



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

**UNIVERSITY PARK ELEMENTARY SCHOOL  
4315 UNDERWOOD STREET**

**7:30 p.m.  
June 20, 2016  
MINUTES**

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

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

**2. PLEDGE OF ALLEGIANCE** was led by Mr. Thompson

**3. APPROVAL OF THE AGENDA**

**Moved by:** Mr. Thompson    **Seconded by:** Mr. Hess  
**Yea:** 7                            **Nay:** 0                            **Abstain:** 0

**4. OFFICIAL SWEARING IN OF THE MAYOR-ELECT BY THE CLERK OF THE COURT**

**Swearing-in conducted by  
Office of Clerk of the  
Circuit Court for Prince George’s County**

**SWEARING-IN OF THE MAYOR-ELECT  
Lenford C. Carey**

**5. OFFICIAL SWEARING-IN OF COUNCILMEMBERS-ELECT BY THE CLERK OF THE COURT**

**Swearing-in conducted by  
Office of Clerk of the  
Circuit Court for Prince George’s County**

**Joseph Thompson, Ward 1 Councilmember  
Bradlee Hess, Ward 3 Councilmember  
Roy Alvarez, Ward 7 Councilmember**

**6. PERMITS**

**A. BUILDING PERMIT APPLICATION TO CONVERT PORCH TO LIVING SPACE  
(Paul and Jennifer Staats of 4407 Tuckerman Street) Ward 1**

**Motion:** To approve the request for a building permit to convert a 4.11'x 7.8' enclosed porch to living space located on Lot 17, Block 2 and Section 1 at 4407 Tuckerman Street.

**Moved by:** Mr. Thompson    **Seconded by:** Ms. Verrill  
**Yea:** 7                            **Nay:** 0                            **Abstain:** 0

**B. BUILDING PERMIT APPLICATION TO REPLACE EXISTING RETAINING WALL  
(Robert Tyler of 6828 Pineway) Ward 5**

**Motion:** To approve the request for a building permit to replace existing 35'x 4' retaining cinderblock wall located on Lot 31 & 32 and Block E at 6828 Pineway.

**Moved by:** Mr. Caskey        **Seconded by:** Mr. Alvarez  
**Yea:** 7                            **Nay:** 0                            **Abstain:** 0

**C. BUILDING PERMIT APPLICATION WITH VARIANCE TO REPLACE A 6' FENCE  
(Camille Jackson and Matt Weaver, 4412 Van Buren Street) Ward 3**

**Motion:** To approve the request for a building permit with special exception for the replacement of an existing non-conforming 6' fence, located on Lot 35 & 36, Block 15, Section 3 at 4412 Van Buren Street. Council must make the requisite findings to approve this Special Exception per Section 4-115 Sub-sections A-E of the Town Code.

**Section 4-115. Special Exceptions**  
The Common Council may consider an application for a special exception based upon a particular case or situation, and may approve the application provided that there is a showing of hardship, unique topography, unusual circumstances or safety considerations that warrant an exception. Special exceptions shall be granted by the Council only if it finds that such exception:

- (a) will not adversely affect the public health, safety, welfare or interest, nor the reasonable use of adjoining properties;
- (b) will not violate any covenants applicable to the property;
- (c) can be granted without substantial impairment of the purpose and intent of the Town building regulations;
- (d) will not interfere with or obstruct the visibility of motorists or cyclists; and
- (e) will not unduly impede the enforcement of any other applicable law. (Revised, effective December 12, 1989, February 28, 1998)

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

**Motion:** To continue this motion when the right-of-way issue is resolved.

**Moved by:** Mr. Hess                    **Seconded by:** Mr. Cron  
**Yea:** 7                                        **Nay:** 0                                        **Abstain:** 0

**D. SPECIAL UTILITY PERMIT: PEPCO VEGETATION MANAGEMENT**

**Motion:** To approve Special Utility Permits for Pepco SP-2016-03 and SP-2016-04 to remove and to prune trees listed in Appendix A from the Town right-of-way as itemized on the permits and with the conditions as proposed.

**Moved by:** Mr. Thompson      **Seconded by:** Mr. Cron  
**Yea:** 7                              **Nay:** 0                              **Abstain:** 0

**7. CONSENT AGENDA**

**Motion:** To approve the following consent agenda item.

**Moved by:** Mr. Cron              **Seconded by:** Mr. Hess  
**Yea:** 7                              **Nay:** 0                              **Abstain:** 0

**BLOCK PARTY/STREET CLOSURE AT 40TH AVENUE AT THE CUL-DE-SAC AT THE END OF THE BLOCK (Saturday, July 30 from 2:00 - 8:00 p.m.) Ward 2**

*The police department has been notified and supports this request.*

**JULY 4<sup>th</sup> PARADE/STREET CLOSURE TOP OF QUEEN'S CHAPEL ROAD BY ROUTE 1 TO UNIVERSITY PARK ELEMENTARY SCHOOL AT 4315 UNDERWOOD STREET (Monday, July 4th from 9:00 a.m.- 12:00 p.m.)**

*University Park Civic Association has made this request for the parade. The police department has been notified and supports this request.*

**8. PRESENTATIONS**

Chair of the Committee on Trees, Parks and Environment Mr. Chris Aubry distributed an annual report, which gave details of what projects the Committee worked on throughout Town for the past year. The Committee is currently working on a project in the Town park areas by planting native plants. Mr. Aubry thanked the volunteers and the Department of Public Works for their help with the projects.

**9. PUBLIC COMMENT**

- The Civic Association and Mutt Strut Committee would like to use the profits from this year's Mutt Strut to donate to the Town of University Park a pet waste bag dispenser that comes with 400 bags..

**Motion:** To approve the installation of a donated pet waste bag dispenser with an initial supply of 400 bags, for a location in the park to be determined by the Department of Public Works. The Civic Association and the Mutt Strut Committee will monitor and replace the bags for the first year.

**Moved by:** Ms. Verrill              **Seconded by:** Mr. Gekas  
**Yea:** 7                              **Nay:** 0                              **Abstain:** 0

## 10. CONTINUING BUSINESS

### A. FISCAL YEAR 2017 BUDGET AMENDMENT

**Motion:** To approve LR 16-O-04 to amend the fiscal 2017 budget and approve a transfer of an amount not to exceed \$ 35,000 from Unreserved Designated Funds Line Item F1 Vehicle Replacement to Public Works Capital Line Item W16 Equipment, to enable purchase of a 2016 all-wheel replacement vehicle for the Director of Public Works.

**Moved by:**

**Seconded by:**

**Yea:**

**Nay:**

**Abstain:**

*The earliest this resolution may be adopted is at the July 11, 2016 Council meeting.*

### 11. APPROVAL OF MINUTES: *June 6, 2016* as amended.

**Moved by:** Mr. Cron

**Seconded by:** Mr. Alvarez

**Yea:** 7

**Nay:** 0

**Abstain:** 0

## 12. DEPARTMENT AND COUNCIL REPORTS

### A. MAYOR'S REPORT

- The Maryland Municipal League Conference is scheduled for June 26-29. Mayor Carey strongly recommended attending the workshops on Hot Button Legal Issues, the Open Meetings Law, and the Maryland Public Information Act.
- The annual Independence Day parade and festivities will be held on July 4, beginning at 11:00 a.m., organized by the University Park Civic Association.
- On July 6, Mayor Carey and Public Works Director Beall will attend a presentation at the University of Maryland Department of Geographical Sciences that will show how satellite imagery can be used to look at crown cover and tree canopy. This data may enable the Town to show what has been done in University Park and to plan for where trees should be planted in the future.
- The telephone system in Town Hall is in the process of being updated.
- The new server in Town Hall has been installed. The changeover of Councilmember e-mail accounts will be completed soon.

### B. COUNCIL REPORTS

None.

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

7-Eleven - Town Attorney Suellen Ferguson, together with Raj Kumar for Prince George's County, argued before the Circuit Court on June 10 opposing the Planning Board decision on the proposed 7-Eleven on Baltimore Avenue across from University Park. Ms. Ferguson said it appeared the Judge had read the briefs and understood the arguments on both sides. A date for the final decision was not given.

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

Ms. Toscano reported on the schedule for the Maryland Municipal League Conference.

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

Not present. May 2016 Treasurer's Report was distributed.

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

May 2016 Crime Report was distributed.

- Currently interviewing for the Code Enforcement Officer.
- Purchased a speed sign that will collect data on volume and speed.

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

- Currently working on reintroducing grass on the Adelphi Road field.
- The Town's application for a grant to build a green street on College Heights Drive was denied.

**13. ADJOURNMENT** by consent at 9:35 p.m.