



City of Bowie

15901 Fred Robinson Way
Bowie, Maryland 20716

REGULAR CITY COUNCIL MEETING MINUTES

TUESDAY, JANUARY 3, 2023

CALL MEETING TO ORDER:

The Regular Meeting of the Bowie City Council was held on Tuesday, January 3, 2023, in the Council Chambers at City Hall. Mayor Adams called the meeting to order at 8:03 p.m.

PLEDGE OF ALLEGIANCE TO THE FLAG:

Mayor Adams led the Pledge of Allegiance to the Flag.

QUORUM:

In attendance were Mayor Adams, Councilmembers Estève (virtual), Gardner, Ndebumadu and Woolfley, City Manager Lott, Assistant City Manager Mears, City Attorney Levan, City Clerk Hernandez, and Staff.

CITIZEN PARTICIPATION:

1. John Pfeifer, PGCMLS – Spoke about the Prince George's County Memorial Library System Foundation and made a request for funding. Handout provided is attached to the minutes for the record.

CITY BOARDS AND COMMITTEES:

A. Appointments/Reappointments/Swearing-In:

1. Councilmember Woolfley moved to appoint Barbara Johnson to the Economic Development Committee for a two-year term. Councilmember Gardner seconded the motion and it carried 4-0 (Estève did not vote). Mayor Adams swore in Barbara Johnson to the Economic Development Committee.
2. Councilmember Woolfley moved to appoint Clinton Truesdale, Sr. to the Economic Development Committee for a two-year term. Councilmember Gardner seconded the motion and it carried 4-0 (Estève did not vote). Mayor Adams swore in Clinton Truesdale, Sr. to the Economic Development Committee.
3. Councilmember Woolfley moved to appoint Zachariah Lowe to the Education Committee for a two-year term. Councilmember Gardner seconded the motion and it carried 4-0 (Estève did not vote). Mayor Adams swore in Zachariah Lowe to the Education Committee.
4. Councilmember Woolfley moved to appoint Adrienne Bigelow Lewis to the Economic Development Committee for a two-year term. Councilmember Gardner seconded the motion and it carried 4-0 (Estève did not vote).
5. Councilmember Woolfley moved to appoint Kara Hunt to the Diversity Committee for a two-year term. Councilmember Ndebumadu seconded the motion and it carried 4-0 (Estève did not vote).

COUNCIL ANNOUNCEMENTS:

Mayor Adams thanked everyone for a great 2022 and wished everyone a happy New Year.

CITY MANAGER'S REPORT:

City Manager Lott wished everyone a happy New Year and stated that staff is working hard on the preparations for the FY 2024 budget.

CONSENT AGENDA:

Councilmember Woolfley made a motion to approve Consent Agenda items: A) Adoption of Resolution R-2-23 Waiving the Competitive Bidding Requirements of Section 61 "Purchasing and Contracting" of the Charter of the City of Bowie to Allow for the Purchase of One Ford F-550 Dump Truck, Through a Baltimore County Procurement; B) Adoption of Resolution R-3-23 Approving the Award of the City's Arts Committee FY23 Grants; C) Adoption of Resolution R-4-23 Authorizing the Issuance of a Purchase Order to Gant Brunnett Architects, Inc. for Task Order/RFP#7-14 in Accordance with the Master Contract Approved on January 7, 2019; D) Adoption of Resolution R-5-23 Authorizing the Issuance of a Purchase Order to EBA Engineering, Inc. for Task Order/RFP#5-03 in Accordance with the Master Contract Approved on January 22, 2019; E) Adoption of Resolution R-6-23 Authorizing the Issuance of a Purchase Order to A. Morton Thomas & Associates, Inc. for Task Order/RFP#3-15 in Accordance with the Master Contract Approved on October 31, 2018; F) Adoption of Resolution R-7-23 Authorizing Access Easement between City of Bowie and Canning Solar Energy Center LLC for use of Public Works Road; G) Adoption of Resolution R-8-23 Awarding a Contract for Phase II SCADA System Upgrades at the Wastewater Treatment Plant; H) Adoption of Resolution R-9-23 Awarding a Contract for Rehabilitation of Cast Iron Pipe (CIP) Water Mains Using Class IV Structural Cured-In-Place (CIPP) Lining in the Kenilworth Section of the City. Councilmember Ndebumadu seconded the motion. Motion passed 4-0 (Estève did not vote.)

OLD BUSINESS:

A. Adoption of Ordinance O-6-22 Amending the Code of the City of Bowie, Maryland, Chapter 2, "Administration," Article V "Public Ethics," to Incorporate Changes Required by State Law to Local Ethics Ordinances Regarding Conflicts of Interest (City Code, Sec. 2-70) and Financial Disclosures (City Code, Sec. 2-68 and 2-71), and to Update References to State Law – City Attorney Levan stated that this Ordinance amends Ethics Ordinance to implement changes that were made as a consequence of State law. They are not greatly significant changes, just some additions and clarifications.

Councilmember Woolfley asked about providing the Financial Disclosure Statement to Council applicants in advance to which Assistant City Manager Mears responded that that would be up to Council to decide on. As it stands now, the applicants who are selected to fill the positions would receive and complete the Financial Disclosure Statement upon appointment.

Public Hearing:

Since there were no comments submitted and no one signed up to speak, Mayor Adams declared the Public Hearing to have been held.

Councilmember Gardner motioned to adopt Ordinance O-6-22. Councilmember Woolfley seconded the motion. Motion passed 5-0.

NEW BUSINESS:

A. Detailed Site Plan DSP-98061-05, Raising Cane's Restaurant – Mr. Joe Meinert, the City's Planning Director presented the staff report stating that this is a redevelopment of the former Chili's site located at 16401 Heritage Boulevard and that the developer is requesting the City's approval recommendation for a 3,331 square foot restaurant with drive through service. The property is currently zoned TAC-E (Town Activity Center, Edge). A conceptual site plan came before City Council in March of 2022 and Council recommended approval. The Bowie Advisory Planning Board reviewed the current application and held a public hearing on December 6th and there were no outstanding issues with the application or site plan. They recommend approval.

Mr. Dan Lynch from McNamee Hosea presented on behalf of the applicant Raising Cane's. He stated they are following the requirements set forth, are not asking for any variances or departures, and have not received any conditions for approval which indicate Raising Cane's compliance and attention to detail. They are following the requirements from the previous zoning of the site which are more stringent than current zoning requirements. Mr. Lynch showed images of current restaurants, the detailed site plan, and mentioned the Raising Cane's restaurants which are being built in Gambrills and in Charles County. They are expanding their market.

Public Hearing:

Since there were no comments submitted and no one signed up to speak, Mayor Adams declared the Public Hearing to have been held.

Councilmember Gardner motioned to approve DSP-98061-05. Councilmember Ndebumadu seconded the motion. Motion passed 5-0.

B. Planning Assistance to Municipalities Potential Project – Mr. Meinert, the City's Planning Director briefed Council on a funding opportunity to conduct a State of Place assessment of the Bowie Town Center and other areas of the City. Both Mayor Adams and Councilmember Woolfley stated this would be great for economic development in the City. There was joint consensus of Council to have staff proceed with the funding opportunity under the M-NCPPC Planning Assistance to Municipalities and Communities (PMAC) Program, for a State of Place analysis of the Bowie Town Center and possibly Old Town Bowie. The study is estimated to cost between \$40,000 to \$60,000, the PMAC Program would fund 100% of this effort.

C. County Legislation Update – Mr. Meinert, the City's Planning Director provided an update on development legislation that was recently proposed by the Prince George's County Council and the upcoming public hearings. Mr. Meinert also provided information on the last County Legislation Update which was provided to Council a few months ago and Council's subsequent position letter.

Councilmember Woolfley motioned to send a letter of support with recommendations to the County in regards to the following County legislations: CB-12-2023; CB-13-2023, CB-14-2023; CB-15-2023; and CB-17-2023. Councilmember Gardner second the motion. Motion passed 5-0.

D. Budget Guidance for FY 2024 – Mr. Byron Matthews, the City's Finance Director, summarized the outlook of the FY 2024 Budget. The concerns for the next year are inflation, supply chain and personnel cost. Personnel has grown over the last 10 years. The priorities for Capital Improvement Projects will be evaluated and approved by set hierarchy – Federal, State and County mandates; improvements to City amenities with regards to health and wellness; restoration of aging infrastructure and buildings; and new projects. Mr. Matthews discussed proposed tax increases for FY 2024 (\$0.08), FY 2025 (\$0.02), FY 2026 (\$0.03), and FY 2027 (\$0.03). The City has had a constant tax rate over the

last 14 years.

Mayor Adams thanked Mr. Matthews and staff for all their hard work and asked staff to do what they can to find money for recruitment and retention. City Manager Lott stated that they have plans in place and line items in place for support of recruitment and retention.

Councilmember Woolfley discussed property assessment increases and revenue as well as income tax revenue.

Councilmember Woolfley asked staff to take a look at the unassigned fund balance and see if the 25% cushion is enough for survival in case of major events such as COVID-19. He also asked for insight from the Financial Advisory Committee. Mr. Matthews stated that not many cities are able to maintain that 25% cushion and that is one of the factors in receiving the Triple A rating.

Councilmember Woolfley asked when the City would see revenues from South Lake to which Mr. Matthews responded it would be about 25 years as the bond has to be paid first.

Councilmember Woolfley asked about holding the line on staffing in the forthcoming year, with some exceptions such as the Police Department. He also talked about recycling improvement during holidays specifically and spoke for a tax rate hold.

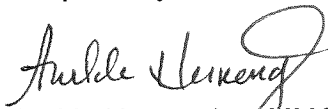
Councilmember Estève asked about the staff growth of 67 personnel and asked if it was for Police. Mr. Matthews stated it was across the board. Councilmember Estève that we'll need to do a lot of public communication. Councilmember Estève asked about the tax increase confirming that it was an increase from \$0.40 to \$0.56 over the next several years. Councilmember Estève wanted to make sure his colleagues were hearing and understanding the numbers and making sure everyone is on the same page. Mr. Matthews confirmed that is the proposal in the budget book and stated that the increase is necessary to gain ground on the dwindling revenue as compared to the City's expenditures. Over the past 14 years, the City has been using its fund balance to offset needing to raise taxes. City Manager Lott stated that the tax increase is planned out in the budget.

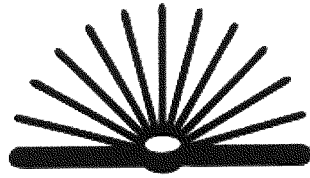
Councilmember Estève also asked about and heard from Mr. Matthews about the \$0.15 tax differential for the police which goes directly to the residents. Councilmember Estève clarified that when the City created its police department, the County cut its tax rate for the City by \$0.15. This is about the difference of the proposed tax rate increase. Councilmember Estève stated that the City created a police department while never raising taxes and now is simply trying to make up that ground over the next several years.

ADJOURNMENT:

Councilmember Woolfley motioned to adjourn the Regular City Council meeting. Councilmember Gardner seconded the motion. Motion passed 5-0. The meeting adjourned at 10:23 p.m.

Respectfully submitted,


Awilda Hernandez, MMC
City Clerk



Prince George's County Memorial Library System

Population: 644,743

Area: 68.34 square miles

Library System Budget: \$73,165,921

Library System FTEs: 605

Population: 967,201

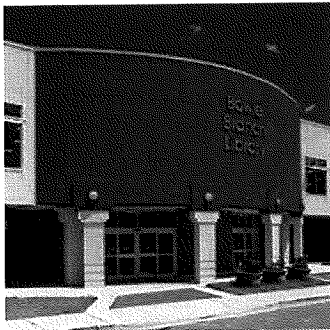
Area: 499 square miles

Library System Budget: \$32,893,700

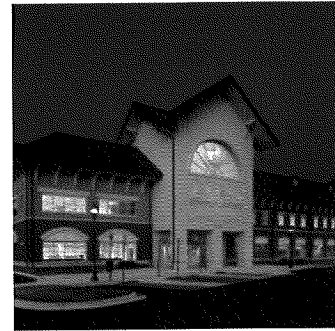
Library System FTEs: 341

PGCMLS Foundation Funding (macro level; System-wide; All Branches) \$2.3 million

PGCMLS Foundation Funding (micro level; Individual Branch) \$223,000



foundation
PGCMLS



2023 Funding Request

Bowie Branch Library, 15210 Annapolis Road (TEENS)

- Ultimaker S3 3D printer with 1-year warranty, 10 rolls of 3d printer filament; \$4850
- Three (3) Meta Quest VR headsets. Virtual Reality including art studios and galleries; virtual college visits; \$1197
- Nintendo Switch Console, 4 switch controllers + Switch games; \$647
- Young Adult Library Services Association 2023 Conference, Chicago, June 22-27; \$2000

South Bowie Branch Library, 15301 Hall Road (CHILDREN)

- 3 Branch 19" x 65" x 32" Discovery table with train tracks and pull out storage bins; \$4130
- 100-piece wooden train set; \$89.99
- Haba Multi-Learning Cube (23x23x23); \$1641
- Ultimaker S3 3D printer with 1-year warranty, 10 rolls of 3d printer filament; \$4850
- Association for Library Services to Children 2023 Conference, Chicago, June 22-27; \$2000

Total Funding Requested: of \$21,405

