

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

April 25, 2012

Mayor Marc Tartaro called the meeting of the Council to order at 8:14 p.m. at the Municipal Building, 4310 Gallatin Street, Hyattsville, Maryland.

Present were Mayor Marc Tartaro, Council President Matthew McKnight, Council Vice President David Hiles, Council Members Ruth Ann Frazier, Paula Perry, Candace Hollingsworth, Shani Warner, Eric Wingard, and Timothy Hunt. Council Members Nicole Hinds and Carlos Lizanne were absent.

Also present were Acting City Administrator Stookey, Police Chief Holland, Human Resources Director Vermillion, and Acting City Clerk Preston.

### **APPROVAL OF THE AGENDA:**

**Council President McKnight moved that the Mayor and Council approve the agenda of Wednesday, April 25, 2012, as presented.** The motion passed unanimously.

### **PUBLIC COMMENT:**

Mr. Ben Munyan, a Ward 3 resident, addressed the Mayor and Council about the University Hills project as well as general road maintenance.

### **PRESENTATION:**

*FY13 Budget: General Fund 5 Year Projections*

Mayor Marc Tartaro along with Acting City Administrator Elaine Stookey presented the General Fund 5 Year Projections for the FY13 Budget. Details of the projections included an explanation of the General Fund revenues, General Fund expenditures, and proposed debt in the CIP plan. At the request of Council President McKnight, Ms. Stookey gave an explanation on the City's debt capacity and bonding.

### **ACTION ITEMS:**

**Council President McKnight moved that the Mayor and Council accept the CIP as presented in the proposed FY13 Budget (Motion# 98-04-12).** After Council discussed the CIP at length, it was decided that this motion along with the other action items on the agenda would be moved to discussion at the next council meeting.

**Council President McKnight moved that the Mayor and Council accept the Special Revenue Fund as presented in the proposed FY13 Budget (Motion# 99-04-12).** The motion was moved to discussion for the next council meeting.

**Council President McKnight moved that the Mayor and Council accept the Debt Service Fund as presented in the proposed FY13 Budget (Motion# 100-04-12).** The motion was moved to discussion for the next council meeting.

**Council President McKnight moved that the Mayor and Council introduce Hyattsville Ordinance 2012-04, an Ordinance to Adopt an Annual Budget for the Fiscal Year July 1, 2012 through June 30, 2013, for the General Purpose, to fix the Tax Rate for the Fiscal Year beginning July 1, 2012, and to Authorize Collection of Taxes herein levied, and Appropriating Funds for the Fiscal Year (First Reading) (Motion# 101-04-12).** The motion was moved to discussion for the next council meeting.

**DISCUSSION ITEM:**

*Hiring Process for City Administrator, City Clerk and DPW Director*

Human Resources Director Christopher Vermillion addressed Mayor and Council requesting input on what should be included in the City Administrator position description. Council gave input on desired skills, characteristics, and expectations. Council also discussed the hiring process for the position descriptions. Several Council Members expressed concern for getting the vacant positions filled as soon as possible. Vermillion stated that he would have the position description drafted for review, timelines for the recruiting process and panel interviews, due diligence and background checks completed, which would allow for the position to be filled by approximately September or October if all worked according to plan.

**Council President McKnight moved that the Mayor and Council close the Council Meeting of April 25, 2012, to discuss personnel issues (Motion# 102-04-12).** A roll call vote was taken on the motion. The motion passed unanimously.

Mayor Tartaro noted that the Council would not be returning to open session.

The Mayor and Council went into closed session at 10:10 p.m.

Respectfully submitted,



Ellarose Preston, Acting City Clerk

*Pursuant to the requirement of Annotated Code of Maryland State Government Article Section 10-509(c) (2), this statement is included in these minutes:*

*A closed session of the Council of the City of Hyattsville was held at 10:10 p.m., Wednesday, April 25, 2012, in the City of Hyattsville Municipal Building, Third Floor Council Chambers.*

Present were Mayor Marc Tartaro, Council President Matthew McKnight, Council Vice President David Hiles, Council Members Ruth Ann Frazier, Paula Perry, Timothy Hunt, Candace Hollingsworth, Eric Wingard and Shani Warner. Council Members Carlos Lizanne and Nicole Hinds Mofor were absent.

Also present were Acting City Administrator Stookey, and Acting City Clerk Preston.

*On a motion made as follows by Council President McKnight: **Council President McKnight moved that the Mayor and Council close the Council Meeting of Wednesday, April 25, 2012, to discuss personnel issues and potential legal issues** (Motion# 102-04-12). A roll call vote was taken on the motion. The motion passed unanimously. *The authority under which the session was closed was Annotated Code of Maryland State Government Article Section 10-508(a)(1) – The appointment, employment, assignment, promotion, discipline, demotion, compensation, removal, resignation, or performance evaluation of appointees, employees, or officials over whom it has jurisdiction: or any other personnel matter that affects one or more specific individuals.* The closed session ended at 10:22 p.m.*