



City of Glenarden
Special Work Session (Budget) (Virtual)
Tuesday, November 10, 2020 at 6:30PM
Minutes

Attendees:

Council President – Robin Jones
Council Vice President – Angela D. Ferguson
Councilwoman – Deborah A. Eason
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 Council President Robin Jones
- Roll Call

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

We have a Quorum

- Motion to Adopt Agenda

Councilwoman Jones motion to approve agenda – Seconded by Councilman Williams

Council President – Robin Jones - Yes
Council Vice President – Angela D. Ferguson - Yes
Councilwoman – Deborah A. Eason - Yes
Councilman – James A. Herring - Absent
Councilwoman – Carolyn Smallwood - No
Councilman – Donjuan Williams – Yes
Councilwoman – Celestine E. Wilson – No

4 Yes – 2 No's APPROVED



- Topic of Discussion
 - Assistant City Manager
 - Mayor Estes would like to hire an Assistant City Manager to assist the City Manager and also over see the Public Works Department
 - Councilwoman Eason suggest that the proposed Assistant City Manager hold for discussion for the FY 2022 budget.
 - Councilwoman Smallwood does not agree with the Assistant City Manager because of the budget shortfall.
 - Councilwoman Wilson thinks this is a bad time for a new position due to the pandemic of COVID 19
 - Councilman Williams and Councilwoman Ferguson have no input at this time.
 - Webmaster
 - Council has authorized this position in the budget. The Human Resources Specialist is working on soliciting this position.
 - Retirement for Police Officers
 - Requires a \$7K Survey to be conducted
 - Councilwoman Eason recommends that this be set for the FY 2022 budget
 - Councilwoman Smallwood offers that she and the Human Resources Specialist (HRS) worked on this project months back and offers that administration might want to speak to the HR Specialist.

FY 2021 Review of Budget:

- General Operations (Page19)
 - Changes for FY 2021:
 - Health Care Insurance increase to \$360K



- Classified Advertising decrease to \$1500
- Telephone and Communications increase to \$7K
- Service Fees - ADP Payroll add time clocks (2) and increase to \$16K
- Contracts- Trash Mr. Bratton will re-check cost but will keep at \$430K
- Website will need to review the contract; will keep at \$6K
- WTC Community Center (Page20)
 - All line items will remain the same
- Veterans Memorial (Page21)
 - All line items will remain the same and a question if the electrical work at the Veterans Memorial been completed
- Gold Room (Page24)
 - Question on the Status of number of employees
 - Revenue of \$15K minus Expenses of \$79K
 - Gold Room carpet should be vacuumed daily even though the room is not being used
- General Fund (Page 1)
 - Hotel/Motel tax decrease to \$50K
 - Income Tax – Individual decrease to \$375K
 - Permits – Building (Petrie-WTC) verification needed
 - Streets lights Council request Glenarden Hills Apartments to be included – Mr. Bratton will confirm
 - Dial a Bus/Bus Shelter decrease to \$750
- Special Revenue Fund (Page 6)



- All items will remain the same
- Confirm the Bill Butler 3-year contract – Zoom recordings can be uploaded onto our cable
- Cable department FY21 should be -\$0.00- for Professional Services
- Camera Photo Enforcement (Page 7)
 - Still receiving Nutritional Site revenue
 - Sylvania Wood Elementary School needs head phones
- Capital Project Fund (Page 8)
 - Question whether the yearly maintenance is be performed for the roof warranty to be in compliance
 - Police Department will receive 2 new cars
 - New Marquee - remove
 - Support Equipment (New Vehicle – City Manager) remove
 - Roof Replacement & related expenses - remove
- Adjourned at 10:53PM

Submitted by:

M. Toni Taylor, CMC
Clerk to the Council