

**TOWN OF BLADENSBURG
WORKSESSION AGENDA
January 11, 2010 5:30p.m.**

Minutes PNe

- I. **CALL TO ORDER:** Mayor James called the meeting to order at 5:30 p.m., with Council Members George, Mendoza, and Watson present. Acting Town Administrator Moss, Ass't. McNamara, Treasurer Jackson, Foreman Purnell, and Clerk McAuley were present. Council Member Ficklin arrived at 6:00 p.m.
- II. **APPROVAL OF MINUTES: December Worksession and Council Meeting:** Council Member George moved to approve the two sets of minutes as presented; Council Member Mendoza seconded the motion and it passed unanimously.
- II. **PRESENTATION ON GREEN JOBS TRAINING:** There was a brief presentation from a couple who have a program to train persons to perform green jobs, such as energy audits.
- III. **UNFINISHED BUSINESS**
 - Rev. Addison's Request for Grant Funding:** Rev. Addison was not present so the approval was tabled.
 - Community Legacy MOU:** Council Member George moved to approve the MOU to be forwarded to the Port Town's CDC for its review; Council Member Mendoza seconded the motion and it passed unanimously.
 - Port Towns Bus MOU:** Chief Moss reported that he still had received nothing back from Colmar Manor.
 - Combining Worksessions & Council Meetings on Continuing Basis:** Council Member George moved to continue having the meetings back to back on the second Monday of each month until June as a pilot program; Council Member Mendoza seconded the motion. Mayor James, Council Members Ficklin, George and Mendoza in favor; Council Member Watson opposed.
 - Proposed Amendments to Employee Leave Policy:** After discussion Mayor and Council concurred that there would be no change to the Personnel Policy to allow employees to cash in annual leave. Council Member Mendoza moved to allow the Town Administrator to extend by 90 days the opportunity to use annual leave over 360 hours at the end of the year to employees who, for a legitimate reason, could not do so during the calendar year; Council Member George seconded the motion and it passed with Mayor James and Council Members George, Mendoza and Watson in favor, Council Member Ficklin opposed.

Kaiser Community Partnership: Mayor James reported that Kaiser Permanente had invited all the Port Towns' Mayors to attend a wellness conference in Seattle at its expense. The Mayor felt this may be a conflict of interest for the Town in making decisions in the future that may include a relationship with Kaiser. He asked that the Council approve Town funds for his travel to this event. Council Member Mendoza approved the travel appropriate; Council Member Watson seconded the motion and it passed unanimously.

IV. NEW BUSINESS

Town Participation in Prince George's County History Book: Council Member Mendoza, Chief Moss, and Ms. McAuley will meet with the agent for this project to find out costs and other specifics and will report back at the February Worksession.

Pastoral Lay Council: Council Member Ficklin announced that he was stepping down as a member of the Pastoral/Lay Council and thanked all for their support.

V. CLARIFICATION OF STAFF REPORTS: There were no clarifications needed.

VI. ANNOUNCEMENTS: There were announcements of upcoming meetings and events.

VII. ADJOURNMENT: There being no further business, at 6:50 p.m., Council Member George moved to adjourn; Council Member Mendoza seconded the motion and it passed unanimously.

Respectfully submitted,  Pat McAuley, Town Clerk

**TOWN OF BLADENSBURG
COUNCIL MEETING
January 11, 2010 7:00 P.M.**

- I. **CALL TO ORDER:** Mayor James called the meeting to order at 7:00 p.m. with Council Members Ficklin, George, and Watson present. Council Member Mendoza was excused.
- II. **OPENING PRAYER** was given by Council Member George.
- III. **PLEDGE OF ALLEGIANCE** was recited.
- IV. **MAYOR & COUNCIL REPORTS** included but were not limited to:
Council Member Ficklin thanked all who supported the Toys for Tots program.
Council Member Watson thanked the Bladensburg staff for all everyone's hard work and initiatives.
Council Member George spoke about the Food donation programs over the holidays.
Mayor James reported on the Port Towns' Legislative Dinner and the Port Towns' Wellness Initiative.
- V. **STAFF REPORTS:** Staff gave departmental updates on the previous month's activities.
- VI. **UNFINISHED BUSINESS:** There was no unfinished business.
- VII. **NEW BUSINESS**
Resolution 1-2010: Police MOU: After the Town Clerk read the document, Council Member George moved to approve Resolution 1-2010 as presented; Council Member Watson seconded the motion and it passed unanimously.
- VIII. **PUBLIC COMMENT:** Deacon Gill asked Mayor and Council to reach out to Ward I citizens to get them more engaged. He complimented how friendly our police officers are to residents.
- IX. **ADJOURNMENT:** There being no further business, at 8:10 p.m., Council Member George moved to adjourn; Council Member Watson seconded the motion and it passed unanimously.

Respectfully submitted,


Pat McAuley, Town Clerk

**TOWN OF BLADENSBURG
WORKSESSION AGENDA
March 8, 2010 5:30p.m.**

- I. CALL TO ORDER:** Mayor James called the meeting to order at 5:30 p.m. with Council Members George, Mendoza, and Watson present. Council Member Ficklin arrived at 5:55 p.m. Acting Town Administrator Moss, Ass't McNamara, Treasurer Jackson, Foreman Purnell, and Town Clerk McAuley were present.
- II. APPROVAL OF MINUTES:** Council Member Mendoza moved to approve the February 2010 Worksession and Council Meeting Minutes as presented; Council Member Watson seconded the motion and it passed unanimously.
- III. Audit Report: Diane Mock:** Ms. Mock reported on the FY09 audit, saying there were no major changes to the format. She gave an overview of the report and entertained questions from the Mayor and Council.
- VI. UNFINISHED BUSINESS**
- Rev. Addison: Grant Request:** Following Rev. Addison's summary of her program, Mayor and Council directed that the \$500 grant funding be released for the Port Towns Youth Council.
- Town Grants:** Acting Town Administrator Moss announced that the staff is in the process of developing a grant calendar so that we can anticipate a drawdown of funds.
- Community Foundation:** Tabled.
- V. NEW BUSINESS**
- Tai Chi for Seniors:** The instructor for this program made a plea for financial aid as MNCPPC can no longer fund this course for seniors. The Mayor and Council recommended the Town Grant process, but that would not solve the immediate need. No Council action was taken.
- Oratorical Contest for Youth:** A meeting will be set up with all stakeholders to plan for this competition.

VI. CONSENT AGENDA:

Community Legacy MOU: Council Member Watson moved to approved the MOU with the PTCDC for the 57th Avenue Pedestrian Lights grant; Council Member Fickin seconded the motion and it passed unanimously.

County History Book: Tabled.

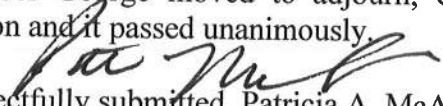
Matching Funds Request from Neighborhood Design Center: Tabled.

Thyme Gadson of the Maryland Alliance for Safe Highways: Tabled.

V. CLARIFICATION OF STAFF REPORTS: No clarifications were necessary.

VI. ANNOUNCEMENTS: Any announcements will take place after the Council Meeting.

VII. ADJOURNMENT: There being no further business, at 6:55 pm., Council Member George moved to adjourn; Council Member Watson seconded the motion and it passed unanimously.



Respectfully submitted, Patricia A. McAuley, Town Clerk

**TOWN OF BLADENSBURG
COUNCIL MEETING
March 8, 2010 7:00 P.M.**

- I. **CALL TO ORDER:** Mayor James called the meeting to order at 7:05 p.m. with Council Members Ficklin, George, Mendoza and Watson present.
- II. **OPENING PRAYER:** Council Member George gave the opening prayer
- III. **PLEDGE OF ALLEGIANCE** was recited.
- IV. **RECOGNITION OF PUBLIC WORKS STAFF:** The Town recognized the extraordinary efforts made by Public Works removing snow after the double storms of 2010. Mr. McNamara was also recognized for his tenacious efforts.
- V. **ANNOUNCEMENT OF CLOSED SESSION:** The Mayor announced that there was a closed session for personnel issues where no decisions were made.
- VI. **MAYOR & COUNCIL REPORTS** included:
 - Council Member Mendoza** spoke about the importance of Bladensburg getting a thorough count during this Census;
 - Council Member Ficklin** spoke about the Community Job Center and left after his report (7:30)
 - Council Member Watson** reported on the efforts of Seton students in assisting senior citizens to obtain GEDs;
 - Council Member George** talked about the importance of Neighborhood Watch; and
 - Mayor James**, too, talked about the importance of the Census to the Town's ability to get funds and resources.
- VII. **STAFF REPORTS:** Staff gave updates on the past month's activities.
 - Public Works**
 - Public Safety and Town Administrator**
 - Code Enforcement**
 - Finance**
 - Town Clerk**
- VIII. **UNFINISHED BUSINESS**
- IX. **NEW BUSINESS**
 - Ordinance 1-2010: Budget Amendment:** Council Member Watson moved to approve the emergency budget amendment for Police radio, camera, and recording equipment upgrades; Council Member George seconded the motion and it passed unanimously.

- X. **PUBLIC COMMENT:** There was a request for a bus stop on Quincy Street near Newton Green. Currently there are no buses whose routes are in this immediate area.
- XI. **ADJOURNMENT:** There being no further business, at 8:35 p.m., Council Member George moved to adjourn; Council Member Mendoza seconded the motion and it passed unanimously.

Respectfully submitted,


Patricia A. McAuley, Town Clerk

TOWN OF BLADENSBURG
PROPOSED 2011 BUDGET PRESENTATION
April 5, 2010

Mayor James called the meeting to order at 5:42 p.m. with Council Members George, and Watson Present. Council Member Mendoza arrived at 6:00 p.m. and Council Member Ficklin was absent. Staff attending were: Acting Town Administrator Moss, Ass't McNamara, Treasurer Jackson, Captain Owens and Town Clerk McAuley.

Proposed FY2011 Budget notebooks had been distributed to elected officials and management staff.

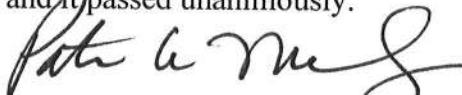
Acting Town Administrator and Treasurer Jackson gave a Power Point presentation on the proposed FY2011 Budget.

Mayor and Council will review the proposed budget and reconvene discuss the budget by department for clarifications and to make any necessary changes.

There were no actions of the Mayor and Council.

Council Member Mendoza moved to adjourn the meeting at 6:35 p.m.; Council Member George seconded the motion and it passed unanimously.

Respectfully submitted,


Patricia A. McAuley, Town Clerk

**TOWN OF BLADENSBURG
WORKSESSION AGENDA
April 12, 2010 5:30 p.m. (revised 5/10/10)**

- I. CALL TO ORDER:** Mayor James called the meeting to order at 5:30 p.m. with Council Members George, Mendoza and Watson, Acting Town Administrator Moss, Assistant McNamara, Treasurer Jackson, Foreman Hall, Captain Owens and Clerk McAuley present.
- II. APPROVAL OF MINUTES:** Council Member Mendoza moved to approve the March Worksession and Town Council meetings as presented; Council Member Watson seconded the motion and it passed unanimously.
- III. GREEN STREET PRESENTATION:** Lisa Lincoln, Green Revisions, presented a proposal to the Mayor and Council about the opportunity for funding a Green Street project within the Town of Bladensburg. A location would need to be determined, and there is potential funding through a union backed financial institution. Further funding opportunities would also be explored. The Mayor announced that the Council would continue discussion on this opportunity.
- V. UNFINISHED BUSINESS**

War of 1812 Commemoration: Ms. McAuley, who is meeting with other members of the subcommittee of stakeholders, asked the Mayor and Council to provide a list of three-five things they would like to see happen in Bladensburg if the Commemoration was to “happen tomorrow”. The Mayor asked the group to provide him with their individual lists and he will compile them for a discussion at the May Worksession. There will be an all day charrette at the George Washington House on June 19th. The Town needs at least one elected official to commit to this event. Further charrettes for a large group of stakeholders and the public will also be planned.

Oratorical Contest: The event has been indefinitely postponed. Council Member Watson moved that there be no funding for this event; Council Member Mendoza seconded the motion and it passed unanimously. There was concurrence that there would also be no staff support for the contest.

Cinco de Mayo: Council Member Mendoza reported that there would be four bands and a number of sponsors are onboard.

Port Towns Bus MOU (finalization): Mayor and Council asked to have a copy of the final MOU draft before they vote on approval.

Bladensburg Bus (mileage limitations): Mayor and Council concurred that groups could only use the bus to travel a 50 mile radius from Bladensburg. This

will take care of trips such as those to Rod and Reel, Chesapeake Beach, or Baltimore excursions.

Approval of Radio Tower expenditure: This expense is already incorporated into the FY10 budget; staff asks for a reaffirmation in the form of a motion for approval. Council Member George moved to approve the Radio Tower expenditure; Council Member Mendoza seconded the motion and it passed unanimously (Council Member Watson was absent for the vote).

Violence in the Workplace Policy: Council Member moved to approve incorporation of this policy into the Personnel Manual and the Manual will now be updated as of April 12, 2010; Council Member George seconded the motion. Discussion: All previous manuals are considered obsolete. Staff will distribute new manuals to all staff and elected officials who will sign that they have received the document. The motion passed unanimously.

VII. NEW BUSINESS: There was no new business.

X. ADJOURNMENT: There being no further business, at 6:45 p.m. Council Member George moved to adjourn; Council Member Watson seconded the motion and it passed unanimously.

Respectfully submitted,


Patricia A. McAuley, Town Clerk

**TOWN OF BLADENSBURG
COUNCIL MEETING
April 12, 2010 7:00 P.M.**

- I. **CALL TO ORDER:** Mayor James called the meeting to order at 7:00 p.m. with Council Members Ficklin, George, Mendoza and Watson present.
- II. **OPENING PRAYER:** Council Member George gave the opening prayer.
- III. **PLEDGE OF ALLEGIANCE** was recited.
- IV. **ANNOUNCEMENT OF CLOSED SESSIONS:** Mayor James announced two closed sessions for personnel reasons, decisions were made that have no impact on manpower or services.
- V. **MAYOR & COUNCIL REPORTS** included but were not limited to:
Council Member Ficklin reported on meetings attended and the modeling event. **Council Member Watson** attended the Women's History Month Luncheon and the Easter Program at Newton Green. **Council Member George** spoke about making our neighborhoods cleaner and safer. **Council Member Mendoza** talked about Bladensburg's Census participation thus far and the upcoming Cinco de Mayo celebration; **Mayor James** spoke about the Census outcome's effect on the Bladensburg economy.
- VI. **STAFF REPORTS:** The following Departments gave updates on the last month's activities and other related items of importance.
Public Works
Public Safety and Town Administrator
Code Enforcement
Finance
Town Clerk
- VII. **UNFINISHED BUSINESS:** There was no unfinished business.
- VIII. **NEW BUSINESS:** There was no new business.
- IX. **PUBLIC COMMENT:** A citizen spoke about traffic concerns during special community events.
- X. **ADJOURNMENT:** There being no further business, at 7:50 p.m., Council Member George moved to adjourn; Council Member Mendoza seconded the Motion and it passed unanimously.

Respectfully submitted,


Patricia A. McAuley, Town Clerk

**TOWN OF BLADENSBURG
FY 2011 BUDGET REVIEW MEETING
MAY 3, 2010**

Call to Order: Mayor James called the meeting to order at 5:30 p.m. with Council Members George, Mendoza and Watson present (Council Member Ficklin arrived at 7:25 p.m.). Staff present: Acting Town Administrator Moss, Ass't McNamara, Treasurer Jackson, Captain Owens, Sgt Flynn, Town Clerk McAuley.

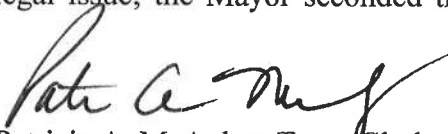
The draft budget was reviewed by department and modifications were made for a total reduction of \$47,139. Copies of changes are attached.

One change was made by motion. Council Member moved to increase monthly cell phone allotment for elected officials and certain management staff, from \$60 to \$80. Council Member George seconded the motion. The motion passed: Mayor James, Council Members George and Mendoza in favor, Council Member Watson opposed.

There was discussion about increasing the elected officials' stipend. Any changes would not take effect until after the October 2011 election, as per the Town Charter.

There being no further public business, at 7:40 p.m. Council Member George moved to go into closed session for a legal issue; the Mayor seconded the motion and it passed unanimously.

Respectfully submitted,


Patricia A. McAuley, Town Clerk

Town Administrator

Total Modified 0.00

Date Modified	Line Description	GL #	Original Budget	Modified Budget	Variance
05/03/10	CONTRACT & SVC	50347	1,080.00	500.00	(580.00)
05/03/10	MEMBERSHIP	50353	0.00	580.00	580.00
					0.00
					0.00
					0.00
					0.00
					0.00
Total			1,080.00	1,080.00	0.00

Finance

Total Modified (23,757.00)

Date Modified	Line Description	GL #	Original Budget	Modified Budget	Variance
04/18/10	COMPENSATION	50501	157,486.00	141,783.00	(15,703.00)
04/18/10	FICA	50502	12,048.00	10,885.00	(1,163.00)
04/18/10	PENSION	50505	9,881.00	9,650.00	(231.00)
04/19/10	ADP SERVICE	50531	13,900.00	7,000.00	(6,900.00)
05/03/10	CELL PHONE	50523	720.00	960.00	240.00
					0.00
					0.00
					0.00
					0.00
					0.00
Total			194,035.00	170,278.00	(23,757.00)

Code Enforcement

Total Modified 9,173.65

Date Modified	Line Description	GL #	Original Budget	Modified Budget	Variance
04/18/10	COMPENSATION	50801	155,836.00	162,700.00	6,864.00
04/18/10	FICA	50802	11,921.00	13,592.00	1,671.00
04/18/10	PENSION	50805	12,004.00	12,642.65	638.65
					0.00
					0.00
					0.00
					0.00
					0.00
					0.00
Total			179,761.00	188,934.65	9,173.65

Public Safety

Total Modified 32,358.00

Date Modified	Line Description	GL #	Original Budget	Modified Budget	Variance
04/18/10	COMPENSATION	60101	1,302,959.00	1,323,897.00	20,938.00
04/18/10	OVERTIME	60111	156,653.00	147,317.00	(9,336.00)
04/18/10	FICA	60102	99,676.00	111,435.00	11,759.00
04/18/10	PENSION	60105	94,102.00	98,724.00	4,622.00
04/18/10	HEALTH INS	60106	220,497.00	224,872.00	4,375.00
					0.00
					0.00
					0.00
					0.00
Total			1,873,887.00	1,906,245.00	32,358.00

Public Works

Total Modified (66,507.82)

Date Modified	Line Description	GL #	Original Budget	Modified Budget	Variance
05/03/10	MAINT & SUPP	70415	17,720.00	16,173.00	(1,547.00)
05/03/10	FUEL	70203	43,987.00	43,712.00	(275.00)
05/03/10	COMPENSATION	70101	234,944.00	193,252.00	(41,692.00)
05/03/10	FICA	70102	17,973.00	14,783.78	(3,189.22)
05/03/10	PENSION	70105	17,151.00	14,107.40	(3,043.60)
05/03/10	HEALTH INS	70106	45,110.00	30,317.00	(14,793.00)
05/03/10	OVERTIME	70111	13,337.00	11,369.00	(1,968.00)
					0.00
					0.00
					0.00
Total			390,222.00	323,714.18	(66,507.82)

Other Governmental

Total Modified 3,000.00

Date Modified	Line Description	GL #	Original Budget	Modified Budget	Variance
05/03/10	SUPPLIES	80210	0.00	1,500.00	1,500.00
05/03/10	CTVA EXPENSE	80205	0.00	1,500.00	1,500.00
					0.00
					0.00
					0.00
					0.00
					0.00
					0.00
					0.00
					0.00
Total			0.00	3,000.00	3,000.00