

5:00 pm Closed Session re Personnel Matters

1. SUBJECT: Closed Session regarding personnel matters.

Recommendation: That Council consider a motion to go into Closed Session to consider personnel matters.

A motion by Commissioner Hanson to hold a closed executive session regarding personnel was seconded by Commissioner Cannon and approved 5:0.

Actions taken by Council:

A. Take no action regarding complaints raised concerning the Ethics Commission.
Approved 3:2.

B. When a complaint is filed or an advisory opinion is requested from the Ethics Commission regarding the Mayor, a Commissioner, or an employee, the individual who is the subject of the complaint or advisory opinion will be notified by the Ethics Commission and will be given the opportunity to appear and be able to respond before the Ethics Commission and will be notified of the results.
Approved 4:1.

C. Approve a one-year employment contract with Sandra Tripp-Jones as presented by the Mayor on November 14, 2016. Approved 3:2.

2. SUBJECT: Consideration of closing a closed session

Recommendation: That Council consider a motion to end the Closed Session.

A motion by Commissioner Hanson to end the closed session was seconded by Commissioner Cannon and approved 5:0.

6:00 pm Mayor to Convene Council in Regular Session

3. SUBJECT: Report on the Closed Session regarding personnel matters

Recommendation: That the Council hear a report on the closed session regarding personnel matters.

The Council met in closed executive session to discuss personnel issues.

The City Council met in regular session on Monday, November 28, 2016 in Council Chambers. A quorum being present, Mayor Victoria Jackson-Stanley called the meeting to order at 6:00 p.m. Those Commissioners in attendance were Commissioners Rideout, Cannon, and Hanson. Commissioners Sydnor and Foster were not present. Mayor Victoria Jackson-Stanley asked for a moment of silence. Commissioner Hanson led in the Pledge of Allegiance.

Agenda

1. Council to approve or amend agenda as presented

Commissioner Rideout would like to delete the meeting minutes from the agenda until they are corrected and add the report from the Ordinance Committee from October 25th (Item 21) and the report from the Ordinance Committee from November 16th (Item 22).

Sandra Tripp-Jones asked that Council place Item 9 before Public Comment. Mayor Victoria Jackson-Stanley preferred it be done after Public Comment.

A motion by Commissioner Cannon to approve the agenda as amended was seconded by Commissioner Rideout and approved 3:0.

Public Comment

Rescue Fire Company

9. **SUBJECT: Appointment of City Fire Chief and Assistant Fire Chiefs**
Recommendation: That Council confirm appointment by Rescue Fire Company of:
A. Brian Willey as City Fire Chief,
B. Adam Pritchett (1st Asst. Chief) and Brad Walters (2nd Asst. Chief).

A motion by Commissioner Hanson to confirm the appointment of Brian Willey as Fire Chief, Adam Pritchett as 1st Assistant Chief, and Brad Walters as 2nd Assistant Chief was seconded by Commissioner Cannon and approved 3:0.

Consent Calendar

2. **SUBJECT: Meeting Minutes from Council Meeting on November 14, 2016**
Recommendation: That Council approve as submitted.
3. **SUBJECT: Holiday schedule for 2017**
Recommendation: that Council approve the 2017 holiday schedule.
4. **SUBJECT: City Council meeting schedule for 2017**
Recommendation: that Council approve 2017 Council meeting schedule.

A motion by Commissioner Rideout to approve the consent calendar (Items 3 and 4) was seconded by Commissioner Hanson and approved 3:0.

Ordinances – Public Hearings, Second Reading and Adoption

The public hearing notice was published in the *Star Democrat* on November 14, and November 21, 2016.

5. SUBJECT: Ordinance 1088 -- An Ordinance of the Commissioners of Cambridge, Maryland to Amend the Permitted Land Use Table #2 of the Unified Development Code to Permit Marine Repair Shops (excluding savage) in the DWDD, "General" Sub-Zone as a Special Exception on Non-Waterfront Lots

Recommendation: That:

- A. The Mayor open the public hearing, hear from the public, and close the public hearing;
- B. The Council give the ordinance a second reading and adopt Ordinance No. 1088.

Rob Collison outlined the changes that would be permitted. The Planning and Zoning Commission discussed this on August 2, 2016 and unanimously recommended the amendment to the UDC. Nobody at the Planning Commission spoke in opposition of the amendment. The City's Ordinance Committee reviewed the language and recommends approval.

A motion by Commissioner Hanson to hold a public hearing was seconded by Commissioner Cannon and approved 3:0. Dennis Elzey, owner of Elzey Custom Boats, just purchased 304 Aurora Street. That is where he proposed to move his boat repair facility. Nobody else asked to speak. A motion by Commissioner Hanson to close the public hearing was seconded by Commissioner Rideout and approved 3:0.

Rob Collison presented a second reading. A motion by Commissioner Hanson to adopt Ordinance 1088 was seconded by Commissioner Rideout and approved 3:0.

6. SUBJECT: Ordinance 1089 -- An Ordinance of the Commissioners of Cambridge, Maryland to Amend the Permitted Land Use Table #2 of the Unified Development Code to Permit an Auto Repair Shop in the Downtown Waterfront Development District, "General" Sub-Zone as a Special Exception on Non-Waterfront Lots

Recommendations: That:

- A. The Mayor open the public hearing, hear from the public, and close the public hearing.
- B. Council give the ordinance a second reading and adopt Ordinance No. 1089.

Rob Collison outlined the changes that would be permitted.

A motion by Commissioner Hanson to hold a public hearing was seconded by Commissioner Rideout and approved 3:0. Nobody asked to speak. A motion by Commissioner Cannon to close the public hearing was seconded by Commissioner Hanson and approved 3:0.

Rob Collison presented a second reading. A motion by Commissioner Cannon to adopt Ordinance 1089 was seconded by Commissioner Hanson and approved 3:0.

7. SUBJECT: Ordinance 1090 -- An Ordinance of the Commissioners of Cambridge, Maryland to Amend the Permitted Land Use Table #2 of the Unified Development Code to Permit Residential and Commercial Mixed Use Development in a "Side by

Side" Configuration in the Downtown Waterfront Development District, "Maryland Avenue Gateway" Sub-District

Recommendation:

- A. That Mayor open the public hearing, hear from the public, and close the public hearing.
- B. Council give the ordinance a second reading and adopt Ordinance No. 1090.

Rob Collison outlined the changes that would be permitted.

A motion by Commissioner Cannon to hold a public hearing was seconded by Commissioner Hanson and approved 3:0. Nobody asked to speak. A motion by Commissioner Rideout to close the public hearing was seconded by Commissioner Hanson and approved 3:0.

Rob Collison presented a second reading. A motion by Commissioner Hanson to adopt Ordinance 1090 was seconded by Commissioner Cannon and approved 3:0.

Old Business

8. **SUBJECT: Planning and Zoning Update**

Recommendation: That Council receive a report on current development activity, housing field survey and code enforcement.

Pat Escher gave an update on the Cambridge Creek stream restoration. Construction should start in the spring. Eastern Shore Land Conservancy along with Cross Street Partners is trying to rehab Factory F. The City has placed it on the National Register and they anticipate a positive response in January. A developer presented his plan to redevelop Cambridge Plaza (old K-Mart). Updated drawings will be coming before the Planning Commission in December. The buildings have been removed from the old Burger King site and it looks good with grass. Clear Channel is open to relocation of the billboard. Brandon Hesson discussed the National Park Service's grand opening in March for the Harriet Tubman Visitor Center. Pat Escher gave an update on the housing field survey. The City is hoping to secure some funding to help the property owners or landlords do some necessary improvements. The sign ordinance is actively being enforced.

New Business

10. **SUBJECT: Council Goals Report**

Recommendation: That Council:

- A. Receive subject report and
- B. Schedule work sessions on December 1 and 2, 2016 from 10 am until 12:00 noon to refresh Council Goals.

Under the strategy of adopting fiscal policies, Council approved the Operating Reserve Policy from the General Fund and the Operating Capital Reserve Policies for MUC. The City has inventoried their properties and will be doing an evaluation of which ones

can be declared excess property. As of July, there were 18 houses with demolition orders. Another four were added to that list. There have been nine demolitions—one by the City. During the summer the City will hire temporary people to do Code enforcement on grass, etc. Council approved the policy on reducing fines and fees on properties on which there are tax certificates. Rob Collison and Oden Wheeler met with Judge Jews to discuss streamlining our court processing of fines and fees. Brandon Hesson developed a plan to help increase marina usage. A marketing brochure was taken to boat shows. Advertisements in two magazines will begin in January. We are ahead of schedule on establishing a bike patrol to help prevent crime.

11. SUBJECT: Paving and Repair of City Streets

Recommendation from Commissioner Rideout: That Council direct the City Manager to:

- A. Research and report to Council the services available and costs of hiring a consultant to assess the condition of City streets, their levels of usage, and possible cost effective surfacing alternatives and strategies and recommend short and long term goals for paving and repair in order to assist the City in determining the best way to finance future street paving and
- B. Identify potential funding sources for such a study.

12. SUBJECT: Sidewalks

Recommendation from Commissioner Rideout: That Council direct the City Manager to research and report to the Council:

- A. How other cities are paying for replacing and repairing damaged sidewalks and building new sidewalks and
- B. How other cities are enforcing their code requirements regarding the repair and replacement of damaged sidewalks that are the responsibility of property owners.

A motion by Commissioner Rideout to direct the City Manager and Staff to begin the tasks outlined in Items 11 and 12 pertaining to streets and sidewalks was seconded by Commissioner Hanson and approved 3:0.

13. SUBJECT: Animal Control Services

Recommendation from Commissioners Rideout and Cannon: That Council direct the City Manager to research and report to the Council the costs for providing animal control services including stray cats, dogs, and/or wild animals, separately and collectively including contacting the Humane Society as to its interest and charges for providing such a service.

A motion by Commissioner Hanson to direct staff to prepare the recommended report was seconded by Commissioner Cannon and approved 3:0.

14. SUBJECT: Recycling and Trash Containers

Recommendation from Commissioners Rideout and Cannon: That Council direct the City Manager to research and report to the Council:

- A. Potential companies and costs of a providing privatized curbside recycling;

- B. Potential companies and costs of collecting recycling, building materials and other materials not collected by the City now from dumpsters and potential locations for such dumpsters;
- C. The costs of surveying citizen willingness using an electronic survey instrument to pay for such recycling services; and
- D. The need for additional trash cans within the City and the costs of providing them to parts of the City where street trash is prevalent and trash can availability is limited.

A motion by Commissioner Rideout to direct the City Manager and staff to research and report on the above recommendations was seconded by Commissioner Cannon and approved 3:0.

15. SUBJECT: Cameras for High Crime Areas

Recommendation from Commissioner Sydnor that Council receive a report from Staff on plans for and costs of installing cameras in high crime areas of the City (as requested by Commissioner Sydnor).

This item will be discussed at the next meeting when Commissioner Sydnor can be present for the discussion.

16. SUBJECT: Noise Ordinance – Truck and Tractor Trailer Noise on the Senator Fredrick C. Malkus, Jr. Memorial Bridge

Request from Commissioner Hanson: That City Council refer development of an ordinance restricting jake/brakes usage by trucks and tractor trailers on the Senator Frederick C. Malkus, Jr. Memorial Bridge.

A motion by Commissioner Hanson to refer this item to the Ordinance Committee and Rob Collison for their review was seconded by Commissioner Cannon and approved 3:0.

Meetings

17. Joint City/County Meeting Notes: November 7, 2016

No action was taken.

21. Ordinance Committee Notes: October 25, 2016

No action was taken.

22. Ordinance Committee Notes: November 16, 2016

No action was taken.

Notices

18. Dec. 1, 2016 from 10:00 am until 12:00 noon in the Public Safety Building Training Room and Dec. 2, 2016 from 10:00 am until 12:00 noon in the Public Safety Building – Chief’s Conference Room. Work session are open to the public for observation.
19. City Council Work Session to study and discuss FY 20018 Capital Program
Dec. 19, 2016 from 6:00 pm until 8:00 pm in Council Chambers. Work session is open to the public for observation.
20. City Council Meeting of December 27, 2017 is cancelled.

Mayor and Council

A motion by Commissioner Cannon to adjourn the meeting was seconded by Commissioner Hanson and approved unanimously.

With no further business, Mayor Victoria Jackson-Stanley adjourned the meeting at 7:31 p.m. I hereby certify that the foregoing is a true and accurate account of the Council meeting Monday, November 28, 2016, insofar as I personally am aware.

Victoria Jackson-Stanley
Mayor

COMMISSIONERS OF CAMBRIDGE CLOSED SESSION REPORT

A **Date:** November 28, 2016
 Time: 5:00 pm
 Place: City Council Chambers

B **Citation of Authority/Purpose:** State Government Article, Section 10-508(a) (check one of the following):

X	1	discuss: (i) the appointment, employment, assignment, promotion, discipline, demotion, compensation, removal, resignation, or performance evaluation of appointees, employees, or officials over whom it has jurisdiction: or (ii) any other personnel matter that affects one or more specific individuals;
	2	protect the privacy or reputation of individuals with respect to a matter that is not related to public business;
	3	consider the acquisition of real property for a public purpose and matters directly related thereto;
	4	consider a matter that concerns the proposal for a business or industrial organization to locate, expand, or remain in the City;
	5	consider the investment of public funds;
	6	consider the marketing of public securities;
	7	consult with counsel to obtain legal advice;
	8	consult with staff, consultants, or other individuals about pending or potential litigation;
	9	conduct collective bargaining negotiations or consider matters that relate to the negotiations;
	10	discuss public security, if the public body determines that public discussion would constitute a risk to the public or to public security, including: (i) the deployment of fire and police services and staff; and (ii) the development and implementation of emergency plans;
	11	prepare, administer, or grade a scholastic, licensing, or qualifying examination;
	12	conduct or discuss an investigative proceeding on actual or possible criminal conduct;
	13	comply with a specific constitutional, statutory, or judicially imposed requirement that prevents public disclosures about a particular proceeding or matter; or
	14	before a contract is awarded or bids are opened, discuss a matter directly related to a negotiating strategy or the contents of a bid or proposal, if public discussion or disclosure would adversely impact the ability of the public body to participate in the competitive bidding or proposal process.

C **Members present and vote of each member as to closing the session:**

Mayor Victoria Jackson-Stanley	(only in a tie)	
Commissioner Stephen Rideout	Vote:	Y
Commissioner Donald Sydnor	Vote:	Y
Commissioner La-Shon Foster	Vote:	Y
Commissioner David Cannon	Vote:	Y
Commissioner Robert Hanson	Vote:	Y

Motion to close meeting: Comm. Rideout Seconded: Comm. Hanson

D **Topics Discussed:** Explanation of topics to be discussed (this may be by reference to the citation of authority listed above if further explanation would thwart the purpose of closing the meeting: **Review of Mayor's recommended employment contract with Sandra Tripp-Jones, City Manager**

E **Persons Present at the Closed Session:** If listing an individual as present would thwart the purpose of closing the meeting, do not list the individual but note that an individual was not listed for this reason: **Mayor Victoria Jackson-Stanley, Commissioner Rideout, Commissioner Sydnor, Commissioner Foster, Commissioner Cannon, Commissioner Hanson, Sandra Tripp-Jones, Robert Collison**

F **Actions Taken at the Closed Session:**

- A. Take no action regarding complaints raised concerning the Ethics Commission. Approved 3:2.
- B. When a complaint is filed or an advisory opinion is requested from the Ethics Commission

regarding the Mayor, a Commissioner, or an employee, the individual who is the subject of the complaint or advisory opinion will be notified by the Ethics Commission and will be given the opportunity to appear and be able to respond before the Ethics Commission and will be notified of the results. Approved 4:1.

- C. Approve a one-year employment contract with Sandra Tripp-Jones as presented by the Mayor on November 14, 2016. Approved 3:2.