

**TOWN OF BLADENSBURG
WORKSESSION MINUTES
September 12, 2016 5:30 p.m.**

- I. **CALL TO ORDER:** Mayor James called the meeting to order at 5:30 p.m. with Council Members Bridgeman, Ficklin, Hall and Mendoza present.
- II. **APPROVAL OF MINUTES: July 11, 2016 Worksession minutes, Special Worksession, August 23, 2016:** Council Member Ficklin moved to approve both minutes as presented; Council Member Bridgeman seconded the motion and it passed unanimously.
- III. **MNCPPC: Update to Rosina Baldi Park, 5314 Varnum St.:** Eileen Nivera, MNCPPC, announced they are starting to plan equipment and surfacing for this playground. Budget is \$250,000 and the Parks Dept. wants to work with the Town to provide an amenity in response to the wishes of the community. A survey will be sent to all Town residents and those outside of the Town but in close proximity to the park. A community meeting will follow. MNCPPC will be responsible for design, installation and maintenance of the equipment. Design would be finished during the winter and installation would occur next year.
- IV. **Port Towns' Health & Wellness Center: Dr. Bettye:** The Health and Wellness Center is expanding its services. She announced a re-opening of the health center at Bladensburg High School with George Washington Hospital residents.
- V. **UNFINISHED BUSINESS**

Town Hall Space Usage: Town Administrator Sandlin reported concerns from the staff about evening and weekend events where the Council room and adjacent spaces have been left in an unacceptable condition. The staff has no recommendation as of now but would like the Council to consider a cleaning fee or deposit.

The Mayor suggested a security deposit that would be refunded after an event if the space was left in good order. It was suggested that a small user fee could be instituted. The Treasurer reported that checks should not be held, but deposited and a refund issued in 10 business days. Deposits would need to be 2 weeks in advance. Deposits would not be required for meetings during office hours.

Council Member Ficklin moved a security deposit of \$100 will be required for organizations for use of Town facilities due 2 weeks in advance. If the facilities are in good condition, a refund will be reissued; Council Member Hall seconded the motion. Discussion: Encouraging the community to be involved should be balanced with making people accountable. Role Call Vote: Council Member Hall: Aye, Council Member Ficklin: Aye, Council Member Mendoza: recused; Council

Member Bridgeman: Aye, Mayor: Aye. The motion passed unanimously.

Community Notifications by E mail, Cable, Outside Box: Town Administrator Sandlin recommended that only Town, County and State events be advertised through the town conduits. This would eliminate placing the Town in a discrimination liability for choosing only certain outside groups to promote.

Parking Study Proposal: The Traffic Group: Town Administrator Sandlin reported that she and the Town Clerk met with The Traffic Group and they came up with a revised proposal that would cost \$88,000. They are willing to come out and meet with the Mayor and Council to discuss the project. This was the only firm who responded to our inquiry after not receiving any proposals. She recommends a separate worksession to confer with them and it will be scheduled.

VI. NEW BUSINESS

PIA Fee Schedule: There was a schedule drafted by the former Town Administrator but had not been put in place. Most public entities to charge fees as allowed by law. A draft schedule has been distributed. The fee schedule should be consistent with the Police schedule. The Administrative Office will coordinate and make sure fees are consistent with the Police Department's. Council Member Ficklin moved to go forward with developing a consistent fee schedule for the Town; Council Member Mendoza seconded the motion and it passed unanimously.

Proposed Resolution 3-2016 for Bladensburg/Cheverly Bike Trail: This will be voted on at the Council Meeting.

Closed Session: Council Member Mendoza moved to go into closed session to discuss contract negotiations; Council Member Bridgeman seconded the motion and it passed unanimously.

IX. ADJOURNMENT: After adjourning the Closed Session, it was moved and seconded to adjourn the Worksession at 8:50 p.m.

Respectfully submitted,

Patricia A. McAuley, Town Clerk