



# City of Bowie

15901 Excalibur Road  
Bowie, Maryland 20716

## REGULAR CITY COUNCIL MEETING MINUTES

MONDAY, MARCH 21, 2016

### CALL MEETING TO ORDER:

The Regular Meeting of the Bowie City Council was held on Monday, March 21, 2016 in the Council Chambers at City Hall. Mayor Robinson called the meeting to order at 8:00 p.m.

### PLEDGE OF ALLEGIANCE TO THE FLAG:

Mayor Robinson led the Pledge of Allegiance to the Flag.

### QUORUM:

In attendance were Mayor Robinson, Councilmembers Esteve, Gardner, Glass, Marcos, Polangin and Trowth; City Manager Deutsch, Assistant City Manager Fitzwater, City Attorney Levan, City Clerk Hernandez, Staff, the Press, and the Public.

### PRESENTATION:

- A. Bowies Brightest Educators Award – Ms. Regina Spruill, Chair of the Bowie Education Committee presented the award to Ms. Alicia Flynn, teacher from Rockledge Elementary.

### CONSENT AGENDA:

Councilmember Trowth moved the approval of Consent Agenda Items: A) Approval of March 7 Meeting Minutes; B) Approval of Proclamation P-1-16 Proclaiming April 2016 as Earth Month in Bowie; C) Introduction of Ordinance O-3-16 Authorizing the Purchase of an Access Easement From the Knights of St. John at Their Property Located at 12<sup>th</sup> Street and Railroad Avenue in the Huntington Section (Old Town Bowie), at a Price of \$8,250.00, and Authorizing the City Manager to Execute a Letter Agreement Memorializing the Parties' Agreement and to Take Whatever Actions are Necessary to Accomplish the Acquisition of the Easement for the Aforestated Consideration. Councilmember Polangin seconded the motion and it carried 7-0.

### NEW BUSINESS:

A. Bowie Volunteer Fire Department – Mr. Dave Parker, President and Department Chief Mr. Jonathan Howard of BVFD briefed Council on an overview of the department and apparatus. The department operates a fiscally responsible balanced budget but not much is left for any facility updates. The BVFD facility was built in 1987, although it has been well maintained and repaired multiple times it is time to do major updates to it. The department is requesting a one-time supplement of \$295,000 to help renovate the facilities.

**MAYOR** G. Frederick Robinson    **MAYOR PRO TEM** Henri Gardner

**COUNCIL** Michael P. Estève ♦ Courtney D. Glass ♦ James L. Marcos ♦ Diane M. Polangin ♦ Isaac C. Trowth    **CITY MANAGER** David J. Deutsch  
City Hall (301) 262-6200    FAX (301) 809-2302    TDD (301) 262-5013    WEB [www.cityofbowie.org](http://www.cityofbowie.org)

March 21, 2016

Ms. Monica Best-James, Chair of the Bowie Public Safety Committee submitted for the record a letter from the committee supporting the request from the BVFD. Letter attached to the minutes.

Mayor Robinson asked the City Manager if this request will be out of the current fiscal budget or the upcoming budget year. Mr. Deutsch replied that it will be part of the upcoming Fiscal 2017 budget that Council will begin to review in the coming weeks.

Following comments from Councilmembers Mayor Robinson thanked Mr. Parker and Mr. Howard for the presentation.

B. Emergency Manager Presentation - Mr. Larry Schultz updated Council on the revision of the City's Emergency Operations Plan as well as an overview of the steps taken during Snowstorm Jonas. A copy of the presentation is on file in the City Clerk's Office. The comprehensive base plan has been completed and is currently under review by City Department Directors, Public Safety Committee and BVFD. Next steps includes Council approval and department level training.

Councilmember Truth asked if there are any plans to do table top exercises. Mr. Schultz replied that they are currently working on some which include updating the City's Dam Emergency Action Plans.

Mayor Robinson thanked Mr. Schultz for the presentation and the excellent work performed during the storm.

ADJOURNMENT AND MOVE TO CLOSE SESSION:

Mayor Pro Tem Gardner moved to adjourn the City Council meeting and move into Close Session, under General Provisions Article, §3-305(b)(3): To consider the acquisition of real property for a public purpose and matters directly related to the acquisition and §3-305(b)(7): To consult with counsel to obtain legal advice on a legal matter. Councilmember Esteve seconded the motion and it carried 7-0. The meeting was adjourned at 9:12 p.m.

Respectfully submitted,



Awilda Hernandez, MMC  
City Clerk

# BOWIE PUBLIC SAFETY COMMITTEE

March 21, 2016  
The Honorable G. Fred Robinson  
City of Bowie  
15109 Excalibur Road  
Bowie, Maryland 20716

**RECEIVED**  
MAR 21 2016

Bowie City Clerk's Office

Dear Mayor Robinson,

I am writing on behalf of the Bowie Public Safety Committee (BPSC) in support of the Bowie Volunteer Fire Department's (Department) Supplemental Budget request for \$295,000.00. This request has been included in the 2016-2017 Fiscal Year Budget. It will further support the Department's recruitment and retention efforts. (As you will recall, BPSC supported the Department's efforts to obtain a "Staffing for Adequate Fire & Emergency Response" (SAFER) Grant, which was designed to provide funds for the recruitment and retention of volunteer firefighters.)

This requested funding will enable the Department to: 1) make repairs to Station 39 that are essential to preserving the structure of the building, and 2) to ensure that it remains habitable for the volunteers that serve the residents of our community. The members of the BPSC had an opportunity to tour Station 39 on March 9, 2016. We observed each of the areas of the station and the concerns described in the budget request:

- **Bunkroom Renovation** - Need complete reconfiguration and renovation with six (6) live-in rooms and a general sleeping area for fourteen (14) over-night only members needed. Work needed to include new walls, HVAC modifications, electrical modifications, ceiling tile, high-efficiency LED lighting modifications, new bunkroom with call alerting, doors, hardware, furniture and flooring.
- **Men's and Women's Bunkroom Bathrooms (2)** - Need full renovation and upgrade needed to include renovated walls, showers, piping, doors, hardware, fixtures, cabinets, lighting, mirrors, ventilation, counters, tile, etc.
- **Engine Bay Bathroom Renovations (2)** - Need complete overhaul necessary, to include new fixtures, paint, flooring, electrical modifications, mirrors, partitions and ventilation.
- **Apparatus Bay Upgrades** - Need to replace apparatus bay ceiling lighting with high-efficiency LED units, including other electrical modifications/upgrades.

# BOWIE PUBLIC SAFETY COMMITTEE

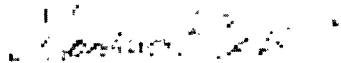
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- **Administrative Hallway Bathroom Renovation** - Need complete overhaul to include new fixtures, paint, flooring, electrical modifications, partitions and appliances.
- **Electrical System Upgrades** - Need repairs and upgrades to station electrical system; need to repair areas that are shorting and not properly grounded. Need to install structured wiring in Conference Room, Administrative offices, and Watch Office.
- **Watch Office Renovation** - Need complete overhaul to include new fixtures, electrical modifications, paint, furniture, lighting and flooring.
- **Conference Room Renovation** - Need complete overhaul to include painting, new electrical modifications, replace ceiling tiles, new high-efficiency lighting, conference table, storage cabinets, and chairs, and new flooring.
- **Administrative Hallway Renovation** - Need complete overhaul to include painting, ceiling tiles, new wall displays, new high-efficiency lighting, and new flooring.
- **Administrative Office Upgrades** - Need to replace ceiling tiles, install new high-efficiency LED lighting, new office door with security feature, and new paint.

The BPSC agrees that the renovations, as described, are necessary to ensure the safety of our first responders. The repairs will also provide significant impact upon the Department's efforts to recruit volunteers.

We, therefore, respectfully request that the Council approve the Department's Supplemental Budget request.

Very Truly Yours,



Monica Best James, Esquire  
Chairman, BPSC

CC: Bowie City Council  
Bowie City Manager  
Bowie City Clerk

**WRITTEN STATEMENT FOR CLOSING A MEETING  
UNDER THE OPEN MEETINGS ACT**

Date: 3/21/16 Time: 9:12pm Location: City Hall Motion to close meeting made by: Gardner  
 Seconded by Esteve Members voting in favor: Esteve, Polangin, Gardner, Robinson  
Truth, Marcos, Glass Opposed: \_\_\_\_\_ Abstaining \_\_\_\_\_ Absent \_\_\_\_\_

**STATUTORY AUTHORITY TO CLOSE SESSION, General Provisions Article, §3-305(b) (check all that apply):**

- (1) To discuss the appointment, employment, assignment, promotion, discipline, demotion, compensation, removal, resignation, or performance evaluation of appointees, employees, or officials over whom this public body has jurisdiction; or any other personnel matter that affects one or more specific individuals;
- (2) To protect the privacy or reputation of individuals concerning a matter not related to public business;
- (3) To consider the acquisition of real property for a public purpose and matters directly related thereto;
- (4) To consider a matter that concerns the proposal for a business or industrial organization to locate, expand, or remain in the State;
- (5) To consider the investment of public funds;
- (6) To consider the marketing of public securities;
- (7) To consult with counsel to obtain legal advice on a legal matter;
- (8) To consult with staff, consultants, or other individuals about pending or potential litigation;
- (9) To conduct collective bargaining negotiations or consider matters that relate to the negotiations;
- (10) To discuss public security, if the public body determines that public discussion would constitute a risk to the public or to public security, including: (i) the deployment of fire and police services and staff; and (ii) the development and implementation of emergency plans;
- (11) To prepare, administer, or grade a scholastic, licensing, or qualifying examination;
- (12) To conduct or discuss an investigative proceeding on actual or possible criminal conduct;
- (13) To comply with a specific constitutional, statutory, or judicially imposed requirement that prevents public disclosures about a particular proceeding or matter;
- (14) Before a contract is awarded or bids are opened, to discuss a matter directly related to a negotiating strategy or the contents of a bid or proposal, if public discussion or disclosure would adversely impact the ability of the public body to participate in the competitive bidding or proposal process.

**FOR EACH CITATION CHECKED ABOVE, THE REASONS FOR CLOSING AND TOPICS TO BE DISCUSSED:**

§3-305(b) (7) Obtained legal advice about release of covenants.  
 §3-305(b) (7) Obtained legal advice about annexation contract.  
 §3-305(b) (3) Considered the acquisition of real property for recreation purposes.

This statement is made by Mayor Robinson, Presiding Officer: [Signature]  
 SIGNATURE

**WORKSHEET FOR USE IN CLOSED SESSION (CHECKLIST OF DISCLOSURES TO BE MADE IN MINUTES OF NEXT REGULAR MEETING- NOT A PART OF THE CLOSING STATEMENT)**

PERSONS ATTENDING CLOSED SESSION: Robinson, Gardner, Esteve, Polangin, Truth, Marcos, Glass, Deutsch, Fitzwater, LCVA7  
 TOPICS ACTUALLY DISCUSSED Obtain legal advice; Discuss acquisition of real property  
 ACTION(S) TAKEN (IF ANY) AND RECORDED VOTES: \_\_\_\_\_

TIME CLOSED SESSION ADJOURNED: 9:40 pm  
 PLACE OF CLOSED SESSION Bowie City Hall  
 PURPOSE OF CLOSED SESSION: Obtain legal advice; Discuss acquisition of real property  
 STATUTORY AUTHORITY FOR THE CLOSED SESSION: §3-305(b) (7); (3); ( )  
 MEMBERS WHO VOTED TO CLOSE: Robinson, Gardner, Esteve, Polangin, Truth, Marcos + Glass

(Form Revised 10/1/14)