



**Monday, April 23, 2018
MAYOR AND COUNCIL
MEETING NO. 11-18
ROCKVILLE, MARYLAND**

THE HONORABLE MAYOR AND COUNCIL PRESIDING

Attendee Name	Title	Status
Bridget Donnell Newton	Mayor	Present
Beryl L. Feinberg	Councilmember	Present
Virginia D. Onley	Councilmember	Present
Julie Palakovich Carr	Councilmember	Present
Mark Pierzchala	Councilmember	Present

Staff Present: City Clerk/Director of Council Operations, Kathleen Conway, City Manager Robert DiSpirito and City Attorney Debra Daniel

- 1. Convene in Open Session to vote on a motion to go into Closed Session pursuant to Section 3-305(b)(1)(i) of the General Provisions Article of the Annotated Code of Maryland to discuss the appointment, employment, assignment, promotion, discipline, demotion, compensation, removal, resignation, or performance evaluation of the City Attorney, an employee over whom the Mayor and Council has jurisdiction**

The Mayor and Council convened in Open Session at 6:00 p.m. on Monday, April 23, 2018 in the Mayor and Council Chambers, City Hall, 111 Maryland Avenue, Rockville, Maryland, to vote on a motion to go into Closed Session pursuant to Section 3-305(b)(1)(i) of the General Provisions Article of the Annotated Code of Maryland to discuss the appointment, employment, assignment, promotion, discipline, demotion, compensation, removal, resignation, or performance evaluation of the City Attorney, an employee over whom the Mayor and Council has jurisdiction.

Upon motion by Councilmember Onley, seconded by Councilmember Feinberg and approved unanimously, the Mayor and Council convened in Closed Session.

- 2. Closed Session**
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Closed Session Meeting Summary

Prior to the April 23, 2018 Open Session, the Mayor and Council convened in Closed Session at 6:03 p.m. in the Diamondback Terrapin Conference Room, Rockville City Hall, 111 Maryland Avenue, Rockville, MD.

Present: Mayor Bridget Donnell Newton, Councilmember Beryl L. Feinberg, Councilmember Virginia D. Onley, Councilmember Julie Palakovich Carr, Councilmember Mark Pierzchala

Staff Present: City Attorney Debra Daniel

The Mayor and Council met with City Attorney Debra Daniel for her annual performance review.

Motion: to adjourn at 6:53 p.m.

Moved by Councilmember Pierzchala, seconded by Councilmember Feinberg and approved unanimously.

3. Reconvene into Open Session

The Mayor and Council reconvened into Open Session at 7:03 p.m.

4. Pledge of Allegiance

Mayor Newton led the Pledge of Allegiance.

5. Work Session - Topic 1

A. White-Tailed Deer Management

The Mayor and Council conducted a Work Session to discuss options for managing the deer population in Rockville.

Additional Staff Present: Director of Recreation and Parks Tim Chesnutt, Superintendent of Parks and Facilities Steve Mader

Others Present: State of Maryland Dept. of Natural Resources Deer Project Leader/Wildlife and Heritage Services Brian Eyler, Maryland-National Capital Park and Planning Commission Senior Natural Resource Specialist - Wildlife Ecology David Petersen, United States Department of Agriculture State Director MD/DE/DC Kevin Sullivan, Animal Connection Deer Management Team members Mark Eakin and Art Smith

Superintendent of Parks and Facilities Steve Mader presented a brief overview of this evening's Work Session topic and introduced the deer management experts attending this evening's session. Discussion topics included the following:

- The effectiveness of non-lethal measures vs. lethal measures to manage the deer population
- Chemical contraceptives for fawns

- Statistics on managed hunts
- Processes used for counting the number of deer in the area
- Successful methods in culling the deer population
- Montgomery County deer culling programs
- Current regulations that pertain to culling the deer population
- Deer management programs in parks and residential areas
- Safety precautions taken with the various deer management culling programs
- Recommendations for a Rockville program that could make an impact
- Possibility of a region wide solution, perhaps working with the Metropolitan Washington Council of Governments (MW COG)
- Health and ecological issues as a result of the deer population
- Deer meat donations taken to the Capital Area Food Banks and the need for another cold storage facility (more than half of the deer culled are taken to the food banks)
- Deer management programs with archery groups

The Mayor and Council asked City Staff to provide the following:

- Deer-car collision data and deer survey information
- A comprehensive checklist of actions needed to implement a deer management program in the City of Rockville. This would include process considerations, understanding the permitting process with the State, City Ordinance changes to be considered and the consideration of allowing archery hunting by professionals in City parks.

6. Work Session - Topic 2

A. Discussion and Instructions to Staff on Proposed Fee Increases - Inspection Services Division (ISD) Proposal to Increase Building Permit Fees and Department of Public Works (DPW) Proposal to Revise Water and Sewer Systems Capacity Analysis Fees

Additional Staff Present: Acting Director of Community Planning and Development Services Jim Wasilak, Chief of Inspection Services Rabbiah Sabbakhan, Inspection Supervisor Robert Purkey, Director of Public Works Craig Simoneau and Chief of Engineering Susan Straus

The Mayor and Council discussed the proposed increase in building permit fees and the revisions to the water and sewer capacity analysis fees with Staff.

Discussion topics included:

- Proposed Inspection Services Department (ISD) fee increases to improve overall cost recovery
- Importance of improving the development review process
- Importance of improving the inspection process

- Water and sewer authorization fee increases
- Proposed Department of Public Works (DPW) application fee for all Water and Sewer Authorization (WSA) applications to recover the cost of establishing and administering the permit case.
- Reduction of Water and Sewer Capacity Analysis Fees to correspond to the cost for staff to perform desk top analysis
- Cost recovery process and current cost recovery rate of 96%

The Mayor and Council supported the proposed increase in building permit fees and asked City Staff to review permit fees more frequently, e.g., every two years, and to return with a goal of 100% cost recovery, including direct and indirect costs.

The Mayor and Council supported the proposed revisions to the water and sewer capacity analysis fees.

City Staff will prepare a Resolution reflecting the proposed increase in building permit fees and proposed revisions to the water and sewer capacity analysis fees for adoption on May 14, 2018.

7. Work Session - Topic 3

A. Fiscal Year 2019 Mayor and Council Budget Work Session

The Mayor and Council held a Work Session with City Staff to discuss the City Manager's proposed FY 2019 proposed operating budget and Capital Improvements Program (CIP).

Additional Staff Present: Deputy City Manager Jenny Kimball, Director of Finance Gavin Cohen, Deputy Director of Finance Stacey Webster, Sr. Budget and Management Analyst Mary Sue Martin, Management and Budget Analyst Ephraim Atkinson, Director of Public Works Craig Simoneau, Director of Recreation and Parks Tim Chesnutt, Director of Communications Mary Lou Berg, Acting Chief of Police Bob Rappoport, Director of Human Resources Karen Marshall, Director of Procurement Jessica Blow, Acting Director of Community Planning and Development Services Jim Wasilak

Discussion topics included:

- Recommendations of adjustments to the general fund as a result of changes to revenues and expenditures since the proposed budget was presented as a result of additional Mayor and Council requests and Staff requests
- Placement location of \$25,000 for Emergency Management Training (Police Department budget or Human Resources budget)
- Addition of \$50,000 for the Master Planning of the Rockshire Property
- Request for a Park, Recreation and Open Space (PROS) strategic plan consultant

- \$50,000 for a Cultural Arts Study as recommended by the Cultural Arts Stakeholders Task Force
- Initiation of the hiring process for two Police Officers approved for FY19
- Initiation of the procurement process for the Electronic Plan Review System approved for FY19
- Elimination of the Deputy Director of CPDS vacant position
- Tax Duplication and HUR revenues
- Trained volunteers program
- Additional position for the Human Resources Department
- Rockville Police Department compensation changes
- Internal auditor cost and the commitment to use the City Manager's contingency fund if the cost is greater than budgeted
- Emergency Management position
- Transfer to the Capital Improvements Program (CIP) for the Skate Park Construction Manager in the amount of \$148,000

Next Steps:

- The Mayor and Council asked for updated, descriptive information in the Budget Book to keep the Community informed, regarding planned improvement projects such as the unfunded park in Twinbrook and the Rockshire property.
- Staff will research the funding possibilities for the Cultural Arts Study and provide information to the Mayor and Council at the April 30, 2018 Mayor and Council Meeting.
- The Mayor and Council supported the adjustments to the general fund as a result of changes to revenues and expenditures since the proposed budget was presented as a result of additional Mayor and Council requests and Staff requests.

8. Adjournment

The meeting adjourned at 11:47 p.m.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Julie Palakovich Carr, Councilmember
SECONDER:	Mark Pierzchala, Councilmember
IN FAVOR:	Mayor Newton, Councilmember Feinberg, Councilmember Onley, Councilmember Palakovich Carr, Councilmember Pierzchala

Minutes Approved: August 1, 2018

Attest:

