

**SPECIAL COUNCIL MEETING OF THE CITY COUNCIL
HYATTSVILLE, MARYLAND**

May 12, 2010

Mayor Bill Gardiner called the meeting of the Council to order at 7:36 p.m. at the Municipal Building, 4310 Gallatin Street, Hyattsville, Maryland.

Present were Mayor Bill Gardiner, Council President Marc Tartaro (arrived at 7:45 p.m.), Council Vice President Bill Tierney, Council Members Ruth Ann Frazier, Paula Perry, Carlos Lizanne (arrived at 7:45 p.m.), Nicole Hinds (arrived at 7:42 p.m.), Douglas Dudrow, David Hiles, Matthew McKnight and Timothy Hunt.

Also present were City Administrator Murphy, Assistant City Administrator Jones, Chief of Police Holland, Director of Recreation Mulkey, City Treasurer Rainey, Community Development Manager Chandler, Communications Manager Sandel and City Clerk Barber.

APPROVAL OF THE AGENDA:

Council Member Hunt moved that the Mayor and Council approve the agenda of May 12, 2010, as amended. Council Member Hunt requested that Motion #89-05-10 (Wells Run Memorandum of Understanding by and between the City of Hyattsville, the Town of University Park and the Town of Riverdale Park) be taken up at a later meeting after the City received a formal presentation. The motion passed unanimously.

PUBLIC COMMENT:

Ms. Susan Holland, a Ward 2 resident, addressed the Mayor and Council and thanked them for a gift she received from the Council.

Mr. Michael Kramer, a Ward 2 resident, addressed the Mayor and Council and inquired about the annexation of the area around the Mall at Prince George's and what was included. Mr. Kramer noted his opposition to the proposed reduction to the FY11 Police Department Budget.

Ms. Leslie Alvarez, a Ward 1 resident, addressed the Mayor and Council regarding her opposition to the reduction of the HEAT team and K-9 unit. She noted she feels safe in the community due to the teams being apart of the Police Department.

CONSENT ITEM:

Council President Tartaro moved the following item as consent: (1) to accept the petition from the residents of 37th Avenue (date received May 10, 2010) regarding sidewalks (Motion# 90-05-10). The motion passed unanimously.

FY 11 BUDGET DISCUSSIONS:

City Treasurer Rainey addressed the Mayor and Council on the FY11 Budget and reviewed the document and discussed summaries, revenues and capital budgets. City Treasurer Rainey also noted the 5-Year Revenue and Expenditure Projections. Mr. Rainey responded to questions of clarification given by the Mayor and Council.

DEPARTMENT PRESENTATIONS AND DISCUSSION REGARDING PROPOSED MOTIONS FOR THE FY11 BUDGET:Police

Chief of Police Holland addressed the Mayor and Council on the Police Departments proposed FY11 Budget and discussed the proposed Police Department Amendments. Chief Holland noted that he was prepared to go item by item on the proposed amendments for the Police Department. The following is the FY11 Budget Amendment for the Police Department that was referenced to during the meeting: *I move that the Mayor and City Council make the following amendments to the FY 2011 Police Department budget. This amendment redirects resources to basic community police services. The IT position is moved to the Administration IT Department for efficiency and efficacy reasons. The Parking Enforcement position and vehicle are deferred pending action on related policies and infrastructure. Amended items are identified below by their budget line numbers.*

1) Command: Move information technology position and funding to Administration IT.

4) Command: Transfer the grant administration function to Community Development Department. Transfer officer FTE in this position to next patrol vacancy with no reduction in pay.

7) Command: Eliminate the Press Information Officer position. Transfer the function to the Communications Department. Transfer the officer FTE in this position to the next patrol vacancy with no reduction in pay.

8) Command: Move accreditation function to existing Police Department civilian staff or contract out. Transfer officer FTE in this position to next patrol vacancy with no reduction in pay.

13) Hard Entry and Tactics (HEAT): Eliminate this program. Liquidate associated equipment and vehicles.

20) Patrol: Eliminate K9 Services program. Liquidate associated equipment and vehicles. Transfer officer FTE in this position to next patrol vacancy with no reduction in pay.

24) Patrol: City Anniversary/Parade is listed as one 3 - day event. Post as a fee for service against revenues from event so as to be revenue neutral.

33) *Parking Enforcement: Remove funding for vehicle. Fund the new position. Do not fill the position until Council has approved a City- wide parking enforcement plan and DPW has installed signs, meters, curb paint specified in the parking enforcement plan.*

Chief Holland responded to questions of clarification given by the Mayor and Council on the presentation. Chief Holland noted the reductions occurring in other police agencies and how those cuts may impact the Police Department's ability to serve the community.

Community Development

Council President Tartaro reviewed the proposed amendments for the Office of Community Development. *I move the Mayor and City Council make the following amendments to the FY 2011 Community Development Department budget. This amendment provides funding for budget lines 7) GIS for an additional GIS workstation utilizing an existing PC with upgrades for a GIS license, additional screen, etc.; flat files for associated GIS drawing storage and miscellaneous peripherals; 8) City Annex Building Contracted Services in the requested amount; 9) City Building Annex Capital Improvements for an additional feasibility, programming and Architectural/Engineering services which need to be coordinated with the proposed capital improvement work on 4310 Gallatin City Building; and funding new Budget lines for: 1) a large format CAD plotter with consumables (ink and paper) for printing and 2) a .5 FTE for a Grant Development/Management position to support the consolidation of grant writing and management from other departments to Community Development, the position would be funded for the later half of FY11 anticipating that there will need to be time develop a position description and complete the hiring process.*

Amended items are identified below by their Community Development Budget line numbers:

- 7) GIS: Increase FY 11 budget line amount by \$15k for a second GIS workstation and miscellaneous GIS associated items (see narrative above).*
- 8) City Building Annex Contracted Services: Fund FY 11 budget line in the amount of \$3,700.*
- 9) City Building Annex Capital Improvements: Fund FY 11 budget line for additional feasibility/programming study and Architectural/Engineering services (including programming, space planning, estimating and engineering) in the amount of \$50k only. Submit scope of work (coordinated with 4301 Gallatin Street feasibility/planning activities) for services by October 30, 2010 for Council approval prior to soliciting proposals.*

Add new Community Development Budget Lines:

- 1) GIS: Plotter, add a FY 11 budget line amount by \$15k for a large format CAD plotter and consumables. Any unexpended funds after procuring the plotter and consumables will be returned to the General Fund.*
- 2) Grant Development/Management position - add a FY 11 budget line and fund \$30k for salary and benefits to fund the .5 FTE for grant development/management position for the later half of FY11 for 6 months. The position description and organizational plan will need to be submitted to the Council for approval before advertising the position. The position is to be filled by the beginning of January when funding will be available.*

Community Development Manager Chandler responded and provided clarification to the proposed amendments. Council President Tartaro requested that a new name be given to the

“Arcade Building” that is located at 4318 Gallatin Street. Community Development Manager Chandler and City Administrator Murphy provided additional clarification to the Mayor and Council on the 4318 Building project and additional staffing requests for FY11. Mr. Chandler responded to questions of clarification given by the Mayor and Council. The Mayor and Council discussed the revenue that has been spent to date on the 4318 Gallatin Street Project and anticipated future costs will be for the project.

Recreation and the Arts

Council President Tartaro reviewed the proposed amendment for the Department of Recreation and the Arts. The following proposed motion was used for the discussion:

I move that the Mayor and City Council make the following amendment to the FY 2011 Recreation and Arts budget. This amendment provides additional direction for water installation in parks, defers vehicle procurement pending results of a fleet study, requires the development of a plan to renovate all of the fields in Magruder Park, specifies a start date for the field renovation process, requires movement towards self-funding of Community Celebrations, redirects Summer Jam to new locations throughout the City and adds several new items.

Amended items are identified below by their Recreation and Arts Budget line numbers.

12) Water Installation in Parks: Submit proposed installation plan, schedule and locations to Council for approval by November 1, 2010.

14) Electronic Community Marquee Signs: Add funding in the amount of \$50k for the installation of the Magruder Park electronic marquee sign, the sign shall be programmable remotely. Submit proposed sign and location to Council for approval. Procurement, installation and activation of Magruder Park sign to be completed no later than November 1, 2010. If the fund balance is adequate to fund a second sign at a location on Ager Road, submit second plan for Council approval after completing first sign. Any unexpended funds after completing the sign project will be returned to the General Fund.

15) Replacement and Purchase of Maintenance Equipment: Conduct and deliver a fleet study to Council for review and approval. Fund budget line but defer appropriating funding until to Council decision based on fleet study.

22) Field Turf Improvement Projects: Add FY11 funding in the amount of \$120k for:

a) Architectural/Engineering services to provide a complete phased field restoration plan in Magruder Park including subsurface slit drainage systems for the Soccer and Football fields, b) phase 1, turf field restoration and installation of a subsurface slit drainage system of the Soccer field, c) coordinate with Field Irrigation project budget line (23), coordinate with M-NCPPC for possible funding of the non-City fields. Submit scope of work for Architectural/Engineering services by September 30, 2010 for

Council approval prior to soliciting proposals.

23) Field Irrigation Installation: Add FY11 funding in the amount of \$50k for:

a) Architectural/Engineering services to provide a complete phased field irrigation system plan in Magruder Park including for the Soccer and Football fields,

b) phase 1, field irrigation system installation for the Soccer field, c) coordinate with Field Turf Improvement Projects project budget line (22), coordinate with M-NCPPC for possible funding

of the non City fields. Submit scope of work for Architectural/Engineering services by September 30, 2010 for Council approval prior to soliciting proposals.

36) Purchase of an additional recreation van: Conduct and deliver a fleet study to Council for review and approval. Defer funding until to Council decision based on fleet study.

37) Purchase of a cargo trailer: Conduct and deliver a fleet study to Council for review and approval. Fund FY 11 budget line in the amount of \$4k. Defer appropriating funding until to Council decision based on fleet study.

39) Community Celebrations: Shall be self-funding to the greatest extent possible through the use of outside vendors and funding sources, and by extending the duration of the event as appropriate using the 2010 Anniversary Parade model. All supporting City Department services shall be funded from this budget line and revenue from outside sources. Submit proposed plan, programs, schedule, etc to Council for approval as soon as possible but no later than July 1, 2010 for the International Street Festival and the City Anniversary Parade and Festival by November 30, 2010.

40) Seasonal and Holiday Events: Summer Jams - Schedule Summer Jam events though out the City in different location such as Magruder Park, Hyatt Park, Duck Pond, Heurich Park and other possible locations. Submit plan and locations for Council approval as soon as possible but no later than July 1, 2010.

43) Special Interest Programs: Utilize local community and cross service providers to share facilities and services. Submit programs for Council approval prior to implementation.

Add New Budget Lines:

1) Hyatt Park Community Garden: Identify carryover funding from FY 2010. Submit design and site plan, MOUs, schedule and budget including construction, staff, attorney, operating expenses to Council for approval and results of soil tests before proceeding with procurement and installation of the work. Any unexpended funds after completing the Community Garden project will be returned to the General Fund.

2) Magruder Park Tot Lot and Tennis Court Drainage: Identify carryover funding from FY 2010.

Submit plan and schedule to Council no later than July 15, 2010. Any unexpended funds after completing the drainage project will be returned to the General Fund.

3) Repair of Tennis Court and Installation of Backboard: Identify carryover funding from FY2010. Submit plan and schedule to Council no later than July 15, 2010. Any unexpended funds after completing the Community Garden project will be returned to the General Fund.

4) Replacement of Asphalt Walks in Magruder Park: Submit design solution by Jan 1, 2011 for Council approval.

5) Facility Master Plan City Parks: Identify carryover funding from FY 2010. Submit plan and schedule for Facility Master Plan City Parks to Council no later than July 1, 2010. If necessary, submit request for proposal for Architectural/Engineering services by September 15, 2010 for Council approval prior to soliciting proposals. Facility Master Plan City Parks to be submitted to Council for approval by January 1, 2011. Any unexpended funds after completing the Facility Master Plan project will be returned to the General Fund.

Director of Recreation and the Arts Mulkey responded to questions of clarification on the proposed amendments and the requested deadlines. Director Mulkey discussed the proposed renovations planned for Magruder Park. Mr. Mulkey advised that WSSC had granted permits to the City to allow for M-NCPPC to install water supply at the Jack and Jill site. Director Mulkey closed by discussing the departments proposed five year projections and upcoming events being sponsored by the department.

Communications

Communications Manager Sandel addressed the Mayor and Council and used the below proposed motion as the discussion point for the Mayor and Council. *I move the Mayor and City Council make the following amendments to the FY 2011 Communications Department budget. This amendment provides funding to improve audio reception and increase system reliability and endorses the budget as proposed by staff.*

Amended items are identified below by their Communications Budget line numbers:

9) Comm/PR: Provide \$18,000 to conduct a formal resident study.

19) HCTV—Capital Improvements: Fund upgrade of Council Chamber audio system. Upgrade will consist of running new wiring from each chamber microphone to the control room, relocating amplifier (or replacement) to control room; relocating microphone controls (possible automated mixer solution) to control room, replacement of cassette deck with a digital audio recording system located in control room; replacement of microphones (if needed). A complete system proposal has not been developed at this time and total costs have not been determined. Communications Department to develop a proposal and submit to Council for approval. FY11 budget amount is \$25k and any unexpended funds for the scope of work above will be returned to the General Fund.

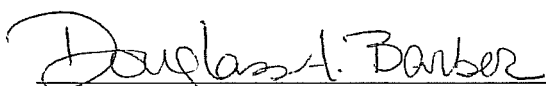
Communications Manager Sandel began by discussing the May capital budget increase for the department. Ms. Sandel noted that new microphones will need to be replaced in the coming future. Ms. Sandel responded to questions of clarifications on the proposed amendments given by the Mayor and Council.

Council Member Perry moved to adjourn the Special Council Meeting of May 12, 2010.

The motion passed unanimously.

The meeting ended at 9:47 p.m.

Respectfully submitted,


Douglass A. Barber, City Clerk