

City of Laurel Mini-Retreat Minutes
Granville Gude Park & Lakehouse
Saturday, January 4, 2020, 8:30am – 2:00pm

Attendees: Craig A. Moe, Mayor; Keith R. Sydnor, Council President; Valerie M.A. Nicholas, Councilmember; Carl DeWalt, Councilmember; Brencis Smith, Councilmember; Michael R. Leszcz, Councilmember; William Goddard, City Administrator; Lou Ann Crook, Deputy City Administrator; Sara Green, Chief of Staff/Mayor's Office; Dave Cope, Fire Marshal; Rob Ferree, Director of Public Works; Audrey Barnes, Director of Communications; S. Michele Saylor, Director of Budget and Personnel Services; Christian Pulley, Director of Economic and Community Development; Joanne Barr, Director of Parks and Recreation; Ana Navarro, Senior Administrative Assistant/Mayor's Office; Kimberley Rau, Clerk.

Mayor Moe welcomed everyone to the retreat.

Council President Sydnor gave opening remarks

Department Overview

- City Administrator's Office – William Goddard, LouAnn Crook
- Budget and Personnel Services – Michele Saylor
- Clerk to the City Council – Kim Rau
 - Election Code Update
 - MPIA Request
 - Maryland Open Meetings Act
 - Travel Policy
 - Committee assignments/staff liaison
 - Update Records Retention Program
- Communications – Audrey Barnes
- Economic & Community Development – Christian Pulley
- Emergency Management – Steve Allen
 - Working with Laurel College Center on a curriculum for Emergency Management. Offer courses for citizens in emergency preparedness (CPR/Stop the Bleed/AED Training)
- Police Department – Russell Hamill (via telephone)
 - Police Engagement Team
 - Special Olympics Partnership
 - Focus on mental health issues.
 - Fulling staffed in communications
 - Aggressive staffing plan
 - Chief Advisory Board – meet every other month. Looking for new members.
 - Faith Based Advisory Board. Interested people need to reach out to the Chief. Meeting every other month. Also, serve as pastoral care for officers in critical moments.
- Fire Marshal & Permit Services – Dave Cope

- Fire at Summerlyn Apartments. Issue with the residents disconnecting the fire alarms. Issuing fines to the apartment complex for every disconnected alarm. Fines will be passed on to the tenant.
 - Fire Works
 - Main Street Festival
 - Fire Marshal Show
 - Emergency Services – Grant to help with the installation of smoke detectors
 - Inspect Day Cares
 - Inspections of apartments every two years
- Information Technology – Kevin Frost
 - Parks and Recreation – Joanne Barr
 - Public Works – Rob Ferree

Council Goals & Comments

- Councilmember Mike Leszcz, Ward 1
 - Maintain Core City services
 - Received his assessments – indicates assessments are going up – Phased in 3 years
 - Census concern about Hispanics not participating
- Councilmember Carl DeWalt, Ward 1
 - CATS fundraisers once a month
 - Discussion about adding protocol for Animal Warden to respond to all scenes resulting in the vacancy of a residence to check for animals
 - Speeding from Rt. 216 – Southbound Rt. 1, All Saints Road, Rt. 198; consider digital signs that show current speed or alternatives that get people’s attention
 - Distributed resume of Benjamin A. Stevick and asked Department Heads to review and see if there were any City jobs that could be given to Mr. Stevick
- Councilmember Valerie Nicholas, At-Large
 - More free little libraries in the community
 - Summer reading program
 - Signage on Main Street featuring the businesses on Main Street
 - Bench on Main Street – Like the one at McCullough Field done by the Arts Council
- Councilmember Brencis Smith, Ward 2
 - Job Fair on Saturday or evening
 - Pre K for all City residents
 - Transportation to Charter Schools for City residents
 - Gospel Concert at the Lake
 - Mental Health Awareness
 - Church oriented partnership for sports programs
 - Financial literacy program in High School

- Home Buying Seminar with Relators
 - Enhance City of Laurel App
 - Update City of Laurel Website
 - Pastoral Care- Volunteer Chaplain at LPD
 - City Seal
- Council President Keith Sydnor, Ward 2
 - Cradle to College (529 Savings Plan)
 - STEM
 - After School Program
 - Voting Record for Council on City Website
 - Job Fair, January 15, 2020, 10:00 a.m. to 2:00 p.m.
 - Expungement Program with Maryland Legal Aid on February 20, 2020, 4:00 p.m. at the Robert J. DiPietro Community Center
 - Navy Credit Union – Financial Literacy/Community Event
- Mayor Moe
 - All city services will be looked at
 - Affordable Housing. COG effort. Complex issue. Must be equal in Maryland, DC and Virginia
 - Homelessness
 - More Green Space
 - Additional Community Center
 - Mandatory organic recycling program
 - ECD applied for a grant for a level 3 charging station. Level 2 for City only. Level 3 for public consumption
 - Possibility of adding Sustainability Coordinator.

Outstanding City Issues from D/CA Crook

General Discussion – All

The retreat ended at 2:00 p.m.