



City of Glenarden
Work Session
March 2, 2015 - 7:00PM
Minutes

Council President – Carolyn Smallwood
Councilwoman – Elaine Carter
Councilwoman – Judy Diggs
Councilwoman – Deborah Eason
Councilwoman – Maxine Phifer
Mayor Dennis C. Smith
City Manager – Kenneth Jones
Treasurer – Alvin Bratton

- Call to Order at 7:00PM
- Invocation led by Rev. Gray
- Roll Call

Councilwoman Diggs – Present
Councilwoman Eason – Present
Councilman Herring – Absent
Councilwoman Jenkins – Absent
Councilwoman Phifer – Absent
Councilwoman Carter - Present
Councilwoman Smallwood – Absent/Late Arrival
No Quorum – Can move forward with Presentations
Late Arrival allows to motion to adopt the agenda

- Motion to Adopt Agenda
 - ✓ Councilwoman Carter motion to adopt the agenda with additional legislation, to Authorize the Dismissal of City of Glenarden, et al. v. Jennifer Jenkins - Councilwoman Eason Seconded

Councilwoman Diggs – Yes
Councilwoman Eason – Yes
Councilman Herring – Absent
Councilwoman Jenkins – Absent
Councilwoman Phifer – Late Arrival
Councilwoman Carter - Yes
Councilwoman Smallwood – Yes

4 yes

Agenda Approved

- Presentation

- ✓ Ed Gibbs, Gibbs and Haller – Hampton Inn at WTC
 - Site plan basically the same as before
 - Application exterior was stone and brick and goes up to the 1st floor- now the brick is all stone and takes it higher to the elevation of the building
 - Staff recommended to have a fence along the northern edge of the property
 - Parking at the Hampton Inn – more than what the code requires. Total of 116 spaces - Required to have 53 parking spaces -1 space for every 1 room
 - Approval from Park and Planning has been granted
 - 15 -18 months of construction have permits are received
 - Letter explained – Noise study was done and noise does not penetrate near the building
 - What does the City need to do - nothing just offer your support for the project
 - Will the Glenarden residents be a part of the employment pool – Yes

- ✓ Neighborhood Design –Kelly Oklesson and Laura Kendrick (See Presentation)
 - Council President approach the NDC for assistant in the conceptual site plan for the MLK site
 - Open space grant from the state of MD for \$214K
 - Site analysis – 70’s equipment broken equipment, overgrown plants, etc.
 - Need lighting, play equipment, sport courts are the top three requirements
 - Demolition of the current site - which is not a part of the fund grant
 - Met MNCPPC lead landscape architect for playgrounds
 - Lighting too expensive
 - Play equipment & Sports Courts
 - Help start with Phase I then offer a phase program
 - Gazebo, picnic area, grills, shading and seating on the site
 - Has MLK theme to the park with various ideas
 - Landscape maintenance should also be considered
 - Demolition of the old equipment cost about \$1500
 - Timeline to move forward – is the Council’s decision
- ✓ Frost Pond Modification
 - Mr. Tennekoon, PG County Department of Environment Improve and restoring clean water and Clean water and to improve the Anacostia River
 - Mr. Phong Trieu, Council of Governments, Project Manager – Received the grant from the national fish and wild life organization

- Grant will cover: site selection, approval process, installation of the equipment and monitor water quality and collecting water samples
- Timeframe of project is two years - ending in June 2016
- Location is the corner of Barlow, off of the Martin Luther King road
- Retro fit equipment /install equipment for the project
- Mr. Scott landers, with OPTI
 - Integrating storm water management
 - Water quality improvement
 - Combined sewer overflow reduction
 - Maintenance done by DPWT – clean out leaves, add active controls and they are responsible for the maintenance
 - First water project in the Prince George’s County
 - Looking at various solutions, control storms and uncontrolled storms
 - If project is accepted they will be reporting back to the Council periodically and offering reports of the progress of the project
 - Main reason for this site is the valve can be accessible, the oversized structure and overflow capacity
- ✓ Bill Butler, Butler Video Production - Website Presentation
 - Update bulletin – poor quality pictures, etc.
 - For citizens to see the City of Glenarden

- Website being interactive – see news, weather and emergency information
 - Set Standards with the Council President and City Manager
 - Bulletin Board works off the website
 - Training – providing orientation to the staff how to operate what they are proposing
 - Or Butler Video Productions can be contracted to make the updates for \$100 a month, maintain cable bulletin and website
 - Content management – word press not an extreme cost, and web accessible with remote access
 - Content Management Service – Word Press –no extreme cost to be incurred (no special software required)
 - No equipment requirement
 - No new hardware is required
 - Other details to be discussed
 - No upgrade is required with the current infrastructure for the next 2 to 3 years
 - The City would subscribe to Word Press - which is at no cost
 - Server space for videos and pictures could cost in the range of \$20 a month
- ✓ Centrics Business System, Mr. Brett Manaman
- Save \$50 a month
 - Newsletter in color - .30 -1.00 per print
 - For 2 new printers (Administration & Police Department)
 - 22,500 black & white - cannot go over
 - Supplies - \$0 inclusive of maintenance is

- Council notes they want to see two more proposals regarding a copier
- Centrics offers a recycle program
- To cancel the contract a cost is incurred and the cost to ship the copier back to Centrics Business System
- Council request from Administration more proposals to review

- Review of Minutes

12-15-2014 Special Work Session not change for we have a quorum

12-15-2014 Budget Hearing

12-16-2014 Special Work Session

Offer to the Council Clerk for any edits.

- Legislation

- R-32-2015 A Resolution for the Glenarden Veterans Memorial Expenses
 - Councilwoman Eason – wants to review the financials

TABLED/ Will not come to the Floor

- R-40-2015 A Resolution to Issue Building Permits for Construction of Two-Over-Two's Townhouses on Twenty-Four Lots in the Woodmore Towne Centre at Glenarden

Will come to the Floor

- R-41-2015 A Resolution to Issue Building Permits for Construction of Single Family Dwellings on Fourteen Lots in the Woodmore Towne Centre at Glenarden and DR Horton Club House

Will come to the Floor

Council makes a consensus to not meet with Ms. Vega c/o DR Horton and have the City Manager resolve the issue

- R-42-2015 A Resolution to Approve a Contract with Signal Outdoor Advertising, LLC, for Installation and Maintenance of Bus Shelters and other amenities

Will come to the Floor

Council request the number of shelter be included in the legislation.

- R-43-2015 A Resolution to Authorize the Dismissal of City of Glenarden, et al. V. Jennifer Jenkins, Civil Action No. CAL 14-00414

Will come to the Floor

- Mayor's Report
 - ✓ Will be giving a description of the Conceptual Site plan of the WTC with the hotel - will be offered on Monday's Regular Meeting, possible presented as a power point presentation.
- City Manager's Report (see report)
 - ✓ Budget amendment coming forth soon
 - ✓ Confirms the April 15th date for FY 2016 Mayors proposed budget to the Council
 - ✓ Recycle Program
 - ✓ Dance Hall License - Paper work was filed for the Dance Hall License, but rejected
 - Suggestion was to do the proper procedure and create a paper trail – then the City can take to the legislator
- Chief of Police Report (see report)
 - ✓ Update on the Gold Room
 - A ticketed event is not necessarily a violation
 - A special police unit will visit private affairs

- Postponement of the Police Academy
 - Camera for the police officers – perhaps in the future by legislation from the state that could make it mandatory
- City Treasurer’s Report (see report)
 - ✓ Auditors will be in the City by early March
 - ✓ Where is the income for the community room – is a part of the Gold Room report - Council Request to separate the account from the Gold Room from the Community Space and request rental fees
 - ✓ No money spent for gasoline (from Gas Boy)
 - ✓ Over budget in Special Events – Summary Page (next meeting)
- Topics of Discussion
 - ✓ Roof Consulting Services, Inc.
 - Testing, design and inspection with good list of references
 - Proposal attached
 - Estimated for the RFP
 - Monitoring the job cost is \$22,740 (Project Manager for six weeks)
 - Roof budget was approximately \$300K
 - Patching work was not over \$5K
 - Green Roof suggested in Forest Heights – Mr. Jones indicates he will contact the Administrator to see Forest Height roof.
 - ✓ Standard Operating Procedures for Council Clerk
 - To Discuss at the organizational meeting in June
 - Council will review to structure the Legislation Office
 - ✓ Summer Youth Employment Program

- Councilwoman Carter request the City Manager to see if Andrea Harrison offered the \$5K for last year program
- Plan B. – if Andrea Harrison is not able to fund the program, the Council will fund the program in its entirety for FY 2016
- ✓ R-39-2015 A Resolution to Approve Extension of a Contract with GE Fielder and Associates (Tabled)
 - Councilwoman Jenkins – suggest that this resolution should be coming from the Administration
 - Remove the co-sponsoring by the Administration
- ✓ O-04-2015 An Ordinance of the Mayor and Council of the City of Glenarden Amending Chapter 71, “Fees”, to Enact Article III, “Debt Collection Fees and Charges”, §71-4, Authorization for Debt Collection Fees and Charges” to Authorize the City to Assess a Service Charge for Collection of Fines and Penalties
 - Failed but will be might be brought back to the floor by Councilwoman Diggs - Moved to April 3 - Councilwoman Diggs wants more information
- Adjourn at 11:32PM

Submitted by:

Toni Taylor, Council Clerk