

**Unofficial CAN Notes on City Council Meeting**  
**Tuesday, November 12, 2024**  
**6:00 pm**

Mayor Rideout convened City Council Meeting in Regular Session  
Jamison Harrington, Ward 3 is absent. All other Ward Commissioners are present.

**Agenda**

**1. Mayor and Commissioners to approve or amend agenda as presented.**

- Remove item 11 from the agenda. Will vote on it when Jamison Harrington, Ward 3, is present.

**Motion raised to approve amended Agenda and seconded. Approved by all commissioners present 4-0.**

**Presentations from the Approved Guests – none**

**Consent Agenda**

**2. Meeting Minutes, October 28, 2024, Regular Session**

**3. Veronica Taylor, Executive Director of Groove City Black Heritage & Culture Group Inc** will hold **“Christmas on Pine” on Saturday December 14, 2024, from 12pm to 4pm and 7pm to 8pm in the 600 Block of Pine Street.** Please see the application for details.

**4. Stephen Allen, Maryland Recreation and Parks Association** is seeking to hold **“Maryland Recreation and Parks Association State Annual Conference, Night Social” on Tuesday April 8, 2025, and Wednesday April 9, 2025, from 9:00pm-11:45pm at Hyatt Regency.** Please see the application for details.

**Motion raised to approve Consent Agenda and seconded. Approved by all commissioners present 4-0.**

**Ordinances for First Reading**

**5. ORDINANCE NO. 1242 AN ORDINANCE OF THE COMMISSIONERS OF CAMBRIDGE, MARYLAND TO AMEND CHAPTER 2 (ADMINISTRATION) OF THE CODE OF THE CITY OF CAMBRIDGE FOR THE PURPOSE OF ABOLISHING THE CITIZENS’ ADVISORY COMMITTEE, MARINE FACILITIES COMMITTEE, AND HUMAN RELATIONS COMMITTEE; PROVIDING THAT THE TITLE OF THIS ORDINANCE SHALL BE DEEMED A FAIR SUMMARY AND GENERALLY RELATING TO COMMITTEES OF THE CITY OF CAMBRIDGE**

a. From the Council Agenda Report from Special Projects Coordinator, Cheryl Hannan

- As a follow-up to previous communications and a work session held on April 22nd of this year, tonight’s agenda includes several pieces of legislation to establish standard operating rules for committees and to **sunset inactive committees. Three committees – Citizen’s Advisory Committee, Human Relations Committee and Marine Facilities Committee** – are authorized in the City Code. As such, Ordinance 1242 is being introduced as a first reading to sunset these committees. From research, we cannot identify a single meeting of any of these committees in the last 5 years. We believe they have not met in over ten years.

**Ordinances for Second Reading – none**

**Old Business – none**

## New Business

### 6. Appointment of Election Judges and Clerks, Run-off Election

a. Council Agenda Report from Assistant City Manager Brandon Hesson

To perform the duties of the run-off election, Dec 3, 2024, please consider the slate of election judges and clerks:

- Michael Wheatley – Election Judge
- Cheryl Hannan – Election Judge
- Mynichia Braxton – Election Judge
- Marsha St. Pierre – Election Clerk/Alternate Judge
- Lynne Widli – Election Clerk
- Ajena Beulah – Election Clerk

**Motion raised to approve Election judges and clerks for Run-off Election and seconded. Approved by all commissioners present 4-0.**

### 7. Historic Preservation Commission Appointment, Janice Olshesky

a. Council Agenda Report from Holly Baldwin, Planner I

- There is currently a vacancy on the Historic Preservation Commission. Based on her qualifications, staff would like to recommend Janice Olshesky for reappointment as a full commissioner to the Historic Preservation Commission. Ms. Olshesky has more than 30 years' experience working on historic preservation projects. Her experience includes renovation projects for her architectural practice, Olshesky Design Group, LLC (ODG), in which she has rehabilitated historic buildings for the private sector and the federal government. Ms. Olshesky served on the Cambridge HPC from 2015 to 2020 and is currently serving on the Maryland Association of Historic District Commissions.

**Motion raised to approve Janice Olshesky as full commissioner to the Historic Preservation Committee and seconded. Approved by all commissioners present 4-0.**

### 8. GFNY Race Agreement

a. Council Agenda Report from Assistant City Manager, Brandon Hesson

- Asking for 3-year extension; \$50k donation given to GFNY annually

#### Discussion

Sputty Cephas, Ward 4 - What donation is made to Ironman and Eagleman. Answer: Brandon Hesson said he believes it is also \$50,000/yr.

Lajan Cephas, Ward 2 – Impact reports on Ironman and Eagleman have been helpful. Can that be part of the agreement with GFNY? Answer: Impact reports are done through the Chamber of Tourism.

**Motion raised to approve extension of GFNY Race agreement done and seconded. Approved by all commissioners present 4-0.**

### 9. ARPA Funding

a. Council Agenda Report from City Manager, Glenn Steckman/ Finance Director, Perry Peregoy

- The money must be under contract by Dec 31, 2024. City management is moving things around to assign all the money and not sending anything back to the government.
- List of items that will be purchased with left over ARPA funds:
  - Cambridge Harbor (CWDI) \$103,991
  - Economic Dev – Hyatt Bridge \$143,500
  - Engineering – GIS Equipment \$ 60,000
  - DPW Bucket truck coming April '24/never budgeted \$185,000
  - DPW – Vac Con Trailer \$ 80,000
  - DPW – Sweeper (sidewalks downtown) \$100,000

○ Cannery Park – Lighting	\$ 70,000
○ Fire Apparatus (Rescue Truck)	\$ 651,593
○ <u>Total</u>	\$1,394,084

Sputty Cephas, Ward 4 – Asked about Employee pay that was once on the list. Answer: Pay committed in 2026 was taken off list because city employees are not contract employees.

- Programs continued to be funded in FY2025 budget:
  - Cannery Park \$500,000  
This is a city “match” to a \$1mm grant from the National Park service to complete Phase II of the project.
  - Cannery Way TBD  
The city is currently in the application phase of looking for grants. The money used will cover applicable expenses. This is an ongoing effort to enhance and improve the downtown area.
  - Community Youth \$52,000  
This program was formed to fund the Fellow position. The current fellow, Cameron Waters, is no longer employed by the city. Future Fellow positions to be funded by City’s General Fund.
  - Portia Johnson-Ennels Youth Internship Program \$75,000  
Current money for FY2025 came from ARPA funds. Future funding will come from the City’s General Fund.

**Motion raised to approve ARPA Funds Reallocations and seconded. Approved by all commissioners 4-0.**

**10. RESOLUTION NO. 24-04 ESTABLISH RULES OF PROCEDURE FOR CITY COMMITTEES**

From the Council Agenda Report from Special Projects Coordinator, Cheryl Hannan

- Resolution 24-04 is being presented to provide a uniform set of rules for committees. These rules would apply to any new committees as well as existing committees that are not within the Planning Department’s responsibility. State law defines specific rules regarding terms, composition, and responsibilities for the Planning Commission, Historic Preservation Commission and Board of Appeals. Updates to these committees will be presented by the Planning Department next year as the Uniform Development Code (UDC) is reviewed and updated.

**Motion raised to approve RESOLUTION NO. 24-04 and seconded. Approved by all commissioners present 4-0.**

**11. (Removed)** (until Jamison Harrington, Ward 3 returns) RESOLUTION NO. 24-05 A RESOLUTION OF THE COMMISSIONERS OF CAMBRIDGE, MARYLAND REPEALING RESOLUTION NOS. 21-03 AND 21-07 REGARDING THE CITY OF CAMBRIDGE TECHNOLOGY COMMITTEE AND THE CITY HALL RESTORATION COMMITTEE

**12. Articles of Incorporation, CWDI**

If approved by city, county, state, it will go to the Board of CWDI. If approved by the CWDI board, Mayor will sign it and send it to the state.

Discussion

Sputty Cephas, Ward 4 – Wording in the Articles for the state member could be taken as the entire state delegation or whoever from the state delegation wants to serve. Asked for Public Hearing.

Lajan Cephas, Ward 2 – It is important to make changed to the Articles because it was too vague

**Public Hearing** – no comments

**Motion raised for the amended Articles of Incorporation for CWDI approved and seconded. Approved by all commissioners 4-0.**

**Meetings** – all meetings posted on choosecambridge.com

**Motion raised to approve all meetings done and seconded. Approved by all commissioners 4-0.**

## Public Comment

- Young woman that is homeless with 4 children and 1 grandchild had her hotel accommodations revoked by a community service organization. She has been living in her car and staying at friends' homes. Asking the city to help her with accommodations. Answer: Yes. Stay after the meeting and it will be discussed.
- Alison Kennedy asked a question about the Articles of CWDI – distinction between member and membership. Answer: stated by city lawyer that the Articles amended to include 3 members – city, county, state.

## Department/Division Head Reports

### 13. Housing Development Update

a. Eddie Crosby, Housing Program Manager

Gavin Woolford, Program Specialist

- Community presentation at the Elks Lodge, Pine Street, October 2, 2024, was well attended.
- Neighborhood Revitalization of Pine Street district Presentation to Maryland Municipal League (MML) - 25 people attended and were impressed with Cambridge's work on Pine Street.
- Nov 16 and Nov 23 – Neighborhood Housing Services will hold classes at The Packing House - Must register for the classes.
- Ms. Tara Felts, Healthy Homes Program Manager, and Mr. John Dabney, Healthy Homes Outreach Technician have been hired in the Housing Dept. to do Community Outreach functions.
- Douglass Street update – foundations poured. Manholes put in. Overgrown trees taken out – citizens pleased that the Housing team removed them.

## City Manager Comments

14. Administrative Report from City Manager, Glenn Steckman and Perry Peregoy, Director of Finance Appropriations **Ordinance No. 1239**

The attached Appropriations Ordinance No. 1239 fulfills the Commissioners' desire to adopt and approve the Fiscal Year 2025 Budget appropriating the necessary funds for the government and administration of the City of Cambridge for the period beginning July 1, 2024, and ending June 30, 2025.

This Ordinance reflects approved amendments to the Draft FY2025 budget following the City Council's Work Session on April 29, 2024 and May 13, 2024. It also includes a previously unreported \$1.7 million expenditure in FY2025 for the payment of a Rescue Fire truck ordered in FY2023.

### Work Session Amendments

As a result of the Work Session the following amendments for the Draft FY2025 budget were unanimously supported by the City Council –

- Include \$35k in the CPD budget for the acquisition of a drone and respective accessories for use in conjunction with the Shot Spotter and to enhance crime scene investigation
- Include \$15k in the CPD budget for annual telephone expenditures
- Include \$50k in the Marina Fund for annual electric expenditures
- Include \$90k in DPS budget for planned Safety Committee initiatives

### Non-Work Session Amendment

In FY 2023 the Council approved the purchase of a new Rescue fire truck as part of the budget process with expected delivery in late 2024. To fund the purchase, the City borrowed \$1.7 million from Queenstown Bank in August 2022 with the proceeds being deposited in the City's General Fund. When preparing the FY2024 and FY2025 budgets, those funds were inadvertently considered as available for general operating expenditures.

During a recent visit to the manufacturer by Chief Pritchett and Assistant Chief Walters, they were

informed that no payments had been received for the fire truck. Upon further investigation, it was learned that the City planned to make full payment but had neglected to budget for the \$1.7mm payment. To correct this oversight, \$1.7million will be added to the FY2025 Rescue Fire Company (RFC) Expenditures thereby increasing FY2025 Total General Fund Expenditures to \$18,712,380. This will result in a negative FY2025 Net Balance of \$950,156.

To fund the purchase, the staff is proposing the following scenario to fulfill the City’s obligation and ensure delivery of the vehicle in September 2024

- Proposed FY2025 Budget Amendment
- Purchase Price - \$1,700,000
- Funding –
  - Sale Proceeds from retired RF vehicles - \$100,000
  - Reserve Reductions –
 

CWDI Litigation	\$250,000
Economic Development	\$200,000
Marina Fund	\$250,000
  - Re-committed ARPA funds \$200,000
  - General Fund (GF) Balance Drawdown \$700,000
- Total Funding \$1,700,000

The impact of these budget amendments on the Available Ending General Fund Balance is detailed below -

- Pre-Amendment GF Ending Balance - \$2,026,570
- Post Adjustment GF Ending Balance - \$1,236,570

**Recommendation – Allow for Ordinance No. 1239 to be introduced for First Reading.**

Fiscal Impact - The proposed budget will fund the City’s operations for FY2025

Equity Impact - Appropriations Ordinance No. 1239 supports the five (5) Policy Goals adopted by City Council in Resolution No. 23-06 dated March 13, 2023.

Environmental Impact - Appropriations Ordinance No. 1239 will have a positive Environmental Impact through the expenditures for the maintenance of the City’s sewer and water infrastructure, Shoreline Resilience, traffic calming and greenway initiatives and public safety services.

More details are available in the City Manager report attached to 11/12/24 city council agenda at [choosecambridge.com](http://choosecambridge.com).

**Fire Dept gave verbal update** – Rescue Squad started construction on Oct 24, 2024 (on first stand-alone Fire Training Facility). Should be done by mid-January 2025.

**Planning & Zoning gave verbal update –**

- The P & Z committee voted positively on a text amendment to an Ordinance for 1 small solar energy system and 1 community scale solar system on a wooded lot, less than 10 acres in size.
- The amendment to the Ordinance moves to city council for first reading at the next city council meeting.
- In the ordinance, 350 acres is the maximum amount of acreage that can be used for solar energy.
- There are already 2 solar projects moving forward using up most of the acreage. Leaves 25 acres left of the maximum 350. There are specifications the project must meet for forest preservation. Trees must be planted elsewhere when land is clear cut.
- About a year and a half ago, the P & Z committee approved a solar proposal on a wooded lot. Ordinance should have been changed at that time, but it was not. P & Z committee must get the ordinance amended to allow the proposal to keep moving forward.

### Discussion

Brian Roche, Ward 5 - Institutional Solar removes good land from within the city limits. The 10-acre lot discussed is a lot of land and the wooded lot would need to be cleared. Brian Roche is not in favor of taking the land for an institutional solar field. Institutional solar is funded by outside sources for tax relief and other breaks that will not benefit the community in the long run. Small solar fields and solar panels on roofs make sense but not taking taxable land that can be used for housing and the like. This warrants more discussion. Answer: The project referred to would be on a site that had been cleared for development 30 years ago but never used. If the amendments to the ordinance do not go through, there is a litigation risk to the City from the company who owns the project.

Reminder from Police Department that **Thanksgiving dinner will be held on Nov 25, 2024, 1 PM to 4 PM at Wesleyan Church** at 801 Race St. Partnering with One Mission and Wesleyan Church to feed 350 community members.

### **Commissioners' Comments**

Laurel Atkiss, Ward 1 – commended Housing Dept for the good work they are doing.

Lajan Cephas, Ward 2 – Attended non-profit program that helps youth. Attended MML conference where there was a discussion about a ferry that has been proposed for the Chesapeake.

Sputty Cephas, Ward 4 – Attended MML conference.

Brian Roche, Ward 5 – Thanked the city for ARPA money for parks. Good for the youth of Cambridge.

Motion to Adjourn at 7:17 PM was approved and seconded. Approved by commissioners 4-0.

Written by Alison Kennedy, CAN member