

**CITY OF NEW CARROLLTON  
MINUTES  
SPECIAL COUNCIL WORKSHOP MEETING  
SATURDAY, MARCH 25, 2017**

The Special City Council Workshop Meeting was held at 10:00 a.m., on Saturday, March 25, 2017, in the Council Workshop Room of the Municipal Center. Attending were Chairman Sarah Potter Robbins, Councilmembers Lincoln Lashley, Richard Bechtold, Duane Rosenberg, Katrina R. Dodro, Mayor Andrew C. Hanko, Interim Administrative Officer Joseph Nagro, Assistant Administrative Officer Timothy George, and City Clerk Doug Barber.

Facilitator/Speakers:

Facilitator: Peter Garver, Garver Development Group  
Speakers: Lindsey Radar, Funk & Bolton (Bond Counsel)

**INTRODUCTIONS**

Mayor Hanko and Council Chairman Robbins welcomed everyone to the meeting. Ms. Robbins noted that the Special City Council Workshop Meeting had been convened to discuss the City's Municipal Building and the City's desire to continue operations in the current city municipal center implementing important renovations or to move the city hall to a new location. Ms. Robbins introduced facilitator Mr. Peter Garver with Garver Development Group and Ms. Lindsey Radar, Bond Counsel with Funk & Bolton.

**DISCUSSION OF FINANCING PUBLIC FACILITY PROJECTS**

Ms. Rader reviewed with the Council the following public facility financing options: Bank Private Placement; CDA Local Government Infrastructure Financing Program; USDA Loan Program, and Public Sale at Competitive Bid. Ms. Rader responded to questions posed by the Council regarding the following provided financing options.

**DISCUSSION OF EXISTING CONDITIONS, OVERVIEW OF MUNICIPAL CENTER BUILDING  
(REQUIRED REPAIR)**

Mr. Garver and Mr. George presented the Council with the City's Administrative Staff report on the City of New Carrollton's existing conditions of the City Municipal Center located at 6016 Princess Garden Parkway and proposed needed renovations. The Mayor and Council discussed at length.

**DISCUSSION OF MUNICIPAL BUILDING REHAB AND RENOVATION COST ESTIMATES**

Mr. Garver and Mr. George presented the Council with the City's Administrative Staff proposed estimated costs for renovation of the current City Municipal Center. The Council discussed at length with input from the City's administrative staff providing clarification to their questions posed regarding to proposed renovation costs.

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**DISCUSSION OF NEEDS, WANTS, WISHED FOR THE MUNICIPAL CENTER**

Mr. Garver facilitated the discussion between the Council regarding the needs, wants, and wishes for the City Municipal Center facility. The Council provided input regarding their thoughts on current Municipal Center needs and both future needs and wants. The Council unanimously agreed and directed the Administration to affect the necessary mechanical and structural improvements to the Municipal Building, including the roof and HVAC. The Council also directed the Administration to work with an architect to plan for and cost aesthetic improvements to the building, including but not limited to, the entryway/entry hallway and multipurpose room/potential new City Council Chambers. The City administrative staff recommended that for multiple reasons, including security and ease of access for our citizens, moving the Council Chambers to the front of the exiting building. The staff also recommended utilizing the current space to better meets the needs of staff and day-to-day operations taking place at the City Municipal Center.

**NEXT STEPS**

Mr. Garver provided a wrap-up the day's discussion. There was a consensus of the Council to:

- have the City Administrative Offices and Police Department stay in the current spaces at the City Municipal Center located at 6016 Princess Garden Parkway
- implement structural and mechanical renovations (replace the current roof, rehab the HVAC and repair the parking lot)
- Work with an architect to plan for potentially moving the Council Chambers into the multipurpose room and providing a fresh and welcoming atmosphere

**ADJOURNMENT**

The Special Council Workshop Meeting ended at 12:55 p.m.

Respectfully submitted,



Douglass A. Barber, CMC  
City Clerk

Adopted by the Council on April 19, 2017.