

**TOWN OF COLMAR MANOR
WORK SESSION
TUESDAY, APRIL 2, 2013
7:00 P.M.**

CALL TO ORDER:

Mayor Michael E. Hale called for a motion to call the Work Session to order.

Motion made by Council Member Epps to call Work Session to order. Seconded by Council Member Jackson. The motion was passed with a vote of 5-0.

Mayor Michael E. Hale called for a Moment of Silence.

Mayor Michael E. Hale called for a motion to accept the agenda as written.

Motion made by Council Member Jackson to accept the agenda as written. Seconded by Council Member Blue. The motion was passed with a vote of 5-0.

PRESENT AT THIS MEETING:

Michael E. Hale	Mayor
Lois Ann Blue	Council Member – Ward 1
Cynthia Bowden	Council Member – Ward 2
Vivian Jackson	Council Member – Ward 3
Doreatha Epps	Council Member – Ward 4
Tracy Stone	Media Coordinator
Daniel Baden	Clerk-Treasurer
John Barr	Town Attorney
Citizens	

NOTICE OF ZONING HEARINGS

Jackson – 3911 Lawrence Street

Par Management – 3800 Newton Street

John Barr, Town Attorney gave overview of the zoning hearing for the properties located at 3911 Lawrence Street and 3800 Newton Street. The hearings were originally scheduled for March 27th. Mr. Barr asked for a postponement until the Mayor and Council could review the requests. The next hearing will be April 24th.

Discussion:

Ms. Jackson resident of 3911 Lawrence Street stated that she will be adding on her house to add an additional bedroom and bathroom.

Mayor Michael E. Hale called for a motion to approve the construction on Ms. Jackson's home at 3911 Lawrence Street.

Motion made by Council Member Jackson to approve plans for property at 3911 Lawrence Street. Seconded by Council Member Blue. Motion was passed with a vote of 5-0.

Mr. Barr then discussed the home located at 3800 Newton Street owned by Par Management. Par Management has purchased several homes in town and has refurbished and sold the homes.

Motion made by Council Member Jackson to approve plans for property at 3800 Newton Street. Seconded by Council Member Blue. Motion was passed with a vote of 5-0.

PARKING PERMIT DISCUSSION

Daniel Baden, Clerk-Treasurer gave background of the parking problems within the town, the Public Hearing and the possibility of town parking permits.

Chief Brian Gibson suggested sending out a survey to residents for their opinions or having meetings with each ward to discuss the problems with parking.

It was the consensus of the Council to continue to monitor the situation and reevaluate as necessary. This may include surveys and Ward meetings. Chief Gibson will act as the lead on this project and will do further research before any action is taken.

RESOLUTION R-1-2013 COLMAR MANOR COMMUNITY GARDEN

Mayor Michael E. Hale asked John Barr, Town Attorney to review the Garden Club's contract. Mr. Barr stated that the town's only responsibility would be financially the Garden Club would prepare their own contract and application.

Mayor Michael E. Hale called for a motion to adopt Resolution R-1-2013 Colmar Manor Garden Community Garden.

Motion made by Council Member Jackson to adopt Resolution R-1-2013 Colmar Manor Community Garden. Seconded by Council Member Bowden. Motion was passed with a vote of 5-0.

MOU w/COTTAGE CITY – COMMUNITY GARDEN

Mayor Michael E. Hale called for a motion to approve the MOU with Cottage City regarding the Community Gardens and financing through the PTCHP.

Motion made by Council Member Jackson to approve the MOU with the Cottage City Community Garden and to give the town's Clerk-Treasurer authority to sign on behalf of the Mayor and Town Council. Seconded by Council Member Epps. The motion was passed with a vote of 5-0.

COMMEMORATIVE RAIN GARDEN STATUS

Daniel Baden, Clerk-Treasurer gave an update on the Rain Garden location, signage and construction (see attached).

The Council questioned who would be responsible for the Rain Garden maintenance. Mr. Baden said that the town staff will be responsible for the maintenance.

Representatives from the Low Impact Center have been asked to come to a future meeting to further discuss the progress of the Rain Garden.

The Low Impact Center will be advised that the plans meet the Council's approval.

HANDICAP PARKING SPACE – NELSON RESIDENCE 4015 NEWTON STREET

Ms. Nelson of 4015 Newton Street is requesting a handicap parking space.

Mayor Michael E. Hale stated that the handicap parking space will have to be shared between anyone that has a handicap permit on that street.

Mayor Michael E. Hale called for a motion to approve a handicap space on 4015 Newton Street.

Motion made by Council Member Jackson to approve handicap space for Ms. Nelson resident of 4015 Newton Street. Seconded by Council Member Blue. The motion was approved with a vote of 5-0.

RECREATION CENTER IDENTIFICATION CARD SYSTEM

Chief Brian Gibson gave information on assault that occurred in the gym on April 1st.

Council Member Epps suggested having an Identification Card System for all participants. The Council discussed different options on controlling identification for individuals entering the Recreational facility.

John Barr, Town Attorney suggested adding behavioral rules to the Town Code.

Other suggestions were:

- Surveillance camera on the Recreation computer
- ID Card System
- Additional Staffing (Female)
- Police presence from 6-8:30 p.m.

It was agreed that more research should be completed and to include these items as appropriate during the budget discussion. Chief Brian Gibson is to do further research on this matter.

NATIONAL NIGHT OUT

Chief Brian Gibson stated that Chief of Police of Bladensburg asked Colmar Manor to join them for National Night Out this year at the Bladensburg Water Front Park.

Arlene Spann, Administrative Assistant for the Police has already started plans for Colmar Manor for this function.

Chief Gibson suggested having all four Port Towns plan National Night Out in future years. Colmar Manor can also consider joining Bladensburg in upcoming years. Planning would have to start early on this type of collaboration.

It was the consensus of the Council to do further research for next year's National Night Out event.

ADJOURNMENT

Motion made by Council Member Jackson to adjourn the Work Session meeting at 8:00 p.m. Seconded by Council Member Blue. The motion was approved with a vote of 5-0.