

# City of Annapolis

160 Duke Of Gloucester Street  
Annapolis, MD 21401



## Standing Committee Meeting Minutes - Draft

Wednesday, May 21, 2025

10:30 AM

Regular Meeting

Mayor John T. Chambers, Jr.  
City Council Chambers

**Finance Committee**

## Call To Order

Alderman Huntley called the Regular Meeting to order at 10:32 am.

## Roll Call

**Present:** 3 - Alderwoman Finlayson, Alderwoman O'Neill and Alderman Huntley

## Approval of Agenda (any changes to the agenda should be made here)

Alderwoman Finlayson moved to approve the Regular Meeting agenda.  
Seconded. **CARRIED** on voice vote.

**Business and Miscellaneous****Approval of Minutes**

[FC 5.9.25](#) Special Meeting Minutes

**Attachments:** [FC 5.9.25](#)

Alderwoman Finlayson moved to approve FC 5.9.25. Seconded. **CARRIED** on voice vote.

**Legislation****O-11-25****Arts in Public Places Commission Update and Revisions**

For the purpose of moving the Arts in Public Places Commission from Title 6, the revenue and finance Title of the City Code, to Title 2, Chapter 2.48 dealing with boards, commissions, and committees; placing oversight of the Arts in Places Commission under the Planning and Zoning Director instead of the Recreation and Parks Director; and generally dealing with the Arts in Public Places Commission duties and responsibilities.

**Sponsors:** O'Neill and Huntley

**Attachments:** [O-11-25 First Reader](#)  
[O-11-25 Legislative Summary](#)  
[O-11-25 Staffing Impact Report](#)  
[O-11-25 Staff Report](#)  
[O-11-25 Fiscal Impact Note](#)

Chief of Staff Petit, Acting City Manager Buckland, Director of Planning and Zoning Jakubiak and Ombudsman Raftovich were present to answer questions from the committee.

Alderwoman Finlayson moved to recommend O-11-25 favorably. Seconded.  
**CARRIED** on voice vote.

**R-12-25**      **Street-end Park on Annapolis Street**

For the purpose of designating certain City of Annapolis-owned property as a street-end park; naming the street-end park at the northwest end of Annapolis Street on Weems Creek the “Annapolis Street Park”; and generally relating to park amenities.

**Sponsors:** O'Neill and Savidge

**Attachments:** [R-12-25 First Reader](#)  
[R-12-25 Staff Report](#)  
[R-12-25 Staffing Impact Report](#)  
[R-12-25 Fiscal Impact Note](#)

**Alderman O'Neill moved to recommend R-12-25 favorably. Seconded. CARRIED on voice vote.**

**R-20-25**

**FY 2026 Annual Fees Schedule** - For the purpose of specifying fees that will be charged for the use of City services for Fiscal Year 2026; and providing an effective date.

**Sponsors:** Buckley

**Attachments:** [R-20-25 First Reader](#)  
[R-20-25 Fiscal Impact Note](#)  
[R-20-25 Proposed FY 2026 Fees Schedule](#)

**Alderman Arnett, Acting City Manager Buckland, City Attorney Lyles, Director of Planning & Zoning Jakubiak, Director of Finance Moran were present to answer questions from the committee.**

**Alderman Huntley and Alderwoman Finlayson requested a report on what is an allowable increase for trash that Public Works holds.**

**Amendment #1- On Page. 20 of the Fee Schedule:  
Under 21.56.040 - Certificate of Approval-“After the Fact” Public Haring  
Application: Strike, 1% of estimated costs; minimum of \$50.00; maximum of \$2,000.00. and Insert,"1.5% of Estimated Costs, minimum \$350; maximum \$5,000".  
Alderwoman Finlayson moved to Recommend Amendment #1 Favorably.  
Seconded. CARRIED on voice vote.**

**Alderwoman O'Neill requested data from Acting City Manager Buckland an Director of Finance Moran for the percentage of the revenue from the \$50.00 fine from the Parking Garages.**

**Alderwoman Finlayson moved to Recommend R-20-25 Favorably as amended to include Amendment #1 and the Finance Committee Report amendments.  
Seconded. CARRIED on voice vote.**

[R-21-25](#) **FY 2026 Fines Schedule** - For the purpose of specifying fines that will be charged for Fiscal Year 2026; and providing an effective date.

**Sponsors:** Buckley

**Attachments:** [R-21-25 First Reader](#)  
[R-21-25 Fiscal Impact Note](#)  
[R-21-25 Proposed FY 2026 Fines Schedule](#)

Alderman Arnett, Acting City Manager Buckland, City Attorney Lyles, Director of Planning & Zoning Jakubiak, Director of Finance Moran were present to answer questions from the committee.

Alderman Huntley and Alderwoman Finlayson requested a report on what is an allowable increase for trash that Public Works holds.

Amendment #1- On Page. 20 of the Fee Schedule:  
Under 21.56.040 - Certificate of Approval-"After the Fact" Public Hearing Application: Strike, 1% of estimated costs; minimum of \$50.00; maximum of \$2,000.00. and Insert,"1.5% of Estimated Costs, minimum \$350; maximum \$5,000".  
Alderwoman Finlayson moved to Recommend Amendment #1 Favorably.  
Seconded. CARRIED on voice vote.

Alderwoman O'Neill requested data from Acting City Manager Buckland and Director of Finance Moran for the percentage of the revenue from the \$50.00 fine from the Parking Garages.

Alderwoman Finlayson moved to Recommend R-21-25 Favorably as amended to include Amendment #1 and the Finance Committee Report amendments.  
Seconded. CARRIED on voice vote.

## **General Discussion**

[ID-18-25](#) Finance Department Update

**Attachments:** [FD Report to Fin Comm 1-8-25](#)  
[FD Report to Fin Comm 1-22-25](#)  
[FD Report to Fin Comm 2-19-25](#)  
[FD Report to Fin Comm 2-26-25](#)  
[FD Report to Fin Comm 3-19-25](#)

Director of Finance Department Moran was present to answer questions from the committee.

Adjournment

Upon motion duly made, seconded and adopted, the Regular Meeting was adjourned at 11:48 am.

Kalyn Jackson  
City Council Associate

*Anyone needing reasonable accommodation to be able to participate in a public meeting held by the City of Annapolis should contact Kalyn Jackson at 410.263.7030, by MD Relay (711), or by email at [kajackson@annapolis.gov](mailto:kajackson@annapolis.gov) at least five days prior to the meeting date to request assistance. We encourage citizens to attend and participate in City Council Meetings.*

*If you are unable to attend, the meetings can be viewed live on Channel 99/100 for all Comcast subscribers and on Channel 34 for Verizon customers.*

*The meeting can also be viewed on computer and mobile devices by going to <http://bit.ly/1gCd4pL>, and on Facebook by selecting: <http://www.facebook.com/CityofAnnapolis> and on Youtube by selecting: <http://www.youtube.com/CityofAnnapolis> during the meetings. If you miss the live meeting, recordings are available for viewing on <http://www.facebook.com/CityofAnnapolis> and <http://www.youtube.com/CityofAnnapolis>.*