

# City of Annapolis

160 Duke Of Gloucester Street  
Annapolis, MD 21401



## Standing Committee Meeting Minutes - Draft

Wednesday, February 19, 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 10:37 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 O'Neill moved to approve as amended to add FT-8-25 and FT-9-25 to the Regular Meeting agenda. Seconded. CARRIED on voice vote.**

**Business and Miscellaneous**

**Approval of Minutes**

[FC 1.22.25](#) Special Meeting Minutes

**Attachments:** [FC 1.22.25](#)

**Alderwoman O'Neill moved to approve FC 1.22.25. Seconded. CARRIED on voice vote.**

**Fund Transfers**

[FT-7-25](#) General/Affordable Housing Trust - Transfer - Office of Community Services/Department of Planning & Zoning

**Attachments:** [FT-7-25](#)

**Assistant City Manager Buckland was present to answer questions from the committee.**

**Alderwoman O'Neill moved to recommend FT-7-25 favorably. Seconded. CARRIED on voice vote.**

[FT-8-25](#) General - Department of Public Works - Contractual Services/Supplies and Others (Snow and Ice)

**Attachments:** [FT-8-25](#)

**Finance Director Dickinson was present to answer questions from the committee.**

**Alderwoman Finlayson moved to recommend FT-8-25 favorably. Seconded. CARRIED on voice vote.**

[FT-9-25](#) Transportation - Supplies and Others/Contractual Services - Operations/Maintenance

**Attachments:** [FT-9-25](#)

Transportation Director Moore was present to answer questions from the committee.

Alderwoman O'Neill moved to recommend FT-9-25 favorably. Seconded.  
CARRIED on voice vote.

### **Supplemental Appropriations**

[SA-26-25](#) Capital Fund - Department of Public Works - Donation from Barish Foundation

**Attachments:** [SA-26-25](#)

Civil Engineer Harold was present to answer questions from the committee.

Alderwoman O'Neill moved to recommend SA-26-25 favorably. Seconded.  
CARRIED on voice vote.

[SA-27-25](#) General Fund - Planning & Zoning - Reserve for one time uses

**Attachments:** [SA-27-25](#)

Planning & Zoning Director Jakubiak was present to answer questions from the committee.

Alderwoman Finlayson moved to recommend SA-27-25 favorably. Seconded.  
CARRIED on voice vote.

### **Legislation**

O-2-25

**WRNR Radio Tower Lease With the City** - For the purpose of entering a ground lease of the City-owned radio tower located at 25 Silopanna Road with Cortona Media LLC dba WRNR Radio, a Maryland limited liability company; and all matters relating to said lease.

**Sponsors:** Buckley

**Attachments:** [O-2-25 First Reader](#)  
[O-2-25 Cortona Media Radio Tower Lease](#)  
[O-2-25 Exhibit](#)  
[O-2-25 Staffing Impact Report](#)  
[O-2-25 Staff Report revised](#)  
[O-2-25 Fiscal Impact Note](#)

**Kirk Litton & Steve Kingston**  
**WRNR Radio**  
**9209 Shelton Street**  
**Bethesda, MD, 20817**  
**were present to answer questions from the committee.**

**Aldерwoman O'Neill moved to recommend O-2-25 favorably. Seconded. CARRIED on voice vote.**

[O-10-24](#)

**Outdoor Dining Requirements in Annapolis** - For the purpose of codifying and consolidating the City's outdoor dining programs; defining outdoor dining and its different types; requiring permits for outdoor dining; setting common standards for outdoor dining; creating a fund for outdoor dining permit fees to be used for alternative transportation options when restaurants use their parking lot for outdoor dining; making technical corrections to the various code sections to conform with the outdoor dining section; and generally dealing with restaurant standards for outdoor dining.

**Sponsors:** Arnett, Savidge and O'Neill

**Attachments:** [O-10-24 First Reader](#)

[O-10-24 Legislative Summary](#)

[O-10-24 Fiscal Impact Report](#)

[O-10-24 Staffing Impact Report & Staff Report](#)

[O-10-24 Planning Commission Report](#)

[O-10-24 Public Notice of Hearing](#)

[O-10-24 Capital Gazette Affidavit of Public Hearing Notice](#)

[O-10-24 Amendment 2 - Savidge](#)

[O-10-24 Amendment 2A - Huntley \(Finance Cmte. 2nd Degree Amdt.\)](#)

[O-10-24 Amendment 3 - O'Neill](#)

[O-10-24 Amendment 3A - Huntley \(Finance Cmte. 2nd Degree Amdt.\)](#)

[O-10-24 Amendment 4 - O'Neill](#)

[O-10-24 Amendment 4A - Huntley \(Finance Cmte. 2nd Degree Amdt.\)](#)

[O-10-24 Amendment 5 - Huntley](#)

**Alderman Arnett, Assistant City Manager Buckland, City Attorney Lyles and Legislative & Policy Analyst Reuter were present to answer questions from the committee.**

**Amendment #1 - Alderwoman O'Neill moved to recommend Amendment #1 favorably. Seconded. CARRIED on voice vote.**

**Amendment #2 - Strike section "2. Permit Duration. The Seasonal Parking Lot Dining permit shall be valid for either three months or six months between April 15 and November 1 each year, from January 1 to December 31, and the months do not need to be contiguous." and Strike sub-section "(1) Dedicate the parking lot apron used by vehicles to enter and exit the lot, if present, for use as a mobility drop-off area unless the Board of Appeals Director determines a more appropriate location; and." Alderwoman O'Neill moved to recommend Amendment #2 Favorably as amended. Seconded. CARRIED on voice vote.**

**Amendment #3 - In Section 1, Strike "between the start of February 1 and end of November 31" and after "nine months" insert "from January 1 to December 31st."**

voice vote.

Aye- Alderwoman Finlayson, Alderman Huntley  
Nay-Alderwoman O'Neill

After "from January 1 to December 31st." Insert, "and the months do not need to be continuous, but need to be specified". voice vote.

Alderwoman Huntley moved to recommend Amendment #3 favorably as amended. Seconded. CARRIED on voice vote.

Amendment #4 -In Sub section "b.Exceptions", After, "7 p.m to 10 p.m" , Insert "Outdoor dining is permitted from 7 a.m. to 11 p.m., seven days a week, for the following areas:" Insert, "on Fridays and Saturdays, as well as on Sundays during holiday weekends".

After, "iii. Dock Street, from Market Space to Susan Campbell Park." Insert, "and iv. Severn Avenue from Fourth Street to Fifth Street.". voice vote.

Aye- Alderwoman Finlayson, Alderwoman O'Neill  
Nay- Alderman Huntley

Alderwoman O'Neill moved to recommend Amendment #4 favorably. Seconded. CARRIED on voice vote.

Amendment #5 - Alderman Huntley moved to recommend Amendment #5 favorably. Seconded. CARRIED on voice vote.

Alderman Huntley moved to Recommend O-10-24 Favorably as Amended. Seconded. CARRIED on voice vote.

#### [R-1-25](#)

**Thompson Street Park** - For the purpose of designating specific City of Annapolis-owned property as a street-end park; naming the street-end park at the southeast end of Thompson Street the "Thompson Street Park"; and generally relating to park amenities.

**Sponsors:** Huntley, Finlayson and Arnett

**Attachments:** [R-1-25 First Reader](#)  
[R-1-25 Staffing & Staff Reports](#)  
[R-1-25 Fiscal Impact Note](#)

Alderwoman O'Neill moved to recommend favorably. Seconded. CARRIED on voice vote.

**R-2-25**

**Demonstration Program to Build Green Roofs on City Bus Shelters** - For the purpose of requiring the City Manager to establish a demonstration program to evaluate the feasibility and effectiveness of green roof bus shelters; and to include that project in the Fiscal Year 2026 City budget; and generally related to the establishment of eco-friendly bus shelters.

**Sponsors:** Gay

**Attachments:** [R-2-25 First Reader](#)  
[R-2-25 Staffing Impact Report](#)  
[R-2-25 Staff Report](#)  
[R-2-25 Fiscal Impact Note](#)

Finance Director Dickinson was present to answer questions from the committee.

Alderman Finlayson moved to recommend R-2-25 favorably. Seconded. A roll call vote was taken. The motion CARRIED by the following vote:

**Aye:** 2 - Alderman Finlayson and Alderman O'Neill

**Nay:** 1 - Alderman Huntley

**R-6-25****Non-Profit Vendors During Fall 2025 Boat Shows**

For the purpose of authorizing sales by certain vendors in the City Dock area of the Historic District during the Fall 2025 U.S. Sailboat and Powerboat Shows.

**Sponsors:** Huntley

**Attachments:** [R-6-25 First Reader](#)  
[R-6-25 Staffing Impact Report](#)  
[R-6-25 Staff Report](#)  
[R-6-25 Fiscal Impact Note](#)

Alderman O'Neill moved to recommend R-6-25 favorably. Seconded. CARRIED on voice vote.

[R-7-25](#)

**Itinerant Merchant Sales in the Historic District During Calendar Year 2025**

For the purpose of authorizing hawker, peddler, and itinerant merchant sales in the Historic District in conjunction with certain special events during calendar year 2025.

**Sponsors:** Huntley

**Attachments:** [R-7-25 First Reader](#)

[R-7-25 Staffing Impact Report](#)

[R-7-25 Staff Report](#)

[R-7-25 Fiscal Impact Note](#)

[R-7-25 Amendment 1 - Huntley \(Finance Committee\)](#)

**Amendment #1- On page 2, remove "Holiday Market in Susan Campbell Park - December".**

**Alderman Huntley moved to recommend Amendment #1 favorably. voice vote.**

**Alderman Huntley moved to recommend R-7-25 favorably as amended.**

**Seconded. CARRIED on voice vote.**

[R-53-24](#)

**FY 2025 Changes to Executive Pay Ranges -** For the purpose of updating the

Fiscal Year 2025 annual position classifications and grades; and specifying an effective date.

**Sponsors:** Buckley

**Attachments:** [R-53-24 First Reader](#)

[R-53-24 Staffing Impact Report](#)

[R-53-24 Staff Report revised](#)

[R-53-24 Fiscal Impact Note](#)

[R-53-24 Summary of supplementary data for E scale](#)

**City Manager Malinoff, Assistant City Manager Buckland and Human Resource Manager Hopkins were present to answer questions from the committee.**

**Alderman Finlayson moved to recommend R-53-24 favorably as amended.**

**Seconded. A roll call vote was taken. The motion CARRIED by the following vote:**

**Aye:** 2 - Alderwoman Finlayson and Alderwoman O'Neill

**Nay:** 1 - Alderman Huntley

**General Discussion**

[ID-41-25](#)

HR Update (hiring status for new positons in the previous budget)

**Alderman Huntley moved to postpone ID-41-25. Seconded. CARRIED on voice vote.**



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

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

## Adjournment

**Upon motion duly made, seconded and adopted, the Regular Meeting was adjourned at 12:29 pm.**

**Kalyn Jackson  
City Council Associate**

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*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>.*