



City of Glenarden
Special Work Session (Budget)
July 9, 2015 – 7:30PM
Minutes

Attendees:

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

- Call to Order at 7:33PM
- Invocation led by Councilwoman Phifer
- Roll Call

Councilwoman Diggs – Present
Councilwoman Eason – Present
Councilman Herring – Present
Councilwoman Jenkins – Present
Councilwoman Phifer – Present
Councilwoman Carter – Present
Councilwoman Smallwood – Present

- Motion to Adopt Agenda

Councilwoman Diggs motion to adopt the agenda - Councilwoman
Carter Seconded

- Topic of Discussion
 - Mayor's Proposed Budget for FY 2016
 - Cable
 - Leave \$4K in INET
 - Move \$21, 598 to Capital Projects
 - Is \$1K enough for Repairs
 - Contract with Butler needs to be addressed
 - Matrix meeting needs to be called
 - Finance
 - Treasurer is eligible for a COLA
 - Treasurer notes he works on multiple projects and have had an abnormal work load upon his start date of employment
 - Mayor offered the Treasurer a bonus of \$10K upon completion of the 2013, 2014 and 2015 audits
 - Consensus by the Council for a bonus to the Treasurer
 - Councilwoman Carter – No to the \$10K but suggest \$3K upon satisfactory evaluation and all 2013, 2014 and 2015 audits are completed to go to the State by end of year 2015
 - Councilwoman Eason – agreeable to \$3K bonus and stipulations noted above
 - Councilman Herring – Agreeable to a monetary bonus, but does not offer the amount
 - Councilwoman Phifer – Offers no bonus

- Councilwoman Smallwood – Agreeable to \$3K
- Councilwoman Diggs – Offers no bonus
- Councilwoman Jenkins offers that a reapportionment in December 31st if the goal is met
- No consensus
- Temporary Staffing up by \$11K for the clean-up of the Finance office, for 2 staffers for seven weeks
- Fiscal Assistant position works 30 hours per week – Council Feels the Salary increase is not warranted.
- Council Consensus on the Fiscal Assistant salary increase
 - Councilwoman Eason – wants to see a job description
 - Councilwoman Diggs - Fiscal Asst. suggest a salary increase
 - Councilwoman Carter – No salary increase
- Councilwoman Diggs and Mayor Smith offers that the Finance department needs new infrastructure and re-organization for the department
- Councilwoman Phifer offers to change the job title of the Fiscal Assistant to a Staff Accountant Assistant
- Add a footnote to the budget that contingent of 2013 2014 and 2015 audits submitted to the state by December 31, 2015.

- Legislative

- Clerk Position receive the 3% COLA
- Membership Dues being excessive
- Council Offer the Council Clerk a bonus of \$1500 – for doing a job performance of above and beyond
- Change detail for Conference & Training to include National League of Cities conference
- Discussion to raise Council Discretionary Account – Consensus by the Council is 3/3 - remains the same amount
- Marquee Computer needs to be replaced – add \$700 to the budget for the purchase
- Need Administration to work with Council to receive more funding for Summer Youth Program add an additional \$1200 to the budget line item
- Add \$4K to the Advertisement budget line item
- Executive Office
 - Add \$500 in Advertising for Polo Shirts
 - Engineer on “as needed” basis
 - Special Events – Harvest for the Kids – Make mandatory to be supervised by adults and offer structured games/events
 - City Manager to provide the Project Manager/Human Resources Specialist
 - Call A Bus - Councilwoman Phifer suggest an increase in hours of operations - Bus to operate 25 hours a week

- Police
 - No raises since 2008
 - Has reduced crime this year; 2nd Safest City
 - Opti Traffic can be used for the Police salary
 - Open Glenarden Parkway to WTC
 - Explorers line item should return to \$4K
- General Operations
 - Senior activities – present a budget for their activities
 - Youth program / need a description and follow protocol and procedure
 - Administration needs to allocate money in the budget for Ward III Street Pavement
- Suggestion to have a COG savings account; start with \$50K up to \$100K to start (interest bearing account)
 - Adjourn 9:34PM

Submitted by:

Toni Taylor, Council Clerk