poplar Trail improvements and extension in early design phase.

Free-fare transit was positioned as a way to encourage the use of public transit and delay the need for additional road development.

Comments from the Public: Lanny Hartmann submitted comments regarding proposed legislation that would levy fines on drivers who park their vehicles in spaces reserved for EV charging. He raised concerns regarding confusing signs and curb paint colors as well as the question of whether the driver of an EV who did not promptly move his/her vehicle out of the EV space upon completion of the vehicle's charging cycle would be fined. Subcommittee, Elvia and Tom to study the legislation and make recommendations to improve its clarity and enforceability.

The Annapolis Transit Fare Free proposal was formally submitted to the Mayor and City Council. Council will consider. Kurt's Op-Ed in favor of the proposal was published in The Capital on Sunday January 9, 2022. The committee noted that the delay in the Hillman Garage project will help advance the proposal.

Alexandria, Virginia went fare free and saw a 26% increase in ridership. Prepare and present to the ATB how to respond to opponents of transit, bike and pedestrian improvement proposals.

Member priorities were discussed for the coming year.

## **February**

Gavin Buckley, Mayor of Annapolis, provided an update on various topics of interest to the ATB. William Rowel of the Mayor's Office was also present.

Electric Mobility Plan supporting free bus and carbon neutral transportation applicable to both the 2 million tourists and 500 employees. Supplement the Circulator with smaller, 6-8 seat electric vehicles for 10-minute trolleys, relying on Calvert Street and its access to parking, using secondary roads rather than the busy arteries. Electric ferry service connecting the foot of 5th Street in Eastport with City Dock (perhaps reactivating Prince George access). Activate Eastport parking capacity. Technology, for parking, for public transportation routes and timing along with an on-demand component while Hillman garage is under construction.

Tom Shock and Elvia Thompson did some preliminary work on the public comment on EVs from Lanny Hartman.

Fare Free Transit Status (Kurt Riegel, Beth Dolezal, John Purnell) was discussed, especially a need for a visible champion for Fare Free Transit as exists at the County level. John Purnell suggested again that the County subsidize the Circulator for jurors moved by the Circulator.

Bicycles (Kurt Riegel) Legislation recommended by ATB has been introduced by Dana Jones in the State House of Delegates, after which it will be handed over to the Senate.

## **March**

Electric Vehicles (Elvia Thompson, Tom Shock) Proposed the following resolution:  
The Annapolis Transportation Board recommends that the City adopt the following signage for Electric Vehicle enabled parking spots in the Hillman garage as follows:

Sign 1 (white with red lettering):

No parking symbol. Except for Electric Vehicles

Sign 2 (white with green lettering):

Electric vehicle must be actively charging

Violators will be towed at owner's expense

Fare Free Transit (FFT) (Kurt Riegel, Beth Dolezal, John Purnell)

Kurt Riegel communicated with Alderwoman O'Neill on FFT. She noted the need to look at routes and planning. Kurt agreed, also noting that this would be an expensive and time consuming. Converting to fare free transit would neither preclude nor delay route planning progress, and would provide immediate benefits at low cost. Anne Arundel County is pushing forward with FFT and would like it to apply to both city and County.

O-9-22 Off-Street Parking Requirements, eliminating off-street parking requirements was discussed. There may be time for input prior to the legislation being considered. Beth and John will make a recommendation.

## **April**

Guest speaker: Bill Reichhardt, president of the Eastport Civic Association spoke about Legislation 0-9-22 and some perspective on Eastport and mobility issues on the Eastport peninsula.

Fare Free Transit (FFT) (Kurt Riegel, Beth Dolezal, John Purnell)

Continuing discussions with the City Council and the Mayor. Beth Dolezal met with Alderwoman Karma O'Neill. Next planned study for transit routes will come up in 2024.

Zoe: Hoped to have reports on the Bike path down King George and around the Naval Academy and Signaling at the next meeting.

Carol observed that fare free is so important, and route review will be important. It is time for changes to be initiated. She is frequently the only rider on the Green Bus.

## **May**

Electric Vehicles Tom Shock noted that the ATB's suggested language was submitted and sits with the City Council.

Fare Free Transit (FFT) Beth Dolezal met Ashley Leonard, counsel for Annapolis, to discuss the \$289k that the state remits for transportation. She indicated that under fare free transit the state would likely continue to contribute the \$289k under a new arrangement to be determined (contract vs grant). She also met with Rhonda Pindell-Charles who gave an update on a meeting with Steven Rice, Annapolis Economic Development Manager, and Hope Stewart, SMBE liaison, that suggested a pilot for fare free transit citywide and noted the potential for expanded routes under a fare free program.

Kurt summarized a meeting he, Beth and John had with the Mayor. Other attendees included Lisa Rodvien, Anne Arundel County Council Chair, Samuel Jordan, Chair, The Transit Crisis Committee of the Anne Arundel Caucus of African American Leaders, Alex Pline, past chairman of the ATB. Lisa arrived with passion and commitment and made a number of arguments, mostly based on equity, that persuaded the mayor. She indicated that the county has funds to support fare free transit. She suggested that the city and the county make their individual transit systems similar in order to make them seamless for ridership. Beth noted that the mayor suggested July 1<sup>st</sup> start of work on this. In sum, the mayor was impressed with the quality of work and passion members brought to the discussion.

O-9-22 Off-Street Parking Requirements. Ald O'Neill gave a brief update that the legislation has been postponed while the City Council completes a study to decide how to move forward.  
Bicycle Rack Locations: The city has asked for recommendations on locations for bike racks.  
Transit regionalization: ATB could focus on looking at our transit and have it coalesced with the county if not a larger region. Would we recommend moving from a city transit system to a larger county system.

The cost to the city of providing free parking was discussed... very poor information on how much revenue is being foregone.

Ms. Pindell-Charles would like to put the focus on riders and equity – is it better for the city or the county to fix transit? What are we offering and what is the best resource for the riders? And what are the implications for lost jobs for citizens of color?

Safe Bicycle Paths: ATB could look at the law at the state and city level, based on areas where construction requires safe bicycle infrastructure to parallel road projects, and make recommendations.

Intelligent Transportation Signals: Zoe discussed a report being completed under a city contract on signalization.

## **June**

Welcome to reappointed & new members: Taylor Waters (St. Johns College), John Giannetti Jr., (Ward 5) and to reappointed members: David DiQuinzio, Carol Kelly, Elizabeth Dolezal, Kurt Riegel

Guest Speaker: Alderman Brooks Schandelmeier, Parking, 0-9-22, applies to food service only and is part of a bigger push for parking reform to reduce requirements for retail and housing. It was a far-reaching discussion covering many benefits to residents, businesses, and to long term growth/planning for the city

Fare Free Transit (FFT) update. The mayor's ordinance in support of Fare Free failed to pass on a 2-7 vote. Ms. Pindell-Charles noted that discussions among Aldermen and Alderwomen indicated perhaps greater research on the issue. The issue is not dead. Beth indicated that the committee would be happy to assist with additional research and work. Kurt added that open dialogue across different factions in city government might be beneficial as well so that the reasoning behind FFT is transparent to the City Council.

Tom asked more pointedly for feedback from Alderwomen Lindell-Charles and O'Neill on their no votes since we have spent the most time with them on these issues and previously perceived we had their support. Alderwoman O'Neill indicated differences between ATB's financial outline and \$750,000 estimated by Dr. Agyemang-Duah and that our current bus system and low ridership is the transit systems lack convenience and other issues. We will endeavor to address her feedback.

Tara noted the electric bikes and scooters now being served by Birds and gave a update on Parking and Parking Permits:

## July

John Purnell asked for a review of the transportation budget; ATB members indicated \$6 million annual cost and the fare recovery portion is about 7%. Mr. Agyemang-Duah noted that the cost for transportation operations solely is \$4.5 million, while \$6 million is the Transportation Department as a whole. John also asked for status of 2024 budget and to be able to participate. Mr. Agyemang-Duah indicated it has not been started at this time and participation could be possible during deliberations between the Mayor's budget and the finance committee of the City Council.

Big Picture Transit: Regionalization, Route Design etc: The ATB will take a larger view of transit including regionalization, optimization, communication (tech) will be our focus along with Fare Free Transit.

Transportation Service Hours: John Giannetti made a motion that was passed unanimously. The motion was that the Annapolis Transportation Board recommend to the appropriate department in the City of Annapolis that the department examine the Annapolis Go mobility contract and explore adjustment of the hours for service to provide service until 11pm during the week and 12 midnight on Friday and Saturday nights.

Elvia Thompson — Annapolis Green has a grant to work on a campaign on cigarette litter particularly around bus stops. She would welcome ATB feedback on places where this could be addressed.

Beth Dolezal — Issues with parking. There are resources to address these, both City and in particular for Handicap parking the State. and an update from a meeting with Elly Tierney.

John Giannetti — (a) A new Bay bridge is coming. ATB should think about focus on how to approach it being pedestrian and bicycle friendly. Kurt later notes that he has a seat on the Chesapeake Bay Bridge Reconstruction Advisory Group (BBRAG) and gave an update in particular on variable pricing to smooth use/level the curve and reduce congestion. Kurt and John will work on this issue. Next, (b) Rowe Boulevard becoming a monument boulevard, (c) where to locate a transportation hub based on future vision of a pedestrian focused/less car dependent downtown ie. Rowe Boulevard and Admiral.

**August** (no meeting)

**September**

Transportation Superintendent “Operations Manager”, Markus Moore, is moving on to Prince George’s County. Acting TS is Jamar Parker.

Jessica Pachler, Guest, on School Bus Transportation. Ms. Pachler is a member of the Education Commission. She would like to address no bus stop at the High School. She outlined why we need the bus route:

The school is a hub for Annapolis residents including workers, coaches and students. School based transport is limited to twice a day for students only at the beginning and end of the school day.

Outside of the school-based transport the options are limited, involve transfers, are at off hours and extend the time required for transport.

She suggested extending the Brown line to have a stop at the High School as a solution. It would also be a stop for the Anne Arundel Swim Center. Would address both employment need for the high school as well as to address workforce development on Riva Road which currently has a wealth of development and construction. She requested that the ATB consider this need for city buses to address need. Carol Kelly and David DiQuinzio supported.

In sum, ATB might consider advocating for more agile changes and adjustments rather than the infrequent and arduous overhauls to routes that occur on an infrequent and drawn-out process. A sub-committee was formed including the same folks from the Fare Free Transit with Carol Kelly added as a fourth.

Electric Vehicles. ATB sent a recommendation to the City regarding signs for EV parking spaces. EV parking spaces at the Pip Moyer Center signage & enforcement was a robust discussion because there is no signage. ATB will submit a request. Elvia noted that staff at the Pip Moyer Center could use some training.

Ridgely Avenue sidewalk study distributed late without enough time for ATB to review. Kurt noted restrictions to standard 5’ vs. 3’ sidewalk. ATB might consider “nudging” the state to make this a bit more ambitious to include bicycles along with pedestrian traffic. Kurt asked for ATB to review the study.

Zoe Johnson gave an update on the project regarding the area surrounding the Naval Academy and shared use paths.

Elvia Thompson noted upcoming events:

1. Ignite Annapolis, September 22, Maryland Hall. There are many topics; mine is “How Driving Electric is Good for You and the Planet.”
2. State of Maryland’s EV Show: September 29, Department of Agriculture parking lot.
3. Annapolis Green’s Kick Gas in Annapolis, National Drive Electric EV Showcase, October 1, Annapolis Town Center.

### **October**

Alderwoman O’Neill gave an update regarding the new Director. Markus Moore, recommended and voted in as Transportation Director. His prior plan to move to Prince George’s County is no longer the case.

#### *Fare Free Transit (FFT) (Kurt Riegel, Beth Dolezal, John Purnell)*

Alderwoman O’Neill indicated, subsequent to her comments on the new Director, that with the new Director we might find that his skills and experience on micro-transit will be a good and he may advocate for fare free transit to move forward.

#### *Legislation: 0-9-22 Off-Street Parking Requirements*

No update on the legislations but a discussion ensued on parking issues: Beth Dolezal gave a general update and noted she does not see enforcement on the new paid for parking Zone.

#### *Sidewalks*

Kurt Riegel led this discussion now that we received and have had time to review Ridgely Avenue sidewalk study. Kurt queried whether we should push for better access by bicycles and more desirable sidewalks planned and constructed with bicycles in mind, sectioning off bicycles from pedestrians. Kurt made a motion that the ATB make a recommendation to the decision authorities that it be designed and built to accommodate pedestrians and bicycles. Discussion: Tom queried what the cost would be. Kurt suggested that our recommendation be “to consider,” leaving cost and other factors to be weighed by the decision authorities.

Tara Ashmore asked Ms. O’Neill about procedure for the city to change parking requirements, noting the short-lived uproar regarding parking on College Avenue and a last-minute meeting called this month to discuss it. Ms. O’Neill indicated that Premier Parking, selected to work in tandem with the AMRP group for the garage [implying Hillman], were not aware of the community outreach and consultative approach under which parking is determined in Annapolis, that this was a misstep and discussions have/will be had to correct it.

### **November**

Guests Jerry Benson and Sarah Pearce (Deputy City Manager) spoke about their experiences with Fare-Free Transit in Park City, Utah and the greater Utah area and gave useful background to the ATB about their long experience with fare-free transit.

Park City transportation revenues come from development fees, a portion of sales tax, and the general fund. Park City population is 7,500 but swells to 35,000 during peak events. Buses run



on 15-minute frequency from 6 am until 11 pm.

From a work force development perspective, the provision of free bus service is encouraged because parking is so limited in the city limits.

The larger Utah Transit serves 6 counties including Park City and a 2019 poll showed 71% of the public supports eliminating fares.

Free-fare transit was positioned as a way to encourage the use of public transit and delay the need for additional road development.

#### *Fare Free Transit (Kurt Riegel, Beth Dolezal, John Purnell)*

A white paper and a view graph presentation on fare-free transit in Annapolis will be distributed to the committee prior to the next Transportation Board meeting (Dec 20, 2021). Elly Tierney suggested having the Fare Free Transit subcommittee attend the City Council work session in January prior to the full City Council meeting in that month.

Beth Dolezal continued work interviews with other cities.

### **December**

Markus Moore was welcomed to the meeting and his new role. He and his colleagues are excited about the new Go Green program, and he looks forward to updating the board at a future meeting.

*Electric Vehicles* Elvia Thompson and Tom Shock drafted the ATB recommendation for the City regarding signs for EV parking spaces. The recommendation was shared with the Board and the leaders from the Transportation Department. A clarification was made to the draft for consistency and for applicability across the City of Annapolis. The recommendation also was amended to address enforcement. The Board affirmed the recommendation.

#### *Parking and Legislation: O-9-22 Off-Street Parking Requirements*

Beth raised (1) Handicap Parking and the outstanding questions raised with Karma O'Neill at the prior meeting, and (2) whether residents are required to pay for parking outside of their Ward. Kwaku Agyemang-Duah had some recall of the first item and state law but asked to receive the questions in detail and would provide responses on both items. Director Moore affirmed that residents would need to pay for parking outside their Resident Parking Permit (RPP) approvals.

**December Meeting** — The committee agreed not to have a meeting in December.

Kurt Riegel  
Chairman, Annapolis Transportation Board  
17 January 2023