

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

October 29, 2007

Mayor Bill Gardiner called the meeting of the Council to order at 8:05 p.m. at the Municipal Building, 4310 Gallatin Street, Hyattsville, Maryland.

Present were Mayor Bill Gardiner, Council President Krista Atteberry, Council Vice President Marc Tartaro (arrived at 8:08 p.m.), and Council Members Ruth Ann Frazier, Paula Perry, Carlos Lizanne, Mark Matulef, Nicole Hinds, and Bill Tierney. Council Members Douglas Dudrow and Anthony Patterson were absent.

Also present were City Administrator Murphy, City Treasurer Oliphant, Community Development Manager Chandler, City Attorney Colaresi (arrived at 8:27 p.m.) and City Clerk Barber.

### **APPROVAL OF AGENDA:**

**Council Member Perry moved that the Mayor and Council approve the agenda.** The motion passed, unanimously.

### **APPROVAL OF MINUTES:**

**Council President Atteberry moved that the Mayor and Council approve the Council Meeting Minutes of October 15, 2007.** The motion passed, unanimously.

### **PRESENTATION:**

Mayor Adam Ortiz from the Town of Edmonston addressed the Mayor and Council regarding the property of 4601 Decatur. Mayor Ortiz requested that Town of Edmonston be given full control of the property, as the property borders the Town of Edmonston and the City of Hyattsville. Mayor Gardiner noted that the issue will be brought before the Mayor and Council at a later date, and a response provided to the Town of Edmonston.

### **PUBLIC COMMENT:**

Mr. Jim Groves, 5606 39<sup>th</sup> Avenue, addressed the Mayor and Council; he stated his support of the proposed Green Policy currently being considered by the Mayor and Council. Mr. Groves provided a brief overview of the current tasks being addressed by the Hyattsville Environmental Committee.

**ACTION ITEMS:**

**Council President Atteberry moved that the Mayor and Council approve and select the recommended Demolition and Remediation firm to provide services as outlined in the 4318 Gallatin St Demolition and Remediation Services RFP and the firm's proposal response dated October 15, 2007, and to authorize the City Administrator to enter into a contract with (ARC Construction Services, Inc. 2025 Inverness Avenue, Baltimore, Maryland 21230)the selected firm for these services as specified, subject to the City Attorney's review and approval of the contract documents.** The Mayor and Council discussed the issue at length. Mr. Stuart Eisenberg, President of the Hyattsville CDC, and the Project Manager for the project addressed the Mayor and Council and responded to questions given by the Mayor and Council on the project. A roll call vote was taken on the motion. The motion passed with Council Member Frazier voting against.

**Council Vice President Tartaro moved that the Mayor and Council accept the October 1, 2007 Goals and Outputs document prepared by the City Administrator and department directors as a companion to the adopted FY08 budget. City staff and Council may request modifications when the document is reviewed each quarter, as resource demands and availability and other factors may change.**

**In response to the feedback provided by the City Administrator, the Council requests that staff complete the following actions and modifications by November 16th:**

- 1. Identify and add to the FY08 Goals and Outputs unfinished projects and Council actions not yet implemented from the FY07 budget, and an annual report of Council motions and status.**
- 2. Include a customer service goal and proposed measures and tracking processes for DPW, Code, Recreation and the Arts, and Police.**
- 3. Add a biannual community planning forum to allow public input on potential grant applications and new projects.**
- 4. Report significant outcomes of meetings in departmental monthly reports. The number or percentage of meetings attended need not be measured by departments.**
- 5. The primary and first person listed as the responsible position for items must be a department director, supervisor, or manager within the department. If a project / activity shifts from one department to another as it is implemented, the delineation of department responsibilities should be clear.**
- 6. Identify the information for monthly reports that is available within 15 days following the end of the month, and the information that is not available.**
- 7. Include in the Administration outputs a regularly scheduled closed meeting with**

**the City Administrator and Council to review the all contract employees annual evaluations.**

- 8. Include in the Administration outputs an annual statement that to the best of staff knowledge, City policies comply with federal, state, and county regulations.**

**The Council requests that staff complete the following actions and modifications by November 30<sup>th</sup>:**

- 1. Estimate and align resources within budget categories, and include in the document.**
- 2. The parks plan, the traffic plan, the efficiency study, and lighting upgrades should be priority projects. The City Administrator shall work with the department directors to prioritize other projects based on the projects' inclusion in the FY07 and / or FY08 budget, value to the City, and the availability of staff or other resources.**

The Mayor and Council discussed the issue at length. Mayor Gardiner asked City Attorney Colaresi questions regarding item #8, City Attorney Colaresi responded with a requested change that has been incorporated into the motion. The Mayor and Council discussed at length with input provided by City Administrator Murphy relating to the item regarding a customer service component and how the City plans to address, implement and also track customer services practices. **Mayor Gardiner amended the motion to include in the motion that the customer service element is to develop internal and external service level agreements for DPW, Code, Recreation and the Arts, and Police by March 1, 2008.** Council Vice President Tartaro accepted the amendment presented by Mayor Gardiner to be included in the motion. The motion passed, unanimously.

#### **DISCUSSION ITEM:**

##### *Green Fleet Guidelines Policy*

Ms. Laurel Imlay, 3912 Longfellow Street, addressed the Mayor and Council; she stated her support of the proposed policy and was very excited about the motion, and that the City is addressing the issue.

Council Member Hinds for discussion purposes read the background material on the issue, noting that the City annually invests a lot of money purchasing and maintaining a range of vehicles necessary to provide services—for FY08, the budget to purchase new vehicles is nearly \$600,000. The City currently owns more than 50 vehicles, excluding equipment that is not registered for highway use. Additionally, it is important for the City to track operating costs of vehicles. The Mayor and Council discussed the issue at length. **Council Member Hinds moved that the Mayor and Council adopt the Green Fleet Policy with the agreed upon amendments to the policy given by the Mayor and Council, and City staff.**

City Administrator Murphy and City Treasurer Oliphant provided comments and responded to questions given by the Mayor and Council. City Administrator Murphy noted that research on impacts to staff resources required to implement the policy have not been addressed prior to the passage of the policy. The motion passed, unanimously.

**Council President Atteberry moved to close the Special Council Meeting of October 29, 2007 to discuss a personnel matter and the terms of employment and compensation of individual City employees considering an employment contract. A roll call vote was taken on the motion. The motion passed, unanimously.**

Note for the Record:

Mayor Gardiner noted the Mayor and Council would not be returning to an open session. The Mayor and Council went into a Closed Session at 9:45 p.m.

The Special Council Meeting of October 29, 2007 ended at 9:35 p.m.

**ATTEST:**

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Douglass A. Barber, City Clerk

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William F. Gardiner, Mayor