

67TH REGULAR SESSION AND WORK SESSION – April 28, 2015

WORK SESSION – April 28, 2015

Mayor D. S. Gysberts called this Work Session of the Mayor and City Council to order at 4:12 p.m., Tuesday, April 28, 2015, in the Council Chamber at City Hall. Present with the Mayor were Councilmembers K. B. Aleshire, M. E. Brubaker, L. C. Metzner, D. F. Munson, and P. M. Nigh; City Administrator Bruce Zimmerman, and Donna K. Spickler, City Clerk.

FY 2015/16 Budget Review

Mayor Gysberts read a proclamation recognizing National Service Recognition day. The proclamation was accepted by AmeriCorps volunteers Nell Barber and Sara Cuckler, of the Washington County Mediation Center.

FY 2015/16 Budget Review

Mr. Zimmerman stated a list of adjustments was created reflecting the Mayor and Council's discussion on April 21, 2015. Department Heads were also in attendance.

Michelle Hepburn, Director of Finance, realizes there is interest in alternate options to the 5 cent tax rate increase; however, it is imperative for the City to strengthen its financial position. She asked that the Mayor and Council at least consider a 1.5 cent tax rate increase. Many of the expense reductions proposed by Councilmember Brubaker are manageable.

Based on Councilmember Brubaker's suggestions, the following reductions have been proposed:

1. Four General Fund CIP projects – \$ 110,000
2. Economic Redevelopment Fund - \$ 100,000
3. Reduce expenses (not overtime) in HPD - \$ 100,000
4. Reduce expenses (not overtime) in Fire - \$ 100,000

Councilmember Nigh stated she understands part of the overtime costs for police officers is being paid through contracted services.

Ms. Hepburn stated using Fund Balance Reserve is not being considered at this time to balance the budget.

The \$ 1.2 million Police and Fire Retirement contribution will be made in an effort to keep the contribution level. CBIZ has recommended an employer contribution of 13.1%. The City currently makes a 12.3% contribution.

These adjustments leave \$ 233,000 in additional reductions to balance the budget.

Councilmember Munson is concerned about the following year and additional tax increases.

Ms. Hepburn suggested focusing on the FY17 budget after July 1, 2015. This will provide time for everyone to develop a plan to address shortfalls, if necessary.

Councilmember Aleshire wondered if the proposed reductions are recurring savings.

Councilmember Brubaker stated additional reductions may be necessary in FY17 in order to avoid a tax increase. If property assessments don't increase, there will have to be an alternate plan for revenue. He stated the savings are sustainable, with the caveat that the next City Administrator has to find the five cents and have a Plan B.

Councilmember Aleshire stated an adjustment in the tax rate would have been acceptable to him when the County reduced the tax rate for the tax differential. He noted there will be changes in the Department of Community and Economic Development soon. He would like to have a conversation about the department and the number of employees.

Mayor Gysberts stated the previous administration did a fine job of combining all the scattered departments under one leadership. If the Mayor and Council do not allow the City Administrator to develop departments as she sees fit, he thinks they are doing her a disservice.

Councilmember Nigh does not agree.

Councilmember Brubaker thinks the positions should not be filled immediately. If the new City Administrator can find a way to cover the \$ 130,000 for the director, that would be good. He is not saying the department should be dismantled but that it should be level for 2 to 3 years.

Councilmember Metzner pointed out a 1.5 cent tax rate increase will put the overall tax rate for citizens at what it was in 2010. Councilmember Aleshire pointed out that amount would be prior to the differential.

Councilmember Nigh stated 20 positions are unfunded, yet there are 20 new hires. She wondered what money was saved.

Mr. Zimmerman asked Eric Deike, Director of Public Works, to discuss the requested supervisor position in Public Works.

Mr. Deike stated he was hired as the Assistant Public Works Director in 1999 and, one year later, was promoted as Director. Since that time, there has been no Assistant Director. Public Works has dealt with the highest number of vacancies. There are currently five unfunded positions in the budget. The Parks Department used to be part of Public Works.

He stated the requested position would support the field personnel with what they do and how they schedule the work. When a supervisor is off work, Mr. Deike manages those operations as well as the department. There are not enough employees to cover all the divisions and operations. The supervisors have more employees than is typical. His request for this position has been well supported but not funded because of limited funds. The Public Works Department has reduced expenses as much as possible.

Councilmember Nigh stated she knows Public Works is stressed, without enough laborers in the field. She does not support funding this position at this time. The Department needs more laborers.

Councilmember Munson asked if there are any vacant positions in Public Works. Mr. Deike stated one is being filled at this time and another will be vacant by June. Turnover in Public Works is not high.

Councilmember Munson asked how much snow removal cost this winter. Ms. Hepburn estimated it was about \$ 200,000. Mr. Deike pointed out snow removal typically involves a lot of overtime hours. He could defer CIP purchases, if necessary. This has been occurring for a few years.

Councilmember Munson understands that Public Works is as lean as possible without serious repercussions.

Mr. Zimmerman invited Chief Holtzman to offer his thoughts on budget reductions within the Hagerstown Police Department.

Chief Holtzman reviewed the current overtime history and projections, which led to an overall reduction of \$ 50,000 from the FY16 overtime budget. Reductions to fuel usage are also possible, based on past consumptions, without an impact to the normal operations. Further reductions to CIP projects (specifically for cameras and radios) are also possible, with limited impact to operations. Training costs could be reduced as well. The total savings proposed by Chief Holtzman is \$ 200,000.

Chief Holtzman reported there are several Hagerstown Police Officers assisting the Baltimore Police Department at this time. He expects this assistance will continue for a period of time.

Chief Holtzman indicated the street crime cameras downtown are proposed for replacement in the FY16 budget. By reducing the amount by \$ 50,000, there will be ample funding to replace the ones in critical locations. Councilmember Nigh would like to know where the cameras are located. She stated more cameras are needed.

Chief Holtzman stated it would be difficult to reduce personnel costs due to contract language. HPD receives several grants to help defray the overtime costs. He stated scheduling challenges with court dates make it difficult to reduce overtime associated with court costs.

Higher reimbursements have allowed HPD to readjust the projected budget.

Councilmember Brubaker stated the proposal will be difficult to meet. He noted that less than half of his proposed amendments involve police and fire. This Council has supported fire and police. He is concerned about continuing expenses. He noted that increasing the number of police officers increases the potential overtime costs.

Councilmember Aleshire stated he hopes to find a compromise between the two proposals.

Councilmember Munson asked if the proposed reductions are sustainable for future budgets. Chief Holtzman stated he would try to keep future budgets at a sustainable level.

Ms. Hepburn indicated discussions regarding overtime occur often. Union contract negotiations prior to the FY17 budget may affect overtime costs.

Ms. Hepburn stated the FY16 proposed budget includes \$ 225,000 in overtime costs for the Fire Department.

Chief Kyd Dieterich has indicated reducing overtime costs by half is not feasible. The union contract includes language for minimum staffing levels, which is difficult to meet without overtime.

Chief Dieterich indicated funding for fencing at the training center and vehicle replacements could be deferred.

Councilmember Brubaker pointed out overtime costs for the Fire Department were \$ 122,000. The City cannot maintain that level of overtime and something needs to be done to keep from incurring these costs.

Councilmember Aleshire would like to review whether or not deferring the purchase of vehicles is a viable option.

Councilmember Metzner stated he does not think the overtime issues can be resolved with current contract language. He would rather defer vehicle purchases than use reserve funds to balance the budget.

The fencing at the training center is a County project. The City is anticipating providing some funding for this project. The project may not occur.

John Lestitian, Director of the Department of Community and Economic Development, thanked the Mayor and Council for their leadership over the years. Mr. Lestitian has resigned from the City and will be leaving on May 15, 2015.

Mayor Gysberts thanked Mr. Lestitian for his years of service. He thanked him for taking up the challenges requested of him and executing them well.

Mr. Lestitian has reviewed the Department's budget to reduce expenditures. He suggested making a \$ 126,000 one-time transfer to the Upper Floors program. Reductions in other programs include: \$ 12,500 in the Sign and Façade program, \$ 14,000 in the PEP program, Franklin Street efforts, and a reduced amount for the student housing guarantee. He stated the reductions may not be sustainable for the next year.

Councilmember Aleshire agrees with supporting the programs that work to increase the assessable base.

Councilmember Brubaker has been a strong supporter of economic redevelopment and appreciates the Department's efforts in making progress. He does not want to raise taxes to cover programs. His suggestions are areas he thought could be cut without restructuring the organization.

Mr. Lestitian reported there is an anticipated \$ 355,000 surplus in the FY15 budget.

Councilmember Munson thanked Mr. Lestitian for being attentive to the needs of Hagerstown. He has put his heart and soul into the City. He believes a great deal of the success for revitalization has been related to Mr. Lestitian's efforts and leadership. He wished him success in his new career.

Councilmember Metzner thanked Mr. Lestitian for changing his perspective on multiple issues. He wished him well.

Mr. Zimmerman thanked Mr. Lestitian for creating a legacy that can be enjoyed by citizens and visitors in Hagerstown. Some of the projects include: 170 W. Washington Street, 140 S. Potomac Street, the City Center Plan, and work on the Catalyst Projects. He stated Mr. Lestitian is admired and is someone who is viewed with integrity.

The Fire and Police Pension contribution was then discussed. Ms. Hepburn stated a reduction in FY16 could be realized by reducing the employer contribution to the plan to 12.3%.

Councilmember Brubaker pointed out Hagerstown has continued to fund the pension plans, unlike many other municipalities. The City is facing a difficult budget year and will need to make other adjustments as well.

Councilmember Aleshire pointed out even if the contributions stay at this level, the plan will not be fully funded, unless the Mayor and Council change the parameters of the plan.

Karen Paulson, Director of Human Resources, stated this is not an ideal situation but it could be sustained for one year. CBIZ has recommended a funding plan, which staff intends to present to the Mayor and Council later in the year.

Councilmember Aleshire stated the contribution should be kept level, since any reduction will have to be covered later.

Councilmember Brubaker noted he is trying to offer alternatives to raising taxes, without using reserve funds. The City offers a titanium health plan and a great retirement plan for employees.

Councilmember Aleshire stated the City cannot keep funding groups at the current level.

Councilmember Munson stated the Mayor and Council could develop a plan to replenish the reserve funds, if the economy improves. There is nothing easy about this budget. He wondered if an extension for approval is possible.

Mr. Zimmerman and Ms. Hepburn indicated an extension is not an option.

Mr. Zimmerman stated he believes staff can make the adjustments proposed by the Mayor and Council and present a balanced budget for review. The proposed budget is an attempt to protect the general fund reserves and to avoid the reduction in expenditures for the position lapse (DCED) to try and limit the “what ifs” for the new City Administrator and the Finance Director.

Councilmember Nigh asked if the Director of Community and Economic Development position is being put on hold.

Mr. Zimmerman stated staff is recommending keeping the position funded in the budget, allowing the new City Administrator flexibility to make recommendations for the operations. If development is a priority for building the tax base, the Mayor and Council, the City Administrator, and the Departments Heads will be working to build the tax base. The position won't be filled at this time and if the Mayor and Council choose to eliminate the position that will be their decision.

Ms. Hepburn reviewed the list of proposed amendments. She asked if the Public Works Supervisor position is to stay in the proposed budget. There is still \$ 233,500 needed to cover FY16.

Councilmember Aleshire stated his list of recommended reductions include the following: \$ 130,000 in position lapse, \$ 100,000 in CIP, \$ 100,000 from economic development, \$ 150,000 from Police, \$ 50,000 from Fire (more may be reduced depending on the outcome of the fencing project), and \$ 250,000 to begin bringing the fund balance to an acceptable level (over a three year period). He does not support

reducing the Police and Fire Pension contribution. He suggested increasing the tax rate by 2 cents, in an effort to keep up with the Constant Yield Tax Rate.

Councilmember Metzner noted 1.5 cents of the proposed 2 cent tax rate increase is the County differential and the other .5 cents is the Constant Yield rate.

Councilmember Nigh stated there should be a hold on moving part time positions to full time positions. She wondered if there really is a need for another full time position. (She was referring to a proposed full time position in the Parks Division). She wondered how successful the Upper Floors Programs have been. She also wondered the status of the A & E Trail.

Mayor Gysberts indicated budget discussions will continue. He stated a side-by-side comparison of the affects of the suggestions would be helpful.

Councilmember Brubaker is open to discussion but he is not supportive of increasing taxes. He has compiled a two year proposal to cover the budget shortfalls in future years. He noted the tax rate is an important economic development issue.

Councilmember Metzner pointed out the overall tax rate is the same as it was five years ago for City taxpayers.

Councilmember Nigh stated she only looks at the fact that the tax rate is being raised. She wondered how low the fund balance is. Ms. Hepburn stated the information in the budget book shows a balance of 21.6%. GFOA recommendations are 16.7% of the budget. The City's policy (which is 30 years old) indicates a balance of 10% is required.

Mr. Zimmerman stated a critical question is how to eliminate the need to use fund balance. If the GFOA recommendation is what is used for the minimum, then there is really no fund balance.

Mayor Gysberts stated the budget is about the City's values, priorities and vision.

The Budget Work Session was adjourned at 6:06 p.m.

67TH REGULAR SESSION – April 28, 2015

Mayor D. S. Gysberts called this 67th Session of the Mayor and City Council to order at 7:10 p.m., Tuesday, April 28, 2015, in the Council Chamber at City Hall. Present with the Mayor were Councilmembers K. B. Aleshire, M. E. Brubaker, L. C. Metzner, D. F. Munson, and P. M. Nigh; City Administrator Bruce Zimmerman, City Attorney Jason Morton, and Donna K. Spickler, City Clerk.

The meeting was called to order by students Kenna Ruark and Daniel Kim at 7:10 p.m. Mayor Gysberts selected Ms. Ruark and Mr. Kim as local winners in the "If I Were

Mayor's essay contest. Principal Catherine Poling and her daughter Abby were also present.

The invocation was offered by Vicky Bodnar. The Pledge of Allegiance was then recited.

Mayor Gysberts announced the Rules of Procedure for this meeting will be followed as adopted September 24, 2013. It was announced that the use of cell phones during meetings is restricted and that all correspondence for distribution to elected officials should be provided to the City Clerk and should include a copy for the City Clerk for inclusion in the official record.

The next scheduled meetings are: Work Sessions beginning at 4:00 p.m. on Tuesday, May 5, 2015, and Tuesday, May 12, 2015, Tax Rate and Budget Public Hearings on Tuesday, May 12, 2015 at 7:00 p.m., a Work Session at 4:00 p.m. on Tuesday, May 19, 2015, and the Regular Session at 7:00 p.m. on Tuesday, May 26, 2015.

Mayor Gysberts welcomed Boy Scout Shawn McGuire from Troop 22 to the meeting.

GUESTS

Mayor Gysberts read a proclamation naming May, 2015 as Building Safety Month. Blaine Mowen, Chief Building Plan Reviewer, accepted the proclamation.

Councilmember Munson thanked Ted and Vicky Bodnar for their countless hours of volunteering for the City of Hagerstown.

CITIZEN COMMENTS

Mary Haines, 27 Laurel Street, Hagerstown, Maryland, was present to offer more information about the Alms House. She read a list of approximately 60 names of people who had been at the Alms House for medical treatment. She stated if an archeological study is not completed of the site, it should remain as it is.

CITY ADMINISTRATOR COMMENTS

Bruce Zimmerman, City Administrator, had no additional comments.

MAYOR AND COUNCIL COMMENTS

Councilmember K. B. Aleshire stated the Mayor and Council are aware of the proposed Education Hub project, even though a recent newspaper article made it seem as if they were not. He is concerned about the content of an article regarding the relocation efforts of a specific non-profit organization. This non-profit organization turned unused office space into illegal living quarters. He wondered if this fact contributed to the relocation. He thanked the police officers for their professionalism in dealing with an in-

custody death last week. He also thanked residents in the area of the incident for their support of the police officers involved. He offered good wishes to John Lestitian, as he begins a new career.

Councilmember M. E. Brubaker reported the MML Legislative Committee recently met with Governor Hogan and the Transportation Secretary to discuss Highway User Revenues. Long term guarantees and strategies for funding were discussed.

Councilmember L. C. Metzner had no additional comments.

Councilmember D. F. Munson noted the building on East Antietam Street that Bowman Development is demolishing is almost gone. The demolition will be good for that area. He attended the Community Garden grand opening. He stated buildings around the City are being painted, showing sign of success. He thinks the Educational Hub project is a good one that the City should support. The Hub will bring vibrancy and visitors downtown.

Councilmember P. M. Nigh reported more items have been taken from porches and graffiti is starting to show up. She is concerned that the Professional Arts Building is now in foreclosure. She met with Mr. Zimmerman and Tim Thompson to discuss possible locations for banners with Mr. Thompson's veteran's banner project.

Councilmember Nigh recommended that the Director of Community and Economic Development position be eliminated after May 15. This would save 1.5 months of wages. The department should revert back to the structure that was in place before the reorganization that created the combined department. She stated there are capable people within this department who were department managers before the reorganization. This would only add three department managers reporting to the City Administrator. She feels this would be good and be a workable plan for the new City Administrator.

Mayor D. S. Gysberts reiterated there is no disconnect between the Board of Education and the Mayor and Council. He and President Donna Brightman talk frequently, as did he and former President Dr. Justin Hartings. He is confident there is a majority of the Council that view this investment as a valuable asset. Funding of \$ 1.5 million has been included in both the FY15 budget and proposed FY16 budget for a project of this type.

Mayor Gysberts stated this administration supports the Academic Hub. He reminded everyone that when the City supports a project, City taxpayers are paying twice. He believes it is the responsibility of the County Commissioners to take the lead on this project. Their \$ 4 million investment may save them \$ 40 million by delaying or eliminating the need for a third high school. Because of the ignorant and uninformed comments from one Board of Education member, he thinks the newspaper reported tried to get a reaction from City officials. The City has been supportive and will continue to be supportive of the Academic Hub project. Members of the Board of Education will be meeting with the Mayor and City Council during next week's Work Session to discuss

the Academic Hub. He hopes governing through the media for this project does not continue. This is a serious project worthy of the investment and he is glad the Board of Education will be discussing it next week.

Some of the events that have occurred recently are: Main Street launch, United Way Born Learning event, Community Garden opening, Friends of the Library quarter auction, and Workers' Memorial Day.

Mayor Gysberts is pleased to announce that Valerie Means has accepted the position of City Administrator. She will start in June. Ms. Means was selected with the assistance of a recruitment professional. Ms. Means has experience in the private sector as well as municipal government. He believes she has the head, heart, and guts to be the City's next administrator. He is sad that Bruce Zimmerman is leaving but is looking forward to working with Ms. Means.

MINUTES

On a motion duly made by Councilmember L. C. Metzner and seconded by Councilmember D. F. Munson, the Mayor and City Council unanimously agreed by voice vote to approve the minutes, as presented, for the Mayor and Council meetings held on March 10, 2015, March 17, 2015, and March 31, 2015.

CONSENT AGENDA

On a motion duly made by Councilmember D. F. Munson and seconded by Councilmember L. C. Metzner, the Consent Agenda was approved as follows:

- A. Department of Community and Economic Development:
 - 1. Application Permit for Blues Prelude – May 29, 2015, Maryland Theatre at University Plaza
 - 2. Application Permit for Blues Fest – May 29, 2015 and May 30, 2015, Maryland Theatre at Central Parking Lot
 - 3. Application Permit for Blues Club – May 29, 2015 and May 30, 2015 – M & T Bank at Central Parking Lot
 - 4. Application Permit and Open Container Exemption for Maryland Theatre Wind Downs – at Maryland Theatre – May 8, 2015, June 5, 2015, July 17, 2015, August 21, 2015, September 25, 2015, and October 16, 2015
 - 5. Application Permit and Open Container Exemption for USMH Graduation – May 19, 2015

- B. Department of Utilities:
 - 1. Light: Four Transformers – National Transformer Sales (Raleigh, NC) \$ 28,106.00
 - 2. Water: Software Upgrade of the MP2 Preventive Maintenance Program – CMMS Data Group (Chicago, IL) \$ 10,155.00

UNFINISHED BUSINESS

A. Approval of an Ordinance: Amendments to Chapter 33, Code of Ethics

Action: On a motion duly made by Councilmember L. C. Metzner and seconded by Councilmember D. F. Munson, the Mayor and City Council unanimously agreed by voice vote to approve an ordinance to amend Chapter 33, Code of Ethics, of the City Code to amend the time period for post employment limitations and restrictions on elected officials and to clarify the prohibition and disclosure requirements regarding gifts.

B. Approval of an Ordinance: Amendments to Article 10, Administration of Government, To Revise the Quorum Definition for Boards, Commissions, and Authorities

Action: On a motion duly made by Councilmember M. E. Brubaker and seconded by Councilmember L. C. Metzner, the Mayor and City Council unanimously agreed by voice vote to approve an ordinance to amend Chapter 10, Administration of Government, Part 2, Sec. 10-22.B., of the Code of the City of Hagerstown. This code amendment will revise the definition of quorum for meetings of Boards, Commissions and Authorities from “2/3 majority” to “a majority” of the appointed members.

NEW BUSINESS

A. Introduction of an Ordinance: Amendments to Chapter 117, Recycling and Refuse Collection, Establishing a Fee for Abatement of Violations and Clarifying Code Language

Action: On a motion duly made by Councilmember P. M. Nigh and seconded by Councilmember L. C. Metzner, the Mayor and City Council unanimously agreed by voice vote to introduce an ordinance to amend the Code of the City of Hagerstown, Chapter 117, Recycling and Refuse. Specifically the amendments will:

1. Establish the imposition of an abatement fee for removing trash set-out on the incorrect day.
2. Clarify enforcement language indicating who may be charged and the fine amount. This amendment aligns this Chapter with the City’s Property Maintenance Code.

B. Introduction of an Ordinance: Authorizing the Purchase of Property Located at 278 South Prospect Street for the City’s Homeownership Program – Community’s City Center Plan Catalytic Project #8

Action: On a motion duly made by Councilmember D. F. Munson and seconded by Councilmember M. E. Brubaker, the Mayor and City Council unanimously agreed by voice vote to introduce an ordinance authorizing the purchase of property located at 278 South Prospect Street for the City's Homeownership Program. The acquisition of 278 South Prospect Street is consistent with the Community's City Center Plan Catalytic Project #8, the City's Housing & Neighborhoods Vision, and the 2015 Goals & Priorities established by the Mayor and City Council. The proposed purchase price is \$ 72,000 and would be funded with State Community Legacy Grant funds.

C. Approval of an Exemption from Chapter 155, Noise for Special Event at Hagerstown Church of the Brethren

Action: On a motion duly made by Councilmember P. M. Nigh and seconded by Councilmember D. F. Munson, the Mayor and City Council unanimously agreed by voice vote to approve an exemption from the City Code, Chapter 155, Noise. This exemption is being granted in accordance with Section 155-5, M. to the Hagerstown Church of the Brethren, 15 S. Mulberry Street, Hagerstown, for an event on Saturday, May 30, 2015.

D. Approval of a Budget Transfer to City-wide Down Payment and Rehabilitation Program

Action: On a motion duly made by Councilmember K. B. Aleshire and seconded by Councilmember L. C. Metzner, the Mayor and City Council unanimously agreed by voice vote to authorize a budget transfer of \$ 30,000 from the City Center Residency Down Payment/Rehabilitation Program budget for allocation to the City-wide Down Payment/Rehabilitation Program. This FY15 budget transfer will fund up to four (4) additional City-wide Down Payment/Rehabilitation projects. Funding will remain available in the City Center Residency Program budget to fund up to five (5) City Center Residency Down Payment/Rehabilitation cases.

E. Approval of Rain Insurance Policy for 2015 Western Maryland Blues Fest

Action: On a motion duly made by Councilmember M. E. Brubaker and seconded by Councilmember D. F. Munson, the Mayor and City Council unanimously agreed by voice vote to approve the purchase of rain insurance policies for the 2015 Western Maryland Blues Fest at the following maximum amounts: a \$ 20,000 policy for Friday, May 29, 2015 from 4:00 p.m. to 9:00 p.m. and a \$ 60,000 policy for Saturday, May 30, 2015 from 10:00 a.m. to 6:00 p.m. The total cost for the insurance will be \$ 9,200.00. Funding would be from the Blues Fest Budget in the Public

Functions Account. Five percent of the rain insurance proceeds would go to The Maryland Theatre for their risk of beer and wine sales.

F. Approval of City Funding Support for the Hagerstown BMX

Action: On a motion duly made by Councilmember L. C. Metzner and seconded by Councilmember K. B. Aleshire, the Mayor and City Council unanimously agreed by voice vote to approve of up to \$ 5,000 in City funding support for the Hagerstown BMX. This funding will be provided as a 1 for 1 match to the BMX private fund raising efforts to support the facility and the children who use it. The source of the City's funding will be from the approved FY 15 General Fund budget.

Discussion: Councilmember Brubaker stated he supported this last minute request because there are matching funds being offered. Mayor Gysberts noted they did receive funding from the Convention and Visitors Bureau.

G. Approval of Hagerstown Police Department Continuity of Operations Plan Consultant Services – Smith Planning and Design, LLC (Cumberland, MD) \$ 12,760.00

Action: Councilmember L. C. Metzner made a motion to authorize the Hagerstown Police Department to utilize the services of Smith Planning and Design, LLC to develop a Continuity of Operations Plan for the Department at a cost of \$ 12,760.00. This plan will allow the Hagerstown Police Department to continue daily operations and essential functions in the case of natural and/or manmade disasters.

The primary goal of the Continuity of Operations Plan would restore essential functions at an alternate site location within 12 to 24 hours after activation. Funding for the project will be provided through the police department's current operating budget for FY15.

Councilmember D. F. Munson seconded the motion.

Motion carried, 4-1 with Councilmember M. E. Brubaker voting No.

There being no further business to come before the Mayor and City Council, on a motion duly made, seconded and passed, the meeting was adjourned at 7:59 p.m.

Respectfully submitted,

Original signed by D. K. Spickler

Donna K. Spickler, City Clerk

67TH REGULAR SESSION AND WORK SESSION
2015 MAYOR AND CITY COUNCIL

APRIL 28,
HAGERSTOWN, MARYLAND

Approved: May 26, 2015