



City of Glenarden  
Special (Budget) Work Session  
May 30, 2018 at 6:30PM  
**Minutes**

**Attendees:**

Council President – Deborah Eason  
Council Vice President – James Herring  
Councilwoman – Angela D. Ferguson  
Councilwoman – Robin Jones  
Councilwoman – Carolyn Smallwood  
Councilman – Donjuan Williams  
Councilwoman – Celestine Wilson  
Mayor Edward Estes  
Alvin Bratton – Treasurer

- Call to Order at 6:31PM
- Invocation led by Councilman Donjuan Williams
- Roll Call

Council President – Deborah Eason  
Council Vice President – James Herring  
Councilwoman – Angela D. Ferguson – Late arrival 6:41PM  
Councilwoman – Robin Jones  
Councilwoman – Carolyn Smallwood  
Councilman – Donjuan Williams  
Councilwoman – Celestine Wilson

**We have a Quorum**

- Motion to Adopt Agenda

Councilwoman Smallwood motion to adopt the agenda – Seconded by Councilwoman Ferguson

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Councilman – Donjuan Williams



Councilwoman – Celestine Wilson  
**We have a Quorum**

**Announcement:**

Meeting to commence at 6:30PM until 8:30PM and if items remain can be placed on the next Special (Budget) Work Session

- Topic of Discussion
  - Budget for Fiscal Year 2019
    - ✓ General Operations – Page 20
      - Reviewed current expenses and projected for next year
      - Councilman Herring projected a change from \$280K to \$350K for insurance cost
      - Street Lights
      - IWIF 6250 (worker's compensation) reach out for new rate – will return to this at another Budget Work Session
      - Cafeteria benefits – pool of benefits
      - Mr. Bratton, Treasurer will contact the insurance and workers compensation company
      - Place money in the budget for a City Newsletter to be done
      - Website – need RFP for solicitation
      - Repairs and Maintenance-Vehicles – nothing noted in budget line
      - Misc. Expense – remains the same
      - Postage on line item 10-7-10-8190 increase to \$20K
      - Police Chief handling the Verizon cell bill
      - Inventory needs to be done of all COG property, including cell phones (accountability of property)
      - Vehicle update for insurance
      - LGIT liability



- Office Supplies
- Bank Fees
- Archive fees/Iron mountain – increase to \$7K
- ✓ Legislative Office – Page 13
  - Glenarden Day – \$5K
  - Community Outreach increase to \$21K
  - Office supplies \$9K-\$15K
  - Create a line item for ShoreScan
  - Conference & Training - \$5K for each Councilmember
  - Deputy Clerk for Council Office - 20 hours a week
  
- ✓ Public Works – Page 18
  - Director of Public Work removed
  - Assistant Field Supervisor - \$35K
  - Hire two (2) Maintenance Tech III
  - Public Works Clerk – the City Receptionist should be doing Public Works clerical work
  - Water buffalo – bigger pump 12 horse power - \$900
  - Replace City Hall Bathroom sinks
  - Yearly maintenance for the roof for \$2K to be allocated – pull contract or reach the vendor “Wagner Roofing” and add a line item in Public Works
  - The Ride A-Bus – Cost analysis of \$100 a month; 2011 model bus – will re-address in another budget meeting
  - Increase to \$20K for repairs and maintenance – specifically for the replacement of ceiling tiles



- Line item 8230 – Cameras for the building/22 new cameras and software – for recording for 30 days not only 3 days- increase from \$15K - \$30K
  - Snow removal spent \$52K with \$55K budget but has a newly received salt bill for \$17K invoice
- Adjourn at 9:50PM

Submitted by

Toni Taylor, Council Clerk