



City of Glenarden
Special (Budget) Work Session
June 27, 2018 at 6:30PM

Minutes

Attendees:

Council President – Deborah Eason
Council Vice President – James Herring
Councilwoman – Angela Ferguson
Councilwoman – Robin Jones
Councilwoman – Carolyn Smallwood
Councilwoman – Celestine Wilson
Mayor Edward Estes
Alvin Bratton, Treasurer
Eddie Tobias, Interim City Manager

- Call to Order at 6:30PM
- Invocation led by Councilwoman Jones
- Roll Call

Council President – Deborah Eason
Council Vice President – James Herring
Councilwoman – Angela D. Ferguson
Councilwoman – Robin Jones
Councilwoman – Carolyn Smallwood
Councilman – Donjuan Williams - Absent
Councilwoman – Celestine Wilson

We have a Quorum

- Motion to Adopt Agenda

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

Councilwoman Eason - Yes
Councilman Herring - Yes
Councilwoman Ferguson - Yes
Councilwoman Jones - Yes
Councilwoman Smallwood – Yes



Councilman Williams – Absent
Councilwoman Wilson – Yes
6 Yes - Agenda Approved

Council President Deborah Eason notes that the tardiness and unpreparedness from Administration to the Council meetings is taken has disrespectful toward the Council – and asked for cell phones to be silenced.

- Topic of Discussion

- Budget for Fiscal Year 2019 Follow-up

- Page 8 Open Space Grant - include the \$183,500 to be added

- Expenditure for generator \$10K (Mr. Tobias to speak regarding the Generator)

- Need vendor to come out to do an assessment and to offer a maintenance agreement for the generator, a different vendor that is not 1.5 hours away from City Hall

- City Hall needs new insulation – Mr. Tobias will have estimates by tomorrow to Council

- Elevator Project \$4K

- Mr. Tobias offers that a maintenance plan be created from Public Works for all Public Works equipment, etc.

- Replace electrical breaker boxes in the Gold Room

- Roof Replacement and expenses should be removed \$632,560

- Recommend looking at grants for code enforcement vehicle – State of Maryland Energy Grant

- \$50K new line Energy Grant

- New Computers – Assessment in Progress, Window 7 is being phased out for Windows 10 - will follow up next week

- Tree Plan - \$50K remaining for maintenance only (have the Public Works Staff to shadow the landscaper for learning purposes)

- General Fund surplus is \$90K



Sylvania Woods Elementary School donated tree is almost dead and need to be replaced – Mr. Tobias will follow-up for whose to maintain the tree

Repairing sidewalks – need a criteria from the City for repairing distressed sidewalks

Need a comprehensive survey for all sidewalk and curbs and evaluate the code issues

Add money for sidewalk repair – new line item for sidewalk repair \$25K

Page 10 – Administration

Executive Assistant – changed to active and 3% increase

Executive Assistant/Assistant City Manager – position is removed

Human Resources Specialist – goes back to 20 hours a day \$35K based on experience

Mayor Estes left meeting at 8:15PM

Communication up to \$11K

Legislative

Add the Glenarden Day and 80th Anniversary on separate line items under Community Outreach

Conference & Training \$35,000 total = \$5K for each councilmember

Community Outreach at \$21K

Welcome Brochure/Code Book to be done with Councilman Herring

Office Supplies and postage increase to \$16K

ShoreScan a separate line item

Employee incentive award \$1500

Finance – Temporary \$12,500 increased

Professional services \$25K

Executive Office – Mayor Salary – decrease salary to \$6K

Professional services back to \$2500

General Expenses – \$5K

Conference & Training - \$5K



Black Mayors Scholarship Fund – remove

Public Safety – Lieutenant is inactive

Code Enforcement \$4K each for radios/ 2-year maintenance agreement
increase \$9K

Public Works add the following:

Assistant Field Supervisor

1 Maintenance Tech III

Security cameras \$30K

Ceiling tile to \$20K under line item 7310

\$17K Salt Bill in the process of being paid, however, the City needs to
request an itemized list of the salt used for 2017-2018

Water Buffalo motor still needs to be purchased

Roof maintenance fee to be included - Separate line item

Page 19 Community Service and Economic Development is to be removed
General Operation

IWIF

Worker Compensation

Employee Health Insurance Plan cost

City car Insurance –all need follow-up by Mr. Bratton

General Operation – cell phones need review

WTC Community Center question regarding the permits

Is the ac unit thermostat repaired - Updates by Monday, July 2nd by

Mr. Bratton

Adjourn at 10:09PM to a Closed Session on Personnel

Submitted by:

Toni Taylor