



City of Bowie

15901 Excalibur Road
Bowie, Maryland 20716

REGULAR CITY COUNCIL MEETING MINUTES

MONDAY, MAY 2, 2016

CALL MEETING TO ORDER:

The Regular Meeting of the Bowie City Council was held on Monday, May 2, 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, Marcos, Polangin and Truth; City Manager Deutsch, Assistant City Manager Fitzwater, City Attorney Levan, City Clerk Hernandez, Staff, the Press, and the Public.

PRESENTATION:

- A. Councilmember Esteve made a motion to approve Proclamation P-10-16 Recognizing Members of the Huntington Heritage Society. Mayor Pro Tem Gardner seconded the motion and carried 6-0. Councilmember Esteve presented the proclamation to the members and thanked them for preserving the history of Bowie.
- B. Mayor Pro Tem Gardner made a motion to approve Proclamation P-11-16 Recognizing Former Councilmember Gail Booker-Jones. Councilmember Truth seconded the motion and carried 6-0. Mayor Pro Tem Gardner presented the Proclamation to family members of Ms. Booker-Jones.

CITY BOARDS AND COMMITTEES:

A. Appointments/Reappointments/Swearing-In:

1. Councilmember Polangin moved the appointment of Nicole Peters-Humes as a member of the Education Committee for a 2-year term. Councilmember Marcos seconded the motion and it carried 6-0.
2. Councilmember Truth moved the appointment of Jill Hochman as a member of the Public Safety Committee for a 2-year term. Councilmember Marcos seconded the motion and it carried 6-0.
3. Mayor Robinson swore-in the members to their respective committees.

CITY MANAGER'S REPORT:

City Manager Deutsch reported that last Thursday the Prince George's County Planning Board adopted a resolution approving the sale of a parcel of property to the City on which the City plans to build the new Indoor Sports Facility. There is one more step to the process, which is an action by the Bi-County Commission that is expected to occur on May 18th.

CONSENT AGENDA:

Councilmember Truth moved the approval of Consent Agenda Items: A) Approval of April 18 Meeting Minutes; B) Approval of Resolution R-16-16 Approving Variance Application BV-1-16, A Request by Mr. Michael Rudinski for an "After the Fact" Variance to Validate Sheds #1 and #2 Within the Side Yard and Allow Shed #1 to be Located 55 Feet From the Front Street Line of Narrows Lane, Where a Minimum 60-Foot Front Street Line Setback is Required for Accessory Buildings at 15014 Narrows Lane; C) Approval of Resolution R-17-16 Authorizing the City Manager to Renew the Current Agreement With Mansfield Oil Company for the Purchase of Diesel Fuel in Truck Transport and Tank Wagon Quantities; D) Approval of Resolution R-19-16 Accepting Bid for the Design and Installation of Fire Alarm System Upgrades at the Kenhill Center, Located at 2614 Kenhill Drive. Councilmember Marcos seconded the motion and it carried 6-0.

NEW BUSINESS:

A. Bowie Sustainability Plan Visioning Exercise – Mr. Joe Meinert, Director, Planning Department, introduced representatives from M-NCPPC, Doo Consulting, and members of the Environmental Advisory and Green Team Committees which helped conduct a visioning exercise with Council to help develop a sustainability plan for the City. The plan will have a 10-year time frame and significant community outreach will aid in its development. The plan should be completed by the end of June at which point a public hearing will be scheduled and Council will be asked to adopt the plan by resolution.

Following comments from Council, Mayor Robinson thanked the speakers for their presentation.

B. FY 2017 Budget, CIP and Constant Yield Tax Rate – City Manager Deutsch reported that municipalities are required by State law to place an advertisement in a local newspaper and to hold a public hearing on the Constant Yield Tax Rate. The City has complied with those requirements and is considering not decreasing the current tax rate of \$.40 per \$100 of assessment.

Public Hearing:

1. Dustin Kuzan, representing Bowie Financial Advisory Committee – comments attached.

Since there were no more speakers signed up to speak, Mayor Robinson declared the public hearing to have been held.

Councilmember Esteve made a motion to keep the current tax rate at \$.40 per \$100 of assessment, Councilmember Truth seconded the motion. Motion passed 6-0.

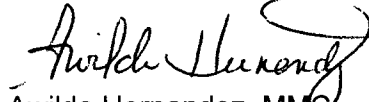
ADJOURNMENT AND MOVE TO CLOSE SESSION:

Mayor Pro Tem Gardner moved to adjourn the City Council meeting and move into Close Session, under General Provisions Article, §3-305(b)(7): To consult with counsel to obtain legal advice

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on a legal matter and §3-305(b)(4): To consider a matter that concerns the proposal for a business or industrial organization to locate, expand, or remain in the State. Councilmember Truth seconded the motion and it carried 6-0. The meeting was adjourned at 9:25 p.m.

Respectfully submitted,



Awilda Hernandez, MMC
City Clerk

The Financial Advisory Committee

The Proposed FY 2017 Annual Budget

To: The Bowie City Council
From: The Financial Advisory Committee
Date: April 29, 2016
Re: The Proposed FY 2017 Annual Budget

The Bowie Financial Advisory Committee (FAC) has reviewed the proposed budget for fiscal year 2017. We are glad to see a healthy budget that still maintains a high level of service to the community, which makes the City of Bowie such a desirable place to live. The Committee also commends the Council and City Staff for keeping the property tax rate consistent each year, in light of increased capital investments, expanding services and aging infrastructure.

As engaged citizens of Bowie, the FAC takes pride in having the opportunity to be the first to review and formally comment on the budget each year. The city has operated at such a high level of financial prestige over the years and has financially outperformed many other cities in the area and around the country. For this outstanding performance we are thankful and grateful to the City staff, managers and leadership, however, there is usually little room for our review to make improvements. Therefore, each year the FAC attempts to highlight trends and details in the budget that we believe may warrant a closer level of investigation and/or may desire a future strategy to mitigate a potential liability to the budget or the services provided to our citizens.

This year's review has focused on 4 main aspects, which we hope will draw attention and spark further conversation with leadership in these areas: Aging and Expanding Infrastructure, Maximizing Grant Utilization, Progress of the Police Department and Sustainability of the Bowie Water System.

Aging and Expanding Infrastructure

Aging Infrastructure was identified as a strategic element in the last strategic plan for the city. In FY17, \$12,077,900 will be appropriated for infrastructure improvements throughout the city of Bowie. The total projected spending levels have increased from recent years, however, they are at a level similar to FY 2011. The Committee has estimated that roughly 37% of that budget involves expansion to city infrastructure, while the remaining 63% is apportioned for maintenance and upkeep of existing infrastructure. The Committee realizes the challenges faced on an annual basis for the City Manager to balance a budget that satisfies increasing demands on aging infrastructure while still meeting the demand for expanding new city infrastructure.

With the understanding that this is a challenging task, the Committee is interested to see if the City may enhance its understanding of the situation through further analysis of the process behind moving projects forward. We would like to encourage the city to develop a methodology that demonstrates the benefit of each of the infrastructure expansion projects in the capital projects list. We hope that this will shed light on the projects that generate the greatest benefit for their cost. Understanding the social and economic benefits will allow the council and citizens to understand the cost-benefit ratio of our dollars spent, ensuring we are maximizing the return on our investments when we expand facilities.

One of the larger expansion projects that would benefit from such an analysis at this time would be the Indoor Sports Facility, which is apportioned for over \$3 million in FY 2017 or 25 percent of capital spending. While this project is a large portion of the City's budget, it is also a very important enhancement to the recreational opportunities within the City, which is a large part of the enhanced quality of life that the City offers. The Committee is pleased to see this project move forward, however, due to its potential impact on the fund balance, we'd like to better understand its social and economic benefits.

The City of Bowie has a strong fiscal policy to maintain 25% of expenditures in our fund balance to ensure there are always funds available to cover future unanticipated needs. With the adoption of the Indoor Sports Facility's design and construction, valued at over \$20 million, the fund balance is projected at a downward trend and at risk of falling below this 25% goal. The Committee believes it is important to understand the value of the project, as well as other future projects, to ensure capital investments maximize the needs and demands of the community.

Maximizing Grant Utilization

As the City expands its services and facilities to better serve its citizens, it will be critical for the city to increase its revenues. Property tax has been at a consistent rate of \$0.40 per hundred dollars of value assessed, and plans to remain at this rate for fiscal year 2017. It is desirable that this rate will stay consistent for future years as well, however, in light of the increasing demands on aging and expanding infrastructure the City will eventually need to evaluate other avenues to increase its revenues. Understanding the difficulties with securing grant funding, the FAC would like to see the City increase revenues through more proactive and aggressive pursuance of grants. The FAC recognizes the City has made progress in this area with the hiring of a grants manager and expansion of the grants office in recent years, however, the Committee believes there is additional room for growth in this area, particularly in grants for public infrastructure.

Progress of the Police Department

As the City of Bowie grows, so does the demand for personal security. The Bowie City Police Department continues to serve the citizens of Bowie with an outstanding level of integrity and professionalism. The FAC has reviewed the department's strategic growth plan and welcomes the planned expansions of the department toward a full-serviced department. We recognize the value of its expansion, as it will give the department more independence from the over-burdened Prince George's County Police Department, only enhancing the quality of police service that our residents receive. As advocates for fiscal responsibility, however, as the department expands its expenditures on an annual basis, the FAC encourages the City Council to develop performance measures that will allow the Council and citizens to better understand the progress of the department. Existing performance measures may be adopted from general policing standards, however, the FAC would appreciate the adoption of measures that are specific to the advancement of the department's strategic plan, as well as measures that benchmark the City's performance in personal safety versus other similar cities.

Sustainability of the Bowie Water System

The final area of interest for the FAC in this year's review revolved around the continual increases in water and sewer fees. An approximate 10% increase in fees is proposed in FY 2017, which is consistent with previous year increases. For the foreseeable future it is believed that this steady and gradual increase will persist. The Committee recognizes and concurs with the need for this gradual annual increase, however, we are interested in expanding a dialogue about the prolonged sustainability of the system given the aging infrastructure.

The Bowie water and sewer system is a fixed system, unable to expand due to its physical constraints. Currently it only services a fraction of the citizens of Bowie. The citizens fortunate enough to receive this service are granted the benefit of dealing with a water company that provides a high level of customer service and a water supply that has an exceptional level of water quality. This is a benefit worth retaining. Again, as stewards of concise and responsible fiscal policy, it is in the interest of the FAC to further evaluate and understand the long term ramifications of the system's current funding arrangement.

As the water system ages, we have seen an explosive uptick in customer complaints regarding water quality due to the need to replace the pipes in a timely manner. As the system ages, this maintenance demand will continue to grow at a more rapid rate as repairs become more urgent and larger. It is the concern of the FAC that this incremental increase of 10% per year may not be feasible to sustain the system's longevity and could lead to complications in the ability to provide our residents with superior water quality as the system ages. The FAC would encourage the Council to explore this issue in more detail and perhaps develop strategies for innovative financing to maintain the system at a desirable level of service for many years to come.

Conclusion

As the City of Bowie grows the FAC looks forward to the development of a stronger, more vibrant and fiscally stable city. We thank the city staff, managers and leadership for their dedication and commitment to the citizens of Bowie, which has developed into an excellent place to live since its establishment 100 years ago. As we progress into the next 100 years we look forward to further improving the governance of the city, particularly as it pertains to financial decision-making. The city is at a stage in which two city-wide strategic planning efforts are underway while new leaders have transitioned into the role of council and, soon to be, City Manager. The FAC looks forward to new innovative approaches to fiscal governance moving into the next 100 years. We have been fortunate to have a City Manager that has lead the City of Bowie into the favorable financial position we are in today. For that we sincerely thank him for his 23 years of service to the city and we hope that his successor can fill the large shoes he is leaving behind.

Thank you again for the opportunity to review and comment on the budget. We look forward to many more years of growth for the city while maintaining a financial sound budget.

Sincerely,

Patricia R. Peterson,
Chairman
City of Bowie Financial Advisory Committee

WRITTEN STATEMENT FOR CLOSING A MEETING UNDER THE OPEN MEETINGS ACT

Date: 5/2/16 Time: 9:25pm Location: City Hall Motion to close meeting made by: Gardner, Seconded by Truth, Members voting in favor: Robinson, Polansin, Gardner, Esteve, Truth, Marcos Opposed: Abstaining Absent Glass

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) (4) Considered matter pertaining to retention of business.
§3-305(b) (7) Considered contractual legal issue with attorney
§3-305(b) ()

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, Truth, Polansin, Esteve, Marcos, Deutsch, Fitzwater, Levin

TOPICS ACTUALLY DISCUSSED:

ACTION(S) TAKEN (IF ANY) AND RECORDED VOTES: Considered matter pertaining to retention of business + considered contractual legal issue with attorney.

TIME CLOSED SESSION ADJOURNED: 10:20

PLACE OF CLOSED SESSION: Bowle City Hall

PURPOSE OF CLOSED SESSION: Business retention / Legal contractual issue

STATUTORY AUTHORITY FOR THE CLOSED SESSION: §3-305(b) (4); (7); ()

MEMBERS WHO VOTED TO CLOSE: Robinson, Gardner, Truth, Polansin, Esteve, Marcos