

**COUNCIL WORK SESSION/ SPECIAL COUNCIL MEETING OF THE
CITY COUNCIL
HYATTSVILLE, MARYLAND**

April 11, 2011

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 7:42 p.m.), Council Vice President Bill Tierney, Council Members Ruth Ann Frazier, Paula Perry, Carlos Lizanne (arrived at 7:53 p.m.), Nicole Hinds (arrived at 7:42 p.m.), Douglas Dudrow, David Hiles, Matthew McKnight and Timothy Hunt.

Also present were City Administrator Rose, Assistant City Administrator Jones, Director of Public Works Ryan, City Treasurer Stookey, Senior Code Inspector Giunta, Community Development Manager Chandler, Administrative Assistant McTague, and City Clerk Barber

APPROVAL OF THE AGENDA:

Council Vice President Tierney moved that the Mayor and Council approve the agenda of April 11, 2011. Council Member Hiles moved that the Mayor and Council move Motion# 69-04-11 (Authorization to Execute a Contract with Brudis & Associates, Inc. (BAI) for Phase IV Engineering Services for Crittenden Street/40th Place (Supplemental Appropriation) to the first action item on the agenda. The motion passed unanimously. The Mayor and Council then voted on the agenda as amended. The motion passed unanimously.

PRESENTATIONS:

Proposed New Elementary School Site Plan and Request for Vacation of Oliver Place and Maryhurst Drive – Mr. Paul Taylor, Director, Prince George’s County Public Schools

Mr. Paul Taylor, Director of Prince George’s County Public School addressed the Mayor and Council on the proposed new elementary school site and the request for vacation of Oliver Place and Maryhurst Drive. Mr. Taylor reviewed the proposed new elementary school providing site plan pictures. Mr. Taylor noted the access into the new school for the students/buses/parents noting the traffic impact to Nicholson Street and the surrounding neighborhood. The current plans have the main entrance for the school on Nicholson Street. Mr. Taylor noted the facility will be a green facility and LEED certified; he closed by providing a brief overview of the proposed two year project with the school opening for students in August 2013. Mr. Taylor responded to question of clarification given by the Mayor and Council.

*Facility Assessment Project - HESS Construction + Engineering Services –
Mr. George Houk, Director of Preconstruction Services*

Mr. George Houk, Director of Preconstruction Services with Hess Construction and Engineering Services, addressed the Mayor and Council regarding the proposed Facility Assessment Project. Mr. Houk provided a brief overview of Hess Construction. A power point was provided to the Mayor and Council on Hess's scope of work for the project and the next steps. Mr. Houk closed by responding to question given by the Mayor and Council.

FY12 Budget Review: Community Development

Community Development Manager Chandler addressed the Mayor and Council on the FY12 proposed budget for the office of Community Development. Mr. Chandler summarized Community Developments FY12 Budget requests and provided an update on the FY11 projects and funded priorities. Mr. Chandler noted the City's signage inventory project and the Community Legacy Calendar. Mr. Chandler closed by responding to questions of clarifications given by the Mayor and Council.

FY12 Budget Review: Public Works

Director of Public Works Ryan addressed the Mayor and Council with the FY12 proposed Budget for the Department of Public Works. Director Ryan reviewed the proposed FY12 project and priorities for the department. Mr. Ryan noted the many proposed projects being handled by the department. Director Ryan noted the staffing changes in the FY12 Budget due to the once-a-week trash collection. Director Ryan closed by responding to questions of clarifications given by the Mayor and Council.

FY12 Budget Review: Revenue Projections

City Treasurer Stookey addressed the Mayor and Council with a brief overview of the FY12 Budget revenue projection. Ms. Stookey highlighted the current and proposed general fund revenues. Ms. Stookey noted information that has been provided to the Mayor and Council for their FY12 Budget Book and noted once information becomes finalized the information will be updated and provided to the Mayor and Council. Ms. Stookey noted some preliminary forecasts on what the City could potentially see from the state and from the amusement tax as the amusement tax has been on the decline in recent years.

DEPARTMENT REPORTS:

Finance

City Treasurer Stookey addressed the Mayor and Council with a brief summary of the first quarter for 2011. Ms. Stookey noted some of the project the department has been working on as the following: FY09 Audit, procurement policy, ERP system, and with a large amount of the

departments focus has been working with all departments of the City on the FY12 Budget process.

Code Enforcement

Senior Inspector Giunta addressed the Mayor and Council with a brief overview of the department of Code Enforcement's first quarter for 2011. Mr. Giunta discussed the walking tour program will be starting again in May 2011. Mr. Giunta noted the change in staff hours and that evening and weekend hours will start in May 2011. Mr. Giunta closed by responding to questions of clarification given by the Mayor and Council.

PUBLIC COMMENT:

No one wish to address the Mayor and Council.

CONSENT ITEMS:

Council President Tartaro moved the following items as consent: (1) to authorize the City Administrator to sign an updated Memorandum of Understanding by and among Prince George's County Maryland, the Prince George's County Office of the Sheriff, the Board of Education of Prince George's County and the City of Hyattsville, Maryland for FY11 funding for the School Resource Officer (Motion# 66-04-11); (2) to authorize the City Administrator to execute a contract with Lighting Maintenance Inc, for an amount not to exceed \$19,808 upon review for legal sufficiency by the City Attorney, for the purchase and installation of seven street light fixtures (Motion# 68-04-11). The motion passed unanimously.

ACTION ITEMS:

Council President Tartaro moved that the Mayor and Council authorize the City Administrator to execute a contract with Brudis & Associates, Inc. (BAI), upon review for legal sufficiency by the City Attorney, to provide engineering services for the development of the Phase IV Engineering Services for the Crittenden Street/40th Place Infrastructure Improvement Program, at a cost not to exceed \$90,331 to be transferred from the General Government/Administration FY11 Appropriation to Public Works (Motion# 69-04-11). Director of Public Works Ryan addressed the Mayor and Council with a brief overview of the (Crittenden Street/40th Place Infrastructure Improvement Program). The Mayor and Council discussed the issue at length. The motion passed with Council Member Perry voting against.

Council Vice President Tierney moved that the Mayor and Council authorize the City Administrator to conduct a recruitment process to hire a Chief Information Officer, and that the Chief Information Officer shall be a department director and a contracted position (Motion# 67-04-11). Council Vice President Tierney provided a background on the motion and questions of clarification. City Administrator Rose responded to questions given by the Mayor and Council. Ms. Sharon Hampton, Records & Communications Supervisor, addressed the Mayor and Council regarding the proposed IT Position and the proposed

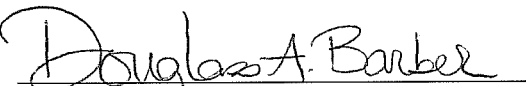
classification. Ms. Hampton noted the current IT needs for the Police Department along with all the implementation of the new systems that have come on-line since the recommendation for the additional IT position came before the Mayor and Council. Lt. Mark Roski addressed the Mayor and Council regarding the IT position, and stated his support of the comments given by Ms. Hampton. The Mayor and Council discussed the issue at length. The motion passed unanimously.

Council President Tartaro moved that the Mayor and Council authorize the transfer of \$99,712 from the FY11 General Fund appropriations - Other Financing Use - Transfer Out (to Debt Service Fund) to Public Works, reduce the Debt Service Fund - Other Financing Source - Transfer In by \$99,712, and reduce the Debt Service Fund appropriation for General/Administration by \$99,712 to provide for the Engineering costs related to Stormwater and Infrastructure Improvements at University Hills (Motion# 70-04-11). The motion passed unanimously.

Council Vice President Tierney moved that the Mayor and Council close the meeting of April 11, 2011, to consider a matter that concerns the proposal for a business to locate within the state (Motion# 71-04-11). A roll call vote was taken on the motion. The motion passed unanimously.

The meeting went to closed session at 10:40 p.m. and did not return to open session.

Respectfully submitted,


Douglas A. Barber, City Clerk