

City of Annapolis

*160 Duke Of Gloucester Street
Annapolis, MD 21401*



Standing Committee Minutes

Wednesday, September 5, 2018

10:30 AM

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

Finance Committee

1. Call To Order

Chairman Arnett called the meeting to order at 10:38 a.m.

2. Roll Call

Present: 2 - Alderman Arnett and Alderman Finlayson

Absent: 1 - Alderman Rodriguez

3. Business before Committee

a. Approval of Minutes[FC071818](#)

Approval of Minutes for the Regular Meeting

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

Alderman Finlayson moved to approve. Seconded. A roll call vote was taken. The motion CARRIED by the following vote:

Aye: 2 - Alderman Arnett and Alderman Finlayson

Absent: 1 - Alderman Rodriguez

4. Appointments and Reappointments to Committees

[AP-25-18](#)

The Appointment of Dr. Joseph E. Cater, III to the Financial Advisory Commission.

Dr. Cater was present and answered questions from the committee.

Alderman Finlayson moved to recommend favorably. Seconded. A roll call vote was taken. The motion CARRIED by the following vote:

Aye: 2 - Alderman Arnett and Alderman Finlayson

Absent: 1 - Alderman Rodriguez

[AP-26-18](#)

The Appointment of James A. Cardillo to the Financial Advisory Commission.

Mr. Cardillo was present and answered questions from the committee.

Alderman Finlayson moved to recommend favorably. Seconded. A roll call vote was taken. The motion CARRIED by the following vote:

Aye: 2 - Alderman Arnett and Alderman Finlayson

Absent: 1 - Alderman Rodriguez

b. Action Items

City Manager Sutherland was present and explained the new Supplemental Appropriation category to the committee.

[SA-1-19](#)

Green Streets, Green Jobs, Green Towns Grant

Finance Operations Manager Pletzer, Director of Office of Environmental Policy Guild, and City Manager Sutherland were present and answered questions from the committee.

Alderman Finlayson moved to recommend favorably. Seconded. A roll call vote was taken. The motion CARRIED by the following vote:

Aye: 2 - Alderman Arnett and Alderman Finlayson

Absent: 1 - Alderman Rodriguez

[SA-2-19](#)

FY19 APD Compliance Checks: Tobacco

APD Administrative Assistant to the Chief Guiou and Captain Amoia were present and answered questions from the committee.

Alderman Finlayson moved to recommend favorably. Seconded. A roll call vote was taken. The motion CARRIED by the following vote:

Aye: 2 - Alderman Arnett and Alderman Finlayson

Absent: 1 - Alderman Rodriguez

[SA-3-19](#)

FY19 APD Compliance Checks: Alcohol

APD Administrative Assistant to the Chief Guiou and Captain Amoia were present and answered questions from the committee.

Alderman Finlayson moved to recommend favorably. Seconded. A roll call vote was taken. The motion CARRIED by the following vote:

Aye: 2 - Alderman Arnett and Alderman Finlayson

Absent: 1 - Alderman Rodriguez

[SA-4-19](#)

FY19 Debris and Derelict Boat Removal

Finance Operations Manager Pletzer was present and answered questions from the committee.

Alderman Finlayson moved to recommend favorably. Seconded. A roll call vote was taken. The motion CARRIED by the following vote:

Aye: 2 - Alderman Arnett and Alderman Finlayson

Absent: 1 - Alderman Rodriguez

[SA-5-19](#)

FY19 CLG Training & Education Grant

Finance Operations Manager Pletzer was present and answered questions from the committee.

Alderman Finlayson moved to recommend favorably. Seconded. A roll call vote was taken. The motion CARRIED by the following vote:

Aye: 2 - Alderman Arnett and Alderman Finlayson

Absent: 1 - Alderman Rodriguez

[SA-6-19](#)

African American Heritage Preservation Program

removed from agenda

[SA-7-19](#)

FY19 State Aide for Police Protection

APD Administrative Assistant to the Chief Guiou, Captain Amoia, City Manager Sutherland, and Finance Operations Manager Pletzer were present and answered questions from the committee.

Alderman Finlayson moved to recommend favorably. Seconded. A roll call vote was taken. The motion CARRIED by the following vote:

Aye: 2 - Alderman Arnett and Alderman Finlayson

Absent: 1 - Alderman Rodriguez

[SA-8-19](#)

FY19 ALERT

APD Administrative Assistant to the Chief Guiou and Captain Amoia were present and answered questions from the committee.

Alderman Finlayson moved to recommend favorably. Seconded. A roll call vote was taken. The motion CARRIED by the following vote:

Aye: 2 - Alderman Arnett and Alderman Finlayson

Absent: 1 - Alderman Rodriguez

[SA-9-19](#)

FY15 UASI

Office of Emergency Management Deputy Director Mandel and Emergency Planner Hudson were present and answered questions from the committee.

Alderman Finlayson moved to recommend favorably. Seconded. A roll call vote was taken. The motion CARRIED by the following vote:

Aye: 2 - Alderman Arnett and Alderman Finlayson

Absent: 1 - Alderman Rodriguez

[SA-10-19](#)

FY15 SHSG

Office of Emergency Management Deputy Director Mandel and Emergency Planner Hudson were present and answered questions from the committee.

Alderman Finlayson moved to recommend favorably. Seconded. A roll call vote was taken. The motion CARRIED by the following vote:

Aye: 2 - Alderman Arnett and Alderman Finlayson

Absent: 1 - Alderman Rodriguez

[SA-11-19](#)

FY17 BYRNE JUSTICE ASSISTANCE GRANT

APD Administrative Assistant to the Chief Guiou, Captain Amoia, and Finance Operations Manager Pletzer were present and answered questions from the committee.

Alderman Finlayson moved to recommend favorably. Seconded. A roll call vote was taken. The motion CARRIED by the following vote:

Aye: 2 - Alderman Arnett and Alderman Finlayson

Absent: 1 - Alderman Rodriguez

SA-12-19

FY19 Maryland Criminal Intelligence Network (MCIN)

APD Administrative Assistant to the Chief Guiou and Captain Amoia were present and answered questions from the committee.

Alderman Finlayson moved to recommend favorably. Seconded. A roll call vote was taken. The motion CARRIED by the following vote:

Aye: 2 - Alderman Arnett and Alderman Finlayson

Absent: 1 - Alderman Rodriguez

SA-13-19

FY19 Community Outreach Program

APD Administrative Assistant to the Chief Guiou and Captain Amoia were present and answered questions from the committee.

Alderman Finlayson moved to recommend favorably. Seconded. A roll call vote was taken. The motion CARRIED by the following vote:

Aye: 2 - Alderman Arnett and Alderman Finlayson

Absent: 1 - Alderman Rodriguez

SA-14-19

FY17 Fire Prevention & Safety (FP&S)

Office of Emergency Management Deputy Director Mandel and Emergency Planner Hudson were present and answered questions from the committee.

Alderman Finlayson moved to recommend favorably. Seconded. A roll call vote was taken. The motion CARRIED by the following vote:

Aye: 2 - Alderman Arnett and Alderman Finlayson

Absent: 1 - Alderman Rodriguez

SA-15-19

Maryland Smart Energy Communities Grant

Alderman Finlayson moved to recommend favorably. Seconded. A roll call vote was taken. The motion CARRIED by the following vote:

Aye: 2 - Alderman Arnett and Alderman Finlayson

Absent: 1 - Alderman Rodriguez

SA-16-19

Opioid Intervention Team Grant

Office of Emergency Management Deputy Director Mandel and Emergency Planner Hudson were present and answered questions from the committee.

Alderman Finlayson moved to recommend favorably. Seconded. A roll call vote was taken. The motion CARRIED by the following vote:

Aye: 2 - Alderman Arnett and Alderman Finlayson

Absent: 1 - Alderman Rodriguez

SA-17-19

FY19 FALL MINI-GRANT

Finance Operations Manager Pletzer was present and answered questions from the committee.

Alderman Finlayson moved to recommend favorably. Seconded. A roll call vote was taken. The motion CARRIED by the following vote:

Aye: 2 - Alderman Arnett and Alderman Finlayson

Absent: 1 - Alderman Rodriguez

SA-18-19

BYRNE JUSTICE ASSISTANCE GRANT

APD Captain Amoia was present and answered questions from the committee.

Alderman Finlayson moved to recommend favorably. Seconded. A roll call vote was taken. The motion CARRIED by the following vote:

Aye: 2 - Alderman Arnett and Alderman Finlayson

Absent: 1 - Alderman Rodriguez

ID-266-18

SA-19-19

Finance Operations Manager Pletzer was present and answered questions from the committee.

Alderman Finlayson moved to recommend favorably. Seconded. A roll call vote was taken. The motion CARRIED by the following vote:

Aye: 2 - Alderman Arnett and Alderman Finlayson

Absent: 1 - Alderman Rodriguez

ID-267-18

SA-20-19 Donation from Developer
SPRE Eastport, LLC

Finance Operations Manager Pletzer was present and answered questions from the committee.

Alderman Finlayson moved to recommend favorably. Seconded. A roll call vote was taken. The motion CARRIED by the following vote:

Aye: 2 - Alderman Arnett and Alderman Finlayson

Absent: 1 - Alderman Rodriguez

[SA-21-19](#)

FY17/FY18 MTA Capital Grant

Finance Operations Manager Pletzer was present and answered questions from the committee.

Alderman Finlayson moved to recommend favorably. Seconded. A roll call vote was taken. The motion CARRIED by the following vote:

Aye: 2 - Alderman Arnett and Alderman Finlayson

Absent: 1 - Alderman Rodriguez

[SA-22-19](#)

FY17 SHSP-Ballistic Vests

Finance Operations Manager Pletzer, Office of Emergency Management Deputy Director Mandel, and Emergency Planner Hudson were present and answered questions from the committee.

Alderman Finlayson moved to recommend favorably. Seconded. A roll call vote was taken. The motion CARRIED by the following vote:

Aye: 2 - Alderman Arnett and Alderman Finlayson

Absent: 1 - Alderman Rodriguez

[SA-23-19](#)

FY17 UASI

Finance Operations Manager Pletzer, Office of Emergency Management Deputy Director Mandel and Emergency Planner Hudson were present and answered questions from the committee.

Alderman Finlayson moved to recommend favorably. Seconded. A roll call vote was taken. The motion CARRIED by the following vote:

Aye: 2 - Alderman Arnett and Alderman Finlayson

Absent: 1 - Alderman Rodriguez

[SA-24-19](#)

FY17 EMPG

Finance Operations Manager Pletzer, Office of Emergency Management Deputy Director Mandel and Emergency Planner Hudson were present and answered questions from the committee.

Alderman Finlayson moved to recommend favorably. Seconded. A roll call vote was taken. The motion CARRIED by the following vote:

Aye: 2 - Alderman Arnett and Alderman Finlayson

Absent: 1 - Alderman Rodriguez

[SA-25-19](#)

FY17 SHSP

Finance Operations Manager Pletzer, Office of Emergency Management Deputy Director Mandel and Emergency Planner Hudson were present and answered questions from the committee.

Alderman Finlayson moved to recommend favorably. Seconded. A roll call vote was taken. The motion CARRIED by the following vote:

Aye: 2 - Alderman Arnett and Alderman Finlayson

Absent: 1 - Alderman Rodriguez

SA-26-19

FY18 Waterway Improvement Plan Grant

Finance Operations Manager Pletzer, and City Manager Sutherland were present and answered questions from the committee.

Alderman Finlayson moved to recommend favorably. Seconded. A roll call vote was taken. The motion CARRIED by the following vote:

Aye: 2 - Alderman Arnett and Alderman Finlayson

Absent: 1 - Alderman Rodriguez

SA-27-19

FY17 CLG Training & Education Grant

City Manager Sutherland reviewed the process for Budget Transfers under \$25,000 with the committee, and also presented the Budget Transfers. Finance Operations Manager Pletzer was present and answered questions from the committee.

Alderman Finlayson moved to recommend favorably. Seconded. A roll call vote was taken. The motion CARRIED by the following vote:

Aye: 2 - Alderman Arnett and Alderman Finlayson

Absent: 1 - Alderman Rodriguez

5. Legislation before Committee

O-21-18

Parking Fund - Appropriations - For the purpose of authorizing the City Council to appropriate any excess revenue from the Parking Fund for any lawful City purpose during the annual budget process.

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

Alderman Finlayson moved to recommend favorably. Seconded. A roll call vote was taken. The motion CARRIED by the following vote:

Aye: 2 - Alderman Arnett and Alderman Finlayson

Absent: 1 - Alderman Rodriguez

R-25-18

Dedication of City Property - For the purpose of dedicating the City Hall Gallery to former Mayor Ellen O. Moyer and installing a plaque in the Gallery to commemorate said dedication.

City Manager Sutherland, and Finance Operations Manager Pletzer were present and answered questions from the committee.

Alderman Finlayson moved to recommend favorably as amended. Seconded. A roll call vote was taken. The motion CARRIED by the following vote:

Aye: 2 - Alderman Arnett and Alderman Finlayson

Absent: 1 - Alderman Rodriguez

R-26-18

Filing of Grant Application with the Maryland Energy

Administration - For the purpose of approving the filing of an application with the Maryland Energy Administration for Grant 2018-02-420S1; authorizing the City to receive technical assistance and unmatched funding in the amount of (\$55,000); committing to adopt a policy to promote Energy Efficiency and Conservation; and committing to adopt a policy to promote the Development of Renewable Energy Resources.

City Manager Sutherland was present and notified the committee that this legislation will be withdrawn.

6. General Discussion

R-39-18

Chairman Arnett believes that this legislation should have been recommended to the Finance Committee. City Manager Sutherland was present and answered questions from the committee. Alderwoman Finlayson requested a historical list of special events that have had fees waved in the past. Special Events that are more than \$300 will be referred to the Finance Committee.

Main Street Project

Chairman Arnett, Alderwoman Finlayson, and City Manager Sutherland discussed the project particulars and Public Works Director Jarrell's budget.

c. **ID-18-18**

Update from the Finance Department

Finance Director Dickinson was present and provided the committee with an update of the Finance Department.

7. Adjournment

Upon motion duly made, seconded and adopted, the meeting was adjourned at 1:27 PM.

**Teekia Green
City Council Associate**