



City of Glenarden
Special Work Session (Budget)
September 23, 2015 – 6:30PM
Minutes

Attendees:

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

- Call to Order at 6:32PM
- Invocation led by Council President Phifer
- Roll Call

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

We have a Quorum

- Motion to Adopt Agenda

Councilwoman Carter motion to adopt the agenda - Councilwoman
Jenkins Seconded

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

Agenda Approved

- Topic of Discussion
 - Mayor’s Proposed Revised Budget for FY 2016
 - Income Tax \$300K ; however expect \$363K for the year
 - Identify the end of fiscal year 2015 revenue
 - Update the FY actuals by columns
 - City is taking into account the new properties at Woodmore Town Center (WTC)
 - Revenue shows less money coming into the City even with WTC
 - Licenses & Permits
 - Consensus - at year end if there is a surplus to open a savings account – will be a footnote in the FY 2016 budget
 - Open a savings account with PNC Bank
 - Council request to have the Revenue Suspense line item removed
 - To date the City has \$325K in the Harbor Bank
 - Council wants to confirm the SHA Grant (\$75,236) and who applied for it

- Monies need to be collateralize with monies over \$250K balance – Solicit collateralization with PNC Bank
- How much was overage for FY 2015 budget - \$35K (due to snow removal)
- Put in the full amount to cover an Engineer and \$235K for Ward III street paving
- \$10K income highway user from FY 16 to Street /Park Maintenance
- In the 2016 Ordinance to accept the 2016 budget – take \$50K and open a savings account from the current general fund
- Council Consensus:
 - Councilwoman Jenkins - Yes
 - Councilwoman Diggs - Yes
 - Councilwoman Eason – Pass
 - Councilman Herring – No
 - Councilwoman Carter – Yes
 - Councilwoman Phifer - Yes
- Fiscal Assistant salary is currently a part-time position/30 hours with a 4 day work-week; duties include data entry, filing and answering phones
- Council has to approve the Fiscal Assistant job description
 - Councilwoman Eason - table
 - Council request old & new job description

- To continue this discussion the Council needs a Closed Session meeting
- Fire Door Contract
 - Administration will offer the name of the Masonry company tomorrow
 - Need an RFP
 - Need bids
 - Go through the contract
 - Need a name and number
- Adjourn at 8:46PM

Submitted by:

Toni Taylor, Council Clerk