



The City of Glenarden  
Work Session Meeting (Virtual)  
Tuesday, September 7, 2021, at 7:00 PM  
**Minutes**

**Attendees:**

Council President – Derek D. Curtis, II  
Council Vice President – Angela D. Ferguson  
Councilwoman – Erika L. Fareed  
Councilwoman – Kathleen J. Guillaume  
Councilman – Maurice A. Hairston  
Councilman – James A. Herring  
Councilwoman – Robin Jones  
Mayor – Cashenna A. Cross

**Additional Guest:**

Human Resources – Karen Shoultz

- Called to Order at 7:00 PM
- Invocation led by Council President Derek D. Curtis, II
- Roll Call
  - Councilwoman – Erika L. Fareed – Present
  - Councilwoman – Kathleen J. Guillaume – Present
  - Councilman – Maurice A. Hairston – Present
  - Councilman – James A. Herring – Present
  - Councilwoman – Robin Jones – Present
  - Council Vice President – Angela D. Ferguson – Present
  - Council President – Derek D. Curtis, II – Present

**We have a Quorum**

- Motion to Adopt Agenda

Councilman James A. Herring to adopt the agenda – Second by Council Vice President Angela D. Ferguson.

Councilman – James A. Herring - Yes  
Councilwoman – Robin Jones - Yes  
Councilwoman – Erika L. Fareed - Yes  
Councilwoman – Kathleen J. Guillaume - Yes  
Councilman – Maurice A. Hairston – Yes  
Council Vice President – Angela D. Ferguson - Yes  
Council President – Derek D. Curtis, II - Yes

**7 Yes, 0 No = PASSED**

- Topic of Discussion
  - Back to School Recap
    - **E. Fareed** – The City Council held a successful back to school event on Saturday, August 28, 2021. The City distributed backpacks to over 200 recipients without the use of state funds. The remaining school supplies were donated to the Glenarden Housing Authority.
  - Cable Station
    - **J. Herring** – Request status of hiring personnel to run the cable station.
      - **Mayor Cross** – The cable television station doesn't have Up's on key equipment to run the station, the building experiences frequent black outs do to power surges. The Administration has drafted a purchase order for approval by Acting City Manager Chief Jackson to procure the Up's and other necessary parts to correct the issue. There could be a need to hire an electrician if the problem persists.
        - **President Curtis** – Requests the Mayor to establish a timetable/turnaround schedule on the completion of this project to be reported to the Council.
      - **R. Jones** – Requests an update on the status of the RFP regarding hiring a dedicated operator to run the cable station.
        - **Mayor Cross** – HR is working to evolve the Webmaster position to support all media. A job announcement via ICMA will be announced to review additional candidates to serve as a Media Specialist. The Media Specialist role will handle the cable station, webmaster duties, news reporting, and flyers. Mayor Cross will recirculate the parts list to the Council for review.
  - MLK Park
    - **J. Herring** – Where are we with the taking down of the building? We need to move forward with the second phase of this project which requires putting down low impact & AVA compliant equipment.
  - Website Relaunch

- **E. Fareed** – Suggest that the Administration continue to oversee the management of the website committee since they are primarily responsible for creating the content for the City of Glenarden website. The Website Committee is not an ongoing committee, they are only being utilized for the relaunch for the site.
  - **Mayor Cross** – Will talk to Mario Cross about supporting the cable station and website committee on a volunteer basis.
  - **Mayor Cross** – The Mayor is tasking the media specialist to create rolling content to provide local events and city update via the cable station.
  - **Mayor Cross** – The Mayor will coordinate with Mr. Huff and Mrs. Hunter to discuss next steps for the website. Mayor Cross also wants to compile a list of rotating citizen volunteers to serve in a support role during her 4-year term.
- Woodmore Town Center Agreement & Community Room Lease Update
  - **E. Fareed** – Councilwoman Fareed is currently working with the City Attorney and county to further understand what obligations are currently outstanding from the WTC development project to the City of Glenarden. The city may be owed 2 million dollars. We need to accelerate our understanding of traffic control and maintenance of city streets based on this agreement. The HOA Attorney will be meeting with D.R. Horton’s attorney Wednesday, September 15, 2021, to discuss of agreement, next steps, and monies owed.
  - **E. Fareed** – WTC Community Room lease automatically renews every 4 years and does not prohibit the City of Glenarden from renting for profit. A follow up is needed with the WTC Manager for Commercial space to discuss what we need to do to rent within compliance.
    - **Mayor Cross** – Requested an after-action report from Mrs. Fareed pertaining to the meeting with D.R. Horton’s attorneys on the 15<sup>th</sup>. Mayor Cross would also like a meeting invitation extended to her to attend as well.
- Sub-Region 4 plan & Zoning Rewrite

- **J. Herring** – Regarding the rezoning of MLK Highway, on page 300 of the Sub-Region plan, the City of Glenarden is supposed to run apartments buildings from the location of Smith’s Barber shop all the way to down the 7/11. That area is scheduled to be rezoned into multi-family residential units. Councilman Herring fears this zoning modification will cause an adverse effect in traffic for all citizens in those wards and greatly affect the aesthetic view.
- **R. Jones** – Suggest having the developers invite the council to do a walk through to better understand the zoning and community development strategy.
- **E. Fareed** – Councilwoman Fareed wants the City of Glenarden to be present and at the table during the developmental planning and zoning stages of the city instead of us reacting to the development plan without haven given our input.
- **E. Fareed** – Request Councilman Herring to provide the council with any other pertinent zoning and redevelopment meeting information that the City of Glenarden should attend. Councilwoman Fareed wants to know why the City of Glenarden has not been invited during these developmental meetings and how to ensure we are present going forward.
  - **Mayor Cross** – Going forward the City Manager will attend all community development and zoning meetings.
- **President Curtis** – Request adding the zoning plans to the City of Glenarden website for citizen access.
  - **K. Guillaume** – Request Councilman J. Herring to provide a link to the zoning rewrite for citizen review. Why weren’t the community members invited to the table at the community assessment planning?
- **President Curtis** – Where are we receiving these notifications pertaining to city updates and development meetings from the county...where are the notifications going? We need to monitor who is in receipt of these letters.
  - **J. Herring** – Wants to make sure the Council are people of record...somehow the council was dropped off.
- **Mayor Cross** – Request citizens to review Prince George’s 2035 plan to stay abreast of zoning and transportation plans.

- **President Curtis** – Request to have the Prince George’s 2035 plan added to the city website for residents’ access to review how the county plans will impact our city.
- 2020 Census Data and impact on wards
  - **E. Fareed** – Questions Mayor Cross whether we have received data from the state to analyze the impact on wards to make sure there is fair and equal representation across the city.
    - **Mayor Cross** – Plans to digest the data to provide a brief detailed report for citizens to access for review.
- Parliamentarian for the Council
  - **E. Fareed** – What are the plans for a parliamentarian?
    - **President Curtis** – We will address personnel issues at the upcoming closed session.
- Shred Day
  - **J. Herring** – Councilman Herring is looking forward to organizing a shred day before it gets too cold.
    - **Mayor Cross** – Request Councilman Herring to add a clothing and coat drive to the shred day event for the community.
    - **President Curtis** – Request the municipal center to lead in the effort to keep soft copies of records, and shred unnecessary paper.
- ARPA Fund Update (status on receipt of funds)
  - **President Curtis** – Request Treasurer Dean Stewart to setup a separate bank account for these funds to better manage the tracking of expenses.
    - **Mayor Cross** – Suggest hiring talent to manage funds for the 5-year term, and research best practices for city use of said funds.
    - **President Curtis** – Suggest a utility & water assistance fund to assist residents behind on bills.
    - **K. Guillaume** – Suggest rental assistance for residents impacted by the hardships of the COVID Pandemic.
    - **Mayor Cross** – Suggest creating a list of Glenarden citizens in who are in need of assistance by ward to be managed by their ward representative.
- Election Ballots

- **J. Herring** – Addresses wanting a status update on his request to obtain a copy of the most recent election ballots. Councilman Herring expresses his right to have access to this information based on the Maryland Public Information Act.
  - **R. Jones** – You can apply at the circuit court level to obtain copies of the ballot information.
- **Mayor Cross** – Please have Mr. Herring send her a copy of his previous request to review the ballot results to her attention.

➤ JJ Tenant Council Committee Meeting

- **K. Guillaume** – Can we make an acceptance to grant gratis to the Glenarden Housing Authority Committee Members house their meetings in the Gold Room once a month to make the space easily accessible to the elderly committee members?
  - **J. Herring** – Consider using the Nutrition Center which wouldn't require approval for meeting access. We are also a community partner with the Glenarden Recreation Center as well who will allow us to use their space.
  - **Mayor Cross** – You can utilize the American Legion as a community partner and rent space by offering a donation.

- Adjourned at 8:50 PM

Submitted by:

Victoria Lewis, Council Clerk