

**TOWN OF BLADENSBURG
WORKSESSION MINUTES
May 12, 2014 5:30 p.m.**

I. CALL TO ORDER: Mayor James called the meeting to order at 5:30 p.m. with Council Members Brown, Hall and Mendoza present. Council Member Ficklin arrived at 5:45 p.m.

II. APPROVAL OF MINUTES: Council Member Hall moved to approved the April 2014 Worksession minutes as presented; Council Member Mendoza seconded the motion and it passed unanimously.

III. UNFINISHED BUSINESS

FY 2015 Budget: Mr. Jackson reviewed the latest changes to the proposed budget that will show an increase of \$17,295. This takes into account adding three summer interns, an employee merit increases adjustment, and police equipment.

Town Grants: The amount in this line item is \$5000. Non profits that serve the community and meet all the criteria are eligible for these funds. Recent history shows that the Town has divided these funds evenly between the applicants that qualify.

Council Projects (term for these funds): Each year the Mayor and Council each are allotted \$500 to distribute to organizations or programs that serve the Town. This has been referred to as "Discretionary" funds. However, in the Town's Budget, the line item is labeled "Council Projects". Mayor and Council concurred, that from this time forward, the term "Council Projects" will be used for approving these monies.

IV. NEW BUSINESS

Summer Arts Program for Youth: Ms. Carlethia Peck has requested the Town's support for a summer program that would rotate among the Port Towns and would provide students to explore the Arts. Council Member Ficklin moved to approve support of the Program; Council Member Brown seconded the motion and it passed unanimously.

Proposed Student Volunteer Program: Apria is interested in starting a volunteer group that would support the Town in a range of activities. This would be at no cost to the Town and

would enable students to collect community service hours.


Dedication of New Playground: Mayor James announced that earlier in the afternoon, the Town held a ribbon cutting celebration to open the new ADA compliant playground that was made possible through a DNR grant.

V. RECESS: Council Member Brown moved to recess the meeting; Council Member Mendoza seconded the motion and it passed unanimously. Council Member Mendoza moved to reconvene the meeting; Council Member Hall seconded the motion and it passed unanimously.

Boy Scouts: The Honorable C. Philip Nichols, Jr. and Scout representative Steven Allen. Judge Nichols encouraged the Town to support a Scout program in the community, citing the benefits of character building and life experiences that it enables. The Explorer program that partners with a Police Department might be appropriate to support.

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

Respectfully submitted,



Patricia A. McAuley, Town Clerk

**TOWN OF BLADENSBURG
COUNCIL MEETING MINUTES
May 12, 2014 7 p.m.**

- I. **CALL TO ORDER:** Mayor James called the meeting to order at 7:00 p.m. with Council Members Brown, Ficklin, Hall and Mendoza present.
- II. **OPENING PRAYER:** Council Member Ficklin gave the opening prayer.
- III. **PLEDGE OF ALLEGIANCE** was recited.
- IV. **APPROVAL OF MINUTES:** Council Member Hall moved to approve the minutes of the April 14, 2014 Council Meeting as presented; Council Member Ficklin seconded the motion and it passed unanimously. Council Member Brown moved to approve the minutes of two closed sessions held on April 28 and May 5, 2014 as presented; Council Member Hall seconded the motion and it passed unanimously.
- V. **ANNOUNCEMENT OF CLOSED SESSION:** Mayor James announced that two closed sessions were held on April 28 and May 5, 2014 to receive legal advice 1. concerning the Peace Cross and acquisition of property 2. Acquisition of property.
- VI. **ANNOUNCEMENT OF CHANGE IN JUNE MEETING SCHEDULE:** Mayor James announced that the June Worksession and Council Meetings have been moved to June 2, 2014 because the Maryland Municipal League Conference is scheduled for the following week.
- VII. **PUBLIC HEARING ON CONSTANT YIELD:** Treasurer Jackson explained the Constant Yield Rate as a number that gives the same real property tax revenue as the previous year. Instead, the Town will maintain the current rate of \$.74 per 100 dollars of assessment and see an increase in revenue from real property tax revenues.
- VIII. **PUBLIC HEARING ON PROPOSED FY 2015 BUDGET:** The Mayor opened the floor for comments from the residents. They included:
 - Concerns about taking too much from the Reserve Funds to balance the budget;
 - Concerns about large budget for Personal Development for Mayor and Council;
 - Concerns about large increases in Town Events spending;
 - Request for a Town Scholarship Program;
 - Need for Director of Public Works and Director of Code Enforcement:

Request for current demographics for the Town;

Concerns about funding going to particular groups like the Seniors and not going to a broader Town base;

Need to use alternative sources for funding Town events other than taxpayers' dollars (partnering with businesses and other community groups).

IX. MAYOR & COUNCIL REPORTS

Council Member Hall attended Cinco de Mayo and the Bostwick May Festival.

Council Member Mendoza thanked staff for support with Town events this month.

Council Member Ficklin spoke about the Town's achievements, programs and events in recent months.

Council Member Brown announced the upcoming UNCF event on June 14. She asked citizens for suggestions for Town Events.

~~Mayor James~~ attended Cinco de Mayo and the Bostwick May Festival. ~~He~~ spoke about the earlier dedication of the Town Playground that is now ADA compliant.

X. STAFF REPORTS (deferred)

XI. TOWN FINANCIAL BUSINESS

Introduction of Ordinance 4-2014: FY 2015 Budget and Tax Rate: Town Clerk McAuley performed the First Reading of the Ordinance.

Town Father's Day Brunch: Council Member Brown announced that the Town is sponsoring a Fathers' Day Brunch on June 14th at either Town Hall or Fratelli's. The event will be from 12-2:30, costs yet to be determined. There were comments from the audience on the need/appropriateness for the event.

XII. UNFINISHED BUSINESS: There was no Unfinished Business

XIII. NEW BUSINESS: There was no New Business

XIV. PUBLIC COMMENTS included:

Parking issues especially at rental homes, with multiple cars;

Bulk trash schedule;

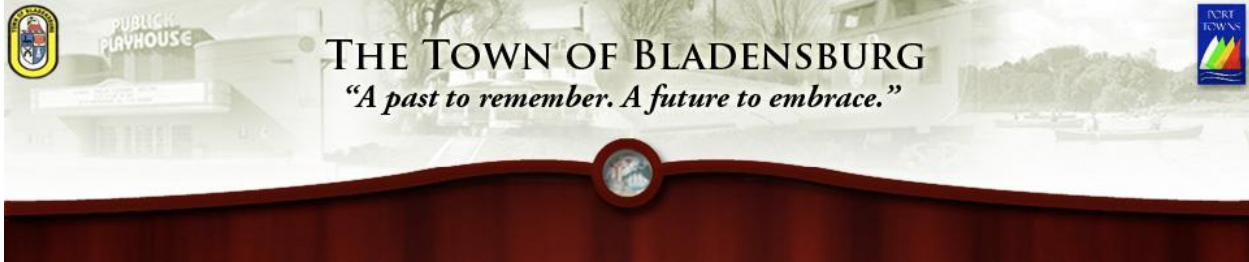
Request for written Mayor and Council Reports;

More concern about Fathers' Day event.

- XV. **ADJOURNMENT:** There being no further business, at 8:35 p.m., Council Member Mendoza moved to adjourn, Council Member Hall seconded the motion and it passed unanimously.

Respectfully submitted,


Patricia A. McAuley, Town Clerk



MINUTES OF BUDGET MEETING OF THE MAYOR OF COUNCIL

ATTENDEES

COUNCIL MEMBER TRINA BROWN
COUNCIL MEMBER BEVERLY HALL
COUNCIL MEMBER WALTER FICKLIN
MAYOR WALTER LEE JAMES, JR

SCHEDULED START TIME: **9:00AM**
ACTUAL START TIME: **9:30AM**
END TIME: **11:35AM**
DATE: **May 24, 2014**
LOCATION: **TOWN HALL**

**Council Member Cris Mendoza was not in attendance*

PURPOSE

To discuss and make changes necessary to the proposed FY15 Budget

FY2015 BUDGET DISCUSSION

The Mayor and Council discussed and made the following changes through consensus:

MAYOR AND COUNCIL

- G/L Number 50204 (Office Supplies) is being reduced from \$3,000 to \$2,500
- G/L Number 50210 (Professional Development) is being reduced from \$36,000 to \$27,000
- G/L Number 50212 (Vehicle Repair/Maintenance) is being reduced from \$2,000 to \$1,500
- G/L Number 50248 (Employee Recognition) is being reduced from \$3,500 to \$2,000
- G/L Number 50264 (Recreation Council) is being reduced from \$3,500 to \$2,500
- G/L Number 50252 (Website Maintenance) needs to be moved to TA Section of budget

- Under Capital Expenditure the \$20,000 is to be used to purchase a community 12 passenger van for special events rather than the purchase of a new Mayor's vehicle as proposed.
- What items fall under G/L Number 50268 (Youth Projects)?
- What items fall under G/L Number 50269 (Community Initiatives)?
- What falls under G/L Number 50277 (Community Donations)?

TOWN CLERK

No Changes

TOWN ADMINISTRATOR

- What falls under telephone (G/L Number 50201)?

FINANCE

- What is cover under G/L Number 50274 (Environmental Insurance)?
- What is constitutes a tuition reimbursable (G/L Number 50208) item?

CODE ENFORCEMENT

No changes

PUBLIC SAFETY

- What is the difference between professional development (G/L Number 50210) and tuition reimbursement (G/L Number 50208)? What trainings fall under professional development and versus those items that fall under tuition reimbursement?
- Why do we have a significant increase in Contractual Services (G/L Number 50209), based on the fact that we are only at \$9,432 (\$16,000 is being proposed)?

PUBLIC WORKS

- What is the difference between (G/L Number 50232 – Beautification) and (G/L Number 50233 – Land Maintenance)?
- Why is there and increase in G/L Number 50236 (Highway & Street Maintenance)?

- What falls under Street Lighting (G/L Number 50237)?

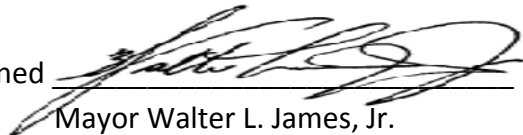
GENERAL QUESTIONS/REQUEST

- What trainings/professional development is required under each department?
- Provide to the Mayor and Council a list of all contracts and their status. The report should include who is the contract with, the dollar amount and the termination date.
- A consideration should be given to combining Office supplies that fall under Finance, Town Administrator and Clerk.
- Provide a breakdown of our legal services for FY14.
- Provide vehicular accident report for FY14.

ADJOURNMENT

Council Member Walter Ficklin made a motion to adjourn our meeting, Council Member Brown seconded the motion, the vote was unanimous (4 yeas and 0 nays). The meeting was adjourned at 11:35am.

Signed



Mayor Walter L. James, Jr.

Date: May 24, 2014

KEY

TA- Town Administrator

FY- Fiscal Year