



## Gaithersburg

A CHARACTER COUNTS!

CITY OF GAITHERSBURG

### MINUTES OF A CITY COUNCIL BUDGET WORK SESSIONS

May 5 and 7, 2009

---

The work sessions of the Mayor and City Council on May 5<sup>th</sup> and May 7<sup>th</sup> were both called to order at 7:30 p.m.: Mayor Katz presided and all Council Members were present at both work sessions (Council Members present: Ashman, Drzyzgula, Marraffa, Sesma, and Spiegel). Staff present: City Manager Jones, Acting City Managers Felton and Tomasello, Finance Director Belton, other Department Heads and Staff.

#### **I. TOPIC(S) OF DISCUSSION**

During the course of the FY10 Budget Work Sessions, the following action items were identified.

##### ***Budget***

- 1) Provide additional information regarding Mayor\Council and staff travel; may include a work session. **(Jones)**
- 2) Consider employee safety campaign (in response to significant increases in Worker's Compensation premiums). Consider competitive bids from other providers. **(Daily)**
- 3) Review balances of existing CIPs to determine if there are excessive undesignated balances in any of the accounts. **(Tomasello)**
- 4) Expedite the Rolling Stock project. Contact appropriate SHA/DOT officials as necessary. Provide an update to the M&CC. **(Felton)**
- 5) Review FY09 year-end numbers and begin creative exploration of revenues and expenses regarding FY11 and FY12 budgets. **(Jones)**
- 6) As part of future budget processes, provide information that shows all related cost in one location. **(Belton)**

##### ***Economic Development***

- 7) Schedule work session or mid-year retreat discussion on Economic Development Incentive Program. **(Tomasello)**
- 8) Provide recommendation for disposition of the Kentlands Firehouse. **(Felton)**
- 9) Change the title of CIP 00-1 (West Diamond Avenue sector) to something that is more descriptive/accurate of area it covers (i.e., "City Center" or "Y Site Area"). **(Tomasello)**
- 10) Keep Mayor and City Council advised of the status of the bankruptcy filing of Crown Village, LLC and any effect it would have on the approved plan and annexation agreement. **(Board)**

***Intergovernmental***

- 11) Attempt to get County participation in the cost of resurfacing Edison Park Drive as part of the Smart Growth Initiative MOU. **(Jones)**
- 12) Continue discussions with County officials on the County paying their proportionate share of operating costs capital costs for the proposed Senior Center and Aquatic/Recreational Facility. **(Felton)**

***Parks and Recreation***

- 13) It was noted that our Youth Centers were referred to inconsistently in the budget. Are the correct names of the facilities the: Olde Towne Youth Center and Robertson Park Youth Center? If not, please clarify. **(Potter)**

***Planning***

- 14) Attempt to expedite process for obtaining new Permitting software. **(Cotrell/Ossont)**
- 15) Provide schedule as to when the Master Plans for North Frederick Avenue and Lakeforest Mall will be reviewed. **(Ossont)**

***Public Safety***

- 16) Schedule work session on the potential use of surveillance/public safety cameras. **(Cotrell/King)**

***Public Works/ Facilities***

- 17) Determine if energy efficient LED lighting can be retrofitted to existing light poles on both streets and parking lots. Determine if cost effective opportunities exist to individually meter street lights rather than pay PEPCO's flat rate. **(Arnoult)**
- 18) Provide explanation for significant increase in contract cleaning services throughout most of the facility budgets. Provide information regarding the contract forms to determine if there is an opportunity to rebid. **(Geiling)**
- 19) Provide an update on the status of the light pole replacements in Kentlands/Lakelands. **(Mumpower)**
- 20) Schedule a work session to review facility maintenance in a comprehensive manner. **(Geiling)**
- 21) Provide additional information about deferred maintenance at City facilities and the draft five-year plan to address this issue. **(Geiling)**

***Social Services***

- 22) Consider funding Family Services *Healthy Families Montgomery* Program through CDBG fund (requested \$36,000 in grant funding). **(Kauffman)**

No action was taken by the Mayor and City Council during the sessions.

Budget Work Session  
May 5 and 7, 2009

**II. ADJOURNMENT**

There being no further business to come before this session of the City Council, the May 5<sup>th</sup> meeting was duly adjourned at 9:39 p.m., and the May 7<sup>th</sup> meeting was adjourned at 8:55 p.m.

Respectfully submitted,

Marie A. Best  
Executive Assistant