



TOWN OF COLMAR MANOR

A Port Towns Community
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Colmar Manor, Maryland 20722

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**Town Council
Work Session
December 5, 2023**

Minutes

Present: Mayor Monica Casanas, Councilmember Melinda Mendoza, Councilmember Irina Hobbs (virtual), Councilmember Malik Harding, and Councilmember Keith Brooks.

Staff Present: Town Administrator Greg Holcomb, Administrative Assistant Melissa Flores, Police Chief Tracy Stone, and Clerk Treasure Dan Baden (Virtual).

Call to Order 7:00 P.M.

Councilmember Mendoza moved to call the meeting to order and approve the agenda, Councilmember Harding seconded the motion. A voice vote was taken; motion passed.

Schindler Elevator Service contract

Town Administrator discussed extending our service contract for the elevator in the amount of \$11,400 over the five year agreement.

Councilmember Harding moved to approve Schindler Elevator contact in the amount of \$11,400, Councilmember Brooks seconded the motion. A voice vote was taken; motion passed.

Lariscy Park Conceptual Design

Town Administrator discussed public outreach for the project.

Town resident addressed concern via email and it stated: Sell space to payoff town loan, add pavilion where picnic tables are, trash cans located throughout venue, and planting wall/ hedges on Newark to provide to residents across the street.

Vacant Property Tax

Town Administrator discussed proposed vacant property tax proposal.

Town council asked town administrator to draft a vacant property tax ordinance.

Town council also requested for the registration fee to be increased to \$500.00 resident fee and \$1,000.00 commercial fee.

Charter Review- Second half of the Charter

Town Administrator gave update on Charter review and how the meetings are going with Charter review committee.

Good of the Order- Council's open discussion of ideas, concerns, or comments

Mayor Monica Casanas requested for monthly reports from council members. Mr. Brooks asked for advance notice more than one day. Mayor stated she is asking now in advance for the next newsletter. Specifically, year accomplishments and aspirational views for the coming year.

Mr. Brooks stated he will not be at the next meeting.

Mr. Brooks asked about the tree planting in town.

Mayor noted she wants to have a budget meetings leading up to the budget. Mid-year projections in February.

Mayor wants to educate the residents on the roles of the council and local government roles in the process, and what to know if you want to run.

Mayor wants Green team to do composting bin at the town hall.

Mr. Harding had a meeting with Milt Mathews foundations to discuss how they can work in our community.

Mr. Brooks suggested we do something about taxes. Mayor stated vista will help assist with tax prep.

Adjournment

Councilmember Irina Hobbs made a motion to adjourn, Councilmember Brooks seconded the motion, a voice vote was taken and the council adjourned at 8:55 PM.