**Agenda Item Request Form for Council Members**

**Instructions for Requesting Items to be Placed on City Council Public Meeting Agendas:**

Please fill out this form when requesting an item be added to a City Council public meeting agenda, including public hearings and committee meetings. This form does not replace publicly facing materials, such as an Executive Summary or other relevant documentation. Instead, it provides a basic description and necessary information for City Council leadership and staff to assign the item to the appropriate public meeting agenda.

Submit completed legislative request forms to the City Clerk at agenda@cityoffrederickmd.gov. The City Clerk or another representative will follow up as needed.

**Council Member Information (REQUIRED):**

Name: Donna Kuzemchak

District and Committee Assignment: At-Large; Chair of Housing, Health, and Education Committee

**Contact Information (REQUIRED):**

Phone: \_\_\_301-600-1879\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Email: [dkuzemchak@cityoffrederickmd.gov](mailto:dkuzemchak@cityoffrederickmd.gov) cc: cjackson@cityoffrederickmd.gov

**Agenda Item Classification (REQUIRED):**

☐ Ordinance

☐ Resolution



☐ Update/Discussion

☐ Purchase

☐ Other

If Other, please explain: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Agenda Item Request (REQUIRED):** Resolution: Calling for the End of U.S. Complicity in Ongoing Violence across the World

**Date of Submission (REQUIRED):** 5/15/2025

**Description of the Request** **(include rationale, intended outcomes, and any necessary details):**

Council Member Kuzemchak requests that the City Council consider the passage of a resolution that calls for peace, the preservation of human and democratic rights, and immediate ceasefire in conflict zones, including in Gaza and the West Bank. This resolution is in line with similar resolutions passed by over 100 municipalities across the country, including approximately two fellow municipalities in Maryland, calling for a ceasefire in Gaza.

**Name(s) of any organizations, with contact information, partnering on this agenda item (if applicable):**

Drafted this resolution in partnership with Frederick Ceasefire Now (frederick.ceasefirenow@gmail.com)

**List of Staff Consulted (if applicable):**

N/A

**Requested/Expected Staff Participation in Public Meetings (if applicable):**

N/A

**Legislation Details (if applicable):**

Descriptive Title of Proposed Legislation: A Resolution Calling for the End of U.S. Complicity in Ongoing Violence across the World

The City Code of Ordinances sections affected, if any: N/A

List of Other Council Members Consulted (if applicable):

N/A

Summary of Feedback Received from City Staff (if applicable): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Summary of Feedback Received from Community Stakeholders (if applicable):

Resolution formulated with the community organization, Frederick Ceasefire Now. Its members have attended multiple public meetings calling for the City of Frederick to pass a ceasefire resolution.

**Select the level of urgency for your request based on the time sensitivity (REQUIRED):**

☐ Low (within six months)

☐ Medium (within three months)

☐ High (within 30 days)



☐ Critical (requires immediate attention)

**Requested Completion Date:** ASAP; City Council Public Hearing

**Explanation of time frame:** Ongoing dire humanitarian crisis

**Preferred Dates for Committee Meeting Scheduling:** N/A; Direct to Public Hearing

**Supporting Documents (if applicable):**

Please submit any supporting documents (such as reports, studies, or proposed drafts) along with the completed form to the City Clerk.

* DRAFT Resolution Calling for the End of U.S. Complicity in Ongoing Violence across the World (attached)