



**MEETING OF
UNIVERSITY PARK MAYOR AND COMMON COUNCIL**

**UNIVERSITY PARK ELEMENTARY SCHOOL
4315 UNDERWOOD STREET**

**7:30 p.m.
July 20, 2015
MINUTES**

1. CALL TO ORDER: *Mayor Lenford Carey* at 7:30 p.m.

Present: Mr. Thompson, Mr. Gekas, Ms. Verrill, Mr. Caskey, Mr. Cron,
Mr. Alvarez
Absent: None
Excused: Mr. Hess

2. PLEDGE OF ALLEGIANCE was led by Mayor Carey.

3. APPROVAL OF THE AGENDA

Moved by: Mr. Thompson **Seconded by:** Mr. Cron
Yea: 6 **Nay:** 0 **Abstain:** 0

4. PUBLIC COMMENT

None

5. PERMITS

**A. BUILDING PERMIT APPLICATION TO WIDEN DRIVEWAY AND ADD A
RETAINING WALL (Ed and Glen Post, 4304 Van Buren) Ward 4**

Motion: To approve the request for a building permit to widen existing driveway 5’ x 42’ and to construct a 2.5’ high retaining wall located on Lot 21 and part of Lot 22, Block 24, Section 6-B at 4304 Van Buren Street.

Moved by: Ms. Verrill **Seconded by:** Mr. Gekas
Yea: 6 **Nay:** 0 **Abstain:** 0

**B. PERMIT REQUEST TO DEMOLISH EXISTING GARAGE AND CONSTRUCT
A 18’X18’ STAND ALONE ONE CAR GARAGE, REPLACE AND MODIFY
EXISTING DRIVEWAY WITH RETAINING WALL AND TO ERECT A 3’
WOOD FENCE (Kurt and Terisa Flick, 6906 Pineway) Ward 5**

Motion: To approve the request for a building permit to demolish and remove a stand-alone one car garage and construct a 18’x18’ stand-alone garage in a different location on the site, to replace an existing driveway with a new 85’ long driveway of varying widths with retaining wall, and to erect a 3’ wood fence, located on Lot: 47&48, Block: E at 6906 Pineway.

Moved by: Mr. Caskey
Yea: 6

Seconded by: Mr. Thompson
Nay: 0 **Abstain:** 0

C. LETTER TO SUPPORT COUNTY VARIANCE NEEDED TO CONSTRUCT A NEW DRIVEWAY (Kim Shannon and Allen Naylor, 4405 Underwood St) Ward 3

Motion: To authorize the Mayor to write a letter to DPIE in support of a variance of less than 3 feet needed to construct a new 12’x 30’ driveway on Lot 13, Block 12, Section 3 at 4405 Underwood Street.

Moved by: Mr. Thompson
Yea:

Seconded by: Mr. Gekas
Nay: **Abstain:**

Motion: To be continued until the variance from the County is applied for.

Moved by: Mr. Cron
Yea: 6

Seconded by: Mr. Thompson
Nay: 0 **Abstain:** 0

6. NEW BUSINESS

A. CONTRACT FOR INFORMATION TECHNOLOGY SUPPORT SERVICES, WITH OVERRIDE OF BID PROCEDURES

Motion: Per Section 2-105 (b) of the Town Ordinances, to override sealed bid procedures and approve the multi-year contract for information technology support services with BAIS2 of Lanham, Maryland for an amount not to exceed \$ 8,590 per year; good cause having been demonstrated that the Town needs reliable information technology support, the provider being a local company familiar with the Prince George’s Intergovernmental Network Community Coordinating Committee, the provider also serving the adjacent Town of Riverdale Park which has similar requirements and speaks highly of their work, and it being advantageous to the Town of University Park to contract for multi-year support services at a fixed rate.

Moved by: Mr. Cron
Yea: 6

Seconded by: Mr. Gekas
Nay: 0 **Abstain:** 0

B. SURPLUS TOWN BUS

Motion: To declare the 2000 Chevy E450 Bus as surplus and authorize the Mayor to auction vehicle with VIN # 1GBJG31F1Y1217264/Y0080118 for disposal.

Moved by: Mr. Cron
Yea: 6

Seconded by: Mr. Alvarez
Nay: 0 **Abstain:** 0

C. RESOLUTION 15-R-10 TO SUPPORT THE PRINCE GEORGE’S COUNTY MUNICIPAL COLLABORATION FY 2016 MEA EMPOWER LMI COMMUNITIES GRANT APPLICATION AND DHCD SUSTAINABLE COMMUNITIES-COMMUNITY LEGACY GRANT APPLICATION

Motion: To adopt Resolution 15-R-10 in support of the Prince George’s County Municipal

Collaboration FY 2016 MEA Empower LMI Communities Grant application and DHCD Sustainable Communities-Community Legacy Grant application.

Moved by: Mr. Thompson **Seconded by:** Mr. Caskey
Yea: 6 **Nay:** 0 **Abstain:** 0

D. OPPOSE SP-150003 FOR A 7-ELEVEN IN THE TOWN OF RIVERDALE PARK

Motion: To adopt the recommendations from the Development Overview Committee and approve a Town position in support of the Town of Riverdale Park’s opposition to the special permit SP-150003 for the 7-Eleven, to authorize the Mayor and Town Attorney to write and send a letter to the Prince George’s County Planning Board consistent with this position, and to authorize the Mayor to testify on behalf of the Town at the hearing on July 30, 2015. The letter to the Planning Board will be circulated to the Council prior to submission.

The Development Overview Committee recommends that the University Park Town Council authorize the Town Attorney and Mayor to prepare a letter supporting the Town of Riverdale Park's opposition to Special Permit 150003 to convert 6315 Baltimore Avenue into a 7-Eleven store with emphasis on the following:

- The applicant's concerted effort to skirt the intent of the M-U-TC zoning overlay, the county master plan, and other development plans.
- Traffic and safety concerns, specifically related to pedestrian and bike traffic.
- The mismatch between 24-hour operation, the residential area in Riverdale Park, and the historic district in University Park.
- Stormwater management.

Moved by: Mr. Thompson **Seconded by:** Ms. Verrill
Yea: 6 **Nay:** 0 **Abstain:** 0

E. DESIGN OF THE VETERANS MEMORIAL

Motion: To adopt the recommendations from the Council Committee on Public Facilities and Services, and approve the design as recommended for the Veterans Memorial in University Park.

Moved by: Mr. Gekas **Seconded by:** Mr. Cron
Yea: **Nay:** **Abstain:**

Motion: To approve the Veterans Memorial Design Development Plan at the designated site established by Resolution 12-R-05; to have the Town put the project out to bid with the alternative for Town residents to assist with planting; and to extend the memorial completion date at the designated site from October 1, 2015 to June 1, 2016, as referenced in the June 18, 2015 memorandum from the Council Committee on Public Facilities and Services.

Moved by: Mr. Gekas **Seconded by:** Mr. Thompson
Yea: 6 **Nay:** 0 **Abstain:** 0

PUBLIC COMMENT

(Note: Responses from Council Members, Town Attorney or the Mayor are italicized.)

- Would like to have a bench included at the site of the Veterans Memorial and if later it seems to create a problem, like undesirable activity, then remove it. Will there be a Veterans Memorial sign?

After three years it is time to get a meeting spot and the date settled. This is going to be an ongoing project, the bench and signs can be discussed in the future.

- Would like to keep the tradition of observing Veterans Day on the Sunday before November 11.
- The Committee took to heart a lot of the public comments about the cost of the original design and that is why the current design is so different.

F. VETERANS DAY OBSERVANCE

Motion: As recommended by the Council Committee on Public Facilities and Services, to clarify the date for the Town's observance of Veterans Day in University Park.

Moved by: Mr. Gekas

Seconded by:

Yea:

Nay:

Abstain:

Motion: To amend to adopt amendment B, to approve November 11 for the Town of University Park to observe Veterans Day.

Moved by: Mr. Caskey

Seconded by: Mr. Thompson

Yea: 4

Nay: 1

Abstain: 1 (Verrill)

Motion: To clarify that the date for the Town's observance of Veterans Day in University Park is the 11th of November each year.

Moved by: Mr. Gekas

Seconded by: Mr. Thompson

Yea: 4

Nay: 1

Abstain: 1 (Verrill)

G. COUNCIL WORK PLAN DISCUSSION

Discussion of Council Agenda for 2015-2016

The Mayor and the Council went through some of the items in the Council Agenda-Setting 2015-2016 list dated July 17, 2015 and discussed how the items will be handled.

- The Veterans Memorial has been worked on.
- The first thing that should be focused on is to improve the website and improve the transparency of how the town operates. It is essential to have this in place in order to address any of the other issues.
- The Committee on Policy, Rules, and Municipal Structure is currently working on the "Improve transparency and access" process.
- In reference to improving transparency, on the front end, a vision is needed to see how all of the pieces fit together.
- When talking about transparency, accessibility or the website, what specific functions and features are wanted.
- The website, to a certain degree is a tool, it can be used to share documents and

stream Council meetings.

- Consider streaming meetings through a cable channel.
- Would like to have searchable minutes. Would like to put a topic in a search box and all the minutes and agendas that address that topic will come up.
- Work with Town Hall to come up with a plan.
- A meeting is scheduled with Art at Work Co. to discuss signs throughout town.
- Signage will go through the Council Committee on Police, Traffic, and Public Safety.
- Reaching out to new residents goes through the Civic Association.
- Council members should be welcoming new residents.

7. APPROVAL OF MINUTES: *July 6, 2015* as modified.

Moved by: Mr. Alvarez

Seconded by: Ms. Verrill

Yea: 5

Nay: 0

Abstain: 1 (Thompson)

8. DEPARTMENT AND COUNCIL REPORTS

A. MAYOR'S REPORT

- The newsletter contract is signed and completed.
- The used town bus has arrived. The new bus will arrive by the end of August.
- According to the County and municipal animal control experts, the mangy fox that has been seen throughout town does not pose a danger to humans.
- Guests scheduled for the August 10 Council Meeting:
 - University Park Elementary School Principal Toi Davis, to talk about educational programs.
 - Ethics Commission will propose a revision to the ethics ordinance.
- There is a vacancy on the Ethics Commission since Mr. Leaderman has withdrawn. Council Members are asked to recommend for this important post.
- At request from the Development Overview Committee, attempting to schedule a presentation in regards to the Prince Georges Plaza Transit District Development Plan, Transit District Overlay Zone.
- Town Police Sergeant Enig and Public Works crew member Jerome Roberts rescued a resident who was lost on a very hot day.

B. COUNCIL REPORTS

None

C. REPORT FROM THE TOWN ATTORNEY ~ *Suellen Ferguson*

None

D. REPORT FROM THE TOWN CLERK ~ *Tracey Toscano*

- Reminder to review permit procedures.

E. REPORT OF THE TOWN TREASURER ~ *Dan Baden*

Not present

F. REPORT ON POLICE DEPARTMENT ACTIVITIES ~ *Chief Wynnyk*

June 2015 Crime Report was distributed.

- A University Park Officer competed in the World Police and Fire Games in Fairfax,

VA and came in 8th place.

- Appointed to the Communications Committee for Maryland Municipal League.
- Administrative Assistant Josie Brown has resigned and the position will be advertised.
- Promoted two officers to corporal positions.

G. REPORT ON THE DEPARTMENT OF PUBLIC WORKS ~ *Michael Beall*

Not present (report given by Mayor Carey)

- Pepco Vegetation Management will return after July 26.
- Public Works staff are going through training in CPR for the next few weeks.
- Later this month will recognize Public Works employee Terry Murphy for his ten years of service.

9. ADJOURNMENT by consent at 9:40 p.m.