



City of Glenarden
Special Work Session (Budget) (Virtual)
Monday, October 26, 2020 at 6:30PM
Minutes

Attendees:

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

- Call to Order at 6:30PM
- Invocation led by Angela D. Ferguson, Council Vice President
- Roll Call

Council President – Robin Jones
Council Vice President – Angela D. Ferguson
Councilwoman – Deborah A. Eason
Councilman – James A. Herring
Councilwoman – Carolyn Smallwood
Councilman – Donjuan Williams
Councilwoman – Celestine E. Wilson
We have a Quorum

Consensus taken to place Posting the Recorded Virtual Meetings onto the agenda

Council President – Robin Jones - No
Council Vice President – Angela D. Ferguson - Yes
Councilwoman – Deborah A. Eason – Pass/Pass
Councilman – James A. Herring - Yes
Councilwoman – Carolyn Smallwood - Yes
Councilman – Donjuan Williams - No
Councilwoman – Celestine E. Wilson - Yes
4 Yes 3 No's



Motion to Adopt Agenda

Councilwoman Jones motion to approve agenda with the added topic of discussion –
Seconded by Councilman Herring

Council President – Robin Jones - Yes
Council Vice President – Angela D. Ferguson - Yes
Councilwoman – Deborah A. Eason - Yes
Councilman – James A. Herring - Yes
Councilwoman – Carolyn Smallwood - Yes
Councilman – Donjuan Williams – Yes
Councilwoman – Celestine E. Wilson – Yes
7 Yes – Approved

- Topic of Discussion

- Bullying Policy

- Council President Jones notes to Council the Bullying Policy that Councilmembers have already seen and will have on the November 2, 2020 Work Session agenda for further discussion.

- Business License

- Council President introduces the business license request from a business owner. They have requested a waiver of the business license fee, while the businesses were closed, due to COVID 19 Pandemic. Will have further discussion at the November 2, 2020 Work Session meeting

FY 2021 Review of Budget:

- Communications Department – Page 12

- Need to hire a Webmaster by Administration as soon as possible
 - The proposed new department was denied by Council

- Legislative Office – Page 13

- Council President will offer chosen applications to Council for the Deputy Clerk position
 - Conference & Training reduced to \$14,000



- Membership & Dues remains the same at \$7,140
- Membership & Dues for the Clerk remains the same at \$300
- Conference & Training for the Clerk reduced to \$1,500
- Summer Youth Program reduced to \$2,500
- Professional Services; Consulting Services remains at \$5,000, Parliamentarian increased to \$6,000 and Marquee Maintenance is TBD, Council President will request a quote for repair to the marquee electrical box
- Legal Services reduced to \$5,000
- Office Supplies in the details add (computer) and decreased to \$10,000
- Awards add the line item number 7830 and remains the same at \$3,000
- ShoreScan add the line item number 7125 and remains the same at \$1,500
- Advertising remains the same at \$1,500
- Special Events; Christmas Party decrease to \$0, HEAL City Events reduced to \$2,000 and Community Outreach reduced to \$21,000
- Communication requires Council President research on why we are currently over budget
- Codification maintenance fee remains the same at \$1,195 and Updates the Clerk will speak with eCode on the formula for the cost determined
- Maintenance – Computer System increase to \$2,000
- General Expenses remains \$3,500

- Finance – Page 14



- Alvin Bratton, Treasurer will change the column to FY 2021 and confirm the salaries for the Staff Accountant and Assistant Staff Accountant
- Conference & Training reduced to \$3,000
- Accounting Software Maintenance remains the same at \$7,000
- Office Supplies remains the same at \$3,500
- Support Equipment decreases to \$3000
- Membership & Dues remains at \$1,000
- Temporary Staffing decreases to \$5,000
- Publications & Reviews decreases to \$100
- Professional Services remains the same at \$29,500 – Move ShoreScan, 7125-line item to another line titled Maintenance & Agreement
- General Expenses remains the same at \$1,000
- Advertisement decreases to \$100
- Communications TBD requires research
- Executive Office – Page 15
 - Mayor Edward Estes will research the cost for Conference and Training Events for a better cost projection
 - Membership and Dues remains the same at \$1,100
 - Professional Services remains the same at \$2,500
 - Advertising remains the same at \$1,200
 - Support Equipment remains the same at \$2,000
 - Communications remains the same at \$2,000
 - Office Supplies remains the same at \$1,200



- General Expenses remains the same at \$500
- Economic and Community Development – Page 22
 - Council majority are not in agreement for this proposed department
 - Councilwoman Eason offers that another look at the Sustainable document be reviewed for what the citizens requested for the city.
- Human Services – Page 23
 - Council majority are not in agreement for this proposed department
 - Councilwoman Eason offers that another look at the Sustainable document be reviewed for what the citizens requested for the city. (It is good for 5 years and 2 years have passed)
- Adjourned at 9:47PM

Submitted by:

M. Toni Taylor

M. Toni Taylor, Clerk to the Council

APPROVED 11-09-2020

