



NOTICE OF COUNCIL MEETING

NO. 96-04

THE CITY COUNCIL WILL MEET AT 7:00 P.M. ON TUESDAY, FEBRUARY 20, 1996,
IN CONFERENCE ROOM #230 AT THE NEW CARROLLTON MUNICIPAL CENTER.

Topics of Discussion

- * 1. Review Of Proposed Building Permit For Blockbuster Video (Old Kuppenheimers Store.)
- 2. Cpl. Bob Drummond, Prince George's County Contract Police Officer For New Carrollton.
 - A. Status Of Contract Negotiations - Contract Officers/Other Police Options.
 - B. Mr. Jim Wildoner, New Carrollton Soccer League-Where To Play?
- 3. Discussion With Ms. Diane Mock Of Bridgett, Mock and Associates Regarding Monthly Financial Statements
 - .Review Of Proposed Budget Amendment
 - A. Reformatting New Carrollton Annual Budget Document.
- * 4. Review Of Pending Legislation:
 - A. SB-3 Elections
 - B. SB-61 Unregistered Motor Vehicles
 - C. SB-151 Sales Tax For School Construction
- * 5. Transmittal Of Refuse Collection Study By Mayor For Discussion Purposes On March 4, 1996.
- * 6. Review Of Employee Assistance Program Material
- * 7. Proposed Draft Response To Letter From Mr. Robert Giron, 6001 87th Avenue.
- * 8. Review Of Council Meeting Minutes:
 - January 16, 1996
 - February 5, 1996
 - February 7, 1996
- 9. Review Of List Of Bills
- 10. Report Of The Mayor and Council
- 11. Adjournment

**MINUTES OF CITY COUNCIL WORKSHOP MEETING
CITY OF NEW CARROLLTON
February 20, 1996**

The meeting of the City Council Workshop Meeting was called to order by Chairman John A. Schaffer at 7:00 p.m. Present were Mayor Andrew C. Hanko, Council Members Raymond J. Garvey, Rose M. Hurdle, Stephen L. Keleti, Sarah C. Potter, Administrative Officer Lawrence E. Pierce, Assistant Administrative Officer Carol A. Vitale and Public Works Director Richard L. Robbins.

Topics of Discussion

1. Discussion with Community Oriented Police Officers Corporal Robert Drummond and Corporal Douglas Easter

Mayor Hanko introduced Corporal Drummond to the Council and stated that Corporal Drummond will be replacing Corporal Sobolewski as the third contract police officer. Questions posed by the Council are as follows:

Council Member Garvey requested that Corporal Drummond patrol the local shopping centers and be more visible in the City in an effort to control speeding and unsafe driving.

Council Member Hurdle asked if the City will be receiving the crime reports.

Council Member Potter thanked Corporal Drummond for responding to the complaint about an untagged vehicle on 87th Avenue last Wednesday evening.

At this point Corporal Easter arrived to discuss the Bike Patrol Program. Corporal Easter has expressed that he would like to participate in this program and is requesting that the City allocate funds to purchase the bicycle, uniforms, and training sessions. Under the direction of Mayor Hanko, Corporal Easter stated that the cost for this program would be invested appropriately as he will be staying with the City Contract Officer Program and the City would own the equipment. Council Member Garvey asked Corporal Easter if he would be using the bike to patrol City streets. Corporal Easter concurred.

Chairman Schaffer welcomed Corporal Drummond and asked him his opinion regarding crime and problems within the City. Corporal Drummond responded that most of the crimes committed in the City are B&E's which involve juveniles and vehicles passing through stop signs at intersections and speeding on City streets.

An emergency amendment for the purpose of acquiring a police patrol bike was placed on the Wednesday Agenda for action.

Corporal Drummond and Corporal Easter were excused from the meeting and thanked for attending.

Discussion regarding negotiations between the Mayor and Major Chambers on the renewal of the City's contract police program ensued with Chairman Schaffer's inquiry. Mayor Hanko informed the Council that he has been in contact with Major Chambers as well as looking at other options and that it is still premature to make a decision.

Council Member Keleti asked if College Park's contract has expired. Mayor Hanko replied that the contract will expire in 60 days.

2b. Discussion with Mr. Jim Wildoner in Regard to the New Carrollton Soccer League and the City's Ballfields

Mr. Wildoner was asked to be placed on the Agenda to address concerns relating to the upkeep and condition of City ballfields.

Mr. Wildoner initiated the discussion by stating that New Carrollton does not have a home ballfield and that there will be a lack of ballfields when the Sports Parks closes. Council Member Garvey suggested that Beckett Field be used. Mr. Wildoner stated that the field is not used for soccer games. Discussion ensued with Mr. Robbins explaining the revitalization process of the Sports Park. Also, the City has asked that M-NCPPC has agreed to render financial assistance for the revitalization of the Sports Park ballfield.

Mr. Wildoner was excused from the meeting and thanked for attending.

1. Consideration to the Proposed Building Permit For Blockbuster Video

Assistant Administrative Officer Vitale reported that the representative from Blockbuster Video would not be attending tonight's meeting due to an unexpected emergency. The Company would like to submit their plans tomorrow and has applied for a City permit.

The item was placed on the Wednesday Agenda for action to approve the City permit.

3. Discussion with Ms. Diane Mock of Bridgett, Mock and Associates Regarding Monthly Financial Statements

Ms. Mock submitted the monthly financial statements and stated that the financial report packets shows a month to month trial balance and general ledger. Ms. Mock stated that minor changes were made to the report. A balance sheet will also be included in the monthly statement report showing up-to-date account balance in each line item account. At the request of Council Member Potter, the January statement report was discussed.

Ms. Mock stated that her firm is required by AICPA policies to submit a transmittal sheet. This report represents the firm's opinion. The City's budget is considered NONGAAP because this budget is not in compliance with generally accepted accounting principles. Ms. Mock stated that GAAP implies generally accepted accounting principles.

Brief discussion followed on prior year undesignated and unreserved receipts and whether they should be recognized in the current year. Ms. Mock stated they should not be re-recognized as they are prior year cash and if recognized and spent, the City would have depleted cash reserves.

Discussion followed with Council Member Garvey reviewing current City purchasing procedures. The Administrative Officer stated that until these reports were published and a budget vs. actual column display problem were corrected, it was impossible to determine specifically where we stood on line items. This problem has been resolved and will allow us to more closely track purchase requests.

The Administrative Officer and Ms. Mock spoke about a budget amendment necessary to balance the current year's budget. The Council's amendments did not reduce certain revenues from the Mayor's 91 cent proposed budget. Additionally, the debt service for the street light retrofit project was funded twice, once in the original budget and again when the budget was amended last year. An amendment to rectify this matter was distributed and reviewed. Ms. Mock stated that the City's records were in order and that she expected to be able to provide monthly statements for the Council on a timely basis.

Ms. Mock was excused from the meeting and thanked for attending.

The emergency amendment to adjust various funds in the Fiscal Year 1996 budget was placed on the Wednesday Agenda for approval.

3a. Reformatting of the New Carrollton Annual Budget Document

This was added to the Agenda at the request of Council Member Keleti so that the Council can discuss the City adopting a new format. Council Member Keleti described City of College Park's present format and brought in a copy of the budget. Council Member Keleti stated that he is impressed with this format because the report includes a program description, narratives, is easy to read, and sets program goals and performance measures. Council Member Potter suggested that Council Member Keleti review the Town of Bladensburg's budget and compare both documents. Discussion ensued among Mr. Pierce and the Council in regard to the City's budget report and the capabilities the Unisys system has to offer. Mr. Pierce stated that the Administration will be converting from Munis to Lotus and generate the report from this software package for fiscal year 1997.

4. Consideration to Pending Legislation

SB-3 Elections - Council Member Hurdle stated that this bill will be going to summer study and will not be enacted on this session. The Council opposes this bill and requested that a letter be forwarded to the City's Maryland General Assembly Delegation. The item was placed on the Wednesday Agenda for action.

SB-61 Unregistered Motor Vehicles - The Council body will support passing this bill and requested that a letter be submitted to the City's Maryland General Assembly Delegation. The item was placed on the Wednesday Agenda for action.

SB 151 Sales Tax for School Construction - The Council decided to not take a position at this time.

5. Discussion Regarding Conversion of the City's Refuse Collection

Mayor Hanko stated that the Administration submitted an analysis of converting to curbside refuse collection. The Council body voiced their concerns and decided to discuss the study in length. Currently, the residents are using 32 gallon trashcans for refuse. The City picks up the refuse near the residents home. The report specifies that the residents use a 92 gallon trashcan and during refuse collection, the residents place their trashcans at the curbside. Council Member Hurdle noted that this program would inconvenience the elderly and working parents. Council Member Garvey stated that the community is aging and would lower the standards of the City's refuse collection. Council Member Garvey suggested that the refuse collection be reduced to one day a week. The Council noted that the analysis submitted was well researched and written and complimented the Public Works Director on this study.

6. Consideration to the City's Employee Assistance Program

Assistant Administrative Officer Vitale stated that this program will provide counseling and assistance to employees who have a drug, alcohol or marital hardship. The City would be contacted and updated on the employees progress. The employee would take a leave of absence and return to work once treatment is complete. Ms. Vitale stated that this program is available to the City's employees and their families. The City attorney is reviewing the contract in its entirety.

7. Consideration to the Proposed Draft Response to Mr. Robert Giron's Letter

Administrative Officer Pierce submitted a draft of a letter to the Council which will be forwarded to Mr. Giron. The Council approved the draft letter and requested that the letter be forwarded as presented.

8. Consideration to the City Council Minutes

January 16, 1996 - Corrections to the Minutes of the City Council Workshop Meeting were submitted to the recording secretary.

The item was placed on the Wednesday Agenda for approval.

February 5, 1996 - Corrections to the Minutes of the City Council Workshop Meeting were submitted to the recording secretary.

The item was placed on the Wednesday Agenda for approval.

February 7, 1996 - Corrections to the Minutes of the City Council Meeting were submitted to the recording secretary.

The item was placed on the Wednesday Agenda for approval.

9. Review of the List of Bills

The List of Bills were reviewed and placed on the Wednesday Agenda for approval. Council Member Garvey noted that the Public Works Dues and Subscriptions account is underbudget by \$197.99.

10. Report of the Mayor and Council

Mayor Hanko reported the following issues:

- Mayor Hanko submitted a sample copy of an article that will be submitted to the Prince George's Sentinel.
- Mayor Hanko submitted information on speed humps to the Council.
- Mayor Hanko reported that he attended the Mayors Association Meeting in Annapolis last weekend which will be included in his report at the Wednesday City Council Meeting.

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Assistant Administrative Officer Vitale reported the following issues:

- Assistant Administrative Officer Vitale reported the City's March Newsletter will be available for review and placed in the Council's box.
- Assistant Administrative Officer Vitale reported that a representative from Blockbuster Video will be submitting blueprints tomorrow so that the Council can review the plan and decide a course of action at the Wednesday City Council Meeting.
- Assistant Administrative Officer Vitale reported that the IRS is planning to participate in the City's Community Day.

Administrative Officer Pierce reported the following issues:

- Administrative Officer Pierce reported the Attorney from Exxon will be attending the next City Council Workshop Meeting.
- Administrative Officer Pierce reported that the new owner of the Shell station has filed for various variances for renovation purposes.
- Administrative Officer Pierce suggested that City Bid 96-11 for the purchase of a chipper machine be awarded to Vermeer Sales and Service, Inc. in the amount of \$19,966. The item was placed on the Wednesday Agenda for approval.

Public Works Director Robbins reported the following items:

- Public Works Director Robbins reported that the City's snow budget is depleted and requested that the Council grant the request to purchase additional salt for snow removal. The item was placed on the Wednesday Agenda for approval.

Council Member Keleti reported the following issues:

- Council Member Keleti asked the status of the City's Codification.
- Council Member Keleti suggested that Mr. Bill Boisvert be presented a proclamation for his work in establishing our Neighborhood Watch Program.
- Council Member Keleti discussed the City's policy of acquiring a City permit.
- Council Member Keleti discussed the Minutes of the Four Cities Meeting and stated that motions are included in the minutes and feels that this is inappropriate.

Council Member Potter reported the following issues:

- Council Member Potter suggested that the article pertaining to speed humps printed in the Washington Times be read by the Council and Administration.
- Council Member Potter asked if a permit was issued for the Comedy Show which will be performed at the Ramada Hotel.
- Council Member Potter reviewed the Code Enforcement Violation Report.
- Council Member Potter requested that the drapes in the Council Chambers be cleaned.

Council Member Garvey reported the following issues:

- Council Member Garvey asked if the vacant Code Enforcement position has been filled. Mr. Pierce replied that the Administration is in the process of interviewing applicants.
- Council Member Garvey discussed the City's computer system.

Council Member Hurdle reported the following issues:

- Council Member Hurdle commended Chairman Schaffer for hosting the meeting with the Council, Management of Heritage Square, and County Police to discuss ways to combat the open air drug market at Heritage Square and the New Carrollton Shopping Center.
- Council Member Hurdle stated that the Video Tax Bill will be subjected to summer study.
- Council Member Hurdle requested that events in the City be televised on Channel B-10.
- Council Member Hurdle reported that the litigation suit on the County's Tax Differential is progressing at a steady pace.

Chairman Schaffer reported the following issues:

- Chairman Schaffer reported that he received a letter from Georgetown Paper Stock, Inc. in regard to recyclable items.
- Chairman Schaffer stated that the phone number for membership to New Carrollton Swimming Pool has been disconnected.

11. Adjournment

There being no further business, the meeting was adjourned at 11:05 p.m.

Respectfully Submitted,



Claudia M. Jones
Recording Secretary