

MINUTES
College Park City Council Budget Worksession
Saturday, March 27, 2021
8:00 a.m. – 4:40 p.m.

Due to the COVID-19 Pandemic, this was a virtual meeting.

PRESENT: Mayor Wojahn; Councilmembers Kabir, Kennedy, Dennis, Esters, Day, Rigg, Mackie and Mitchell.

ABSENT: None.

ALSO PRESENT: Bill Gardiner, Interim City Manager; Janeen S. Miller, City Clerk; Gary Fields, Director of Finance; Leo Thomas, Deputy Director of Finance; Bridgette Johnson, Economic Development Manager; Sarah Price, IT Manager; Bob Ryan, Director of Public Services; Steve Halpern, City Engineer; Robert Marsili, Director of Public Works; Brenda Alexander and Frank Pacifico, Assistant Directors, Public Works; Terry Schum, Director of Planning; Teresa Way-Pezzuti, Director of Human Resources.

1. Overview of FY 2022 Proposed Budget: General Fund, Debt Service Fund, Capital Projects Fund:

Mr. Gardiner reviewed the attached PowerPoint.

- Request for combined tax rate chart.

Mr. Fields reviewed revenue (p. 21-22).

- Request for breakdown of increased property tax revenue between each commercial property and residential.
- Correct Bottom of page 25 – residential permits are free now.

2. General Government and Administration (p. 31-67):

Mayor & Council:

- Can we increase MOW and College Park Food Bank?
- Provide more information about ATHA.
- Request for a report on the CPCUP Homeownership Grant program and how to stabilize homeownership especially in the Lakeland community.

City Manager (p. 35-36)

- General comment: The performance measures have not been updated in this document.

Economic Development:

- Should we restore the funding in meeting refreshments for the business breakfast?
- Can we add any Façade Improvement funds from the new federal funding?

City Clerk:

- Send volunteers a thank you letter and gift.

City Attorney:

- City Attorney's legal support to the CPCUP: Is there an MOU that says the City pays their legal fees; was it approved by Council?
- Reason for decrease? Less City Hall work.
- List of funds and legal services in other towns / having a staff attorney / facilitate a discussion.
- Parking Lot: Closed session with the City Attorney to discuss an evaluation and supervision protocol.

Finance: (p. 45-48)

- None.

Human Resources (p. 49-52):

- New FTE for Racial Equity Officer
- GARE Training Program
- Telework policy
- Employee engagement

Communications & Public Relations:

- All City events consolidated into this budget
- Resident Survey
- Marketing Study in Strategic Plan
- Can certain City events (night at the movies) rotate to other parks/districts?
- Can we mail the M/S to our seniors? The College Park Here and Now Newspaper is mailed monthly to every household.
- Extended and improved use of our cable TV station – more than just slides – live presentation of City activities.
- More events and parades; delayed 75th anniversary event; spring event?

Information Technology:

- Granicus Board and Committee module.
- Cybersecurity – how are we ensuring that our systems are secure?
- What is still managed in house v. what is in the Cloud?

Non-Departmental (p. 62):

- None.

COVID-19:

- Nothing budgeted for FY '22.

Elections Board and Ethics Commission (p. 65-67):

- None.

CIP:

New City Hall (p. 174):

- How to handle building maintenance still TBD.
- What other decisions will come back to Council?

Facilities Capital Reserve (p. 178):

- Major renovations needed in parking garage

I-Net (p. 181):

- Some expenditures for new City Hall in Council Chambers may be covered by our I-Net reserve.

Property Acquisition (p. 184)

- Funds from Planning for appraisals/matching funds have been moved.

3. Public Services (p. 69-88)

Administration:

- Metrics/data to demonstrate value of live monitoring of security cameras.

Parking Management & Enforcement:

- LPR software is in function and working well.
- Target July 1 for elimination of hang tags.
- Paper visitor passes.

Code Compliance & Enforcement:

- How are we budgeting abatements?
- Reduction in overtime costs because of increased flexing of schedules
- Future Worksession about loud car exhaust noises
- Discussion about I-95 commuter parking lot, IKEA lot, Home Depot lot
- Show EROs issued in our weekly bulletin.

Animal Welfare:

- Discussion of animal adoption service.

Speed Enforcement:

- Reduction in cost of camera lease projections.

Contract Police:

- Crime Analyst position and timing of reports.

CIP: CCTV (p. 173):

- We have cameras in storage waiting to be installed pending Pepco approval of pole attachment. We are also replacing original cameras.

Parking Enforcement Equipment Replacement (p. 183):

- Funding to equip a 3rd Parking Enforcement vehicle with LPR technology.

4. Planning and Community Development (p. 89-98)

Administration:

- Review of Grants
- Is a City history project eligible for grant funding?

Community Development:

- None.

Planning & Zoning:

- Completion of the walking trail will require an additional design effort and is not included.
- Options to access the frog pond; possible funding through Program Open Space

CIP:

Bikeshare (p. 172):

- We no longer need to pay for bikeshare so the money has been put toward RI Avenue bike lanes.
- Edmonston Road sidewalk needs funding – can the funds go there instead?
- A place to park bikes in D. 4

Duvall Field Renovation (p. 177):

- DPIE request for a floodplain study at our expense. Reach out to County Council members.

Overall Stormwater hydrology study to inform our understanding about development in the Guilford Run area – American Rescue Plan funds?

Hollywood Commercial Revitalization (p. 179):

- CIP page will be updated to awarded bid
- 3 goat paths are not included

Rhode Island Ave. Bike Lane/Intersection:

- Funding options and phases

- American Rescue Plan Act funding may be available for bike lane project – there are funds in our reserve if not
- TAP grant (Transportation Alternatives Program) for bike racks and infrastructure around the City

5. Engineering Services (p. 189)

CIP: Complete & Green Streets (p.186):

- Sidewalk Projects – Council chose the priority projects; funded through the federal TAP program.
- Assess the condition of the Trolley Trail.

Pavement Management Plan (p.187)

Pedestrian Streetlights (p.188)

- SHA has included most of the funding for US1 pedestrian lights in their budget. The City will maintain the lights.
- Pepco plans to convert street lights to LEDs.

Engineering (p.154)

6. Youth, Family & Senior Services (p. 99-110)

Administration:

- Request for full funding from Neighbors Helping Neighbors – accept the staff recommendation with the understanding that we can revisit the matter if they use the available funds.
- Questions about new EAC ideas.
- Funding for UMD summer camps – not certain about 2021 camps. If the demand is there, we can fund it.
- Discuss expansion of summer youth scholarship program.

Clinical Services:

- Question about “Case Management”: A standalone Case Management program would be an expansion of services on the Youth and Family side; we include it only as part of our clinical treatment plan.

Seniors Program:

- We do provide Case Management as part of our Seniors Program with two case manager specialists.

7. Public Works (p. 111-159)

Administration

- None

Solid Waste Management (p.116-127):

- None

Street Management & Parking Lot Maintenance (p.128-140):

- Smaller street sweeper?
- Sidewalks heaved due to tree roots.

Buildings & Grounds (p.141-153):

- Researching maintenance on new City Hall

Fleet Services (p.157)

CIP:

CP Woods Property Acquisition & Redevelopment (p. 175):

- Potential Cost increase

Dog Park (p. 176):

Old Parish House (p. 182):

- RFP for masonry work just advertised.
- Grading work needed.

Public Works Facilities (p. 185):

- Improve the customer service counter at Davis Hall.

Vehicle Replacement (p. 190)

- Exploring a leasing option for certain City vehicles

8. City Council discussion

Council requests for inclusion in budget:

- Consider what the American Rescue Plan will cover.
- How will requests for reinstatement come back to M&C.
- Item 2 Interactive Online College Park History Project: Take back to staff; where does it fit in the Strategic Plan; consider greater use of cable tv channel to support this project.
- Item 3: US Conference of Mayors will be in person; Continue participation in Mayor's Innovation Project.
- Street lights: On 51st street between Apache and Branchville, and Branchville and Blackfoot Place, and near 4809 Blackfoot.
- Add Placeholder for Hydrology consulting services – Duvall Field, Lord Calvert Manor/Calvert Hills flooding issues, Guilford Run area.
- CPW Clubhouse – add a Christmas Tree and the ability to light it.
- Add Placeholder to fully fund restoration of basketball court in Calvert Hills.
- Neighborhood sign for Oak Springs: Get more information from staff. Neighborhoods without a specific entrance are harder to sign. Revisit with civic association.
- Expand transportation services for seniors: Results of GreenPlay study; revisit with

Seniors Committee.

- Neighborhood message/announcement boards. Staff will meet with D. 4 Councilmembers.
- Identify locations for additional neighborhood food scrap drop off sites.
- Park area in Autoville: location would have to be identified. Does M-NCPPC own land there?
- Requests for M-NCPPC budget?
- Dot matrix mobile messaging sign: need more information - what would it be used for.
- RRFB at entrance of College Park Woods: Engineer should weigh in on feasibility of the location.
- 25: What does MUTCD say? Get feedback from City Engineer, residents, and other communities that have installed them.
- 31: Get more information from the City Engineer about the estimate that was provided. Prioritize certain areas.
- New: EAC partnership with Literacy Lab for tutoring program.
- 32: Water that flows down Cherokee, down 49th, to Blackfoot, water flows over the curb and goes to Rhode Island. Esters has more information. Meet on site with City Engineer.
- 33: Discuss with County.
- 34: Keep in the budget; develop list of locations; work with WMATA, State, County
- 35: Will continue to bring issues to the attention of the P&P police.
- 38: At the Berwyn Neighborhood Playground

Wrap-up & direction to City staff

- Will take comments from this list back to staff and return to Council with that information.
- Letter to P&P that combines all of those requests.
- Provide more information about what the American Rescue Plan can cover
- Make necessary corrections to the budget document
- No need for a meeting on Tuesday, March 30.

**Adjourn: Motion by Councilmember Rigg, second by Councilmember Kabir, passed 8-0.
Meeting adjourned at 4:40 p.m.**

Janeen S. Miller
City Clerk

Date
Approved